



**Rochester City Council Public Hearing
May 15, 2018
Council Chambers
7:00 PM**

Agenda

- 1. Call to Order**
 - 2. Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding Development and Construction Signs P. 5**
 - 3. Adjournment**
-
-

**Rochester City Council Special Meeting
May 15, 2018
Council Chambers
*Immediately following the Public Hearing***

Agenda

- 1. Call to Order**
 - 2. Resolution Ordering the Elimination of a Hazardous Building at 1 1/2 Chestnut Street in Rochester, New Hampshire *motion to approve* P. 11**
 - 3. Confirmation of Auction Sales *motion to accept***
 - 4. Adjournment**
-
-

**City Council Workshop
May 15, 2018
Council Chambers
*Immediately following the Special Meeting***

Agenda

- 1. Call to Order**
- 2. Public Input**

*Intentionally
left blank...*

City Clerk's Office

3. Communications from the City Manager

4. Communications from the Mayor

5. Budget Presentations

5.1. Building, Zoning, and Licensing Services

- a. Operating Budget (O&M Book pages: **121 -124**)
- b. Capital Budget (CIP Book page: **53-54**)
- c. Issues & Options (I&O Book page: **7**)

5.2. Public Works

- a. Operating Budget (O&M Book pages: **129 - 131**)
- b. Capital Budget (CIP Book pages: **55 - 82**)
- c. GRDD TIF (CIP Book pages: **9-10**)
- d. GSBP (CIP Book page: **11**)
- d. Issues & Options (I&O Book pages: **none**)

5.3. Public Buildings and Grounds

- a. Operating Budget (O&M Book pages: **91 – 92**)
- b. Capital Budget (CIP Book pages: **22 - 37**)
- c. Issues & Options (I&O Book pages: **none**)

5.4. Community Center

- a. Operating Budget (O&M Book pages: **173**)
- b. Capital Budget (CIP Book pages: **161 - 166**)
- c. Issues & Options (I&O Book pages: **none**)

5.5. Water Works

- a. Operating Budget (O&M Book pages: **156 - 158**)
- b. Capital Budget (CIP Book pages: **100 - 128**)
- c. Issues & Options (I&O Book pages: **none**)

5.6. Sewer Works

- a. Operating Budget (O&M Book pages: **162 - 164**)
- b. Capital Budget (CIP Book pages: **129 - 157**)
- c. Issues & Options (I&O Book pages: **none**)

6. Department Reports P. 13

7. Non-Meeting/Non Public Session

8. Adjournment

*Intentionally
left blank...*

City Clerk's Office

**Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding
Development and Construction Signs**

THE CITY OF ROCHESTER ORDAINS:

That Chapter 42 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows (changes in italics):

42.29 Signs

m. Specific Sign Requirements.

6.1. **Development and Construction Signs.** Signs temporarily erected during construction to inform the public of the developer, contractors, architects, engineers, the nature of the project or anticipated completion dates, shall be permitted in all zoning districts, subject to the following limitations:

- A. Such signs on a single residential lot, residential subdivision, or multiple residential lots, and nonresidential uses shall be limited to one sign, no greater than 10 feet, in height and 32 square feet in area.
- B. Such signs for commercial or industrial projects shall be limited to one sign per street front.
- C. Development and construction signs may not be displayed until after the issuance of construction permits by the building official and must be removed no later than 24 hours following issuance of an occupancy permit for a portion or all portions of the project.

6.2. ***Permanent Development Signs.*** *These signs shall be used to identify a project and/or inform the public of the name of a development.*

- A. *Such signs shall be no greater than 32 square feet.*
- B. *Such signs may be used for development greater than 50 units.*
- C. *Such signs may not be lit.*
- D. *Such signs are allowed in Open Space.*

The effective date of these amendments shall be upon passage.

177 East Industrial Park Drive
Manchester, NH 03109

TEL (603)622-5533
FAX (603) 622-4740

DATE	3-26-18	JOB NO.	584.05
ATTENTION	CITY COUNCIL		
RE:	PETITION FOR ZONING AMENDMENT		
	SECTION 29(m)(6) SIGNS		

TO City Council (via City Clerk)
31 Wakefield St.
Rochester, NH 03867

- WE ARE SENDING YOU Attached Under separate cover via _____ the following items:
- Shop drawings Prints Plans Samples Specifications
- Copy of letter Change order _____

COPIES	DATE	NO.	DESCRIPTION
1	3-26-18	-	Narrative
1	"	-	FEE CHECK
1	"	-	Petition w/ attached description
1	-	-	Example of Sign (if needed)

RECEIVED
MAR 26 2018
 Pd. #100 -
 CLK #17308
 CITY CLERK'S
 ROCHESTER, NH

- THESE ARE TRANSMITTED as checked below:
- For approval Approved as submitted Resubmit _____ copies approval
- For your use Approved as noted Submit _____ copies for distribution
- As requested Returned for corrections Return _____ corrected prints
- For review and comment _____
- FOR BIDS DUE _____ 20 _____ PRINTS RETURNED AFTER LOAN TO US

REMARKS _____

If there are any questions, please give me a call
at 622-5533

Thank you, Katie Weiss

COPY TO _____

SIGNED Kalshuis

05/10/2018

Bedford Design Consultants Inc.
ENGINEERS AND SURVEYORS

177 East Industrial Park Drive Manchester, NH 03109
Telephone: (603) 622-5533 Fax: (603) 622-4740
www.bedforddesign.com

March 26, 2018

Rochester City Council
31 Wakefield Street
Rochester, NH 03867

RE: Request for Amendment to the Zoning Ordinance
Section 42.29(m)(6) Development and Construction Signs

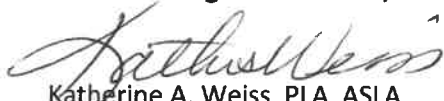
Members of the Council,

Bedford Design, on behalf of our client CBDA Development, LLC, respectfully requests an Amendment to the Sign Regulations in the Zoning Ordinance. Our client owns the Village at Clark Brook which is a Planned Unit Development on Old Dover Road. The project consists of over 200 units including multi-family, duplex, single family, and live/work. The owner would like to put two signs on the property that are larger than allowed in the zoning district. These signs are each twelve square feet (2' x 6') and were included in the Site Plan package which was approved by the Planning Board.

The underlying zoning district does not accommodate the needs of a large development like the Village at Clark Brook. The site is zoned Agricultural and PUD-4 and does not allow signs of this size. After speaking with City Staff and discussing the options we are submitting to the Council for an Amendment to the Sign Regulations. Attached is the requested wording to Section 42.29(m)(6). We are proposing a section (6.2) for Permanent Construction Signs and amending the unnamed table at the end of 42.29 to add Permanent Construction Signs and permit them in all residential districts.

Thank you for considering our application. If you have any further questions, please feel free to call us at 622-5533.

Sincerely,
Bedford Design Consultants, Inc.


Katherine A. Weiss, PLA, ASLA
Project Manager

Petition for Zoning Ordinance Amendment

Date: 3-26-18


The fillings of this petition and payment of the required fees, hereby propose a change in Chapter 42, Section 29(m)(6), of the General Ordinances of the City of Rochester.

It is respectfully requested that the Honorable Mayor and City Council amend the above as follows:

(Note: Please give a completed description of the change requested; if a zoning change is proposed supply full legal description of the affected parcel or areas).

please see attached description.

Each petitioner must supply, printed name, signature, street address, and Map and Lot Number.

	Printed Name	Signature	Street Address	Map & Lot Number
1	Dick Anagnost CBDA Development LLC		Old Dover Rd	Map 256A multiple lots
2				
3				
4				
5				
6				
7				
8				
9				
10				

Amendment A (*Amendments are in italics and bold*)

42.29(m)(6) Signage

6.1. Development and Construction Signs. Signs temporarily erected during construction to inform the public of the developer, contractors, architects, engineers, the nature of the project or anticipated completion dates, shall be permitted in all zoning districts, subject to the following limitations:

- A. Such signs on a single residential lot, residential subdivision, or multiple residential lots, and nonresidential uses shall be limited to one sign, no greater than 10 feet in height and 32 square feet in area.
- B. Such signs for commercial or industrial projects shall be limited to one sign per street front.
- C. Development and construction signs may not be displayed until after the issuance of construction permits by the building official and must be removed no later than 24 hours following issuance of an occupancy permit for an or all portions of the project.

6.2. Permanent Development Signs. *These signs shall be used to identify a project and/or inform the public of the name of a development.*

- A. Such signs shall be no greater than 32 square feet.*
- B. Such signs may be used for development greater than 50 units.*
- C. Such signs may not be lit.*
- D. Such signs are allowed in Open Space.*

Amendment B

42.29 Unnamed Table

Permanent Construction Signs shall be added to the last (unnamed) table of Section 42.29 and permitted in all residential and PUD districts.

Resolution Ordering the Elimination of a Hazardous Building at 1 1/2 Chestnut Street in Rochester, New Hampshire

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

WHEREAS, the building located at 1 1/2 Chestnut Street, Map 121, Lot 107 is owned by MJC Seacoast Ventures 24, LLC by way of Quitclaim Deed dated May 27, 2009 and registered with the Strafford County Registry of Deeds at Book 3750 Page 0782 on June 22, 2009; and

WHEREAS, the building at 1 1/2 Chestnut Street has been damaged extensively by fire and constitutes a hazardous building; and

WHEREAS, the building at 1 1/2 Chestnut Street in the City of Rochester exists in a hazardous condition and is a hazardous building in violation of New Hampshire RSA Chapter 155-B, Hazardous and Dilapidated Buildings; and

WHEREAS, in the interest of public safety and pursuant to RSA 155-B, the City Council may order the owner of the hazardous building to raze and remove the structure;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rochester that:

- A. MJC Ventures 24, LLC, owner of the property located at 1 1/2 Chestnut Street in Rochester, is hereby ordered to:
 - 1) Demolish the building at 1 1/2 Chestnut Street in the City of Rochester, remove and properly dispose of all materials and existing debris on, in or around the building, with the exception of slabs to eliminate the collection of surface water. Substantial demolition must begin within twenty (20) calendar days of receipt of this order and be completed within forty-five (45) calendar days of said receipt.
- B. The City Council hereby Orders the building at 1 1/2 Chestnut Street, be razed and removed pursuant to the authority granted under RSA 155-B.
- C. The Order shall be served upon the owner pursuant to RSA 155-B:4.
- D. The City Council states a Motion for Summary Enforcement of this Order will be made to the 7th Circuit Court-District Division-Rochester unless corrective action is taken or an answer is filed within twenty (20) days of service of this Order upon the owner. Any costs, attorney's fees, or expenses incurred by the municipality may be enforced as a lien against the subject property and any other property owned by the same owner in the State pursuant to RSA 155-B:9, II. If the building contains personal property or fixtures, these items may be removed prior to demolition of this building.

- E. The City Manager is hereby directed to take all other actions provided for under RSA 155-B.
- F. This Resolution takes effect upon its passage.

April Department Reports:

- 6.1 Assessor's Office P. 15**
- 6.2 Building, Zoning, and Licensing Services P.**
- 6.3 City Clerk's Office P. 23**
- 6.4 Department of Public Works P. 27**
- 6.5 Economic & Community Development P.35**
- 6.6 Finance Office P. 41**
- 6.7 Planning & Development Department P.43**
- 6.8 Recreation & Arena P. 47**
- 6.9 Rochester Fire Department P. 49**
- 6.10 Rochester Police Department P. 53**
- 6.11 Rochester Public Library P. 57**
- 6.12 Tax Collector's Office P. 59**
- 6.13 Welfare Department P. 61**

*Intentionally
left blank...*

City Clerk's Office

05/10/2018



City of Rochester, New Hampshire

Assessor's Office

19 Wakefield Street

Rochester, New Hampshire 03867-1915

(603) 332-5109

Email: assessor@rochester.net

Web Site: www.rochesternh.net

May 8, 2018

To: City Manager/Council

From: Jonathan Rice, Chief Assessor

Subject: April Council Report

Revenue Received/Collection Warrants issued:

Property Record Cards, Maps & Copy Revenue	\$	8.50
--	----	------

- Site inspections were completed on Baxter Lake Recreation Area and Grand View Campground, creating an additional 621 property record cards.
- Permit & new construction inspections are ongoing.
- All renewal and new elderly & disabled exemptions applications have been proceeded.
- All Veterans' tax credit applications have been processed.

*Intentionally
left blank...*

City Clerk's Office



City of Rochester, New Hampshire
Department of Building, Zoning & Licensing Svcs
33 Wakefield Street * Rochester, NH 03867
(603) 332-3508 * Fax (603) 330-0023
Website: www.rochesternh.net

Zoning Monthly Report

April 2018

Cases:

Motion to Rehear filed by a coalition of Meaderboro Road Abutters:

2017-16 Eco-Site and T-Mobile, applicant for a request a Special Exception for the construction of a wireless communication facility according to Article 42.22 Section (14).

Location: 144 Meaderboro Rd, Rochester, NH 03867, 0232-0016-0003, in the Agricultural Zone.

Motion to rehear was denied

2017-17 Eco-Site and T-Mobile, applicant for a request a Variance to permit a wireless communication facility taller than maximum building height according to Article 42. Table 19a.

Location: 144 Meaderboro Rd, Rochester, NH 03867, 0232-0016-0003, in the Agricultural Zone.

Motion to rehear was denied

End of Month Council Report

05/10/2018

To the Honorable Mayor and City Council of the City of Rochester, the following is a summary of the revenue collected and the activities performed by the Department of Building, Zoning and Licensing Services for the month of April 2018 with the fiscal Year to Date

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

Department Revenue

Permit Type	April 2018	Year to Date
Building Permits	\$33,904.00	\$251,776.00
Electrical Permits	\$3,398.00	\$31,682.00
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$1,377.00	\$16,260.00
Zoning Permits	\$197.86	\$4,676.36
FireSuppression Permits	\$0.00	\$720.00
FireAlarm Permits	\$245.00	\$3,273.00
Sprinkler Permits	\$316.00	\$5,177.00
Mechanical Permits	\$2,748.00	\$38,052.00
Food_Milk Licenses	\$2,075.00	\$9,370.00
Taxi Licenses	\$0.00	\$1,230.00
General Licenses	\$160.00	\$3,915.00
Net Revenue	\$44,420.86	\$366,131.36

End of Month Council Report

05/10/2018

Building Permit Detail

New Permits		April 2018		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Non-Residential	1	\$80,000.00	7	\$3,084,702.00
	Addition - Residential	4	\$90,865.00	14	\$338,665.00
	Alteration - Residential	3	\$54,080.00	60	\$1,097,682.00
	Alterations- Non Residential	0	\$0.00	22	\$2,824,743.00
	Apartment	0	\$0.00	4	\$1,684,200.00
	Barn	0	\$0.00	1	\$80,000.00
	Building - Non-Residential	0	\$0.00	6	\$3,789,000.00
	Condo	0	\$0.00	0	\$0.00
	Deck	4	\$23,322.11	39	\$218,273.11
	Demolition	6	\$24,500.00	34	\$133,888.00
	Fence	9	\$37,154.69	43	\$154,766.45
	Footing/ Foundation	13	\$15,000.00	79	\$256,132.00
	Garage	3	\$150,000.00	29	\$802,850.00
	Manufactured Home	6	\$424,000.00	39	\$2,733,012.00
	New Home	6	\$707,870.00	77	\$9,988,317.00
	Other	3	\$28,620.00	45	\$1,818,305.30
	Pool - Above Ground	0	\$0.00	3	\$19,600.00
	Pool - In Ground	2	\$59,980.00	3	\$83,780.00
	Repair/Replace - Non-Residential	1	\$5,000.00	10	\$1,604,912.00
	Repair/Replace - Residential	6	\$136,413.00	28	\$419,985.12
	Roofing	17	\$406,619.00	106	\$1,855,015.25
	Shed	2	\$4,555.20	35	\$121,918.95
	Siding	1	\$5,000.00	17	\$286,234.45
Sign	8	\$84,244.00	31	\$233,460.19	
Windows	3	\$12,269.10	27	\$190,093.86	
Electrical Permits	Electrical Underground	3	\$4,100.00	22	\$39,200.00
	Generator	1	\$7,550.00	31	\$201,619.50
	Meters	4	\$3,800.00	22	\$41,050.99
	Service	4	\$6,150.00	41	\$211,309.99
	Solar Electric System	0	\$0.00	12	\$305,732.02
	Temp Service	0	\$0.00	1	\$500.00
	Wiring	24	\$306,150.00	277	\$2,739,646.92

End of Month Council Report

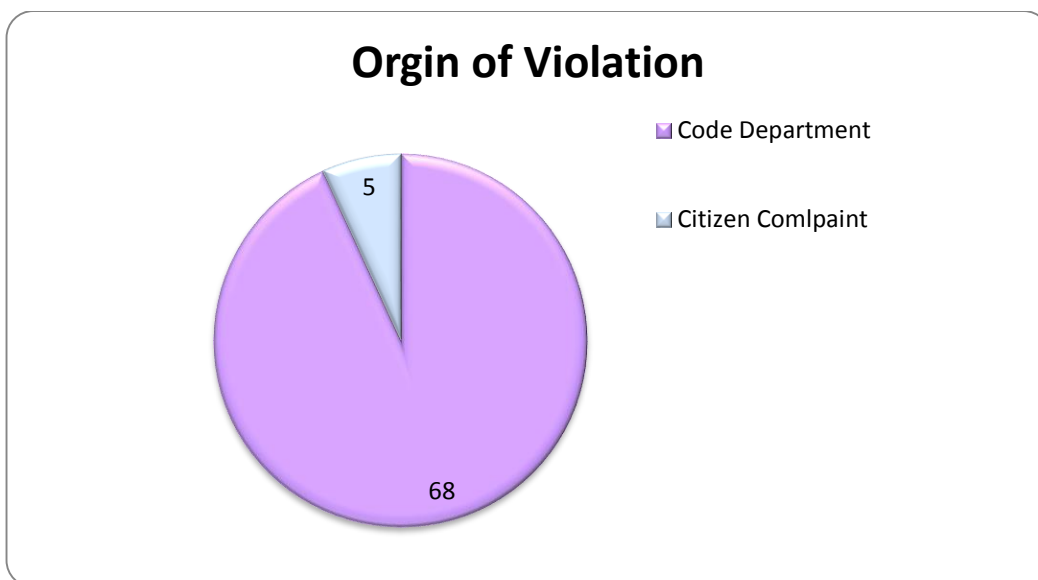
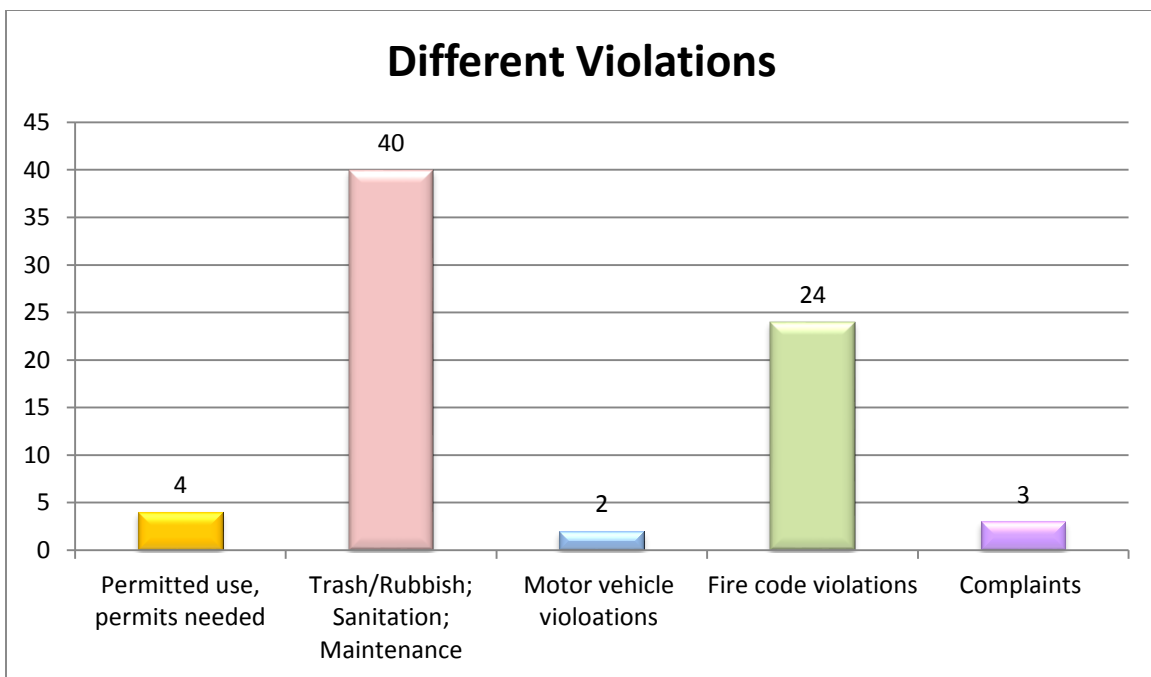
05/10/2018

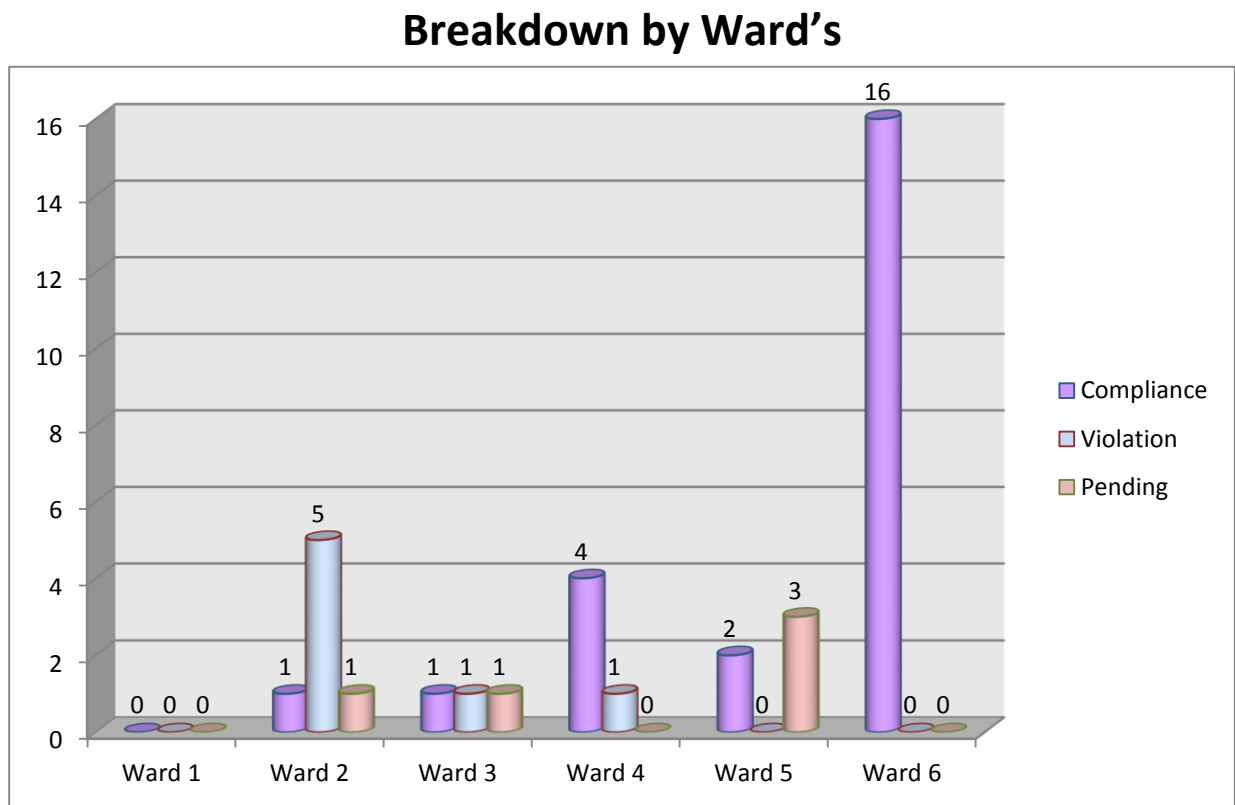
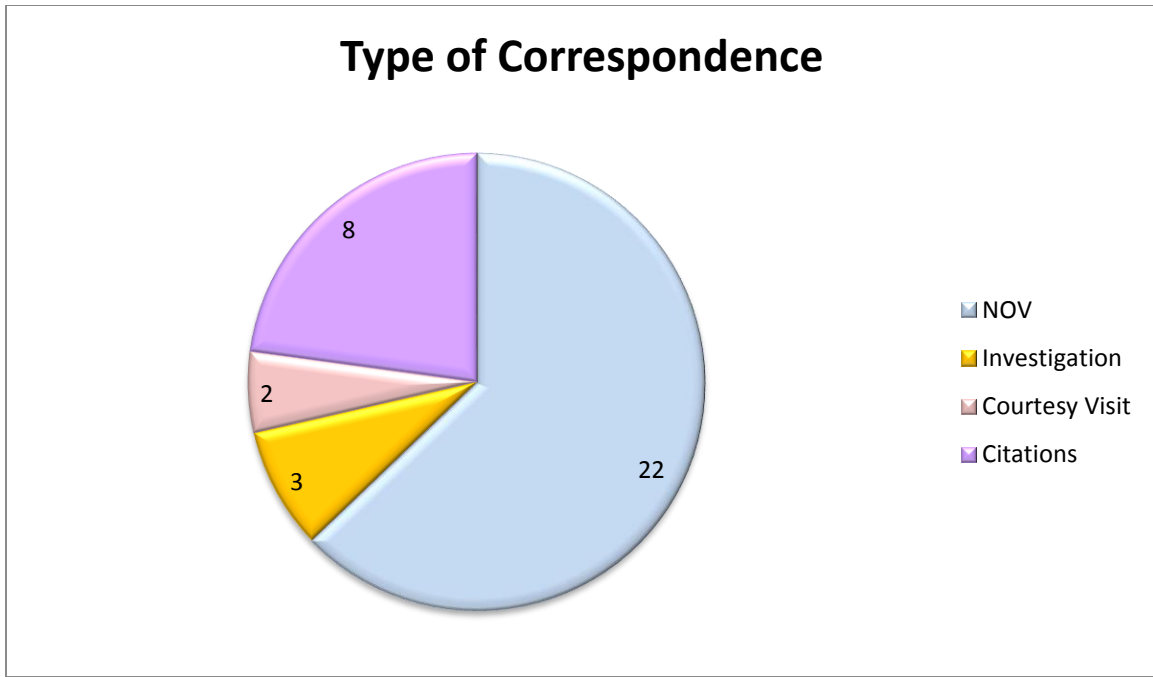
FireAlarm Permits	Fire Alarm Permit	2	\$10,799.30	26	\$228,081.10
FireSuppression Permits	Fixed Fire Suppression System	0	\$0.00	6	\$69,050.00
Mechanical Permits	Air Conditioning	4	\$20,977.00	24	\$541,416.00
	Furnace/Boiler	11	\$660,290.00	120	\$1,369,144.00
	Gas Line	2	\$801.00	37	\$93,427.00
	Gas Piping	1	\$900.00	66	\$247,415.73
	Heating	11	\$148,336.96	88	\$1,040,916.96
	Hot Water Heater	1	\$500.00	9	\$19,030.00
	Mechanical Underground	0	\$0.00	0	\$0.00
	Other	0	\$0.00	24	\$60,961.00
	Pressure Testing	1	\$900.00	18	\$15,143.00
	Propane Tank	5	\$5,200.00	29	\$31,739.05
	Sheet Metal Work	0	\$0.00	0	\$0.00
	Tank Installation	18	\$25,944.00	136	\$288,628.00
	Ventilation	1	\$1,175.00	5	\$50,652.00
Plumbing Permits	Plumbing	26	\$166,022.00	207	\$1,514,647.00
	Water Heater	3	\$8,771.00	30	\$48,146.00
Sprinkler Permits	Fire Sprinkler Systems	1	\$5,100.00	33	\$478,018.00
	Total Permit Issued	221	\$3,732,958.36	2023	\$43,455,009.94

April 2018 Code Compliance

Monthly Report

For the month of April Code Compliance dealt with 32 properties that had compliance or zoning issues for a total of 73 documented issues. All property owners in these cases were notified and received Notice of Violations, Citations or Courtesy Visits asking for them to bring their property into compliance. Of the 73 documented issues 36 of them have been closed and have come into compliance, and 37 of them are pending. Of the 9 issues that were pending from March, 4 of them have been closed and brought into compliance and 5 are still being investigated.





Respectfully Submitted,

Joseph Devine

Compliance Officer



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



City Clerk's Report April 2018

Vital Statistics

As reported in the revenue chart below, the City Clerk's staff issued 269 initial copies of vital records, and 158 subsequent copies of vital records. The City Clerk's staff issued 19 Marriage Licenses.

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

- 28 births were reported in Rochester during the month of April, 10 of which were born to Rochester residents.
- 37 resident deaths were reported in Rochester.
- 10 couples celebrated their wedding ceremonies in Rochester during the month of April.

Revenue – Vital Records/Marriage Licenses

	2017		2018	
	State	City	State	City
Initial/Subsequent copies:	\$2,672	\$2,428	\$2,946	\$2,673
Marriage Licenses:	\$688	\$112	\$817	\$133
Total:	\$3,360	\$2,540	\$3,763	\$2,806

Dog Licensing

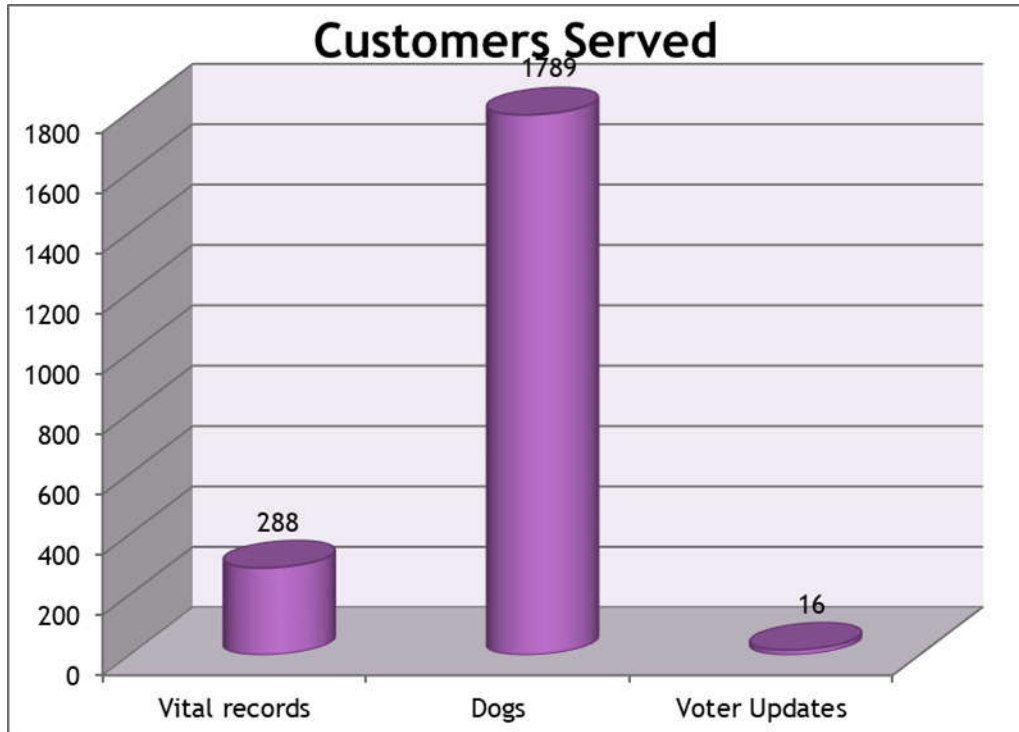
The City Clerk's office licensed 1,789 dogs during the month of April. There were 3 civil forfeiture fees collected totaling \$75.00.

City Clerk Kelly Walters, Deputy City Clerk Cassie Givara, and Clerk Typist Michele Grant participated in a rabies clinic taking place on April 24th 2018 at the 4H Building of the Rochester Fairgrounds. The Clerk's office was available to license all eligible Rochester dogs vaccinated at the

clinic. The Clerk’s office will be available to license dogs at the May 4, 2018 Rabies Clinic at the Fairgrounds as well.

The deadline for licensing dogs with the City of Rochester was April 30th, 2018. All residents who have not licensed their dog(s) with the City are recommended to do so immediately. Failure to license dogs with the City will result in additional penalty fees on top of the regular licensing fee and ultimately will result in civil forfeiture.

Customers Served during the month of April 2018



Voter registration summary by party as of April 30, 2018:

Ward	Democrats	Libertarians	Republicans	Undeclared	Totals
1	1,024	1	1,152	1,385	3,561
2	935	0	1,085	1,595	3,615
3	994	2	1,193	1,361	3,548
4	826	1	780	1,605	3,211
5	930	0	1,115	1,348	3,393
6	1,014	0	844	1,218	3,076
Totals:	5,723	4	6,169	8,512	20,404

Elections

On April 20, City Clerk Kelly Walters and Deputy City Clerk Cassie Givara were invited to participate in a voter registration drive at Spaulding High School. The Rochester City Clerk's Office along with the Wakefield Town Clerk were available to answer voter registration questions and register any interested voters who would turn 18 prior to the September 11, 2018 election. The registration drive took place during the school walk-out, and despite the frigid temperatures and strong winds, the registration drive was a success. The Rochester Clerks registered a total of 26 voters: 16 Undeclared, 9 Democrats, and 1 Republican.

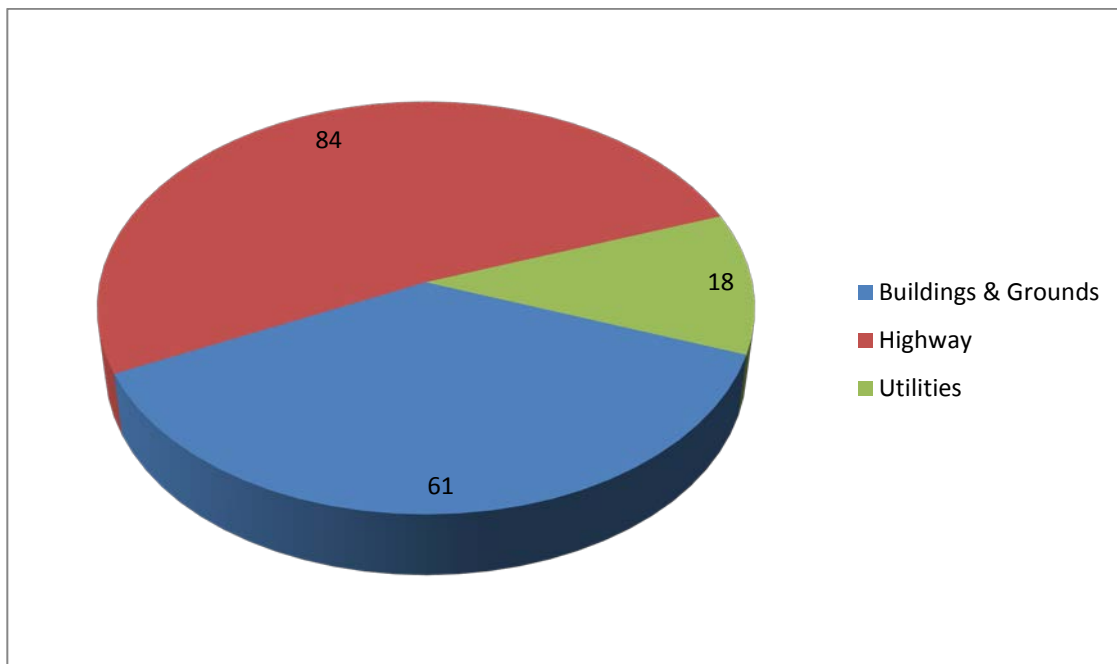
Respectfully submitted,
Cassie Givara
Deputy City Clerk

*Intentionally
left blank...*

City Clerk's Office

ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT APRIL 2018

The Department of Public Works responded to approximately 166 requests for service in the month of March, in addition to their regularly scheduled tasks and responsibilities. The Highway Division had 84 requests that ranged from potholes, traffic light repairs, snow damage repair requests and other miscellaneous requests. The Utilities Division responded to 18 requests that included calls for water pressure concerns, sewer backup concerns and other miscellaneous concerns. The Buildings and Grounds Division had 61 requests, which included plumbing repairs, supply requests and furniture moving and repair.



April 2018 SERVICE REQUESTS

HIGHWAY & FLEET MAINTENANCE WORK COMPLETED:

- Patched potholes
- Repaired six catch basins.
- Performed spring repairs to lawns, mailboxes and fences
- Continued cleaning catch basins.
- Continued sweeping city streets.
- Started crosswalks & line painting.
- Hauled play area mulch.
- Set up lane shift at Route 125 pedestrian bridge for repairs.
- Graded dirt roads.
- Removed sanders and wings from plow trucks.
- Repaired edges of roads from a heavy rainstorm, (Chestnut Hill Rd. Dry Hill Rd., Chelsey Hill Rd., and Cross Rd.)
- Spread hot top on poor areas of roads throughout the city damaged by city plows.
- Saw cut and dug out Academy Street for pavement.
- Treated for two snow and ice events, received 2" of snow and about ½" of ice.

- Repaired and installed street signs throughout the City.
- Brush trimmed though the city.
- Removed plow frame and installed bumper on six wheel dump#18
- Replaced steering shaft, back up alarm, new tarp arms and air tailgate valve on ten-wheel dump #9.
- Replaced trailer harness on one-ton truck #105
- Replaced rear seal on Vac-con truck #63
- Serviced and changed belts on small roller #68
- Replaced steering box on ten-wheel dump #12
- Repaired /replaced backing plate in tank on Vac-Con truck #47
- Replaced main air valve on six-wheel dump #19.
- Removed and replaced radiator at Tara Dr. pump station.
- Replaced hydraulic hose on front end loader #39
- Installed new tank float on Vac-Con #47

UTILITIES DIVISION WORK COMPLETED:

- Dig Safe mark-outs of City Utilities (Daily)
- Asphalt & turf repair of this past winters emergency excavations
- 3 Water Inspections 4 Sewer Inspections
- 7 Curb-stop Repairs
- 14 New Water Meter Installations
- 6 Water Meter Replacements
- 1 Hydrant Repair
- Jetting and Vacuuming of Problematic Gravity Systems (*Monthly*)
- 4 Sewer Blockages
 - New Camera System is ruling out city's liability regarding private blockages
- Sewer Stubs televised, located and pinged in GIS data
- Smoke Testing – Cross Connection Abatement
- Historic sewer manhole castings are being abated from the City's Sewer Collection System and replaced with new leak tight ductile iron castings.
- **Chasse St. Sewer Main Extension-60' and New Domestic Water Tap**
 - 17 Chasse Street – Tapped the existing 6" DI water main and installed a new 1" corporation and stubbed in a curb stop. (*Paid for by Builder*)
 - Extended the existing 6" clay, gravity fed sewer main to the end of Chasse Street in order to accommodate newly built out 17 Chasse Street. (*Paid for by Builder*)
 - Installed new pre-cast concrete manhole and invert at the end of sewer main extension. (*Paid for by Builder*)
 - Installed new 6" sewer stub and tied in new home at 17 Chasse Street. (*Paid for by builder*)

BUILDINGS AND GROUNDS DIVISION WORK COMPLETED:

- Door Replacement at City Hall was completed.
- Completed replacement of flooring at Community Center air lock.
- Spring cleanup at all city properties continues, to date 90 yards of mulch placed.
- Completed painting of office at Fire Department.
- Installed 45 yards of playground chips at Hanson Pines, Commons and Blair Park Playgrounds.
- Installed directional sign at Community Center.



New playground mulch



Replacing damaged light pole

WASTEWATER TREATMENT DIVISION

Staff continues to work with the coalition of communities on related wastewater and Great Bay Estuary issues and with UNH, Brown and Caldwell and coalition members to develop the summer sampling plan. Annual maintenance on emergency generators is complete. We continue to work with the consultant engineers on the automation project – equipment has been ordered and installation will begin once received. Staff attended a Great Bay Research Coordination meeting at Pease as well as a Water Quality Standards Advisory Committee meeting in Concord. The semi-annual maintenance of the SCADA system and the Semi-annual groundwater sampling were completed. WWTP and DPW Staff worked together to replaced the

generator radiator at the Tara Estates pump station. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation. Average effluent flow for the month was 4.130 million gallons per day (MGD). Percent of design flow = 82.1%. Percent of design flow for 2018 = 66.9%. Precipitation for the month = 6.72". Precipitation for 2018 = 14.12".

WATER TREATMENT DIVISION

Treated water volume for the month of April was approximately 42.1 million gallons from the surface water treatment facility and 8.7 million gallons from the well. All water quality testing and monitoring was completed in accordance with NHDES requirements. The first quarter disinfection byproducts remained within compliance levels and we are pleased to report that the City of Rochester again met and exceeded all State and Federal standards for drinking water. Watershed inspections were conducted at the Rochester Reservoir, Round Pond, Tufts Pond, and the lower Berry watersheds. Brush encroachment was assessed at the dams. The stream gages were inspected and flow data was manually downloaded. Flow in the Berry River reached peaks in excess of 40cfs this month, and we measured approximately 5.8" of rain at the Reservoir. All reservoirs are filled to capacity. Equipment and grounds maintenance was performed at the plant, well, and tanks/stations. Dewinterization of the pump stations continued, inspections were performed on the Salmon Falls stations in preparation for potential upgrades, and a sump pump was replaced in the low service vault. Maintenance at the well included aerator and blower inspection and vent cleaning; housekeeping; and chemical containment area cleaning. Maintenance at the WTF included upgrading the pre-chlorination sample pump, cleaning of chemical containment areas, caustic feed valve replacement, backwash volume and media fluidization optimization, and painting of the lab and bulk storage rooms. The total organic carbon BioTector service is complete and online; finished water TOC removal exceeded 75% for the month. The WTP Staff assisted the Administrative staff and distributed the Household Hazardous Waste flyers to all participating communities. Point cloud/3d modeling for the treatment facilities and major pump stations was conducted for asset management and capital planning. Cyanobacteria monitoring site selection approval is pending all equipment has been purchase using the NHDES Cyanotoxin Grant funds. . Lead and copper sample containers have been distributed and partially collected within the Consecutive System. The hydrosolids residual study with our consulting engineers began this month. Management attended meetings and a DES workshop for Drinking Water Trust Fund funding opportunities and project planning. A preconstruction meeting for the Low Lift Pump Station upgrade project was held on the 30th.



Tufts Pond – full and clear!



Beautifying the chemical feed room.

ENGINEERING

Project Updates for April 2018:

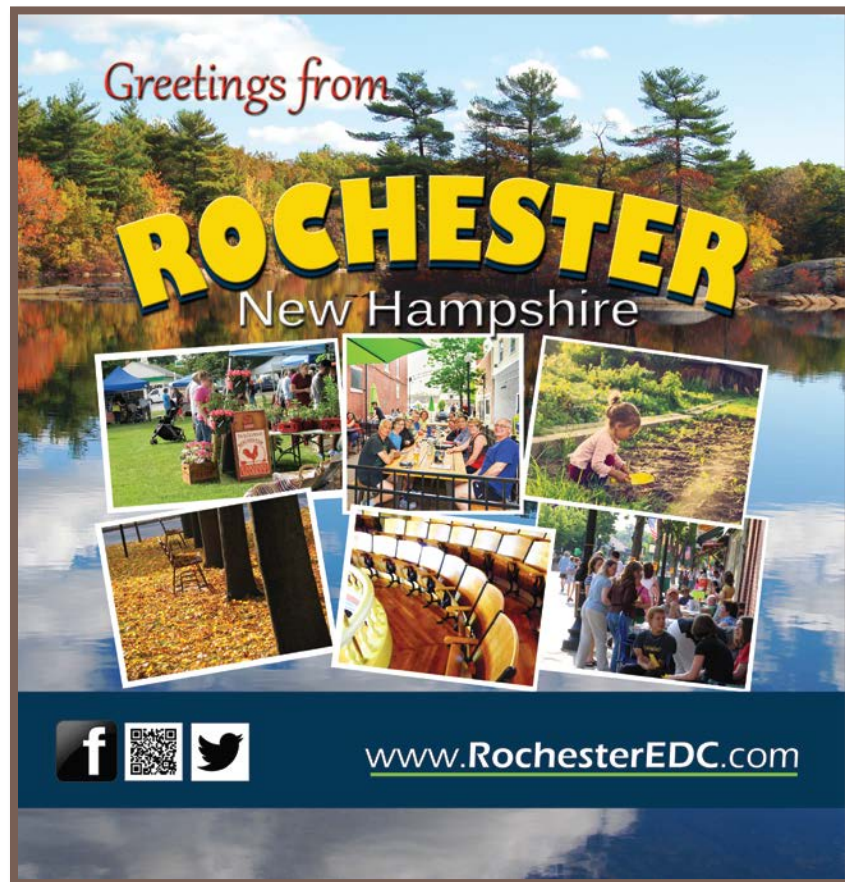
- **Asset Management:** The new GIS/Construction Technician position was posted in April; candidate interviews are being scheduled for May. Over the past year and a half much has been accomplished in working towards mapping the City's Water (roughly 150 miles of water mains), Sewer (roughly 120 miles of sewer mains), and Stormwater-related assets. Although we're making significant progress on mapping water and sewer assets, a large amount of work remains to map the City's Stormwater network, as well as populate more detailed information such as asset age, material, and condition on all of our assets. In addition to our inventory work, staff continue to coordinate with our consultants to develop baseline information related to our water, sewer, and stormwater systems' "level of service", "consequence of failure", and "criticality".
- **Franklin St./Western Ave. Area Improvements:** Construction began again in late March 2018 after a winter shutdown. Construction of buried infrastructure and base pavement have been completed on Western Avenue. Water, sewer, and drainage infrastructure construction will continue on Franklin Street in 2018. A change order has been processed that adds to the scope of work the completion of Third, Fourth, and Fifth Streets, as well as Adams Avenue between Third and Franklin Streets. Project completion is anticipated by August 2018.
- **Colonial Pines Sewer Extension:** The construction project that included pipe-jacking a sewer under the Spaulding Turnpike from Railroad Ave. to Birch Dr. was completed in early December 2017. Sewer installation work on Railroad Avenue is being planned for late spring/early summer 2018. Future phases of this multi-phased sewer extension program are being designed and have either been funded in the CIP budget previously or will be requested in the next couple of years. Internal plumbing and private property surveys have been conducted during April and will continue.
- **Pavement Maintenance & Rehabilitation:** Final wearing course for Lisa, Pray, Stonewall, and Eastern are scheduled to be placed in early May 2018. Paving overlay on Irish, Osborne, and Scott is also scheduled for May 2018. Final wearing course for Dry Hill will be paved following culvert replacement in August 2018. Other paving work from the FY18 list to be scheduled in 2018 includes: Wakefield St. and the City Hall Municipal Parking Lot. Paving list for SB38 funds includes the following: Clow Court, Nadeau Drive, portions of Portland Street and Sampson Road, and Woodside Lane. Streets in the downtown area (including portions of Wakefield, Union, N. Main, and S. Main) are to receive a new wearing course under the Pavement Preservation Program this year; this work will be scheduled in conjunction with the Wakefield Street work.
- **Columbus Avenue (Rte. 125) Pedestrian Bridge:** Construction of the new guardrail and handrail began in April. Construction of the permanent replacement sidewalk and guardrail/railings on the approaches to this pedestrian bridge is anticipated to be completed in May 2018.
- **Dewey Street Pedestrian Bridge:** The official bridge opening ceremony was held on Friday, December 8th, 2017. Final pavement overlay of bridge approaches and other punch list items to be completed once school is recessed for summer vacation in 2018. Eversource installed the LED streetlight on the new pole at the end of Dewey Street in April. A new pole and LED streetlight will also be installed by Eversource at the bridge approach on the Hanson Pines side. The floodlights along the paved pathway through Hanson Pines will also be upgraded to LED.
- **Strafford Square Roundabout:** Design continues. Bidding of the roundabout construction contract is now anticipated for winter 2018/2019. Prior to that contract, and in preparation for that construction, a utility infrastructure contract is anticipated to be bid for construction

in 2018. Right-of-way and easement negotiations are being conducted in preparation for the construction contracts.

- **Water Treatment Plant Low Lift Pump Station Upgrade:** This project was awarded and the construction contract signed in April. The pre-construction meeting was held on April 30, 2018. Construction is anticipated to be completed in 2018.
- **Water Treatment Plant Residuals Disposal:** This project is currently in the evaluation stage of alternatives for the most effective method of disposal of residuals generated at the Surface Water Treatment Plant.
- **WWTF Biosolids Dewatering Facility:** This project is at 90% design. The project is anticipated to be advertised for bids in June 2018.
- **River Street Sewer Pump Station Upgrade:** This project is currently at 60% design. Construction start is anticipated in 2018.
- **Wastewater Interceptor Upgrades:** A Basis of Design Report has been received from the design consultant. This report summarizes alternatives and recommends a sewer collection system master plan before proceeding with final design. Funding for a Sewer System Master Plan is being requested in the FY19 CIP Budget.
- **NPDES Permits - Wastewater Treatment Facility & MS4 Permit (Stormwater):** The draft National Pollutant Discharge Elimination System (NPDES) Permit for the Wastewater Treatment Facility (WWTF) has not yet been issued by USEPA Region 1; however, at a February 2018 meeting with the Great Bay Coalition (Dover, Portsmouth, and Rochester), USEPA officials agreed to work with the Cities on permit language in the very near future. As far as the Municipal Separate Storm Sewer System (MS4) NPDES General Permit for stormwater, the new NH Small MS4 General Permit was issued by USEPA Region 1 on January 18, 2017; the Permit becomes effective on July 1, 2018. In the past, USEPA Region 1 had conceptually proposed, and NHDES had supported, the idea of an integrated NPDES permit, combining the WWTF NPDES Permit and the MS4 Stormwater NPDES Permit.



ECONOMIC & COMMUNITY DEVELOPMENT TEAM



4/30/2018

Management Report

Written & Compiled by:

Jennifer Murphy Aubin

Rochester is one of the fastest-growing cities in the Seacoast region, featuring an excellent quality of life and renewing retail, dining, entertainment & arts downtown district.

With a strong lineage of textiles manufacturing, Rochester is reigniting a dynamic business climate, including thriving aerospace, advanced manufacturing and composites industries.



Economic & Community Development Team

KAREN POLLARD, CECD - ECONOMIC DEVELOPMENT MANAGER

BUXTON RETAIL MATCHES

Manager Pollard received the 2018 retail matches, including eateries and entertainment. She will be customizing pursuit packets to meet with future prospects.

JOB LOAN PROGRAM POLICY

Manager Pollard, Specialist Marsh and Coordinator Long discussed with management JOB Loan Program policy in response to questions from the City's HUD representative, with assistance by the finance department.

LEADERSHIP GREATER ROCHESTER – ECONOMIC DEVELOPMENT DAY

Manager Pollard presented at the Economic Development Day along with Director Campbell and Main Street Director Angela Mills.

FITNESS COURTS GRANT APPLICATION



Manager Pollard contributed to the grant application for \$10,000 toward the creation of a Fitness Court, which features stations for body-weight workouts.

BUDGET PRESENTATION FOR THE CITY

Manager Pollard prepared a Power Point presentation and handouts for the economic and community budget, projects and vision for the next fiscal year.

GRAND OPENINGS – NH LIQUOR OUTLET

Manager Pollard attended and cut the ribbon to welcome the new 20,000 square foot liquor store at 170 Marketplace Boulevard, Rochester, NH 03867.

SEACOAST MANUFACTURING EXCHANGE – SPRING FLING



Manager Pollard facilitated a panel discussion featuring NH State Economic Development Director Will Arvelo and Business & Industry Association (the state of NH chamber of commerce) President, Jim Roche to discuss issues, challenges and trends for manufacturers and businesses in the coming year. It was a change in format, featuring a more casual mingling from 4 – 6 PM at the Rochester Performing Arts Center and then the presentation. It drew over 25 guests including local and regional manufacturers, businesses, consultants and community

partners. Holy Rosary Credit Union was the event sponsor.

JENN MARSH, ECONOMIC DEVELOPMENT SPECIALIST

2018 WINGS & WHEELS – SAVE THE DATE, JUNE 2ND, 10 AM – 3 PM

Co-Chairs Specialist Marsh and Senior Planner Mears met with volunteers to check in on fundraising efforts. The team selected volunteer Executive Secretary Aubin to create the promotional materials for the event, including flyers, posters and social media outlets.

WAYFINDING

Specialist Marsh and Manager Pollard consulted with The Beta Group to prepare the final presentation for the City Council. Phasing of the project and signage plans will be presented during the Economic Development budget presentation.

RIVER WALK – SAVE THE DATE - *DINNER ON THE RIVER WALK FUNDRAISER*, JUNE 20TH AND SEPTEMBER 12TH

Based upon the recommendation from Finance Committee, Specialist Marsh and the RW committee met to prepare for grant presentation to City Council and gain approval to apply for the Recreational Trails Grant in June. City Council voted to approve the River Walk Committee may apply for the grant. The committee is also working on scheduling two Dinner on the River Walk events to raise funds for grants and signage. Those dates are June 20th and September 12th.

Grant Criteria & Deliverables: Due - June 22, 2018. Grants are awarded in the range \$8,000-\$80,000 to cover up to 80% of the project, requiring at least a 20% (\$2,000-\$20,000) matching pledge. River Walk must cover the cost of the project; the grant will begin reimbursement once the matching pledge is shown to have been spent, reporting expenditures within 30 days of incurring cost (monthly). For an approved project, work may begin in November and must be completed by the following September. The River Walk Committee will be attending a finance meeting to discuss the possibilities of applying for this grant before presenting and attending a City Council meeting.

STRATEGIC EDUCATIONAL PARTNERSHIPS – CAREER DAY

Local businesses and the Creteau Technical Center meet monthly to discuss opportunities for the students at Spaulding High School. This month’s meeting was to plan a Career Day for students which will take place on Thursday, May 10th at 6:00 pm. The Director of Education will be present along with other area schools and local businesses to talk to students and parents about opportunities in the Seacoast for jobs. Representative from SAFRAN, Federal Savings Bank, Home Depot, Paul Mitchell School and Waterstone just some of the presenters.

ROCHESTER FARMER’S MARKET – SAVE THE DATES



The 3rd annual, award-winning Rochester Farmers Market is now taking vendor applications for the 2018 season, which will run every Tuesday, 3 – 6 PM, at the Rochester Commons commencing Tuesday, June 12th and concluding Tuesday, September 25th. <https://www.facebook.com/Rochester-Farmers-Market-743799162419933/> The Market will feature seasonal vegetable, baked goods, honey, local meats, artisanal cheeses, eggs, plants, cut flower, fruit and soaps, along with live music.

JENNIFER MURPHY AUBIN, EXECUTIVE SECRETARY & MARKETING MANAGEMENT

Choose Rochester.

Jenn Marsh
Economic Development Specialist
Jennifer.Marsh@Rochesternh.net

Karen Pollard, CEcD
Economic Development Manager
Karen.Pollard@Rochesternh.net

Call us!
(603) 335-7522
Business Incentives
Financing Options
Site Consultancy

City of Rochester, NH
Economic Development

DESIGN & PROMOTIONS GREATER ROCHESTER CHAMBER OF COMMERCE MAP + WINGS & WHEELS

Executive Aubin was selected to re-designed a new ad slated for the premier back cover of the Chamber map, which features colleagues, Manager Pollard and Specialist Marsh, and will be distributed throughout New Hampshire and neighboring states.

Executive Secretary Aubin followed up on Wings & Wheels philanthropic efforts to support the event, including in kind services. She also designed a new flyer to promote several events happening that day, featuring a call for cars and motorcycles for the event.

2018 AUTO SHOW

PROUDLY SPONSORED BY:
State Farm
PEGGY LYNCH, AGENT

Contact:

Old Time Lawn Care	
MIKE COTE (603) 332-0439 (603) 361-9993	ROGER PAQUETTE (603) 473-8877 (603) 767-0801

When:
SATURDAY, JUNE 2, 2018
10 AM - 3 PM

Where:
SKYHAVEN AIRPORT
238 ROCHESTER HILL ROAD

Also Featuring:
KID PLAY ZONES
GIVEAWAYS
50/50 RAFFLES
AVIATION ADVENTURES
CONCESSIONS & FOOD TRUCKS
TROPHIES!

Suggested:
DONATIONS
BENEFITS LOCAL
NONPROFITS

And more!

LEAD LIKE A WOMAN – LEADERSHIP RETREAT

Executive Secretary Aubin and Specialist Marsh, along with other City staff, attended a leadership retreat covering communication, facilitation and project management skills. It drew leaders from across Maine, New Hampshire and Massachusetts. Both Aubin and Marsh benefitted from the event.

INSPIRING POSSIBILITIES – INTERNSHIP – SPAULDING HIGH SCHOOL

Executive Secretary Aubin is coordinating projects for a high school senior, who is interested in community development, ending homelessness and retail development in the downtown district. Manager Pollard, Specialist March and Coordinator Long are sharing their expertise, arranging meetings and having him attend events to expose him to as many facets of economic and community development initiatives. He will be in the office Monday – Thursday, April – June 6th 2018.

CULTIVATING A GREAT OUTDOOR RECREATIONAL ECONOMY WEBINAR

Executive Secretary Aubin participated in the webinar with highlights including promoting commercial tourism industries including biking, boating, skiing and hiking activities in our community.

Julian Long, CDBG Coordinator & Grants Manager

COORDINATOR REPORT

PREPARED AND SUBMITTED BY THE COMMUNITY DEVELOPMENT COORDINATOR

April 2018

Continuing Projects

The Community Development Committee was cancelled. No meeting was held for the Community Development Committee. The next meeting is scheduled for May 14th 2018, a report will follow thereafter.

*Intentionally
left blank...*

City Clerk's Office

FINANCE COMMITTEE

Agenda Item

05/10/2018

Agenda Item Name: Monthly Financial Statements Summary – as of April 30, 2018.

For the full detail report, click here: [April 2018 Financial Detail Report](#)

Revenues Summary – General Fund, Enterprise Funds

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
11011 ECONOMIC DEVELOPMENT REV	\$ -	\$ 495.00	\$ (495.00)	100.0
11031 CITY CLERK REVENUE	\$ 105,320.00	\$ 96,524.35	\$ 8,795.65	91.6
11051 ASSESSORS REVENUES	\$ -	\$ 664.00	\$ (664.00)	100.0
11061 BUSINESS OFFICE REVENUE	\$ 55,000.00	\$ 240,146.17	\$ (185,146.17)	436.6
11062 BUSINESS OFFICE REVENUE	\$ 1,000.00	\$ 20.00	\$ 980.00	2.0
11071 TAX COLLECTOR REVENUE	\$ 30,655,252.00	\$ 32,697,454.52	\$ (2,042,202.52)	106.7
11072 TAX COLLECTOR REVENUE	\$ 1,919.00	\$ -	\$ 1,919.00	0.0
11081 GENERAL OVERHEAD REVENUE	\$ 4,866,863.00	\$ 3,317,934.84	\$ 1,548,928.16	68.2
11082 GENERAL OVERHEAD REVENUE	\$ 1,547,810.00	\$ 1,547,810.30	\$ (0.30)	100.0
11091 PUBLIC BLDGS REVENUE	\$ -	\$ 311.98	\$ (311.98)	100.0
11101 PLANNING	\$ 16,250.00	\$ 25,806.53	\$ (9,556.53)	158.8
11201 REV LEGAL OFFICE	\$ 50,000.00	\$ 41,940.68	\$ 8,059.32	83.9
12011 POLICE CITY REVENUE	\$ 287,139.00	\$ 203,145.21	\$ 83,993.79	70.7
12021 FIRE CITY REVENUE	\$ 18,350.00	\$ 7,050.71	\$ 11,299.29	38.4
12022 FIRE STATE REVENUE	\$ 26,197.00	\$ 2,278.82	\$ 23,918.18	8.7
12031 DISPATCH CENTER	\$ 60,290.00	\$ 60,289.44	\$ 0.56	100.0
12041 CODE ENFORCEMENT REVENUE	\$ 393,110.00	\$ 366,046.63	\$ 27,063.37	93.1
13011 PUBLIC WORKS REVENUE	\$ 41,250.00	\$ 72,862.96	\$ (31,612.96)	176.6
13012 STATE HIGHWAY SUBSIDY	\$ 627,145.00	\$ 501,716.38	\$ 125,428.62	80.0
14011 WELFARE REVENUE	\$ 6,500.00	\$ 987.09	\$ 5,512.91	15.2
14021 RECREATION REVENUE	\$ 128,000.00	\$ 139,108.43	\$ (11,108.43)	108.7
14031 LIBRARY REVENUE	\$ 16,290.00	\$ 10,367.04	\$ 5,922.96	63.6
1000 GENERAL FUND	\$ 38,903,685.00	\$ 39,332,961.08	\$ (429,276.08)	101.1
<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
5001 WATER ENTERPRISE FUND	\$ 6,177,568.00	\$ 2,884,902.21	\$ 3,292,665.79	46.7
5002 SEWER ENTERPRISE FUND	\$ 8,057,073.00	\$ 3,382,838.97	\$ 4,674,234.03	42.0
5003 ARENA ENTERPRISE FUND	\$ 601,492.00	\$ 395,828.18	\$ 205,663.82	65.8

Note: Water and Sewer Fund Revenues Collected appear to fall short by one quarter each fiscal year until final quarterly billings are posted in September of the following fiscal year.

Expenditures – General Fund, Enterprise Funds

ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
11000051 CITY MANAGER	\$ 443,619.00	\$ 323,668.80	\$ 31,945.05	\$ 88,005.15	80.20
11012351 ECONOMIC DEVELOPMENT	\$ 478,569.00	\$ 381,421.81	\$ 4,611.14	\$ 92,536.05	80.70
11020050 MUNICIPAL INFORMATION	\$ 605,662.00	\$ 445,237.26	\$ 28,404.14	\$ 132,020.60	78.20
11030051 CITY CLERK	\$ 298,925.00	\$ 241,062.05	\$ 26,751.01	\$ 31,111.94	89.60
11040050 ELECTIONS	\$ 32,519.00	\$ 24,131.57	\$ 732.49	\$ 7,654.94	76.50
11050070 ASSESSORS	\$ 443,600.00	\$ 351,181.62	\$ 21,168.63	\$ 71,249.75	83.90
11060051 BUSINESS OFFICE	\$ 526,898.00	\$ 428,303.30	\$ 1,419.52	\$ 97,175.18	81.60
11063151 HUMAN RESOURCES	\$ 163,882.00	\$ 118,762.41	\$ 1,640.72	\$ 43,478.87	73.50
11070070 TAX COLLECTOR	\$ 349,555.00	\$ 278,914.46	\$ 4,062.34	\$ 66,578.20	81.00
11080050 GENERAL OVERHEAD	\$ 780,958.00	\$ 402,357.13	\$ 91,271.09	\$ 287,329.78	63.20
11090050 PB CITY WIDE 50	\$ 639,012.40	\$ 486,332.07	\$ 12,577.17	\$ 140,103.16	78.10
11090051 PB CITY HALL 51	\$ 60,535.87	\$ 57,117.62	\$ 8,413.70	\$ (4,995.45)	108.30
11090052 PB OPERA HOUSE 52	\$ 40,512.92	\$ 35,790.93	\$ 1,200.00	\$ 3,521.99	91.30
11090054 PB CENTRAL FIRE 54	\$ 10,228.54	\$ 7,840.11	\$ 2,384.00	\$ 4.43	100.00
11090055 PB GONIC FIRE 55	\$ 9,643.73	\$ 7,897.97	\$ 26.60	\$ 1,719.16	82.20
11090056 PB LIBRARY 56	\$ 19,303.00	\$ 18,051.78	\$ 847.22	\$ 404.00	97.90
11090057 PB DPW GARAGE 57	\$ 11,144.01	\$ 10,853.53	\$ 282.00	\$ 8.48	99.90
11090059 PB ER FIRE STATION 59	\$ 750.00	\$ 217.01	\$ -	\$ 532.99	28.90
11090061 PB HISTORICAL MUSEUM	\$ 1,600.00	\$ 1,011.00	\$ 552.20	\$ 36.80	97.70
11090063 PB HANSON POOL 63	\$ 5,005.00	\$ 2,078.59	\$ 1,206.89	\$ 1,719.52	65.60
11090064 PB GONIC POOL 64	\$ 7,380.00	\$ 1,112.09	\$ 5,041.25	\$ 1,226.66	83.40
11090065 PB EAST ROCHESTER POO	\$ 2,650.00	\$ 1,012.47	\$ 488.86	\$ 1,148.67	56.70
11090068 PB GROUNDS 68	\$ 7,460.00	\$ 4,057.30	\$ 867.50	\$ 2,535.20	66.00
11090069 PB DOWNTOWN 69	\$ 17,000.00	\$ 11,058.22	\$ 2,198.00	\$ 3,743.78	78.00
11090070 PB REVENUE BUILDING 7	\$ 21,149.71	\$ 15,946.10	\$ 1,234.00	\$ 3,969.61	81.20
11090071 PB PLAYGROUNDS 71	\$ 1,590.00	\$ 872.22	\$ 717.28	\$ 0.50	100.00
11090075 PB NEW POLICE STATION	\$ 21,242.21	\$ 15,360.28	\$ 2,413.39	\$ 3,468.54	83.70
11090077 PB OLD POLICE STATION	\$ 35,592.61	\$ 22,959.08	\$ 1,300.80	\$ 11,332.73	68.20
11102051 PLANNING	\$ 382,398.00	\$ 294,464.25	\$ 5,440.55	\$ 82,493.20	78.40
11200051 LEGAL OFFICE	\$ 561,345.00	\$ 407,180.47	\$ 7,147.72	\$ 147,016.81	73.80
12010053 PD ADMINISTRATIVE SER	\$ 1,901,607.00	\$ 1,459,203.01	\$ 24,519.80	\$ 417,884.19	78.00
12012453 PD PATROL SERVICES	\$ 4,754,353.57	\$ 3,617,935.10	\$ -	\$ 1,136,418.47	76.10
12012553 PD SUPPORT SERVICES	\$ 415,523.00	\$ 317,785.21	\$ -	\$ 97,737.79	76.50
12020054 FIRE DEPARTMENT	\$ 4,305,391.00	\$ 3,515,255.52	\$ 26,918.23	\$ 763,217.25	82.30
12020055 FIRE DEPT 55 GONIC SU	\$ 28,556.00	\$ 14,310.63	\$ -	\$ 14,245.37	50.10
12020754 CALL FIRE	\$ 31,082.00	\$ 7,301.43	\$ -	\$ 23,780.57	23.50
12023354 EMERGENCY MANAGEMENT	\$ 26,197.00	\$ -	\$ -	\$ 26,197.00	0.00
12030153 DISPATCH CENTER	\$ 752,814.00	\$ 578,781.49	\$ 6,893.15	\$ 167,139.36	77.80
12040051 CODE ENFORCEMENT	\$ 579,216.00	\$ 474,510.35	\$ 5,783.67	\$ 98,921.98	82.90
12050050 AMBULANCE	\$ 57,945.00	\$ 43,089.62	\$ 14,855.38	\$ -	100.00
13010057 PUBLIC WORKS	\$ 2,083,684.00	\$ 1,575,031.39	\$ 181,589.44	\$ 327,063.17	84.30
13010957 WINTER MAINTENANCE	\$ 492,806.00	\$ 528,128.87	\$ 2,461.47	\$ (37,784.34)	107.70
13020050 CITY LIGHTS	\$ 239,000.00	\$ 122,185.14	\$ 1,180.00	\$ 115,634.86	51.60
14010051 WELFARE	\$ 467,177.00	\$ 324,788.27	\$ 13,449.91	\$ 128,938.82	72.40
14022072 RECREATION ADMINISTRA	\$ 608,545.00	\$ 472,403.59	\$ 5,760.57	\$ 130,380.84	78.60
14022150 RECREATION PLAYGROUND	\$ 86,237.92	\$ 77,098.73	\$ 664.62	\$ 8,474.57	90.20
14022250 RECREATION POOLS	\$ 81,479.08	\$ 64,896.04	\$ 292.50	\$ 16,290.54	80.00
14030056 LIBRARY	\$ 1,203,985.00	\$ 958,490.11	\$ 12,983.88	\$ 232,511.01	80.70
15000051 COUNTY TAX	\$ 6,370,876.00	\$ 6,370,876.00	\$ -	\$ -	100.00
17010051 TRANSFERS/PAYMENTS DE	\$ 4,090,020.00	\$ 4,057,961.83	\$ -	\$ 32,058.17	99.20
17030050 OVERLAY	\$ 232,630.00	\$ 87,921.10	\$ -	\$ 144,708.90	37.80
17040051 TRANSFER TO CIP & OTH	\$ 3,654,830.43	\$ 3,654,830.43	\$ -	\$ -	100.00
1000 GENERAL FUND	\$ 38,443,685.00	\$ 32,719,037.36	\$ 563,697.88	\$ 5,160,949.76	86.60
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5001 WATER ENTERPRISE FUND	\$ 6,177,568.00	\$ 4,337,457.86	\$ 50,180.42	\$ 1,789,929.72	71.00
5002 SEWER ENTERPRISE FUND	\$ 8,057,073.00	\$ 5,376,489.15	\$ 102,417.38	\$ 2,578,166.47	68.00
5003 ARENA ENTERPRISE FUND	\$ 601,492.00	\$ 464,251.54	\$ 3,071.95	\$ 134,168.51	77.70



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

Planning Board
 Conservation Commission
 Historic District Commission
 Arts & Culture Commission

PLANNING & DEVELOPMENT DEPARTMENT MONTHLY REPORT FOR APRIL 2018

The Planning Board, Conservation Commission, and Historic District Commission (HDC) held their regular meetings in April. The Arts & Culture Commission did not hold a regular meeting but the Chair and Michelle Mears met with Creteau Technology Center students regarding designing the Rochester Art Awards. The discussions/agenda items from the regular meeting of the Planning Board, Conservation Commission, and HDC, are summarized below. The Planning Board also held a workshop in April. At their workshop the Planning Board received an update on surety and performance guarantees, discussed Zoning Amendments pertaining to Manufactured Housing Parks and Development Signs, discussed the surety for the Trinity development, and acted on two applications that were placed on the agenda due to time constraints from previous agendas. A discussion on the Economic Development Strategic Plan/Master plan Chapter was also on the agenda but due to scheduling conflicts nobody from the Economic Development Department was able to attend to aid in the discussion. The Planning Board will discuss the Plan again in June.

In addition to the meetings listed within this report, the Planning Staff attended a variety of other meetings throughout the month. These include, but are not limited to the following: City Council; the Strafford Metropolitan Planning Organization's Technical Advisory Committee; the City's Technical Review Group; a pre-construction meeting for 248 North Main Street (Dr. Pak's new dental offices); Life Safety Committee; a meeting with City staff and SRPC on updating the Hazard Mitigation Plan; the Committee working on water efficiency regulations; various site visits for Planning Board approval follow-up and pre-construction meetings; Rotary; meetings with consultants interested in submitting a proposal for the Transportation Master Plan; a site visit of the Scenic Theater building; Wings and Wheels; a conference call with the consultants working on the Downtown Density and Design Guidelines; a Rochester Housing Huddle meeting; and various meetings with consultants, developers, citizens, and other City staff. Seth Creighton, Chief Planner, and I attended the Leadership Greater Rochester meeting. I gave a presentation on planning in Rochester and Seth was part of a panel discussion on ordinances and codes that are used and enforced in Rochester. I also attended the American Planning Association's (APA) annual meeting in New Orleans, LA from April 21-24. On Friday, April 20, 2018 we held a bid opening for the Transportation Master Plan and we received 8 proposals. Staff from the Planning Department, TRG, other Departments, and Rotary also met with the consultants working on the Downtown Density & Design Guidelines over a two-day period. These meetings also included listening sessions with the public at the Library. Michelle Mears also attended a two-day Women's Leadership Retreat at the University of New Hampshire (UNH). The Planning Board agenda for the May regular meeting will have several items on it and I will discuss those in next month's report. Needless to say, we are staying quite busy in the Planning & Development Department.

We continue to process quite a few project narratives and new applications. As always, we continue to work on applications that have been before the Planning Board.

APPLICATIONS REVIEWED BY THE PLANNING BOARD

Makris R.E. Development, LLC, Chesley Hill Road & Donald Street (by Beals Associates)
Request for an extension for a 51-Lot subdivision and lot line revision.

Case# 137 – 9&10 – R1 – 17 **APPROVED**

J & L Terra Holdings, Inc., 685 Salmon Falls Road (by Beals Associates) 33-Lot subdivision.

Case# 224 – 310 – A – 18 **CONTINUED TO 5/7/2018**

Quantum Real Estate Group, LLC, 156 Old Dover Road (by Trittech Engineering Corp.) 17-Lot subdivision. Case# 140 – 73 – R1 – 17 **APPROVED**

Farmington Associates, LLC, 60 Farmington Road (by Tighe & Bond) Amendment to allow further excavation of the site prior to addressing the “Precedent Conditions” listed in the Planning Board’s 2/25/2016 Notice of Decision. Case # 216 – 8,9,10 – GRD – 18 **APPROVED**

APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION

1. Minutes: Reviewed meeting minutes of March 28, 2018.

2. Discussion: a) Training opportunity for Volunteer River Assessment Program (VRAP)- The Conservation Commission continued this discussion from last month. They better defined which members were willing to participate and who would be responsible for coordinating training with NH Dept. of Environmental Services.

b) Sharing information learned from 2018 Saving Special Places Conference: Two members explained what they had learned from attending this annual conference.

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

a) Notice of Intent to Cut: Tax Map-Lot 240-3-1 and 240-3-2, White Hall Rd (Yacoub)

b) Notice of Intent to Excavate: Tax Map-207-1, Little Falls Bridge Rd (Torr)

c) Notice of Intent to Cut: Tax Map 243-39A, Tebbets Rd/Rochester Hill Rd (Homemakers Health Services)

d) Notice of Intent to Cut: Tax Map 208-8, 174 Farmington Rd (174 Farmington Rd LLC)

The Commission had no concerns with these applications.

4. New Business: a) Direction/goals of the Conservation Commission: Members discussed what else they could do outside of land preservation. Ideas discussed included: greenspace

improvements; creation of pamphlets; working with the RiverWalk group; Natural Resource Masterplan Chapter updates; cleanups; involvement with Farmers Market.

5. Old Business: An abutter to a proposed subdivision asked the Commission several questions

6. Reports:

- a) Technical Review Group.
- b) Planning Board.

Updates were given regarding what had been reviewed by the Technical Review Group and Planning Board over the last month.

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

APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION

The Historic District Commission held there regular meeting on April 11, 2018 at the City Hall. There was only on application on the agenda that was approved the extension request for 5&7 Dryer Way. The Planning and Development Department has selected the consultant BendonAdams to work on the design guidelines for the City of Rochester.

The Historic District Commission also held a special meeting on April 26, 2018 at the City Hall Annex to meet with the consultant BendonAdams regarding the goals and objectives of the design guidelines.

ARTS AND CULTURE COMMISSION ACTIVITIES

Matt Wyatt and Michelle Mears met with Creteau Technology Center students regarding designing the Rochester Art Awards. The students presented four prototypes. They are working on the final design for the Arts and Culture Commission.

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

*Intentionally
left blank...*

City Clerk's Office

Memorandum

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

From: Chris Bowlen, Recreation & Arena
Date: May 9, 2018
Re: April Department Report

Program	
Adult Open Gym 30+	37
Adult Recreation 30+ Basketball	83
Adult Volleyball	204
April Vacation Camp	13
Aromatherapy Workshop	5
Circle of Moms	25
Collaborative Open Gym	32
Community Coffee	22
Parent/Child Open Gym	17
Restorative Meditation	4
Rochester Cares Clean Up day (lunch)	97
Senior Art	26
Senior Breakfast/Cookout	87
Senior Dance Lessons	17
Senior Open Gym	12
Senior Pickleball	68
Senior Power Hour	80
Senior Social	10
Senior Table Tennis	4
Senior Trips	10
Senior Yoga Chair	18
Senior Yoga Gentle	19
Spaulding/BCA open Gym	92
Teen Night	107
Teen Yoga	8
Youth Indoor Golf	12
Coach Smart Classes	15
Monthly Total	1124

Facilities

The most significant project to take place at the Rochester Arena began in April. The Arena, with CIP funds is removing and replacing the original 1972 concrete "cold" floor along with all the dasher boards and glass system. Staff members worked extremely hard in order to get the old dasher system dismantled and out of the way for the beginning of the project in mid-April. A special thanks to Arena Supervisor Steve Trepanier for overseeing this portion and savings thousands off the cost of the project!

In April nearly ONE MILLION pounds of the existing and original concrete floor was removed and taken away to be reclaimed into fill and gravel.

The project to date remains on time and on budget. The expected date to pour the new floor is set for mid-June.

April 2018 Program Highlights

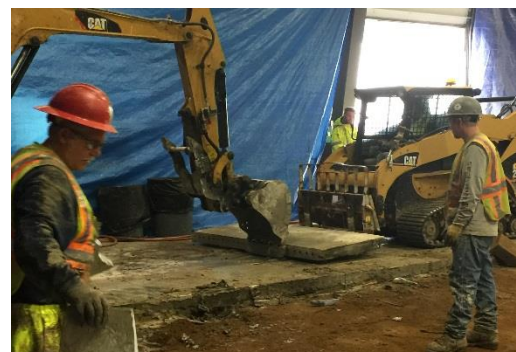
Rochester Cares Clean Up Day was held on Earth Day, Sunday, April 27. We had a great turnout and beautiful weather. Downtown was spruced up with mulch and flowers and the rest of the city received attention where it was needed.

Organizations, families and volunteers participated in this event that wrapped up with lunch provided by Moe's and the Police Benevolent Association with 97 in attendance.

April Vacation Camp was held during Rochester School April Vacation we had 13 in attendance.

During the week, the kids had visits from the Rochester Police and Rochester Fire Department. Themes for the week included Rainbow Day, Escape Room, Gold Rush, Un-birthday and Camp Cup Awards. As always campers had a great week!

Ceremonial "last piece of old floor"



*Intentionally
left blank...*

City Clerk's Office



ROCHESTER FIRE DEPARTMENT

MARK E. KLOSE
CHIEF OF DEPARTMENT



37 Wakefield Street

Rochester NH, 03867
www.rochfd.org

Tel (603) 335-7545

To: Dan Fitzpatrick, City Manager

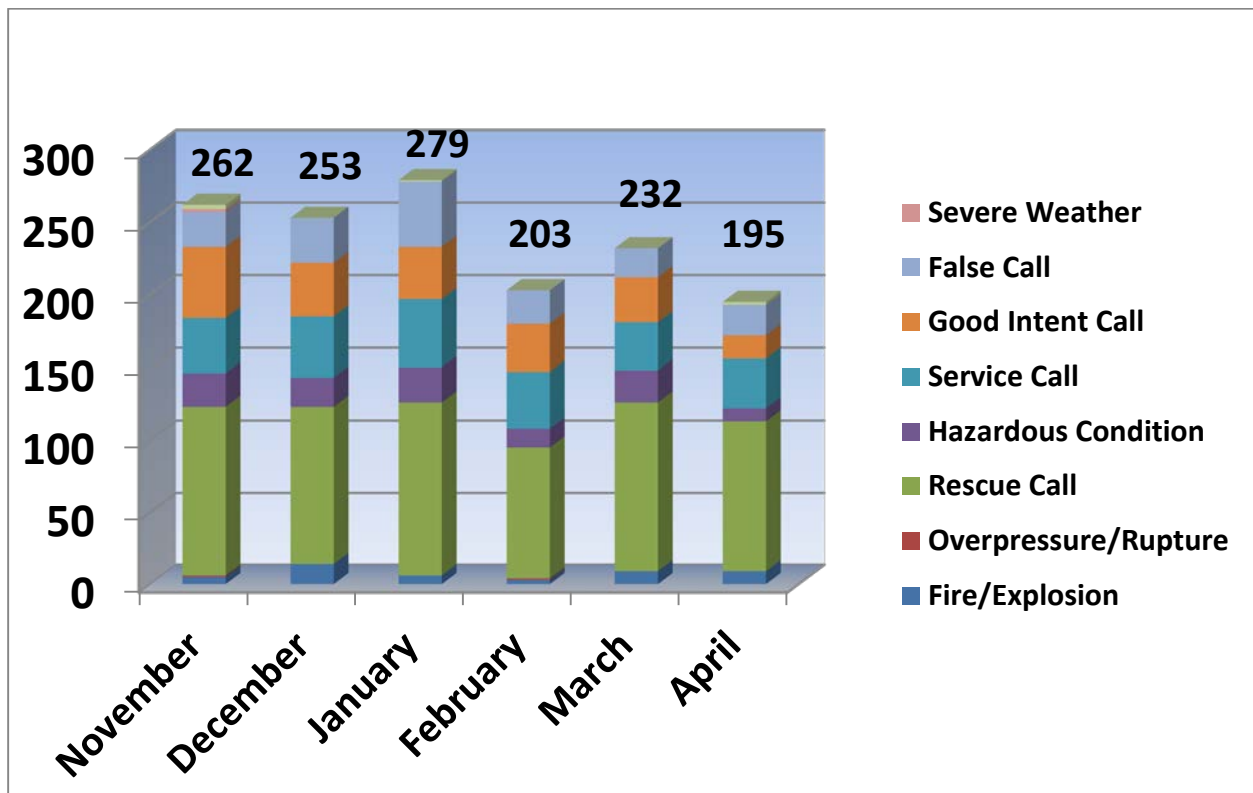
From: Mark E. Klose, Fire Chief

Date: May 3, 2018

Ref: Monthly Report for April 2018

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

ADMINISTRATIVE STAFF:



The above graph shows our runs for Fiscal Year 2018 with each month's data shown individually with their respective totals shown at the top of each month column. For the month of April there were 195 calls for service. There have been 2476 total for Fiscal Year 2018.

DEPARTMENT INFORMATION:

Administration completed necessary shift transfers to equal out shifts to help with overtime.

- 3 Shift at 9 Firefighters (1 Captain, 1 Lieutenant and 7 Firefighters)
- 1 Shift at 8 Firefighters (1 Captain, 1 Lieutenant and 6 Firefighters [B Shift])
- Manning Station 1 and Gonic Station

Rochester FD responded to Sherman St for a motor vehicle fire with exposure to a home, Station 2 crew made an aggressive exterior attack on the vehicle stopping the progression of the fire into the home.

Rochester FD responded to Daffodil Ln for a mobile home fire.

Personnel responded to a significant motorcycle accident on Rt. 11

Continue to respond with EMS to "Cardiac Arrest" calls, some overdoses that were treated with Narcan. Patient revived and survived.

We continue to provide mutual aid coverage to our surrounding communities:

Farmington, Structure fire and brush fire, Engine and Chief officer

Barrington: Structure Fire, Engine and Assistant Chief to the scene

Responded Middleton for Structure Fire, Engine

Responded to Somersworth for a structure fire, Engine and Chief Officer

FIRE DEPARTMENT TRAINING DIVISION:

Administration

Attended southern Maine community college fire chiefs roundtable event and serve as a panelist for student portfolio presentations.

Developed and implemented all documents for new firefighter assessment test.

Conducted ladder and swim test to establish new fire fighter hiring list.

Organized mobile radio and portable radio programming update.

Continued work on developing the Driver /Operator Training Manual

Worked with staff on fire department budget.

Worked on updating Lieutenant promotional policy.

Training

The Call Force was certified in CPR.

The shifts continued Probationary Firefighter skills and driver/Operator training and began training shifts on the next training requirements.

Emergency Response

Responded to Somersworth to a building fire and assisted Command with Operations and Accountability.

Responded to Barrington for a 10 acre woods fire, and assumed command of the scene to assist.

FIRE PREVENTION BUREAU:

April has been a busy time for the upcoming spring and summer building season. We have seen an increase in permit applications and there has been a considerable amount of time allocated to plan review and permit approvals for various projects. We announced this month that we will be participating in the State of NH grant funded “Get Alarmed NH” smoke alarm program. This initiative will give us the resources to install smoke alarms in single family homes that meet certain criteria free of cost to the occupant. The ability to get into homes across the city to help ensure safe living environments will be a great benefit to those people that occupy them.

**Rochester Fire Department
Office of Fire Prevention**

30-Apr

Building Fire Code Inspections	15
Building Site Consultation	12
Construction Plan Review	28
Fire Drills	3
Fire Investigations	2
Fire Permits Issued	357
Fire Prevention Education and Training	5
Foster Care / Day Care Inspections	8
Outdoor Burning Inspections	
Permit of Assembly Inspections	114
Tank Removal / Installation Inspections	
Training Sessions	5
Woodstove / Pelletstove Appliance Inspection	
Total	549

EMERGENCY MANAGEMENT:

The city has had two storms in April. Ice and wind No noticeable/reportable damage to city or private dwellings.

Rochester FD and City officials participated in the third and final Seabrook Radiological Emergency Plan (REP) Drill on April 4th. City did very well throughout the three drills.

Hazard Mitigation working group continues to work on the City of Rochester's Emergency Hazard Mitigation Plan. Plan expired March 29, 2018.

Emergency Management Director was informed that the City of Rochester is part of the Strafford County Public Health Multi-Agency Coordination Entity (MACE) Plan. This MACE plan needs updating with a drill schedule for May 17, 2018.

E911 Address Committee is now back and meeting on a regular basis

Chief Klose did a presentation to the Lakes Region Public health regarding the Warming Facility venture from Dec/Jan.

Respectfully submitted,

Mark E. Klose

Mark E. Klose, Fire Chief / EMD

05/10/2018

ROCHESTER POLICE DEPARTMENT



PAUL R. TOUSSAINT
Chief of Police

23 WAKEFIELD STREET
ROCHESTER NH, 03867-1933

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

"Dedication, Pride, Integrity"

POLICE COMMISSION

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

May 7, 2018



TO: City Manager Daniel Fitzpatrick

RE: Monthly Report – April 2018

OPERATIONS: Four of the six wards held meetings this period. Matters discussed included road construction projects, motor vehicle accidents, LED lighting in the City for cost savings, the paving list, crossing guards, the fairgrounds, location of the new DPW facility, crime statistics, overdose and drug statistics, motor vehicle code, veteran tax exemptions, zoning and licensing questions, trash issues, the comp stat report, an update to the cat concern raised recently in Ward 6, schedules of ward meetings, and developments of the Ridge and Hanson Street. One of the participants in the citizens academy noted it has been a positive experience thus far

The investigations bureau had 39 cases sent up from patrol for review or investigation. There are currently 65 cases assigned. There were 19 cases presented to the Grand Jury all with true bills. 280 pieces of evidence were logged in and 77 pieces were returned. An additional 221 items were destroyed. Ten phones were analyzed with the Cellebrite machine. There were four detective call outs; three robberies and one death investigation.

BRIDGING THE GAPS: Bridging the Gaps promoted participation in the DEA National Drug Take Back Day held on April 28. Members of the middle school youth to youth team handed out thank you bags. Julie attended a NH Drug Free communities grantee meeting to discuss funding strategies, youth activities and collaboration on upcoming legislative issues. Julie has also been working with school personnel discussing strategies for supporting at risk youth as they transition from the middle school to the high school and what services Bridging the Gaps can provide.

COMMUNICATIONS: All staff are working on various portions of the help manuals in the center and getting those updated for daily use.

CEO/ COMMUNITY ENGAGEMENT OFFICER: Officer Danie helped to teach the Civilian Response to Active Shooter. He handled several investigations including a shoplifting

at a downtown store. He attended crime scene training and also presented at the Citizens Academy. He further assisted with a SWAT call out and with a student walk out at the high school. He worked with another officer on a proactive hands free enforcement where ten stops were made and 8 citations were issued.

COMP STAT: There was a noted increase in motor vehicle accidents this period, with the North Main Street/Farmington Road corridor having the highest number. There was an increase in DUI arrests this period. There were two robberies for the month, both between individuals known to one another. There was an increase in aggravated assaults. Most were attributed to domestic violence.

DIVERSION: There were approximately 110 youth at Teen night. Staff continues to work with Bridging the Gaps sustainability committee. The Teen Travel camp agenda has been set and it has been approved to use funds from the prevention grant for travel arrangements this year.

HONOR GUARD: The Honor Guard participated in a flag detail at services for K-9 Daisy-Mae. They have been asked to present at a C.H.aD. football event at UNH. They will also participate in the opening of Buddy Ball at Roger Allen Park, and will also participate at the NH Law Enforcement Memorial ceremony in Concord on May 18.

HOUSING: There were 19 police related calls at the housing complexes. There were some issues with people sleeping in the hallways and stairs at Wyandotte. This was not reported to police while it was happening. We are doing some extra patrols as a result.

PROSECUTION: In adult court this period there were 287 new cases with 381 charges. Of those there were 130 guilty pleas, 78 not guilty pleas and 60 failed to appear. Of the cases that went before the court there were 30 administrative guilty findings, 36 charges nol prossed as part of plea agreements, and 25 cases were dismissed by the Court. 18 cases were continued and 4 were placed on file.

Juvenile prosecution had 9 arraignments and 7 violation hearings. Three trials were resolved by plea.

The Explorers met once this period.

RENTAL PROPERTY OWNERS ASSOCIATION: Lt. Bossi attended the April meeting, where he spoke about frauds and scams with merchandise being delivered to properties and then picked up by other people. He encouraged property owners to speak to tenants and to contact the police department if such activity was noticed. There were questions relating to medical marijuana use in apartments.

05/10/2018

ADMINISTRATIVE: We are approximately 83% through the fiscal year and the budget is 76.9% spent. Overtime continues to be overspent due to staffing earlier in the year. There will be savings in the salary line to cover this. We have made some minor transfers into various lines which is typical for this time of year.

We took delivery of the new speed trailer to replace the unit damaged in a hit and run. After training on the software we will be able to start deploying the unit to various locations.

There were surplus funds remaining in the 2015 JAG grant after we completed the cruiser camera upgrade. We received authorization from the grant office to reallocate those funds to assist in outfitting the expanded bicycle unit, as well as for other equipment that would be used in critical incidents.

We are working on the final planning for the Crisis Intervention Team certification course to be held at the end of June. This is being collaborated and coordinated with NAMI (National Alliance for Mental Illness). We will send several officers through the class, and open it up to outside agencies for a nominal fee.

We held a physical agility test for a new hiring process this period. Of the 218 invitations, only 11 showed up the day of the testing. Only six of those passed. They were put through oral boards and the top candidates will be interviewed by the Police Commission this month.

FORFEITURE SPENDING: There was no forfeiture spending this period.

EMD USE: There were no Taser displays and one deploy this period.

Respectfully Submitted,

Paul R. Toussaint
Chief of Police

*Intentionally
left blank...*

City Clerk's Office



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

05/10/2018
Main Desk: (603) 332-1428
Reference: 335-7550
Children's: 335-7549
Fax: 335-7582
www.rpl.lib.nh.us

MONTHLY REPORT

April 2018

There were a total of 17,481 items circulated with 12,014 people visiting the library in the month of April. Two hundred seventy-eight patrons used the library's Internet computers for 673 hours. Current number of patron registrations is 38,301. Interlibrary loan activity included 90 materials borrowed from other libraries and 270 loaned to other libraries.

Spring Story Times continue in the month of April with 132 children attending 10 Story Times. The Children's Room offered several programs during school vacation week. The Bridles & Bits Club was presented for children age 8 through 12 with an interest in horses, Build-It Workshop was for children 5-12 to express their creativity through building with Legos, Lincoln Logs, Marble Runs and other building supplies. Drop-In and Draw was for school age kids 5-12 to spend time drawing with library provided crayons, colored pencils, and fun items for inspiration.

Wednesday, April 11th the library was proud to present "Rochester's Young Writer's Night" featuring several writers of high school age, presenting their original work to a listening audience. At the end of the program an open mic was available to all ages with priority given to young people.

Saturday, April 21st the library was pleased to present an Aromatherapy Workshop with Healthy Lifestyle Coach Cindy Simon. Participants learned about the healing properties of essential oils and made aromatherapy bath soak, sugar moisturizing scrub and salt exfoliating scrub.

Wednesday, April 25th the library with pleased to host Understanding Reiki with Marilynn Carter. Reiki Master Teacher as well as progressive wellness practitioner, Marilynn Carter is also the author of the book Many Paths for Health. This program gave a brief introduction to the Japanese art of Reiki and a demonstration of an exercise to help participants feel their own energy.

Saturday, April 28th the Friends of the Rochester Public Library and the Rochester Museum of Fine Arts held a dual event in the Carnegie Gallery within the library. The RMFA honored artist Jeannie Motherwell with an exhibit of her work and the Friends hosted the second annual "Sweet Art" dessert competition. This year Lauren Rouleau won with her delicious lemon cookies.

Library patrons and staff collected 21 bags of food for Gerry's Food Pantry in April.

In addition to the print versions of available books, 278 of our library patrons downloaded 1,483 e-books to media devices through the library's web site this month. The RPL website also enabled 27 patrons access to the Mango Languages, Chilton, and Legal Forms databases along with 327 digital downloads from Hoopla and Instant Flix.

Trustees meet on May15th in the Rose Room of the library at 6pm.

***Forthcoming:
Tax Collector's
Office Report...***

City Clerk's Office

*Intentionally
left blank...*

City Clerk's Office

**Rochester, New Hampshire
Inter office Memorandum**

TO: Daniel Fitzpatrick
City Manager

FROM: Todd M. Marsh
Director of Welfare

SUBJECT: Analysis of Direct Assistance for April, 2018.

DATE: May 3, 2018

This office reported 91 formal client notes for the month of April.

Voucher amounts issued for April, 2018 were as follows:

	<u>15</u> <u>Families</u> <i>4 new</i>	<u>19</u> <u>Single</u> <i>5 new</i>
Burial00	.00
Dental00	.00
Electricity	422.91	330.14
Food.....	.00	.00
Fuel heating00	129.95
Mortgage00	.00
Medical00	.00
Prescriptions00	127.36
Rent	4,360.00	2,290.00
Temporary Housing	399.00	.00
Transportation	<u>.00</u>	<u>6.00</u>
TOTAL	\$5,181.91	\$2,883.45

This represents an average cost per case/family of \$345.46 and case/Individual of \$151.76 for this month.

Total vouchers issued: \$8,065.36

There was a decrease of \$634.74 in assistance issued this month compared to April 2017. There was an increase of \$2,556.46 in vouchers issued this month compared to last month.

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