



**Regular City Council Meeting
July 5, 2017
Council Chambers
7:00 PM**

Agenda

1. Call to Order
2. **Presentation of the Colors/Proclamation:** Rochester Knights of Columbus
 - 2.1. Pledge of Allegiance
3. Opening Prayer
 - 3.1. **Opening Prayer:** Knights of Columbus
4. Roll Call
5. Acceptance of Minutes
 - 5.1. Regular City Council Meeting: June 6, 2017 *consideration for approval*
P. 5
 - 5.2. Special City Council Meeting: June 13, 2017 *consideration for approval*
P. 39
6. Communications from the City Manager
 - 6.1. Employee of the Month Award P. 52
 - 6.2. City Manager's Report P. 51
7. Communications from the Mayor
 - 7.1. **Appointment:** Joint Building Committee for the Richard Creteau Technology Center
8. Presentations of Petitions and Council Correspondence
9. Nominations, Appointments, Resignations, and Elections
 - 9.1. **Resignation:** Kevin Quigley, Moderator, Ward 6 P. 79
10. Reports of Committees
 - 10.1. Appointments Committee

Recommended Appointment: Therese Dwyer, Alternate Member Planning Department, Term to Expire on 1/2/2018 P. 81

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City Clerk's Office

- 10.2. **Public Safety**
- Recommended Action:** To Place a “No Parking Here to Corner” sign or to paint diagonal crosshatch markings on Washington Street near Sylvain Street at the discretion of the Department of Public Works *consideration for approval* P. 83
- 10.3. **Public Works and Building Committee** P. 87
11. **Old Business**
12. **Consent Calendar**
13. **New Business**
- 13.1. **AB 01** Resolution Accepting New Hampshire Certified Local Government Grant Award from the New Division of Historic Resources in the Amount of \$15,000 *first reading, consideration for second reading and adoption* P. 95
- 13.2. **AB 02** Broadcasting Additional City Council Committee Meetings *sense of the City Council* P. 101
- 13.3. Resolution Authorizing Acceptance of Donation from the Spaulding Alumni Association of All Remaining Monies upon Dissolution *first reading, consideration for second reading, and adoption* P. 103
- 13.4. **AB 05** Resolution Accepting Donation of a Portable Generator to the City of Rochester Fire Department Valued at Approximately \$1,000 *first reading, consideration for second reading, and adoption* P. 105
- 13.5. **Correction to a Previously Adopted Resolution:** Resolution Accepting Governor's Commission Alcohol Fund Grant and Authorizing Supplemental Appropriation to the Police Department in the Amount of \$25,170.00 –*Original Adopted Date: 4/4/2017 consideration for approval*
- Note: Both the Agenda Bill and Resolution should be corrected to state that \$13,500 is to be expended in FY 18 and \$11,670 is to be expended in FY 19 – No change to the total amount of \$25,170*
- 13.6. **AB 07** Motion to Authorize an Easement for Eversource off of the end of Hillsdale Dr. (off of Chestnut Hill Road) *consideration for adoption* P. 111
14. **Non-Meeting/Non-Public Session**
- 14.1. **Non-Public, Labor Negotiations, per RSA 91 –A:3, II (a)**
15. **Other**
16. **Adjournment**

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City Clerk's Office

**Regular City Council Meeting
June 6, 2017
Council Chambers
7:00 PM**

COUNCILORS PRESENT

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

OTHERS PRESENT

Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager
Mark Sullivan, Senior Accountant
Roland Connors, Deputy Finance
Director
Terence O'Rourke, City Attorney
John Storer, Director of City Services
Members of the Trustees of the Trust
Fund
John Marzinzik, President and CEO of
Frisbie Memorial Hospital
Sarah Bailey, Communications
Department

Minutes

1. Call to Order

Mayor McCarley called the meeting to order at 7:00 PM.

**2. Presentation of the Colors/Proclamation: Rochester Elks
Lodge # 1393**

2.1. Pledge of Allegiance

Mayor McCarley led the Pledge of Allegiance.

2.2. Proclamation: Flag Day

Prior to reading the Proclamation for Flag Day, Mayor McCarley recalled that June 6th is the day to recall the Battle of Normandy.

Mayor McCarley read the Proclamation for Flag Day and declared June 14, 2017, as National Flag Day and the week which follows as

Flag Week in the City of Rochester.

Mr. Ducharme introduced Robert Benoit, Esteemed Leading Knight, and James Clark Esteemed Loyal Knight. Mr. Ducharme invited the City Council to attend the Flag Day Ceremony at the Rochester Elks Lodge on Sunday, June 18, 2017, at 3:00 PM.

3. Opening Prayer

3.1. Opening Prayer: Tom Ducharme, Past Exalted Ruler

Mr. Ducharme led the Opening Prayer.

4. Roll Call

Kelly Walters, City Clerk, took the roll call. All City Council members were present.

5. Acceptance of Minutes

5.1. Regular City Council Meeting: May 2, 2017 *consideration for approval*

Councilor Lachapelle **MOVED** to **APPROVE** the May 2, 2017, Regular City Council Meeting minutes. Councilor Bogan seconded the motion. Councilor Lauterborn **MOVED** to **AMEND** the minutes by correcting Page 22 to change the reading of the resolution to "second" instead of "first" which had been written incorrectly in the minutes. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley called for the motion to approve as amended. The **MOTION CARRIED** by a unanimous voice vote.

6. Communications from the City Manager

6.1. Employee of the Month Award

City Manager Fitzpatrick invited Sarah Bailey, Communications, to come forward. He congratulated Ms. Bailey and presented her with the Employee of the Month Award for May.

6.2. City Manager's Report

City Manager Fitzpatrick gave the following report:

Contracts and documents executed since last month:

- **Department of Public Works**
 - Adopt-Spots Listing – 2017
 - Clean Water Sewer & Storm Water Asset Management – Loan Agreement
 - Colonial Pines Project – Easements
 - NPDES Stormwater Annual Report
 - Salmon Falls Road Improvement Project – Change Order #1
 - Sterling Drive – Lease Agreement – flag pole install
 - Wakefield Street – Authorization of Amendment to Engineering Services

- **Economic & Community Development**
 - Moose Plate Grant Application
 - Release of Mortgage – Publick House
 - Stanhope Contract – Marketplace Blvd/Rt. 11 frontage road Appraisal
 - White Birch – Job Loan Collateral Assignment Paperwork
 - White Birch Job Loan – Environmental Review
 - VOCA (Victims of Crime Act) Grant Award Acceptance

- **Finance Department**
 - Professional Services Agreement – IT Study

- **Planning Department**
 - Letter of Understanding – Gauthier Farm

- **Recreation Department**
 - Push Volleyball, Inc – Memorandum of Understanding

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

- Tuition Reimbursement – Rodgerson, S
- Tuition Reimbursement – Swanberry, A

The following additional information has been received:

- Barrington Planning Board - Public Notice
- Metrocast – Systems Performance Annual Report

The following standard reports have been enclosed:

- City Council Request & Inquiry Report

- Monthly Overnight Travel Summary (April & May)
- Permission & Permits Issued
- Personnel Action Report Summary

7. Communications from the Mayor

7.1. **Discussion:** Regular City Council Meeting for July

Mayor McCarley recommended holding the Regular City Council meeting on Wednesday, July 5, 2017, due to the July 4th holiday falling on the first Tuesday of the month.

Councilor Keans mentioned the Appointments Review Committee could make adjustments to July 5, 2017, scheduled meeting.

Mayor McCarley informed the public and City Council that a Special City Council meeting to consider 2017-2018 budget adoption is scheduled to take place on June 13, 2017.

8. Presentations of Petitions and Council Correspondence

No discussion.

9. Nominations, Appointments, Resignations, and Elections

No discussion.

10. Reports of Committees

10.1. Codes and Ordinances Committee

10.1.1. Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding Taverns *second reading and consideration for adoption*

Councilor Lauterborn mentioned three action items to be voted upon by the City Council. The first of the amendments regarding "taverns" allows craft breweries to allow carryout sales. She added that the City of Rochester General Ordinances currently prohibit such action.

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

Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding Taverns

THE CITY OF ROCHESTER ORDAINS:

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

42.2 Definitions and Terminology

- *
- *
- *

b. Definitions

- *
- *
- *

95. Eating and Drinking Establishments:

- *
- *
- *

G) **Tavern** (also known as a "bar" or "pub" or "*nano brewery*" or "*winery*" or "*distillery*"): A commercial establishment that sells alcoholic beverages for consumption on the premises. This may include the actual production of those alcoholic beverages on the premises, ***the carryout sales of those beverages produced on the premises***, and the production and sale of food products on the premises.

The effective date of these amendments shall be upon passage.

Councilor Lachapelle **MOVED** to **ADOPT** the amendment. Councilor Bogan seconded the motion. Councilor Keans questioned if the wording to this amendment reflects the wording from a neighboring community or if a few words were just added to the City of Rochester's current ordinance. Councilor Lauterborn recalled that Seth Creighton, Planning Department, spoke to the Committee about the amendment. The **MOTION CARRIED** by a unanimous voice vote.

10.1.2. Amendment to Chapter 16 of the General Ordinance of the City of Rochester Regarding the Requirement to Connect to Public Sewers
second reading and consideration for adoption

Councilor Lauterborn stated that this amendment would reduce the required connection distance from 200 feet down to 100 feet.

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

Amendment to Chapter 16 of the General Ordinance of the City of Rochester Regarding the Requirement to Connect to Public Sewers

THE CITY OF ROCHESTER ORDAINS:

That Chapter 16 of the General Ordinances of the City of Rochester regarding the requirement of property owners to connect to public sewers and currently before the Rochester City Council, be amended as follows:

16.3 Use of Public Sewers Required.

(a) -----

(b) -----

(c) -----

(d) The owner(s) of all houses, buildings, or property used for human occupancy, employment, recreation, or other purposes, situated within the City and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the City, is hereby required at the owner(s) expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this ordinance, within ninety (90) days after date of official notice to do so, provided that said public sewer is within ~~two hundred (200)~~ **one hundred (100)** feet of the building.

(e) Structures within one hundred (100) feet of the public sewer and currently served by private wastewater disposal facilities shall connect to the public sewer within ninety (90) days after an official notice to do so. The City may grant a waiver to this requirement for properties with existing adequate sewage disposal systems which can be proven by the

property owner to comply with applicable state and local regulations, to have been designed by a designer licensed in New Hampshire and to have been approved for construction by the New Hampshire Department of Environmental Services after January 1, 1985. The cost of connection to the public sewer shall be borne by the property owner, **however if a sewer stub exists** with the exception of the **cost of the** portion of the connection within the public right of way which costs shall be borne by the Rochester Water Sewer Enterprise Fund. For the purpose of this section, structures shall mean houses, buildings, or property used for human occupancy, employment, recreation, or other purposes.

16.4 Private Wastewater Disposal.

(a) -----

(b) -----

(c) At such time as public sewer becomes available to a property served by a private wastewater disposal system, as provided in 16.3 (d), **after connection to the public sewer**, a direct connection shall be made to the public sewer within ninety (90) days in compliance with this ordinance, and any septic tanks, cesspools, and similar private wastewater disposal facilities shall be cleaned of sludge and filled with suitable material.

The effective date of these amendments shall be upon passage.

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

10.1.3. **Amendment to Chapter 16 of the General Ordinances of the City of Rochester Regarding the Requirement to Connect to Public Sewers** ***first reading, second reading and consideration for adoption***

Councilor Lauterborn stated that this amendment would correct an issue with the flat rate requirement. The proposed ordinance would consider that a wastewater customer is allowed to obtain a wastewater meter instead of paying a mandatory flat rate.

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

Amendment to Chapter 16 of the General Ordinance of the City of

Rochester Regarding the Requirement to Connect to Public Sewers

THE CITY OF ROCHESTER ORDAINS:

That Chapter 16 of the General Ordinances of the City of Rochester regarding unmetered residential wastewater customers and currently before the Rochester City Council, be amended as follows:

16.16 Rates, Charges, and Fees.

(a) -----

(b) Unmetered Residential Customers. **All unmetered** Any residential wastewater customers ~~not connected to the City of Rochester water system~~ shall pay a flat rate quarterly wastewater use charge. The rate shall be as listed in Section 16.25, Wastewater Rate and Fee Schedule. Each unit of a multi-unit dwelling or mobile home park shall be considered a residential customer. The property owner shall be billed for each dwelling unit even if the property has only one service (i.e. the owner of a 10-unit apartment building shall be build the residential flat rate x 10.)

The effective date of these amendments shall be upon passage.

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

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

Councilor Lachapelle said the Codes and Ordinances Committee meeting scheduled for July 6, 2017, has been canceled. The next Committee meeting is scheduled for August 3, 2017.

10.2. Community Development

Councilor Lauterborn said proposed adjustments were made to the CDBG funding and referred to page 106 of the City Council packet for more details.

Councilor Lauterborn **MOVED** to read the resolution for the second time by title only. Councilor Bogan seconded the motion. Councilor Lauterborn read the resolution for the second time by title only as follows:

**Resolution Adopting a 2017-2018 Rochester CDBG
"Action Plan for the City of Rochester, N.H." and Approving and
Appropriating the 2017-2018 Community Development Budget for
the City of Rochester**

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

I. That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, hereby adopt the one-year 2017-2018 "Action Plan for the Community Development Division for the City of Rochester, N.H.," as prepared and presented to the Mayor and City Council by the City of Rochester Office of Economic and Community Development, in connection with the City's Community Development Block Grant (CDBG) program, including the goals, objectives, and concepts set forth therein;

II. **Further**, that a twelve (12) month Community Development Block Grant budget for the Office of Economic and Community Development for the City of Rochester in the total amount of Two Hundred Sixteen Thousand Nine Hundred Forty-Six Dollars (\$216,946.00) be, and hereby is, approved and appropriated for fiscal year 2017-2018. Included in said approval and appropriation are expenditures set forth in the one-year action plan of the Office of Economic & Community Development for the City of Rochester for the Community Development Block Grant program, in the following categories and amounts:

Administration and Planning	\$ 43,389.20
Public Service Agencies	\$ 32,541.90
<u>Housing/Public Facilities/Infrastructure</u>	<u>\$141,014.90</u>

Total: \$ 216,946.00

This budget and the one-year action plan for 2017-2018 may be reconsidered if federal funding is changed or if it is inconsistent with the total 2017-2018 budget adopted for the Office of Economic & Community Development.

The sums necessary to fund the above appropriation in the amount of Two Hundred Sixteen Thousand Nine Hundred Forty-Six Dollars (\$216,946.00) shall be drawn in their entirety from the above-mentioned 2017-2018 fiscal year Community Development Block Grant from the federal government to the City of Rochester. The Finance Director is hereby authorized to create

such line item accounts as shall be necessary to implement this Resolution.

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

Councilor Lauterborn **MOVED** to **ADOPT** the resolution. Councilor Bogan seconded the motion. Councilor Willis asked if the funding for the tennis courts is included with the final action plan. Councilor Lauterborn replied yes, it is still listed under the facilities portion of the grant. Councilor Lauterborn clarified that the total amount of funding for each category has not changed. She explained that recommendations from the Committee are included with the action plan if the federal government's funding exceeds the amount of anticipated funds. This allows the plan to move forward with the funding unless the amount is considerably higher than anticipated.

Julian Long, Grant Coordinator, said that a list of CDBG projects are listed on page 155 and 156 of the City Council packet. Mayor McCarley called for a vote on the motion to adopt. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Lauterborn said the Community Development Committee is not meeting in June and the next Committee meeting is scheduled for July 10, 2017.

10.3. Government Channel

Councilor Willis said the Committee met on May 15, 2017. He said the Committee discussed the Richard Creteau Technology Center renovation project, which includes a media center renovation. The idea is to combine efforts with the School Department for a broadcast studio center for the City's general use as well, which would be accessed outside of normal school hours. He recalled that the City has cut the funding of \$300,000 to create a media center out of the City's side of the budget; however, some funding may be required to assist with this project in a future budget cycle.

10.4. Public Works and Building Committee

Councilor Torr said one action item that should be discussed is the Dewey Street Bridge project, which is to be discussed later on the agenda.

11. Old Business

11.1. **AB 168 Resolution Authorizing Supplemental Appropriation for the Dewey Street Pedestrian Bridge Project and Borrowing Authority Pursuant to RSA 33:9 in the Amount of \$170,000 *second reading and consideration for approval***

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

**Resolution Authorizing Supplemental Appropriation
for the Dewey Street Pedestrian Bridge Project and Borrowing
Authority Pursuant to RSA 33:9 in the Amount of \$170,000**

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

That the sum of One Hundred Seventy Thousand Dollars (\$170,000.00) 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, for the purpose of providing funds necessary to pay costs and/or expenditures with respect to the so-called Dewey Street Pedestrian Bridge Project.

Further, that the Mayor and City Council of the City of Rochester hereby resolve that, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, be, and hereby are authorized to borrow the sum of One Hundred Seventy Thousand Dollars (\$170,000.00), 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.

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Torr seconded the motion.

Councilor Keans gave reasons to vote against the motion. She added that the project could be delayed until next year to ensure a solid plan of action.

Councilor Lauterborn expressed concern about some of the details of the project, which seems unclear. Additionally, she asked if the company who provided service at the Columbus Avenue Bridge would be the company to work on the Dewey Street Bridge. John Storer, Director of City Services, replied yes, because one company happened to be the lowest bidder in both cases; however, the contractor/installer would be different. Councilor Lauterborn stated her disappointment in the fact that the Columbus Avenue Bridge seems unfinished, due to an uneven decking installment. She requested to look closely at the quality of the project for the Dewey Street project.

Mr. Storer addressed many of the City Councilors other concerns about the project; subsequently, he would send the approval letter from the Department of Environmental Services to the City Manager for distribution.

Councilor Torr said that no gas-powered vehicles should cross the new pedestrian bridge, including the City's sidewalk plow. Councilor Willis expressed concerns about the constraints imposed by the City through the bidding process, which prolongs the project and results in a higher bid than anticipated. Mr. Storer replied that he initially had the same concerns; however, it seems that it is not the timeframe involved at fault for spiking the bid higher. He added that there could be a small savings by allowing more time to the project; however, there would not be a significant amount of savings. He gave details of what this project involves, including what would happen with the existing structure in the water, which would be cut off at the mud line. He agreed to send a list of the costs involved to the City Manager for distribution, if necessary.

Councilor Keans asked about the Memorandum of Understanding between the City of Rochester and the Rochester Trustees of the Trust Fund. Mr. Storer said the draft would be sent to the next Public Works Committee meeting. Councilor Keans voiced concerns about approving funding for the project without the Memorandum of Understanding being in place. Mr. Storer gave details about what is listed in the draft memorandum. Ms. Turner, Trustee of the Trust Fund, said that the Trustees are in favor of what is listed in the memorandum.

Councilor Keans asked about obtaining a shoreland permit. Mr. Storer

recalled that all necessary permits were obtained for this project. Councilor Willis gave a brief history of the shoreland permits and did not believe this type of permit would be necessary for this particular project.

Councilor Torr requested a roll call vote. Councilor Bogan seconded the request. Mayor McCarley called for a roll call on the motion to adopt. The **MOTION FAILED** to obtain the required two-thirds vote of the City Council by a 7 to 6 roll call vote. Councilors Willis, Gray, Abbott, Hamann, Barnett, Varney, and Mayor McCarley voted in favor of the motion. Councilors Gates, Keans, Lauterborn, Lachapelle, Torr, Bogan, voted against the motion.

Councilor Varney requested that barriers be erected at the existing bridge to prevent motorized traffic.

Mayor McCarley stated this vote did not receive the required two-thirds vote. Councilor Keans **MOVED** to **DENY** the resolution. Councilor Bogan seconded the motion. Council discussed the entire project, which could not be completed without the additional funding. Councilor Bogan **WITHDREW** the second to the motion.

Councilor Lauterborn said it seems that several City Councilors were under the impression that the project could be completed without the additional funding; however, it is evident now, that it cannot happen without the additional funding. Subsequently, she asked what the process is to reconsider a vote previously taken. Councilor Willis **MOVED** to **RECONSIDER** the original motion. Councilor Torr seconded the motion. Councilor Willis gave specific concerns about some of the details of the project; however, he understood that this is likely the most cost effective means in building a bridge in today's construction world. Council debated the matter. Councilor Lachapelle requested a roll call vote. Councilor Torr seconded the request. The **MOTION** to **RECONSIDER** the vote upon the original motion **CARRIED** by a 12 to 0 roll call vote. Councilors Hamann, Willis, Abbott, Gates, Varney, Gray, Torr, Lauterborn, Lachapelle, Barnett, Bogan, and Mayor McCarley voted in favor of the motion. Councilor Keans voted against the motion.

Mayor McCarley called for a re-vote on the original motion. Councilor Keans spoke against the motion. Councilor Torr requested a roll call vote. Councilor Lachapelle seconded the request. The **MOTION CARRIED** by a two-thirds vote of 12 to 1 in favor of the motion. Councilors Willis, Lachapelle, Abbott, Varney, Gates, Barnett, Bogan, Lauterborn, Gray, Hamann, Torr, and Mayor McCarley voted in favor of the motion. Councilor Keans voted against the motion.

12. Consent Calendar

No discussion.

13. New Business

- 13.1. **AB 169** Resolution Adopting a 2017-2018 Rochester CDBG "Action Plan for the City of Rochester, NH" and Approving and Appropriating the 2017-2018 Community Development Budget for the Rochester *second reading and consideration for approval*

This resolution passed during the Community Development Committee Report.

- 13.2. **AB 188** Resolution Approving Contract and Cost Items Associated with Proposed City of Rochester School Department Multi-Year Collective Bargaining Agreement with Rochester RFT Paraprofessional Unit (Paraprofessionals) *first reading, second reading, and consideration for approval*

Councilor Bogan notified the City Clerk's office that she would recuse herself from Agenda Bill 187 and 188, due to her employment with the City of Rochester's School Department as a paraprofessional.

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

See Addendum A

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

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

- 13.3. **AB 187** Resolution Approving Contract and Cost Items Associated with Proposed City of Rochester School Department Multi-Year Collective Bargaining Agreement with Rochester Administrative Unit

(Administration) *first reading, second reading, and consideration for approval*

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

See Addendum B

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

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Gray seconded the motion. Councilor Willis spoke against the motion. He understood that these are well-educated and competent employees; however, the City should pare it back to be more in line with the average CPI over the last five years. Mayor McCarley understood Councilor Willis's concern; however, this contract is in line with the City approved contracts. Councilor Torr requested a roll call vote. Councilor Lachapelle seconded the request. The **MOTION CARRIED** by a roll call vote of 7 to 5. Councilors Lachapelle, Varney, Hamann, Keans, Lauterborn, Gray, and Mayor McCarley voted in favor of the motion. Councilors Barnett, Gates, Torr, Willis, and Abbott, voted against the motion.

13.4. AB 185 Motor Vehicle Junk Yard Licenses and Junk Dealer Licenses *Consideration for approval*

Councilor Torr **MOVED** to **APPROVE** the Motor Vehicle Junk Yard Licenses and Junk Dealer License. Councilor Gray seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

13.5. AB 186 Presentation of Annual Dog Warrant to the City Council –Unlicensed Dogs *Motion to accept the Annual Dog Warrant and to send to the Rochester Police Department for action*

Councilor Lachapelle **MOVED** to **ACCEPT** the Annual Dog Warrant and to send it to the Rochester Police Department for action. Councilor Gray seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

13.6. AB 190 Presentation: Wayfinding Presentation by BETA Group

This discussion and presentation has been postponed.

13.7. Budget Deliberations: FY 2018

John Marzinzik, President and CEO of Frisbie Memorial Hospital, gave a presentation about the Recovery Center for substance abuse and opioid epidemic, which has been open for about a year.

Mr. Marzinzik gave specific details about the program and financial operations. He distributed the monthly statistics about the program since its opening and a budget based on operations for roughly one year [\$163,000]. He noted that some of the information is not listed such as the insurance policy and some of the overhead costs. He gave details about some of the successes of the program and the expansion of other related programs.

Councilor Lauterborn said it is clear that the City of Rochester is the largest benefactor [\$75,000]. She asked if the nursing staff is being paid about the same as other nursing staff at Frisbie. Mr. Marzinzik replied yes and the figures listed include both salaries and benefits. Councilor Lauterborn said it seems that State and Federal grants may become available soon and it would make sense to relieve the City of Rochester taxpayers for being the largest supporter of the program. Mr. Marzinzik mentioned that he has applied for a Federal Grant for \$150,000 to assist with the operations of a suboxidone clinic, which would also help with the mental health program being developed.

Councilor Willis asked about the spreadsheet and the number of members listed. Mr. Marzinzik replied that there are now 104 registered members and the program is on the verge of becoming a certified recovery program. He gave details of how the program is expected to become certified soon.

**FY 18 BUDGET DELIBERATIONS CONTINUED FROM THE MAY 30,
2017 COMMITTEE OF THE WHOLE BUDGET MEETING:**

**[34] AMENDMENT TO THE CITY MANAGER'S PROPOSED
[FY 18 CIP BUDGET]**

**School Department: "Creteau Technology Center Renovation"
[DECREASE BY \$24,187,127]**

Councilor Varney **MOVED** to **AMEND** the City Manager's proposed CIP Budget for the School Department [CIP: Page 82] project titled *Creteau*

Technology Center Renovation Project by **reducing** the amount of \$24,187,127 to \$0.00. Councilor Bogan seconded the motion. Mayor McCarley reminded the City Council that the City Council has already authorized this project using bonding and is now waiting for a final approval from the State legislation. The **MOTION CARRIED** by a unanimous voice vote. [*CIP: Page 82*]

**[35] AMENDMENT TO THE CITY MANAGER'S PROPOSED
[FY 18 CIP BUDGET]**

**Department of Public Works: "Paving Rehab Program"
[DECREASE BY \$26,852]**

Councilor Varney **MOVED** to **AMEND** the City Manager's proposed CIP Budget for the Public Works Department [*CIP: Page 51*] project titled *Pavement Rehab Program* the original amount of \$1,125,000 to be **reduced** by \$26,852 for a new total of \$1,098,148. Councilor Bogan seconded the motion. Councilor Willis asked what paving project would be cut. Councilor Varney replied that some pavement funding must be cut to meet the tax cap requirements. Mayor McCarley said the cut is in general; however, it may be taken from some of the sidewalk pavement projects. Councilor Willis **MOVED** to **AMEND** the motion to reduce the amount by an additional amount of money to equal a new reduction of \$70,000. Councilor Bogan seconded the motion. Councilor Willis gave reasons he felt that the Woodman/Myrtle area should not be paved until it is ready for the infrastructure part of the project; otherwise it will be paved over and forgotten for another 10 years. Councilor Lauterborn disagreed and spoke against reducing the paving line more than the original request made by Councilor Varney [\$26,852]. Councilor Varney agreed with Councilor Lauterborn and spoke against the motion. Councilor Lauterborn requested a roll call. Councilor Bogan seconded the request. Mayor McCarley called for a vote on the amendment which would result in not including the Woodman/Myrtle Streets being paved. The **MOTION to AMEND FAILED** by a 1 to 12 roll call vote. Councilor Willis voted in favor of the motion. Councilors Lauterborn, Keans, Barnett, Lachapelle, Gray, Abbott, Torr, Hamann, Bogan, Gates, Varney, and Mayor McCarley voted against the motion. Mayor McCarley called for a vote on the original motion, which is to reduce the paving line by \$26,852. The **MOTION CARRIED** by a unanimous voice vote.

**[36] AMENDMENT TO THE CITY MANAGER'S PROPOSED
[FY 18 CIP BUDGET]**

**School Department: "Anticipated Revenues"
[INCREASE BY \$300,000]**

Mayor McCarley stated that Superintendent Hopkins received a letter from the State regarding an increase to the anticipated revenues, subsequently, he has requested that the City Council add \$300,000 to the School Department's anticipated revenues. Mayor McCarley stated that this would assist in the process of having the School Department meet the Tax Cap requirement, currently the School Department's budget is about \$600,000 shy of meeting the Tax Cap requirement.

Mayor McCarley **MOVED** to **AMEND** the City Manager's proposed budget by increasing the School Department's anticipated revenues by \$300,000. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Varney requested that the Assessing Department seek to find out what the City's assessed evaluation might be in the fall. This is still being worked upon; however, the new construction value is almost at \$32,000,000. He added that this would change the anticipated tax rate increase over last year from \$0.90 down to \$0.51.

Mayor McCarley informed the City Council that the Construction Engineer position has been cut out of the City Manager's proposed budget and is still not part of the operating budget for the 2017-2018 budget. The City Council briefly discussed what the position should be focused upon. Councilor Willis expressed support for including a position in the budget. Councilor Willis **MOVED** to restore a third position, at the labor grade 15, and to review the job description accordingly, in the Department of Public Works Department. Councilor Bogan seconded the motion. Councilor Varney questioned how this position would be funded without exceeding the tax cap requirements. The City Council discussed waiting another week for this vote. Mayor McCarley asked for an estimated cost of this action. It was determined that it would cost approximately \$90,000 split between the three departments: Public Works, Waste Water, and Water Department. Councilor Gray **MOVED** to **AMEND** the motion by funding the position as an engineer and that the money is taken out of the Fund Balance. Mayor McCarley ruled the amendment out of order. The **MOTION FAILED** by a 2 to 11 roll call vote. Councilors Willis and Keans voted in favor of the motion. Councilors Barnett, Varney, Bogan, Lachapelle, Gray, Abbott, Torr, Hamann, Gates, Lauterborn, and Mayor McCarley voted against the motion.

Mayor McCarley stated that a final budget deliberation is scheduled for June 13, 2017.

14. Non-Meeting/Non-Public Session

14.1. Non-Meeting, RSA 91-A

Mayor McCarley said the City Council could adjourn the Regular Meeting and enter into the Non-Meeting immediately following the adjournment.

15. Other

No discussion.

16. Adjournment

Councilor Lachapelle **MOVED** to **ADJOURN** the Regular City Council meeting at 9:55 PM. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully submitted,

Kelly Walters, CMC
City Clerk

**RESOLUTION APPROVING CONTRACT
AND COST ITEMS ASSOCIATED WITH PROPOSED
CITY OF ROCHESTER
SCHOOL DEPARTMENT
MULTI-YEAR COLLECTIVE BARGAINING
AGREEMENT WITH
ROCHESTER RFT
PARAPROFESSIONAL UNIT
(Paraprofessionals)**

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

That pursuant to, and in accordance with, the provisions of Chapter 273-A of the New Hampshire Revised Statutes Annotated, the multi-year year collective bargaining agreement between the City of Rochester and the Rochester Federation of Teachers Paraprofessional Bargaining Unit employee collective bargaining group, covering the period July 1, 2017 to June 30, 2020, as set forth in the proposed contract, a copy of which proposed contract has been made available to the Mayor and City Council, and with its financial impacts as more particularly detailed on the attached **“EXHIBIT A: RFT Paraprofessional Unit” dated May 16, 2017**, which includes a summary financial analysis of the annual costs of the contract to the City provided by the Superintendent of Schools, is hereby approved, including, specifically, the cost items associated therewith.

6/29/17

City of Rochester School Department

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

Mr. Kyle M. Repucci
Assistant Superintendent of Schools
e-mail: repucci.k@rochesterschools.com

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

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

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



May 16, 2017

CITY OF
ROCHESTER
Received

MAY 17 2017

CITY OF
ROCHESTER
COPY

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

Dear Mr. Fitzpatrick:

This letter is to notify you that the Rochester School Board and Rochester Federation of RFT Paraprofessional Bargaining Unit have reached tentative agreement on a collective bargaining agreement for school years 2017-2018 through 2019-20. The contract has been ratified by the bargaining unit and approved by the Board on May 11, 2017. It is necessary now that we present the cost items in the agreement to the City Council for its consideration. The cost items are attached to this letter.

Accordingly, I request that we be granted an audience with the Council at its earliest convenience so that we may present the cost items and answer any questions that the Council members may have.

Yours truly,

Michael L. Hopkins
Superintendent of Schools

MLH/mgm

cc Rochester City Council

Enclosures

Addendum A
6/6/2017
Regular City Council Meeting

Rochester Federation of Teachers, AFT Local 3607, AFT-NH, AFL-CIO
Paraprofessionals Bargaining Unit
Tentative Agreement

Addendum A
6/6/2017
Regular City Council
Meeting

The Rochester Federation of Teachers, AFT#3607 (paraprofessionals bargaining unit) and the Rochester School Board agree to the following changes to be incorporated into the current contract for a three (3) year contract with the following changes to current contract language to be incorporated into a successor agreement with an effective date of July 1, 2017.

Wage and Cost Items Summary:

Health Insurance changes to the higher deductible plan. Deductible of \$1,000, \$2,000 or \$3,000.

Current year Health Costs: \$1,025,754; next year costs will be \$951,546 or a savings of \$74,208. This assumes no change in employees in the next three years. We have an annual turnover of 40 or more Paras, which leads to reduced labor and health insurance costs over projections.

- **FY 2017-2018** Wage Increase of 6% in first year, with Health Insurance savings equates to 3.7% overall increase.
- **FY 2018-2019** 2.1% wages increases and overall 2.5% assuming a 5% Health Insurance Increase.
- **FY 2019-2020** 1.9% wage increases 2.4% overall assuming a 5% Health Insurance Increase.

Bargaining Unit agrees to language that withholds step increases if on an improvement plan.

248 employees in this Bargaining Unit; 40+ new employees in this unit in the last year.

Turnover is an issue.

Starting Para working 27.5 hours per week, earns \$12,641; Top Para \$17,664.

Para working 35 hours per week: starting at \$16,089 ending at \$22,481.

We have 11 open Para positions right now. Secretary and bookkeeping positions are about \$2.00 per hour behind the city scale.

New Section

P. *Loss of Personal Property*

The Board agrees to establish a pool of \$1,000 per year for the reimbursement of job related property loss incurred by covered employees. Covered employees who believe they have a claim may submit said claim, with proof of financial loss (i.e. receipts), to the Federation President on or before June 1 of each year. A committee of employees covered by this contract appointed by Federation will then consider all claims and allocate the funds from the pool to claimants on the basis of relative merit. The Federation President will forward the committee's recommendation to the Superintendent of Schools for review and final approval. In no case shall the Federation recommend approval of aggregate claims in excess of \$1,000 per fiscal year, and in no case shall the Federation recommend approval of a single claim in excess of the actual financial loss to the employee. Actions based on this provision of the Agreement are not subject to the Grievance Procedure. Claims may not be carried from one school year to the next.

Article IX - Compensation

A. *Wage Scales and Step Plan*

Employees on improvement plans shall not be eligible for step increases until they have satisfied the requirements of their plans. When employees on plans satisfy the requirements of their plans, they shall receive the step prospectively. If it is determined that an employee has been improperly placed on an improvement plan, the employee will receive the step retroactively.

NON COST ITEMS**Article I – Recognition**

- B. *Dues Deduction*
New form – **Appendix A**

New Section

- D. The Federation shall be provided an opportunity at the beginning of the school year to address the employees covered by this contract either in a district wide or building meeting.

Article II - Duration

- A. This Agreement and the provisions herein shall become effective on July 1, **2017** and shall continue in effect until June 30, **2020**.

Article VI - Working Conditions

- B. The parties agree to establish a Labor-Management Committee comprised of equal representatives from the Administration and the Union for the purpose of reviewing workshop offerings and details of the Rochester Paraprofessional Academy. The Committee shall meet regularly and shall make recommendations for the Academy for each upcoming school year.

- L. *Notification of Annual Employment Status*

Notification of the District's intent to employ for the upcoming school year will be given to all employees by ~~June 30th~~ **as soon as practicable after city council approval of the school district budget**. On or before July 30th each employee shall be provided with a notification which shall include the employee's assignment for the upcoming school year, salary/hourly wage rate, and benefits.

Article X - Leaves

- B. *Sick Leave*

1. Employees may accumulate sick leave after completion of the employee's probationary period. Sick leave may be used for the illness or injury of the employee or for any proper FMLA purpose.
6. Sick leave can be used in one (1) hour increments if the absence is less than half a day, or the position does not require a sub. The employee is responsible to enter "sub not needed" at the time of the absence, and the time they will be out.

- E. *Parental Leave/FMLA Leave*

1. ~~Two days~~ Time shall be granted to a parent ~~either a mother or father~~ to spend with a newly adopted child or ~~to a father~~ upon the delivery of ~~his~~ a natural child. Compensation for such days will be made possible by charging these days to the employee's sick leave. If the employee does not have accumulated sick days, such leave will be granted without pay.
3. With prior approval of the Superintendent, employees who do not qualify for FMLA leave and who have completed the initial probationary period are eligible to receive a leave of absence for the extended illness of the employee, or the employee's spouse, children, mother, or

father for a period of up to twelve (12) weeks or the amount of accrued leave available to the employee, whichever is greater. During the period of such leave, the employee shall be entitled to utilize all of the employee's accrued leave at the employee's discretion. Once the employee's accrued leave is exhausted, the leave shall be unpaid. The employee shall be entitled during this twelve (12) week period to all benefits provided by this agreement.

4. At the discretion of the Superintendent, an extended leave in excess of twelve (12) weeks or the employee's accrued leave, whichever is greater, and up to twelve (12) months may be granted. For employees not eligible for the District's medical insurance, upon exhaustion of the employee's paid sick leave or personal days, the employee is not eligible to receive any of the benefits contained in this Agreement but may continue to access insurance benefits at the employee's own expense. The employee shall not lose any seniority the employee has earned up to the date of the approved leave. The employee desiring to return from such extended leave shall be assigned to the next available vacancy for which the employee is qualified and be eligible for all benefits upon the employee's return to work.

F. Bereavement Leave

1. Spouse, domestic partner or child (including step-equivalents): Five (5) work days for the death excluding Saturday, Sunday and Holidays.

Article XII - Fringe Benefits

A. Health Insurance

Employees working thirty (30) or more hours per week, or who have worked for at least (5) years and who work at least 20 hours per week in the District, shall be eligible for health insurance coverage provided by the Health Trust in the following plan:

Matthew Thornton AB SOS 20/40/1KDED, RX 10/20/45 with \$1,000 (Single), \$2,000 (2-Person), \$3,000 (Family) deductibles.

The Board shall pay eighty percent (80%) of the total premium and the employee shall pay twenty percent (20%) of the total premium.

Employees working less than (20) hours per week OR those who work less than (30) hours per week and have worked (4) years or less in the District, may purchase health insurance at their own expense through the District.

Addendum A
6/6/2017
Regular City Council Meeting

Appendix A
Rochester School District
Dues Deduction Authorization Form

Name _____

I hereby authorize the Rochester School District to withhold from my salary, Federation dues in an amount to be certified by the Treasurer of the Rochester Federation of Teachers, acknowledging that the amount of dues may increase at times subsequent to the authorization, and this authorization shall be a continuing authorization for such dues deductions.

The sums thus to be deducted over the period of one year, (twenty-two pay periods, twenty- six pay periods, or other arrangement as permitted by the Master Agreement) are hereby assigned by me to the Rochester Federation of Teachers, and are to be remitted by the Rochester School Department to the Treasurer of the Federation. Having done so, the District shall be held harmless from any claim(s) in connection with the provisions of this authorization and Master Agreement terms. It is further agreed that the District assumes no financial liability except to forward, on a monthly basis, those funds which have been properly authorized and deducted the last day of the preceding month.

This authorization and assignment shall continue in full force and effect from year to year unless I notify the Office of the Superintendent and the Rochester Federation of Teachers' Treasurer in writing between June 1 and September 1, to cease deductions for the coming year.

Signature: _____ Date: _____ Home Address:

City: _____ State: _____ Zip: _____ Phone #: () _____

Last Four Digits of Social Security # _____

School: _____

Home E-Mail: _____

Please check position below:

Teacher: _____ Para-Professional: _____ Food Service: _____ **Secretary:** _____

Recruited By: _____

Once completed, this form must be sent directly to the Federation Treasurer.

For Office Use Only:

Date Received: _____

Copies sent to: **Treasurer** _____ **Date:** _____

Central Office: _____ **Date:** _____

Appendix B

6/29/17
Addendum A
6/6/2017
Regular City Council Meeting

2016-2017

Years of Experience	SEC 1	SEC 2	BK 2	Para-Educator 1	Para-Educator 2
0	\$12.16	\$13.79	\$15.14	\$11.66	\$12.56
1	\$12.19	\$13.80	\$15.17	\$11.68	\$12.58
2	\$12.23	\$13.86	\$15.20	\$11.72	\$12.61
3	\$12.44	\$14.04	\$15.49	\$11.91	\$12.68
4	\$12.65	\$14.32	\$15.75	\$12.16	\$12.99
5	\$12.88	\$14.60	\$16.03	\$12.19	\$13.28
6	\$13.08	\$14.88	\$16.28		\$13.54
7	\$13.29	\$15.13	\$16.56		\$13.65
8	\$13.51	\$15.39	\$16.85		\$13.88
9	\$13.69	\$15.68	\$17.16		\$14.16
10	\$13.93	\$15.98	\$17.43		\$14.67
11	\$14.12	\$16.23	\$17.64		\$15.61
12	\$14.89	\$17.16	\$18.46		\$17.01
13	\$15.24	\$17.66	\$18.97		\$17.55
20		\$17.76			

2017-2018 (Shift from step 3 through step 13 hourly rate up one step, add new step 10, and add step 14)

Years of Experience	SEC 1	SEC 2	BK 2	Para-Educator 1	Para-Educator 2
0	\$12.52	\$14.20	\$15.59	\$12.01	\$12.94
1	\$12.56	\$14.21	\$15.63	\$12.03	\$12.96
2	\$12.81	\$14.46	\$15.95	\$12.27	\$13.06
3	\$13.03	\$14.75	\$16.22	\$12.52	\$13.38
4	\$13.27	\$15.04	\$16.51	\$12.56	\$13.68
5	\$13.47	\$15.33	\$16.77	\$12.93	\$13.95
6	\$13.69	\$15.58	\$17.06		\$14.06
7	\$13.92	\$15.85	\$17.36		\$14.30
8	\$14.10	\$16.15	\$17.67		\$14.58
9	\$14.35	\$16.46	\$17.95		\$15.11
10	\$14.45	\$16.58	\$18.06		\$15.56
11	\$14.54	\$16.72	\$18.17		\$16.08
12	\$15.34	\$17.67	\$19.01		\$17.52
13	\$15.70	\$18.19	\$19.54		\$18.08
14	\$16.17	\$18.74	\$20.13		\$18.62
20		\$17.76			

2018-2019 (Add step 15)

Years of Experience	SEC 1	SEC 2	BK 2	Para-Educator 1	Para-Educator 2
0	\$12.52	\$14.20	\$15.59	\$12.01	\$12.94
1	\$12.56	\$14.21	\$15.63	\$12.03	\$12.96
2	\$12.81	\$14.46	\$15.95	\$12.27	\$13.06
3	\$13.03	\$14.75	\$16.22	\$12.52	\$13.38
4	\$13.27	\$15.04	\$16.51	\$12.56	\$13.68
5	\$13.47	\$15.33	\$16.77	\$12.93	\$13.95
6	\$13.69	\$15.58	\$17.06		\$14.06
7	\$13.92	\$15.85	\$17.36		\$14.30
8	\$14.10	\$16.15	\$17.67		\$14.58
9	\$14.35	\$16.46	\$17.95		\$15.11
10	\$14.45	\$16.58	\$18.06		\$15.56
11	\$14.54	\$16.72	\$18.17		\$16.08
12	\$15.34	\$17.67	\$19.01		\$17.52
13	\$15.70	\$18.19	\$19.54		\$18.08
14	\$16.17	\$18.74	\$20.13		\$18.62
15	\$16.37	\$18.97	\$20.38		\$18.85
20		\$17.76			

2019-2020 (Add step 16)

Years of Experience	SEC 1	SEC 2	BK 2	Para-Educator 1	Para-Educator 2
0	\$12.52	\$14.20	\$15.59	\$12.01	\$12.94
1	\$12.56	\$14.21	\$15.63	\$12.03	\$12.96
2	\$12.81	\$14.46	\$15.95	\$12.27	\$13.06
3	\$13.03	\$14.75	\$16.22	\$12.52	\$13.38
4	\$13.27	\$15.04	\$16.51	\$12.56	\$13.68
5	\$13.47	\$15.33	\$16.77	\$12.93	\$13.95
6	\$13.69	\$15.58	\$17.06		\$14.06
7	\$13.92	\$15.85	\$17.36		\$14.30
8	\$14.10	\$16.15	\$17.67		\$14.58
9	\$14.35	\$16.46	\$17.95		\$15.11
10	\$14.45	\$16.58	\$18.06		\$15.56
11	\$14.54	\$16.72	\$18.17		\$16.08
12	\$15.34	\$17.67	\$19.01		\$17.52
13	\$15.70	\$18.19	\$19.54		\$18.08
14	\$16.17	\$18.74	\$20.13		\$18.62
15	\$16.37	\$18.97	\$20.38		\$18.85
16	\$16.58	\$19.21	\$20.64		\$19.09
20		\$17.76			

**Rochester School Department
Paraprofessional Salary Calculations**

	<u>Starting Salary</u>	<u>Increase</u>	<u>%</u>	<u>Total Salary</u>	<u>%</u>	<u>FICA</u>	<u>Health Ins</u>	<u>Dental</u>	<u>Total</u>	<u>% Increase</u>
Year 1-shift steps 3-13 up one step plus 3% increase, add new step 10, add step 14, Year 2 and 3 add new top step										
Based on a merit step and health insurance rates at 80/20 with ABSOS plan										
Current				4,426,883.26		338,656.57	1,025,754.93	13,606.92	5,804,901.68	
FY2017-2018	4,426,883.26	266,511.07	6.0%	4,693,394.33	6.0%	359,044.67	951,546.69	13,606.92	6,017,592.61	3.7%
FY2018-2019	4,693,394.33	96,220.74	2.1%	4,789,615.07	2.1%	366,405.55	999,124.02	13,606.92	6,168,751.57	2.5%
FY2019-2020	4,789,615.07	93,255.91	1.9%	4,882,870.98	1.9%	373,539.63	1,049,080.23	13,606.92	6,319,097.75	2.4%

Addendum A
6/6/2017
Regular City Council Meeting

**RESOLUTION APPROVING CONTRACT
AND COST ITEMS ASSOCIATED WITH PROPOSED
CITY OF ROCHESTER
SCHOOL DEPARTMENT
MULTI-YEAR COLLECTIVE BARGAINING
AGREEMENT WITH
ROCHESTER ADMINISTRATIVE UNIT
(Administration)**

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

That pursuant to, and in accordance with, the provisions of Chapter 273-A of the New Hampshire Revised Statutes Annotated, the multi-year year collective bargaining agreement between the City of Rochester and the Rochester Administrative Unit employee collective bargaining group, covering the period July 1, 2017 to June 30, 2020, as set forth in the proposed contract, a copy of which proposed contract has been made available to the Mayor and City Council, and with its financial impacts as more particularly detailed on the attached **“EXHIBIT A: Rochester Administrative Unit” dated May 16, 2017**, which includes a summary financial analysis of the annual costs of the contract to the City provided by the Superintendent of Schools, is hereby approved, including, specifically, the cost items associated therewith.

6/29/17

City of Rochester School Department

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

Mr. Kyle M. Repucci
Assistant Superintendent of Schools
e-mail: repucci.k@rochesterschools.com

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

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

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



City of
Rochester
Received
MAY 17 2017

May 16, 2017

COPY

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

Dear Mr. Fitzpatrick:

This letter is to notify you that the Rochester School Board and Rochester Administrative Unit have reached tentative agreement on a collective bargaining agreement for school years 2017-2018 through 2019-2020. The contract has been ratified by the bargaining unit and approved by the Board on May 11, 2017. I am requesting approval of the contract by the legislative body, the City Council.

We negotiated changes since the last contract was turned down by the City Council. We reviewed the process the City Administration uses for determined salary ranges. We followed that process to determine the ranges, and incorporated similar language on setting the low and high ranges. We also removed the option for the Board to change the base pay rate for an employee if they are not getting a market rate salary.

Accordingly, I request that we be granted an audience with the Council at its next regular meeting or a special meeting, whichever you determine to be most appropriate, so that we may present the cost items and answer any questions that the Council members may have.

Yours truly,

Michael L. Hopkins
Superintendent of Schools

MLH/mgm

cc City Council

Enclosure

Addendum B
6/6/2017
Regular City Council Meeting

**ADMINISTRATIVE BARGAINING UNIT
TENTATIVE AGREEMENT**

Cost Items:

- **FY 2017-2018** Salary increase of \$750 per person for a total of \$18,750. This is .9% increase. Merit pay between 0 to 3%, averages about 2.5% or \$51,674.
- Health Insurance, Reduction of \$1000, \$1,500 or \$2,000 per person toward the deductible. Health Insurance is 80/20% split. Savings in Health Insurance of \$39,498 over previous plan.
- **FY 2018-2019** \$53,435 for potential merit increases 0 to 3%. No change in Health Insurance. Wage increase 2.5%.
- **FY 2019-2020** \$54,771 for potential merit increases 0 to 3%. No change in Health Insurance. Wage increase 2.5%

Article VI.A.2—Compensation (pp. 8, 17)

Replace the first three lines of **Appendix A** with the following:

- 2017-2018 \$750, plus up to 3% merit
- 2018-2019 Up to 3% merit
- 2019-2020 Up to 3% merit

5. Article VI.A.4—Compensation (pp. 8-9)

Appendix B

The pay ranges in the salary schedule will adjust by the percentage change in the CPI index for Boston-Brockton-Nashua (from November to November of the year preceding the effective date of the pay range adjustment). If an employee’s merit increase exceeds the pay range, the employee shall be entitled to an amount not to exceed two percent (2%) above the then top range. Any amount due that exceeds the top of the pay range, shall be paid in a lump sum amount in the first pay period in December and shall not become part of the base wages.

Addendum B
6/6/2017
Regular City Council Meeting

Salary Range 2017-2018

	Proposed	High
Position		
Elementary Principal	\$ 81,000	\$ 105,000
Elementary Assistant Principal	\$ 66,000	\$ 86,000
Middle School Principal	\$ 100,000	\$ 111,000
Middle School Assistant Principal	\$ 74,000	\$ 100,000
High School Principal	\$ 103,000	\$ 114,000
High School Assistant Principal	\$ 74,000	\$ 101,271
Deputy Principal	\$ 88,000	\$ 98,000
Special Education Coordinator	\$ 68,000	\$ 93,000
Athletic Director	\$ 79,000	\$ 94,000
CTE Director	\$ 78,000	\$ 105,000
Curriculum Coordinator	\$ 63,500	\$ 99,000
Director of Student Services	\$ 91,000	\$ 102,000

7. Article VII.A—Health Insurance (pp. 10-11)

For FY 2018, 2019, and 2020, the Board agrees to pay 80% of the premium for the HMO-ABSOS 20/40 plan. Removes any support for the District to pay the deductible.

Attached Spreadsheet with cost items.

Non Cost Items

1. Article II. A –Duration (p.3)

Three year contract effective as of July 1, 2017 and continuing until and including June 30, 2020.

2. Article IV.A. 3—Sick Leave and Short Term Disability (pp. 4-5) (new)

Each covered individual appointed to a covered administrative position in the District after October 31, 2017 shall be entitled to fifteen (15) sick days per year with the right to accumulate this sick leave up to a maximum of fifty (50) days.

3. Article V.I—School Closing (p.8)

This allows administrators to work from home during a snow day if approved by the Superintendent.

Addendum B
6/6/2017
Regular City Council Meeting

School Board Approved: 5/11/17
page 2 of 2

**Rochester School Department
Administrator Salary Calculations**

	<u>Starting Salary</u>	<u>Increase</u>	<u>%</u>	<u>Merit</u>	<u>%</u>	<u>Total Salary</u>	<u>%</u>	<u>FICA</u>	<u>Health Ins</u>	<u>Dental</u>	<u>Total</u>	<u>% Increase</u>
Based on a 2.5% merit plus an additional \$750 each and current health insurance rates at 80/20 split												
Current						2,066,980.54		158,124.01	346,167.00	4,440.15	2,575,711.70	
FY2017-2018	2,066,980.54	18,750.00	0.9%	51,674.51	2.5%	2,137,405.05	3.4%	163,511.49	356,348.20	4,440.15	2,661,704.89	3.3%
FY2018-2019	2,137,405.05		0.0%	53,435.13	2.5%	2,190,840.18	2.5%	167,599.27	374,165.61	4,440.15	2,737,045.21	2.8%
FY2019-2020	2,190,840.18		0.0%	54,771.00	2.5%	2,245,611.18	2.5%	171,789.26	392,873.89	4,440.15	2,814,714.48	2.8%

Addendum B
6/6/2017
Regular City Council Meeting

*Intentionally
left blank...*

City Clerk's Office

Budget Amendment 37 & Final FY 18 Budget Adoptions

Special City Council Meeting
June 13, 2017
Council Chambers
7:00 PM

COUNCILORS PRESENT

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

OTHERS PRESENT

Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager
Mark Sullivan, Senior Accountant
Roland Connors, Deputy Finance
Director
Terrence O'Rourke, City Attorney

Minutes

1. Call to Order

Mayor McCarley called the Special City Council meeting to order at 7:00 PM. Kelly Walters, City Clerk, took a silent roll call. All City Councilors were present except for Councilor Lauterborn, who arrived at 7:06 PM and Councilor Keans, who arrived at 7:11 PM.

2. *AB 179 Resolution Approving the 2017-2018 Operating Budget for the City of Rochester *second reading and consideration for adoption**

Councilor Lachapelle **MOVED** to read the resolution for the 2017-2018 Operating Budget for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the second time by title only as follows:

**Resolution Approving Fiscal Year 2017-2018
Operating Budget for the City of Rochester**

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

That a twelve (12) month operating budget for the City of Rochester be, and hereby is, approved and appropriated for the period beginning July 1, 2017 and ending June 30, 2018 in the amounts and for the purposes more particularly set forth in the City of Rochester, Proposed Budget, Fiscal Year 2018 (July 1, 2017 - June 30, 2018), as amended, the provisions of which are incorporated herein by reference thereto by attached Exhibit A.

This budget may be reconsidered before the tax rate is set if City, School and/or County revenues are changed by the State of New Hampshire or by the Federal Government. The budget appropriations contained in this Resolution are predicated upon projected revenues as more particularly set forth in the City of Rochester, Proposed Budget, Fiscal Year 2018 (July 1, 2017 - June 30, 2018), as amended, the provisions of which are incorporated herein by reference thereto. CC FY 17 5-02 AB 179

O&M Exhibit A: See Addendum I

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Bogan seconded the motion. A discussion ensued about waiting a few minutes for two City Council members who had not yet arrived to the meeting.

Councilor Varney **MOVED** to **TABLE** the resolution for the 2017-2018 Operating Budget. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

3. AB 180 Resolution Authorizing and Approving the 2017-2018 Capital Improvements Budget for the City of Rochester and Authorizing Borrowing in Connection Therewith *second reading and consideration for adoption*

Councilor Lachapelle **MOVED** to read the resolution for the 2017-2018 Capital Improvements Budget for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution by title only for the second time as follows:

Resolution Authorizing and Approving the 2017-2018 Capital Improvements Budget for the City of Rochester and Authorizing Borrowing in Connection Therewith

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

That the capital budget for the City of Rochester for the July 1, 2017 to June 30, 2018 fiscal year in the total amount specified in **Exhibit A** annexed hereto, be, and hereby is, authorized and appropriated, and, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, is hereby authorized to arrange borrowing to finance a portion of said capital budget appropriation as identified on Exhibit A annexed hereto.

The aforementioned borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter. The useful lives of the capital projects for which borrowing is authorized by this resolution shall be more particularly set forth in the "City of Rochester, New Hampshire, Proposed CIP Budget, Fiscal Year 2018 (July 1, 2017 –June 30, 2018), as amended. CC FY 17 5-02 AB 180

CIP Exhibit A: See Addendum II

Councilor Lachapelle **MOVED** to **ADOPT** the Capital Improvements Budget as amended by the Committee of the Whole Budget Sessions. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Abbott, Willis, Lachapelle, Varney, Gates, Barnett, Bogan, Gray, Hamann, Torr, and Mayor McCarley voted in favor of the motion.

City Manager Fitzpatrick announced that City staff has recommended that the City of Rochester not proceed with the City Fireworks this year, due to the uncertainty of the Fairground operations over the last few weeks. Councilor Willis questioned if the City would be left with any financial liability, since the City of Rochester already chose a vendor to set off the fireworks. City Manager Fitzpatrick replied no; the contract had not yet been completed and the funding remains in the General Fund.

Councilor Varney **MOVED** to **REMOVE** from the **TABLE** the resolution for the 2017-2018 Operating Budget. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**FY 18 BUDGET DELIBERATIONS CONTINUED FROM THE JUNE 6, 2017
COMMITTEE OF THE WHOLE BUDGET MEETING:**

**[36] AMENDMENT TO THE CITY MANAGER'S PROPOSED
[FY 18 O&M BUDGET]**

**Department of Public Works "Funding for one Position"
[INCREASE BY \$ Salary: \$18,327 Rollups: \$11,708]**

**Sewer Department "Funding for one Position"
[INCREASE BY \$ Salary: \$18,327 Rollups: \$11,718]**

**Sewer Department "Funding for one Position"
[INCREASE BY \$ Salary: \$18,327 Rollups: \$11,715]**

[INCREASE BUILDING PERMITS REVENUE BY \$30,035]

Councilor Varney **MOVED** to **AMEND** the City Manager's proposed 2017-2017 Operating Budget by **INCREASING** the Department of Public Works Full Time Salaries Account found on page 133 of the O&M Proposed Booklet] by \$30,035 [*Salary: \$18,327 Rollups: \$11,708*]. Councilor Gray seconded the motion.

Councilor Lachapelle questioned where the funding for this position would be coming from in the FY 18 Budget. Deputy City Manager Cox replied the funding would be offset by an increase to the building permit revenue. Councilor Lachapelle asked if this would affect the water and sewer budgets as well. Mayor McCarley clarified that this would involve the Water and Sewer Department's budgets as well.

City Manager Fitzpatrick stated that the Construction Engineer position had been removed from the 2017-2018 O&M budget. He added that the intention of this motion should be made clear.

Councilor Varney stated that the motion would add the funding for "a" position to be filled within the Department of Public Works budget. He said the position would be paid for by increasing the anticipated revenues in the General Fund, and revenue transfers from Retained Earnings in the Water Department and the Sewer Departments, to match the amount needed to fund the position in each department.

Councilor Keans spoke in favor of the motion. City Manager

Fitzpatrick explained that if a new position is created it must be sent to the Personnel Advisory Board for review. If the intention of the City Council is to create a new position, then the incumbent employee of the position being removed would be laid-off. The **MOTION CARRIED** by a show-of-hands vote of 8 to 5.

Councilor Gray and Councilor Willis expressed concern about any gap between the position, which is proposed to end as of June 30, 2017, and the anticipated time involved with creating a new position and the hiring process. Councilor Gray suggested filling a temporary position if needed. Mayor McCarley stated that the Director of Public Works would ensure the duties of the previous position would be covered.

Councilor Keans **MOVED** to have the Finance Department adjust the revenue accounts in the Water Department and the Sewer Departments' budgets to provide funding for the new position mentioned above. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a 7 to 6 show-of-hands vote.

Councilor Willis questioned why the revenues for the Water and Sewer Departments do not show an increase equal to the amount of the proposed position, which would be approximately \$30,000 for each of those departments. Mayor McCarley explained that the increase for the Department of Public Works clearly shows on the spreadsheet; however, the other two revenue sources are considered to be enterprise funds and would be handled differently. Mark Sullivan, Senior Accountant, further explained how an enterprise fund operates. He added there was an error on the original spreadsheet for the O&M budget; however, the revised spreadsheet reflects the correct numbers to include the new position. Councilor Lachapelle **MOVED** to **AMEND** the 2017-2018 Operating Budget to include all amendments, which were passed as the Committee of the Whole, including two additional amendments passed this evening. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Mayor McCarley called for a vote on the motion to adopt the 2017-2018 Operating Budget as amended. The **MOTION CARRIED** by a 13 to 0 roll call vote. Councilors Barnett, Keans, Lauterborn, Willis, Lachapelle, Gray, Abbott, Torr, Hamann, Bogan, Gates, Varney, and Mayor McCarley voted in favor of the motion.

Councilor Torr asked what would be the increase to the tax rate now that the budget has been adopted. Mayor McCarley recalled that a rough estimate, *not based on official assessed values*, is

approximately, an increase of \$0.50 over last year's tax rate.

4. **Adjournment**

Mayor McCarley stated that there is a need to meet for a Non-Meeting directly following the adjourned City Council meeting.

Mayor McCarley thanked all Department Heads and the Finance Department for their hard work through the budget process.

Councilor Torr **MOVED** to **ADJOURN** the Special City Council meeting at 7:25 PM. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully submitted,

Kelly Walters, CMC
City Clerk

**Resolution Approving Fiscal Year 2017-2018 Operating Budget for the
City of Rochester**

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

That a twelve (12) month operating budget for the City of Rochester be, and hereby is, approved and appropriated for the period beginning July 1, 2017 and ending June 30, 2018 in the amounts and for the purposes more particularly set forth in the City of Rochester, Proposed Budget, Fiscal Year 2018 (July 1, 2017 - June 30, 2018), as amended, the provisions of which are incorporated herein by reference thereto by attached **Exhibit A**.

This budget may be reconsidered before the tax rate is set if City, School and/or County revenues are changed by the State of New Hampshire or by the Federal Government. The budget appropriations contained in this Resolution are predicated upon projected revenues as more particularly set forth in the City of Rochester, Proposed Budget, Fiscal Year 2018 (July 1, 2017 - June 30, 2018), as amended, the provisions of which are incorporated herein by reference thereto. CC FY 17 5-02 AB 179

ADOPTED 2017-2018 OPERATING BUDGET-EXHIBIT A

OPERATING BUDGET SUMMARY**Proposed Appropriations:**

City	\$	30,973,688
City Grants and Donations	\$	453,613
Community Center	\$	816,655
County Tax	\$	6,308,218
Overlay *	\$	460,000
Estimated Veteran's Credits *	\$	601,056
State Property Tax	\$	4,891,902
School	\$	60,607,020
School Federal Grants	\$	3,571,000
School Lunch	\$	1,800,000
Water Works	\$	6,177,568
Sewer Works	\$	7,810,913
Arena	\$	601,492
Tax Incremental Financing Districts	\$	1,234,033
Sub Total	\$	126,307,158

Proposed Revenues:

City	\$	10,579,518
Use of Fund Balance	\$	1,262,981
City Grants and Donations	\$	453,613
Community Center	\$	816,655
School	\$	32,489,739
School Federal Grants	\$	3,571,000
School Lunch	\$	1,800,000
Water Works	\$	6,177,568
Sewer Works	\$	7,810,913
Arena	\$	601,492
Tax Incremental Financing Districts	\$	1,234,033
Amount to be Raised by Taxes *	\$	59,509,646
Sub Total	\$	126,307,158

* Estimated veteran's exemptions (credits) \$601,056 and additional overlay \$460,000

Resolution Authorizing and Approving the 2017-2018 Capital Improvements Budget for the City of Rochester and Authorizing Borrowing in Connection Therewith

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

That the capital budget for the City of Rochester for the July 1, 2017 to June 30, 2018 fiscal year in the total amount specified in **Exhibit A** annexed hereto, be, and hereby is, authorized and appropriated, and, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, is hereby authorized to arrange borrowing to finance a portion of said capital budget appropriation as identified on Exhibit A annexed hereto.

The aforementioned borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter. The useful lives of the capital projects for which borrowing is authorized by this resolution shall be more particularly set forth in the "City of Rochester, New Hampshire, Proposed CIP Budget, Fiscal Year 2018 (July 1, 2017 – June 30, 2018), as amended. CC FY 17 5-02 AB 180

ADOPTED 2017-2018 CAPITAL BUDGETS-EXHIBIT A

CAPITAL BUDGET SUMMARY**Proposed Capital Appropriations:**

City	\$ 12,416,948
School	\$ 587,000
Water Works	\$ 4,850,000
Sewer Works	\$ 7,694,500
Arena	\$ 245,000
Tax Incremental Financing Districts	\$ 175,000
Total Appropriations	\$ 25,968,448

Source of Revenues**General Fund**

Bonding and/or other Borrowing	\$ 10,156,500
Operating Budget	\$ 2,847,448
Dedicated Revenues	\$ -
Other Sources	\$ -
Subtotal General Fund Revenues	\$ 13,003,948

Enterprise Funds & Tax Incremental Financing Districts

Bonding and/or other Borrowing	\$ 12,575,000
Operating Budget	\$ 314,500
Fund Balance/Retained Earnings	\$ 75,000
Subtotal Enterprise Funds & Tax Incremental Financing Revenues	\$ 12,964,500

Total Revenues**\$ 25,968,448**

PROPOSED 2017-2018 CAPITAL BUDGETS-EXHIBIT A

CAPITAL BUDGET SUMMARY

Proposed Capital Appropriations:	
City	\$ 17,084,400
School	\$ 24,774,127
Water Works	\$ 5,525,000
Sewer Works	\$ 7,769,500
Arena	\$ 120,000
Tax Incremental Financing Districts	\$ 242,500
Total Appropriations	\$ 55,515,527
Source of Revenues	
General Fund	
Bonding and/or other Borrowing	\$ 21,658,627
Operating Budget	\$ 2,699,900
Dedicated Revenues	\$ -
Other Sources	\$ 17,500,000
Subtotal General Fund Revenues	\$ 41,858,527
Enterprise Funds & Tax Incremental Financing Districts	
Bonding and/or other Borrowing	\$ 13,125,000
Operating Budget	\$ 389,500
Fund Balance/Retained Earnings	\$ 142,500
Subtotal Enterprise Funds & Tax Incremental Financing Revenues	\$ 13,657,000
Total Revenues	\$ 55,515,527

PROPOSED 2017-2018 OPERATING BUDGET-EXHIBIT A

OPERATING BUDGET SUMMARY

Proposed Appropriations:

City	\$ 30,928,140
City Grants and Donations	\$ 477,719
Community Center	\$ 816,655
County Tax	\$ 6,308,218
Overlay *	\$ 460,000
Estimated Veteran's Credits *	\$ 601,056
State Property Tax	\$ 4,891,902
School	\$ 59,510,691
School Federal Grants	\$ 3,571,000
School Lunch	\$ 1,800,000
Water Works	\$ 6,177,568
Sewer Works	\$ 7,885,913
Arena	\$ 608,992
Tax Incremental Financing Districts	\$ 1,301,533
Sub Total	\$ 125,339,387

Proposed Revenues:

City	\$ 10,549,483
Use of Fund Balance	\$ 1,262,981
City Grants and Donations	\$ 477,719
Community Center	\$ 816,655
School	\$ 31,393,410
School Federal Grants	\$ 3,571,000
School Lunch	\$ 1,800,000
Water Works	\$ 6,177,568
Sewer Works	\$ 7,885,913
Arena	\$ 608,992
Tax Incremental Financing Districts	\$ 1,301,533
Amount to be Raised by Taxes *	\$ 59,494,133
Sub Total	\$ 125,339,387

* Estimated veteran's exemptions (credits) \$601,056 and additional overlay \$460,000



City of Rochester, New Hampshire

6/29/17

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

CITY MANAGER'S REPORT July 5, 2017

6.1 The Employee(s) of the Month is: Tobey Magoon, DPW – Buildings & Grounds Division **P. 52**

6.2 City Manager's Report

Additional Information Received

- Eagle Scout Project – Hanson Pines **P. 53**

Contracts and documents executed since last month:

- **City Manager's Office**
 - Council Chambers/Conference Room rental agreement **P. 54**
- **Department of Public Works**
 - Dewey Street Bridge Contract **P. 55**
 - Honeywell Contract **P. 56**
 - MOU with Trustees of the Trust Fund – Dewey Street Bridge **P. 57**
 - NHDES – Cyanotoxin Monitoring Equipment and Training Grant **P. 58**
 - Williams Driving School – Lease Renewal **P. 59**
 - Lease Renewal – Crosspoint Church **P. 60**
- **Economic & Community Development**
 - Award Acceptance – VOCA (Victims of Crime Act) Assistant Grant **P. 61**
 - Cap, Homemakers – CDBG Contract **P. 62**
 - Coast, Cornerstone VNA – CDBG Contract **P. 63**
 - Community Partners – CDBG Contract **P. 64**
 - Environmental Reviews – CDBG **P. 65**
 - My Friend's Place, Crossroads House and CASA – CDBG Contracts **P. 66**
 - Strafford CAP – CDBG Contract **P. 67**
 - Distinctive Forest Creations – JOB Loan **P. 68**
- **Finance Department**
 - Cartographic Associates – Tax Map Maintenance Contract **P. 69**
 - Corcoran Consulting – Extend Services – Chief Assessor search **P. 70**
- **Police Department**
 - Ballistic Vests Grant **P. 71**
- **Recreation Department**
 - JSN Proposal – Arena Roof **P. 72**

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

- Tuition Reimbursement – Sullivan, M **P. 73**

The following standard reports have been enclosed:

- City Council Request & Inquiry Report **P. 74**
- Monthly Overnight Travel Summary **P. 75**
- Permission & Permits Issued **P. 76**
- Personnel Action Report Summary **P. 77**

From: Christina Paquette [Christina.Paquette@rpl.lib.nh.us]
Sent: Tuesday, December 20, 2016 9:58 AM
To: Lisa Clark
Subject: [Rochester NH] Employee of the month! Toby-Rochester Rec

6/29/17

lclark,

Someone has sent you a message using your contact form on the Rochester NH site.

If you don't want to receive such e-mails, you can change your settings at <http://www.rochesternh.net/users/lclark>.

CC Custodian W.E.

Message:

I would like to take this opportunity to nominate Toby for employee of the month. I work in the Children's room at the library and am also active with the Spaulding HS Boys Basketball boosters.

Each year we run three youth tournaments as fundraisers, with up to 30 teams.

These tournaments can draw up to a couple of hundred people throughout the weekend. Toby always goes out of his way to support us in any way he can. He is always friendly and cheerful when we request any assistance from him, although we rarely have to ask because he is so attentive to our needs.

We have already had our first tournament this past Thanksgiving weekend and it reminded me how fortunate we have been to have his help these past few years. He always keeps the building (bathrooms included) in top condition.

We appreciate this as it is a direct representation of us as a program. With families from so many surrounding communities visiting it leaves a good impression of the city as a whole when the facility is well kept.

I remember in one instance when we had snow continuously throughout the day and Toby was continually making sure that the walkway was clear and that the entry was free of water that people had dragged in with them.

Thank you for considering Toby for employee of the month! Please know that working with him is a pleasure and that we appreciate having him in this position!

Christina Paquette

=====

Message sent by: Christina Paquette (Christina.Paquette@rpl.lib.nh.us)

=====

From: [Jennifer Marsh](#)
To: [Samantha Rodgerson](#)
Subject: RE: Eagle Scout project
Date: Wednesday, June 28, 2017 12:35:22 PM

We don't have any reports from Shaun with materials, costs or diagrams yet. Let me know if you need anything else.

-

Eagle Scout discussion-The Eagle Scout Presentation was moved to the beginning of the agenda. Eagle Scout Shaun Collopy, of Troop #186, shared his progress with the group. He is working on a series of exercise stations to be located at Hanson Pines. So far, he has \$1050.00 (Knights of Columbus) pledged out of a estimated \$8,000.00 to 10,000.00 needed. He feels that he may have the additional funds from corporate donors. Before he goes any further, he needs written permission from the Trustees of the Hanson Pines Trust and a contact person from the Trust. All details to be worked out before being submitted to the Eagle Scout Board, including funding, a diagram of project area, materials and equipment costs and a timeline. Stacey Marchionni emailed the Trustees immediately for permission. The next meeting of the Eagle Scout Board is the last Thursday of June. It is possible that Shaun may be able to present to the Board in June or July.

Dave Walker indicated that monies for this projects would be deposited into the Trustees Account and that Shaun may have to present his plan to the City Council at a workshop (third Tuesday of the month). All attending members were excited to see this plan move forward and hope to see more use of the Pines by residents!

From: Samantha Rodgerson
Sent: Wednesday, June 28, 2017 12:32 PM
To: Jennifer Marsh
Subject: Eagle Scout project

Blaine mentioned including the Eagle Scout project as part of Dan's City Manager Report.

Can you get me some information today that I can include for him to report on? I need to get my packet sent over to Kelly by the end of the day.

Thanks,

Sam

*Samantha Rodgerson, CIP
Senior Executive Assistant to the City Manager & City Council
City of Rochester
31 Wakefield Street
Rochester, NH 03867
603-332-1167*



City of Rochester, New Hampshire
OFFICE OF THE CITY MANAGER
31 Wakefield Street • Rochester, NH 03867
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May 30, 2017

TO: Daniel W. Fitzpatrick, City Manager

FROM: Samantha Rodgerson, Executive Assistant

REGARDING: **Rental of Council Chambers**

The attached rental agreement with the Valerie Sbrizza is attached. Ms. Sbrizza has requested to rent the Conference Room to host her quarterly Women's Business Group meetings. There is a City policy pertaining to rental agreements and Ms. Sbrizza has met those requirements.

6/29/17



**City of Rochester
Dept of Public Works**

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

CITY OF
Received

JUN 14 2017

City Manager
ROCHESTER

Memo

To: Dan Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager
From: John B. Storer, P.E. Director of City Services
Date: June 14, 2017
Re: Dewey Street Pedestrian Bridge – Notice to Proceed and Agreement

Attached for your review and signature are two originals of a Notice to Proceed and a contract Agreement for construction of the Dewey Street Pedestrian Bridge.

With the City Council's approval of a supplemental appropriation at their meeting of June 6, 2017, there is sufficient funding to complete the Project. A 1 page Budget Summary is attached.

R.M. Piper Inc. was the low bidder. The proposed negotiated Contract Price is \$710,327. This includes an alternative abutment design for support off driven piles, as opposed to an excavated spread footing. This construction approach will minimize impact to any abutting trees. The Contract Price also includes an allowance for the installation of permanent steel sheeting to protect the root structure of an abutting mature pine tree.

Your signature is requested for authorization to proceed.

Thank you



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

INTEROFFICE MEMORANDUM

CITY OF
Received

JUN 22 2017

City Manager
ROCHESTER

TO: Blaine Cox, Deputy City Manager
Dan Fitzpatrick, City Manager
FROM: Lisa J. Clark, Admin Supervisor
DATE: June 19, 2017
SUBJECT: Honeywell Contract
City Buildings Maintenance and Repairs to HVAC Systems
CC: Michael S. Bezanson, PE City Engineer

Attached please find two copies of the proposed Honeywell 3 year agreement for annual maintenance and repairs of all City Budget HVAC Mechanical Systems. The current contracted pricing is \$140,245.00 annually. This pricing was negotiated in FY17. This contract extends the same price with no increase through June 30, 2020, three additional years.

All previous contracts with Honeywell have required annual escalators of 3%, this contract does not. The School Department has received and accepted the same 3 year price commitment for their contract with Honeywell. The following City Buildings are included in the contract at the amounts specified:

Table with 3 columns listing buildings and their costs: City Hall \$9,390, Police Station \$10,460, Central Fire \$5,509, Gonic Fire \$6,419, Revenue Office \$7,870, Community Ctr \$27,240, DPW \$9,349, Library \$13,980, Wastewater Plant \$18,824, Ice Arena \$25,143, Water Plant \$6,061.

There is sufficient funding in the FY18 O&M Budget.

Blaine, please call with any questions or please sign below and forward to the City Manager for signatures where indicated.

Handwritten signature of Blaine Cox
Blaine Cox, Deputy City Manager

**Please return both documents to the DPW for distribution and finalization.



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

6/29/17

CITY OF
Received
JUN 16 2017
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager

FROM: Lisa J. Clark, Admin Supervisor *LJC*

DATE: June 16, 2017

SUBJECT: Memorandum of Understanding
City of Rochester & City of Rochester Trustees of the Trust Fund
Dewey Street Pedestrian Bridge Project

CC: Michael S. Bezanson, PE City Engineer

Attached please find two copies of the Memorandum of Understanding between the City of Rochester and the City of Rochester Trustees of the Trust Fund. This understanding is in regards to the expected construction activity to occur within the Dominicus Hanson Park for the construction of the new Dewey Street Pedestrian bridge.

The City Attorney has reviewed and approved this document. See attached email

Please sign where indicated and return both documents to the DPW for distribution and finalization.



City of Rochester Grant ≤ \$10,000 Application

City Manager Approval

GRANT SUBJECT & AMOUNT: NHDES Cyanotoxin Monitoring Equipment and Training Grant \$10,000

TODAY'S DATE:	June 28, 2017
DEPT. HEAD SIGNATURE:	<i>John B. Star</i>
APPLICATION DEADLINE:	July 1, 2017 (Open date: first-come, first-served basis for award)
ATTACHMENTS	Yes <input type="checkbox"/> No <input type="checkbox"/>

COMMITTEE SIGN-OFF

COMMITTEE:	
CHAIR PERSON:	

ADMINISTRATIVE APPROVALS

CHIEF FINANCIAL OFFICER:	<i>Blaire Cox</i>
CITY MANAGER:	<i>Drew Fitzpatrick</i>

MATCHING FUNDS BUDGET INFORMATION

SOURCE OF MATCHING FUNDS (if required):	No matching funds required; however, if awarded, funds will need to be appropriated in an amount up to \$10,000, which will be reimbursed 100% by the grant funds.
SOURCE ACCOUNT NUMBER:	
MATCH AMOUNT:	
APPROPRIATION REQUIRED No	Grants requiring City financial participation – funds must already be appropriated as part of existing budget.

LEGAL AUTHORITY

City Charter Section 27: Centralized Purchasing and Contract System
General Ordinances Chapter 4: Purchases and Contracts, Section 4.3(b) Purchases less than \$10,001

SUMMARY STATEMENT

The DPW seeks the City Manager's authority to apply for NH Department of Environmental Services (NHDES) Cyanotoxin Monitoring Equipment and Training Grant funds. The grant program provides funds for reimbursement up to \$10,000 for equipment and supplies to perform cyanotoxin testing and/or monitor for indicators of cyanobacteria. Cyanotoxins are of growing concern for surface water sources of public water systems. Qualifying applications will be funded by NHDES on a first-come, first-served basis for submissions received after July 1, 2017. No additional funds, beyond that which may be approved for reimbursement by these grant funds, are anticipated to be needed for this effort.

RECOMMENDED ACTION

Authorize the City Engineer to submit an application for a 2017 NHDES Cyanotoxin Monitoring Equipment and Training Grant for an amount up to \$10,000.



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



6/29/17

CITY OF
Received
JUN 22 2017
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Samantha Rodgerson
Daniel Fitzpatrick, City Manager

FROM: Lisa J. Clark, DPW Administration & Utility Billing Supervisor

DATE: June 22, 2017

SUBJECT: Lease Renewal: Williams Driving School

Enclosed please find 2 copies of the lease renewal for your signature. Please note these need to be witnessed and notarized.

Please return both originals to the DPW for distribution.



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

6/29/17



INTEROFFICE MEMORANDUM

TO: Samantha Rodgerson
Daniel Fitzpatrick, City Manager

FROM: Lisa J. Clark, DPW Administration & Utility Billing Supervisor

DATE: June 28, 2017

SUBJECT: Lease Renewal: Crosspoint Church

Enclosed please find 2 copies of the lease renewal for your signature. Please note these need to be witnessed and notarized.

Please return both originals to the DPW for distribution.

Date: June 26, 2017
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUN 26 2017
City Manager
ROCHESTER

Re: Award Acceptance Documents for Victims of Crime Act (VOCA) Assistance Grant

Please see attached the completed award acceptance letter that will be submitted to the New Hampshire Department of Justice for the awarded VOCA Grant. . City Council voted to approve submission of this grant application at the March 21, 2017 special City Council meeting. City Council voted to approve acceptance of the awarded grant at the May 2, 2017 City Council meeting.

The grant award acceptance requires the signature of the City Manager before submittal. Please sign and date the attached acceptance as the authorized official and return the signed documents to Julian.

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

6/29/17

Date: June ²⁶~~19~~, 2017
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUN 27 2017
City Manager
ROCHESTER

Re: FY 2017-2018 Non-CDBG Contracts – CAP, The Homemakers

Please see attached copies of two signed FY 2017-2018 general city funding contracts between the City of Rochester and the Community Action Partnership of Strafford County; and the signed FY 2017-2018 general city funding contract between the City of Rochester and The Homemakers. City Council approved funding for these agencies at the June 13, 2017 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.

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

6/29/17

CITY OF
Received
JUN 20 2017
City Manager
ROCHESTER

Date: June 19, 2017
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

Re: FY 2017-2018 Non-CDBG Contracts – COAST, Cornerstone VNA

Please see attached copies of two signed FY 2017-2018 general city funding contracts between the City of Rochester and the Cooperative Alliance for Seacoast Transportation; and between the City of Rochester and Cornerstone VNA. City Council approved funding for these agencies at the June 13, 2017 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.

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

6/29/17

Date: June 26, 2017
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUN 26 2017
City Manager
ROCHESTER

Re: FY 2017-2018 CDBG Contract – Community Partners

Please see attached signed FY 2017-2018 Community Development Block Grant (CDBG) contract between the City of Rochester and Community Partners. City Council approved funding for this activity at the June 6, 2017 City Council meeting.

The contract requires the signature of the City Manager and the signature of a witness. The contract has been reviewed and approved by the Community Development Coordinator.

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

Date: June 5, 2017
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUN 6 2017
City Manager
ROCHESTER

Re: FY 2017-2018 Environmental Reviews

Please see attached the completed FY 2017-2018 Community Development Block Grant (CDBG) environmental reviews for FY 2017-2018 CDBG activities: exempt and excluded activities (planning and administration, public service agencies, Job Opportunity Benefit Loan Program), the Rochester Recreation Department – Tennis Court Lights project, and Community Action Partnership of Strafford County’s Weatherization Assistance Program.

The environmental reviews require the signature of the City Manager as the authorized official for the City of Rochester. Thank you very much, and please contact Julian with any questions or concerns.

6/29/17

Date: June 19, 2017
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

JUN 20 2017
C. ROCHESTER

Re: FY 2017-2018 CDBG Contracts – My Friend’s Place, Cross Roads House, CASA of
New Hampshire

Please see attached copies of two signed FY 2017-2018 Community Development Block Grant (CDBG) contracts between the City of Rochester and My Friend’s Place; one signed copy of the contract between the City of Rochester and Cross Roads House; and one signed copy of the contract between the City of Rochester and Court-Appointed Special Advocated of New Hampshire. City Council approved funding for these activities at the June 6, 2017 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.

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

6/29/17

Date: June 26, 2017
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

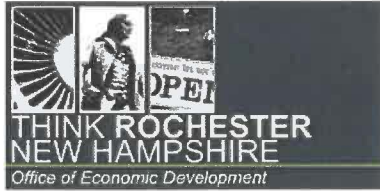
CITY OF
Received
JUN 27 2017
City Manager
ROCHESTER

Re: FY 2017-2018 CDBG Contract – Strafford CAP

Please see attached signed FY 2017-2018 Community Development Block Grant (CDBG) contract between the City of Rochester and the Community Action Partnership of Strafford County for its weatherization program. City Council approved funding for this activity at the June 6, 2017 City Council meeting.

The contract requires the signature of the City Manager and the signature of a witness. The contract has been reviewed and approved by the Community Development Coordinator.

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



City of Rochester, New Hampshire
 Office of Economic Development
 31 Wakefield Street
 Rochester, NH 03867
 (603) 335-7522/www.RochesterEDC.com



MEMO

TO: Dan Fitzpatrick, City Manager

CC: Karen Pollard, Economic Development Manager; Julian Long, Community Development Coordinator; Ann Arsenault, Business Office

FROM: Jennifer Marsh, Economic Development Specialist

DATE: 6/13/17

RE: JOB Loan for Distinctive Forest Creations

In 2005, Distinctive Forest Creations (DFC) received a Job Opportunity Benefit (JOB) Loan in the amount of \$30,000. In 2013 the City of Rochester and DFC signed an agreement to establish a loan repayment plan of \$100 principal only payments on their existing loan for a period of one year. In 2014 the City of Rochester and DFC signed an agreement to extend their payment plan \$100 principal only payments for an additional three years.

Julian Long and I met with Michelle Deagan Friday June 9th and she requested that we continue the payment plan of \$100 principal only for another year while DFC continues to try to get back on their feet. Currently Michelle stated that she and Michael are working to increase their business online and are not having as much luck as they would like. Michelle is also going through some medical issues and so their funds are tight.

The requested payment plan is exactly what was approved for the past 3 years so a full JOB Loan Committee meeting is not required. City Manager approval of the extension would be sufficient in this case. Please let me know how you would like to proceed.

Julian and I would be willing to create a new agreement until June 2018 and meet with Michelle and/or Michael to continue the discussion on increasing their payments to pay off the \$13,758.91 that is currently outstanding.

City Manager, Daniel Fitzpatrick

City of Rochester

OFFICE OF THE CITY MANAGER
FINANCE OFFICE
31 WAKEFIELD STREET
ROCHESTER NH 03867

DANIEL FITZPATRICK
VOICE 603.335.1167
FAX 603.335.7589
E-MAIL: Daniel.fitzpatrick@rochesternh.net

LETTER OF TRANSMITTAL

TO: Daniel Fitzpatrick, City Manager
FROM: Blaine Cox, Deputy City Manager
DATE: June 15, 2017

Blaine Cox

CITY OF
Received
JUN 15 2017
City Manager
ROCHESTER

I am sending you: Attached Under Separate Cover

The following items:

- FY2017 Cartographic Associates Tax Map Maintenance Contract
- FY2018 Cartographic Associates Tax Map Maintenance Contract

These are transmitted as checked below:

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

REMARKS:

Please review & sign the attached contracts for the provision of Tax Map maintenance services proffered by Cartographic Associates (CAI).

OFFICE OF THE CITY MANAGER
FINANCE OFFICE
31 WAKEFIELD STREET
ROCHESTER NH 03867

DANIEL FITZPATRICK
VOICE 603.335.1167
FAX 603.335.7589
E-MAIL: Daniel.fitzpatrick@rochesternh.net

LETTER OF TRANSMITTAL

TO: Daniel Fitzpatrick, City Manager
FROM: Blaine Cox, Deputy City Manager *Blaine Cox*
DATE: June 14, 2017

CITY OF
Received
JUN 14 2017
City Manager
ROCHESTER

I am sending you: Attached Under Separate Cover

The following items:

Interim Assessing Contract with Corcoran Consulting Services, Inc.

These are transmitted as checked below:

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

REMARKS:

Back in December a Request for Proposals (RFP) was issued by Rochester for the purpose of contracting for Chief Assessor support services through June 30, 2017. Corcoran Consulting Associates was the successful bidder to this RFP process.

We have the Chief Assessor position advertised and we are taking candidate applications. However, we will not have a person hired and working by July 1, 2017.

As a result, I recommend extending the services of Corcoran Consulting Associates on a month-to-month basis until a Chief Assessor is hired. The attached contract serves to effectuate said extension.

6/29/17

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
BRUCE E. LINDSAY
Vice Chairman
LUCIEN G. LEVESQUE
Commissioner



June 28, 2017

TO: Daniel Fitzpatrick
City Manager

FROM: Paul R. Toussaint 
Chief of Police

RE: 2017 Ballistic Vests Grant

CITY OF
Received
JUN 28 2017
City Manager
ROCHESTER

Dear Mr. Fitzpatrick:

Attached please find the agenda bill that I am requesting your signature on. This is for Ballistic Vest grant funds. The amount of the grant is less than \$10,000.00 and only requires your signature to apply. We are asking for funding in the amount of \$5,540.00. This is the 50% allowable funding for replacement ballistic vests and new ballistic vests.

Please let me know if you have any questions in this regard.

LETTER OF TRANSMITTAL

TO: Dan Fitzpatrick, City Manager

FROM: Chris Bowlen, Director

DATE: June 20, 2017



CITY OF
Received
JUN 20 2017
City Manager
ROCHESTER

I am sending you: Attached Under Separate Cover

The following items: Professional structural engineering services

These are transmitted as checked below:

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

SUPPLEMENTAL INFORMATION:

Please find attached a Professional Services Proposal from JSN Associates, Inc from Portsmouth, New Hampshire. These services would be used to develop the structural criteria necessary to determine the allowable deflection with the arena roof to be tied in with a new roof monitoring system request for bids. The actual monitoring system will be provided by others.

The amount for this proposed work is \$960.00 and funding for this is available in the approved CIP Arena roof renovations account.

Kindly review and sign the proposal so that I can move forward. If you have any questions please let me know.



City of Rochester, New Hampshire

Office of Finance and Administration
 31 Wakefield Street • Rochester, NH 03867-1917
 (603) 335-7609 Fax (603) 335-7589

Tuition Reimbursement Pre-Approval Form

1. Applicant's Name: MARK J SULLIVAN
2. Department: FINANCE
3. The course(s) is(are) related to the employee's job or as part of a career development program: Yes No
4. Number of Courses for this employee already approved for the current fiscal year is: 0 (attach copies of prior approvals)
5. Course(s) for which reimbursement is now being requested:
 - a. Name of Course Governmental Fiscal Decision Making; Cost: \$2,549; and dates of Course: from 8-21-17 to 12-08-17
 - b. Name of Course Government Financial Management; Cost: \$2,549; and dates of Course: from Winter to 2018
 - c. Name of Course Governmental Accounting; Cost: \$2,549; and dates of Course: from Spring to 2018
6. Reimbursement for only the cost of the course will be as follows:
 100% for an A grade; 90% for a B grade; 70% for a C grade.
7. Upon course completion, proof of course completion and grade attainment must be submitted for reimbursement.
8. Department head approval signature: Poland Connor
9. Date of Department head's approval: 6/20/2017
10. Finance Director approval signature: Blair Cox
11. Date of Finance Department approval: 6-19-2017
12. City Manager's approval Signature: D. W. Fitzgerald
13. Date of City Manager's Signature: JUN 20 2017

Council Inquiry report 20170705

NUMBER	COUNCIL MEMBER	FORUM	REQUEST/INQUIRY	ACTION
1	Varney	Public Works Committee 4/20/2017	Requested a pavement overlay estimate for Linscott Court to Chestnut Hill Road	Director Storer provided. Item closed.
2	Willis	Public Works Committee 4/20/2017	Kipling Rock Road blasting and if the City Engineer has checked in on the project.	Staff has worked on. Item closed.
3	Gray	Public Works Committee 4/20/2017	Check on the culvert pipe just north of the power lines.	Director Storer researched and got information back to the committee. Item closed
4	Gates	Public Works Committee 4/20/2017	Asked to be provided with a paving schedule.	Director Storer provided pertinent information. Item closed.
5	Willis	Public Works Committee 5/18/2017	Strafford Square - asked for a status of the funds available including the percentage of that the state's portion is.	Information provided at June PWC.
6	Varney	Public Works Committee 5/18/2017	Strafford Square - summary similar to that given for the EDA project.	Information provided at June PWC.
7	Willis	Public Works Committee 5/18/2017	Strafford Square - find out ramifications of pushing project out a few years.	Information provided at June PWC.

MONTHLY DEPARTMENT TRAVEL SUMMARY

6/29/17

Department	Name	Date of Travel	Event Location	Purpose for Travel
Finance & Administration	Blaine Cox	June 2 -10, 2017	Charlottesville, VA	Senior Executive Institute (ICMA)
Fire Department	Tim Wilder	6/4-7/17	Boston, Mass	NFPA Conference
Fire Department	John Powers	6/4-7/17	Boston, Mass	NFPA Conference
Police	Jason Thomas	06/12-13/17	Warwick, RI	FBINAA-NE Conference

DATE RECEIVED	DATE ISSUED	PERMISSION PERMITS	MISCELLANEOUS	DATE OF EVENT
6/6/2017	6/6/2017	EVENT	Harman event - tent setup & inspection	6/10/2017
6/1/2017	6/8/2017	EVENT	Girl Scouts - Bake Sale	6/26 & 6/27/2017
6/22/2017	6/26/2017	EVENT	Hayrides at Farmers Market	June - September
5/30/2017	6/26/2017	EVENT	Foley 5K	10/14/2017
6/21/2017	6/26/2017	TAG	SHS Lacrosse Boosters	5/5/2018

6/7/2017	6/8/2017	MESSAGE	Dyslexia Forum - Rochester Opera House	6/15/2017
6/14/2017	6/14/2017	MESSAGE	Rochester Trustees of the Trust Fund - Hanson Park trail	6/17/2017
6/21/2017	6/29/2017	MESSAGE	First Church Congregational - Blueberry Fest	8/5/2017
6/21/2017	6/21/2017	MESSAGE	Community Baptist Church - 40 year celebration	7/17/2017

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
ARENA	LEO SCARPONI	ARENA ATTENDANT	1		X									X			
BZLS	KAREN GRENIER	SECRETART II	1	X					X								
CITY CLERK	MARCIA RODDY	DEPUTY CITY CLERK	1	X					X								
FIRE	MARK DUPUIS	INTERM FIRE CHIEF	1	X												X	
LEGAL	BRIANA MCCARTHY	VICTIM ADVOCATE	1	X						X							
POLICE	MICHEAL MIEHLE	PATROL SERGEANT	1	X											X		
POLICE	MARC CILLEY	PATROL SERGEANT	1	X											X		
POLICE	THOMAS POWERS	PATROL SGT TEMP	1	X												X	
POLICE	MICHAEL LAMBERT	PATROL OFFICER	1	X									X				
POLICE	JUSTIN LIVINGSTONE	PATROL OFFICER	1	X									X				
POLICE	JOHN BOURQUE	PATROL OFFICER	1	X						X							
PUBLIC WORKS	CHRISTOPHER GOODWIN	PLANT OPERATOR	1	X						X							
PUBLIC WORKS	MICHAEL CHAMBERLIN	LEO	1	X						X							
PUBLIC WORKS	WILLIAM WASHOK	WW TREATMENT OPER	1	X	X										X		
RECREATION		HEAD LIFEGUARD	3		X	X											
RECREATION		LIFEGUARD	13		X	X											
RECREATION		HEAD COUNSELOR	5		X	X											
RECREATION		JR COUNSELOR	8		X	X											
RECREATION		COUNSELOR	7		X	X											
RECREATION		SUB COUNSELOR	2		X	X											
RECREATION	NICK MACGREGOR	CAMP COORDINATOR	1		X	X											
RECREATION	BEAU BETZ	CAMP COORDINATOR	1		X	X											
RECREATION	KEN BILLINGS	POOL MAINTENANCE	1		X	X											
RECREATION	BOB GEE	AQUATICS PROG SUPERV	1		X	X											
RECREATION	BILL YOUNG	POOL ATTENDANT	1		X	X											
RECREATION	JEFF TURGEON	POOL ATTENDANT	1		X	X											
RECREATION	JAMES LAMPRON	POOL MAINTENANCE	1		X	X	X										
RECREATION		SEASONALPOSITION	8			X				X							
RECREATION	CINDY LAMIE	PROGRAM COORDINATOR	1		X										X		

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City Clerk's Office

6/29/17

From: [Kevin Quigley](#)
To: [Kelly Walters](#)
Subject: Resign Moderator Ward 6 Position
Date: Wednesday, May 24, 2017 3:39:09 AM

Hi Kelly,

Hope things are going well for you. I wanted to inform you that Pat and I have moved to Gilmanston NH. I need to resign my position as Ward 6 Moderator. Whom do I send the letter to or is this sufficient. Please email me back.

Thanks

Kevin

Kevin M Quigley
quigskm@outlook.com
(603) 507-4226

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City Clerk's Office



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

Appointments Committee Minutes
 June 7, 2017

Committee Members Present:

Sandra Keans, Chair
 James Gray, Vice-Chair
 Ray Barnett

Tom Abbott
 Donna Bogan

Chairman Keans called the meeting to order at 6:30 p.m. on June 7, 2017.

Therese Dwyer – Planning Board

Ms. Dwyer had served for 11 years in the past on the Planning Board before moving out of town. She had served as secretary and vice-chair in the past. She is requesting a regular position, however with none being available, she is happy to go on the board as an alternate.

Councilor Abbott moved to recommend; Councilor Bogan seconded Ms. Dwyer to be nominated as an alternate member of the Planning Board. The Appointments Committee unanimously recommends Therese Dwyer for appointment as an alternate member of the Planning Board, term to expire January 2, 2018.

The meeting was adjourned at 6:50pm.

Respectfully submitted,

Sandra Keans, Chair

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City Clerk's Office

Public Safety Committee
 Council Chambers
 June 21, 2017
 7:00 PM

MEMBERS PRESENT

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

OTHERS PRESENT

Michael Bezanson, PE, City Engineer
 Deputy Chief Gary Boudreau

Minutes

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

1. Approve Minutes from May 17, 2017

Councilor Lachapelle made a motion to approve the May 17, 2017 minutes. The motion was seconded by Councilor Gates. Unanimous voice vote carried the motion.

2. Public Input

There were no members of the public present.

3. Tebbetts Road-Speed Limit Sign Relocation

Councilor Hamann summarized the issue. The resident that asked for the relocation of the speed limit sign lives by the overpass on Tebbetts Road. Deputy Chief Boudreau stated that there are 35 MPH speed limit signs at both ends of the road. It was noted that vehicles turning onto Tebbetts Road from Blackwater Road will not see the signs. Deputy Chief Boudreau stated that 35 MPH is the appropriate speed limit, since it's a rural area. Councilor Gray asked if there were many accidents. Deputy Chief Boudreau said there were accidents, but most of them occur at the intersection of Old Dover Road and Tebbetts Road. He said he would have the speed trailer set up in this area. The request was held in committee until next month; Deputy Chief Boudreau will supply the data at next month's meeting.

4. Highland Street- Speed Limit/Flashing Yellow Light

Councilor Hamann summarized the issue. Councilor Hamann asked Mr. Bezanson if this part of Highland Street was State jurisdiction and Mr. Bezanson said yes. Deputy Chief Boudreau said this area is on the list for the speed trailer.

5. No Parking-Driveway Signs Posted-State Farm Insurance-Wakefield Street

Councilor Hamann summarized the issue. The request came in because of the difficulty entering and exiting the driveway when vehicles are parked so close and obstructing sight lines. He said he was not aware of a big problem. Mr. Bezanson said it is a school area, a lot of people park in that area. Wakefield Street is scheduled to be paved in the next fiscal year, so it will need to be re-stripped. Deputy Chief Boudreau said he has not seen the driveway blocked. Councilor Gray suggested that they take up this request again in the September meeting when school is back in session; a lot of the parking related to the school. Councilor Gray asked that DPW look at options for repainting the fog lines on Wakefield Street. Mr. Bezanson said he would prioritize the Wakefield Street paving work.

6. Leonard Street/Harrison Ave-Speed Data Update

Councilor Hamann summarized the issue. Deputy Chief Boudreau said there have been no accidents in the area. The speed trailer was placed on Harrison and Leonard Streets for a week each. On Harrison Avenue there were 517 vehicles and 73.3 percent of them were going 1 to 10 mph each and 20 percent were going 11 to 20 mph. On Leonard Street there were 1,012 vehicles and 81.2 percent of the vehicles were going 11 to 20 mph. Councilor Gray said he wouldn't mind having a stop line painted on Harrison Avenue. Councilor Hamann said it is not needed.

7. Other

Salmon Falls Road/Portland Street Speed Trailer Update

Deputy Chief Boudreau said that he had the data from the speed trailer for the Salmon Falls Road and Portland Street area near Tara Estates. He said the trailer was placed in the area for a week and there was 10,227 vehicles 72.2

percent were going 31 to 40 mph and 16.2 percent were going 41 to 50 with a couple going 71 to 80.

Salmon Falls Road Highway Safety Improvement Project

Mr. Bezanson said they had a final walk through for the Salmon Falls Road Highway Safety Improvement project with the contractor, consultant, and NHDOT. The project is substantially completed with only a few minor punch list items to be completed before the end of the month. He also noted that a letter had been received from a resident in the area thanking them for the much needed safety improvements.

Washington and Sylvain Streets Parking Issue

Councilor Hamann said that vehicles were parking on Washington Street right up to the edge of Sylvain Street blocking the line-of-sight for vehicles turning onto Washington Street. He suggested that the area should be marked for "no parking". ***Councilor Hamann made a motion to place a "no parking here to corner" sign or paint diagonal crosshatch markings on Washington Street near Sylvain Street at the discretion of the Public Works Department. Councilor Lachapelle seconded the motion. Unanimous voice vote carried the motion.***

Councilor Lachapelle made the motion to adjourn the meeting at 7:20 PM. Councilor Gates seconded the motion. The motion passed unanimously.

Minutes respectfully submitted by Laura Miller, Secretary II.

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City Clerk's Office

Public Works and Buildings Committee

June 15, 2017

Council Chambers

MEMBERS PRESENT

Councilor Ralph Torr – Chairman
 Councilor Ray Varney- Vice Chairman
 Councilor Sandy Keans
 Councilor Donald Hamann
 Councilor Thomas Willis

OTHERS PRESENT

Councilor Ray Barnett
 Councilor James Gray
 Daniel Fitzpatrick, City Manager
 Blaine Cox, Deputy City Manager
 John B. Storer, PE - Director of City Service
 Michael S. Bezanson, PE - City Engineer
 Nel Sylvain, Planning Board Chairman

MINUTES

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

1. Approve minutes from the May 18, 2017 Public Works & Building Meeting.

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

Councilor Hamann made a motion to accept minutes as presented for the May 18, 2017 Public Works Committee meeting. The motion was seconded by Councilor Willis. The Motion passed unanimously.

2. Public Input – Mr. Sylvain stated that he wanted to thank Owen Friend-Gray and Crystal

Galloway for their efforts to help the Planning Board. He stated he would also like to discuss the paving program. Mr. Sylvain stated that he believes the City's paving plan is awesome but that he believes we should be sure that the paving contractor is doing the work, not sub-contractors as had been done previously by Brox Industries. He stated that if the City allows sub-contractors to do the work, then someone from the City should be keeping an eye on them. He stated he was not happy with the paving on his street a few years back.

3. GSBP Lighting Project – Mr. Storer stated that the bid results came in at \$148,000 and he summarized the funding as follows: He stated that in FY16 there was an appropriation for \$70,000 and in FY17 there was an additional \$100,000. He stated that the department could likely finish the project without the additional FY18 appropriation of \$75,000. The lights will be LED and there will be 26 lights in the approximate 3,700 feet of roadway covered. The lights will be about 30 feet high and will be aluminum poles with a black

finished top. Mr. Storer stated that he intends to proceed and award contract if there are no councilor objections. Councilor Keans stated that she hopes that they are down shining and meet the airport recommendations. Mr. Storer stated that they do, and that the low bidder has worked on other airport projects. Councilor Varney asked about the current encumbrances on the accounts. Mr. Storer stated that it was for the painting of the walk / bike lines.

- 4. Pavement Rehab Program – FY18 Recommendations** – Mr. Storer stated Mr. Bezanson is here to discuss the pavement recommendations. Mr. Bezanson distributed a plan that he and the pavement assessment consultant, CMA, had come to. He stated the list includes the streets as requested due to project deferments. Those streets include Wakefield Street, Woodman and Myrtle Streets and also included at Council's request is the City Hall Parking lot. Mr. Bezanson stated that the other streets on the recommended list came from the assessment plan and that the amounts used for reference are estimates by the consultants. He stated that these numbers will need to be worked out with the pavement contractor once he has the go ahead. Mr. Bezanson stated that at the bottom of the hand out he has listed the available budget with last year's rollover, and the back of the sheet shows the in-house paving that will be completed. Mr. Bezanson stated that the \$517,749 encumbrance listed is for the contracted paving of Whitehouse Road. Councilor Varney asked how long the "overlay" listed for Wakefield Street would last. Mr. Bezanson stated he estimated 3-5 years, maybe more. Councilor Varney stated we would not be re-building Wakefield Street by then and that we should consider something longer lasting. Chairman Torr stated that Chestnut Street is one of the worst streets and that he does not think overlaying that street is sufficient. He would like to see a reclaim and pave, regardless of the water and sewer. Mr. Bezanson stated there are infrastructure concerns on that street. Councilor Keans asked for clarification of the paving area recommended. She had concerns that the gas company work area might not be included. Mr. Bezanson stated it would cover the area that had been disturbed. He stated it would cover the area from Columbus Avenue intersection to the railroad tracks above the Chestnut Hill Road intersection, near the mall. Councilor Varney asked if the area of Wakefield Street from Union Street to Columbus Ave. had been ruled out due to the pavement assessment. Mr. Bezanson said yes; that's correct. Mr. Storer stated that the overlay would included some milling and cold planing; that would likely give the pavement 7 or more years. Mr. Bezanson stated they could beef up the plan to make it last longer. Councilor Willis asked about Dry Hill Road paving. He questioned the drainage culvert work noted and whether that would be done by in-house staff. Mr. Bezanson stated it is a very old rock and timber structure that drains the wetland in the area. He stated the work would be done with the paving by the contractor. Councilor Willis asked if the City was doing the Wetland Permit and if that was started. Mr. Bezanson stated that yes it had. Councilor Varney asked if Whitehouse Road would be paved this year. Mr. Bezanson stated that the gas

company will be completing the services this year, and main line work next year. He stated that the pavement would likely be in 2019. Councilor Varney stated if we are that far out, why don't we use those funds for other work and re-appropriate those funds for additional work now. Mr. Bezanson stated that we could do that. Councilor Willis asked about the Pray Street area. He asked if the entire neighborhood was being done. Mr. Bezanson stated that yes; although some of the streets are rated higher we would be doing the whole neighborhood. Councilor Varney asked if Mr. Bezanson could add some streets using the Whitehouse funds and come back to the Committee to let them know what other streets they would be doing. Mr. Storer discussed the streets that the in house staff would be doing and stated that Coexeter Square had been completed already. Councilor Willis asked if only the currently paved section of Evans Road would be paved. Mr. Bezanson stated that is the section to be paved, not the dirt section. He asked if Harry Street is currently paved. Mr. Bezanson stated that it is. Councilor Varney stated that the Council had appropriated additional funds for sidewalk repairs and asked if we intended to get some sidewalk work done this year. Mr. Storer stated that yes the department has been given the direction to work on Portland Street and that we are also working with Strafford Regional Planning to do a priority assessment. He stated that there are some sections in the downtown that need work. Councilor Varney asked that the list come back to the Committee in July and let them know whether the repairs and replacements will be concrete or pavement. Mr. Bezanson stated he would. Councilor Varney asked about crack sealing. Mr. Bezanson stated they are still working on evaluating the list for crack sealing and that he would bring that list to the Committee as well. He stated that crack sealing will be completed in the fall.

5. **Annex Update** - Mr. Storer stated that the fire had set things back a month with two air handlers being the things at issue. He expects that the project should be about wrapped up at the end of July with occupancy in early August. Mr. Storer further stated that a budget surplus of over \$100,000 is expected. He stated the fire will not cost the City any funds. The consultant will be invoicing separately if there is any cost over runs incurred due to the extended construction period and the department may look at invoicing the insurance company for time and materials to secure the building the night of the fire. Councilor Keans suggested an award should be made to the young man that spotted the fire and alerted the fire department. Mr. Fitzpatrick and the Committee stated that this is an excellent idea. Mr. Storer stated that the plan was to recognize him at the Grand Opening event. All were in agreement.
6. **Water Line Easement Release Summer, Leonard and Olde Farm Lane** – Mr. Storer stated that there was a map that was distributed to the Committee. He stated that this map shows a water line that actually runs under some houses. He stated that the utility crew has been working to abandon this main and tying the homes into the lines that run up the streets. Mr. Storer stated that he is expecting a request for release of this easement and if there are no objections to that he would work to have this easement released.

- 7. Planning Department Space Renovations** – Mr. Storer stated that the City Manager had requested that the Committee be informed regarding renovations after the space is vacated. Mr. Storer stated that the subject had come up during the budget process as there was a funding request for A/C mini splits in the planning department space. He stated that the current plan is to have the legal department, human resource department and the prosecutor move into the space. Mr. Storer stated that the mini splits would go in as the funding was approved and that the O&M budget would be used for the painting and any other costs associated with the renovations. Councilor Willis asked where the compressors would be going outside. Mr. Storer stated that they will be near the others on the Annex side of the building. He said there would be screening with vegetation and possibly fencing.
- 8. Project De-authorizations Follow up** – Mr. Storer stated that the previous discussions regarding project de-authorizations had been put on hold until after the budgeting process. He asked if there is a time frame for proceeding with the actual de-authorizations discussed. Councilor Varney suggested bringing the general/highway fund projects to the Committee for the July meeting and follow up the next two months with the water and sewer funds.
- 9. Riverwalk Committee Hillsdale Drive Request** – Mr. Storer stated that the Riverwalk Committee had made a request for a dock and parking area to access the Cocheco River from Hillsdale Drive. Mr. Storer stated that when discussed last month this Committee asked that the Riverwalk Committee submit a sketch showing what they were looking for. He stated that the Chairman, Stacy Marchionni had been on vacation and he had not been able to meet up with her yet but he wanted to keep this on the Public Works Committee agenda. Chairman Torr stated that he would like to take the City Manager out to the area to show him the layout. Mr. Fitzpatrick said he would go. There was discussion about this City owned property and about the authority being with the School Department.
- 10. Colonial Pines Update** - Mr. Storer stated there was a neighborhood meeting and a mailing with a survey of needs for sewer. He stated we are waiting for all of those questionnaires to come back in. He stated that the project is in process and that the dewatering of the soils is going on now. Mr. Storer stated that with some dry weather they should be able to get moving with the actual pipe work. Councilor Keans complimented Mr. Storer on his outreach to the residents of Colonial Pines. She stated that she had heard some favorable comments regarding this from the area.
- 11. Hanson Pines Memorandum of Understanding (MOU)** – Mr. Storer stated that tonight's hand out of the MOU differed slightly from the one that was in the original packet. He stated that the trustees had added in a paragraph regarding restoration if any damage was to be incurred to the area. Mr. Storer stated the MOU spells out what he would consider best management practices and that the contractor also had read it and thought that it was within what they would consider good management practices as well.

Mr. Storer stated that it had been approved by the City's legal counsel and that he would be asking the City Manager to sign it soon. Councilor Varney asked the bond amount of the project. Mr. Storer stated that it would be the full contracted amount of \$710,000 which included the bid alternate for the steel sheeting to protect the trees.

12. Strafford Square Summary – Mr. Storer stated that he had included the requested financial summary of funding for the Strafford Square project and asked if there were any questions. Mr. Storer stated that there have been appropriations and de-authorizations and that the State will be contributing a total of 1.2 million and that we had received approximately \$500,000. Mr. Storer stated that work to date included prelim and design engineering with CLD, RTE and our current consultant Stantec Engineers. He stated that the property acquisitions and demolition as well as the initial payments to Fairpoint, Eversource and Metrocast had been made. He stated that the current 4.6 million is available to complete the project. Mr. Storer and Mr. Bezanson said that the state is considering additional contributions to both design and construction. Councilor Varney asked if we would be doing a bond anticipation regarding the project. Mr. Cox stated that he would need a time table of expected expenditures to be able to assess the cash flow requirements. Mr. Bezanson stated that he would be able to provide a schedule for the finance office.

13. NP DES Permit and MS4 Permit Update – Mr. Storer stated there is still no real news. He stated the DPW Staff met with NHDES and US EPA representatives and that they are possibly going to be working on the draft permit this summer. He stated that the draft permit might be impacted by the 2016 303d list which is now showing the Cocheco as nutrient impaired. He stated staff would be submitting comments to the contrary and will continue to collect data to support our position.

14. Other

Waste Management Recycle Toter Project – Councilor Willis asked for the status of the new cart delivery. Mr. Storer stated that they are looking at delivery in September or October. Councilor Keans stated when she spoke with WM they had mentioned they are awaiting the delivery of new trucks as well as the toters.

HSIP Salmon Falls Project – Councilor Willis asked what the status of this project is. He had noticed it looked close to completion. Mr. Bezanson stated that substantial completion is expected next week. Mr. Storer stated that this project was to soften the curves to improve safety in the area. He stated while there is not a huge visible impact there was some improvements that made significant impact to the residents in the area. He stated he received a card of thanks from Mr. & Mrs. Zumpfe, who were very pleased. Mr. Storer stated that the Zumpfe's have witnessed several fatal accidents and their house had been hit by a car on one occasion.

Salmon Falls Sewer Ext EDA Project – Councilor Willis asked the status of the Salmon Falls EDA Sewer extension project. Mr. Storer stated they are well past 50% with the sewer in on Salmon Falls, Kodiak Court and Denali Drive and they are going to be across

Milton Road to Market Basket within the next few weeks. He stated the Myers drainage piece will be done later in the summer. Councilor Varney asked if there would be base pavement down for winter. Mr. Storer stated there would be.

Franklin / Western Ave PS Project – Councilor Willis asked for the status of this ongoing project. Mr. Bezanson stated that the Western Ave pump station is completed and that the construction company is working their way toward Franklin and partially down the numbered streets. Councilor Willis asked for an estimate of how far along the project is financially. Mr. Bezanson stated it is past 50% as the pump station is completed and estimated about 60 to 65% through funding. Councilor Willis complimented the look of the pump station. Councilor Varney asked if there would be enough left of the appropriation to go further down the numbered streets and possibly Adams Avenue. Mr. Storer stated that he and Mr. Bezanson had been discussing this and currently they are going about half way down each of those numbered streets. He stated they would look into it and get back to the Committee.

National Register of Historical Places – Fairgrounds – Councilor Willis asked the City Manager to look into the possibility of applying to have some of the fairgrounds buildings added to this National registry. There were discussions of limitations on what could be done in the area or any other ramifications if this was done. Mr. Storer stated that there are consultants that can be contracted to look into these issues and suggested Mae Williams who assisted with the historical documentation for the City Hall Annex Project. Mr. Fitzpatrick stated that he would look into it as this was not a process that he had previously been through.

Common Band Stand Repairs – Councilor Varney asked if there are repairs in progress. Mr. Storer stated that repairs to wood work and painting are planned. Councilor Varney asked that they evaluate the roofing as he had someone mention that the shingles might need replacing.

Woodman & Myrtle Street Project – Mr. Bezanson stated that this project area had been put off and would be paved this year. He stated he would like to know if the Councilors have an estimate of the time frame that this may have been put off for. He stated that the City could reapply for the SRF Funding that we had previously applied for and he mentioned that if we completed the wetland permitting process the permit is only good for 5 years.

Non-Public Session – Councilor Varney made a motion at 7:57 pm to go to non-public session, citing RSA 91-A:3,II for Personnel. The Motion was seconded by Councilor Haman. A roll call vote was taken.

Councilor Varney – Yes Councilor Keans – Yes

Councilor Haman – Yes Councilor Willis – Yes

Chairman Torr – Yes

Public Session Reconvened at 8:02

Councilor Keans made a motion to seal the minutes indefinitely. The motion was seconded by Councilor Haman. A roll call vote was taken

Councilor Varney – Yes Councilor Keans – Yes
Councilor Haman – Yes Councilor Willis – Yes
Chairman Torr – Yes

15. Other Continued

Centennial Signs – Councilor Varney mentioned that there are still Centennial signs located around the City and that they can probably come down now. Mr. Storer asked where. Councilor Varney recalled one in the area across from Lone Oak on the Milton Road. Mr. Storer stated that he would have them removed.

Councilor Varney made a motion for adjournment at 8:02 pm. The motion was seconded by Councilor Willis. The motion passed unanimously.

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

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City Clerk's Office

**Resolution Accepting New Hampshire Certified Local Government Grant
Award from New Division of Historic Resources in the amount of \$15,000**

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

WHEREAS, that a Certified Local Government (“CLG Grant”) in the amount of \$15,000, with a \$2,000 City cash match requirement, and a \$10,000 in-kind (soft) match requirement, awarded to the City of Rochester is hereby accepted by the City of Rochester;

FURTHER, that the sum of Fifteen Thousand Dollars (\$15,000) be, and hereby is, appropriated to a non-lapsing Special Revenue Fund to be created for the purpose of hiring a consultant to create design guidelines for the City of Rochester’s historic district.

/

FURTHER, that the sum of Two Thousand Dollars (\$2,000) shall be transferred from the Planning Department’s FY 2017-2018 operating budget to serve as the required cash match for the grant;

FURTHER, that the City Manager is authorized to enter into a grant agreement and any other contracts with NH Division of Historical Resources to receive and administer the grant funds detailed above; and

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

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City Clerk's Office



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 Certified Local Government Grant Acceptance

COUNCIL ACTION ITEM <input checked="" type="checkbox"/> INFORMATION ONLY <input type="checkbox"/>
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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"/>
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FUNDING RESOLUTION FORM? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
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AGENDA DATE	June 6 2017		
DEPT. HEAD SIGNATURE	James Campbell, on file		
DATE SUBMITTED	May 31, 2018		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	US Dept. of Interior/NH DHR
ACCOUNT NUMBER	TBD
AMOUNT	\$27,000
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Charter, Section 4.

SUMMARY STATEMENT

The City of Rochester Historic District Commission and Planning and Development Department seeks permission to apply for the New Hampshire Division of Historical FY 2017 Certified Local Government grant to create Design Guidelines that will highlight the architectural character of Rochester, assist property owners, the Historic District Commission, developers, and the City in managing the changes to the built environment in the district over time. In 2016, Rochester participated in New Hampshire First Impressions Project in partnership with UNH Cooperative Extension which identified Rochester downtown historic buildings and infrastructure as an asset of the community. The Certified Local Government grant will help the Historic District Commission make informed decisions, aid developers, and help property owners in the process by creating simple easy to follow guidelines that will streamline the review process.

The gross amount of the project is \$27,000: \$15,000 is federal grant monies, \$10,000 would in-kind services (soft match), and \$2,000 from Planning and Development Department O&M budget.

RECOMMENDED ACTION

Approve the acceptance of a grant award in the amount of \$12,500 (\$10,000 grant / \$2,000 cash match).

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		15,000	-	2,000
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD		15,000	-	2,000
2				-	-	-
3				-	-	-
4				-	-	-

DUNS #

CFDA #

Grant #

Grant Period: From
 To

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

Reimbursement Request will be reduced

Funds will be returned

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City Clerk's Office



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 Broadcast additional committee meetings

COUNCIL ACTION ITEM <input 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"/>
--

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

AGENDA DATE	7/5/2017		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	6/19/2017		
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED		

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

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SUMMARY STATEMENT

To make a determination as to whether the Council wishes to have additional committee meetings broadcast and determine which ones. Funding was included as part of the FY 18 budget to allow additional broadcasting capabilities.

RECOMMENDED ACTION

Need a determination as to whether to broadcast additional City meetings; such as the Public Safety Committee or the Codes & Ordinances Committee.

**Resolution Authorizing Acceptance of Donation from the Spaulding Alumni Association of
All Remaining Monies upon Dissolution**

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

WHEREAS, that upon dissolution of the Spaulding Alumni Association the members wished to donate all remaining monies to the City of Rochester to be administered by the Trustees of the Trust Funds as they see fit;

THEREFORE, the donation of the remaining Spaulding Alumni Association funds is hereby accepted by the City of Rochester;

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

CC FY 18 AB 04

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City Clerk's Office

**Resolution Accepting Donation of a Portable Generator to the
City of Rochester Fire Department Valued at Approximately \$1,000**

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

That a donation of one (1) new Briggs & Stratton Generator valued at approximately One Thousand Dollars (\$1,000.00) made to the City of Rochester Fire Department is hereby accepted by the City of Rochester.

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

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City Clerk's Office



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 Donation of New Portable Generator to Fire Department by Richard Blake

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 5, 2017		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	June 15, 2017		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

COMMITTEE SIGN-OFF

COMMITTEE	N/A
CHAIR PERSON	N/A

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	Signature on file
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

Council Action Required

SUMMARY STATEMENT

To accept a donation by Mr. Richard Blake of 12 Cherokee Way in Rochester of a portable Briggs & Stratton Generator Model # 030430 to the Fire Department . This generator is brand new and has never been used by the current owner. Since he has never used it and no longer has plans to use it he wishes to donate it to the RFD for our use as we see fit.

RECOMMENDED ACTION

City Council to approve permission to accept the donation.

6/29/17

TO WHO IT MAY CONCERN:

I, Richard Blake of Cochecho River Estates,
12 Cherokee Way, Rochester, N.H., do donate
to The Rochester, N.H. City Fire Dept. a
BiiT95+ STRATTON storm responder 5500 watt,
portable generator, Model 030430,
Serial No. 1016425658, for their purpose.

I, Richard Blake purchased this item about
five years ago, new. There are no keys on
this item, it has never been started or used.

I have no further intended use for item,
therefore, I wanted to donate item to a
department that may have a use for it,
rather just sitting in my shed unused.

Thank you very much
Richard Blake
June 13, 2017

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City Clerk's Office



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
Eversource Easement

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 5, 2017		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	June 26, 2017		
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

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

LEGAL AUTHORITY

RSA 160-C

SUMMARY STATEMENT

At the city council meeting held on May 2nd it was determined that granting an easement to Eversource for access across the rear of the high school practice fields was within the Council's legal authority. However, the City Council determined that they wanted to ensure this was acceptable to the school board as well. On May 4th at the School Board Facilities and Grounds meeting it was agreed upon to grant the easement; there were no objections. Meeting minutes are as follows:

"Mr. Storer informed the Committee that Eversource was looking to get an easement to access power lines near the athletic fields. Public works committee wanted to be sure the School Board was aware of the request. Mr. Bickford indicated that access has been given to Eversource as needed for various work and projects."

RECOMMENDED ACTION

Vote to grant the easement to Eversource for access to their powerlines located off of Hillsdale St

Return to:

Attn: Eugenia N. Snyder
 Eversource Energy Survey and Engineering
 780 North Commercial Street
 Manchester, NH 03101

ACCESS EASEMENT DEED

City of Rochester, a New Hampshire municipal corporation, with a principal business address of 31 Wakefield Street, Rochester, NH 03867 (“hereinafter the Grantor”), for consideration paid, grant to **Public Service Company of New Hampshire, doing business as Eversource Energy**, a New Hampshire corporation, with a principal place of business at 780 North Commercial Street, Manchester, New Hampshire 03101 (“hereinafter the Grantee”), and its successors and assigns:

The permanent, non-exclusive RIGHT and EASEMENT to pass and repass and to travel with personnel, vehicles and equipment on, over and across a certain strip of land of the Grantors situated off the southerly side of Hillsdale Street, in the town Rochester, New Hampshire, in the County of Strafford and State of New Hampshire (Rochester Tax Map 113, Lots 23 & 25), for access, ingress and egress to and from Hillsdale Street and the existing 135-foot-wide easement of the Grantee (hereinafter the “Easement”), for all purposes in connection with the access to and the exercise by the Grantee of the existing easement of the Grantee conveyed to the Grantee by deed of Public Service Company of New Hampshire and recorded in the Strafford County Registry of Deeds in Book 3001, Page 660. Said strip being more particularly bounded and described, according to an access easement plan entitled “Tax Map 113, Lot 25, Plan of Access Easement, City of Rochester & PSNH d/b/a Eversource Energy, Hillsdale Street, Rochester, NH” dated 09/26/2016, prepared by Eversource Energy and recorded in the Strafford County Registry of Deeds on near or even date herewith (hereinafter the “Plan”) as follows:

The Easement herein described and more clearly designated and defined as “ACCESS EASEMENT AREA” shown on a certain map entitled “TAX MAP 113, LOT 23 & 25, PLAN OF ACCESS EASEMENT CITY OF ROCHESTER & PSNH d/b/a Eversource Energy, Hillsdale Street, Rochester, NH, SCALE: 1” = 50’ DATED: 9/26/2016, REV. 1/19/2017, WILLIAM T. WORMELL LAND SURVEYOR”, being more particularly described as follows:

Beginning at an Iron Pin found at the northwesterly corner of Hillsdale Street and the northerly corner of land now or formerly of the Grantor in said City of Rochester. Point of beginning being more particularly described on the map herein described as “POINT OF BEGINNING ACCESS EASEMENT”

Thence along the easterly property line of the Grantor and the westerly street line of Hillsdale Street the following course;

S38°52'58"E A distance of thirty five and sixty eight hundredths feet (35.68') to a point,
Thence across the property line of the Grantor the following four courses;

S39°52'53"W A distance of one hundred thirty and forty hundredths feet (130.40') to a point, thence;
S03°48'14"E A distance of eighty five and fifty one hundredths feet (85.51') to a point, thence;
S69°51'00"E A distance of one hundred twenty six and nineteen hundredths feet (126.19') to a point, thence;
S57°45'01"E A distance of one hundred fifty eight and sixty seven hundredths feet (158.67') to a point on the northeasterly line of the existing Public Service Company of New Hampshire easement recorded in Book 3001 Page 660 at the SCRD,
Thence along the easement line of Public Service Company of New Hampshire the following course,

S57°51'42"W A distance of twenty two and eighteen hundredths feet (22.18') to a point,
Thence across the property of the Grantor the following four courses;

N57°45'01"W A distance of one hundred forty six and ninty six hundredths feet (146.96') to a point, thence;
N69°51'00"W A distance of one hundred thirty seven and seven hundredths feet (137.07') to a point, thence;
N03°48'14"W A distance of one hundred twenty eight and twenty four hundredths feet (128.24') to a point, thence;
N39°52'53"E A distance of one hundred twenty nine and sixty six hundredths feet (129.66') to said point of beginning

the Easement Area herein described together contains 12,377 Square Feet, more or less.

The within Easement is granted for the non-exclusive use and enjoyment by the Grantee, and Grantee's successors and assigns, for travel, ingress and egress to and from Hillsdale Street and the existing easement of the Grantee located on the Grantors' land as shown on the Plan, and specifically includes and grants the rights to improve said Easement, at Grantee's sole expense, with the construction of a suitable gravel driveway and associated grading, slopes and drainage improvements meeting the Grantee's engineering standards, needs and requirements. This Easement shall be partially or wholly assignable and transferable by Grantee, but only for the same or similar uses and purposes as granted herein.

EXCEPTING and RESERVING to the Grantors, and their heirs, successors and assigns, the rights, at all times, to use the granted Easement, in common with the Grantee and its successors and assigns, for all uses and purposes which will not otherwise interfere with the use of the Easement by the Grantee, its successors and assigns, for the purposes for which it is granted herein.

Meaning and intending to describe and convey access easement rights on, over and across a part or portion of the land conveyed to the Grantor by deed of Peter Ejarque, dated May 16, 2005 and recorded in the Strafford County Registry of Deeds in Book 3187, Page 517; and by deed of Linda Higgins, dated June 21, 2005 and recorded in the Strafford County Registry of Deeds in Book 3208, Page 969.

By the acceptance and recording of this Access Easement Deed, the Grantee, for itself and its successors and assigns, covenants and agrees to and with the Grantors, and their heirs, successors and assigns, as follows:

(a) Grantee may not pile any snow or construction materials or store any equipment on or within the Access Easement. Following construction and/or maintenance of the driveway, Grantee will dispose of all waste material outside Grantors' property; grade, re-soil and re-seed

in a reasonable manner wherever necessary; employ any necessary erosion control measures; and restore and maintain the Access Easement in a condition reasonably acceptable to Grantors.

(b) Any underground digging or excavation within the Access Easement shall require compliance with all applicable “Dig Safe” laws and requirements.

(c) Grantee shall be obligated, at Grantee’s sole expense, to obtain and to keep in force any, and all permits or approvals required by any authority having jurisdiction over Grantee’s use of the Access Easement or any construction or installations therein under any law, statute, regulation or ordinance affecting the access easement as shown on the Plan.

(d) Grantee agrees to indemnify, defend and save harmless Grantors from and against any, and all loss, cost, damage, expense, and against any and all claims, actions or proceedings for property damage, personal injury or death arising out of or resulting from the use or exercise of the access rights and easement granted herein, and not resulting from the negligent acts or omissions of Grantors or their heirs, successor or assigns, or their agents or contractors.

(e) Grantor agrees that the gate, as shown on the plan, shall be maintained, by Grantee, but Grantee is not obligated to replace the gate in the event it fails. Grantor agrees to cooperate with Eversource in connection with the gate and in connection with any lock used for the gate, as set forth in this Agreement.

(f) The gate, as shown on the plan, shall be locked with linked chains and locks to be placed by both Grantee and Grantor, as the property owner, to allow access through the gate by either Grantee or Grantor without a key to the other party’s lock; Grantee, its contractors and/or subcontractors may access the gate for entry to the Grantee right-of-way with vehicles, equipment and personnel for work on the Grantee right-of-way or on the gate;

This is not homestead property.

EXECUTED this ____ day of _____, 2017.

CITY OF ROCHESTER

By: _____
(Duly Authorized)

Title:

State of New Hampshire
County of Strafford

The foregoing instrument was acknowledged before me this ____ day of _____, 2017, by _____ on behalf of the City of Rochester.

My commission expires:

Notary Public/Justice of the Peace

**COMMONWEALTH LAND TITLE INSURANCE COMPANY
AFFIDAVIT/INDEMNITY**

Commitment No: 16CLT0079-NH

Owner: City of Rochester

I, _____, _____ (title) of the City of Rochester being first duly sworn, depose and say as follows:

1. The City of Rochester is the Owner of that certain property situated at Hillsdale Street in the City of Rochester, County of Strafford, and State of New Hampshire, as further described in the Commitment (the "Premises"). To Owner's knowledge, the title to the Premises has never been disputed or questioned, nor does Owner know of any facts by reason of which the title to, or possession of, said property might be disputed or questioned, or by reason of which any claim to the premises (or part thereof) might be asserted.
2. There are no unpaid amounts due for any labor, material, or services in connection with the construction or repair of any improvements on any of the Premises, or with respect to the Premises itself, that could form the basis of a lien thereon, and Owner has not received any notice of intention to file or record a lien in connection with the Premises. Owner hereby indemnifies and agrees to hold Commonwealth Land Title Insurance Company (the "Company") harmless for any loss or damage sustained by the Company under its policy of title insurance as a result of any lien for work performed or materials supplied in connection with any construction, alteration, repair, or improvement of the Premises.
3. There are no present tenants, lessees or other parties in possession of the Premises, except as follows (as tenants only, with no options to purchase or rights of first refusal, and all such leases contain provisions which automatically self-subordinate said leases to the lien of any mortgage): (if none, state "none" or attach Rent Roll)
4. All real estate taxes, water and sewer use charges and other municipal or county charges currently due and owing with respect to the Premises have been paid, or will be paid prior to the date on which the same will become delinquent.
5. Neither the Premises nor any use thereof is in violation of any covenants, restrictions, agreements or conditions, if any, affecting the Premises.
6. Owner (a) has conveyed no portion of the Premises and did not suffer or permit any act to be done which has changed or could change the boundaries of the Premises; (b) has allowed and knows of no encroachments on the Premises by an adjoining land owner nor has Owner encroached upon any property of adjoining land owners; (c) has allowed and knows of no easements, rights of way, continuous driveway usage, drain, sewer, water, gas or oil pipeline or other rights of passage to others over the Premises other than those of record, and has no knowledge of any such adverse rights affecting the Premises; and (d) has no knowledge of any old highways, abandoned roads, lanes, cemetery or family burial grounds, springs, streams, rivers, ponds or lakes bordering on, running through or affecting the Premises.
7. There is no action or proceeding, including but not limited to bankruptcy or insolvency proceedings, pending by or against Owner in any state or federal court, nor are there any claims or pending claims against Owner which may be satisfied through a lien or attachment against the Premises.
8. Owner has not received notice of any violations of zoning ordinances or building permits with respect to the Premises.

- 9. As an inducement to the Company to insure over any matters attaching or created during the "gap" in time between the date of the Commitment and the recording of the appropriate deed, mortgage, or other instrument, Owner shall promptly remove of record any matters filed of record during said gap period, and shall hold harmless and indemnify the Company for any loss, cost, expense, claim, or damage, including without limitation reasonable attorneys' fees, arising with respect to any such matters affecting the Premises or any portion thereof.

Owner makes this indemnity/affidavit for the purpose of inducing the Company to issue owner's and lender's policies of title insurance based on the foregoing. Owner shall hold harmless and indemnify the Company for any loss, cost, expense, claim, or damage, including without limitation reasonable attorneys' fees, arising by reason of any material incorrectness of any of the statements contained herein, as such statement may pertain to any of the Premises.

City of Rochester

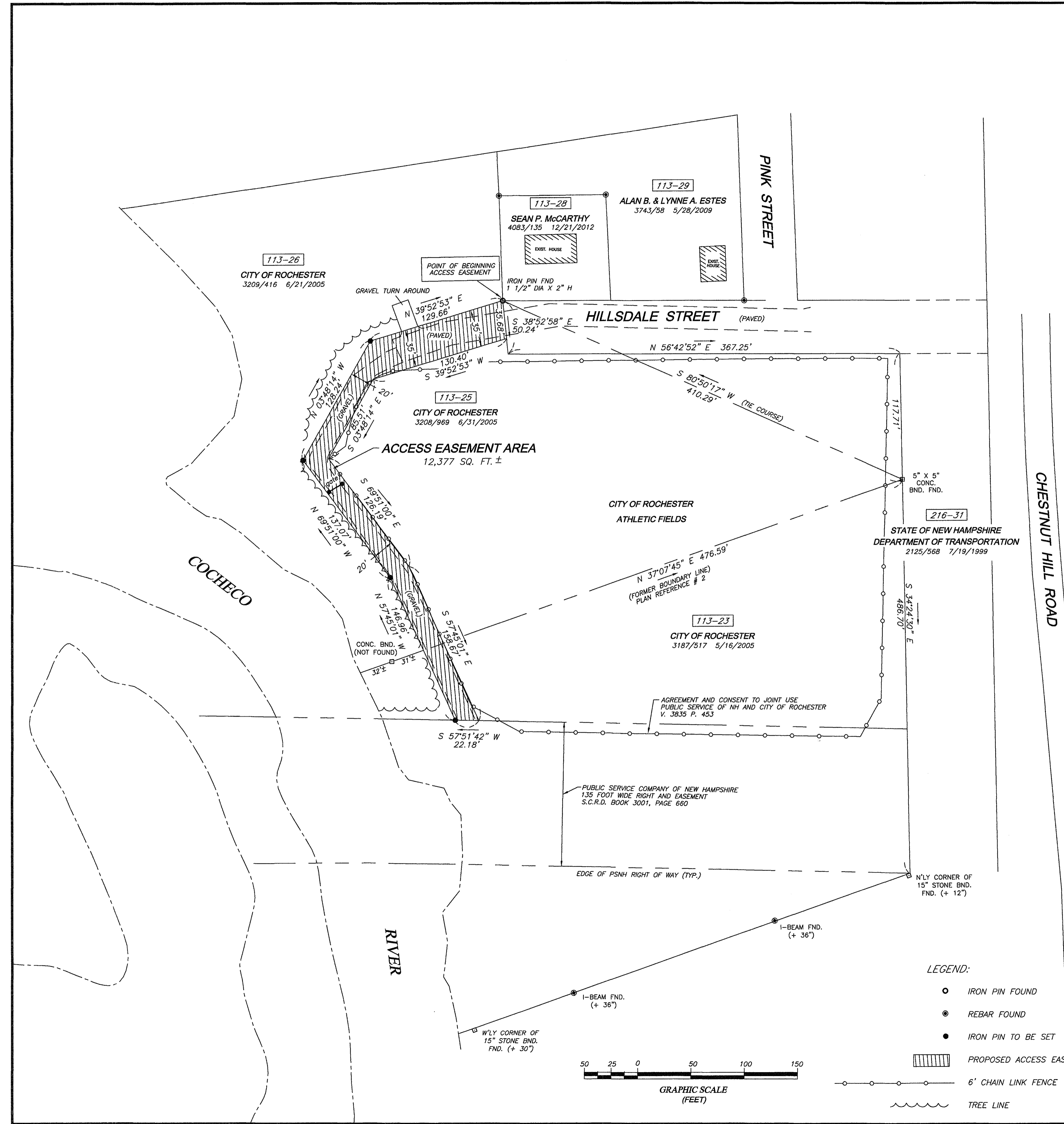
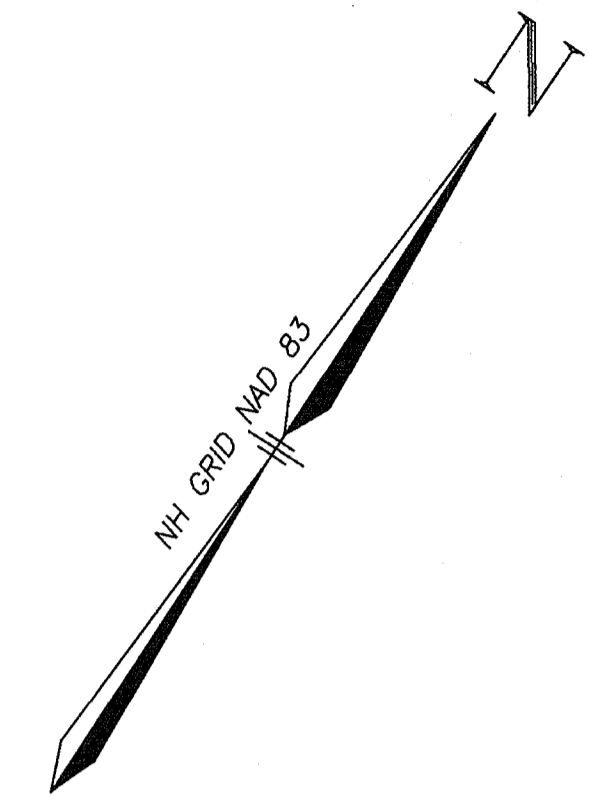
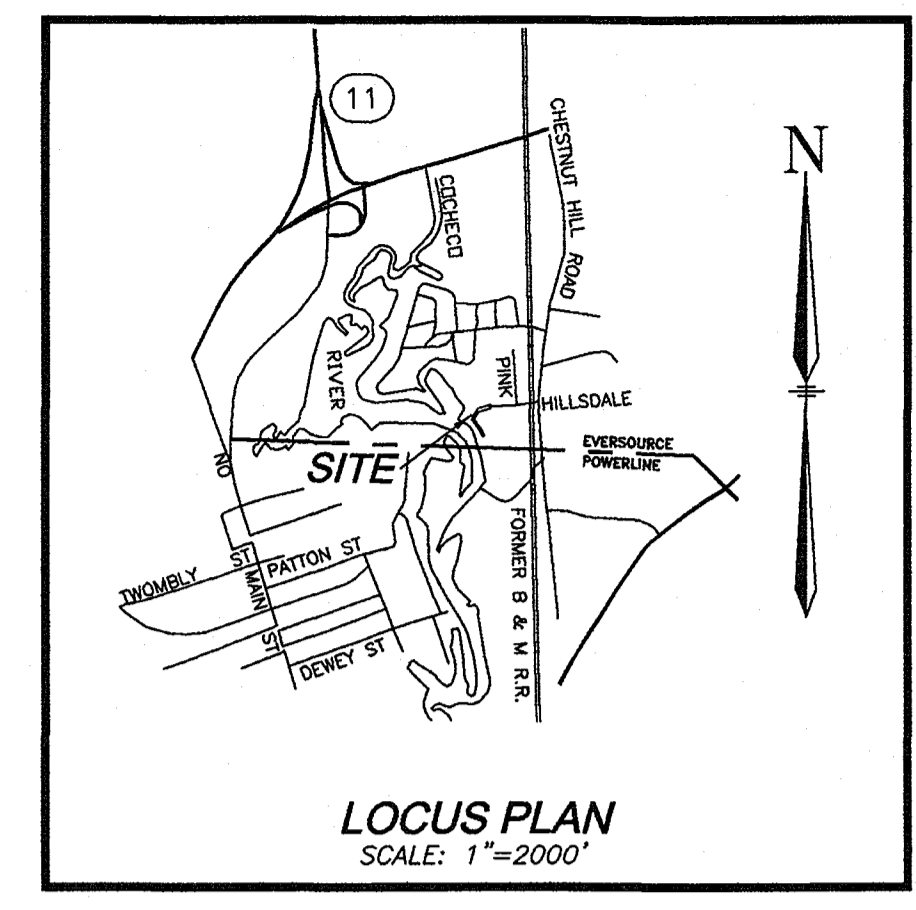
By: _____
Duly Authorized

State of New Hampshire
County of _____

STATE OF NEW HAMPSHIRE

On this ____ day of _____, 2017, before me, the undersigned notary public, personally appeared _____ (name of document signer), proved to me through satisfactory evidence of identification, which were _____ (identify the type of evidence), to be the person whose name is signed on the preceding or attached document, and who swore or affirmed to me that the contents of the document are truthful and accurate to the best of (his)(her) knowledge and belief

Notary Public
My Commission Expires:



PLAN REFERENCES:

- "OVERALL PROPOSED ATHLETIC FIELDS HILLSDALE STREET MAP 113 LOTS 22-27 ROCHESTER, NH FOR CITY OF ROCHESTER SCHOOL DEPARTMENT" SCALE 1"=50' DATED FEBRUARY 2009 BY NORWAY PLAINS ASSOCIATES, INC. (NOT RECORDED).
- "LAND OF GEORGE H. LUBEE CHESTNUT HILL ROAD ROCHESTER, NH" SCALE 1"=50' DATED 2/19/1960 BY PUBLIC SERVICE CO. OF NH ENGINEERING DEPARTMENT. (NOT RECORDED).

NOTES:

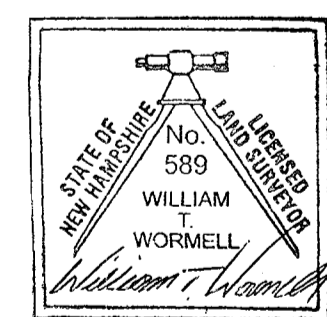
- OWNER OF RECORD OF PARCEL [113-25] IS THE CITY OF ROCHESTER. DEED REFERENCE TO PARCEL IS VOL. 3208 P. 969 DATED JUNE 31, 2005 IN THE S.C.R.D.
- [113-25] DENOTES TAX MAP PAGE AND PARCEL NUMBER.

CERTIFICATIONS:

"I HEREBY CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY CONDUCTED BETWEEN 8/11/16 - 9/1/16 BY WILLIAM T. WORMELL LAND SURVEYOR 124 GREEN STREET NORTHWOOD, N.H.

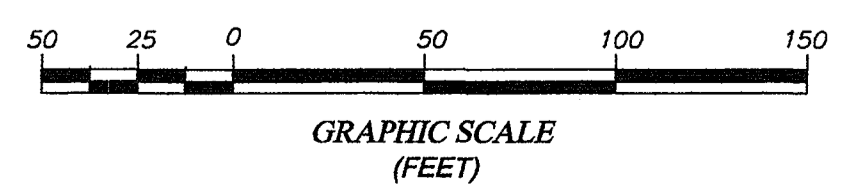
"I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN."

William T. Wormell 8/29/17



LEGEND:

- IRON PIN FOUND
- REBAR FOUND
- IRON PIN TO BE SET
- ▨ PROPOSED ACCESS EASEMENT
- 6' CHAIN LINK FENCE
- ~ TREE LINE



CONTRACT SERVICES							EVERSOURCE ENERGY		X	#
REV	DESCRIPTION	ENG/PEE	DATE	DRN	CHKD	APPR	NEW HAMPSHIRE		ENGINEER	
2	EXTEND EASEMENT TO EDGE OF ROW		01/19/17	JWH	DJT		TAX MAP 113, LOTS 23 & 25		CHECKED	
1	MISC. DRAWING UPDATES		11/15/16	JWH	DJT		PLAN OF ACCESS EASEMENT		APPROVED	
REV	DESC	CONT/PEE	DATE	DRWN	CHKD	APPR	CITY OF ROCHESTER & PSNH d/b/a EVERSOURCE ENERGY		DATE	
DWG REV	EPN/DESCRIPTION	CONT/PEE	DATE	DRN	CHKD	APPR	HILLSDALE STREET ROCHESTER, N.H.		09/26/16	