



**Rochester City Council Public Hearing  
September 19, 2017  
Council Chambers  
7:00 PM**

**Proposed Zoning Changes**

**\*\*\* Canceled \*\*\***

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**Special City Council Meeting  
September 19, 2017  
Council Chambers  
7:00 PM**

**Agenda**

1. Call to order
  2. Wrestling Competition Event [Rochester Opera House] *consideration to approve wrestling venue permit*
  3. Adjournment
- 

**Rochester City Council Workshop  
September 19, 2017  
Council Chambers  
*Immediately following the Special City Council Meeting***

**Agenda**

1. Call to Order
2. Public Input
3. Communications from the City Manager
  - 3.1. Employee Citations P. 5
  - 3.2. New Employees:
    - Sonja Gonzalez, Chief Information Officer
    - Jonathan Rice, Chief Assessor P. 7

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City Clerk's Office

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- 4. Communications from the Mayor**
- 5. Department Reports P. 9**
- 6. Other**
- 7. Non-Meeting/Non-Public**
  - 7.1. Non-Meeting, Consultation with Legal, RSA 91-A:2,I(b)**
- 8. Adjournment**

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City Clerk's Office

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## City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

[www.rochesternh.net](http://www.rochesternh.net)

CITY OF  
Received  
SEP 7 2017  
City Manager  
ROCHESTER

September 6, 2017

Dear Dan,

I would like to respectfully request your recognition for a few employees that worked above and beyond expectations. Mike Riley, Jennifer Murphy-Aubin and Lisa Clark put forth a huge effort in order to organize the Business After hours and Grand opening for the City Hall Annex.

As I am sure you are aware without Mike Riley's diligence and oversight this building would not have been ready in time for this noteworthy event. Jen Aubin and Lisa Clark worked with Mike to make any accommodation necessary due to the buildings state of construction and collectively they worked to ensure that it was an event worthy of all in attendance.

These three worked collaboratively to organize all practical matters due to construction. They provided a various array of food and drink and the decorations looked amazing, as they tried to replicate the red, white and blue theme that originally was used at the first dedication in the early 1900's.

The event was hugely successful and was very well attended. The total head count when announcements and speeches were made was 103. There were many business owners and professionals as well as numerous civic leaders and City staff.

Please consider Mike, Jen and Lisa for your City Manager's Citation as recognition of their efforts to make the event a success.

Sincerely,

John Maclean  
Interim Director  
Rochester City Services

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

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City Clerk's Office

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

Telephone  
(603) 332-5109  
Fax  
(603) 335-7591

September 13, 2017

To: Members of the City Council  
CC: Board of Assessors

From: Jonathan Rice, Chief Assessor  
RE: 2017 Statistical Update to Assessed Values

I am pleased to inform the Council that the statistical update to the assessed values is complete. During this process the assessing office reviewed the assessment of all properties and completed a statistical analysis of all qualified market sales between 4/1/16 and 8/25/17. A total of 468 sales were researched, reviewed, verified and analyzed. The assessing office has identified and implemented the needed value changes with the goal of achieving assessment equitability.

In 2014, the City performed a full revaluation and updated all assessed values. At that time, the revaluation brought property assessments in line with the 2014 real estate market. Due to market appreciation over the past 3 years, the City's median ratio (a measure of central tendency for assessing equity) had fallen below the acceptable range. The next full revaluation is not due to be performed until 2019.

**In the table below you will see the median ratios for 2014, 2015, 2016 and the preliminary ratios for 2017. As preliminary analysis indicted there is a clear pattern that shows sale prices have increased since 2014. As a result of the robust real estate market, assessments have been adjusted to ensure fairness and equitability.**

	<b>2014 Revaluation Median Ratio &amp; # of sales</b>	<b>2015 Median Ratio &amp; # of sales</b>	<b>2016 Median Ratio &amp; # of sales</b>	<b>2017 Preliminary Median Ratio &amp; # of sales</b>	<b>Acceptable Standards</b>
All sales	96% 350 sales	92.4% 428 sales	89.2% 452 sales	96% 468 sales	110% to 90%
Commercial Land & Buildings	N/A** 3 sales	84% 6 sales	N/A** 2 sales	95% 10 sales	
Multi Family 2 to 4 units	97.6% 12 sales	92.7% 15 sales	85% 17 sales	97% 23 sales	
Single-Family	96.4% 189 sales	93.9% 233 sales	89.7% 251 sales	96% 234 sales	
Residential Land	91% 19 sales	99.1% 11 sales	91.1% 14 sales	96% 10 sales	
Residential Condos	95.2% 16 sales	93.1% 33 sales	87.8% 44 sales	95% 47 sales	
Mfg Housing With Land	97.3% 6 sales	94.6% 8 sales	77.7% 5 sales	N/A 2 sales	
Mfg Housing without land	96% 100 sales	88.9% 119 sales	89.4% 113 Sales	96% 116 sales	

\*\* The State needs more than a few sales to calculate the ratio.

The 2016 median ratio was 89.2 %. The preliminary median ratio after the statistical update is 96%.

**Explanation and acceptable ranges:**

**Median Ratio:** Measures the confidence level of the sales data and must be between 90% and 110%. We had fallen to 85% with 2½ months left of sales in this ratio period. The preliminary median ratio after the statistical update is 96%.

**Coefficient of dispersion (COD):** Measures the equity and represents the average deviation from the median ratio. This can be no more than 20. In 2016 our COD was 12.8. The COD after the statistical update is 9. This low number represents that we have good equity within the assessed values in Rochester.

**Weighted Mean:** This is the ratio used to equalize the community to determine what portion of the school & count tax your community pays. In 2016 our weighted mean was 88.3%; the weighted mean after the statistical update is 97%.

**Price related differential (PRD):** This is used to measure the equity within the community. Acceptable standards are between .98 and 1.03; with 1.00 being the optimum number. In 2016 our PRD was 1.02; our emerging PRD is 1.01 which shows that we have good equity within the community.

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**Conclusion:**

Total Assessed Value (before exemptions) before update =	\$2,100,422,620
Total Assessed Value (before exemptions) after update =	<u>\$2,291,971,922</u>
Difference =	\$ 191,549,302

The preliminary median ratio after the statistical update is 96% which is well within the acceptable range set forth by the New Hampshire Department of Revenue. All other statistical indicators appear to support our adjustments to the model and are also well within acceptable ranges.

The difference in the total assessed value (before vs. after) is primarily attributed to market appreciation since the City's last revaluation (3+ years). Keep in mind the economy was in a recessionary period leading up to and during the 2014 revaluation.

Announcements for the completion of the 2017 Statistical Update were posted on the City's website starting on 9/13/17 and an advertisement is scheduled to be published in the Foster's Daily Democrat on Sunday, 9/17/17. The updated values are available via our CAMA software or on a printed list both online and in the Assessing Office.



## ***August Department Reports:***

- 5.1 Assessor's Office P. 11**
- 5.2 Building, Zoning, and Licensing Services P. 13**
- 5.3 City Clerk's Office P. 19**
- 5.4 Department of Public Works P. 23**
- 5.5 Economic & Community Development P. 29**
- 5.6 Finance Office P. 71**
- 5.7 Planning & Development Department P. 73**
- 5.8 Recreation & Arena P. 77**
- 5.9 Rochester Fire Department P. 79**
- 5.10 Rochester Police Department P. 101**
- 5.11 Rochester Public Library P. 115**
- 5.12 Tax Collector's Office P. 117**
- 5.13 Welfare Department P. 119**

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City Clerk's Office

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## City of Rochester, New Hampshire

Assessor's Office

19 Wakefield Street

Rochester, New Hampshire 03867-1915

(603) 332-5109

Email: [assessor@rochester.net](mailto:assessor@rochester.net)

Web Site: [www.rochesternh.net](http://www.rochesternh.net)

September 12, 2017

To: City Manager/Council

From: Theresa Hervey, Assessing

**Subject: August Council Report**

Revenue Received/Collection Warrants issued:

Copies of Property Record Cards & Maps      \$17.00

- The Assessor's Office has a full time Chief Assessor, Jonathan Rice, he started with the City August 21, 2017. Make sure to give Jon a warm welcome if you see him.
- Our office staff took part in a webinar August 23 for Beginner and Advanced Users training in the Eagle View software (Pictometry).
- Marybeth Walker is back on the Board of Assessor's starting immediately.

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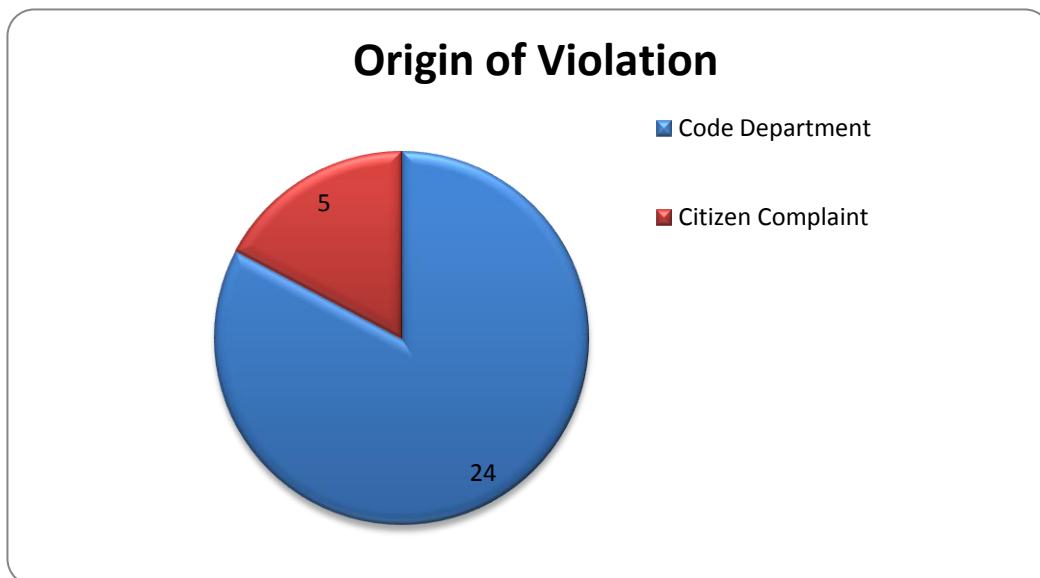
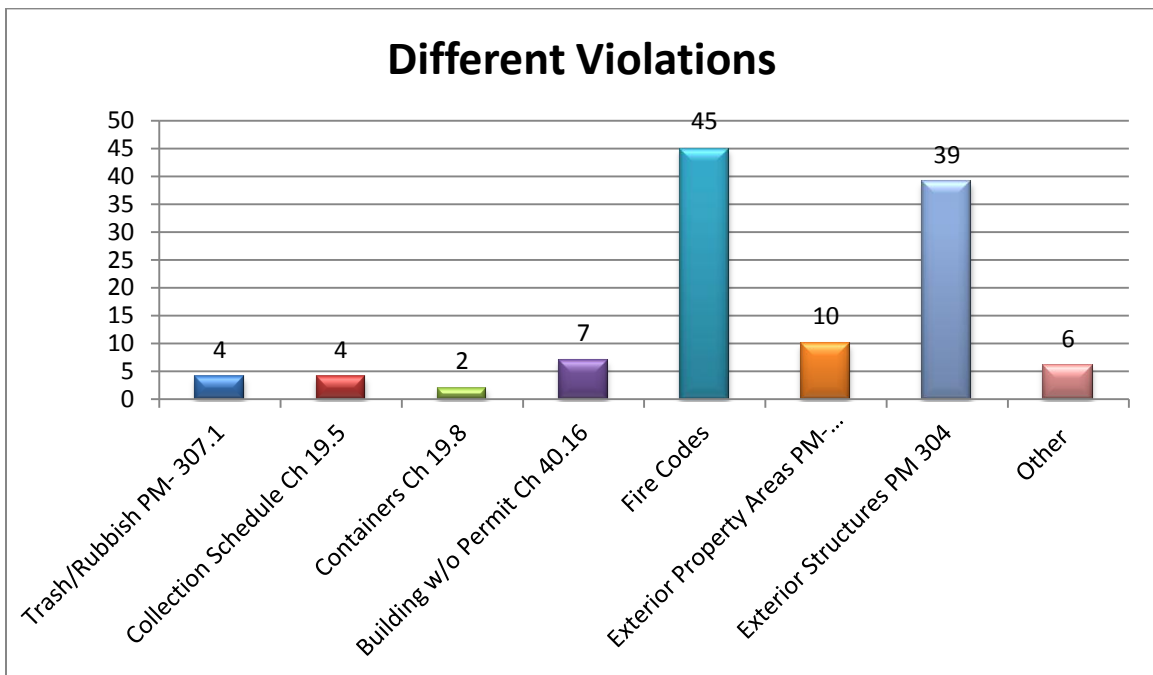
City Clerk's Office

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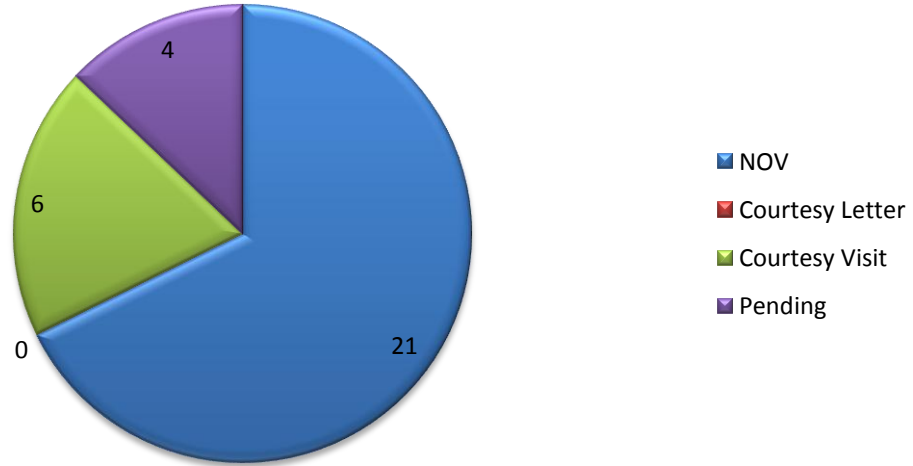
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# August 2017 Monthly Report

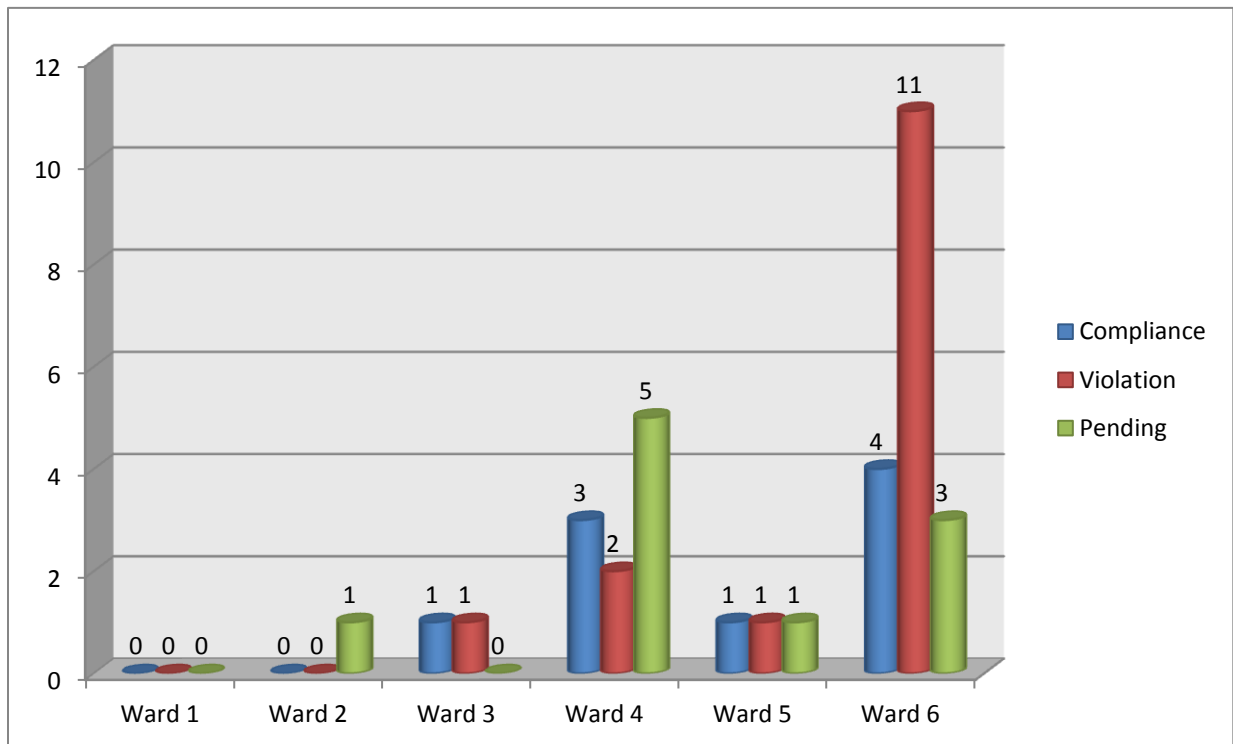
For the month of August Code Compliance dealt with 31 properties that had compliance or zoning issues for a total of 117 documented issues. All of property owners in these cases received either a Courtesy Notice or a formal Notice of Violation asking for them to bring their property into compliance, of the 31 properties 9 of them have been closed and have come into compliance, and 22 of them are pending. Of the 21 issues that were pending from July, 10 of them have been closed and brought into compliance and 11 are still being investigated.



## Type of Correspondence



## Breakdown by Ward's



Respectfully Submitted,

Joseph Devine

Compliance Officer

# End of Month Council Report

To the Honorable Mayor and City Council of the City of Rochester, the following is a summary of the revenue collected and the activities performed by the Department of Building, Zoning and Licensing Services for the month of August 2017 with the fiscal Year to Date

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

## Department Revenue

Permit Type	August 2017	Year to Date
Building Permits	\$42,876.00	\$71,699.00
Electrical Permits	\$3,044.00	\$4,903.00
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$2,081.00	\$4,107.00
Zoning Permits	\$616.44	\$1,430.74
FireSuppression Permits	\$0.00	\$0.00
FireAlarm Permits	\$399.00	\$1,186.00
Sprinkler Permits	\$364.00	\$1,466.00
Mechanical Permits	\$3,308.00	\$6,580.00
Food_Milk Licenses	\$3,425.00	\$5,860.00
Taxi Licenses	\$100.00	\$100.00
General Licenses	\$0.00	\$0.00
<b>Net Revenue</b>	<b>\$56,206.44</b>	<b>\$97,331.74</b>

# End of Month Council Report

## Building Permit Detail

New Permits		August 2017		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Non-Residential	0	\$0.00	1	\$250,000.00
	Addition - Residential	2	\$17,800.00	4	\$57,800.00
	Alteration - Residential	8	\$86,366.00	18	\$179,251.00
	Alterations- Non Residential	1	\$76,941.00	7	\$309,399.00
	Apartment	0	\$0.00	0	\$0.00
	Barn	0	\$0.00	1	\$80,000.00
	Building - Non-Residential	0	\$0.00	2	\$3,459,000.00
	Condo	0	\$0.00	0	\$0.00
	Deck	5	\$6,900.00	15	\$61,138.00
	Demolition	3	\$28,150.00	16	\$57,650.00
	Fence	2	\$6,600.00	12	\$49,160.76
	Footing/ Foundation	11	\$23,132.00	18	\$53,132.00
	Garage	6	\$98,500.00	14	\$282,500.00
	Manufactured Home	8	\$521,312.00	22	\$1,564,012.00
	New Home	2	\$400,000.00	16	\$2,950,358.00
	Other	3	\$49,372.00	21	\$976,600.30
	Pool - Above Ground	0	\$0.00	2	\$16,800.00
	Pool - In Ground	0	\$0.00	0	\$0.00
	Repair/Replace - Non-Residential	2	\$200,300.00	2	\$200,300.00
	Repair/Replace - Residential	2	\$5,017.44	5	\$20,717.44
	Roofing	11	\$191,650.00	32	\$427,670.00
	Shed	3	\$6,750.00	9	\$31,075.00
	Siding	3	\$44,653.79	8	\$219,830.45
	Sign	4	\$41,791.19	7	\$54,441.19
Windows	5	\$59,244.75	7	\$82,710.75	
Electrical Permits	Electrical Underground	4	\$4,400.00	15	\$29,900.00
	Generator	0	\$0.00	2	\$9,360.00
	Meters	4	\$2,700.00	7	\$9,900.00
	Service	12	\$19,200.00	16	\$26,800.00



## End of Month Council Report

	Solar Electric System	0	\$0.00	4	\$52,507.02
	Temp Service	0	\$0.00	0	\$0.00
	Wiring	34	\$209,424.00	79	\$468,245.97
FireAlarm Permits	Fire Alarm Permit	5	\$26,500.00	10	\$64,470.00
FireSuppression Permits	Fixed Fire Suppression System	0	\$0.00	1	\$30,000.00
Mechanical Permits	Air Conditioning	2	\$30,887.00	11	\$161,935.00
	Furnace/Boiler	5	\$29,820.00	16	\$178,477.00
	Gas Line	5	\$31,035.00	9	\$44,035.00
	Gas Piping	7	\$34,592.00	15	\$78,572.00
	Heating	5	\$39,978.00	13	\$80,769.00
	Hot Water Heater	0	\$0.00	2	\$6,100.00
	Mechanical Underground	0	\$0.00	0	\$0.00
	Other	3	\$3,378.00	8	\$9,475.00
	Pressure Testing	0	\$0.00	1	\$400.00
	Propane Tank	5	\$10,259.05	12	\$16,419.05
	Sheet Metal Work	0	\$0.00	0	\$0.00
	Tank Installation	7	\$124,720.00	25	\$148,739.00
	Ventilation	0	\$0.00	1	\$45,000.00
	Plumbing Permits	Plumbing	27	\$184,500.00	60
Water Heater		2	\$957.00	5	\$9,991.00
Sprinkler Permits	Fire Sprinkler Systems	5	\$92,635.00	15	\$172,715.00
	<b>Total Permit Issued</b>	213	\$2,709,465.22	566	\$13,506,455.93



**City of Rochester, New Hampshire**  
**Department of Building, Zoning & Licensing Svcs**  
31 Wakefield Street \* Rochester, NH 03867  
(603) 332-3508 \* Fax (603) 509-1912  
Website: [www.rochesternh.net](http://www.rochesternh.net)

## **Zoning Monthly Report**

### **August 2017**

#### **Cases:**

**2017-03** Monarch School of New England applicant, request a variance to permit a 60" w X 50" h sign in an R2 district. According to said terms Article 42.29, section N.1.

**Location:** 13 Monarch Way Rochester, NH 03867, 0110-0110-0000, in the Residential 2 zone.  
**Variance was granted.**

**2017-04** Monarch School of New England applicant, request a variance to permit a 60" w X 50" h sign in an R2 district. According to said terms Article 42.29, section N.1.

**Location:** 61 Eastern Ave Rochester, NH 03867, 0112-0020-0000, in the Residential 2 zone.  
**Variance was granted.**

**2017-05** Joshua Gupta, applicant for a Special Exception to allow a comedy club (defined as a nightclub) in the Downtown Commercial Zone, according to Article 42.2, table 18-C.

**Location:** 12 Union St. Rochester, NH 03867, 0121-0393-0000, in the Downtown Commercial zone.  
**Special Exception was granted.**

**2017-06** Fenton Groen, applicant for a Special Exception to allow a 12' satellite antennae to be installed to accommodate a small radio station. This satellite is considered a Wireless Communications Facility, which is only allowed by Special Exception in the Highway Commercial zone according to Article 42.22 Section c.14, and per table 18-d.

**Location:** 120 Washington St. Rochester, NH 03867, 0123-0065-0000, in the Highway Commercial zone.  
**Special Exception was granted.**



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



## City Clerk's Report August 2017

### Vital Statistics

As reported in the revenue chart below, the City Clerk's staff issued 304 initial copies of vital records, and 178 subsequent copies of vital records. The City Clerk's staff issued 32 Marriage Licenses.

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

- 16 babies were reported in Rochester during the month of August, 4 of which were born to Rochester residents
- 30 resident deaths were reported in Rochester
- 32 marriage licenses were issued by Rochester. 8 couples celebrated their wedding ceremonies in Rochester during the month of August.

### Revenue – Vital Records/Marriage Licenses

	2016		2017	
	State	City	State	City
Initial/Subsequent copies:	\$3,257	\$2,968	\$2,432	\$2,128
Marriage Licenses:	\$1,161	\$189	\$1,376	\$224
<b>Total:</b>	<b>\$4,418</b>	<b>\$3,157</b>	<b>\$3,808</b>	<b>\$2,352</b>

### Dog Licensing

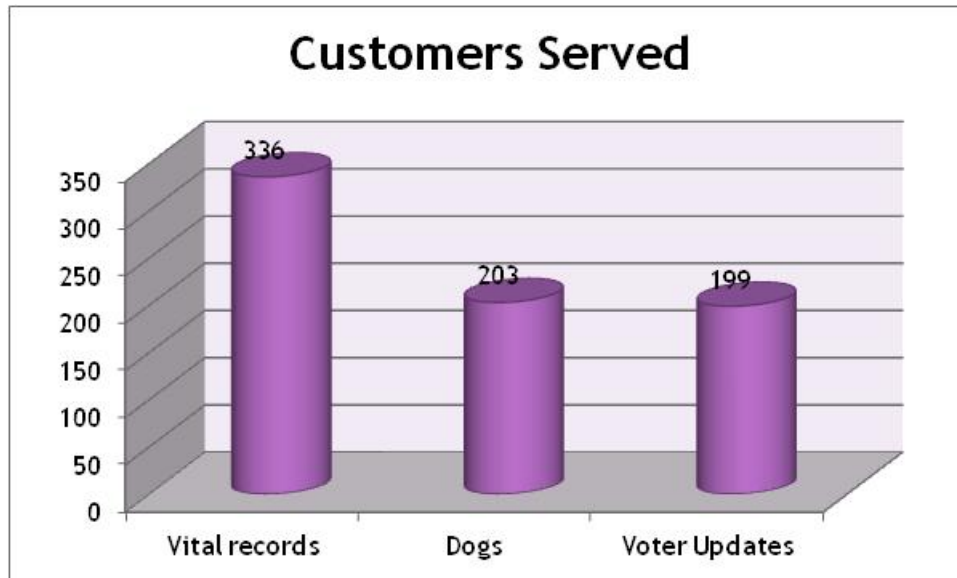
The City Clerk's office licensed 203 dogs during the month of August.

As of August 31, 2017 the City Clerk's Office has collected \$2,100 in Civil Forfeiture/Dog late fees for the Rochester Police Department.

### Codification Status Update

Pursuant to the terms of the Codification agreement, General Code has submitted the Codification Portfolio. This portfolio contains the Manuscript (rough draft) of the new City Code. The Editorial and Legal Analysis of the manuscript and some informational documents were received by the City Clerk in mid July. At this point the City Attorney has begun the legal review.

**Customers Served**



**Elections**

The City Clerk has set the filing date for the November 7, 2017 Rochester Municipal Election as follows:

- Filing date opens: Friday, September 15, 2017 at 9:00 AM
- Filing date closes: Monday, September 25, 2017 at 5:00 PM

All polling locations will remain the same with the exception of Ward 4, which will be moved from the Rochester Home Depot to the Rochester Middle School located at 47 Brock Street. A resolution will be presented to the full City Council October 3, 2017, in order to establish such polling locations and times. No changes will be made to the times the polls are open 8am to 7pm.

The City Clerk met with Electec Election Services about utilizing an e-poll book trial. At this time Electec is the only vendor available to offer their trial services for the upcoming November municipal election. Please see attached information about the proposed Memo of Understanding.

**Voter registration summary by party as of August 31, 2017:**

Ward	Democrats	Libertarians	Republicans	Undeclared	Totals
1	1,034	1	1,158	1,381	3,574
2	953	0	1,092	1,599	3,644
3	994	2	1,194	1,369	3,559
4	829	1	789	1,610	3,229
5	943	0	1,126	1,353	3,422
6	1,017	0	849	1,214	3,080
<b>Totals:</b>	<b>5,770</b>	<b>4</b>	<b>6,208</b>	<b>8526</b>	<b>20,508</b>

**Staff Development**

Deputy City Clerk Cassie Givara and Susan Morris attended a 5-day long training in Concord hosted by the New Hampshire City and Town Clerks Association. This is a three year certification program.

Respectfully submitted,

Cassie Givara  
Deputy City Clerk



ELECTEC Election Services 151 New Park Avenue, Hartford, CT 06106

**LETTER OF UNDERSTANDING FOR ELECTRONIC POLL BOOK PILOT**

**Electronic Poll Book Pilot Project for the November 7, 2017 Election**

**This Letter of Understanding pertains to the responsibilities for participating parties, as they relate to a Pilot Project utilizing Electronic Poll Books for the November 7, 2017 election. The participating parties are ELECTEC Election Services, Inc. of Mt. Holly, NJ and Hartford, CT (herein referred to as Electec) and the Municipality of Rochester, NH (herein referred to as the Municipality).**

**Electec will:**

- Provide all applicable software to allow for the use of Electronic Poll Books in one (1) polling location.
- Provide training to the identified users of the Electronic Poll Books.
- Provide Election Day support for the use of Electronic Poll Books.
- Provide pre and post-election support for the use of Electronic Poll Books.
- Provide 3 laptops for the Electronic Poll Book project.
- Provide 2 Citizen Printers and Paper.
- Provide 2 Mag Strip Readers.
- Provide USB Drives.
- Provide Net Gear Device for Polling Place Networking.

**The Municipality will:**

- Provide a data from the NH Statewide voter registration system for the target voting district
- Identify Electronic Poll Book users prior to Election Day and have them available for training.

**ELECTEC Election Services, Inc., by:**

\_\_\_\_\_

**Dated** \_\_\_\_\_

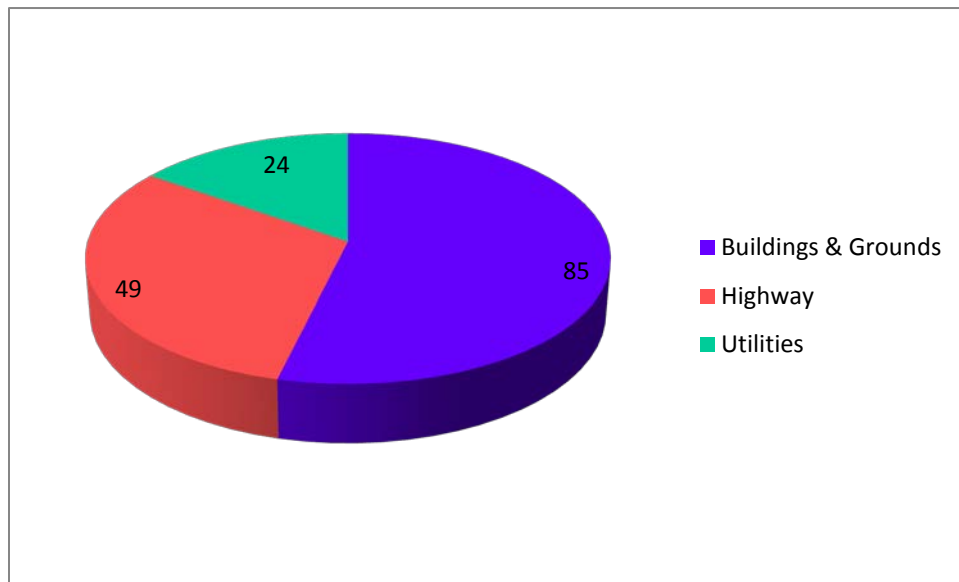
**City of Rochester, NH, by:**

\_\_\_\_\_

**Dated** \_\_\_\_\_

## ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT FOR AUGUST 2017

The Department of Public Works responded to 158 requests for Service in the month of August. The Highway Division had 49 requests that ranged from sign repairs, traffic light repairs, tree trimming and drainage repairs. The Utilities Division responded to 24 requests that included water pressure concerns and calls for water and sewer connection inspections. Buildings and Grounds Division had 85 requests which included light repairs, service for clogged drains, moving for new offices, and requests for supplies.

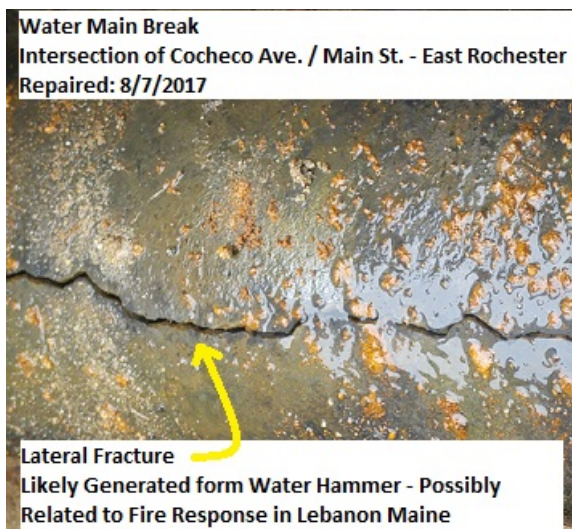


DPW Service Requests August 2017

### DPW HIGHWAY, FLEET MAINTENANCE AND UTILITIES

- Laura Drive-completed ditch work, rip rap, brush trimming, and culvert cleaning.
- Inspected and cleaned catch basins throughout the city.
- Whitehall Road-drainage work completed, installed new catch basin and 110' of 15" drain line.
- Painted crosswalks and arrows in roadways.
- Lowell Street and Hollis Lane-Paved swales
- Hauled sludge from the sewer plant to WM. This is the Alum sludge generated at Water Plant and sent to the Wastewater Plant
- Assisted school department in a few small drainage jobs.
- Old Tibbett's Road and Olsen Way-shim paved and 1" overlay of hot top.
- Brush trimming on Unity Street and other spots though out the city.
- Graveled sides of roads though out the city.
- Fleet Division working on annual vehicle inspections of DPW Fleet, Assessing & Code Enforcement Vehicles
- Completed numerous dig safes for private & City project excavations.

- Sewer collection system monthly maintenance continues. This includes jetting and vacuuming of problematic sewer lines.
- Salmon Falls Road – The bid document to address the critical repair is in progress. The existing 10” asbestos cement pipe has been cleaned and the eight existing manhole structures have been raised and repaired via masonry and paving applications. These manhole structures are now fully accessible for the repair work necessary and ongoing maintenance.
- Water Infrastructure Excavations and Repairs – Staff has cut, capped and abandoned the Harrison Court / Leonard Street water main. Two new hydrants were installed on the line in use.
  - Water Service Repairs 2
  - Curb-stop Repairs 6
  - Hydrant repair to hydrant #388. This hydrant was struck & damaged by a vehicle accident at 46 Old Dover Road.
- Scheduled Utility Inspections for new or replaced services
  - Sewer Inspections 7
  - Water Inspections 13
- Water Main Breaks
  - 8” Main @ Intersection of Cocheco Ave. / Main Street in East Rochester







Top and Bottom Left:Whitehall Road Drainage Repair Bottom Right-Hollis Lane Drainage Repair

### **BUILDINGS AND GROUNDS**

- Finished painting bandstand at the commons
- Painted several downtown light poles
- Closed all 3 city pools- drained water, boarded up exterior, removed & winterized plumbing.
- Changed HVAC filters in all City buildings.

- Moved Building Zoning & Licensing, Economic Development and Planning offices into the newly remodeled Annex building
- Honeywell has begun the installation of mini in city hall as budgeted.



City Hall Annex



New Office at the Annex

### **WASTEWATER TREATMENT FACILITY**

Employee News: Brandon Turcotte has been promoted from Maintenance Mechanic to Wastewater Treatment Operator. Chad Pierce has moved laterally from Pump Station Maintenance to the position of Wastewater Maintenance Mechanic. The City has worked with industries on various treatment issues, including work with GeoInsight at the Irving Gas Station (Rte 125) for underground replacement project scheduled for mid-October. Western Ave. pump station is near completion. The arborvitae have been planted and work is being done to finish punch list items. There has been no oil discharge into the collection system for six weeks. We were unable to locate the source of dumping but a big thanks goes out to the Rochester Police Dept., Public Works Department and NHDES for all their help during the investigation. We have continued to work with engineers on the automation project. The Dewatering facility, River Street & Route 11 pumps station designs continue to move forward. The first round of the 2017 Cochemo River sampling and assessment by Brown and Caldwell has been completed. The final draft of the 2016 Cochemo River assessment has been completed. Senior staff met with Trojan Ultraviolet Disinfection System representatives to discuss that the model Rochester currently has is being slowly phased out (installed in 2000). It will become more & more difficult to get spare parts and the cost of spare parts will be increasing. We will begin the planning stages to replace it as this is a permit related CIP item. Two industrial pretreatment permits (Thompson Investment Castings and Bacon Felt Co.) have been renewed. The City received a draft energy audit conducted with federal grant money through NHDES. The laboratory water system has been replaced. The bid document for Electrical Service and Repair contractors is complete and we will be opening that bid on September 28, 2017. Generator repairs were needed at the Old 125 and Front St. pump stations. All required testing for EPA and State has been completed and submitted. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation. Average effluent flow for the month was 2.052 million gallons per day (MGD). Percent of design flow = 40.8%. Percent of design flow for 2017 = 70.7%. Precipitation for the month = 3.02". Precipitation for 2017 = 29.91".

## WATER TREATMENT PLANT

Treated water volume for the month of August was approximately 61.3 million gallons from the surface water treatment plant and 6.8 million gallons from the well. All water quality testing and monitoring was completed in accordance with NHDES requirements. We are pleased to report that the City of Rochester again met and exceeded all State and Federal standards for drinking water. Triennial Lead and Copper Rule sampling was performed this month; final results and the 90<sup>th</sup> percentile calculation are pending. Watershed inspections were conducted on Round, Tufts, Berry, Oxbow, and Lower Whaleback ponds, and along Berry River from the diversion structure to the Crown Point Crossing. The Lower Whaleback control structure and plate has been cleaned and repositioned. The Utilities Water Distribution Division personnel assisted with cleaning the Berry Pond outlet valve. Minor process adjustments have been made at the Water Plant due to organic concentrations reaching 6.3 mg/L in the reservoir, with an average temperature of 24C. Equipment and grounds maintenance was performed at the plant, well, and tanks stations. Minor repairs were made to the Richardson Street pump station roof. Additional programming improvements were performed at the new Industrial Way PLC. Repairs were made to the propane vaporizer at the Cocheco Well. Maintenance at the WTF included repairs to the activated carbon and fluoride feed hoses; sutron meter desiccant rejuvenation; replacement of the caustic injection quill and transfer vacuum breaker; and cleaning of the pipe gallery walls. Additional repairs to the raw water intake blowoff supply line are pending inspection by professional divers. Benchtop Lab instrumentation was calibrated and certified. Rochester resident and customer Congresswoman Carol Shea-Porter toured the treatment facility to discuss infrastructure and technology. The treatment facility hosted the Salmon Falls Collaborative Safari. Engineering for the Low Lift Pump Station project and Main PLC replacement continues. Fall hydrant flushing has been scheduled to commence September 24<sup>th</sup>; the team continues to review improved techniques for directional flushing and valve maintenance.



Diversion Dam supplying over 2cfs to the Isinglass



Lower Whaleback outlet. Score: WTF Staff 1, Beavers 0.

## ENGINEERING

- **Surface Water Treatment Plant Upgrades:** Construction is substantially complete. Final items to be completed in the next month.
- **Salmon Falls Road/Milton Road Water and Sewer (EDA Project):** Construction of sewer and water infrastructure continues. Project completion is scheduled for fall of 2017.
- **Franklin St./Western Ave. Area Improvements:** Construction continues on Western Avenue and the numbered streets for water, sewer, and drainage infrastructure. A change order has been processed that adds to the scope of work the completion of Third, Fourth, and Fifth Streets, as well as Adams Avenue between Third and Franklin Streets. Project completion has been extended to August 2018.
- **Colonial Pines Sewer Extension:** The construction project including pipe-jacking a sewer under the Spaulding Turnpike from Railroad Ave. to Birch Dr. began in April. Pipe-jacking of the 42-inch diameter sleeve pipe is now anticipated to be completed in September; however, construction of the sewer infrastructure will continue into the fall of 2017. Funding of future phases of this multi-phased sewer extension program has been included in the CIP budget over the next few years.
- **Pavement Maintenance & Rehabilitation:** The recent Pavement Condition Assessment included a 5-year proposed program that was presented to the Public Works & Buildings Committee (PWC) in May 2017. Paving list for FY18 includes the following streets: Wakefield, City Hall Municipal Parking Lot, Dry Hill, Eastern, Lagasse, Wilfred, Chestnut, Irish, Osborne, Scott, Pray, Lisa, Stonewall, and the streets in the Woodman/Myrtle project area. This work is scheduled to begin in September. Streets proposed for pavement rehabilitation with the SB38 funds were discussed at the August PWC meeting.
- **Columbus Avenue (Rte. 125) Pedestrian Bridge:** The new pedestrian bridge was opened in February 2016. Temporary sidewalk approaches to the bridge are planned to be replaced with more permanent sidewalk and railings. This project was advertised for bids and bids were received in May; however, only one bid was received. DPW is considering how to complete the construction.
- **Dewey Street Pedestrian Bridge:** Construction of the replacement bridge is scheduled to begin in September. Construction duration is expected to be two months.
- **Strafford Square Roundabout:** Design continues. Bidding of the roundabout construction contract is now anticipated for 2018. Prior to that contract and in preparation for that construction, a utility infrastructure contract is anticipated to be bid for construction in 2018.
- **Water Treatment Plant Low Lift Pump Station Upgrade:** Design is at 90%. This project is scheduled to be advertised for bids in late fall/early winter 2017 and be constructed in spring 2018.
- **Wastewater Interceptor Upgrades:** A Basis of Design Report has been received from the design consultant. This report summarizes alternatives and recommends a sewer collection system master plan before proceeding with final design.
- **NPDES Permit - Wastewater & MS4 Permit - Stormwater:** The draft NPDES Permit for the Wastewater Treatment Facility has not yet been issued by USEPA Region 1, however issuance could happen at any time. As far as the MS4 Permit for stormwater, the new NH Small MS4 General Permit was issued by USEPA Region 1 on January 18, 2017; the Permit becomes effective on July 1, 2018. Both USEPA Region 1 and NHDES have conceptually proposed the idea of an integrated permit, combining the WWTF NPDES Permit and the MS4 Stormwater Permit.

# Economic & Community Development Management Report

August 31

# 2017

The City of Rochester is one of the fastest-growing cities in the Seacoast region. As a growing retail and entertainment destination, the dynamic and expanding business climate is attributed to the proud manufacturing history of the area, a renewing downtown district and the thriving aerospace and advanced composites manufacturing sectors.

City of Rochester,  
New Hampshire

*Management Report Written by Jennifer Murphy Aubin, Executive Secretary*



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**Karen Pollard, Economic Development Manager*****Buxton Company***

The company shared new offerings that will directly benefit independent businesses and aid our efforts in attracting smaller regional companies into Downtown. The REDC will discuss the presentation from Matt Tate of Buxton at the August 17 meeting and will be making their recommendations to Council.

***The Ridge Phase II & Zoning***

Manager Pollard continued the discussion regarding the TIF Financial Plans and the need for analysis of the infrastructure investment along the Route 11 corridor.

***Granite State Business Park***

Manager Pollard led multiple meetings with prospects for Granite State Business Park. Consult with NH Business Finance Authority.

***Way Finding***

Way Finding is advancing with design review and feedback to BETA Group. Committee meeting will be August 2. Consultations with Spaulding Ave. Industrial about reactivation of railroad spur into their site as well as “wheeling” hydro-generated power from Milton to their site. The old lines would have to be replaced; we are looking into financial opportunities to fund these activities.

***Strategic Planning***

RKG drafted the final strategic plan for review. The REDC will provide comments and input.



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**Jenn Marsh, Economic Development Specialist*****Downtown Strategies***

**Riverwalk and Rochester Listens** - Rochester Listens held a meeting to discuss the future plans of the Riverwalk with the Community. Local businesses, neighborhoods and citizens showed up to share their ideas feedback and concerns of the Riverwalk plans. There were many people who felt that the projects should start in the downtown area.

<http://www.fosters.com/news/20170807/rising-tide-of-support-for-riverwalk> The

Riverwalk Committee did not hold a separate committee meeting in August.

**Main Street BOD** - The committee narrowed the candidates down to two and at the August board meeting the entire board voted to hire Angela D’Andrea-Mills as Mike’s replacement. Angela’s start date is September 4<sup>th</sup> and will be attend the September Workshop meeting to introduce herself to City Council. Angela currently lives in Dover and spent over a year running a Main Street program in the mid-west before coming to NH and is very excited to have been chosen for this position in Rochester. Mike Provost’s last day was on September 1<sup>st</sup> and his farewell gathering was well attended and held on August 29<sup>th</sup>. Main Street collaborated with Matt Wyatt on the Gay Pride event that was held on Hanson Street on August 26<sup>th</sup> and this year was even more successful than last year and estimating that the attendance tripled in year two.

<http://www.fosters.com/news/20170826/community-comes-together-for-rochester-pride>

**New Business** - Our office has been working closely with Edward DuClos who was approved for a variance to have an indoor skateboard park at 54 Allen Street. Edward is moving from Dover where his building was purchased. He needed to find new space and the Allen Street warehouse is perfect fit. He has a strong following in Dover and is looking forward to growing the customer base in Rochester.

**Special Events**

**Rochester Rotary** - The Rotary Club was selected some months back to be the host for the 2018 Wings and Wheels event. The 2017 spring event was cancelled due to construction at the airport and Rotary and the PDA decided June 2018 was a great month for the next event. Planning began this month.



**Jennifer Murphy Aubin, Economic Development Executive Secretary**

**Special Events**

*Arts Awards*

The 5<sup>th</sup> Annual Rochester Arts Awards, which has gained statewide and national attention, drew over 80 participants, including representation from the NH State of the Arts, and NH Commission, Jeffrey Rose. Along with recognizing 10 artists and organizations, special Keynote Speaker, Jay Dick, Senior Director flew from Washington, DC, to share Rochester’s economic activities from the arts, further illustrating how our community is recognized as a cultural & entertainment HUB, in which all businesses benefit financially. Excellent story about the event and the City: <http://www.fosters.com/news/20170814/arts-celebrated-at-rochester-awards-night>



**Business After Hours/ Ribbon Cutting Grand Opening – New Building**

The Business After Hours celebrating the new building, attracted over a 100 visitors. Executive Aubin, along with hosts the Greater Rochester Chamber of Commerce, the Department of Public Works, and Oak Point worked on the opening honoring the restoration of a historic building, ushering in a new wave of revitalization and investment that sets the tone for the businesses and site selectors that come to the City.

**Signs – Granite State Business Park**

Executive Aubin designed the signs promoting sites at GSBP.

**LAND FOR SALE**

**56 Acres City-Owned**

- ✓ \$475,000 Subdividable
- ✓ Municipal Water/Sewer
- ✓ Natural Gas/Broadband
- ✓ Active Rail & Airport



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**47 Acres City-Owned**

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- ✓ Dual Access: RT 108/Innovation Drive
- ✓ Municipal Water/Sewer
- ✓ Natural Gas/Broadband
- ✓ Active Rail & Airport



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**Julian Long, Community Development Coordinator**  
**Community Development Coordinator Report**  
**Prepared and submitted by the Community Development Coordinator**  
**August 2017- September 2017**

***Continuing Projects***

- Homeless Center for Strafford County – Generator Project: Berry’s Electrical has been awarded the contract for this project. Work is scheduled to begin and be completed in September.
- Rochester Main St. Façade Program: The façade restoration at the Performing Arts Center is on hold, pending approvals from the Historic District Commission. The Community Development Coordinator is following up with the Rochester Opera House and Staff Planner Michelle Mears to assist this project to continue to completion.
- ***FY 16-17 CDBG Consolidated Annual Performance and Evaluation Report***
  - FY 16-17 CAPER Draft: The Community Development Coordinator has drafted the Consolidated Annual Performance and Evaluation Report (CAPER) for FY 2016-2017 CDBG activities. The draft CAPER is attached to this report. For more subgrantees, performance met or exceeded the set performance goals for FY 2016-2017. In the few cases where performance fell below the set goal, in two cases the projects (HCSC Generator Project and Rochester Main St. Façade Program) are still to be completed, and in the remaining cases the performance fell below the set goal by a relatively small percentage.
- ***FY 2018-2019 CDBG Annual Action Plan***
  - Citizen Participation: The Community Development Coordinator has reached out to the R.U.N. officers to schedule public feedback sessions at five of the six the upcoming R.U.N. meetings in September and October. Scheduling for the sixth meeting is in progress but not yet complete. The formal first public hearing is tentatively scheduled for December.
  - Grant Applications: As requested, the FY 2018-2019 CDBG grant application is scheduled to be released in October and due in December. This should allow for in-person grant application presentations at the January meeting.
- ***CDBG Program***
  - FY 2017-2018 Contract Addendums: CDBG contract addendums have been drafted and sent out to the FY 2017-2018 grant recipients whose funding was altered by the FY 2017-2018 CDBG annual action plan revisions. All contract addendums have been signed and returned.
  - FY 2017-2018 Environmental Reviews: The Community Development Coordinator has completed the environmental reviews for all FY 2017-2018 CDBG activities, including for the Community Action Partnership of Strafford County’s weatherization program and the Recreation Department’s tennis court lights project. The City has also received the HUD release of funds for the weatherization program and tennis court lights projects, which is required before these projects can commence.
  - Assessment of Fair Housing: The Community Development Coordinator has continued to coordinate with the Rochester Housing Authority to work on the research and consultation



phases of the Assessment of Fair Housing (AFH). The Community Development Coordinator has also started drafting the Assessment of Fair Housing, including the executive summary, community outreach, and past goal performance sections.

- JOB Loan Program: The FY 2016-2017 quarter 4 report for the JOB Loan Program is attached to this report.

- ***Non-CDBG Grant Activities***

- Bridging the Gaps: The Police Department has hired a new coalition coordinator to replace Molly Martuscello. The Community Development Coordinator has met with the new coordinator to discuss the Drug Free Communities grant, the sustainability plan for after DFC funding ends, and general SAMHSA grant requirements. The Community Development Coordinator has also attended the most recent Bridging the Gaps advisory board meeting and statewide DFC grantees meeting. The Community Development Coordinator worked with both the outgoing and incoming coalition coordinator, as well as Nicole Rodler, to submit the required semi-annual report and coalition classification tool report to SAMHSA in August.
- HUD Lead-Based Paint Hazard Control Program: The Community Development Coordinator engaged in a grant application debriefing phone conference with HUD grant officials, and notes from this phone conference are attached to this report.
- VOCA Grant: The Legal Department has hired a new person to fill the victim-witness advocate position. The Community Development Coordinator has met with the new victim-witness advocate to discuss the VOCA grant and other topics related to the program. The Community Development Coordinator has also drafted and submitted a grant application to New Hampshire Charitable Foundation's Community Projects program that would fund the local match portion of the VOCA grant.
- City Hall Annex: The Community Development Coordinator coordinated the final LCHIP site visit that occurred on August 18<sup>th</sup>. No concerns were presented at this meeting. The Community Development Coordinator also provided a tour for LCHIP and NH Division of Historical Resources officials at the August 22<sup>nd</sup> open house. The Community Development Coordinator is working with the Department of Public Works to draft the final reports and associated documentation required by the LCHIP, CLG, and Moose Plate grants to receive the final grant reimbursements.

- ***Other Information***

- Oakland, CA Participatory CDBG Budgeting: "One Oakland, California, resident wanted the faded crosswalks at the corner of 57th Street and Martin Luther King Jr. Way repainted. Another suggested the city put up signs documenting Oakland's history, including the birth of the Black Panthers. Someone requested a database about housing discrimination. Others asked for job training. Others still requested homeless shelters or mobile bathrooms for the homeless, senior centers, childcare centers for working mothers, or streetlight repairs. After weeks of generating such ideas, 1,200 Oakland residents in two city council districts voted for their top priorities in the first-ever participatory budgeting process applied to federal community development block grant (CDBG) money." (<https://nextcity.org/daily/entry/oakland-participatory-budgeting-residents-decide-spend-cdbg>)
- Politico Article on the Federal CDBG Program: "Community development block grants rely on outdated, 1970s formulas that have increasingly shuttled dollars to wealthy places like Newton,

Mass., while other locales in need, such as Compton, Calif., go wanting. The formulas used by HUD to apportion community development block grants are based on four variables and were established in the 1970s. Of these, communities whose funding is based largely on the amount of housing in the area built before 1940 or a lag in population growth compared to the rest of the country tend to receive more money per person than communities that claim grants primarily based on their impoverished population or overcrowding.”

<http://www.politico.com/interactives/2017/hud-community-development-block-grants-cant-be-killed-or-fixed>

- **Report Attachments**

- FY 2016-2017 CAPER – Draft
- Notes from HUD lead grant debriefing
- JOB Loan Program Report – FY 2016-2017 Q4
- Workforce Housing Charrette – Application Information and Materials



**Planning & Development Department**  
City Hall - Second Floor, 31 Wakefield Street  
Rochester, New Hampshire 03867-1917  
(603) 335-1338 - Fax (603) 335-7585  
Web Site: [www.rochesternh.net](http://www.rochesternh.net)



**AGENDA**

**ARTS AND CULTURE COMMISSION**

Arts Awards Agenda

August 14, 2017

5:30 pm

**Arts and Culture  
Commission**

Matt Wyatt (Chair)

Elaine Lauterborn

Michael Provost

Amy Regan

Katie Hogan O'Connor, Poet  
Laureate

Liz Tokins-Agea

Beth Wittenberg

- I. **Chair Matt Wyatt, Welcome**
- II. **Mayor Caroline McCarley, Proclamation**
- III. **Rochester Poet Laureate, Katie Hogan O'Conner**
- IV. **Granite State Choral Society**
- V. **Recognition, Michael Provost, Key to the City**
- VI. **Arts Awards Honorees:**
  - Molly Meulenbroek, *restoration of the City Hall Annex*
  - James Chase, *Best Visual Artist*
  - Joanne Piazzi, *Storytelling at Riverstones*
  - Lauren Colanto, *Arts Partner*
  - Scott Severance/Rochester Opera House, *"12 Angry Jurors"*
  - Farmers Market
  - Rochester Radar
  - Home School Theatre Guild, *"The Jungle Book"*
  - Rochester Chamber, *Annual Christmas Parade*
  - Frisbie Memorial Hospital, *new Art Gallery*
- VII. **Keynote Speaker, Director of State & Local Government Affairs Jay Dick, Americans for the Arts**



**GREATER  
ROCHESTER**  
CHAMBER OF COMMERCE



**OAK POINT**  
ASSOCIATES

architecture  
engineering  
planning



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**Business After Hours - Annex Opening  
Ribbon Cutting Celebration**  
Tuesday, August 22<sup>nd</sup> 2017  
31 Wakefield Street, The Courtyard



*Agenda*

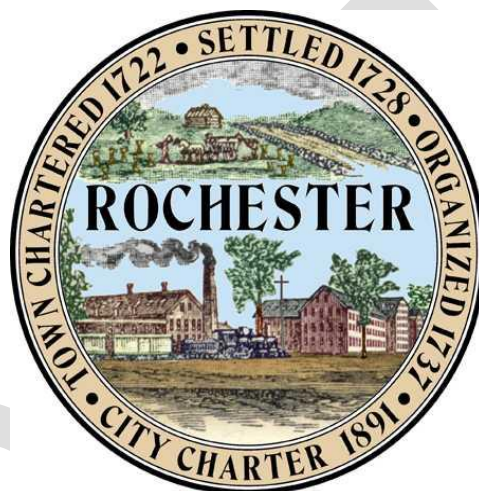
- |         |  |
|---------|--|
| 5:30 PM | Networking & Refreshments  |
| 6:00 PM | Building Tour  |
| 6:15 PM | Chamber Chairman of the Board Matt Beaulieu<br>Welcome and Introductions |
| 6:15 PM | Deputy City Manager Blaine Cox, Welcome                                  |
| 6:20 PM | Historic District Commission Chair, Molly Meulenbroek                    |
| 6:25 PM | Oak Point Associate Architect, Kenneth Weston                            |
| 6:30 PM | Building Tour  |
| 6:50 PM | Chamber Announcements, Drawings & 50/50 Raffle                           |
| 7:00 PM | Event Concludes  |



**City of Rochester, NH**  
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Rochester, New Hampshire 03867-1917  
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Web Site: [www.rochesternh.net](http://www.rochesternh.net)  
Economic Development: [www.RochesterEDC.com](http://www.RochesterEDC.com)

**Community Development  
Block Grant Program**

**Consolidated Annual Performance and Evaluation Report (CAPER)**



**City of Rochester, New Hampshire  
July 1, 2016—June 30, 2017**

Prepared for the US Department of Housing and Urban Development

**September 12, 2017**

*Prepared by:  
Community Development Division  
The City of Rochester  
31 Wakefield St.  
Rochester, NH 03867  
(603) 335-7522*

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DRAFT

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This FY 2016-2017 Consolidated Annual Performance Evaluation Report (CAPER) summarizes the accomplishments and financial expenditures of Year 2 of the FY 2015-2020 Consolidated Action Plan (FY 2016-2017 Annual Action Plan) of the City of Rochester. The City of Rochester develops the Five-Year Consolidated Plan, annual Action Plan, and annual CAPER to provide a strategy for investment of federal Community Development Block Grant (CDBG) funds and review of program achievements, as required by the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan is a living document designed to identify the needs of the community, especially the low- to moderate-income residents of the City. The Consolidated Plan is the result of an eighteen-month collaborative process that includes extensive public outreach, multiple public hearings, and consultation with community agencies, neighborhood groups, and other relevant organizations. The Annual Action Plan is developed each fiscal year to describe the projects that have been funded for that year as they relate to the five-year Consolidated Plan program goals.

The Consolidated Plan under which this year's CAPER falls started July 1, 2015 and will end June 30, 2020, comprising five Annual Action Plan (or program years). Programs and activities described in this report were intended to primarily benefit low- and moderate-income residents of the City of Rochester, neighborhoods with high concentrations of low- and moderate-income residents, and the City as a whole. The Community Development Block Grant award for the City of Rochester for FY 2016-2017 was \$ \$241,052.00.

All Annual Action Plans must address the needs of the community, with primary benefits addressing the needs of low- to moderate-income persons (defined as those with household incomes below 80% of the area median income). For FY 2016-2017, the median income for the Portsmouth-Rochester Metropolitan Fair Market Rent Area was \$83,400. In addition, Consolidated Plans and Annual Action Plans must address the three national objectives set forth by HUD: (1) to provide decent housing, (2) to provide a suitable living environment, or (3) to expand economic opportunities.

All CDBG activities undertaken during FY 2016-2017 advanced one or more of these three national HUD objectives. Public service activities (non-construction funding for social service agencies) included funding for the region's three homeless shelters, rental assistance for low-income families, and educational programs for low-income residents. Most of these activities were aimed at providing a suitable living environment or to provide decent and affordable housing for low- and moderate-income residents.

Economic development activities included a loan to a Rochester business through the CDBG-funded Job Opportunity Benefit (JOB) revolving loan fund, which promotes the retention and creation of jobs for low- and moderate-income residents. There is a second loan

to a second Rochester business that has been approved by the JOB Loan Committee but has not yet been finalized.

Housing rehabilitation funding supported the Community Action Partnership for Strafford County's weatherization assistance program, which weatherizes the homes of low-income residents. This activity is aimed at providing decent, affordable housing.

Public facilities funding supported a façade and codes improvement program for downtown commercial buildings; the installation of a new elevator lift at the main offices of Community Partners, which provides behavioral health and supportive services to residents with mental illnesses and development disabilities; the installation of a new exterior handicap ramp and HVAC system at Tri-City Co-op, which is a peer-to-peer mental health services agency; and extensive renovations to turn a former single-family home into an in-patient facility serving homeless pregnant women with substance use disorders. The project installing a new elevator lift at Spaulding High School, originally planned for FY 2015-2016, was completed in early FY 2016-2017. A planned project to install a new back-up generator at the Homeless Center for Strafford County's main building, planned for FY 2016-2017, has been slightly delayed and is scheduled to be completed in early FY 2017-2018. Most facilities projects served exclusively low- and moderate-income clients, either through direct income tracking or presumed low-income statuses (such as homeless persons or persons with severe disabilities). The downtown facades and codes improvement program addressed downtown slum and blight conditions; also, the downtown is comprised of census tracts that are largely low- and moderate-income. These projects were aimed at providing a suitable living environment.

This past fiscal year also saw a number of new community development initiatives undertaken by the City of Rochester's Community Development Coordinator, as well as renewal of previous community development initiatives. These include facilitation of potential partnership meetings between the Rochester Housing Authority and regional housing-focused non-profit organizations, continued coordination with the Rochester Housing Authority to submit a joint Assessment of Fair Housing, attendance of the statewide New Hampshire Conference on Homelessness, and partnership with the Workforce Housing Coalition of the Greater Seacoast to create a monthly housing discussion group.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

As in previous years, CDBG priorities favored public services and facilities projects serving homeless residents, rental assistance and housing rehabilitation to preserve affordable housing stock, and activities and projects located in low- to moderate-income city census tracts, as these are the areas of continued greatest need. FY 2016-2017 funding reflected these priorities.



In most categories of funding, goals were met or exceeded, such as “Affordable Housing for Homeless Persons,” “Increase Access to Quality Facilities and Services,” and “Retention of Affordable Housing Stock.” In addition, “Increasing the Supply of Supportive Housing,” under which the Hope on Haven Hill renovation project fell, also met the FY 2015-2020 Consolidated Plan goal of “Reducing Substance Abuse (Especially Heroin)” as it funding the opening of an in-patient facility serving homeless pregnant women with substance use disorders. Overall, significant and substantial progress was made across all funding categories to provide decent housing, to provide a suitable living environment, and to expand economic opportunities for residents of the City of Rochester.

In three categories, there are under 100% goal performance numbers reported, but in two of these cases there are reasons for the low numbers that are unrelated to actual poor performance. For the “facade treatment/business building rehabilitation” indicator under “Improving the Safety/Livability of Neighborhoods” goal, there was a goal of one building set. Currently, this funding category is funding façade renovations on the downtown Performing Arts Center building. This project has been slightly delayed due to the necessity of consultations with the Rochester Historic District Commission, but it is anticipated to be completed in early FY 2017-2018. When it is complete, 100% of the set goal will be achieved.

For the “Public Services Concerned with Employment” goal, the employment assistance agency MY-TURN set a goal of serving 40 new and existing clients, but for FY 2016-2017 only new clients were reported. The actual goal for this category should have been 270 clients served, rather than 290, resulting in an 81% achievement rate. Also, the other agency funded under this category, the Dover Adult Learning Center, fell somewhat short of its goals, serving 202 of its proposed 250 clients. During end of year subrecipient site monitoring, the City of Rochester’s Community Development Coordinator provided counseling to the Dover Adult Learning Center on goal-setting and performance.

For the third category in which performance fell below 100%, “Increas[ing] Access to Affordable and Quality Housing,” the SHARE Fund’s rental assistance program served 51 of its proposed 60 clients. This shortfall was discussed during end of year subrecipient site monitoring, and the SHARE Fund reported that it has seen an increase in applicants from clients who are not qualified for the rental assistance program (*e.g.*, requests for motels versus security deposits on permanent rental residences). The SHARE Fund works on action plans with such clients so they can become qualified and receive rental assistance.

Lastly, in FY 2016-2017, the Community Action Partnership of Strafford County's weatherization assistance program formally concluded its corrective action plan that was initiated in FY 2015-2016 due to the program's difficulties in spending grant funds in a timely fashion. The program exhibited no such issues during FY 2016-2017 and spent all of its allocated grant funds and exceeded its performance goals for the fiscal year.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing for Homeless Persons	Affordable Housing Homeless	CDBG: \$35,657.80	Homeless Person Overnight Shelter	Persons Assisted	126	240	190.48%	120	122	101.67%
Improving the Safety/Livability of Neighborhoods	Non-Housing Community Development	CDBG: \$4,421.61	Facade treatment/business building rehabilitation	Business	0	0	N/A	1	0	0.00%
Increase Access to Affordable and Quality Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$5,000.00	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	60	87	145.00%	60	51	85%
Increase Access to Quality Facilities and Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$48,420.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1371	N/A	1286	1559	121.23%

Increase Access to Quality Facilities and Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$1,500.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	N/A	57	76	133.33%
Increasing the Supply of Supportive Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$102,456.00	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	8	100.00%	16	16	100.00%
Public Services Concerned with Employment	Non-Housing Community Development Economic Development	CDBG: \$10,000.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	270	241	89.26%	290	220	75.86%
Retention of Affordable Housing Stock	Affordable Housing	CDBG: \$46,103.14	Homeowner Housing Rehabilitated	Household Housing Unit	50	73	146.00%	20	21	105.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

As in previous years, CDBG priorities favored public services and facilities projects serving homeless residents, rental assistance and housing rehabilitation to preserve affordable housing stock, and activities and projects located in low- to moderate-income city census tracts, as these are the areas of continued greatest need. FY 2016-2017 funding reflected these priorities. Over half of all available

public service funding went to direct services for homeless residents, another \$16,300 was allocated to facility improvements for the Homeless Center for Strafford County, and \$102,456 funded renovations necessary to open the Hope on Haven Hill facility for pregnant homeless women with substance use disorders. This represents well over \$100,000 committed to serving homeless residents and nearly half of the entire allocated CDBG grant funds for FY 2016-2017.

For maintaining affordable housing for low-moderate income residents, \$5,000 was spent by the SHARE Fund to provide rental assistance, as the rental market remains a large provider of affordable housing for Rochester residents, and \$46,103.14 was spent by the Community Action Partnership of Strafford County to provide weatherization for homes owned by low-moderate income residents. For most residents, this greatly reduces energy costs for the home, thereby keeping the home affordable for the owner.

The façade and code improvements project, facilitated by Rochester Main Street, took place in the downtown district which encompasses census tracts classified by HUD as >51% low-moderate income. The downtown area also has high percentages (over 25%) of vacant and deteriorated commercial buildings, leading to slum and blight conditions that the façade and code improvements activity was aimed at addressing.

Other priorities, aligned with the needs identified in the FY 2015-2020 Consolidated Plan and FY 2015-2016 Annual Action Plan, focused on providing for the basic needs of Rochester residents and addressing the continuing opioid addiction crisis in the region. Such activities included maintaining accessibility for residents with severe disabilities through replacing the old elevator at Community Partners and bringing the exterior handicap ramp at Tri-City Co-op into code compliance; High School Equivalency Testing assistance offered through the Dover Adult Learning Center, which provides for a basic level of education for low-moderate income residents; and renovations of the building used to open Hope on Haven Hill, an in-patient and out-patient facility serving pregnant homeless women with substance use disorders.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	1,476
Black or African American	149
Asian	83
American Indian or American Native	3
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>1,711</b>
Hispanic	35
Not Hispanic	1,676

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

During FY 2017-2018, approximately 86% of the residents of the City of Rochester served were white, and approximately 14% of the residents served were of non-white races and/or ethnicities (predominantly Black or African-American and Asian). According to U.S. Census data, the City of Rochester is 95.4% white, 0.8% Black or African-American, 0.3% American Indian or Alaska Native, 1.2% Asian, 0.1% Native Hawaiian or other Pacific Islander, 1.8% Hispanic, and 1.7% two or more races. There have not been disproportionate services provided to white residents over residents belonging to racial/ethnic minorities.

Please note that there may be slight discrepancies in the numbers provided, as several multi-racial categories were included in the demographic questionnaires provided to recipients of CDBG-funded public services. Many residents identified as belonging to two races/ethnicities or as “Other/Multiracial.”

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	355,441.44	328,601.34
General Fund	General Fund	125,000	148,559.59
Other	Other	389,125	389,125

Table 3 - Resources Made Available

### Narrative

In the adopted FY 2016-2017 Action Plan, \$277,583.53 in CDBG grant funds, which includes the \$241,052 grant allocation for FY 2016-2017 as well as prior year unexpended CDBG funds, were made available to the City of Rochester. In subsequent minor plan amendments, an additional \$21,103.14 in prior year unexpended funds was allocated to the Community Action Partnership of Strafford County weatherization program, an additional \$28,000 to the Hope on Haven Hill renovation project, an additional \$3,080 for the Tri-City Co-op HVAC and handicap ramp project, an additional \$300 for the Homeless Center for Strafford County back-up generator project, and an additional \$25,374.77 for the Job Opportunity Benefit Loan Program revolving loan fund. This resulted in a total allocation of CDBG funds for FY 2016-2017 of \$355,441.44. (The adopted FY 2016-2017 Annual Action Plan and its minor amendments are available on the City of Rochester's website at <https://www.rochesternh.net/community-development-division/pages/action-plans>.)

During this same time period, \$4,069,809.33 was also made available in leveraged funds provided by the public service agencies that received CDBG funding. The source of these leveraged funds is various and includes non-CDBG federal grants, state grants, municipal-level funding, and private donations received by the public service agency CDBG subrecipients.

During FY 2016-2017, \$280,390.94 was expended on programs and activities, and \$48,210.40 was spent on planning and administration of the CDBG program, for a total expenditure of \$328,601.34 for FY 2016-2017.

In the annual grant application developed by Community Development staff, CDBG applicants must state both the amount and the percentage of leveraged funds relative to the CDBG funds being requested. The percentage and amount of leveraged funds available are taken into account when grant applications are analyzed and funding decisions made.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Rochester Low-Moderate Income Census Tracts	60	38	HUD-determined census tracts of 51% or greater low-moderate income residents

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

In FY 2016-2017, \$124,084.40 was spent on activities in  $\geq 51\%$  low-moderate income census tracts, and \$204,516.94 was spent on activities in  $\leq 51\%$  low-moderate income census tracts. All activities in non-low-moderate income census tracts, however, were based on served clients' actual low-income or presumed low-income status (e.g., persons who are homeless or have severe disabilities).

These activities were operational expenses at the three regional homeless shelters, the Homeless Center for Strafford County, My Friend's Place, and Cross Roads House; the extensive renovations at the Hope on Haven Hill facility, which serves homeless pregnant women with substance use disorders; the new elevator at the Community Partners offices, which serves clients with mental illnesses and development disabilities; and the Community Action Partnership of Strafford County's weatherization program, which provides weatherization and related housing rehabilitation services for low-income homeowners. The actual allocation differs from the anticipated allocation as, after the FY 2016-2017 Action Plan was adopted, significant additional funds were allocated to the Community Action Partnership of Strafford County's weatherization program and Hope on Haven Hill renovation project in minor plan amendments.

All of these activities, although occurring in census tracts that are not majority low- to moderate income, serve some of the most vulnerable and neediest of Rochester's residents—persons who are homeless, people with substance use disorders, and people with mental illnesses and/or development disabilities.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

During FY 2016-2017, \$4,069,809.33 was also made available in leveraged funds provided by the public service agencies that received CDBG funding. The source of these leveraged funds is various and includes non-CDBG federal grants, state grants, municipal-level funding, and private donations received by the public service agency CDBG subrecipients. The Community Action Partnership of Strafford County's weatherization assistance program, for example, receives leveraged funds through regional utility companies and the state Department of Energy. The United Way of the Greater Seacoast also provides significant funding for multiple public service agencies that receive Rochester CDBG funds, especially the three regional homeless services providers.

In the annual grant application developed by Community Development staff, CDBG applicants must state both the amount and the percentage of leveraged funds relative to the CDBG funds being requested. The percentage and amount of leveraged funds available are taken into account when grant applications are analyzed and funding decisions made.

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## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	124	122
Number of non-homeless households to be provided affordable housing units	25	17
Number of special-needs households to be provided affordable housing units	8	16
<b>Total</b>	<b>157</b>	<b>155</b>

**Table 5- Number of Households**

	One-Year Goal	Actual
Number of households supported through rental assistance	15	17
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	20	21
Number of households supported through the acquisition of existing units	0	0
<b>Total</b>	<b>35</b>	<b>38</b>

**Table 6 – Number of Households Supported**

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

Overall, performance for FY 2016-2017 was close to the anticipated outcomes. The goal for rental assistance and housing rehabilitation was exceeded, while the goal for homeless households felt very slightly under the set goal.

Since the Seacoast region has transitioned to a Coordinated Entry system for managing intakes into the regional homeless services system, the three individual homeless shelters that receive Rochester CBDG funding (Homeless Center for Strafford County, My Friend's Place, and Cross Roads House) have found it challenging to accurately estimate how many clients will be served within the any given year since all homeless clients are now funneled through the same organizational point of contact. It is also difficult sometimes to establish what the most accurate residency for a homeless individual or family might be, as many of these individuals and families are frequently moving between various cities and towns in the Seacoast region. Thus, while a shelter may be serving the same or greater number of clients overall, the specific percentage of Rochester residents may decline.

**Discuss how these outcomes will impact future annual action plans.**

Over the last few years, Cross Roads House has exceeded its estimates, while the Homeless Center for Strafford County has fallen short of its estimates. In FY 2016-2017, My Friend’s Place substantially exceeded its estimates. During FY 2016-2017 subrecipient site monitoring, the Community Development Coordinator provided continued counseling and suggestions on how to better reconcile projected goals with actual performance. Prior to the FY 2017-2018 CDBG grant application period, the Community Development Coordinator will consult with all three homeless shelters to discuss current client trends and to provide directives on how to accurately estimate projected goals for FY 2018-2019.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	231	0
Low-income	36	0
Moderate-income	6	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

The majority (84.3%) of Rochester residents assisted with CDBG funds during FY 2016-2017 was extremely low income, and an overwhelming majority was low income/extremely low income (97.4%) and low-moderate income (99.6%). In addition to the numbers in Table 13, there was one non-low-moderate income resident assisted with CDBG funds by the Dover Adult Learning Center.

For CDBG purposes, “extremely low income” is defined as 30% of the area median income, “low income” is defined as 50% of the area median income, and “moderate income” is defined as 80% of the area median income. For FY 2016-2017, the area median income for the Portsmouth-Rochester Metropolitan Fair Market Rent Area was \$83,400.

There is not a situation in which moderate-income residents are being assisted at disproportionate levels compared to low-income residents. The opposite is the case, with most residents served by CDBG-funded activities falling into the extremely low income category, followed by low income and moderate income. This reflects the City of Rochester’s prioritization of providing basic needs and ensuring services are available for its most vulnerable residents.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Activities to address homelessness in FY 2016-2017 included public service agency grants to the three regional homeless shelters that provide services to Rochester residents (the Homeless Center for Strafford County, My Friend's Place, and Cross Roads House), rental assistance for families who are threatened by homelessness via funding the SHARE Fund's rental assistance program, public facilities funding to install a back-up generator at the Homeless Center for Strafford County, and participation by Community Development staff in multiple events and coalitions addressing homelessness issues. The Community Development Coordinator attended most Balance of State Continuum of Care meetings, continued participation on the steering committee of the Greater Seacoast Coalition to End Homelessness, and engaged in extensive consultations with homeless services and allied providers.

In addition, in early 2017, the Community Development Coordinator partnered with the Workforce Housing Coalition of the Greater Seacoast to begin a monthly discussion group focused on addressing housing needs in the City of Rochester. While not exclusively focused on homeless, it is widely agreed that the current housing situation in the region, which has high rental rates and extremely low vacancy rates of rental housing, has been contributing significantly to the homelessness issue in the region.

The region's three homeless shelters, along with Coordinated Entry staff housed within the Community Action Partnership of Strafford County, provide individual assessment for each homeless person or family, or each person or family at risk for homelessness. Based on these assessments, the person or family is placed with a homeless shelter that best fits their needs, referred to an organization that can provide rental assistance, or provided other relevant referrals. The continued implementation of the Coordinated Entry system for the entire Seacoast region has formalized this intake process and ensured that the provided resources are a good match for the individual's particular situation and needs.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

During FY 2016-2017, CDBG public service agency operating grants were awarded to the three regional homeless shelters that provide services to Rochester residents. Over half of the available public service agency operating grant funds awarded for FY 2016-2017 went to the three regional homeless shelters, in fact. All three shelters provide emergency shelter and supportive services to residents, including financial counseling, educational and vocational training, child care, and health clinics. Two of the three shelters have transitional housing units available. Cross Roads House, the regional homeless shelter with the largest capacity, also runs a Housing First program.

In addition, public facilities grants were awarded to the Homeless Center for Strafford County to fund a back-up generator for its main shelter and to Hope on Haven Hill to renovate a building to be used as an in-patient facility for homeless pregnant women with substance use disorders. This represented approximately 70% of all public facilities funding for FY 2016-2017.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

During FY 2016-2017, CDBG funds supported a rental assistance programs for families who are threatened by homelessness, via a public service grant to the SHARE Fund, and housing rehabilitation for low-income homeowners via funding for the Community Action Partnership of Strafford County's weatherization assistance program. Without this assistance, it is likely that these Rochester residents would have been placed at risk of losing their current housing and becoming homeless.

FY 2016-2017 CDBG funding also supported Tri-City Co-op, which provides peer-to-peer mental health support services, and Community Partners, which serves residents with mental illnesses and developmental disabilities, through public facilities grants. All of these services help support stable housing situations and increased quality of life.

Perhaps most importantly, over \$100,000 in funds helped allow Hope on Haven Hill to open an eight-bed in-patient facility for homeless pregnant women with substance use disorders. Many of these women come to Hope on Haven Hill after being released from hospitals or from correctional programs and have nowhere else to live and receive treatment. Most if not all would be homeless without this facility, and the lengthy waiting list for beds is a testament to the great need for Hope on Haven Hill's services.

In addition, the Community Development Coordinator has been active in multiple coalitions and groups through FY 2016-2017, including the Greater Seacoast Coalition to End Homelessness and the monthly Rochester housing discussion group. The Greater Seacoast Coalition to End Homelessness has continued its Community Care Teams initiative, which particularly supports residents who are chronically homeless and/or have a mental illness and/or substance use disorder, and is exploring housing development possibilities. In early 2017, the Community Development Coordinator partnered with the Workforce Housing Coalition of the Greater Seacoast to begin a monthly discussion group focused on addressing housing needs in the City of Rochester, including the needs of the city's homeless populations and the need for affordable housing.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that**

**individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

During FY 2016-2017, CDBG public services grants were awarded to the three regional homeless shelters that provide services to Rochester residents. Two of the three shelters have transitional housing units available, and all three shelters provide supportive services to residents, including financial counseling, educational and vocational training, child care, and health clinics. Cross Roads House also has implemented a Housing First initiative and hired a housing stability case manager to assist former shelter residents in maintaining housing once they have left the shelter.

In addition, CDBG funding has supported Tri-City Co-op, which provides peer-to-peer mental health support services, and Community Partners, which serves residents with mental illnesses and developmental disabilities, through public facilities grants. While these services are not homeless-specific, there is considerable overlap between these served populations and homeless populations in Rochester, and all of these services help support the transition to permanent housing and independent living.

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## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The most recent Five Year Plan prepared by the Rochester Housing Authority (RHA) reports its goals and objectives as including reduction of public housing vacancies, increase in affordable housing units, the creation of workforce housing, and the promotion of economic opportunities and an increase in affordable healthcare access to low-income families.

During FY 2016-2017, CDBG funding supported a rental assistance programs for low-income families, via a public service grant to the SHARE Fund, and housing rehabilitation for low-income homeowners via funding for the Community Action Partnership of Strafford County's weatherization assistance program. A Job Opportunity Benefit loan was also awarded to a local business with an anticipated three new jobs to be created for low-income Rochester residents.

Addressing affordable and workforce housing creation, in early 2017, the Community Development Coordinator partnered with the Workforce Housing Coalition of the Greater Seacoast to begin a monthly discussion group focused on addressing housing needs in the City of Rochester, including the needs of the city's homeless populations and the need for affordable housing. The Rochester Housing Authority has actively participated in these meetings.

In addition, Rochester Community Development staff has arranged to have all CDBG project bids posted at RHA housing units to encourage the hiring of public housing residents for CDBG-funded projects.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

The Rochester Housing Authority maintains a Resident Advisory Board, including representatives from each of the RHA's housing locations, that meets to review the RHA annual and five year plans. The Resident Advisory Board also provides input on general RHA operations. During the FY 2016-2017 Annual Action Plan citizen participation plan and the Assessment of Fair Housing citizen participation process, the City of Rochester's Community Development staff partnered with RHA and the Cooperative Alliance for Seacoast Transportation to host an outreach and feedback meeting specifically for RHA residents regarding transportation issues.

The Community Development Coordinator also forwards programs and funding opportunity regarding affordable homeownership to RHA staff as such information becomes available.

### **Actions taken to provide assistance to troubled PHAs**

N/A. The Rochester Housing Authority is not designated as a troubled agency by HUD.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The City of Rochester's Community Development staff has assisted the Planning Department in applying for two grants addressing these issues. The Certified Local Government grant, which was awarded and has been accepted by the City, will be funding consultant work to create design guidelines for the historic district that will help streamline the process to receive approval to renovate buildings within the historic district. The historic district and downtown district largely overlap, and it is hoped that streamlining the historic review process will assist downtown property owners in either marketing properties for sale or reducing the costs for necessary renovations. Many of the downtown buildings would be suitable for redevelopment into rental housing.

The New Hampshire Municipal Technical Assistance Grant, which was awarded and is in the process of being accepted by the City, will be funding consultant work to review and revise downtown land use regulations to increase allowed density for buildings in the downtown region. There is considerable vacant space in the upper stories of many downtown buildings, which would be ideal for redevelopment into residential housing units, but the City's current low density limits for the downtown have prevented this redevelopment.

In addition, the Community Development Division coordinated with the Planning Department to create webpage on the City website discussing the federal Low-Income Housing Tax Credits program and providing contact information for New Hampshire housing developers. This page is available at <https://www.rochesternh.net/planning-development/pages/low-income-housing-tax-credits>.

Community Development staff has also continued to carefully monitor proposed City ordinances and legal actions that might impact affordable housing, including extensive consultation with the City's Legal Department, Welfare Office, and City Manager's Office regarding litigation involving a facility zoned as a campground but used as a permanent residence by many low-income Rochester residents.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

Some of the top underserved needs within the City of Rochester are supportive services and housing for residents with mental illnesses and substance abuse issues. During the FY 2016-2017 and FY 2017-2018 Annual Action Plan research and consultation process, the need for more services for those with mental illnesses and substance use disorders came up time and time again.

The main obstacles to serving these underserved needs are lack of funding and lack of organizational capacity. These obstacles have been addressed through a variety of means. CDBG

public facilities funding was awarded in FY 2015-2016 to the Tri-City Consumers' Action Co-Operative, a public service agency that provides non-medical peer-to-peer support services to residents of the City with mental illnesses. The Community Development Coordinator also has been active in the Greater Seacoast Coalition to End Homelessness, which has continued facilitation regional Community Care Teams, which support residents who are chronically homeless, many of whom have mental illness and/or substance use disorders.

Over \$100,000 in FY 2016-2017 CDBG funds helped allow Hope on Haven Hill to open an eight-bed in-patient facility for homeless pregnant women with substance use disorders. Many of these women come to Hope on Haven Hill after being released from hospitals or from correctional programs and have nowhere else to live and receive treatment. Most if not all would be homeless without this facility, and the lengthy waiting list for beds is a testament to the great need for Hope on Haven Hill's services.

Also, throughout FY 2016-2017, the City of Rochester continued its fiscal agent responsibilities for Bridging the Gaps: The Rochester Community Coalition for Alcohol and Drug Prevention. Bridging the Gaps receives federal funding through the Substance Abuse and Mental Health Services Administration to enact community-level change and reduction in substance abuse by the City's youth population. Community Development staff is involved in the fiscal management of the federal grant, identification of future and concurrent funding opportunities, and in coalition planning and programming.

#### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The Community Action Partnership for Strafford County's weatherization assistance program, which expended \$46,103.14 in CDBG funding during FY 2016-2017, provides weatherization assistance to low-income residents of the City of Rochester. This includes updating heaters and boilers, replacing inadequate insulation, and other related rehabilitation activities. While performing this rehabilitation work, the weatherization assistance program also provides lead evaluation, containment, and/or abatement services when circumstances, such as the age of the home in question, indicate the need for such. In FY 2016-2017, a total of 13 housing units received housing rehabilitation assistance, including two units constructed prior to 1978.

In addition, the City of Rochester applied for a HUD lead hazard control grant in March 2017 but unfortunately did not receive an award. However, the New Hampshire Housing Finance Authority received an award for statewide lead abatement work and specifically named the City of Rochester as a partner for this grant.

#### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The City of Rochester engages in a multi-faceted approach to reducing poverty among city residents. One prong of this approach is the provision of direct services aimed at addressing basic and immediate needs of our most vulnerable, lowest-income residents. This includes emergency housing assistance, in the forms of funding for the region's homeless shelters and for the SHARE Fund's rental assistance program. Another prong involves investment in activities and programs that will help prevent poverty and/or address poverty over a longer period of time. This includes



funding for educational and vocational services, such as MY-TURN and the Dover Adult Learning Center's High School Equivalency Testing program, and funding for the mental health services provided by the Tri-City Co-op and Community Partners.

A third prong involves investing funds to create and broaden economic opportunities within the City of Rochester. The City maintains a revolving loan fund, the Job Opportunity Benefit (JOB) loan program, to provide funding to local businesses that commit to retaining at-risk jobs or creating new jobs specifically for low- to moderate-income residents. One JOB loan was entered into during FY 2016-2017, with an anticipated three jobs to be created for low- and moderate-income residents.

**Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City of Rochester is a public entity that engages in municipal activities such as the planning and financing of economic development projects, code enforcement, planning and zoning review, financial relief assistance, and community development. Community Development staff regularly coordinates with various city departments, such as the Planning Department and Department of Public Works, and with a multitude of public service agencies, including agencies that receive CDBG funding subgrants and agencies that do not. This coordination has enabled the time- and cost-efficient provision of supportive services, housing rehabilitation, and public facilities improvements for low- and moderate-income Rochester residents. This coordination also identifies specific program and activity needs within the City, as well as other funding sources for City projects that may not qualify under CDBG.

The Community Development Coordinator participates also in the Balance of State Continuum of Care as a representation of the City of Rochester, as a steering committee member of the Greater Seacoast Coalition to End Homelessness, and as co-facilitator for a monthly Rochester housing discussion group along with the Workforce Housing Coalition of the Greater Seacoast. The involvement of Community Development staff in these organizations and coalitions provides for the development and strengthening of cross-agency relationships and projects.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

Community Development staff have engaged in a broad range of outreach and networking activities, including regularly forwarding relevant HUD, New Hampshire Bureau of Homeless and Housing Services, New Hampshire Housing Finance Authority, and other housing- and homelessness-related training opportunities to public service agency and local government contacts who might be interested. The Community Development Coordinator also participates as a member of the Balance of State Continuum of Care, a steering committee member of the Greater Seacoast Coalition to End Homelessness, and a co-facilitator for a monthly Rochester housing discussion group. Both the Greater Seacoast Coalition to End Homelessness and monthly housing discussion group are comprised of mixes of local government staff, PHA staff, local housing developers, regional business leaders, and public service agency staff, including housing, health care, education, and mental health services staff.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

During FY 2016-2017, the Community Development Coordinator has worked with the Rochester Housing Authority to continue the consultation process for the joint Assessment of Fair Housing, which has involved discussions with City staff, municipal staff from neighboring jurisdictions, mental health agencies, civil rights organizations, local housing services providers, and residents of all six City wards.

In addition, the Community Development Coordinator has attended relevant trainings of fair housing-related topics, such as a March 2017 training on the Violence Against Women Act and fair housing, held in Bedford, New Hampshire. The Community Development Coordinator has also shared information on fair housing issues, such as HUD bulletins and training information, with its CDBG subrecipients as well as other public service agency contacts.

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## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

During the FY 2016-2017 and FY 2017-2018 subrecipient CDBG grant application processes, the City of Rochester required information as to the applicant organization's experience with federal grant requirements, prior CDBG funding history, and ability to comply with federal and local regulations. Applications from previously-funded organizations were analyzed for prior compliance and demonstrated ability to carry out program activities as promised. The applicants certified that they would comply with the City of Rochester's anti-displacement and relocation policy and that they would not award any subcontracts, commit any funds, or begin any construction prior to a HUD Release of Funds.

The City of Rochester continues to collect both quarterly and annual reports from its subrecipients. These reports include racial/ethnic, sex, income, and other demographical information of clients served, as well as expense details. In cases where the quarterly reports indicated that performance goals likely would not be met, Community Development staff reached out to the subrecipients to discuss the shortfalls, any challenges the organization was facing, and ways to improve performance. During FY 2016-2017, the Community Action Partnership of Strafford County's corrective action plan was formally and successfully completed due to continued improved performance.

In June 2016, Community Development staff performed annual site monitoring visits to the offices of all FY 2016-2017 CDBG grant subrecipients. During each visit, Community Development staff interviewed key agency personnel, reviewed program and financial documents, and discussed performance successes and challenges. While in a few cases minor performance difficulties were identified, which have been discussed previously in this CAPER, there were no formal findings from any of the site monitoring visits. Overall, the FY 2016-2017 CDBG grant subrecipients were found to be in compliance with HUD regulations and CDBG objectives and to be meeting or exceeding established program performance goals.

Community Development staff also performed environmental reviews for all CDBG-funded projects and Davis-Bacon Act wage rate compliance monitoring for all CDBG-funded construction projects. For environmental reviews, this included field site visits to each project site and consultations with the New Hampshire Division of Historical Resources for projects not already covered under the Programmatic Agreement between the City of Rochester and the Division of Historical Resources. Community Development staff also discussed environmental review procedures with all FY 2016-2017 CDBG subrecipients prior to the beginning of the fiscal year to ensure that all subrecipients understood that work on the projects could not begin until the completion of the environmental review.

For Davis-Bacon Act compliance, this included site visits to the construction project sites and interviews with project workers. During FY 2016-2017, Community Development staff

performed a site visit and laborer interviews for the Community Partners new elevator project, the Hope on Haven Hill renovations project, the Tri-City Co-op HVAC and handicap ramp project, and the Rochester Main Street building façade and code improvements program. The Community Action Partnership of Strafford County's weatherization assistance program is exempt from Davis-Bacon Act requirements, as work occurs on single-family and duplex homes, and the Homeless Center for Strafford County's generator project has not yet started. Full Davis-Bacon Act compliance has been documented for all FY 2016-2017 construction projects that have been completed.

In addition, Community Development staff has maintained regular contact with the City's HUD representative and has maintained active membership on all relevant HUD email list-servs. Relevant updates and notices from HUD have been forwarded to CDBG subrecipients.

**Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The final draft of the Consolidated Annual Performance and Evaluation Report (CAPER) is made available to the public through a variety of means. Hard copies of the report are provided for public viewing at City Hall, the Rochester Public Library, and the Office of Economic and Community Development. Electronic copies of the report are provided for public viewing and download on the City of Rochester's Community Development Division webpage. Notice of the public comment opportunity is posted in a local newspaper of general circulation, as well as at City Hall, the Rochester Public Library, and the Rochester Community Center. Notice is provided via electronic means, as well, including on the Community Development Division webpage.

Non-finalized drafts of the CAPER will be posted to the City of Rochester's Community Development webpage, as well.

Notice will be posted no later than 30 days prior to the submission of the CAPER to HUD. All public comments received by the City of Rochester will be forwarded to HUD after the public comment period has ended.

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

There have not been any changes in the City of Rochester's program objectives during FY 2016-2017. The City of Rochester would, and has, changed its activities as a result of its experiences in implementing CDBG programs and activities, however. For example, in FY 2015-2016, the City of Rochester has discontinued CDBG funding to the New Hampshire Small Business Development Center due to ongoing performance issues and after counseling and other attempts to improve performance were unsuccessful.

There have been three minor plan amendments, however, which allocated prior year unexpended CDBG funds on previously approved activities. An additional \$21,103.14 in prior year unexpended funds was allocated to the Community Action Partnership of Strafford County weatherization program, an additional \$28,000 to the Hope on Haven Hill renovation project, an additional \$3,080 for the Tri-City Co-op HVAC and handicap ramp project, an additional \$300 for the Homeless Center for Strafford County back-up generator project, and an additional \$25,374.77 for the Job Opportunity Benefit Loan Program revolving loan fund. The adopted FY 2016-2017 Annual Action Plan and its minor amendments are available on the City of Rochester's website at <https://www.rochesternh.net/community-development-division/pages/action-plans>.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

The City of Rochester does not have any open Brownfields Economic Development Initiative grants.

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

N/A. The City of Rochester is not a BEDI grantee.

**Summary of Job Loan Principal Balances**

As of June 30, 2017

Recipient Name	Loan Amount	Original Interest %	Original Term Months	Original Loan Date	Final Payment MO/YR	Pmts Up To Date ?	FY16 FYE Principal		FY17 Principal Collected	FY17 Jun-17 Principal Bal	FY17 Payment Amount	Notes
							Date	Balance				
<b>Active Job Loans</b>												
Distinctive Forest Creations	\$30,000	5.06%	60	Nov-05	04/12/12	Yes	06/30/2016	\$14,958.91	\$1,200.00	\$13,758.91	\$100.00	no interest paid since June 2014
Blue Oasis	\$50,000	2.44%	120	Apr-10	05/12/20	Yes	06/30/2016	\$21,046.02	\$5,184.09	\$15,861.93	\$469.99	
Country Tire & Service Center	\$40,000	2.44%	84	Aug-11	07/12/18	Yes	06/30/2016	\$12,625.73	\$5,980.52	\$6,645.21	\$518.50	
Thompson Tool Company	\$70,000	2.44%	84	Oct-12	09/12/19	Yes	06/30/2016	\$33,987.42	\$10,172.41	\$23,815.01	\$907.37	
P1T2	\$50,000	2.81%	84	Feb-17	03/12/24	Yes			\$672.41	\$49,327.59	\$340.80	Payments begin April-17
Publick House	\$10,000	2.44%	60	Mar-14	02/12/17	Yes	06/30/2016	\$3,626.96	\$3,626.96	\$0.00	\$0.00	PAID IN FULL 2/17/17
Rochester Eye Care	\$60,000	2.62%	240	Feb-16	03/12/36	Yes	06/30/2016	\$59,427.37	\$2,328.36	\$57,099.01	\$321.46	Payments begin April-16
Seacoast Gymnastics	\$30,000	2.63%	84	Mar-16	09/15/23	Yes	06/30/2016	\$30,000.00	\$2,957.30	\$27,042.70	\$391.35	Payments begin Oct-16
<b>Totals</b>								<b>\$175,672.41</b>	<b>\$32,122.05</b>	<b>\$193,550.36</b>	<b>\$3,049.47</b>	
<b>Grand Total</b>								<b>\$175,672.41</b>	<b>\$32,122.05</b>	<b>\$193,550.36</b>		

**June 30, 2017 Cash-Balance**

**\$141,205.66** Citizens Bank Balance including INT on Account  
 -\$18.50 MUNIS INT on account due to IDIS      CHECK #167059 issued 7/20/17 charged to 6/30/17

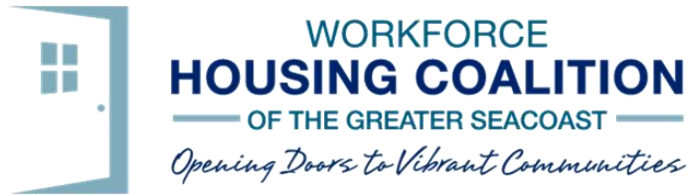
Available to Lend      **\$141,187.16**  
 CDBG Grant Funds Reallocated      **\$25,374.77** Must use Program Income prior to CDBG Entitlement Funds per IDIS, Amy Yuhasz  
**Grand Total Available to Lend**      **\$166,561.93**

**Principal Activity**

AR Principal Bal FYE 16      \$175,672.41  
 AR Principal Bal FYE 17      \$193,550.36  
**Net AR Principal Change FY 17**      **\$17,877.95**

Principal Collected FY17      \$32,122.05  
 Principal Write Off FY17      \$0.00  
 New Job Loan-Principal FY17      (\$50,000.00) P1T2  
**Net Change**      **-\$17,877.95**

**Variance**      **0.00**



## Charrette Application

Dear Seacoast Community: Thank you for your interest in hosting a Workforce Housing Coalition Charrette.

As an overview, please know that the charrettes occur in October of each year. The exercise is slated for three days with the first day being used for a site-walk, and Community Listening Session, the second day is to organize and reflect on the comments members of the community made at the Listening Session, and the third day is the working session with a collection of dedicated professional volunteer participants who will draft architectural concepts based on the site as well as comments of expressed interest from members of the community. The architectural renderings and feasibility tests will be revealed to members of the community as the last element of the last day, known as the Community Reveal.

In order for this program to accomplish its highest potential, it is important that there is a positive and supportive mutually beneficial relationship partnership between the WHC, and the hosting community. Both parties play a critical role for the ultimate success of this program, and working together in cooperation will ensure the greatest success and best end result.

The following is an overview of what you need to know about hosting this program. Your application will be submitted to an objective review panel for consideration of your request. Please contact me with any questions or concerns. I can be reached at: [rcomstock@whc.org](mailto:rcomstock@whc.org) or 603-496-5841. More information about the WHC can be found at: [www.seacoastwhc.org](http://www.seacoastwhc.org).

Thank you, again, for your interest.

Sincerely,

*Robin*

Robin A. Comstock  
Executive Director  
The Workforce Housing Coalition of the Seacoast

**Contact Information**

- 1) Contact person \_\_\_\_\_
- 2) Title \_\_\_\_\_
- 3) Address \_\_\_\_\_
- 4) Phone \_\_\_\_\_ email \_\_\_\_\_

**Proposed Location**

- 5) Community name \_\_\_\_\_
- 6) Site location for consideration \_\_\_\_\_
- 7) Site description \_\_\_\_\_

**Background**

- 8) Do you have a committee supporting this interest? \_\_\_\_\_
- 7) If so, what is its name? \_\_\_\_\_
- 8) If so, does your committee have a report, recommendations or other related interests, analysis or conclusions in writing? \_\_\_\_\_
- 9) Have you engaged your community in applicable master plan or other community development process and exercise? \_\_\_\_\_



### **Present**

10) Why are you interested in hosting a charrette now?

11) What are the current opportunities?

12) What are the current challenges?

13) What are the Charrette outcomes you hope for?

### **Logistics**

14) Are you able to provide “hands-on” support to the WHC and its staff and volunteers?

15) Will you have a lead volunteer or staff person as the dedicated WHC liaison?

16) Do you have preexisting positive relations with potential professional participants like local architects, engineers, developers, investors, bankers and more?

17) Will you be able to provide necessary maps, scans, and other relevant support material?

18) Describe your relationship with the property owner/s?

19) Do you have and will you provide the abutter contact information?

20) Will you have access to potential sponsors?

21) Will you have access and support from potential in-kind supporters for food and supplies?

22) Are you able to market and promote the program to the community?

23) Do you have a community TV station?

24) Are you able to provide support to the press and media?

25) Will you partner and provide support for comprehensive community conversations?

26) Do you have a facility ( room) to hold a large community event?

27) Is there anything else you want us to know about you and your site of interest?

28) Signature \_\_\_\_\_ Date \_\_\_\_\_

Please attach and /or provide any other relevant information that may be unique to your community needs and interests that you want us to know about you or your site. Your application can be emailed or mailed directly to:

Robin Comstock, Executive Director,

The Workforce Housing Coalition of the Seacoast of New Hampshire and Maine

The McConnell Center, Suite 302A  
61 Locust Street  
Dover, New Hampshire  
03820  
603 - 842- 5682  
[rcomstock@seacoastwhc.org](mailto:rcomstock@seacoastwhc.org)  
[www.seacoastwhc.org](http://www.seacoastwhc.org)

**Phone call with HUD re: lead grant  
17 August 2017**

- Overall score – 102 total points available (100 regular points + 2 bonus points for which the City was not eligible) – 64.375 total points received
- Majority of points lost in Rating Factor 3 (soundness of approach) – 28.75 points (out of 46) –
  - Weaknesses
    - Application did not describe methods and measures for blood lead testing
    - Application did not provide state occupancy protection plan
    - children with elevated blood levels should be top priority
    - Application did not list potential impediments or delays
    - Application did not sequence lead hazard control work
    - Application did not clearly address procedure and cost (and who would pay for failed clearances)
    - Application did not state a clear plan for blood lead testing and key personnel responsible
    - Application did not clearly state marketing plan – needed to list specific partners and events
    - Application did not include letters of support from all partners
  - Strengths
    - Application provided listed costs
    - Application provided HIPAA procedures
    - Application listed community collaborations, such as with CAP and RCC
    - Application listed intake processes and follow-up testing
- Rating Factor 4 – budget
  - Budget narrative did not mirror 424-cbw (budget form)
  - Reviewers found it hard to follow narrative and compare back to 424
  - Budget narrative needs to explicitly demonstrate that the project won't exceed 10% admin costs
  - Travel budget needs to explicitly include mandatory trainings (3 trainings throughout the life of the grant, 2 key personnel per training)
  - Budget narrative needs to clearly state how project is going to recapture funds if necessary
  - Budget did not include costs for relocation expenses
- Rating Factor 1 – capacity of the applicant and relevant organizational experience
  - Most points lost related to key personnel - what will key personnel be responsible for in detail, who will be monitoring subgrantees and different grant aspects,
  - Application did not list outcomes from partnerships with CAP or CDBG program
  - Application did not define frequency of subgrantee/partner monitoring

- Application did not provide job descriptions for Project Manager or Project Director
- Application did not provide resume for Ann Arsenault – applications should include resumes if the position isn't vacant
- Application did not provide plan to ensure person is hired within first 60 days or transition plans for change in personnel
- Rating Factor 2 – need/extent of the problem
  - Application did pretty good job
  - Application received 15.5 points out of total 20 in this factor
- Miscellaneous – Most first time applications are not funded but many do get funded subsequently – Rochester was encouraged to apply again

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left blank...*

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City Clerk's Office

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# FINANCE COMMITTEE

## Agenda Item

**Agenda Item Name:** Monthly Financial Statements Summary – as of August 31, 2017.

For the full detail report, click here: [August 2017 Financial Detail Report](#)

### Revenues Summary – General Fund, Enterprise Funds

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
11031 CITY CLERK REVENUE	\$ 105,320.00	\$ 21,448.95	\$ 83,871.05	20.4
11051 ASSESSORS REVENUES	\$ -	\$ 54.00	\$ (54.00)	100.0
11061 BUSINESS OFFICE REVENUE	\$ 55,000.00	\$ 30,531.40	\$ 24,468.60	55.5
11062 BUSINESS OFFICE REVENUE	\$ 1,000.00	\$ -	\$ 1,000.00	0.0
11071 TAX COLLECTOR REVENUE	\$ 30,204,907.00	\$ 13,774,998.47	\$ 16,429,908.53	45.6
11081 GENERAL OVERHEAD REVENUE	\$ 4,413,904.00	\$ 727,300.18	\$ 3,686,603.82	16.5
11082 GENERAL OVERHEAD REVENUE	\$ 1,441,166.00	\$ -	\$ 1,441,166.00	0.0
11091 PUBLIC BLDGS REVENUE	\$ -	\$ 269.25	\$ (269.25)	100.0
11101 PLANNING	\$ 16,250.00	\$ 2,170.10	\$ 14,079.90	13.4
11201 REV LEGAL OFFICE	\$ 50,000.00	\$ 8,333.34	\$ 41,666.66	16.7
12011 POLICE CITY REVENUE	\$ 287,139.00	\$ 18,305.25	\$ 268,833.75	6.4
12021 FIRE CITY REVENUE	\$ 17,350.00	\$ 1,045.18	\$ 16,304.82	6.0
12022 FIRE STATE REVENUE	\$ 13,500.00	\$ -	\$ 13,500.00	0.0
12031 DISPATCH CENTER	\$ 60,290.00	\$ 60,289.44	\$ 0.56	100.0
12041 CODE ENFORCEMENT REVENUE	\$ 393,110.00	\$ 97,011.74	\$ 296,098.26	24.7
13011 PUBLIC WORKS REVENUE	\$ 41,250.00	\$ 6,686.25	\$ 34,563.75	16.2
13012 STATE HIGHWAY SUBSIDY	\$ 530,930.00	\$ 188,143.64	\$ 342,786.36	35.4
14011 WELFARE REVENUE	\$ 6,500.00	\$ -	\$ 6,500.00	0.0
14021 RECREATION REVENUE	\$ 128,000.00	\$ 72,889.16	\$ 55,110.84	56.9
14031 LIBRARY REVENUE	\$ 16,290.00	\$ 2,184.70	\$ 14,105.30	13.4
<b>1000 GENERAL FUND</b>	<b>\$ 37,781,906.00</b>	<b>\$ 15,011,661.05</b>	<b>\$ 22,770,244.95</b>	<b>39.7</b>
<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
5001 WATER ENTERPRISE FUND	\$ 6,177,568.00	\$ 795,503.64	\$ 5,295,718.81	12.9
5002 SEWER ENTERPRISE FUND	\$ 7,810,913.00	\$ 1,881,469.54	\$ 5,784,605.04	24.1
5003 ARENA ENTERPRISE FUND	\$ 601,492.00	\$ 118,155.26	\$ 464,980.64	19.6

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

**Expenditures – General Fund, Enterprise Funds**

<b>ACCOUNT DESCRIPTION</b>	<b>REVISED BUDGET</b>	<b>YTD EXPENDED</b>	<b>ENCUMBRANCES</b>	<b>AVAILABLE BUDGET</b>	<b>% USED</b>
11000051 CITY MANAGER	\$ 443,619.00	\$ 55,064.05	\$ 57,454.67	\$ 331,100.28	25.40
11012351 ECONOMIC DEVELOPMENT	\$ 438,569.00	\$ 74,876.94	\$ 55,536.51	\$ 308,155.55	29.70
11020050 MUNICIPAL INFORMATION	\$ 605,662.00	\$ 78,292.72	\$ 18,409.97	\$ 508,959.31	16.00
11030051 CITY CLERK	\$ 298,925.00	\$ 46,289.24	\$ 32,605.42	\$ 220,030.34	26.40
11040050 ELECTIONS	\$ 32,519.00	\$ 5.56	\$ 2,544.60	\$ 29,968.84	7.80
11050070 ASSESSORS	\$ 443,600.00	\$ 63,677.32	\$ 43,925.29	\$ 335,997.39	24.30
11060051 BUSINESS OFFICE	\$ 526,898.00	\$ 99,197.91	\$ 3,043.94	\$ 424,656.15	19.40
11063151 HUMAN RESOURCES	\$ 163,882.00	\$ 20,727.46	\$ 2,985.22	\$ 140,169.32	14.50
11070070 TAX COLLECTOR	\$ 349,555.00	\$ 60,653.11	\$ 3,491.01	\$ 285,410.88	18.40
11080050 GENERAL OVERHEAD	\$ 701,518.00	\$ 168,189.45	\$ 27,237.00	\$ 506,091.55	27.90
11090050 PB CITY WIDE 50	\$ 642,421.00	\$ 90,751.09	\$ 13,727.81	\$ 537,942.10	16.30
11090051 PB CITY HALL 51	\$ 52,781.00	\$ 4,625.73	\$ 10,340.68	\$ 37,814.59	28.40
11090052 PB OPERA HOUSE 52	\$ 40,724.00	\$ 6,101.17	\$ 5,471.56	\$ 29,151.27	28.40
11090054 PB CENTRAL FIRE 54	\$ 10,717.00	\$ 1,269.64	\$ 4,899.32	\$ 4,548.04	57.60
11090055 PB GONIC FIRE 55	\$ 10,213.00	\$ 1,479.68	\$ 4,909.05	\$ 3,824.27	62.60
11090056 PB LIBRARY 56	\$ 19,303.00	\$ 5,330.95	\$ 11,232.86	\$ 2,739.19	85.80
11090057 PB DPW GARAGE 57	\$ 11,973.00	\$ 2,154.75	\$ 6,844.26	\$ 2,973.99	75.20
11090059 PB ER FIRE STATION 59	\$ 750.00	\$ 23.29	\$ -	\$ 726.71	3.10
11090061 PB HISTORICAL MUSEUM	\$ 1,600.00	\$ -	\$ 840.00	\$ 760.00	52.50
11090063 PB HANSON POOL 63	\$ 5,005.00	\$ 598.42	\$ 231.05	\$ 4,175.53	16.60
11090064 PB GONIC POOL 64	\$ 7,380.00	\$ 359.21	\$ 115.51	\$ 6,905.28	6.40
11090065 PB EAST ROCHESTER POO	\$ 2,650.00	\$ 299.20	\$ 115.51	\$ 2,235.29	15.60
11090068 PB GROUNDS 68	\$ 7,460.00	\$ 1,129.26	\$ 200.00	\$ 6,130.74	17.80
11090069 PB DOWNTOWN 69	\$ 17,000.00	\$ 2,668.47	\$ 2,501.00	\$ 11,830.53	30.40
11090070 PB REVENUE BUILDING 7	\$ 21,847.00	\$ 2,643.08	\$ 5,557.28	\$ 13,646.64	37.50
11090071 PB PLAYGROUNDS 71	\$ 1,590.00	\$ -	\$ -	\$ 1,590.00	0.00
11090075 PB NEW POLICE STATION	\$ 22,267.00	\$ 3,101.80	\$ 10,399.62	\$ 8,765.58	60.60
11090077 PB OLD POLICE STATION	\$ 36,119.00	\$ 1,400.35	\$ 4,494.07	\$ 30,224.58	16.30
11102051 PLANNING	\$ 382,398.00	\$ 53,827.76	\$ 6,496.00	\$ 322,074.24	15.80
11200051 LEGAL OFFICE	\$ 576,345.00	\$ 70,905.60	\$ 10,433.21	\$ 495,006.19	14.10
12010053 PD ADMINISTRATIVE SER	\$ 1,902,607.00	\$ 248,103.58	\$ 33,141.97	\$ 1,621,361.45	14.80
12012453 PD PATROL SERVICES	\$ 4,758,186.00	\$ 645,352.03	\$ -	\$ 4,112,833.97	13.60
12012553 PD SUPPORT SERVICES	\$ 415,523.00	\$ 56,885.57	\$ -	\$ 358,637.43	13.70
12020054 FIRE DEPARTMENT	\$ 4,398,331.00	\$ 608,599.66	\$ 54,976.32	\$ 3,734,755.02	15.10
12020055 FIRE DEPT 55 GONIC SU	\$ 28,556.00	\$ 1,023.77	\$ -	\$ 27,532.23	3.60
12020754 CALL FIRE	\$ 31,082.00	\$ -	\$ -	\$ 31,082.00	0.00
12030153 DISPATCH CENTER	\$ 752,814.00	\$ 120,841.74	\$ 6,238.91	\$ 625,733.35	16.90
12040051 CODE ENFORCEMENT	\$ 579,216.00	\$ 98,326.35	\$ 2,512.98	\$ 478,376.67	17.40
12050050 AMBULANCE	\$ 57,945.00	\$ -	\$ -	\$ 57,945.00	0.00
13010057 PUBLIC WORKS	\$ 2,083,684.00	\$ 302,661.51	\$ 504,344.39	\$ 1,276,678.10	38.70
13010957 WINTER MAINTENANCE	\$ 476,806.00	\$ -	\$ -	\$ 476,806.00	0.00
13020050 CITY LIGHTS	\$ 239,000.00	\$ 26,045.01	\$ 1,022.97	\$ 211,932.02	11.30
14010051 WELFARE	\$ 467,177.00	\$ 59,380.67	\$ 12,980.14	\$ 394,816.19	15.50
14022072 RECREATION ADMINISTRA	\$ 608,545.00	\$ 83,335.57	\$ 5,830.50	\$ 519,378.93	14.70
14022150 RECREATION PLAYGROUND	\$ 86,181.00	\$ 69,733.08	\$ 457.67	\$ 15,990.25	81.40
14022250 RECREATION POOLS	\$ 81,536.00	\$ 54,023.06	\$ 324.98	\$ 27,187.96	66.70
14030056 LIBRARY	\$ 1,203,985.00	\$ 195,822.75	\$ 35,677.73	\$ 972,484.52	19.20
15000051 COUNTY TAX	\$ 6,308,218.00	\$ -	\$ -	\$ 6,308,218.00	0.00
17010051 TRANSFERS/PAYMENTS DE	\$ 4,090,020.00	\$ 1,303,006.02	\$ -	\$ 2,787,013.98	31.90
17030050 OVERLAY	\$ 92,256.00	\$ 9,811.37	\$ -	\$ 82,444.63	10.60
17040051 TRANSFER TO CIP & OTH	\$ 3,244,948.00	\$ 502,000.00	\$ -	\$ 2,742,948.00	15.50
<b>1000 GENERAL FUND</b>	<b>\$ 37,781,906.00</b>	<b>\$ 5,300,594.95</b>	<b>\$ 1,003,550.98</b>	<b>\$ 31,477,760.07</b>	<b>16.70</b>
<b>ACCOUNT DESCRIPTION</b>	<b>REVISED BUDGET</b>	<b>YTD EXPENDED</b>	<b>ENCUMBRANCES</b>	<b>AVAILABLE BUDGET</b>	<b>% USED</b>
5001 WATER ENTERPRISE FUND	6,177,568	795,503.64	86,345.55	5,295,719	14.30
5002 SEWER ENTERPRISE FUND	7,810,913	1,881,469.54	144,838.42	5,784,605	25.90
5003 ARENA ENTERPRISE FUND	601,492	118,155.26	18,356.10	464,981	22.70





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

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

## **PLANNING & DEVELOPMENT DEPARTMENT**

### **MONTHLY REPORT FOR AUGUST 2017**

The Planning Board, Conservation Commission, Historic District Commission (HDC), and the Arts & Culture Commission all held meetings in the month of August. The HDC did not have any regular business on their agenda but met to discuss Commission business. The Arts & Culture Commission did not hold a regular meeting but held the Rochester Arts Awards ceremony and the honorees are listed below. The Commission also presented Michael Provost, the retiring Main Street Director, with a key to the City, had a poetry reading from Rochester's Poet Laureate, Katie Hogan O'Conner, and were also entertained by the Granite State Choral Society. The ceremony was very well attended. The discussions/agenda items from the regular meetings of the Planning Board and Conservation Commission are summarized below as well as the meetings of the HDC and Arts & Culture Commission. It was another busy month for all of our volunteers. The Planning Board also held a workshop meeting in August. The Board presented certificates of appreciation to Rick Healy and Bob Jaffin for the service to the Planning Board. Both members recently resigned from the Board. In addition, the Board approved an amended Site Plan Review Application for the McDonald's Corporation, discussed some proposed Zoning Amendments being put forward by the REDC, and discussed Surety and Inspections.

The month of August was a busy month for the Planning & Development Department. In addition to the meetings listed within this report, the Planning Staff attended variety of other meetings throughout the month. These include, but are not limited to the Strafford Metropolitan Planning Organization's Technical Advisory Committee, the City's Technical Review Group, various site visits for Planning Board approval follow-up and pre-construction meetings, a meeting for Wings & Wheels, a Wayfinding Committee follow-up meeting, Rochester Rotary, Life Safety Committee meeting, the Self Directed IT team meeting, the NH Listens Riverwalk forum, a meeting with the Rochester Housing Authority, a minor site plan review for a home occupation 2, Pictometry training, Business After Hours at the Annex (well attended), and various meetings with consultants, developers, citizens, and other City staff. The Planning & Development Department also held a department staff meeting in July. The Planning Board agenda for September will be a very busy one with both new applications and continued applications. The Board is also planning to hold a Workshop meeting. We also spent a good amount of time preparing for our move to the Annex, which happened on August 29, 2017. We were able to purge a large amount of unnecessary files, old equipment, binders, etc. that has accumulated over the years. We did this all throughout the month of August in preparation for our move. We were extremely happy to move to the new offices at the end of August and welcome anyone that has not seen the new offices to stop by and say hello.

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**APPLICATIONS REVIEWED BY THE PLANNING BOARD**

**Makris R.E. Development, LLC, Chesley Hill Road & Donald Street** (by Beals Associates) 51-Lot subdivision. Case# 137 – 9&10 – R1 – 17 **CONTINUED TO 9/11/2017**

**Makris R.E. Development, LLC, Chesley Hill Road & Donald Street** (by Beals Associates) Lot line revision. Case# 137 – 9&10 – R1 – 17 **CONTINUED TO 9/11/2017**

**Real Estate Advisors Inc., 24 Jeremiah Lane** (by Berry Surveying & Engineering) 53-Lot subdivision for single and duplex housing. Case # 223 – 21 – A – 16 **CONTINUED TO 9/11/2017**

**Harold & Dorothy Caler & Real Estate Advisors Inc., 151 Franklin Street & 24 Jeremiah Lane** (by Berry Surveying & Engineering) Lot line revision. Case # 111&223 – 83&21 – R1 – 16 **APPROVED**

**Lois Erickson & Real Estate Advisors Inc., 603 Portland Street & 24 Jeremiah Lane** (by Berry Surveying & Engineering) Lot line revision. Case# 223 – 18&21 – R1/A – 17 **APPROVED**

**Edward Duclus, 54 Allen Street** Amendment to allow an indoor skateboard facility. Case # 117 – 2-11 – I – 17 **APPROVED**

**John & Cheryl Huckins, 60 Huckins Lane** 2-Lot subdivision. Case# 261 – 3-1 – A – 17 **APPROVED**

**McDonald's USA, LLC, 291 North Main Street** (by Bohler Engineering) Site plan for proposed side-by-side drive-thru, upgrades to the building façade, and changes to parking. Case# 115 – 42 – HC – 17 **APPROVED**

**Farmington Associates, LLC, 60 Farmington Road** (by Tighe & Bond) Amendment to reduce the footprint of proposed structures, wetland impacts, and increase infiltration of stormwater. Case# 216 – 8,9,10 – GRD – 17 **APPROVED**

**APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION****Conservation Overlay District:**

a) 20 Industrial Way, Map-Lot 230-19, LAARS Warehouse Construction After-the-fact Wetland Buffer Impact.

The Commission reviewed and voted to approve this requested wetland buffer impact.

**Dredge and Fill Application/Wetland Permit Application:**

a) 24 Jeremiah Lane, Map-Lot 223-21, Real Estate Advisors Inc., 53-Lot conservation subdivision proposal involving onsite and offsite wetland impacts. .

The Commission reviewed and voted to not object to this NH DES wetland impact application.

b) Chestnut Hill Rd, SUR site, proposed culvert changes

The Commission reviewed and voted to not object to this NH DES wetland impact application.

**Minutes:** Meeting Minutes of July 26, 2017 were reviewed.

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

a) The Commission discussed Waste Management's proposed Isinglass River Park modifications.

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

### APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION

The Historic District Commission met on August 9, 2017 to discuss the members statement of interest, Historic District best practices, draft request for proposal for design guidelines, and the municipal technical assistance program. The Historic District Commission was invited to the Arts and Culture awards and Rochester Chamber after hours ribbon cutting.

### ARTS AND CULTURE COMMISSION ACTIVITIES

The Rochester Arts Awards highlight the outstanding work of Rochester artists and arts groups who have contributed to the city's growing artistic and cultural offerings. It was held on Aug. 14 in the City Hall Annex Courtyard at 31 Wakefield Street. Mayor Caroline McCarley read a proclamation for Rochester Arts week. Poet Laureate Katie Hogan O'Conner read her poetry. The Granite State Choral Society sang at the event. Michael Provost was presented with a key to the city.

This year's Rochester Arts Awards honorees include:

- Molly Meulenbroek for her work to restore the City Hall Annex and the HDC
- James Chase for best Visual Artist
- Joanne Piazzzi for Storytelling at Riverstones
- Lauren Colanto for Arts Partner
- Scott Severance/Rochester Opera House for "12 Angry Jurors"
- Farmers Market
- Rochester Radar
- Home School Theatre Guild for "The Jungle Book"
- Rochester Chamber for the Annual Christmas Parade
- Frisbie Memorial Hospital for the new Art Gallery

There was a guest speaker Keynote Speaker Director of State and Local Government Affairs Jay Dick, discussing the newly released Arts and Economic Prosperity study showed that spending on the arts in Rochester grew by several million dollars in just a few years. In 2014,

arts funding totaled \$7.4 million—up significantly from 2010—and in 2017, that number has jumped to more than \$12 million. The Arts and Economic Prosperity Study is a nationwide analysis of the critical role that arts and culture play in supporting local economies.

Beyond the economic impact, though, lies an even more significant indicator of growth: Attendance at arts-related events rose from 190,000 people in 2010 to 342,000 in 2015.

Special thanks to Matt Wyatt the Chair of the Arts and Culture Commission, Jennifer Murphy Aubin for her work on the event ordering the tent and food, and the Arts and Culture Commission members, along with all the guest of the event.

Respectfully submitted,

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

# Memorandum



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

**From:** Lauren Krans, Recreation & Arena  
**Date:** September 12, 2017  
**Re:** August Department Report

## August Program Counts

Adult Tennis	25
Adult Volleyball	146
Concert on the Common	315
Community Coffee	9
Public Swim at Hanson Pines (Courtesy of Pool Attendants)	702
Senior Art	29
Senior Breakfast/Cookout	50
Senior Dance Lessons	28
Senior Dance Night Out	18
Senior Open Gym	18
Senior Power Hour	118
Senior Walking Tours	1
Senior Yoga Gentle	21
Senior Yoga Chair	20
Summer Camp	180
Summer Youth Volleyball	30
Swim lessons	160
Teen Travel Camp	20
Adult Tennis	25
Adult Volleyball	147
Concert on the Common	297
Community Coffee	9
<b>August Total</b>	<b>2368</b>

## Road for Hope

The annual tradition of St. Anselm's Road for Hope continued this summer. Rochester Recreation & Arena remains one of the 9 nonprofit organizations that are supported through this event. New England Pizza provides free lunches to all 50 Road for Hope walkers. While the walkers enjoy their lunch, Rochester Recreation staff gives an overview about the Lilac City and the wonderful community programs we offer. This year was especially neat, as one of the college students said "Wow I had no idea Rochester had such awesome things going on!" When the time arrives, our staff will be submitting an Agenda Bill to once again get the support of the council to accept this donation which will assist in enriching some of our programming.

## Arts Awards

Our department was recognized at the Rochester Arts Award this month. About a year ago our department started a social media initiative called "Fine Arts Friday". Each Friday, we post a picture of a piece of art work in the Community Center hallway courtesy of the Rochester Museum of Fine Arts to our Facebook page. We "tag" the RFMA in the post, which gives not only the artwork, but the RMFA exposure to our thousands of Facebook followers. We are very proud to be recognized as an Arts Partner!

## Student Intern

Over the summer our department had a student intern from Spaulding High School. This internship was set up through the help of Mr. Kevin Boyle who oversees the GOST Program (Goal Oriented Student Transition) at Spaulding High. Our intern, Raynesha, worked in our office one day a week providing general office support, data entry and equipment management. We were very lucky to have Ray-Ray work with us this summer and we're confident she learned a lot of great work skills from our department!

## Ice Season

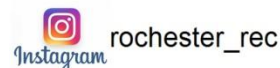
Our arena team was hard at work during the month of August preparing the facility for the busy ice season. Locker rooms were freshened up with new coats of paints and new, fresh rubber matting was placed in high traffic areas. Our Program Coordinator Cindy has been busy preparing for ice advertisements and coordinating with current customers to update dash ads and under ice ads.



Like us on Facebook!



Follow us on Instagram!



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left blank...*

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City Clerk's Office

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# ROCHESTER FIRE DEPARTMENT

MARK KLOSE  
CHIEF OF DEPARTMENT



September 11, 2017

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

## MONTHLY REPORT AUGUST 2017

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

### DEPARTMENT INFORMATION:

During the month of August the Department responded to 220 calls for service. This represents a decrease of 14% from July with 258 runs, as well as a 14% decrease from last August at 256 calls. Of the calls this August, there were 1 building fire requiring a first alarm be transmitted, 1 cooking fire and 1 brush fire.

Crews responded to an additional 30 calls for vehicle accidents in August as well. Additionally there were 81 medical calls, with 18 of those calls being attributed to the opiate crisis. We also responded to 2 calls for mutual aid assistance. The remaining calls included everything from alarm activations, good intent calls, and public service calls, as well as a multitude of various other type calls.

### ADMINISTRATIVE STAFF:

I would like to acknowledge and thank Assistant Chief Dupuis for his role as Interim Fire Chief.

The Rochester Command Staff is now back full staffing of five (5)

Assistant Chief Dupuis has been assigned as the Assistant Chief of Operations and Training. He will be responsible for the day-to-day operations which includes, fire, ems, hazardous material response, specialty rescue along many other areas of assignments as the department moves forward. AC Dupuis will also oversee fire, ems and specialty training along with Deputy Chief of Training, DC Dube.

37 Wakefield Street

Rochester NH, 03867  
7545  
[www.rochfd.org](http://www.rochfd.org)

Tel (603)-335-



# ROCHESTER FIRE DEPARTMENT

MARK KLOSE  
CHIEF OF DEPARTMENT



AC Dupuis has completed his fourth year as an Executive Fire Officer candidate. He will need to complete his 4<sup>th</sup> year project within six months, to be a “graduate” of the National Fire Academy Executive Fire Officer Program (EFO).

Deputy Chief Wilder has been assigned the Deputy responsible for fire prevention and administration. This includes fire prevention, pre-planning, plan review, code enforcement, and fire investigations. This area of the department (prevention) is growing leaps and bound as the city grows.

State of NH, Department of Forest and Lands Forest Ranger Neil Bilodeau, has retired as of last week. Ranger Bilodeau’s response area included the city. No replacement has been assigned to the area. This may have an impact on the issuing of burn permits and or open burning in the foreseeable future.

We continue to have four Rochester firefighters on active military duty. They are all safe and doing well as expected. FF. JB Riley, FF Kevin Banks, FF Ken Hoyt and FF Darryl Jeffers. We thank them for their service to our Country.

## **FIRE PREVENTION:**

The month of August was very busy for Fire Prevention. We oversaw the final inspections of the life safety systems being installed at the newly renovated Annex building as the building has now finally opened its door to the city. We issued 3 Notice to Vacate letter’s to three buildings which were operating as illegal rooming and boarding houses that posed an imminent hazard to the life and safety their occupants. We are currently working with the building owners to create a plan to bring the building into compliance. We also spent a day running a new firefighter candidate assessment center to create a list for potential hires. The evolutions went great and we produced a list of eight qualified prospective employees for the future.

## **DUTY SHIFT:**

### **Fire Department Training and EMS**

#### **Shift Training**

Completed High and Medium Pressure Air Bag Skills.  
Began Drills on rescuing of victim trapped under vehicle  
Completed Critical Incident Stress Management training with outside instructor  
Walk through of new construction at Clarkbrook  
Each shift assisted with new probationary firefighter training

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# ROCHESTER FIRE DEPARTMENT

MARK KLOSE  
CHIEF OF DEPARTMENT



## EMS training

Behavioral Emergencies

Call Force Training - Drilled on alternate hose stretches, operating over a ground ladder and off of the tower ladder, hose bundle pack operations

## Administration

Assisted with administrative duties as needed and assigned

Managed vehicle maintenance

Managed personnel leave and shift coverage

Reviewed resumes and created FF interview list, conducted full FF interviews and assessment test, and created hiring list, all working with C-3 and C-5

Spent one week with new probationary firefighter, completing all required orientation and training

## Emergency Response

Responded to 7 Hilton's Way for a building fire

## **EMERGENCY MANAGEMENT:**

No new Emergency Management Preparedness Grants (EMPG) are available at this time. Continuation of the Shelter Drill with Rochester School District is ongoing. Meeting with NH Emergency Management Field Representative Shawna Morton on September 13, 2017.

Respectfully submitted,

Mark E. Klose, Fire Chief

# CITY OF ROCHESTER



## OPERATING BUDGET FY18

FOR 2018 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>1000 GENERAL FUND</b>							
<b>12021 FIRE CITY REVENUE</b>							
12021 402111 OUTSIDE SERVICES REVE	-15,000	-15,000	.00	.00	.00	-15,000.00	.0%*
12021 402157 00505 TANK REMOVAL	-25	-25	-50.00	-50.00	.00	25.00	200.0%
12021 402157 00506 BLASTING	-25	-25	.00	.00	.00	-25.00	.0%*
12021 402157 00507 INCIDENT REPORT	-25	-25	-5.00	-5.00	.00	-20.00	20.0%
12021 402157 00508 F M REPORT	-25	-25	.00	.00	.00	-25.00	.0%*
12021 402157 00509 PHOTOGRAPHS	-25	-25	.00	.00	.00	-25.00	.0%*
12021 402157 00510 CD PHOTOS	-25	-25	.00	.00	.00	-25.00	.0%*
12021 402157 00511 FIRE ALARM PLAN	-500	-500	-481.00	-281.00	.00	-19.00	96.2%
12021 402157 00512 SPRINKLER PLAN	-1,000	-1,000	-447.00	-268.00	.00	-553.00	44.7%
12021 402157 00513 COMM HFS/CA	-100	-100	.00	.00	.00	-100.00	.0%*
12021 402157 00514 RE-INSPECTION	-50	-50	.00	.00	.00	-50.00	.0%*
12021 402157 00515 FINE	-50	-50	.00	.00	.00	-50.00	.0%*
12021 402157 17578 FIRE PREVENTION	0	0	-10.00	.00	.00	10.00	100.0%
12021 406201 MISCELLANEOUS REVENUE	0	0	-52.18	.00	.00	52.18	100.0%
12021 406205 FIRE DONATIONS	-500	-500	.00	.00	.00	-500.00	.0%*
TOTAL FIRE CITY REVENUE	-17,350	-17,350	-1,045.18	-604.00	.00	-16,304.82	6.0%
TOTAL GENERAL FUND	-17,350	-17,350	-1,045.18	-604.00	.00	-16,304.82	6.0%
TOTAL REVENUES	-17,350	-17,350	-1,045.18	-604.00	.00	-16,304.82	
GRAND TOTAL	-17,350	-17,350	-1,045.18	-604.00	.00	-16,304.82	6.0%

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

# Rochester Fire Department

## Office of Fire Prevention

31-Aug

Building Fire Code Inspections	32
Building Site Consultation	13
Construction Plan Review	14
Fire Drills	2
Fire Investigations	1
Fire Permits Issued	0
Fire Prevention Education and Training	8
Foster Care / Day Care Inspections	3
Outdoor Burning Inspections	0
Permit of Assembly Inspections	4
Tank Removal / Installation Inspections	0
Training Sessions	6
Woodstove / Pelletstove Appliance Inspection	0
<b>Total</b>	<b>83</b>

**Rochester Fire Department**  
Incident Status

<b>Incident</b>	<b>Incident Date</b>	<b>Alarm Time</b>	<b>Incident Type</b>
17-1610-IN <b>1st Action:</b> <b>Location:</b>	08/01/2017	1010	Medical assist, assist EMS crew
	Assistance, other		
17-1611-IN <b>1st Action:</b> <b>Location:</b>	08/01/2017	1636	Alarm system activation, no fire - unintentional
	Restore fire alarm system		
	118 SECRETARIAT WAY SECRETARIAT ESTATES		
17-1612-IN <b>1st Action:</b> <b>Location:</b>	08/01/2017	1052	Motor vehicle accident with no injuries.
	Investigate		
	74 ESTES RD @ 298 WASHINGTON ST		
17-1613-IN <b>1st Action:</b> <b>Location:</b>	08/01/2017	1425	Service Call, other
	Assistance, other		
	30 ROBERTS RD BURKE, THOMAS		
17-1614-IN <b>1st Action:</b> <b>Location:</b>	08/01/2017	1735	Cover assignment, standby, moveup
	Provide manpower		
	82 PARSHLEY LN		
17-1620-IN <b>1st Action:</b> <b>Location:</b>	08/01/2017	0250	Alarm system sounded due to malfunction
	Investigate		
	245 ROCHESTER HILL RD ROCHESTER PEDIATRICS ASSOCIATION		
17-1635-IN <b>1st Action:</b> <b>Location:</b>	08/01/2017	1928	Medical assist, assist EMS crew
	Provide basic life support (BLS)		
17-1615-IN <b>1st Action:</b> <b>Location:</b>	08/02/2017	0753	EMS call, excluding vehicle accident with injury
	Provide basic life support (BLS)		
17-1621-IN <b>1st Action:</b> <b>Location:</b>	08/02/2017	1433	Motor vehicle/pedestrian accident (MV Ped)
	Provide basic life support (BLS)		
	101 NORTH MAIN ST PAPAYA THAI RESTAURANT		
17-1622-IN <b>1st Action:</b> <b>Location:</b>	08/02/2017	1712	Medical assist, assist EMS crew
	Provide manpower		
17-1623-IN <b>1st Action:</b> <b>Location:</b>	08/02/2017	0732	Motor vehicle accident with injuries
	Investigate		
	1 OLD DOVER RD TD BANK NORTH - MERCHANTS PLAZA		
17-1624-IN <b>1st Action:</b> <b>Location:</b>	08/02/2017	0800	Vehicle accident, general cleanup
	Investigate		
	MILTON RD BY DUNKIN DONUTS		
17-1625-IN <b>1st Action:</b> <b>Location:</b>	08/02/2017	0820	Carbon monoxide detector activation, no CO
	Investigate		
	268 CHESLEY HILL RD		
17-1626-IN <b>1st Action:</b> <b>Location:</b>	08/02/2017	2113	Dispatched & canceled en route
	Cancelled en route		
	8 ADAMS AVE DIONNE, LILA		

**Rochester Fire Department**  
Incident Status

<b>Incident</b>	<b>Incident Date</b>	<b>Alarm Time</b>	<b>Incident Type</b>
17-1627-IN <b>1st Action:</b> <b>Location:</b>	08/03/2017	0459	<b>Assist invalid</b>
	Assist physically disabled 18 GEAR RD		
17-1628-IN <b>1st Action:</b> <b>Location:</b>	08/03/2017	0850	<b>Good intent call, other</b>
	Investigate WASHINGTON ST HEADING INTO TOWN		
17-1629-IN <b>1st Action:</b> <b>Location:</b>	08/03/2017	1028	<b>Motor vehicle accident with no injuries.</b>
	Investigate 273 MILTON RD @ 1 SPAULDING AVE		
17-1630-IN <b>1st Action:</b> <b>Location:</b>	08/03/2017	1330	<b>Medical assist, assist EMS crew</b>
	Investigate		
17-1631-IN <b>1st Action:</b> <b>Location:</b>	08/03/2017	1447	<b>Lock-out</b>
	Assistance, other 290 NORTH MAIN ST HANNAFORDBROS #8315		
17-1632-IN <b>1st Action:</b> <b>Location:</b>	08/03/2017	1539	<b>Medical assist, assist EMS crew</b>
	Assistance, other		
17-1633-IN <b>1st Action:</b> <b>Location:</b>	08/03/2017	1850	<b>Medical assist, assist EMS crew</b>
	Refer to proper authority		
17-1634-IN <b>1st Action:</b> <b>Location:</b>	08/03/2017	2122	<b>Medical assist, assist EMS crew</b>
	Assistance, other		
17-1642-IN <b>1st Action:</b> <b>Location:</b>	08/03/2017	0648	<b>Assist invalid</b>
	Provide manpower 30 ROBERTS RD BURKE, THOMAS		
17-1643-IN <b>1st Action:</b> <b>Location:</b>	08/03/2017	0712	<b>Good intent call, other</b>
	Investigate 110 SOUTH MAIN ST PEOPLE'S UNITED BANK		
17-1636-IN <b>1st Action:</b> <b>Location:</b>	08/04/2017	0742	<b>Motor vehicle accident with injuries</b>
	Investigate 393 GONIC RD		
17-1637-IN <b>1st Action:</b> <b>Location:</b>	08/04/2017	1648	<b>Search for person on land</b>
	Search & rescue, other ROCHESTER NECK RD WMNH - RECREATION AREA		
17-1638-IN <b>1st Action:</b> <b>Location:</b>	08/04/2017	1706	<b>Medical assist, assist EMS crew</b>
	Investigate		
17-1639-IN <b>1st Action:</b> <b>Location:</b>	08/04/2017	1759	<b>Good intent call, other</b>
	Investigate 306 NORTH MAIN ST PLANET FITNESS		

**Rochester Fire Department  
Incident Status**

<b>Incident</b>	<b>Incident Date</b>	<b>Alarm Time</b>	<b>Incident Type</b>
17-1640-IN <b>1st Action:</b> <b>Location:</b>	08/04/2017	2118	Medical assist, assist EMS crew
	Assistance, other		
17-1641-IN <b>1st Action:</b> <b>Location:</b>	08/05/2017	0006	Medical assist, assist EMS crew
	Action laken, other		
17-1644-IN <b>1st Action:</b> <b>Location:</b>	08/05/2017	1245	Motor vehicle accident with injuries
	Provide basic life support (BLS)		
	116 FARMINGTON RD WALMART #2330		
17-1645-IN <b>1st Action:</b> <b>Location:</b>	08/05/2017	1135	Dispatched & canceled en route
	Cancelled en route		
	116 FARMINGTON RD WALMART #2330		
17-1646-IN <b>1st Action:</b> <b>Location:</b>	08/05/2017	1616	Dispatched & canceled en route
	Cancelled en route		
	JAMEY DR CLEO CIR		
17-1647-IN <b>1st Action:</b> <b>Location:</b>	08/05/2017	1843	EMS call, excluding vehicle accident with injury
	Provide basic life support (BLS)		
17-1648-IN <b>1st Action:</b> <b>Location:</b>	08/05/2017	1856	Dispatched & canceled en route
	Cancelled en route		
	7 WELLSWEEP CIR		
17-1649-IN <b>1st Action:</b> <b>Location:</b>	08/05/2017	2001	Cover assignment, standby, moveup
	Assistance, other		
	1075 NH-11 STRAFFORD INN		
17-1650-IN <b>1st Action:</b> <b>Location:</b>	08/05/2017	2059	EMS call, excluding vehicle accident with injury
	Provide basic life support (BLS)		
17-1651-IN <b>1st Action:</b> <b>Location:</b>	08/05/2017	2144	Dispatched & canceled en route
	Cancelled en route		
	76 MAPLE ST		
17-1652-IN <b>1st Action:</b> <b>Location:</b>	08/06/2017	0029	Medical assist, assist EMS crew
	Investigate		
17-1653-IN <b>1st Action:</b> <b>Location:</b>	08/06/2017	0835	Medical assist, assist EMS crew
	Assistance, other		
17-1654-IN <b>1st Action:</b> <b>Location:</b>	08/06/2017	1105	CO detector activation due to malfunction
	Investigate		
	12 LANAI DR		
17-1655-IN <b>1st Action:</b> <b>Location:</b>	08/06/2017	1529	Lock-out
	Assistance, other		
	8 DUQUETTE ST		

**Rochester Fire Department  
Incident Status**

<b>Incident</b>	<b>Incident Date</b>	<b>Alarm Time</b>	<b>Incident Type</b>
17-1656-IN <b>1st Action:</b> <b>Location:</b>	08/06/2017	1644	<b>Medical assist, assist EMS crew</b>
	Assistance, other		
17-1657-IN <b>1st Action:</b> <b>Location:</b>	08/06/2017	1654	<b>Medical assist, assist EMS crew</b>
	Provide manpower		
17-1676-IN <b>1st Action:</b> <b>Location:</b>	08/06/2017	0156	<b>Alarm system activation, no fire - unintentional</b>
	Investigate 34 PUNCH BROOK WAY BROOKSIDE PLACE		
17-1658-IN <b>1st Action:</b> <b>Location:</b>	08/07/2017	0132	<b>Motor vehicle accident with no injuries.</b>
	Assistance, other NORTH MAIN ST JUST PASSED GEORGE AND EDS		
17-1659-IN <b>1st Action:</b> <b>Location:</b>	08/07/2017	0022	<b>Medical assist, assist EMS crew</b>
	Provide manpower		
17-1660-IN <b>1st Action:</b> <b>Location:</b>	08/07/2017	1344	<b>Alarm system activation, no fire - unintentional</b>
	Investigate 1 KNIGHT ST CUMBERLAND FARMS		
17-1661-IN <b>1st Action:</b> <b>Location:</b>	08/07/2017	1412	<b>Medical assist, assist EMS crew</b>
	Investigate		
17-1662-IN <b>1st Action:</b> <b>Location:</b>	08/07/2017	1521	<b>Medical assist, assist EMS crew</b>
	Provide manpower		
17-1663-IN <b>1st Action:</b> <b>Location:</b>	08/07/2017	1717	<b>Vehicle accident, general cleanup</b>
	Investigate 36 MILTON RD @ 11 JARVIS AVE		
17-1664-IN <b>1st Action:</b> <b>Location:</b>	08/07/2017	1756	<b>Good intent call, other</b>
	Investigate 8 COVE CT BOTTOM FLOOR		
17-1665-IN <b>1st Action:</b> <b>Location:</b>	08/07/2017	2127	<b>Lock-out</b>
	Forcible entry 17 DAFFODIL HILL LN		
17-1666-IN <b>1st Action:</b> <b>Location:</b>	08/08/2017	0849	<b>CO detector activation due to malfunction</b>
	Investigate 12 LANAI DR		
17-1667-IN <b>1st Action:</b> <b>Location:</b>	08/08/2017	1046	<b>Good intent call, other</b>
	Investigate 130 WASHINGTON ST SHELL STATION		
17-1668-IN <b>1st Action:</b> <b>Location:</b>	08/08/2017	1406	<b>Motor vehicle accident with no injuries.</b>
	Assistance, other 136 MILTON RD @ 2 CROSS RD		

**Rochester Fire Department**  
Incident Status

<b>Incident</b>	<b>Incident Date</b>	<b>Alarm Time</b>	<b>Incident Type</b>
17-1669-IN <b>1st Action:</b> <b>Location:</b>	08/08/2017	2020	Service Call, other
	Assistance, other		
	HANCOCK ST	NAPPA	
17-1670-IN <b>1st Action:</b> <b>Location:</b>	08/09/2017	0211	Medical assist, assist EMS crew
	Assistance, other		
17-1671-IN <b>1st Action:</b> <b>Location:</b>	08/09/2017	0504	Lock-out
	Assistance, other		
	24 MAPLE ST	[RP]	
17-1672-IN <b>1st Action:</b> <b>Location:</b>	08/09/2017	1111	Motor vehicle accident with injuries
	Assistance, other		
	86 SOUTH MAIN ST	EDGERLY FUNERAL HOME	
17-1673-IN <b>1st Action:</b> <b>Location:</b>	08/09/2017	1513	Motor vehicle accident with injuries
	Assistance, other		
	319 ROCHESTER HILL RD	@ 61 QUAIL DR	
17-1674-IN <b>1st Action:</b> <b>Location:</b>	08/09/2017	2009	Medical assist, assist EMS crew
	Standby		
17-1675-IN <b>1st Action:</b> <b>Location:</b>	08/09/2017	2358	Medical assist, assist EMS crew
	Assistance. other		
17-1677-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	1148	False alarm or false call, other
	Investigate		
	465 PICKERING RD		
17-1678-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	0755	Medical assist, assist EMS crew
	Provide manpower		
17-1679-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	0825	EMS call, excluding vehicle accident with injury
	Provide basic life support (BLS)		
17-1680-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	1038	Public service
	Investigate		
	8 FIRST ST		
17-1681-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	1115	Medical assist, assist EMS crew
	Provide basic life support (BLS)		
17-1682-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	1500	Motor vehicle accident with no injuries.
	Investigate		
	HUNTER CT		
17-1683-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	1705	Medical assist, assist EMS crew
	Investigate		



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<b>Incident</b>	<b>Incident Date</b>	<b>Alarm Time</b>	<b>Incident Type</b>
17-1684-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	1955	<b>Medical assist, assist EMS crew</b>
	Assistance, other		
17-1685-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	2116	<b>Dispatched &amp; canceled en route</b>
	Cancelled en route		
	67 WINTER ST @ 26 SILVER ST		
17-1686-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	2153	<b>No incident found on arrival at dispatch address</b>
	Investigate		
	13 MOORES CT		
17-1687-IN <b>1st Action:</b> <b>Location:</b>	08/10/2017	2257	<b>No incident found on arrival at dispatch address</b>
	Investigate		
	99 FOUR ROD RD IN THE ROAD NEAR BAXTER LAKE CAMPGROUND		
17-1688-IN <b>1st Action:</b> <b>Location:</b>	08/11/2017	1356	<b>Motor vehicle accident with no injuries.</b>
	Investigate		
	MILTON RD @SPAULDING ON RAMP		
17-1689-IN <b>1st Action:</b> <b>Location:</b>	08/11/2017	2115	<b>Medical assist, assist EMS crew</b>
	Assistance, other		
17-1690-IN <b>1st Action:</b> <b>Location:</b>	08/12/2017	0415	<b>Motor vehicle accident with no injuries.</b>
	Standby		
	223 LOWELL ST BONIAS, THOMAS		
17-1691-IN <b>1st Action:</b> <b>Location:</b>	08/12/2017	1759	<b>Motor vehicle accident with injuries</b>
	Provide basic life support (BLS)		
	37 WAKEFIELD ST ROCHESTER FIRE DEPARTMENT		
17-1692-IN <b>1st Action:</b> <b>Location:</b>	08/13/2017	0738	<b>Smoke scare, odor of smoke</b>
	Investigate		
	48 HIGHLAND ST		
17-1693-IN <b>1st Action:</b> <b>Location:</b>	08/13/2017	0935	<b>Medical assist, assist EMS crew</b>
	Assistance, other		
17-1694-IN <b>1st Action:</b> <b>Location:</b>	08/13/2017	1039	<b>No incident found on arrival at dispatch address</b>
	Investigate		
	314 ROCHESTER HILL RD PROFILE APARTMENTS		
17-1695-IN <b>1st Action:</b> <b>Location:</b>	08/13/2017	1415	<b>Dispatched &amp; canceled en route</b>
	Cancelled en route		
	14 ADRIEN CIR ROBERGE MANOR HOUSING		
17-1696-IN <b>1st Action:</b> <b>Location:</b>	08/13/2017	2015	<b>Medical assist, assist EMS crew</b>
	Provide manpower		
17-1697-IN <b>1st Action:</b> <b>Location:</b>	08/13/2017	2152	<b>Smoke detector activation due to malfunction</b>
	Investigate		
	24 CHARLES ST		

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17-1707-IN <b>1st Action:</b> <b>Location:</b>	08/13/2017	0136	Dispatched & canceled en route
	Cancelled en route		
	1 KNIGHT ST CUMBERLAND FARMS		
17-1708-IN <b>1st Action:</b> <b>Location:</b>	08/13/2017	0255	Dispatched & canceled en route
	Cancelled en route		
	1 KNIGHT ST CUMBERLAND FARMS		
17-1709-IN <b>1st Action:</b> <b>Location:</b>	08/13/2017	0018	Medical assist, assist EMS crew
	Provide basic life support (BLS)		
17-1698-IN <b>1st Action:</b> <b>Location:</b>	08/14/2017	0212	Medical assist, assist EMS crew
	Provide manpower		
17-1699-IN <b>1st Action:</b> <b>Location:</b>	08/14/2017	0457	Motor vehicle accident with no injuries.
	Remove hazard		
	160 WASHINGTON ST IHOP IN PARKING LOT		
17-1700-IN <b>1st Action:</b> <b>Location:</b>	08/14/2017	1021	Unauthorized burning
	Investigate		
	63 LOWELL ST ROCHESTER YMCA		
17-1701-IN <b>1st Action:</b> <b>Location:</b>	08/14/2017	1616	Medical assist, assist EMS crew
	Assistance, other		
17-1702-IN <b>1st Action:</b> <b>Location:</b>	08/14/2017	1655	Medical assist, assist EMS crew
	Assistance, other		
17-1703-IN <b>1st Action:</b> <b>Location:</b>	08/14/2017	2208	Medical assist, assist EMS crew
	Assistance, other		
17-1704-IN <b>1st Action:</b> <b>Location:</b>	08/14/2017	2235	Medical assist, assist EMS crew
	Assistance, other		
17-1705-IN <b>1st Action:</b> <b>Location:</b>	08/14/2017	2340	Dispatched & canceled en route
	Cancelled en route		
	90 SOUTH MAIN ST @ 424 COLUMBUS AVE		
17-1706-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017	0022	Smoke detector activation due to malfunction
	Investigate		
	31 EMERSON AVE EMERSON COURT APT'S ROCHESTER HOUSING AUTH.		
17-1710-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017	0845	Smoke scare, odor of smoke
	Investigate		
	202 ESTES RD @ 302 WALNUT ST		
17-1711-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017	1322	Medical assist, assist EMS crew
	Provide basic life support (BLS)		

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17-1712-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017 Investigate 57 WAKEFIELD ST	1548	Alarm system sounded due to malfunction GRACE COMMUNITY CHURCH - DOWNTOWN CAMPUS
17-1713-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017 Investigate 27 HANCOCK ST	1631	Service Call, other PROGRESSIVE TRAINING
17-1714-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017 Investigate 118 HIGHLAND ST @ 394 SALMON FALLS RD	1715	Vehicle accident, general cleanup
17-1715-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017 Investigate	1747	Medical assist, assist EMS crew
17-1716-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017 Investigate FARMINGTON RD EXIT 15	1900	Good intent call, other
17-1717-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017 Investigate SPAULDING TPKE SB EXIT 14 ON RAMP	1904	Motor vehicle accident with no injuries.
17-1719-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017 Provide manpower	2312	Medical assist, assist EMS crew
17-1720-IN <b>1st Action:</b> <b>Location:</b>	08/15/2017 Ventilate 148 GOVERNORS RD	2214	Carbon monoxide incident
17-1718-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Hazardous materials spill control and confinement 1 KNIGHT ST CUMBERLAND FARMS	0131	Gasoline or other flammable liquid spill
17-1721-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Cancelled en route 112 WYANDOTTE FLS	0920	Dispatched & canceled en route
17-1722-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Investigate 997 SALMON FALLS RD YOUNG, JOANN	1019	Alarm system activation, no fire - unintentional
17-1723-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Assistance, other	1717	Medical assist, assist EMS crew
17-1724-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Assistance, other GONIC RD FLAGG	1744	Motor vehicle accident with no injuries.
17-1725-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Assistance, other	1559	Medical assist, assist EMS crew

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17-1726-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Investigate 87 SOUTH MAIN ST @ 3 ACADEMY ST	1715	Motor vehicle accident with no injuries.
17-1727-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Assistance, other 46 OLD DOVER RD	1858	Motor vehicle accident with injuries
17-1728-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Assistance, other	1732	Medical assist, assist EMS crew
17-1729-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Investigate MILTON RD	2003	Motor vehicle accident with no injuries.
17-1747-IN <b>1st Action:</b> <b>Location:</b>	08/16/2017 Investigate	0359	Medical assist, assist EMS crew
17-1730-IN <b>1st Action:</b> <b>Location:</b>	08/17/2017 Assistance, other 1 CHESTNUT ST	1926	Lock-out
17-1731-IN <b>1st Action:</b> <b>Location:</b>	08/17/2017 Assistance, other 22 GAGNE ST	1933	Service Call, other
17-1732-IN <b>1st Action:</b> <b>Location:</b>	08/18/2017 Assistance, other 33 HIGHLAND ST ROCHESTER EAST APARTMENTS	0123	Alarm system activation, no fire - unintentional
17-1733-IN <b>1st Action:</b> <b>Location:</b>	08/18/2017 Investigate 31 SHAW DR	1417	Power line down
17-1734-IN <b>1st Action:</b> <b>Location:</b>	08/18/2017 Provide manpower	1857	Medical assist, assist EMS crew
17-1735-IN <b>1st Action:</b> <b>Location:</b>	08/18/2017 investigate 8 SPLIT ROCK DR	1618	Motor vehicle accident with no injuries.
17-1736-IN <b>1st Action:</b> <b>Location:</b>	08/18/2017 Assist physically disabled 7 NORTH DEWBERRY LN [EMS CAUTION]	2025	Assist invalid
17-1737-IN <b>1st Action:</b> <b>Location:</b>	08/18/2017 Investigate 7 PINE ST	2144	Good intent call, other
17-1738-IN <b>1st Action:</b> <b>Location:</b>	08/18/2017 Investigate 1062 SALMON FALLS RD [RP]	2129	Smoke detector activation due to malfunction

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17-1739-IN <b>1st Action:</b> <b>Location:</b>	08/18/2017 Investigate 136 MARKETPLACE BLVD	2210 110 GRILL	<b>Motor vehicle accident with injuries</b>
17-1740-IN <b>1st Action:</b> <b>Location:</b>	08/18/2017 Investigate 105 WHITEHOUSE RD	2316 AMAZON PARK	<b>Hazardous condition, Other</b>
17-1741-IN <b>1st Action:</b> <b>Location:</b>	08/19/2017 Investigate 33 WAKEFIELD ST	0611 OLD ROCHESTER POLICE DEPARTMENT	<b>Alarm system activation, no fire - unintentional</b>
17-1742-IN <b>1st Action:</b> <b>Location:</b>	08/19/2017 Investigate 136 NORTH MAIN ST @ 4 MAPLE ST	2112	<b>Smoke scare, odor of smoke</b>
17-1743-IN <b>1st Action:</b> <b>Location:</b>	08/19/2017 Investigate 165 TEN ROD RD	2118	<b>Unauthorized burning</b>
17-1744-IN <b>1st Action:</b> <b>Location:</b>	08/19/2017 Investigate 20 COLUMBUS AVE	2141 LINSCOTT COURT APARTMENTS	<b>Smoke scare, odor of smoke</b>
17-1745-IN <b>1st Action:</b> <b>Location:</b>	08/19/2017 Investigate 18 WELLSWEEP CIR	2230	<b>Alarm system sounded due to malfunction</b>
17-1746-IN <b>1st Action:</b> <b>Location:</b>	08/19/2017 Investigate	1701	<b>Medical assist, assist EMS crew</b>
17-1748-IN <b>1st Action:</b> <b>Location:</b>	08/20/2017 Investigate 17 NORWAY PLAINS RD	1028	<b>Alarm system activation, no fire - unintentional</b>
17-1749-IN <b>1st Action:</b> <b>Location:</b>	08/20/2017 Provide basic life support (BLS)	1241	<b>Medical assist, assist EMS crew</b>
17-1750-IN <b>1st Action:</b> <b>Location:</b>	08/20/2017 Provide first aid & check for injuries 158 NORTH MAIN ST	1754 SUBWAY SHOP	<b>Vehicle accident, general cleanup</b>
17-1751-IN <b>1st Action:</b> <b>Location:</b>	08/20/2017 Extinguishment by fire service personnel 21 MCKINLEY ST	1310 LAUREL TERRACE	<b>Natural vegetation fire, other</b>
17-1752-IN <b>1st Action:</b> <b>Location:</b>	08/20/2017 Remove hazard COLBY ST	1739 TOWARD THE INTERSECTION	<b>Service Call, other</b>
17-1753-IN <b>1st Action:</b> <b>Location:</b>	08/20/2017 Investigate	2329	<b>Medical assist, assist EMS crew</b>

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17-1754-IN <b>1st Action:</b> <b>Location:</b>	08/21/2017 Investigate 48 LOWELL ST	0754	<b>Service Call, other</b>
17-1755-IN <b>1st Action:</b> <b>Location:</b>	08/21/2017 Investigate	1248	<b>Medical assist, assist EMS crew</b>
17-1756-IN <b>1st Action:</b> <b>Location:</b>	08/21/2017 Assistance, other	1544	<b>Medical assist, assist EMS crew</b>
17-1757-IN <b>1st Action:</b> <b>Location:</b>	08/21/2017 Assistance, other	2122	<b>Medical assist, assist EMS crew</b>
17-1758-IN <b>1st Action:</b> <b>Location:</b>	08/21/2017 Assistance, other	2253	<b>Medical assist, assist EMS crew</b>
17-1759-IN <b>1st Action:</b> <b>Location:</b>	08/21/2017 Refer to proper authority	2313	<b>Medical assist, assist EMS crew</b>
17-1760-IN <b>1st Action:</b> <b>Location:</b>	08/21/2017 Provide first aid & check for injuries	2320	<b>Medical assist, assist EMS crew</b>
17-1761-IN <b>1st Action:</b> <b>Location:</b>	08/22/2017 Assistance, other	0557	<b>Medical assist, assist EMS crew</b>
17-1762-IN <b>1st Action:</b> <b>Location:</b>	08/22/2017 Investigate 34 SHAW DR	2356	<b>Arcing, shorted electrical equipment</b>
17-1763-IN <b>1st Action:</b> <b>Location:</b>	08/22/2017 Extinguishment by fire service personnel 5 JANET ST	2332	<b>Natural vegetation fire, other</b>
17-1764-IN <b>1st Action:</b> <b>Location:</b>	08/22/2017 Investigate 9 MYRTLE ST [RP]	2217	<b>Good intent call, other</b>
17-1765-IN <b>1st Action:</b> <b>Location:</b>	08/23/2017 Cancelled en route 40 WHITEHALL RD ROCHESTER MANOR	0525	<b>Dispatched &amp; canceled en route</b>
17-1766-IN <b>1st Action:</b> <b>Location:</b>	08/23/2017 Provide first aid & check for injuries	0907	<b>Medical assist, assist EMS crew</b>
17-1767-IN <b>1st Action:</b> <b>Location:</b>	08/23/2017 Cancelled en route 18 HEALTHCARE DR LILAC VIEW ASSISTED LIVING CENTER	1236	<b>Dispatched &amp; canceled en route</b>

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17-1768-IN <b>1st Action:</b> <b>Location:</b>	08/23/2017	1641	Medical assist, assist EMS crew
	Provide basic life support (BLS)		
17-1772-IN <b>1st Action:</b> <b>Location:</b>	08/23/2017	1418	Power line down
	Investigate 12 COLBY ST		
17-1773-IN <b>1st Action:</b> <b>Location:</b>	08/23/2017	1606	Motor vehicle accident with no injuries.
	Assistance, other 130 WASHINGTON ST SHELL STATION		
17-1774-IN <b>1st Action:</b> <b>Location:</b>	08/23/2017	1821	Motor vehicle accident with injuries
	Provide first aid & check for injuries GONIC RD @ HEMINGWAY DR NEAR BROOKFARM VILLAGE		
17-1769-IN <b>1st Action:</b> <b>Location:</b>	08/24/2017	0049	Medical assist, assist EMS crew
	Provide basic life support (BLS)		
17-1770-IN <b>1st Action:</b> <b>Location:</b>	08/24/2017	0547	Lock-out
	Forcible entry 63 CONGRESS ST [RP]		
17-1771-IN <b>1st Action:</b> <b>Location:</b>	08/24/2017	0558	Good intent call, other
	Investigate 104 SOUTH MAIN ST WALGREEN'S DRUG STORE		
17-1775-IN <b>1st Action:</b> <b>Location:</b>	08/24/2017	1104	Lock-out
	Assistance, other 120 MARKETPLACE BLVD MARSHALLS		
17-1776-IN <b>1st Action:</b> <b>Location:</b>	08/24/2017	1524	Medical assist, assist EMS crew
	Assistance, other --		
17-1777-IN <b>1st Action:</b> <b>Location:</b>	08/24/2017	1610	Medical assist, assist EMS crew
	Investigate -		
17-1778-IN <b>1st Action:</b> <b>Location:</b>	08/24/2017	2210	Medical assist, assist EMS crew
	Investigate		
17-1779-IN <b>1st Action:</b> <b>Location:</b>	08/25/2017	1016	Medical assist, assist EMS crew
	Assistance, other		
17-1780-IN <b>1st Action:</b> <b>Location:</b>	08/25/2017	1613	Service Call, other
	Assistance, other CHESTNUT HILL RD AFTER CHESTNUT HILL MHP		
17-1781-IN <b>1st Action:</b> <b>Location:</b>	08/25/2017	0647	Medical assist, assist EMS crew
	Provide manpower		

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17-1782-IN <b>1st Action:</b> <b>Location:</b>	08/25/2017	1021	Medical assist, assist EMS crew
	Provide manpower		
17-1783-IN <b>1st Action:</b> <b>Location:</b>	08/25/2017	1605	Motor vehicle accident with no injuries.
	Investigate 74 ESTES RD @ 298 WASHINGTON ST		
17-1784-IN <b>1st Action:</b> <b>Location:</b>	08/26/2017	0302	Dispatched & canceled en route
	Cancelled en route 36 FARMINGTON RD WALSH,CATHY		
17-1785-IN <b>1st Action:</b> <b>Location:</b>	08/26/2017	0900	Medical assist, assist EMS crew
	Provide manpower		
17-1786-IN <b>1st Action:</b> <b>Location:</b>	08/26/2017	1028	Building fire
	Extinguishment by fire service personnel 7 HILTON'S LN COPP, JONATHAN		
17-1787-IN <b>1st Action:</b> <b>Location:</b>	08/26/2017	1908	Medical assist, assist EMS crew
	Provide first aid & check for injuries		
17-1788-IN <b>1st Action:</b> <b>Location:</b>	08/26/2017	2153	Unauthorized burning
	Investigate 52 TRINITY CIR		
17-1789-IN <b>1st Action:</b> <b>Location:</b>	08/26/2017	2330	Dispatched & canceled en route
	Cancelled en route 62 MILTON RD		
17-1790-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017	0009	Motor vehicle accident with injuries
	Investigate 1140 SALMON FALLS RD		
17-1791-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017	0148	Alarm system sounded due to malfunction
	Investigate 47 BROCK ST ROCHESTER MIDDLE SCHOOL		
17-1792-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017	1014	Medical assist, assist EMS crew
	Action taken, other		
17-1793-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017	1029	Alarm system sounded due to malfunction
	Investigate 1 OLD DOVER RD MERCHANTS PLAZA		
17-1794-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017	1341	Motor vehicle accident with no injuries.
	Investigate EASTERN AVE @ HIGHLAND ST		
17-1795-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017	1434	Motor vehicle accident with injuries
	Investigate 60 FARMINGTON RD @ 7 CRANE DR NEAR ROCHESTER HARLEY-DAVIDSON		



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17-1796-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017 Investigate 1 KNIGHT ST	1602 CUMBERLAND FARMS	Good intent call, other
17-1797-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017 Investigate 21 WHITEHALL RD	1922 FRISBIE MEMORIAL HOSPITAL	Lock-out
17-1798-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017 Investigate	1949	Medical assist, assist EMS crew
17-1799-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017 Investigate 31 GROVE ST	2002	Unauthorized burning
17-1800-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017 Investigate 1 KNIGHT ST	2017 CUMBERLAND FARMS	Good intent call, other
17-1805-IN <b>1st Action:</b> <b>Location:</b>	08/27/2017 Investigate 116 FARMINGTON RD	1945 WALMART #2330	Smoke scare, odor of smoke
17-1801-IN <b>1st Action:</b> <b>Location:</b>	08/28/2017 Investigate 23 MEADERBORO RD	0312 [RP]	Alarm system sounded due to malfunction
17-1802-IN <b>1st Action:</b> <b>Location:</b>	08/28/2017 Investigate 23 MEADERBORO RD	0412 [RP]	Alarm system sounded due to malfunction
17-1803-IN <b>1st Action:</b> <b>Location:</b>	08/28/2017 Assistance. other	0559	Medical assist, assist EMS crew
17-1804-IN <b>1st Action:</b> <b>Location:</b>	08/28/2017 Investigate 24 EASTERN AVE	0413 EMMANUAL ADVENT CHRISTIAN CHURCH & DAY CARE	Alarm system sounded due to malfunction
17-1806-IN <b>1st Action:</b> <b>Location:</b>	08/28/2017 Investigate 120 MARKETPLACE BLVD	1554 MARSHALLS	Alarm system sounded due to malfunction
17-1807-IN <b>1st Action:</b> <b>Location:</b>	08/28/2017 Extinguishment by fire service personnel 136 FRANKLIN ST	1852	Unauthorized burning
17-1808-IN <b>1st Action:</b> <b>Location:</b>	08/28/2017 Action taken. other	1159	Medical assist, assist EMS crew
17-1809-IN <b>1st Action:</b> <b>Location:</b>	08/29/2017 Assistance, other	0027	Medical assist, assist EMS crew

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Incident Status

<b>Incident</b>	<b>Incident Date</b>	<b>Alarm Time</b>	<b>Incident Type</b>
17-1810-IN <b>1st Action:</b> <b>Location:</b>	08/29/2017 Investigate 120 WASHINGTON ST @ 10 BROCK ST	1522	Motor vehicle accident with no injuries.
17-1811-IN <b>1st Action:</b> <b>Location:</b>	08/29/2017 Assistance, other	2017	Medical assist, assist EMS crew
17-1822-IN <b>1st Action:</b> <b>Location:</b>	08/29/2017 Provide manpower	0505	Medical assist, assist EMS crew
17-1823-IN <b>1st Action:</b> <b>Location:</b>	08/29/2017 Cancelled en route 19 TOWNSEND LN	0450	Dispatched & canceled en route
17-1812-IN <b>1st Action:</b> <b>Location:</b>	08/30/2017 Provide manpower	0319	Medical assist, assist EMS crew
17-1813-IN <b>1st Action:</b> <b>Location:</b>	08/30/2017 Ventilate 38 INDIAN BROOK CIR	0905	Cooking fire, confined to container
17-1814-IN <b>1st Action:</b> <b>Location:</b>	08/30/2017 Assistance, other	1242	Medical assist, assist EMS crew
17-1815-IN <b>1st Action:</b> <b>Location:</b>	08/30/2017 Assistance, other PERIWINKLE DR SAKS MOBILE HOME PARK	1341	Service Call, other
17-1816-IN <b>1st Action:</b> <b>Location:</b>	08/30/2017 Forcible entry 287 ROCHESTER HILL RD SO'FIELD APARTMENTS	1824	Lock-out
17-1817-IN <b>1st Action:</b> <b>Location:</b>	08/30/2017 Provide information to public or media 1 COXETER SQ	1830	Service Call, other
17-1818-IN <b>1st Action:</b> <b>Location:</b>	08/30/2017 Assistance, other 161 MILTON RD	1903	Service Call. other
17-1819-IN <b>1st Action:</b> <b>Location:</b>	08/30/2017 Provide manpower	2006	Medical assist, assist EMS crew
17-1820-IN <b>1st Action:</b> <b>Location:</b>	08/30/2017 Assistance, other	2139	Medical assist, assist EMS crew
17-1821-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017 Investigate	0502	Medical assist, assist EMS crew

**Rochester Fire Department**  
Incident Status

<b>Incident</b>	<b>Incident Date</b>	<b>Alarm Time</b>	<b>Incident Type</b>
17-1824-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017	0821	<b>Service Call, other</b>
	Investigate 26 LILAC MALL HANNAFORD #8317 (MILTON ROAD STORE)		
17-1825-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017	1241	<b>Motor vehicle accident with injuries</b>
	Hazardous materials spill control and confinement ROCHESTER HILL RD NOLA AVE		
17-1826-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017	1521	<b>Animal rescue</b>
	Assist animal 69 CHARLES ST		
17-1827-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017	1044	<b>Lock-out</b>
	Assistance, other 78 HEMINGWAY DR		
17-1828-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017	1647	<b>Alarm system sounded due to malfunction</b>
	Investigate 22 LAFAYETTE ST		
17-1829-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017	1736	<b>Medical assist, assist EMS crew</b>
	Provide basic life support (BLS)		
17-1830-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017	1756	<b>Assist invalid</b>
	Assistance, other 18 HEALTHCARE DR LILAC VIEW ASSISTED LIVING CENTER		
17-1831-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017	2211	<b>Dispatched &amp; canceled en route</b>
	Cancelled en route 105 NORTH MAIN ST [RP]		
17-1832-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017	2206	<b>Medical assist, assist EMS crew</b>
	Provide basic life support (BLS)		
17-1833-IN <b>1st Action:</b> <b>Location:</b>	08/31/2017	2235	<b>Medical assist, assist EMS crew</b>
	Assistance, other		

## FIRE DEPARTMENT CALLS

	July-17		August-17	
	Occurences	Percentage	Occurences	Percentage
Fire/Explosion	6	2.3%	4	1.8%
Overpressure Rupture	1	0.4%	0	0.0%
Rescue Call	122	47.3%	112	50.9%
Hazardous Condition	26	10.1%	10	4.5%
Service Call	43	16.7%	34	15.5%
Good Intent Call	38	14.7%	36	16.4%
False Call	21	8.1%	24	10.9%
Undetermined	1	0.4%	0	0.0%
<b>TOTAL</b>	<b>258</b>	<b>100.0%</b>	<b>220</b>	<b>100.0%</b>



# ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET  
ROCHESTER NH, 03867-1933

BUSINESS (603) 330-7127  
FAX (603) 330-7159  
[www.rochesterpd.org](http://www.rochesterpd.org)

*"Dedication, Pride, Integrity"*

POLICE COMMISSION

BRUCE E. LINDSAY  
*Vice Chairman*  
LUCIEN G. LEVESQUE  
*Commissioner*  
DAVID R. STEVENS  
*Commissioner*

PAUL R. TOUSSAINT  
*Chief of Police*

September 12, 2017



TO: City Manager Daniel Fitzpatrick

RE: Monthly Report – August 2017

**OPERATIONS:** Wards 1, 4 and 6 held meetings this period, with light attendance at the meetings. There were discussions about the Community Access to Recovery program and what we are doing to combat the drug addiction issue in the community. There were additional discussions on staffing, new hires and delays created during training. We continue to follow up on a speeding issue on Portland Street. There was a review of property crime numbers, thefts from motor vehicles and criminal mischief calls. There were parking concerns in the Heaton Street and Chamberlain/Franklin Street neighborhoods. These matters have been forwarded to appropriate persons for follow up.

The investigations bureau had 54 cases sent from patrol for review or investigation. There are currently 81 cases assigned. There were 36 cases presented to the Grand Jury and all returned true bills. We logged in 384 pieces of evidence and returned 67 pieces. Det. Bourque analyzed 10 phones with the Cellebrite machine. There were 5 sex offender compliance checks completed. There were three detective call outs – two unattended deaths and one burglary. There were five backgrounds and two polygraphs completed.

**COMP STAT:** Motor vehicle work is down from previous reporting periods. Out of the ten arrests from stops three were drug related. One had methamphetamine seized. There was an increase in thefts from motor vehicles. The most common item taken was money and all vehicles with a loss were left unlocked. There was one person arrested with property from thefts that took place. There was also a string of graffiti tagging downtown and a suspect has been arrested for that.

**\*\* There will not be a formal comp stat report until such time as we hire a new crime analyst. \*\***

**DIVERSION:** Teen Travel camp wrapped up another successful year on August 16. The youth will be brought together in January to map out a plan for activities in 2018. Staff trained the local DHHS staff for awareness of drug trends, identification of substances and paraphernalia, and worker safety around substances.

**HONOR GUARD:** The Honor Guard presented the colors at the C.H.a.D. Battle of the Badges baseball game on August 11, 2017 at Delta Dental Stadium in Manchester.

**HOUSING:** There were 20 police-related calls at the housing complexes. Ten backgrounds were completed for prospective new tenants. Officer Blair attended the senior breakfast. Officer Blair has also spent time training with new recruits. Officer Funk continues his patrols on the weekend shift.

**K9:** The K9 Unit responded to six calls for service in Rochester, and one out of town. There were five tracks and two drug searches.

**PROSECUTION:** In adult court this period there were 175 new cases with 273 charges. Of those there were 67 guilty pleas, 49 not guilty pleas and 59 failed to appear. Of the cases that went before the court there were 18 administrative guilty findings, 45 charges nol prossed as part of plea agreements, and 9 cases were dismissed by the Court. 25 cases were continued.

Juvenile prosecution had 16 arraignments, 1 violation hearings and 1 dispositional hearing. 7 trials were resolved by plea.

**SCHOOL RESOURCE OFFICERS:** Lt. Gould met with Sgt. Deluca and the Assistant Superintendent to discuss the upcoming school year.

**ADMINISTRATIVE:** We have ordered the new cruisers authorized in the budget and anticipate a delivery date of September or early October. We are working with our equipment vendor to get all necessary items we need for the changeover to outfit the new cruisers as soon as they arrive.

We are already utilizing the Cellebrite system and software authorized in this budget.

We will be meeting with the city finance committee to talk about an option for the Taser replacement plan. It's essentially a lease to own program that spreads the cost out over five years. We would be able to purchase all new tasers at once rather than the phased in plan. It will save money by locking us into the five year payment rather than being subject to price increases.

We are closely monitoring our clothing line. With the turnover this year we have already spent approximately 41% of this line. We do utilize items that we can from the clothing locker, but some items must be specifically fitted such as protective vests and shoes or boots.

Recruits Robinson, Roy and Plumb graduated from the Police Academy on August 18. We sent four additional recruits to the Academy on August 28. Lt. Gould was part of the panel conducting oral board interview for three days this period.

We hired Julie Perron as the Bridging the Gaps coordinator. We hired Alexandra Freeman to fill the vacant Crime Analyst position.

**FORFEITURE SPENDING:** There was no forfeiture spending this period.

**EMD USE:** There was one Taser display and one deploy this period.

Respectfully Submitted,

*Paul R. Toussaint*

Paul R. Toussaint  
Chief of Police

# **Rochester Police Department August 2017 Comp Stat Report**



# August 2017 Field Activities

FIELD ACTIVITIES										
	Aug-17	Aug-16	% Change	Jul-17	Jun-17	% Change	YTD 17	YTD 16	% Change	YTD 15
Traffic Stops	317	887	-64%	268	363	-26%	4618	9259	-50%	8888
Arrests from Stops	15	37	-59%	10	24	-58%	170	306	-44%	270
Summons	16	82	-80%	26	37	-30%	286	794	-64%	739
Warnings	273	743	-63%	223	289	-23%	4031	7969	-49%	7680
No Action	7	29	-76%	9	13	-31%	113	212	-47%	224
Accidents	82	85	-4%	99	111	-11%	750	661	13%	714
Summons from Accidents	2	2	0%	5	4	25%	21	48	-56%	58
Arrests from Accidents	5	8	-38%	10	8	25%	49	25	96%	24
Field Interviews	9	24	-63%	9	15	-40%	113	162	-30%	162
DWI	6	10	-40%	9	13	-31%	61	51	20%	66
Narcotics	1	4	-75%	6	9	-33%	24	14	71%	27
Alcohol	5	6	-17%	3	4	-25%	37	37	0%	39
DWI from Accidents	3	6	-50%	2	2	0%	22	23	-4%	15



# August 2017 Property Crimes

PROPERTY CRIME - OF's by Incident												
Specific Crimes	Aug-17	Aug-16	% Change	Jul-17	Jun-17	% Change	YTD 17	YTD 16	% Change	YTD 2017 Closure Rate	YTD 2016 Closure Rate	YTD 15
Shoplifting	20	21	-5%	20	24	-17%	170	192	-11%	62%	84%	158
Theft from M/V	27	16	69%	34	24	42%	147	79	86%	5%	1%	107
All Other Theft	48	40	20%	42	43	-2%	318	310	3%	19%	20%	323
M/V Theft	1	5	-80%	5	3	67%	18	29	-38%	17%	28%	16
Vandalism	40	42	-5%	47	35	34%	285	318	-10%	31%	30%	260
Burglary	18	18	0%	12	12	0%	69	94	-27%	17%	13%	67
<b>Total Property</b>	<b>154</b>	<b>142</b>	<b>8%</b>	<b>160</b>	<b>141</b>	<b>13%</b>	<b>1007</b>	<b>1022</b>	<b>-1%</b>	<b>25%</b>	<b>29%</b>	<b>931</b>
PROPERTY CRIME - AR's by Incident												
Specific Crimes	Aug-17	Aug-16	% Change	Jul-17	Jun-17	% Change	YTD 17	YTD 16	% Change	YTD 2017 Closure Rate	YTD 2016 Closure Rate	YTD 15
Shoplifting	10	14	-29%	13	10	30%	106	162	-35%	62%	84%	114
Theft from M/V	2	0	0%	4	0	0%	8	1	700%	5%	1%	3
All Other Theft	10	9	11%	8	10	-20%	62	63	-2%	19%	20%	83
M/V Theft	0	1	-100%	1	0	0%	3	8	-63%	17%	28%	7
Vandalism	11	13	-15%	15	5	200%	89	96	-7%	31%	30%	93
Burglary	3	2	50%	3	1	200%	12	12	0%	17%	13%	16
<b>Total Property</b>	<b>36</b>	<b>39</b>	<b>-8%</b>	<b>44</b>	<b>26</b>	<b>69%</b>	<b>280</b>	<b>342</b>	<b>-18%</b>	<b>25%</b>	<b>29%</b>	<b>316</b>

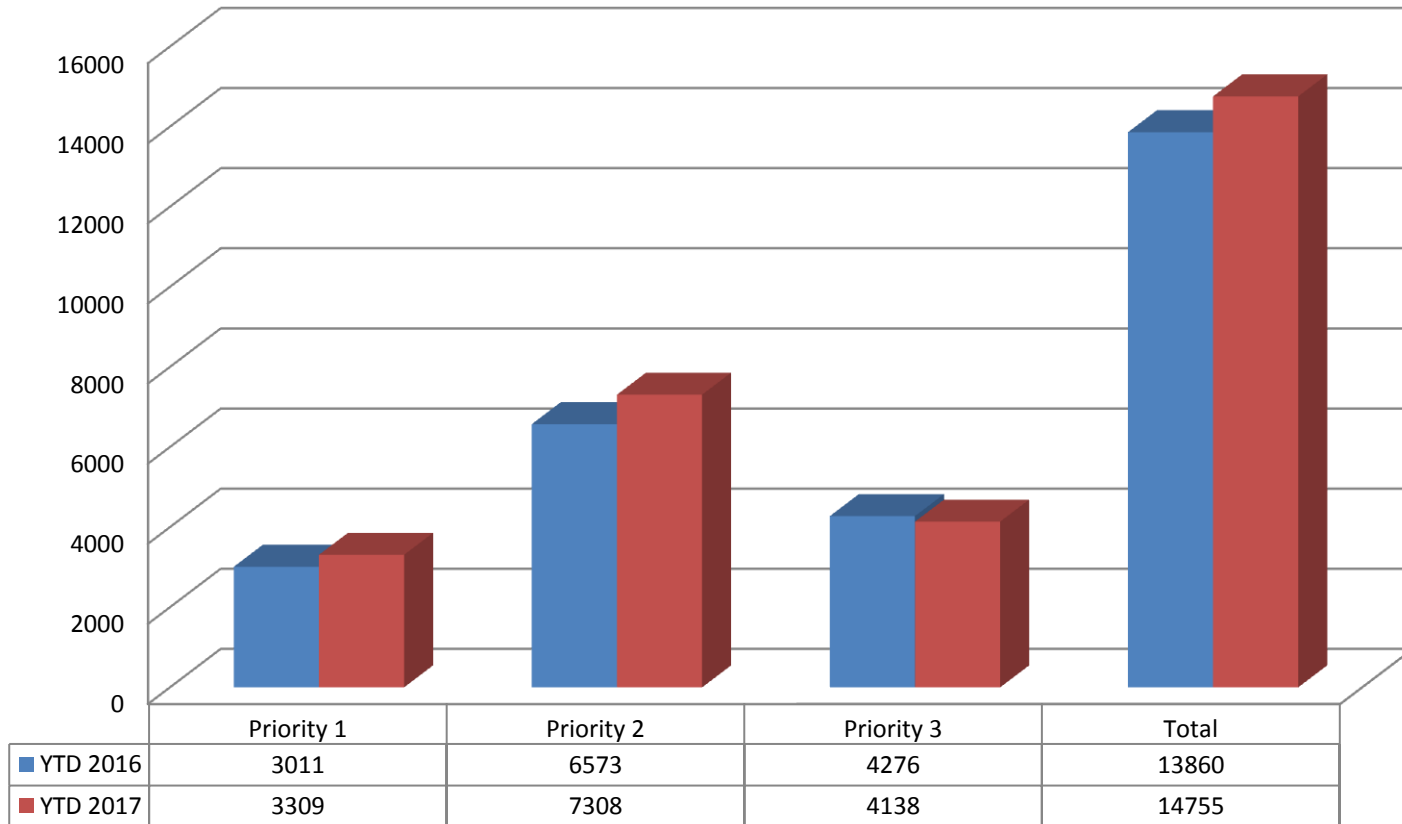
# August 2017 Drug Offenses

DRUG CRIME - OF's by Incident												
Specific Crimes	Aug-17	Aug-16	% Change	Jul-17	Jun-17	% Change	YTD 17	YTD 16	% Change	YTD 2017 Closure Rate	YTD 2016 Closure Rate	YTD 15
Possession	13	19	-32%	17	17	0%	139	149	-7%	96%	88%	182
Overdoses	26	18	44%	23	22	5%	108	93	16%			67
<i>Fatal</i>	2	3	-33%	2	2	0%	14	13	8%			5
<b>Total Drug</b>	<b>39</b>	<b>37</b>	<b>5%</b>	<b>40</b>	<b>39</b>	<b>3%</b>	<b>247</b>	<b>242</b>	<b>2%</b>			<b>249</b>
DRUG CRIME - AR's by Incident												
Specific Crimes	Aug-17	Aug-16	% Change	Jul-17	Jun-17	% Change	YTD 17	YTD 16	% Change	YTD 2017 Closure Rate	YTD 2016 Closure Rate	YTD 15
Possession	13	18	-28%	15	15	0%	133	131	2%	96%	88%	137

# August 2017 Violent Crimes

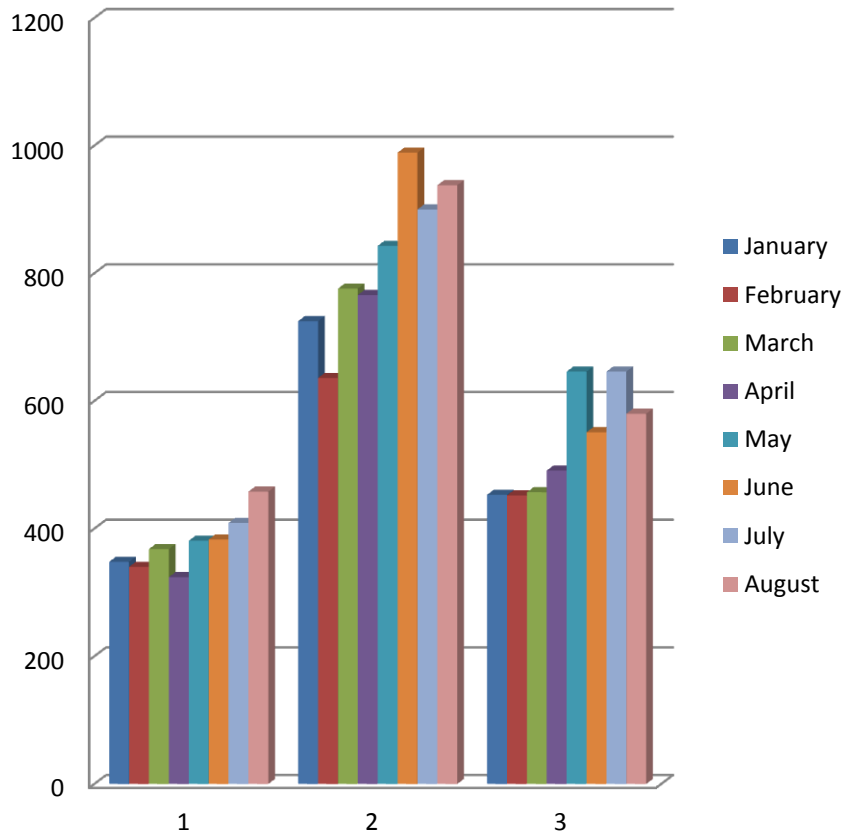
VIOLENT CRIME - OF's by Incident												
Specific Crimes	Aug-17	Aug-16	% Change	Jul-17	Jun-17	% Change	YTD 17	YTD 16	% Change	YTD 2017 Closure Rate	YTD 2016 Closure Rate	YTD 15
Homicide	0	0	0%	0	0	0%	0	1	-100%	0%	0%	0
Robbery	2	1	100%	0	0	0%	20	11	82%	40%	91%	9
Aggravated Assault	7	10	-30%	10	8	25%	54	44	23%	61%	66%	50
<i>from DV</i>	2	6	-67%	3	0	0%	16	23	-30%			17
Simple Assault	40	52	-23%	49	45	9%	323	335	-4%	46%	55%	342
<i>from DV</i>	18	28	-36%	20	24	-17%	140	182	-23%			173
<b>Total Violent</b>	<b>49</b>	<b>63</b>	<b>-22%</b>	<b>59</b>	<b>53</b>	<b>11%</b>	<b>397</b>	<b>391</b>	<b>2%</b>	<b>37%</b>	<b>53%</b>	<b>401</b>
VIOLENT CRIME - AR's by Incident												
Specific Crimes	Aug-17	Aug-16	% Change	Jul-17	Jun-17	% Change	YTD 17	YTD 16	% Change	YTD 2017 Closure Rate	YTD 2016 Closure Rate	YTD 15
Homicide	0	0	0%	0	0	0%	0	1	-100%	0%	100%	0
Robbery	1	0	0%	0	1	-100%	8	10	-20%	40%	91%	2
Aggravated Assault	9	7	29%	7	1	600%	33	29	14%	61%	66%	36
Simple Assault	23	28	-18%	26	15	73%	149	183	-19%	46%	55%	203
<b>Total Violent</b>	<b>33</b>	<b>35</b>	<b>-6%</b>	<b>33</b>	<b>17</b>	<b>94%</b>	<b>190</b>	<b>223</b>	<b>-15%</b>	<b>37%</b>	<b>53%</b>	<b>241</b>

## Calls for Service 2016 v 2017

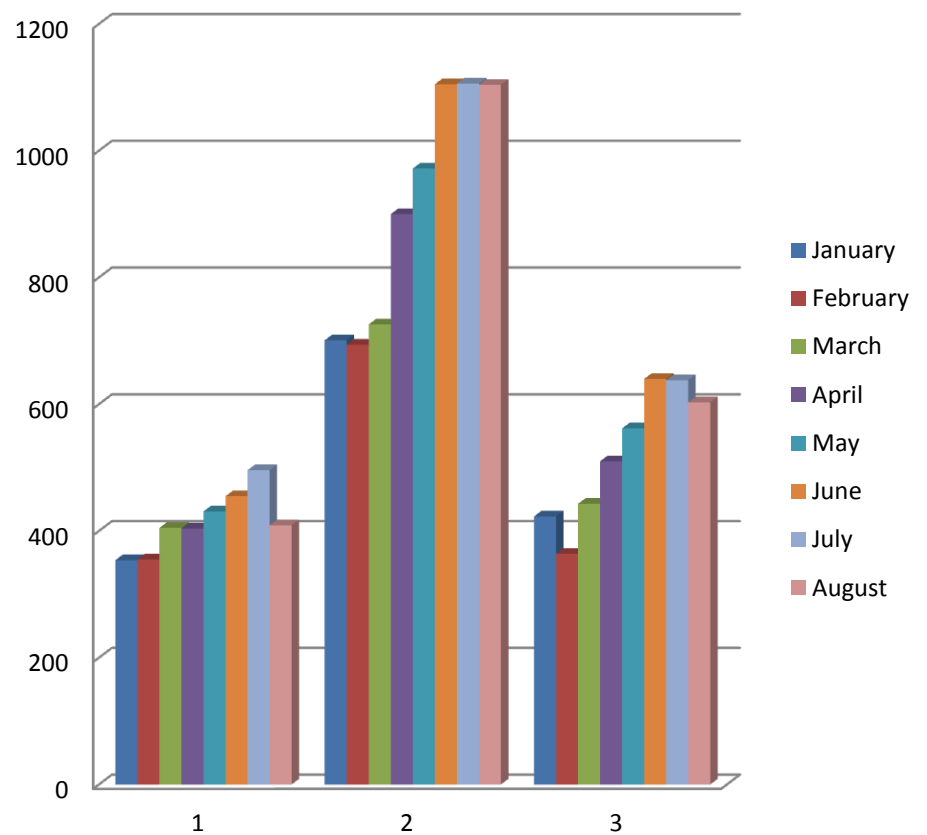


# YTD Calls for Service 2016 vs 2017

## CFS 2016 YTD

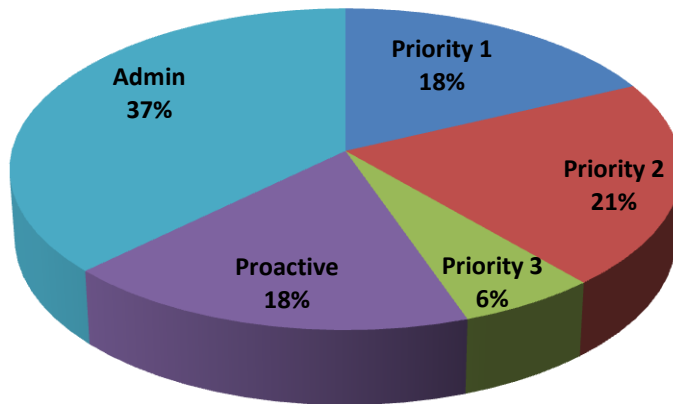


## CFS 2017 YTD

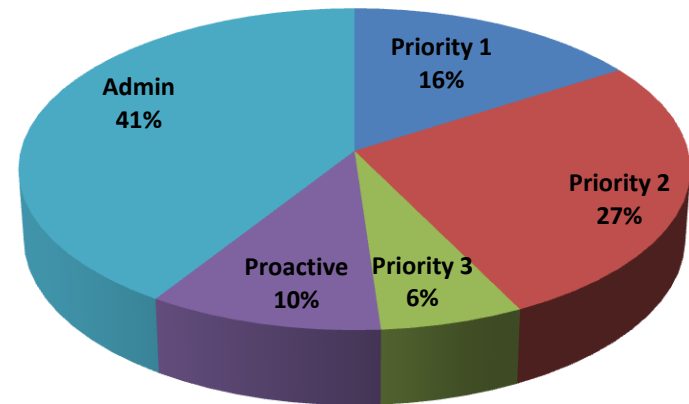


# August 2017 Manpower Hours

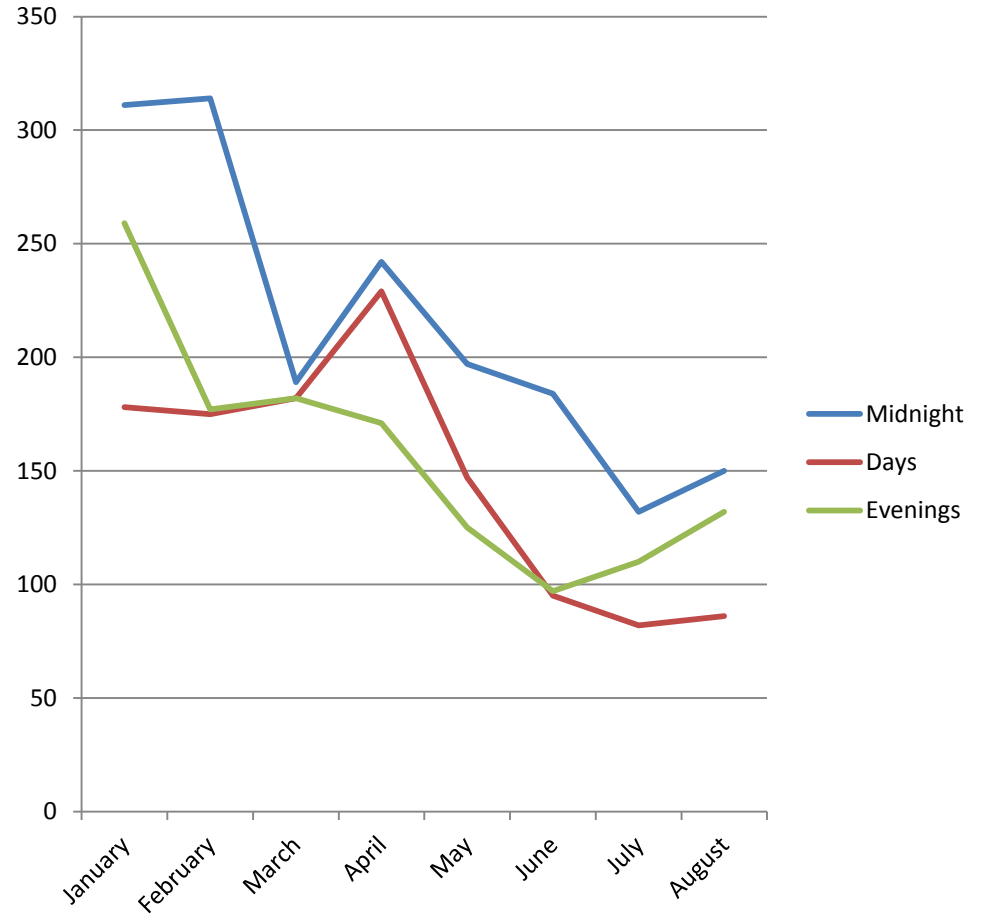
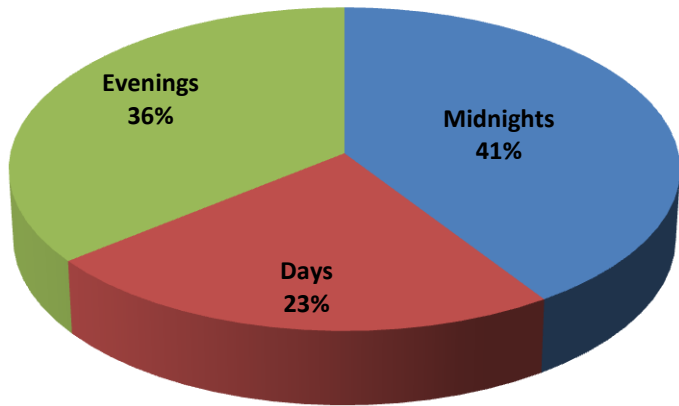
July 2016



July 2017



# August 2017 Proactive Hours



# August 2017 Response Time YTD

	2016 YTD	2017 YTD	Percent Change	2015 YTD	Percent Change
Priority 1	13.45	16.19	20%	15.36	5%
Priority 2	44.87	56.64	26%	57.49	-1%
Priority 3	65.44	84.03	28%	96	-12%



## DV COMPSTAT

August 2017

Dates	5/1/17- 5/31/17	6/1/17- 6/30/17	7/1/17 – 7/31/17	8/1/17 - 8/31/17	Prior Verbal (PV)	YTD 2017	PV YTD	YTD 2016
Misdemeanor Arrests	17	18	20	12	2	122	16	171
Felony Arrests	3	0	1	2	0	11	0	13
Verbal Cases	24	23	20	29		180		199
Total Cases	44	41	41	43	2	313	16	383

### 2017 FJC Clients

Month	Jan	Feb	March	April	May	June
New Clients	13 (19)	6 (17)	7 (17)	6 (16)	5 (20)	10 (18)
	July	August	September	October	November	December
New Clients	8 (18)	7 (26)				

### 2016 FJC Clients

Month	Jan	Feb	March	April	May	June
New Clients	15 (20)	7 (14)	11 (7)	13 (6)	25 (1)	14 (8)
	July	August	September	October	November	December
New Clients	21 (2)	30 (6)	9 (15)	8 (32)	5(21)	3(6)

( ) Annotates clients that obtained services from one or more FJC partners but did not complete a full intake.

Start by doing what's necessary; then do what's possible; and suddenly you are doing the impossible.

-Francis of Assisi





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

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

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## **MONTHLY REPORT**

### **August 2017**

There were a total of 19,151 items circulated with 12,014 people visiting the library in the month of August. Two hundred sixty-eight patrons used the library's Internet computers for 701 hours. Visitors to the library's web site numbered 12,311. Current number of patron registrations is 37,697. Interlibrary loan activity included 92 materials borrowed from other libraries and 325 loaned to other libraries.

August 4<sup>th</sup> brought to a close another successful Children's Summer Reading program. Four hundred eighteen children read 6,629 books, many reaching and exceeding individual goals made at the beginning of the program. Marie Kelly and staff congratulated the children on meeting their summer reading goals and rewarded them with an afternoon of refreshments, games and prizes. The "Read S'more Books!" Party had 65 children and family members in attendance.

The Library was pleased to host an exhibit of artwork by local artist, Bruce Bacon through the month of August. The show, entitled "Sublime to Ridiculous II – What One Artist's Wife Endures" features a selection of Bacon's oil paintings. His works include a mix of landscape and still life pieces, as well as more abstract series, which focuses on heads. Rich colors enliven scenes of traditional New England life, from oceans to farmland, while light and shadows bring attention to a familiar face in a portrait of Senator Jeanne Shaheen.

August, 31<sup>st</sup> the library was happy to host the NH Audubon presentation "The NH Bat Project and How You Can be a Bat Citizen Scientist." Biologist Cynthia Nichols helped participants learn all about the many species of bats in New Hampshire and how bats help our forest and farms. One lucky participant won a Bat Box to take home. All were encourage to help bats live and thrive.

In addition to the print versions of available books, 253 of our library patrons downloaded 1,463 e-books to media devices through the library's web site this month. The RPL website also enabled 15 patrons access to Mango Languages and 314 digital downloads from Hoopla.

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

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City Clerk's Office

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## City of Rochester Tax Collector's Office

July 31, 2017

Tax Year		Annual Warrant	Collected		Uncollected	
			Amount	%	Amount	%
2017	Semi Warrant	30,174,313	27,704,561.69	91.82%	2,469,751.31	8.18%
2016		58,196,003	57,243,301.50	98.36%	952,701.50	1.64%
2015		56,938,119	56,191,189.82	98.69%	746,929.18	1.31%
2014		55,068,779	54,601,014.01	99.15%	467,764.99	0.85%
2013		53,324,262	53,029,919.02	99.45%	294,342.98	0.55%
2012		50,952,912	50,732,676.30	99.57%	220,235.70	0.43%
2011		48,856,892	48,670,287.81	99.62%	186,604.19	0.38%
2010		47,308,832	47,146,579.41	99.66%	162,252.59	0.34%
2009		46,898,827	46,777,150.21	99.74%	121,676.79	0.26%
2008		46,522,769	46,418,865.83	99.78%	103,903.17	0.22%
2007		42,964,450	42,886,671.65	99.82%	77,778.35	0.18%
2006		40,794,160	40,709,989.05	99.79%	84,170.95	0.21%
2005		38,024,453	38,008,787.66	99.96%	15,665.34	0.04%
2004		36,065,496	36,050,556.31	99.96%	14,939.69	0.04%
2003		33,310,579	33,303,065.53	99.98%	7,513.47	0.02%
2002		29,725,878	29,718,468.15	99.98%	7,409.85	0.02%
2001		26,943,136	26,936,525.56	99.98%	6,610.44	0.02%
2000		25,415,248	25,410,252.03	99.98%	4,995.97	0.02%
1999		22,973,308	22,969,413.75	99.98%	3,894.25	0.02%
1998		30,592,529	30,587,165.88	99.98%	5,363.12	0.02%
1997		29,835,914	29,830,809.72	99.98%	5,104.28	0.02%
1996		27,726,424	27,722,073.99	99.98%	4,350.01	0.02%
1995		27,712,029	27,709,191.61	99.99%	2,837.39	0.01%
1994		26,989,803	26,987,206.62	99.99%	2,596.38	0.01%
1993		25,611,050	25,608,622.48	99.99%	2,427.52	0.01%
1992		24,746,736	24,744,940.64	99.99%	1,795.36	0.01%
1991		24,296,285	24,294,507.32	99.99%	1,777.68	0.01%
					<b>5,975,392.45</b>	

Tax Collector  
Doreen Jones, CTC

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City Clerk's Office

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**Rochester, New Hampshire  
Inter office Memorandum**

**TO:** Daniel Fitzpatrick  
City Manager

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

**SUBJECT:** Analysis of Direct Assistance for August, 2017.

**DATE:** September 13, 2017

This office reported 102 formal client notes for the month of August.

Voucher amounts issued for August, 2017 were as follows:

	24 <u>Families</u> <i>8 new</i>	11 <u>Single</u> <i>5 new</i>
Burial .....	325.00	0.00
Dental .....	.00	.00
Electricity .....	916.26	475.08
Food.....	.00	.00
Fuel heating .....	.00	.00
Mortgage .....	.00	.00
Prescriptions .....	.00	.00
Rent .....	3,930.00	1,839.00
Temporary Housing .....	2,293.00	798.00
Transportation .....	<u>0.00</u>	<u>0.00</u>
<b>TOTAL</b>	<b>\$7,464.26</b>	<b>\$3,112.08</b>

This represents an average cost per case/family of \$311.01 and case/Individual of \$282.92 for this month.

Total vouchers issued: \$10,576.34

There was a decrease of \$4,267.99 in assistance issued this month compared to August, 2016. There was an increase of \$38.64 in vouchers issued this month compared to last month.

We received reimbursements from Property Liens totaling \$0.00 for this month.

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left blank...*

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City Clerk's Office

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