



Regular City Council Meeting
November 8, 2017
Council Chambers
7:00 PM

Agenda

1. Call to Order
2. Opening Prayer
 - 2.1. Opening Prayer led by Norman Sanborn Sr. of the Rochester Veterans Council
3. Presentation of the Colors
 - 3.1. Pledge of Allegiance led by the Rochester Veterans Council
 - 3.2. **Proclamation:** Veterans Day P. 39
4. Roll Call
5. Acceptance of Minutes P.67
 - 5.1. Regular City Council Meeting: Revised October 3, 2017 (**Motion to Approve**)
6. Communications from the City Manager
 - 6.1. Employee of the Month Award P. 8
 - 6.2. City Manager's Report P.7
 - 6.3. **Presentation:** Cable Franchise Agreement Representative
 - 6.4. **Recommendation: AB 56** Resolution Authorizing the Release of City Held Easement over 24 Stonewall Drive, Rochester, New Hampshire (*Refer to the Public Works & Building Committee*) P. 31
 - 6.5. **Zoning Amendment Petition [Lynch]:** Refer to City Attorney to put into Legal Form
7. Communications from the Mayor
 - 7.1 Proclamation: National American Indian Heritage Month P. 41
8. Presentations of Petitions and Council Correspondence
9. Nominations, Appointments, Resignations, and Elections
 - 9.1. **Resignation:** Jacqueline Peters, Selectman, Ward 3
 - 9.2. **Resignation:** Raymond R. Turner, Utility Advisory Board
 - 9.3. Municipal Election Vote Returns: *Forthcoming*

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City Clerk's Office

10. Reports of Committees
 - 10.1. Appointments Review Committee
 - 10.1.1. **Appointment:** Amy Cann, Arts & Culture Commission, Term to Expire January 2, 2020
 - 10.2. Codes and Ordinances Committee
 - 10.2.1. **Committee Item:** Seeking direction from the full City Council about the formation of a Committee to watch over the City's Cemeteries [*Trustees of the Cemeteries*]. If formed, this committee would take the responsibilities relative to cemeteries out of the City Manager's office.
 - 10.2.2. **Committee Item:** Discussion about an Amendment to Chapter 19.8 pertaining to screening of Garbage Containers and Dumpsters
 - 10.3. Finance Committee
 - 10.4. Public Safety Committee
 - 10.4.1. **Recommended Committee Action:** To place a "stop" sign and a "no left turn" sign on Crocker Court near City Hall going onto Wakefield Street
 - 10.5. Public Works and Building Committee
 - 10.5.1. **Discussion:** Dewey Street Pedestrian Bridge [*Art Work Discussion*]
 - 10.5.2. **Recommended Committee Action: AB 44** Resolution Authorizing the Acceptance of a Donation from Ekimbor, LLC in the Amount of \$5,000.00 and Supplemental Appropriation Connected Thereto (*Second Reading Required*)
11. Old Business
12. Consent Calendar - (Motion to Approve)
 - 12.1. **AB 50** Resolution Deauthorizing funding related to the EMPG EOC Equipment Grant in the amount of \$4.72
 - 12.2. **AB 53** Resolution Deauthorizing funding related to the 2014 Bulletproof Vest Grant in the amount of \$670.64
 - 12.3. **AB 54** Resolution Deauthorizing funding related to the Highway Safety Bicycle and Pedestrian Grant in the amount of \$4,372.26
 - 12.4. **AB 55** Resolution Deauthorizing funding related to the Highway Safety STEP Grant in the amount of \$247.49
 - 12.5. **AB 47** Resolution Deauthorizing \$5,630,728.23 related to various projects funded from the Department of Public Works, Sewer, and Water Capital Improvement Plan Project Funds
13. New Business

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City Clerk's Office

- 13.1 **AB 59 Resolution Approving Cost Items Associated with proposed City of Rochester School Department Multi-Year Collective Bargaining Agreement with American Federation of State, County and Municipal Employees Council 93, AFL-CIO Local 863 (Rochester School Custodians)**
(Only One Reading Required)
- 13.2. **AB 41 Annual CDBG Action Plan** *(refer to a public hearing to be held on November 21, 2017)*
- 13.3. **AB 45 Resolution Authorizing the Acceptance of a New Hampshire Department of Environmental Services (NHDES) Cyanotoxin Monitoring Grant in the Amount of \$5,980.00 and Supplemental Appropriation Connected Thereto** *(Second Reading Required)*
- 13.4. **AB 46 Resolution Authorizing the Rochester Department of Public Works to Apply for a United States Environmental Protection Agency (USEPA) Brownfields Cleanup Grant in an Amount of up to \$400,000 - Property Located at 10 and 16 Wallace Street** *(Second Reading Required)*
- 13.5. **AB 48 Resolution Authorizing the Acceptance of a Criminal Evidence Forfeiture and Supplemental Appropriation in the amount of \$284.07** *(Second Reading Required)*
- 13.6. **AB 49 Resolution Authorizing the Acceptance of a New Hampshire Department of Highway Safety DWI Patrol Grant and Supplemental Appropriation in the amount of \$6,214.75** *(Second Reading Required)*
- 13.7. **AB 51 Resolution Authorizing the Acceptance of a New Hampshire Department of Highway Safety Sustained Traffic Enforcement (STEP) Grant and Supplemental Appropriation in the amount of \$4,557.48 and Supplemental Appropriation Connected Thereto** *(Second Reading Required)*
- 13.8. **AB 52 Resolution Authorizing the Acceptance of a New Hampshire Department of Highway Safety Bicycle and Pedestrian Grant and Supplemental Appropriation in the amount of \$4,557.48 and Supplemental Appropriation Connected Thereto** *(Second Reading Required)*
- 13.9. **AB 58 Resolution Authorizing the Acceptance of a United States Department of Justice (USDOJ) Ballistic Vest Grant and Supplemental Appropriation in the amount of \$4,424.25** *(Second Reading Required)*
- 13.10. **AB 57 Resolution in accordance with Ordinance 4.4 (c) Authorizing the City Manager to Sell Certain Tax Deeded Properties without an Auction or Sealed Bid Sale** *(Second Reading & 2/3's Vote Required, Roll Call Recommended)*
14. **Other**
15. **Non-Meeting/Non-Public Session**
 - 15.1. **Non-Public Session, Land, RSA 91-A:3 II (d)**
 - 15.2. **Non-Public Session, Personnel, RSA 91-A:3,II (a)**
16. **Adjournment**

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City Clerk's Office



City of Rochester, New Hampshire

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

November 8, 2017

6.1 The Employee(s) of the Month is: Shane Tufts – Public Buildings & Grounds **P. 8**

6.2 City Manager's Report:

Contracts and documents executed since last month:

- City Clerk
 - Election Services – Letter of Understanding – Electronic Poll Book Pilot **P. 9**
- City Manager
 - McDuffee Cemetery – Permission to maintain **P. 10**
- Department of Public Works
 - Certificate of Appreciation **P.11**
 - City Hall Annex Project – Change Order #8 **P. 12**
 - Honeywell EBI System Upgrade **P.13**
 - Raw Transmission Line – Dewatering/Repair **P. 14**
 - Security Agreement – 65 & 73 Salmon Falls Road **P. 15**
 - Security Agreement – 77, 81 & 95 Salmon Falls Road **P. 16**
 - Security Agreement – 58, 62 & 143 Salmon Falls Road & 125 Milton Road **P. 17**
 - Spring Household Hazardous Waste Commitment Letter **P. 18**
 - Utility Easement – Trinity Circle – Sewer & Drainage **P. 19**
- Economic & Community Development
 - CDBG Environmental Review – Community Action Partnership **P. 20**
 - CDBG - Certification of Consistency **P.21**
- Information Technology
 - Systems Engineering Server, Storage and Backup Solution Project **P. 22**
- Legal Department
 - Redemption – Royal Crest MHP **P. 23**
 - Tax Deeds – Whitehouse, Pebblestone, Royal Crest MHP & Maple St **P. 24**
- Planning Department
 - Crane Drive – Release of Covenants **P. 24**

6.3 The following standard reports have been enclosed:

- City Council Request & Inquiry Report - **No Items – No Report included**
- Monthly Overnight Travel Summary **P. 25**
- Permission & Permits Issued **P. 26**
- Personnel Action Report Summary **P. 27**

Samantha Kelley

From: Blaine Cox
Sent: Wednesday, September 27, 2017 2:19 PM
To: Debbie Millspaugh; Lisa Clark
Cc: Samantha Kelley
Subject: RE: Shane Tufts

Debbie – Excellent! Thanks for sharing this regarding Shane! Lisa & Samantha will let you know if they need more info to get Shane nominated.

Blaine M Cox, ICMA-CM
Deputy City Manager/
Director of Finance & Administration
City of Rochester, New Hampshire
31 Wakefield Street
Rochester, NH 03867
Telephone: (603)335-7609
Email: blaine.cox@rochesternh.net

The Right-To-Know Law (RSA 91-A) provides that most e-mail communications, to or from City employees regarding the business of the City of Rochester, are government records available to the public upon request. Therefore, this e-mail communication may be subject to public disclosure.

From: Debbie Millspaugh
Sent: Wednesday, September 27, 2017 2:16 PM
To: Blaine Cox <blaine.cox@rochesternh.net>; Lisa Clark <lisa.clark@rochesternh.net>
Subject: Shane Tufts

Good afternoon,

I wanted to let the two of you know about a city employee who went above and beyond the call of duty today. While I was on lunch break I noticed a customer that we had waited on earlier, wandering by the lunch truck with new plates in her hand. I assumed she was going to her car. When going back to work I stopped and talked to Shane Tufts, he asked me if I had seen a lady wandering around our parking area and I stated that I had. Shane was very worried about her because he had already asked if she needed help and she told him she could not find her car. She also told him that she was diabetic. Shane said he was going to look for her again. He said she just didn't look or act right. Well, Shane found her. He got her into the police station and told them to please call for help. This situation could have had a bad ending if Shane had not stepped up. Because of his actions we would like to nominate him for employee of the month or have him receive The City Managers Commendation.

Thanks for your time,

Debbie Millspaugh, Doreen Jones, Ginny Gray
City of Rochester Tax and Auto Registration
19 Wakefield St.
Rochester, NH 03867
603-332-1136

RECEIVED

SEP 27 2017

FINANCE OFFICE
CITY OF ROCHESTER



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>



Interoffice Memorandum

To: Daniel Fitzpatrick, City Manager

From: Kelly Walters, City Clerk 

Cc: Blaine Cox, Deputy City Manager

Date: October 5, 2017

Re: Electec, Election Services [Letter of Understanding for Electronic Poll Book Pilot *Trial for the November 7, 2017 Municipal Election*]

CITY OF
Received
OCT 5 2017
City Manager
ROCHESTER

Please find a Letter of Understanding for Electronic Poll Book Pilot from Michael Narducci, Electec Election Services. This item appeared on the July 11, 2017, Finance Committee Agenda. The Committee action was to proceed to find a vendor to provide an Electronic Poll Check-in Trial at no cost to the City.

Electec will provide all equipment and training at no cost to the City of Rochester for the Ward 4 polling location for the November 7, 2017 Municipal Election.

The paper check-in process and paper voter registration will run simultaneously with electronic equipment.

This product will only be used on a trial basis to determine the efficiency of an electronic poll book device for voter registration and check-in for elections as authorized by RSA 652:27.

No private information will be given to Electec *nor* will any voter information be retained by Electec Election Services, per attached agreement.

I request that the City Manager sign this agreement on behalf of the City of Rochester.



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



October 17, 2017

Thomas P. McDuffee
9902 Woods Edge Dr.
Fishers, IN 46037

Re: McDuffee Family Cemetery, Farmington Road, Rochester, NH

Dear Mr. McDuffee,

On October 15, 2017, I received, in my capacity as Cemetery Trustee, your petition, pursuant to RSA 289:14-a, for permission to clean, maintain, restore, and preserve the McDuffee Family Cemetery at your expense or the expense of a private organization willing to take on the tasks. Based upon research, the City of Rochester does not own nor maintain the McDuffee Family Cemetery. Furthermore, the City of Rochester is not aware of any person or entity which may own or maintain the same. As such, pursuant to RSA 289:14-a, I hereby grant you or a private organization with which you are affiliated permission to clean, maintain, restore, and preserve the McDuffee Family Cemetery.

If you have any questions, please contact me at (603) 332-1167.

Sincerely,

Daniel W. Fitzpatrick
City Manager

cc: Terence O'Rourke, City Attorney
Peter Nourse, Director of City Services



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096


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CITY OF
Received
SEP 21 2017
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Samantha Rodgerson, City Manager's Office

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

DATE: September 21, 2017

SUBJECT: Adopt-A-Spot Certificates of Appreciation

We're at the end of another season for the Adopt a Spot program. Each year we like to say thank you to all our Adopters and Volunteers for their time, energy and commitment to the program by presenting them with a Certificate of Appreciation signed by the Mayor and City Manager.

Could you have the certificates signed by the City Manager and the Mayor and then forward them back to Public Works so we can prepare for the City Council Workshop on October 17, 2017. We would like to have these back by October 6, 2017 if possible. You can call DPW when ready and we will pick-up.

Thank you Samantha, should you have any questions or need additional information, please call Claire Blanchette.



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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CITY OF
ROCHESTER
Received
OCT 13 2017
City Manager

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Finance Director

FROM: Lisa J. Clark, Admin & UB Office Supervisor *ljc*

DATE: October 12, 2017

SUBJECT: City Hall Annex Project
CMGC Contract Change Order #8 \$4,758.00

CC: Peter C. Nourse PE, Director of City Services

Enclosed please find three (3) copies of CMGC Change Order #8. This change includes a reduction for re-pointing of the the East Façade of the building and an increase for the 1200 amp breaker necessary but not included in the scope of the project. There will be 1-2 more change orders prior to project completion.

The there is sufficient funding in the project budget accounts as follows:

15011090-772000-16559 = \$4,758

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

Signature

Blaine Cox

Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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CITY OF
Received
SEP 26 2017
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Finance Director

FROM: Lisa J. Clark, DPW Office Manager *LJC*

DATE: September 22, 2017

SUBJECT: Honeywell EBI System Upgrade \$33,610.

CC: Peter C. Nourse, PE Director of City Services

Enclosed is one copy of the Honeywell EBI System Upgrade. Honeywell is our maintenance and repair HVAC contractor through 6/30/18. This system allows for monitoring and control of all building systems from one central work station. This upgrade was budgeted for in the FY16 Budge, but the upgrade was not completed until a new maintenance contract was negotiated. The Buildings Supervisor, Mike Riley has worked the City CIO, Sonja Gonzalez to reduce cost by purchasing some equipment by in house staff.

There is sufficient funding in the project account 15011090-7738000-16514.

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

Signature _____

Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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INTEROFFICE MEMORANDUM

TO: Blaine Cox, Deputy City Manager

FROM: Lisa J. Clark, Admin & UB Office Supervisor

DATE: October 16, 2017

SUBJECT: Ted Berry Company, Inc
Raw Water Transmission Line Dewatering / Repair \$14,380

CC: Peter C. Nourse PE, Director of City Services
Michael S. Bezanson PE, City Engineer

Attached please find one contract document for signature. This contract is for the work associated with the Raw Water Transmission Line repair necessary for the WTP.

The Ted Berry Company was selected for repairs to the transmission line in December of 2016. This contract is for the pumping and dewatering of the area in order to supply NHDES with additional requested information to issue the wetlands permit necessary to complete the repairs.

There is sufficient funding in the project budget accounts as follows:

~~45014090-771000-17536~~ = \$14,380

55016010 *ZMC*

If you have any questions please let me know, if not, please sign and return these to the DPW for distribution.

Blaine Cox
10-17-2017



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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CITY OF
Received
OCT 4 2017
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Date: October 3, 2017
From: Owen Friend-Gray PE, Assistant City Engineer
SUBJECT: Security Agreements, 65 & 73 Salmon Falls Road
CC: Terence O'Rourke, City Attorney

Please see the attached security agreement for signature on the repayment plan of the sewer service connection at 65 Salmon Falls Road with Mr. and Mrs. Swink and 73 Salmon Falls Road with the Comeau Family Revocable Trust.

If you have any questions please let me know, if not, please sign and send to the Legal Department.



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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CITY OF
Received
OCT 10 2017
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Date: October 6, 2017
From: Owen Friend-Gray PE, Assistant City Engineer
SUBJECT: Security Agreements, 77, 81 & 95 Salmon Falls Road
CC: Terence O'Rourke, City Attorney

Please see the attached security agreement for signature on the repayment plan of the sewer service connection at 77 Salmon Falls Road with Mr. Miller, 81 Salmon Falls Road with Mr. and Mrs. Coty, and 95 Salmon Falls Road with Ms. Churchwell.

If you have any questions please let me know, if not, please sign and send to the Legal Department.



City of Rochester, New Hampshire

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CITY OF
Received
OCT 30 2017
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Date: October 27, 2017
From: Owen Friend-Gray PE, Assistant City Engineer
SUBJECT: Security Agreements: 58, 62, & 143 Salmon Falls Road and 125 Milton Road
CC: Terence O'Rourke, City Attorney

Please see the attached security agreement for signature on the repayment plan of the sewer service connection at 58 Salmon Falls Road with the Meyers, 62 Salmon Falls Road with Mr. White, 143 Salmon Falls Road with Mr. Gray, and 125 Milton Road with Mr. LaBranche.


If you have any questions please let me know, if not, please sign and send to the Legal Department.



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



INTEROFFICE MEMORANDUM

TO: DAN FITZPATRICK, CITY MANAGER
FROM: LISA J. CLARK, ADMINISTRATIVE SUPERVISOR 
DATE: October 25, 2017
SUBJECT: 2019 Spring Household Hazardous Waste Commitment Letter

Attached please find the cover and commitment letters for the Spring 2019 Household Hazardous Waste Day event. The State of NH requires that the grant paperwork be submitted and approved a full year in advance of the event.

Please sign and return the letter of commitment to The Public Works Department.



City of Rochester, New Hampshire

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Fax (603) 335-4352

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Received
CITY OF
ROCHESTER
OCT 19 2017
City Engineer

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Date: October 18, 2017
From: Owen Friend-Gray PE, Assistant City Engineer
SUBJECT: Utility Easement for Trinity Circle Sewer and Drainage
CC: Terence O'Rourke, City Attorney

Please see the Drainage and Sewer Easement and Agreement for the cross country sewer run, sewer pump station, drainage piping, and retention pond/gravel wetland associated with Trinity Circle.

When the road was taken over by the city through the surety process, construction was completed, and then the roadway was accepted as a city street, this portion of the necessary city infrastructure was not captured as part of that process.

If you have any questions please let me know, if not, please sign and send to the Legal Department.

Date: October 20, 2017
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
OCT 20 2017
City Manager
ROCHESTER

Re: FY 2017-2018 Environmental Review Exclusion for Strafford CAP Weatherization Activity

Please see attached the completed FY 2017-2018 Community Development Block Grant (CDBG) environmental review exclusion for a boiler replacement to be performed by the Community Action Partnership for Strafford County's weatherization program.

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

Date: October 25, 2017
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
OCT 25 2017
City Manager
ROCHESTER

Re: Bureau of Homeless and Housing Services Certification of Consistency with the Consolidated Plan

I have been asked to review N.H. Bureau of Homeless and Housing Services' certification of consistency and proposed grant projects to verify that they are consistent with the City of Rochester's FY 2015-2020 Consolidated Plan. The projects provide housing and housing-related planning and coordination services to homeless services providers within the City of Rochester and elsewhere throughout the state.

All of these services are consistent with the goals and activities outlined in the Consolidated Plan. In particular, services and housing for homeless populations, especially chronically homeless and mentally ill populations, are priority needs identified in the Consolidated Plan.

Please sign the attached certification of consistency with the Consolidated Plan and return to Julian Long. Please contact Julian with any questions or concerns. Thank you very much.



City of Rochester, New Hampshire
INFORMATION TECHNOLOGY SERVICES
31 Wakefield St • Rochester, NH 03867
www.rochesternh.net

CITY OF
Received

OCT 27 2017

City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

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

FROM: Sonja Gonzalez, Chief Information Officer

DATE: October 25, 2017

SUBJECT: Systems Engineering
Server, Storage and Backup Solution Project - \$229,374.81

CC:

Attached please find one copy of Server, Storage and Backup Solution as well as the Master Service Agreement for Systems Engineering. The scope of work covers 3 CIP items: Technology Upgrades & Expansion, Datacenter budgeted for \$274,000; Network Upgrade/Expansion, Offsite Data Backup Storage budgeted for \$60,000; and Annual Software Upgrades, Windows Servers and CALs Licensing budgeted for \$10,000. The total for the CIP projects covered by this quote is \$346,000.

There is sufficient funding in the Technology Upgrades Phase 2 CIP Project Account 15011020-773800-18508.

If you have any questions, please let me know. If not, please sign and pass on to the City Manager for signature. This document should be returned to Sonja Gonzalez for distribution.

Signature _____

Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire

OFFICE OF THE CITY ATTORNEY

19 Wakefield Street • Rochester, NH 03867

(603) 335-7564

www.RochesterNH.net

CITY OF
Received
OCT 10 2017
City Manager
ROCHESTER

Memorandum

To: Daniel Fitzpatrick, City Manager
From: Terence O'Rourke, City Attorney *mo*
Date: October 10, 2017
Re: Redemption of 53 Royal Crest Mobile Home Park

On October 6, 2017, the Tax Collector issued a Tax Deed for 53 Royal Crest Mobile Home Park. On October 10, 2017, the former owner, James L. Junkins, redeemed the property in full. In order to complete the redemption process, the City must issue Mr. Junkins a Quitclaim Deed which must be signed by the City Manager.



City of Rochester, New Hampshire
OFFICE OF THE CITY ATTORNEY
19 Wakefield Street • Rochester, NH 03867
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www.RochesterNH.net

CITY OF
Received
OCT 3 2017
City Manager
ROCHESTER

Memorandum

To: Daniel Fitzpatrick, City Manager
From: Terence O'Rourke, City Attorney
Date: October 6, 2017 *TMD*
Re: Tax Deeds for 79 Whitehouse Road, 19 Pebblestone Lane, 13 Pebblestone Lane, 53 Royal Crest Mobile Home Park, and 58 Maple Street

On October 6, 2017, the Tax Collector issued Tax Deeds 79 Whitehouse Road, 19 Pebblestone Lane, 13 Pebblestone Lane, 53 Royal Crest Mobile Home Park, and 58 Maple Street. In order to complete the process, the City Manager must sign the Tax Deed accepting the property on behalf of the City.



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

CITY OF
Received
SEP 26 2017
City Manager
ROCHESTER

Date: September 26, 2017
To: Dan Fitzpatrick, City Manager
From: Seth Creighton, Chief Planner
Re: Release of Covenants, to sign

The "Granite Ford" (Ford vehicle dealership) property located at 8 Crane Drive, Map-Lot 216-20 is currently subjected to restrictive 'aquifer protection' covenants recorded at the Registry of Deeds. These covenants were recorded in 1985 at the request of the City; the purpose was to put on record that this property was subject to the City's aquifer protection ordinances/rules.

Now, 32 years later, via better science, the City has determined that this property is not in an aquifer protection zone, and the City's ordinances have been changed accordingly, and therefore the 1985 covenants are no longer applicable. To this end, and in agreement with the property owner, his attorney, and Attorney Terence O'Rourke, the City would like to record a release of the covenants.

Attached is a 'release of covenants' that Terence drafted and the property owner and his attorney have agreed to. We ask that you and a Notary/JP sign and return this to Terence.

Samantha Kelley

From: Blaine Cox
Sent: Wednesday, September 27, 2017 2:19 PM
To: Debbie Millspaugh; Lisa Clark
Cc: Samantha Kelley
Subject: RE: Shane Tufts

Debbie – Excellent! Thanks for sharing this regarding Shane! Lisa & Samantha will let you know if they need more info to get Shane nominated.

Blaine M Cox, ICMA-CM
Deputy City Manager/
Director of Finance & Administration
City of Rochester, New Hampshire
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Email: blaine.cox@rochesternh.net

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From: Debbie Millspaugh
Sent: Wednesday, September 27, 2017 2:16 PM
To: Blaine Cox <blaine.cox@rochesternh.net>; Lisa Clark <lisa.clark@rochesternh.net>
Subject: Shane Tufts

Good afternoon,

I wanted to let the two of you know about a city employee who went above and beyond the call of duty today. While I was on lunch break I noticed a customer that we had waited on earlier, wandering by the lunch truck with new plates in her hand. I assumed she was going to her car. When going back to work I stopped and talked to Shane Tufts, he asked me if I had seen a lady wandering around our parking area and I stated that I had. Shane was very worried about her because he had already asked if she needed help and she told him she could not find her car. She also told him that she was diabetic. Shane said he was going to look for her again. He said she just didn't look or act right. Well, Shane found her. He got her into the police station and told them to please call for help. This situation could have had a bad ending if Shane had not stepped up. Because of his actions we would like to nominate him for employee of the month or have him receive The City Managers Commendation.

Thanks for your time,

Debbie Millspaugh, Doreen Jones, Ginny Gray
City of Rochester Tax and Auto Registration
19 Wakefield St.
Rochester, NH 03867
603-332-1136

RECEIVED

SEP 27 2017

FINANCE OFFICE
CITY OF ROCHESTER

DATE RECEIVED	DATE ISSUED	PERMISSION PERMITS	MISCELLANEOUS	DATE OF EVENT
9/6/2017	9/29/2017	EVENT/WRESTLING	Opera House - Midget Wrestling	9/30/2017
9/25/2017	10/2/2017	TAG	SHS Cheer Boosters	10/3 10/10 10/17 10/24 10/31
9/27/2017	10/2/2017	BANNER	Strafford County Family Justice Center	October
9/28/2017	10/2/2017	BANNER	Arts Rochester	11/25 - 12/15
9/29/2017	10/2/2017	EVENT	Benoit party @ Commons	10/7/2017
10/5/2017	10/23/2017	TAG	Girls Basketball Booster Club	12/9/2017
10/6/2017	10/23/2017	EVENT	American Legion - Wreaths Across America	10/20 - 12/3/2017
10/6/2017	10/23/2017	EVENT	American Legion - Craft Fair	11/18/2017
9/29/2017		MESSAGE	Homemakers - Wellness Expo	10/20/2017
9/29/2017		MESSAGE	Monarch School - Bike Ride/Walk	10/7/2017
9/29/2017		MESSAGE	First Church Congregational - Spaghetti Supper	10/13/2017
10/5/2017		MESSAGE	Rochester Rec - Halloween Party	10/21/2017
10/5/2017		MESSAGE	First Church Congregational - Winter Faire	11/3/2017
10/13/2017		MESSAGE	National Org. for Rare Disorders - fundraiser	11/4/2017
10/19/2017		MESSAGE	Chamber - Candidate Forum	10/23/2017
10/19/2017		MESSAGE	PD - Drug Take-Back Day	10/28/2017
10/19/2017		MESSAGE	Colonial Hill Center - Craft Fair	11/11/2017
10/25/2017		MESSAGE	Granite State Choral Society - Craft Fair	11/4/2017

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City Clerk's Office

**Resolution Authorizing the Release of City Held Easement over 24 Stonewall Drive,
Rochester, New Hampshire**

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, do hereby authorize the release of a Fifty (50) foot wide easement over 24 Stonewall Road, Rochester, New Hampshire as shown on the "Lot Line Revision Plan, Pray Street/Stonewall Road, Rochester, NH for Gregory E. Pray," recorded at the Stafford County Registry of Deeds at Plan 81-65.

Further, the City Manager is authorized to execute any and all documents necessary to affect the purpose of this Resolution.

CC FY18 11-08 AB 56

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City Clerk's Office



City of Rochester, New Hampshire

DEPARTMENT OF PUBLIC WORKS
45 Old Dover Road • Rochester, NH 03867
(603) 332-4096

www.RochesterNH.net

Date: 26 October 2017

To: Dan Fitzpatrick, City Manager
CC: Seth Creighton, Chief Planner
Peter Nourse P.E., Commissioner of Public Works

Subject: Public Works Department's Recommendation to Extinguish City Easement on 24 Stonewall Dr.

Dear Mr. Fitzpatrick:

The Public Works Department has reviewed the request for extinguishment of the 50' easement by David Lawrence on the property at 24 Stonewall Drive in the letter dated 15 September 2017. Public Works does not have any reservations at this time for extinguishment of the easement as there are no city owned utilities in the easement nor is there sufficient area within the adjacent subdivision to provide any sort of vehicular access between Stonewall Drive and Laredo Lane.

Please reach out to me at the Department of Public Works, (603) 332-4096 or owen.friend-gray@rochesternh.net, if you have any further questions.

Thanks,

Owen Friend-Gray P.E.
Assistant City Engineer



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

Date: October 25, 2017

To: Dan Fitzpatrick, City Manager

From: Seth Creighton, Chief Planner *SC*

Re: Planning Department's Recommendation Regarding a Citizen's Request to Extinguish a City Easement located on private property at 24 Stonewall Dr, Map-Lot 223-11

The City of Rochester holds rights to a 50' easement located on land owned by 24 Stonewall Drive, Map-Lot 223-11. This lot's property owner, Mr. Lawrence, is asking for the easement to be extinguished. To understand why the easement exists and visualize the location of the easement please refer to the attached letter addressed to Mr. Lawrence and the attached maps.

The Planning Department encourages developments to be connected because the connectivity increases safety, reduces maintenance costs, and fosters greater social interaction. However, the ability to connect Stonewall Drive (via the easement on Map-Lot 223-11) to the Great Woods subdivision has been compromised by past action of the Planning Board via their requirement to only require an 18' wide ROW from Great Woods to the 50'-wide easement off of Stonewall Drive.

Unless the City Council envisions taking Great Wood's land via eminent domain and constructing a road to connect the two developments, then there is not much value in the City maintaining a 50' easement on Map-Lot 223-11.

However, we suggest that the 50' easement be resized to a narrower (18' wide) easement and relocated to abut the rear and side lot line Map- 223-11; such an easement will make Mr. Lawrence's lot much more useable to him/future owners while still allowing for a pedestrian connection between the two developments. If the City Council supports this option, we encourage them to require a wetland delineation of the lot so that they can locate the easement outside of any wetland area.



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

September 15, 2017

David Lawrence
22 Stonewall Dr
Rochester, NH 03868

Re: Easement on 24 Stonewall Dr, Map-Lot 223-11

Mr. Lawrence,

You recently inquired about what it would take to extinguish a 50' City easement from your property at 24 Stonewall Drive, Map-Lot 223-11.

As you and I discussed, the 50' easement on Map- Lot 223-11 was intended to provide the City with an area to construct/extend a City road in the event that the abutting parcel was developed, so that the existing neighborhood that your house is part of would be connected to the proposed neighborhood.

In the early 2000's the abutting parcel did in fact propose and acquire approval for subdivision (Great Woods subdivision) and a new road network; however, through the public hearing process the Planning Board decided that it would not require a vehicular connection from Great Woods to the easement on lot 223-13, but instead would require a much narrower 18' wide pedestrian access. The Great Woods Subdivision is now vested and can build out as approved. the City has no right, less eminent domain, to require the pedestrian easement area to be widened to accommodate vehicles.

In my research I have not found any Planning Board related jurisdiction that would prevent this easement from being extinguished. I have also spoken with Department of Public Works and they do not believe there are any utilities (except perhaps for a typical water/sewer stub) located within this easement area. I've also talked the owner of the Great Woods subdivision and he does not oppose the extinguishment or reconfiguration of the 50' easement on your property, of which his pedestrian path area will connect to.

The short answer, from a Planning Department perspective, is that there is little-to-no value in the City maintaining a 50' easement across your property. If the City Council agrees the easement could be extinguished completely, or redefined/resized/relocated to provide for a pedestrian only connection between the neighborhood you live in and the Great Woods neighborhood.

With all that being said, your next step is to write a letter to the City Manager presenting your request. He will review your request and determine which board/committee to send this to for review and action. You are more than welcome to include a copy of this letter when you submit to Mr. Fitzpatrick.

Here is the contact information for the City Manager: *Daniel Fitzpatrick, City Manager, City of Rochester, 31 Wakefield Street, Rochester, NH 03867.*

Sincerely,


Seth Creighton, Chief Planner



- Legend**
- 50' Easement on Map 223 Lot 11
 - 18' Right of Way from Great Woods
 - Parcel Boundary




 Date: 10/25/2017
 Author: DC - DPW, Rochester
 Source: NHGRANT, City of Rochester

Stonewall Drive and
 Great Woods Subdivision
 Rochester, NH

** The not-yet-built portion of road at Great Woods is scheduled to be under construction late 2017/early 2018.*

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City Clerk's Office



City of Rochester, New Hampshire

OFFICE OF THE MAYOR

31 Wakefield Street • Rochester, NH 03867

(603) 332-1167

www.RochesterNH.net



PROCLAMATION

- WHEREAS,** Every year on November 11th, communities across this Nation join to observe Veterans' Day in remembrance of the brave men and women who selflessly served in America's armed forces, defending our freedom, security and democracy; and
- WHEREAS,** They are the most noble of citizens who made great sacrifices for the cause of peace, and they deserve and will always have the respect and appreciation of all citizens; and
- WHEREAS,** On Veterans' Day we pause to commemorate the contributions of all who have served in various branches of our military, those who have passed away; and those still with us, as their families do each day; and
- WHEREAS,** America has been blessed with an abundance of such men and women who nobly battled tyranny and oppression in two World Wars, and those who fought in Korea, Vietnam, and the Middle East, and
- WHEREAS,** Today our men and women in uniform are again at war, fighting terrorism and standing vigilantly in defense of America and our cherished way of life; and
- NOW, THEREFORE,** I, Caroline McCarley, Mayor of the City of Rochester, NH do hereby proclaim November 11, 2017 as Veteran's Day and salute our Veterans for stepping into harm's way to protect our freedom.

IN WITNESS WHEREOF, I have set my Hand and caused the Seal of the City of Rochester to be affixed this 8th day of November in the year of our Lord, Two Thousand and Seventeen.

Caroline McCarley
Mayor

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City Clerk's Office



City of Rochester, New Hampshire

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



NATIONAL AMERICAN INDIAN HERITAGE MONTH PROCLAMATION

WHEREAS, the history and culture of our great nation have been significantly influenced by American Indians and indigenous peoples; and

WHEREAS, the contributions of American Indians have enhanced the freedom, prosperity, and greatness of America today; and

WHEREAS, their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and

WHEREAS, Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George Bush in August 1990, designating the month of November as National American Indian Heritage Month; and

WHEREAS, in honor of National American Indian Heritage Month, community celebrations as well as numerous cultural, artistic, educational and historical activities have been planned;

NOW THEREFORE, I, Caroline McCarley, Mayor of Rochester, NH, do hereby proclaim November as the National American Indian Heritage Month, in the City of Rochester and urge all our citizens to observe this month with appropriate programs, ceremonies and activities.

IN WITNESS WHEREOF I have hereunto set my hand and have caused the great seal of the City of Rochester to be affixed this 8th day of November, in the year of our Lord, Two Thousand Seventeen.

Caroline McCarley
Mayor

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City Clerk's Office



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

Appointments Committee Minutes
October 17, 2017

Committee Members Present:

Sandra Keans, Chair

Ray Barnett

Donna Bogan

Tom Abbott

Absent:

James Gray, Vice-Chair

The meeting was called to order at 6:15 p.m. on October 17, 2017.

Amy Cann – Arts & Culture Commission

Ms. Cann is a business woman who has time in her life now to volunteer in her home of 14 years. Her daughter is a budding dancer as well.

Councilor Abbott moved to recommend; Councilor Bogan seconded Ms. Cann to be nominated for appointment to the Arts & Culture Commission. The Appointments Committee unanimously recommends Amy Cann for appointment to the Arts & Culture Commission, term to expire July 1, 2020.

The meeting was adjourned at 6:25pm.

Respectfully submitted,

Sandra B. Keans, Chair

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City Clerk's Office

Codes and Ordinances Committee

Councilor Peter Lachapelle, Chair
Councilor Elaine Lauterborn, Vice Chair
Councilor Tom Abbott
Councilor Donna Bogan
Councilor Robert Gates



CODES AND ORDINANCES COMMITTEE

Of the Rochester City Council

Thursday, October 5, 2017

City Council Chambers

31 Wakefield Street, Rochester, NH

MINUTES

1. Call to Order

Councilor Lachapelle called the Codes and Ordinances Committee to order at 6:00 PM. All Committee members were present. Also present were Councilor Gray and City Attorney, Terence O'Rourke.

2. Public Input

Councilor Lachapelle opened Public Input at 6:03 pm.

Michelle Smith, resident, spoke about Chapter 63.2 of the General Ordinances of the City of Rochester with regards to the passing of items to or from the occupant of a motor vehicle on a road way

Ms. Smith spoke about Chapter 36 of the General Ordinances of the City of Rochester with regards to Cemeteries.

George Pelletier spoke about Chapter 19.8 of the General Ordinances of the City of Rochester with regards to the placement of Waste Management totes.

Councilor Lachapelle thanked Ms. Smith and Mr. Pelletier for speaking and closed public input at 6:13 PM.

3. Acceptance of the Minutes: June 1, 2017

Councilor Lauterborn **MOVED** to **ACCEPT** the minutes of June 1, 2017. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

4. **Review: Chapter 63.2** *The passing of Items to or from the Occupant of a Motor Vehicle on a Road Way.*

Terence O'Rourke, City Attorney, reported that enforcement of this ordinance is currently suspended to avoid any litigation, as a similar ordinance in another city had been brought before the NH State court and had been struck down by a federal judge ruling that the ordinance violates first amendment rights. Attorney O'Rourke had this on the agenda to ask the committee what they would like to do; Keep the current ordinance suspended as is and try to amend it, or scrap in all together? Councilor Gates asked if there were any other municipalities with a similar ordinance which had been found constitutional. Attorney O'Rourke stated none were found in NH. This will be kept in committee and Attorney O'Rourke will bring this back with revisions to the December 7th meeting.

5. **Review: Chapter 36** *Cemeteries*

A discussion ensued about whether or not to form a committee to oversee the cemeteries in Rochester. Councilor Bogan **MOVED** to bring to full council a motion for the idea of the formation of a Trustees of the Cemeteries Committee. If formed, this committee would take the responsibilities relative to cemeteries out of the City Manager's office. Councilor Abbott seconded the motion. The **MOTION CARRIED** by a majority voice vote.

6. **Review: Chapter 19.8** *Storage of Containers and Dumpsters*

Councilor Lachapelle led discussion on Chapter 19.8 and conversation was held regarding the section that reads "*and such containers/dumpsters are stored in such a manner as to be adequately screened from view from any public way.*" Councilor Abbott recalls this being removed from the chapter initially, and does not know when it was added back. Councilor Lachapelle stated that we need to be careful on how this is enforced as written. Councilor Lauterborn **MOVED** to propose to the full City Council to remove "*and such containers/dumpsters are stored in such a manner as to be adequately screened from view from any public way.*" from Chapter 19.8. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Lachapelle also brought forward a change that needs to happen in the beginning of this chapter under **19.1 Definitions**. He stated that the City will be migrating to a second cart for streamline recycling within the next couple of months. In preparation of this, the definition v) **Residential Recycling Bin** needs to be changed to reflect this. His suggestion was to have the definition read exactly like y) **Rubbish and Waste Receptacles** with a minor change. Councilor Lachapelle **MOVED** to send the following proposed changes to the City Council: **v) Residential Recycling Bin Cart – ~~Any reusable container that is labeled for recycling. Containers shall be no larger than eighteen (18) gallons in size.~~ Shall be a specifically designed container with wheels or "cart" distributed by Waste Management to be used for the storage of acceptable recyclables in the automated collection process. No other receptacles will be permitted for collection by the City's waste collection contractor.** Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

7. Other

Councilor Lauterborn spoke on camping in Rochester parks. Councilor Lachapelle shared that he had received an e-mail from the Chief of Police. The chief will be researching this with the Recreation Department. There is an ordinance that specifically states that people cannot camp in Rochester parks. The Trustees of Trust Funds are also looking into this. Councilor Gray spoke about there being an ordinance stating that signs can be posted listing the park hours. With these signs posted, if a camper was found in a park they could be found in violation of park hours. Councilor Gray also inquired whether or not Hanson Pines is considered a park. Councilor Lachapelle asked City Attorney O'Rourke to look into this and report back at the December 7th meeting. If action needs to be taken, it will be taken at that time.

Councilor Lauterborn spoke on the Dewey Street Bridge Project. It was said during the site walks and meetings that motorized vehicles would not be allowed on the bridge. There will be barriers placed at either end of the bridge, but small motorized vehicles would be able to get around said barriers. Councilor Lauterborn inquired if the items from these previous meetings are enforceable, or if there needs to be a specific ordinance prohibiting vehicles such as snowmobiles and motorcycles. Councilor Lachapelle stated that the City can post a sign on either side of the bridge. Councilor Lauterborn just wants to make sure the police have what they need to enforce this. Councilor Lachapelle said that he can have Councilor Hamann put it on the agenda for the next Safety Committee meeting. City Attorney O'Rourke will look into whether or not we can just place signs, or if we need to do something else.

8. Adjournment

Councilor Gates **MOVED** to **ADJOURN** the Committee meeting at 6:38 PM. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully submitted,

Susan Morris
Assistant City Clerk

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City Clerk's Office

FINANCE COMMITTEE

Meeting Minutes

Meeting Information

Date: October 10, 2017
Time: 7:00 P.M.
Location: City Council Chambers
31 Wakefield Street
Rochester, New Hampshire

Committee members present were: Mayor McCarley, Deputy Mayor Varney, Councilor Hamann, Councilor Gray, Councilor Lauterborn, Councilor Keans and Councilor Torr. Other City Councilors present: Councilor Barnett and Councilor Willis. City staff present were: City Manager Fitzpatrick, Deputy City Manager Cox, Police Chief Toussaint, Deputy Police Chief Boudreau, Chief Assessor Rice and Senior Accountant Sullivan. Others present: Chairperson Marchionni of the Riverwalk Committee as well as Utility Advisory Board members Libby (Chairperson), Sanders, Barnes, Turner and Boudreau.

Agenda & Minutes

1. Call to Order

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

2. Public Input

There were no members of the public that addressed the Committee.

3. Unfinished Business

There were no Unfinished Business items before the Committee.

4. New Business

4.1 Riverwalk Funding Request

The Riverwalk Committee Chairperson, Stacey Marchionni appeared before the Finance Committee and reported that the Riverwalk Committee was seeking funds from the City to retain the services of CLD engineers to update the Riverwalk Master Plan. This update would then allow the Riverwalk group to apply for grant funding. The Mayor indicated that this item would be kept in Committee for further discussion.

4.2 Utility Advisory Board Water & Sewer Rates Recommendations

The Utility Advisory Board recommended to the Finance Committee that water rates be increased by 7% and that sewer rates be increased by 5% and that said rate adjustments be made effective on December 1, 2017. The members of the Utility Advisory Board reviewed for the Finance Committee their deliberations leading up to their rate recommendations. Senior Accountant Sullivan, using an excel spreadsheet, demonstrated several rate change scenarios for the Finance Committee. After a lengthy discussion, **Deputy Mayor Varney moved to recommend to the full City Council that water user rates be increased by 5% and that sewer user rates be increased by 3.5%. The motion received a second and was adopted** by a voice vote.

4.3 Taser Purchase

Police Chief Toussaint reviewed with the Finance Committee his recommendation to enter in to the Taser 60 program. **Councilor Hamann moved to recommend to the full City Council that the Police Department be authorized to enter in to the Taser 60 program. The motion received a second and was adopted** by a voice vote.

4.4 Internet Crimes Against Children Funding Opportunity

Police Chief Toussaint informed the Finance Committee that the Internet Crimes Against Children (ICAC) task force commander has offered to reimburse Rochester for the detective from Rochester Police Department assigned to the ICAC task force. Specifically, the City would be reimbursed for this detective's salary and related benefits costs in an amount up to \$76,000 for the time he spends working as part of the task force. **Councilor Gray moved to recommend to the full City Council that the City accept the ICAC reimbursement funds and appropriate said funds to the Rochester Police Department. The motion received a second and was adopted** by a voice vote.

4.5 Elderly Exemptions Discussion

City Councilor Barnett recommended to the Finance Committee that the City Council consider increasing the Elderly Exemption amounts as well as the income limitations. The Mayor indicated that this item would be held in committee and directed staff to

provide the Finance Committee with a report and analysis of the Elderly Exemptions issue.

4.6 All Veterans' Tax Credit Discussion

Chief Assessor Rice appeared before the Finance Committee and reviewed the written report he provided for the meeting packet. After a lengthy discussion, the Mayor indicated that this item would be held in committee.

5. Finance Director's Report

5.1 Monthly Financial Report

There was no discussion regarding the monthly financial statements.

6. Other

There were no other items brought before the Committee.

7. Adjournment

Councilor Hamann moved to adjourn the meeting and a second was received. The motion was adopted by a voice vote at 8:20 P.M.

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City Clerk's Office

Public Safety Committee
Rochester Public Works Department
October 18, 2017
7:00 PM

MEMBERS PRESENT

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

MEMBERS ABSENT

Councilor Peter Lachapelle

OTHERS PRESENT

Peter Nourse, P.E. Director of City Services
Michael Bezanson, P.E., City Engineer
Dan Camara, GIS Technician
Deputy Chief Gary Boudreau, PD
Mark Klose, Fire Chief
Councilor Ray Varney
Councilor Sandra Keans
David Walker
Geoff Hamann
Helen Gouveia, Cocheco River Estates
Jerry Gouveia, Cocheco River Estates
Devs Dupuis, Cocheco River Estates
John Dupuis, Cocheco Rvier Estates
Barbara Liebfried, Cocheco River Estates
Bill Golonka, Cocheco River Estates
Johann Golonka. Cocheco River Estates
Virginia Chappell, Cocheco River Estates
Diana Dacke, Cocheco Rvier Estates
Ann Heisler, Cocheco River Estates
Leslie Heisler, Cocheco River Estates

Minutes

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

1. Route 11 Light-Timing Study

Item #6 was moved up on the agenda. Residents of Cocheco River Estates on Route 11 were present to discuss the safety issues present when turning out of Cocheco River Estates onto Route 11. Jerry Gouveia of Cocheco River Estates sent an email to Councilor Gray regarding the traffic on Route 11. He stated that living so close to both the Spaulding Turnpike and the new Ridge Marketplace

shopping plaza has been fantastic and convenient, but the traffic is bad. He would like a traffic signal at the intersection to allow opportunity to enter onto Route 11. Councilor Gray responded to the email stating that the installation of a traffic signal in this location would be expensive and to do it the State normally wants the road widened with two lanes of traffic on each side, turn lanes and someone to pay for the improvements. As the Ridge continues to develop the loop road is planned to continue behind the apartments on the other side of Route 11. When this happens the Planning Board will most likely require the upgrade to the road and the light to be installed. Some of the residents of Cocheco River Estates were present to voice their concerns with the traffic. Bill Golonka of Cocheco River Estates stated he cannot get out of the park taking a left hand turn. He said it is very difficult to turn; it might help if the red light coming off Route 11 was 16 seconds longer, and right now the light change is pretty quick. He said there is no gap between traffic. Reverend Ronald Webber stated that the housing unit adds to the traffic. He is afraid someone will die on the street especially as the Ridge expands. Councilor Gray stated that some of the things that were being talked about are Planning Board functions. With Phase 2 and 3 there are traffic signals planned near the loop road at Crane Drive and Nashoba Drive; however, at this time the traffic study doesn't indicate that a traffic signal is warranted for the Nashoba Drive intersection. Councilor Hamann asked Mr. Bezanson who has the jurisdiction in this area, State or the city. Mr. Bezanson said the State does. He said that he has sent written correspondence to the State regarding a traffic signal at the Nashoba Drive intersection, including the petition signed by the residents of Cocheco River Estates. Councilor Gray said the Police Department will compile the accident data for this intersection and a letter can be sent to the State. Mr. Gouveia thanked Councilor Gray and Councilor Hamann for letting them come to the Public Safety Committee to discuss the issue. Councilor Hamann said he could ask the Strafford Regional Planning Commission to help bridge the gap with the State. Councilor Gates asked if the timing was changed on the traffic light near the over pass would that be enough of a break in traffic. A majority of the residents said yes.

2. GIS presentation

Dan Camara, GIS Technician was present to give a GIS Presentation on asset management.

3. Approve Minutes from September 20, 2017

Councilor Gates made a motion to approve the September 20, 2017 minutes. The motion was seconded by Councilor Barnett. Unanimous voice vote carried the motion.

4. Public Input

The only members of the public present for Public Input were present for the Route 11 light-timing study which was moved up on the agenda.

5. Stop Sign-Ashwood/Watson Drive

Councilor Hamann summarized the issue. Deputy Chief Boudreau stated there were no accidents in 2016 and 1 in 2017. Councilor Hamann asked Councilor Gray if he thought a stop sign was needed since he lives in the area. He said the one accident was probably someone who ran the stop sign. Committee felt stop sign was not needed, no action taken.

6. Colby Street-Crosswalk Visibility

Councilor Hamann summarized the issue. Albert Small sent an email to Councilor Gray regarding the speeding being done on Main Street and Colby Street. He lives with his 7 children on Colby Street. There is a large amount of large truck traffic on Colby Street. In addition to these traffic concerns they are concerned with the lack of visibility of the crosswalk at Colby and Main Street. They are looking for signs similar to those that Dover uses at some of their crosswalks when you press a button and bright LED lights flash to catch the attention of drivers. He is also requesting truck traffic over 23000 GVRW be restricted from Colby Street. The police department will do a directed patrol. This was left in committee until next month to get the results of the directed patrol. Fire Chief Mark Klose asked if temporary pedestrian signs are used in crosswalks in Rochester and Mr. Bezanson said yes, during the warmer months there are several that are put in crosswalks throughout the City.

7. Myrtle Street-Speeding Concerns

Councilor Hamann summarized the issue. Deputy Chief Boudreau said that he tried to get up to speed on Myrtle Street and it is a short street with a stop sign in the middle. There was no action taken on this request.

8. Downtown Crosswalk Signage

Councilor Hamann summarized the issue. Mr. Bezanson said there is money for safety issues. The Public Works Department had a consultant look at the downtown area crosswalks. Some of the recommended changes were simple and some included moving concrete ramps. Several signs relating to the crosswalks were mentioned, including 3 signs for right turning vehicles and 35 locations for pedestrian signs. Mr. Bezanson stated he just introducing the topic this month and would bring more details to the committee next month.

Councilor Gray made a motion to place a stop sign and a no left turn sign on Crocker Court near City Hall going onto Wakefield Street. The motion was seconded by Councilor Gates. Unanimous voice vote carried the motion. Councilor Hamann asked about painting sign routes on the road. Mr. Bezanson said they've begun using a different crosswalk style recommended by the consultants called "Continental" style.

9. Strawberry/Cider Hill-Dark Corner

Councilor Hamann summarized the issue. This request came from Councilor Keans, there is a dark corner in this area. Deputy Chief Boudreau said there is a light at the intersection and one at the right of the intersection but no street-light at the corner. Councilor Gray said to stay with the street-light policy which is every 3rd pole, 1 or both may have to move to stay within the criteria. This was kept in committee until next month; Mr. Bezanson will get an overview from Pictometry. .

10. Other

Parking Columbus Avenue

Councilor Hamann said that he was going to bring up the parking issue on Columbus Avenue, but Councilor Varney said not to worry about it, it was just because they were paving.

Handicap Parking at City Hall Parking Lot

Mr. Nourse, Director of City Services, said they will be repaving the City Hall parking lot in the future. There are 7 handicap spaces that are normally empty. He thinks there are more spaces than needed. Councilor Hamann said the 2 handicap spaces by the side door are coming out, so there will only be 3 in this area. Councilor Gray said the only handicap accessible area is the door by the

Annex. Councilor Gray said they should ask planning how many handicap spaces are needed. He also said there may be employees that may need to use the handicap spaces. Councilor Hamann said they should meet the minimum on handicap spots.

Designated Parking Spots for the Fire Department

Fire Chief Klose said it was his understanding that there use to be designated parking for the Fire Department by the fence before the construction and wanted to know if this is something they want to bring back. He said there are 9 people to a shift and a majority of them use the City Hall parking lot. Councilor Gray said they could look in to a stacking arrangement, they don't need to assess their vehicles when they are on their shift. Fire Chief Klose said he would work with Mr. Nourse on the parking.

Rochester Housing Authority-Wyandotte Falls

Mr. Nourse said the Housing Authority would like no trespassing signs because the area has been cleared of brush and there is a retaining wall down below and the kids like to sled in the area and it's very dangerous. Deputy Chief Boudreau said this would be a low priority issue, by the time the police get there they would be gone.

Norway Plains Development

Mr. Nourse said the developer of Norway Plains road needed to extend the side walk. He stated that the crosswalk across the road needs to be blacked out immediately. It's very dangerous, there is no signal and it's inviting trouble. Councilor Gray said there is money for sidewalks in the budget. Councilor Hamann asked how much sidewalk was added. Mr. Nourse said 500 feet. Councilor Gray said the only way to get the crosswalk removed sooner is to talk to the Mayor and Deputy Mayor. Mr. Nourse said he was just letting the committee know it needs to be done immediately. Councilor Gray stated that the Commissioner has notified the Committee of a hazardous condition within 72 hours of the safety issue.

Prospect Street- Speed Trailer Data

Deputy Chief Boudreau had the results of the speed trailer on Prospect Street. The speed trailer was placed on Prospect Street from September 27 to October

15, 2017. The majority of the vehicles were going 21 to 30 mph, which was 47.9 percent. 40 percent of the vehicles were going 11 to 20 mph. 7 percent were going 31 to 40 percent and there was 3 vehicles going 31 to 50 mph.

Public Safety Festival

Fire Chief Klose wanted to mention that the first Public Safety Festival that the Fire Department put on was a huge success. It was attended by over 500 people. The burn cells and an antique fire truck was there, they also handed out free smoke detectors.

New Hampshire Association of Fire Chief Meeting.

Mr. Klose said that the City of Rochester hosted the NH Association of Fire Chief Meeting and was a great turn out and they are on the docket to host next October as well.

Change Setting on Traffic Lights near Cocheco River Estates

Councilor Gates asked if the traffic light settings could be changed to give Cocheco River Estates a little relief in getting out of there park. Mr. Bezanson will talk with the State of NH.

Ebony Drive-Speed Issues

Mr. Bezanson said that a request came in for a speed limit sign on Ebony Drive. Deputy Chief Boudreau will have a directed patrol done in the area.

Councilor Barnett made the motion to adjourn the meeting at 9:23 PM. Councilor Gates seconded the motion. The motion passed unanimously.

Minutes respectfully submitted by Laura Miller, Secretary II.

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City Clerk's Office

Public Works and Buildings Committee

October 19, 2017

Council Chambers

MEMBERS PRESENT

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

OTHERS PRESENT

Councilor James Gray
Blaine Cox, Deputy City Manager
Peter C. Nourse PE, Director of City Service
Nel Sylvain, Planning Board Chairman
Julian Long, Grant Manager

MINUTES

Chairman Torr called the Public Works and Buildings Committee to order at 7:10 PM.

1. Approve minutes from the September 21, 2017 Public Works & Buildings Meeting.

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

Councilor Willis made a motion to accept minutes as presented for the September 21, 2017 Public Works Committee meeting. The motion was seconded by Councilor Hamann. The Motion passed unanimously.

2. Public Input – There was no public input.

3. Chesley Hill Road –Sidewalk /Wooded Walking Path – Mr. Nourse stated that this item had been referred to the Committee. He stated that the“serpentine” sidewalk proposed by the developer of the residential subdivision on Chesley Hill Road / Donald Street has been accepted by planning board. Mr. Nourse stated that he has reviewed the plans for this paved walkway which is part of the Birch Ponds Development. Mr. Nourse stated that this has been approved as a bituminous paved walkway that is approximately 800 feet long and runs through a wooded area that is a City owned right of way, or as it shows on a map, a paper street that connects the end of Norman Street to Donald Street. He stated that it is proposed as a 5' wide path and it is at an approximate 8% grade. He stated it runs in a serpentine fashion from Donald Street to Norman Street. Mr. Nourse stated that he believes that it is too narrow for City maintenance vehicles and he has concerns for drainage at the top which is a natural cut. Mr. Nourse stated that he had spoke to the construction contractor, Tom Severino. Mr. Nourse stated that Mr. Severino designed this as a cost effective alternative for the developer to meet the planning board's goal of having connectivity for city sidewalks. Mr. Severino had explained to Mr.

Nourse that he had built a similar stone dust path in a development in Statham that was popular. Mr. Nourse explained that Mr. Severino stated that it was a stone dust path built in a serpentine design solely for aesthetics. Mr. Nourse read parts of a letter received from the police department expressing their concerns with the walkway. Mr. Nourse stated that the Deputy Police Chief had sent over the letter for him to let the Committee know how their department viewed this proposal. Mr. Nourse read portions of letter out loud. The letter stated concerns for safety due to the remote location and not enough proposed illumination. Mr. Nourse paraphrased the letter stating that the Police Department (PD) is pleased that the developer realizes the need for the sidewalk connectivity, but the PD believes this path would not make the potential users feel safe. Mr. Nourse paraphrased that the PD believes that as the public will not feel safe on the wooded path they would likely walk Chesley Hill Road where there are homes, lighting and traffic giving them a safe feeling yet putting them on the shoulder of a road without sidewalks. Councilor Willis explained that the Planning Board is working to set the standards for connectivity of newly built sidewalks within developments. He stated that there were three options for running the sidewalk from this development to the area of Route 125 and connecting to the Gonic Main Street sidewalk. Councilor Willis stated that it is an approximate 9% grade on this roadway, which is steeper than advised for a sidewalk. He stated that this was the major impediment to the sidewalk connectivity. He stated that there is known ledge coming down the west side of the hill which makes it cost prohibitive for the developer to run the sidewalk on that side of the street. Councilor Willis stated that in order to run the sidewalk down the east side of the street it would be necessary to remove many of the trees which would change the landscape dramatically. This option was ruled out because of the trees. Councilor Willis stated that the proposal of the paved wooded path was cost effective and the least intrusive to the character of the area for this 52 lot subdivision. Councilor Willis stated that staff had informed the Planning Board that they did not support the option, but the Board did approve it against their recommendations due to the connectivity goal of the board and the natural landform conditions prohibiting a Chesley Hill Road sidewalk. Councilor Willis stated that the Planning Board believed they needed the City Council to make the decision to allow the construction on the City owned right of way. Councilor Willis stated the 3 options as they see it now are to one; let the serpentine sidewalk be built and be maintained by the City Staff, two; straighten it out and make it a 10% grade through the same path, and the third option that was proposed by the developer was to donate the estimated cost to build the sidewalk to the City to be used for connectivity at a later date. The sidewalk could be added on Chesley Hill Road as preferred by staff at a later date. There was discussion of a parcel of land owned by the same developer that will likely be developed at a later date either as another phase of this development or if sold it, could be developed by someone else. This parcel discussed would connect Ramsey Drive to the the Birch Ponds development with a sidewalk down Ramsey Drive. If the sidewalk was built through this

area, there would not be the steep grade to contend with.

Councilor Varney asked if the lighting of the pathway was discussed at the Planning Board. Nel Sylvain, Chairman of the Planning Board, stated that he was unsure of the lighting discussed. Councilor Varney asked if the developer, if required, would install the appropriate lighting for safety. Mr. Sylvain stated that he believes the developer would do that. Councilor Varney asked if the Planning Board was expecting a recommendation tonight from this Committee. Mr. Sylvain stated that the Planning Board was aware that the construction of this serpentine sidewalk on City property against staff recommendations should be approved by the City Council. Councilor Keans asked about conflicts with ADA compliance. Councilor Willis stated that all of the proposals conflict with ADA compliance. He stated that the natural grade in this area is too steep for ADA compliance unless there were an elaborate ramp system designed for it and he estimated that would cost more than a million dollars. He stated that he did not remember the exact grade for ADA compliant sidewalks but estimated that it would be no steeper than 5 to 7%. Councilor Hamann stated there are 3 parcels along that wooded area and asked how much of the right of way would be taken up by the walkway. Councilor Willis stated they would be using all of it. Councilor Varney asked what width the DPW would need for sidewalk tractor maneuvering and retrieval in the event of a breakdown. Mr. Nourse stated minimally 7ft. Councilor Gray suggested gravel shoulders and the 5 foot paved center giving the DPW the width they need. Councilor Willis suggested 6 feet of pavement with 1.5 feet of graveled shoulders. Mr. Sylvain suggested setting up a meeting with the developer's representative, Jim Campbell from the Planning Department, himself and Mr. Nourse. He stated they could determine the lighting and the pathway width. Councilor Varney and the Committee agreed with Mr. Sylvain on having the meeting and stated that if they were able to come to an agreement on the path width, pavement width, drainage and lighting concerns then they did not need to come back to the Committee. This approval could be added to the City Council Agenda when an agreement has been reached. Councilor Gray stated that if there are issues outside of that scope, the issue would need to come back to this Committee.

4. **DPW Vehicle Purchases** – Mr. Nourse stated that it was his understanding that there were two vehicles cut at the department level in the FY2018 budgeting process in order to fund the purchase of the new 10 wheeler. He stated that the department's water, sewer and highway CIP's have a surplus sufficient enough for the purchase of these two vehicles and he wanted to let the City Councilors know that if there are no objections he is going to proceed with the replacements of DPW Vehicle #87 Which is a 2008 Colorado and DPW Vehicle #31 which is a 2005 Trail Blazer. Mr. Nourse stated that he will be replacing both of these vehicles with full size pickups. Councilor Varney asked which funds would be participating in the purchase and would these be cash funded. Mr. Nourse stated that the funds would be 1/3 each Water, Sewer and Highway CIP and yes the vehicle account is funded with "cash". Chairman Torr asked if this needed full City

Council approval. Mr. Nourse and Councilor Varney agreed that it did not need approval but that the full Council should be made aware.

5. **Milton Road Sidewalk Donation** – Mr. Nourse stated that there is a new 40 unit residential development at 15 Norway Plains Road that as a condition of their Planning Board approval has been asked to make a \$5,000 donation to Milton Road sidewalk improvements. Mr. Nourse stated that the previous development off Norway Plains Road had paid for a sidewalk running from Norway Plains Road south to the light at the Lilac Mall. He stated that they had also had a crosswalk painted across the roadway. Mr. Nourse stated that without a signal at the intersection it would be very hazardous to use this crosswalk. Mr. Nourse stated that staff has sought out a quote from our traffic light maintenance vendor to have a pedestrian crossing button & traffic signal phase installed to the current traffic signal at the crosswalk across from the Lilac Mall. Mr. Nourse stated that the developer has sent the check for \$5,000 and the full City Council will need to accept those funds and make the funds available to City staff to improve the sidewalk access on Milton Road. Councilor Varney stated that the crosswalk leads to a grassy knoll which is also unsafe. Mr. Nourse stated that he is aware of that and that staff is going to work with the Lilac Mall to fix that as well if possible.

Councilor Varney made motioned to recommend that the full City Council accept the \$5,000 donation from the developer and to have the finance department set up the expense account necessary for the DPW to have access to expend and put in the pedestrian crossing call buttons. Councilor Hamann seconded the motion. The motion passed unanimously.

6. **Dewey Street Pedestrian Bridge** – Mr. Nourse stated that the bridge is on schedule to be completed prior to Thanksgiving. He stated he had been contacted this week by David Walton who is a Rochester resident interested in using a portion of the old bridge to build a commemorative display in the area. He stated that Mr. Walton is welder by trade and that he has lived in Rochester and had used the old foot bridge in his youth to get to school every day. Mr. Nourse stated that Mr. Walton had wanted to build a decorative arch type structure on the Hanson Pines side of the new bridge. Mr. Nourse said he had checked in with the Hanson Pines trustees and they had voted unanimously against the structure. The trustees stated that this would not be in keeping with Hanson Pines Trust document. Mr. Nourse stated that he had approached the contractor for the project about setting aside a portion of the structure for this use and had determined there would be a cost impact. He stated that the contractor estimated a \$4,250 expense to the City in order to facilitate the cost of the crane to move the structure and the reduction of the contractors scrap value for the materials. Councilor Gray asked if there was room on the Dewey Street side of the bridge. Mr. Nourse stated he was unsure. Mr. Nourse stated he needed to know if the City Council was interested in the idea as soon as possible as the scrap is due to be removed within the next week. Mr. Nourse made the Committee aware that there are not sufficient funds available to bare the additional expenses. Councilor Varney

stated that he did not support spending City funds on the project. Councilor Keans stated that she would like the issue to be discussed at the next full City Council Meeting. Councilor Willis asked if it was too late as the work is supposed to happen prior to the next City Council Meeting. Mr. Nourse stated that he would meet and discuss with the contractor tomorrow. Council Gray stated that if there are no funds available for the crane work and the scrap value then the City Council would have to discuss appropriating the funds. Councilor Gray stated that it seemed too late to have this discussion. Councilor Keans stated again that it should be discussed at the Council meeting. Councilor Varney stated that they could discuss it but he would not support spending any City funds on this.

Chairman Torr made a motion for this to be discussed at the full City Council Meeting on November 8, 2017. Councilor Keans seconded the motion. The motion passed unanimously.

7. **Franklin / Western Ave. Project 319 Grant** – Mr. Nourse stated that there was a \$120,000 NHDES Grant to fund rain gardens and an infiltration station within the project. He stated that as part of the Grant procedure NHDES would like to have a ribbon cutting ceremony prior to the end of this calendar year. He stated that he would let the Council know when that ceremony will be held. Chairman Torr asked if we had received any additional complaints from the property owner next to the pump station. Mr. Nourse stated that the arborvitaes had been planted and we have not had any noise or odor complaints. Councilor Varney asked if paving would be happening in the project area soon. Mr. Nourse stated that he understood that paving would be happening within the next week on Western Ave and the numbered streets.

8. Project Updates

Colonial Pines – Mr. Nourse stated that about a month ago the 42 inch casing pipe that SUR Construction was running under the turnpike got stuck. He stated that it was very dense silt type that was holding it up. Mr. Nourse stated that we had regrouped and decided to advance with 24 inch casing inside of the 42. Mr. Nourse stated the 24” casing was ordered and they started hammering again today and are now moving at about 20’ and hour and they expect to be all of the way across tomorrow. Mr. Nourse stated he also wanted to discuss the Colonial Pine Survey results. He stated that 253 surveys had gone out to the neighborhood with approximately 165 coming back. He stated that this was about 65% of the neighborhood that responded. Mr. Nourse stated that of those that responded about 75% of them are interested in tying into the sewer. Based on the survey results he suggested entering the neighborhood through Juniper first, proceeding up to Hillside and then Tingley Street. He stated they would tie in the cross streets as they went along and perhaps Meadow Lane to the north. Councilor Varney suggested that the neighborhood would need to be notified of the ordinance change to mandatory tie in to the system.

Salmon Falls Sewer Repair – Mr. Nourse stated staff is working on finalizing the bid

documents. He stated that this project is to repair approximately 2800 feet of existing asbestos sewer pipe along the Salmon Falls Road. Mr. Nourse stated that there are also 10 manholes that need to be repaired as well. Mr. Nourse stated that we will be using the cured in place lining technology and this repair will connect good pipe to good pipe eliminating a line in poor condition.

Olde Farm Lane Lighting Project – Mr. Nourse stated that this bid for work is out. There was a mandatory walk through of the project and there were two reputable companies that attended and plan on bidding.

Hydrant Flushing – Mr. Nourse stated that the Utilities and WTP personnel are working on aggressive uni-directional flushing this season and it seems to be working really well. We are also excising valves which help with routine maintenance. Councilor Willis stated that staff should be working with private water systems, such as unaccepted City Streets and mobile home parks, to encourage the flushing of those streets in conjunction with our flushing. Mr. Nourse stated that he believed City Staff already coordinates those efforts, but he would check into it and get back to the Committee.

Stafford Square – Mr. Nourse stated that the project continues to proceed. He stated that prior to constructing the roundabout we need to execute a contract for the utility work. He stated that the City is having some difficulty communicating with Fairpoint but the current plan is to get the utility work completed in the 2018 construction season and the roundabout completed in the 2019 season. Mr. Nourse stated that currently we are expecting \$560K for construction from Federal Funds through NHDOT. He stated that NHDOT is looking into possibly increasing the contribution. Councilor Keans suggested that Mr. Nourse check in with the State of NH to be sure the funds will still be available in 2019 and that none of the State of NH cuts will impact this project.

9. **Other**

Tennis Court Lighting Project – Chairman Torr asked when that project was going to happen. Mr. Nourse stated that it is planned for the spring and will be done with in conjunction with the Community Center Lights that need to be put up.

RT. 11 Cocheco Estates Public Safety Concern – Councilor Gray stated that the Public Safety Committee had a large number of residents from Cocheco Estates come to the meeting to voice their concerns for safety at their location on Rt. 11. He said that staff would write a letter to the State of NH to look at the timing of the lights on the bridge over the Spaulding Turnpike. Councilor Gray stated that the residents realize a left turn is now nearly impossible during peak hours, but they are looking to slow traffic giving them more opportunity to turn right. Councilor Willis stated that widening this road to 5 lanes should be the highest priority for the City. He suggested that the City become active in championing this cause as the area is only going to get busier. Councilor Varney suggested the use of TIF Funds and building the light in advance of developer agreement.

DPW Facility – Councilor Varney asked the status of the new facility project. Mr.

Nourse stated that the basic conceptual plan has been completed and that currently he is working with the consultant to come up with design build bid documents. He stated that the bid will be for a building that can be dropped on any site. He is not in favor of building on the current DPW site as it would require building in segments that will not give the building a uniform construction; it will have an odd footprint. He also stated concerns for subsurface conditions. Mr. Nourse stated that we will continue to work on bid documents while looking for another suitable location for it to be placed. Mr. Nourse stated that this building is going to be around a long time and he would like to do it right with enough space for future needs.

Water Billing – Cemeteries – Mr. Nourse stated that the billing office had noticed a discrepancy in billing practices in regards to cemeteries. He stated there are 3 that are on City water and all need to be billed for water use. Mr. Nourse stated that 2 of the 3 have not been billed for usage and unless the Committee members are aware of an agreement that we are not, we will be putting them on notice that they will be billed beginning next season. None of the Committee members knew of a reason for the billing exceptions and they approved uniform billing for all.

Non Public -

Councilor Willis made a motion to go into non public session, citing RSA 91-A:3,II (c) Matters which if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. The motion was seconded by Councilor Varney. There was a roll call vote:

Chairman Torr – Yes

Councilor Varney – Yes

Councilor Keans – Yes

Councilor Hamann – Yes

Councilor Willis – Yes

Entered Non Public Session at 8:45PM

Public Session Reconvened at 8:51 PM

Councilor Willis made a motion to reconvene and to seal the minutes of the Non-Public Session indefinitely as it may adversely impact the reputation of any person other than a member of this board. Councilor Hamann seconded the motion. There was a roll call vote:

Chairman Torr – Yes

Councilor Varney – Yes

Councilor Keans – Yes

Councilor Hamann – Yes

Councilor Willis – Yes

Councilor Willis made a motion to adjourn at 8:52. Councilor Hamann seconded the motion. The motion passed unanimously.

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

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City Clerk's Office

Resolution Authorizing the Acceptance of a Donation from Ekimbor, LLC in the Amount of \$5,000.00 and Supplemental Appropriation Connected Thereto

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept a donation from Ekimbor, LLC in the amount of Five Thousand Dollars (\$5,000.00).

Further, the Mayor and City Council hereby authorize a supplemental appropriation in the amount of Five Thousand Dollars (\$5,000.00) to the Department of Public Works CIP Fund with the entirety of the supplemental appropriation being derived from the donation from Ekimbor, LLC.

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

CC FY18 11-08 AB 44

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 44

AGENDA SUBJECT 15 Norway Plains Rd Multifamily Developer Contribution Acceptance

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

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

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

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

AGENDA DATE	November 8, 2017		
DEPT. HEAD SIGNATURE	Peter C. Nourse, PE Org. w/sign on file at City Clerks ofc		
DATE SUBMITTED	October 24, 2017		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Funding Resolution	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

COMMITTEE SIGN-OFF

COMMITTEE	Public Works & Buildings Committee
CHAIR PERSON	Councilor Ralph Torr

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	Developer - Ekimbor, LLC
ACCOUNT NUMBER	15013010-771000-18XXX
AMOUNT	\$5,000
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

Ekimbor LLC is the Condominium developer of 15 Norway Plains Road. As stated in the Planning Board Notice of Decision this developer is donating \$5,000 to the City of Rochester as a contribution to sidewalk improvements on the Milton Road. The Department of Public Works intends to have a pedestrian signal added at the existing crosswalk and traffic signal at the Milton Road intersection with the Lilac Mall. City Council Acceptance of the donation and direction for Finance is necessary.

RECOMMENDED ACTION

1. City Council acceptance of the \$5000 donation from Ekimbor LLC for Milton Road sidewalk improvements.
2. City Council to appropriate \$5,000 in the General Fund Highway CIP with the Ekimbor LLC donation as the funding source.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

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

Fund Type: Lapsing Non-Lapsing

Deauthorization

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

Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	15013010	771000	18XXX	-	-	\$5000.00
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

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

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

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City Clerk's Office

Resolution Deauthorizing funding related to the EMPG EOC Equipment Grant in the amount of \$4.72

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

That Four and 72/100 Dollars (\$4.72) of previously appropriated funds is deauthorized for the costs associated with the EMPG EOC Equipment Grant. No funds will be returned to the General Fund rather the City will seek less in reimbursement.

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

CC FY18 11-08 AB 50

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.
CC FY 18 2017, 11-08 AB 50

AGENDA SUBJECT De-authorization of EMPG EOC Equipment Grant Unexpended Balance

COUNCIL ACTION ITEM
INFORMATION ONLY

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

RESOLUTION REQUIRED? YES NO

FUNDING RESOLUTION FORM? YES NO

AGENDA DATE	11/07/2017		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	10/12/2017		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2

COMMITTEE SIGN-OFF

COMMITTEE	NA
CHAIR PERSON	NA

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE DEPARTMENT APPROVAL	signature on file
SOURCE OF FUNDS	EMPG EOC Equipment Grant
ACCOUNT NUMBER	61092020-573900-15561
AMOUNT	\$4.72
APPROPRIATION REQUIRED	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

LEGAL AUTHORITY

City Council Action Required

SUMMARY STATEMENT

On January 20, 2015 the City Council appropriated \$7,000 for a EMPG EOC Equipment grant.

The project was completed for \$6,995.28 leaving an unexpended balance of \$4.72.

This request is for Council to de-authorize the \$4.72 in order to close out the project in the financial management system (MUNIS).

RECOMMENDED ACTION

Recommend that the Council approve a de-authorization of \$4.72.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

GF Water Sewer Arena
 CIP Water CIP Sewer CIP Arena CIP
 Special Revenue Fund 6109

Fund Type: Annual Lapsing Multi-year Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	61092020	573900	15561	4.72	-	-
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

10/12/2017 09:07
roland

CITY OF ROCHESTER
YTD BUDGET REPORT

P 1
glytdbud

FOR 2018 04

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
6109 FY15 FIRE GRANTS							
<hr/>							
6109003 FY15 FIRE GRANTS							
<hr/>							
6109003 402179 15561 EMPG EOC EQUI	-7,000	.00	-7,000.00	-6,995.28	.00	-4.72	99.9%
TOTAL FY15 FIRE GRANTS	-7,000	.00	-7,000.00	-6,995.28	.00	-4.72	99.9%
<hr/>							
61092020 FY15 FIRE GRANTS							
<hr/>							
61092020 573900 15561 EMPG EOC EQUI	7,000	.00	7,000.00	6,995.28	.00	4.72	99.9%*
TOTAL FY15 FIRE GRANTS	7,000	.00	7,000.00	6,995.28	.00	4.72	99.9%
TOTAL FY15 FIRE GRANTS	0	.00	.00	.00	.00	.00	.0%
TOTAL REVENUES	-7,000	.00	-7,000.00	-6,995.28	.00	-4.72	
TOTAL EXPENSES	7,000	.00	7,000.00	6,995.28	.00	4.72	
GRAND TOTAL	0	.00	.00	.00	.00	.00	.0%

** END OF REPORT - Generated by Roland Connors **

REPORT OPTIONS

	Field #	Total	Page Break
Sequence 1	1	Y	N
Sequence 2	9	Y	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:
YTD BUDGET REPORT

Includes accounts exceeding 0% of budget.

Print totals only: N
 Print Full or Short description: F
 Print full GL account: N
 Format type: 2
 Double space: N
 Suppress zero bal accts: Y
 Include requisition amount: N
 Print Revenues-Version headings: N
 Print revenue as credit: Y
 Print revenue budgets as zero: N
 Include Fund Balance: N
 Print journal detail: N
 From Yr/Per: 2017/ 1
 To Yr/Per: 2017/13
 Include budget entries: Y
 Incl encumb/liq entries: Y
 Sort by JE # or PO #: J
 Detail format option: 1
 Include additional JE comments: N
 Multiyear view: L
 Amounts/totals exceed 999 million dollars: N

Year/Period: 2018/ 4
 Print MTD Version: N
 Roll projects to object: N
 Carry forward code: 1

Find Criteria
Field Name Field Value

Fund
 LEVEL GOVT
 FUNCTION
 LEVEL/DEPT
 PRGM/ACTIVIT
 LOCATION
 GRADE
 REVENUE
 Character Code
 Org
 Object
 Project 15561
 Account type

10/12/2017 09:07
roland

CITY OF ROCHESTER
YTD BUDGET REPORT

P 3
glytdbud

REPORT OPTIONS

Account status
Rollup Code

Resolution Deauthorizing funding related to the 2014 Bulletproof Vest Grant in the amount of \$670.64

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

That Six Hundred Seventy and 64/100 Dollars (\$670.64) of previously appropriated funds is deauthorized for the costs associated with the 2014 Bulletproof Vest Grant. No funds will be returned to the General Fund rather the City will seek less in reimbursement.

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

CC FY18 11-08 AB 53

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 53

AGENDA SUBJECT De-authorize funds for the 2014 Bulletproof Vest Grant.

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

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

AGENDA DATE	Next November 2017 meeting.		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	10/25/17		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	Federal
ACCOUNT NUMBER	61072010-561010-15554
AMOUNT	\$670.64
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

We are requesting that council de-authorize \$670.64 for the 2014 Bulletproof Grant. No vests needed to be purchased due to expiration or new hires at the end of this grant.

RECOMMENDED ACTION

Council approve de-authorization of funds.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

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

Fund Type: Lapsing Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	61072010	561010	15554	\$670.64	-	-
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS #

CFDA #

Grant #

Grant Period: From
 To

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

Reimbursement Request will be reduced

Funds will be returned

Rhonda Young

From: Ann Arsenault
Sent: Tuesday, October 17, 2017 9:22 AM
To: Rhonda Young
Cc: Roland Connors
Subject: Projects 15554 16575 16581 need paperwork submitted for deauthorization

Hi Rhonda, Could you please submit deauthorization paperwork for the next Council Meeting for the three projects we reviewed this morning: 15554 (670.64) 16575 (247.49) & 16581 (4372.26).

6107 FY15 POLICE GRANTS

6107003 FY15 POLICE GRANTS

6107003 402179 15554 2014 BULLETPRO	-4,014	.00	-4,014.14	-3,343.50	-670.64
TOTAL FY15 POLICE GRANTS	-4,014	.00	-4,014.14	-3,343.50	-670.64

61072010 FY15 POLICE GRANTS

61072010 561010 15554 CLOTHING	4,014	.00	4,014.14	3,343.50	670.64
TOTAL FY15 POLICE GRANTS	4,014	.00	4,014.14	3,343.50	670.64
TOTAL FY15 POLICE GRANTS	0	.00	.00	.00	.00
TOTAL REVENUES	-4,014	.00	-4,014.14	-3,343.50	-670.64
TOTAL EXPENSES	4,014	.00	4,014.14	3,343.50	670.64

6115 FY16 POLICE GRANTS

Resolution Deauthorizing funding related to the Highway Safety Bicycle and Pedestrian Grant in the amount of \$4,372.26

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

That Four Thousand Three Hundred Seventy Two and 26/100 Dollars (\$4,372.26) of previously appropriated funds is deauthorized for the costs associated with the Highway Safety Bicycle and Pedestrian Grant. No funds will be returned to the General Fund rather the City will seek less in reimbursement.

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

CC FY18 11-08 AB 54

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 54

AGENDA SUBJECT De-authorize funds for the Highway Safety Bicycle & Pedestrian Grant 314-16A-012.

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

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

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

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

AGENDA DATE	Next November 2017 meeting.		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	10/25/17		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Federal through State
ACCOUNT NUMBER	61152010 - 16581
AMOUNT	\$4,372.26
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

We are requesting that council de-authorize \$4,372.26 for the Bicycle & Pedestrian Grant 314-16A-012. Due to critically low staffing levels over the life of this grant we were unable to fill many of the overtime positions and had to focus instead on normal patrol functions.

RECOMMENDED ACTION

Council approve de-authorization of funds.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

GF Water Sewer Arena

CIP Water CIP Sewer CIP Arena CIP

Special Revenue

Fund Type: Lapsing

Non-Lapsing

Deauthorization

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

Appropriation

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

Revenue

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

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

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City Clerk's Office

Resolution Deauthorizing funding related to the Highway Safety STEP Grant in the amount of \$247.49

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

That Two Hundred Forty Seven and 49/100 Dollars (\$247.49) of previously appropriated funds is deauthorized for the costs associated with the Highway Safety STEP Grant. No funds will be returned to the General Fund rather the City will seek less in reimbursement.

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

CC FY18 11-08 AB 55

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 55

AGENDA SUBJECT De-authorize funds for the Highway Safety STEP Grant 315-16A-025.

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

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

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

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

AGENDA DATE	Next November 2017 meeting.		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	10/25/17		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature of file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	Federal through State
ACCOUNT NUMBER	61152010 - 16575
AMOUNT	\$247.49
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

We are requesting that council de-authorize \$247.49 for the STEP Grant 315-16A-025.

RECOMMENDED ACTION

Council approve de-authorization of funds.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

GF Water Sewer Arena

CIP Water CIP Sewer CIP Arena CIP

Special Revenue

Fund Type: Lapsing

Non-Lapsing

Deauthorization

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

Appropriation

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

Revenue

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

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

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City Clerk's Office

Resolution Deauthorizing \$5,630,728.23 related to various projects funded from the Department of Public Works, Sewer, and Water Capital Improvement Plan Project Funds

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

That Five Million Six Hundred Thirty Thousand Seven Hundred Twenty Eight and 23/100 Dollars (\$5,630,728.23) of previously appropriated funds is deauthorized from various completed, cancelled, or postponed projects in accordance with Exhibit A.

Further, in accordance with RSA 33:9, Five Million Five Hundred Twenty One Thousand Eight Hundred Ninety Seven and 23/100 Dollars (\$5,521,897.23) in previously authorized bonding authority is hereby revoked as shown in Exhibit A.

Still further, the amount of One Hundred Eight Thousand Eight Hundred Thirty One Dollars (\$108,831.00) shall be returned to the Sewer Fund unassigned retained earnings balance as identified in Exhibit A .

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

CC FY18 11-08 AB 47

EXHIBIT A

SEWER CIP FUND PROJECTS READY FOR DE-AUTHORIZATION

Account Number	Project Name	Revised Budget	Expended	Deauthorize		
				Cash	Bond	Grant
55026020-771000-13530	Adaptive Management	\$ 55,000.00	\$ -	\$ -	\$ 55,000.00	\$ -
55026020-771000-13535	Wastewater Collection CMOM	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	\$ -
55026020-772000-15544	WWTP Disk Filter	\$ 81,000.00	\$ 72,169.00	\$ 8,831.00	\$ -	\$ -
55026020-771000-16532	Wakefield Street Reconstruction	\$ 350,000.00	\$ 29,502.13	\$ -	\$ 320,497.87	\$ -
55026020-771000-17530	Woodman & Myrtle	\$ 1,500,000.00	\$ -	\$ -	\$ 1,500,000.00	\$ -
		\$ 2,086,000.00	\$ 101,671.13	\$ 108,831.00	\$ 1,875,497.87	\$ -

Unexpended \$ 1,984,328.87

DEPARTMENT OF PUBLIC WORKS CIP FUND PROJECTS READY FOR DE-AUTHORIZATION

Account Number	Project Name	Revised Budget	Expended	Deauthorize		
				Cash	Bond	Grant
15013010-771000-16532	Wakefield Street Reconstruction	\$ 2,250,000.00	\$ 119,585.90	\$ -	\$ 2,130,414.10	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 2,250,000.00	\$ 119,585.90	\$ -	\$ 2,130,414.10	\$ -

Unexpended \$ 2,130,414.10

WATER CIP FUND PROJECTS READY FOR DE-AUTHORIZATION

Account Number	Project Name	Revised Budget	Expended	Deauthorize		
				Cash	Bond	Grant
55016010-771000-16532	Wakefield Street Reconstruction	\$ 1,600,000.00	\$ 84,014.74	\$ -	\$ 1,515,985.26	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 1,600,000.00	\$ 84,014.74	\$ -	\$ 1,515,985.26	\$ -

Unexpended \$ 1,515,985.26



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 47

AGENDA SUBJECT DE-AUTHORIZATIONS - SEWER FUND & WAKEFIELD ST. PROJECT ACCOUNTS

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

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

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

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

AGENDA DATE	November 7, 2017	
DEPT. HEAD SIGNATURE	Peter C. Nourse, PE Orig w/sign on file at City Clerks Ofc	
DATE SUBMITTED	October 20, 2017	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Finance Account Worksheet	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	Public Works & Buildings Committee
CHAIR PERSON	Councilor Ralph Torr

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	Sewer, Gen & Water
ACCOUNT NUMBER	Several Accounts Per Spreadsheet
AMOUNT	\$5,630,728.23
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

The City Council has requested the de-authorization of previously appropriated CIP funds for projects that are completed or postponed. The specific projects to be de-authorized are listed on page 3 of this agenda bill and are summarized as follows:

Sewer CIP Fund = \$1,984,328.87 (\$108,831.00 Cash, \$1,875,497.87 Bond)

General Highway CIP Fund = \$2,130,414.10 (Bond)

Water CIP Funds = \$1,515,985.26 (Bond)

The total of all three funds is \$5,630,728.23.

Additionally, an authorization to transfer \$108,831.00 from the Sewer CIP Fund back to the Sewer Fund is requested.

RECOMMENDED ACTION

1.) City Council de-authorization of CIP fund accounts on projects that have been completed or postponed per the attached spreadsheet totaling \$5,630,728.23.

SEWER CIP FUND PROJECTS READY FOR DE-AUTHORIZATION

Account Number	Project Name	Revised Budget	Expended	Deauthorize			Total De-authorization	To Be Bonded	Comment
				Cash	Bond	Grant			
55026020-771000-13530	Adaptive Management	\$ 55,000.00	\$ -	\$ -	\$ 55,000.00	\$ -	\$ 55,000.00	\$ -	
55026020-771000-13535	Wastewater Collection CMOM	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	\$ -	Transfer \$100,000.00 to 5002
55026020-772000-15544	WWTP Disk Filter	\$ 81,000.00	\$ 72,169.00	\$ 8,831.00	\$ -	\$ -	\$ 8,831.00	\$ -	Transfer \$8,831.00 to 5002
55026020-771000-16532	Wakefield Street Reconstruction	\$ 350,000.00	\$ 29,502.13	\$ -	\$ 320,497.87	\$ -	\$ 320,497.87	\$ 29,502.13	Need to Bond
55026020-771000-17530	Woodman & Myrtle	\$ 1,500,000.00	\$ -	\$ -	\$ 1,500,000.00	\$ -	\$ 1,500,000.00	\$ -	
		\$ 2,086,000.00	\$ 101,671.13	\$ 108,831.00	\$ 1,875,497.87	\$ -	\$ 1,984,328.87	\$ 29,502.13	

Unexpended **\$ 1,984,328.87**

DEPARTMENT OF PUBLIC WORKS CIP FUND PROJECTS READY FOR DE-AUTHORIZATION

Account Number	Project Name	Revised Budget	Expended	Deauthorize			Total De-authorization	To Be Bonded	Comment
				Cash	Bond	Grant			
15013010-771000-16532	Wakefield Street Reconstruction	\$ 2,250,000.00	\$ 119,585.90	\$ -	\$ 2,130,414.10	\$ -	\$ 2,130,414.10	\$ 119,585.90	Need to Bond
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ 2,250,000.00	\$ 119,585.90	\$ -	\$ 2,130,414.10	\$ -	\$ 2,130,414.10	\$ 119,585.90	

Unexpended **\$ 2,130,414.10**

WATER CIP FUND PROJECTS READY FOR DE-AUTHORIZATION

Account Number	Project Name	Revised Budget	Expended	Deauthorize			Total De-authorization	To Be Bonded	Comment
				Cash	Bond	Grant			
55016010-771000-16532	Wakefield Street Reconstruction	\$ 1,600,000.00	\$ 84,014.74	\$ -	\$ 1,515,985.26	\$ -	\$ 1,515,985.26	\$ 84,014.74	Need to Bond
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ 1,600,000.00	\$ 84,014.74	\$ -	\$ 1,515,985.26	\$ -	\$ 1,515,985.26	\$ 84,014.74	

Unexpended **\$ 1,515,985.26**

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City Clerk's Office

**Resolution Approving Cost Items Associated with Proposed
City of Rochester School Department
Multi-Year Collective Bargaining Agreement
with
American Federation of State, County and Municipal Employees
Council 93, AFL-CIO Local 863
(Rochester School Custodians)**

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

That pursuant to, and in accordance with, the provisions of Chapter 273-A of the New Hampshire Revised Statutes Annotated, the multi-year year collective bargaining agreement between the City of Rochester and the American Federation of State, County and Municipal Employees Council 93, AFL-CIO Local 863 (Rochester School Custodians) employee collective bargaining group, covering the period July 1, 2017 to June 30, 2020, as set forth in the proposed contract, a copy of which proposed contract has been made available to the Mayor and City Council, and with its financial impacts as more particularly detailed on the attached "EXHIBIT A: AFSCME Council 93/ AFL-CIO Local 863" dated November 8, 2017, which includes a summary financial analysis of the annual costs of the contract to the City provided by the Superintendent of Schools, is hereby approved, including, specifically, the cost items associated therewith.

EXHIBIT A: AFSCME Council 93/ AFL-CIO Local 863

Rochester School Department
AFSCME Salary Calculations

	<u>Starting Salary</u>	<u>Top Step Lump Sum</u>	<u>%</u>	<u>Merit</u>	<u>%</u>	<u>Total Salary</u>	<u>%</u>	<u>FICA</u>	<u>Health Ins</u>	<u>Dental</u>	<u>Total</u>	<u>% Increase</u>
<u>Based on a merit step, scale increasing by the CPI, Single Custodian stipends, Top Step Lump sum, and 87/13 split in health insurance</u>												
Current						1,227,056.48		93,869.82	359,979.62	6,173.44	1,687,079.36	
FY2017-2018	1,227,056.48	12,233.35	1.0%	48,732.32	4.0%	1,288,022.15	5.0%	98,533.69	353,435.70	6,173.44	1,746,164.98	3.5%
FY2018-2019	1,275,788.80	13,652.29	1.1%	36,025.60	2.8%	1,325,466.69	3.9%	101,398.20	371,107.48	6,173.44	1,804,145.81	3.3%
FY2019-2020	1,311,814.40	19,342.34	1.5%	32,968.00	2.5%	1,364,124.74	4.0%	104,355.54	389,662.85	6,173.44	1,864,316.57	3.3%

Single Custodian Stipend = \$2,475

Dated: November 8, 2017



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 41

AGENDA SUBJECT First Public Hearing for FY 2018-2019 CDBG Annual Action Plan

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

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

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

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

AGENDA DATE	November 8, 2017		
DEPT. HEAD SIGNATURE	Karen Pollard, signature on file		
DATE SUBMITTED	September 27, 2017		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

COMMITTEE SIGN-OFF

COMMITTEE	Community Development Committee
CHAIR PERSON	Elaine Lauterborn

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

24 CFR 91.105 requires citizen participation and consultation in the City's CDBG action plan drafting process.

SUMMARY STATEMENT

The City of Rochester receives federal grant funding through the Community Development Block Grants(CDBG) program, which is administered through the U.S. Department of Housing & Urban Development (HUD). As part of this funding process, the City must submit an Annual Action Plan to HUD that outlines its proposed uses of the grants received. The Annual Action Plan outlines the City of Rochester's identified priorities and areas of need for community development, housing, and assistance to low and moderate income residents of the City. It is developed with input from members of the public, relevant city departments, and community stakeholders such as non-profits providing services to City residents and local businesses.

After the Annual Action Plan is drafted, it is made available to the public for review and comment. Once the draft Annual Action Plan has been drafted and made available, there will be a public comments period and a second public hearing, both tentatively scheduled for spring 2018.

RECOMMENDED ACTION

Allow the Community Development Coordinator to present an overview of the Community Development Block Grant program and the FY 2018-2019 Annual Action Plan drafting process, and refer to a public hearing to be held on Tuesday, November 21, 2017.

Public Hearing Regarding Annual Action Plan for FY 2018-2019

The City of Rochester receives federal grant funding through the Community Development Block Grants (CDBG) program, which is administered through the U.S. Department of Housing & Urban Development (HUD). As part of this funding process, the City must submit an Annual Action Plan to HUD that outlines its proposed uses of the grants received. The Annual Action Plan outlines the City of Rochester's identified priorities and areas of need for community development, housing, and assistance to low and moderate income residents of the City. It is developed with input from members of the public, relevant city departments, and community stakeholders such as non-profits providing services to City residents and local businesses.

Projects funded during the FY 2017-2018 grant cycle have included:

- Housing weatherization program for low and moderate income residents
- Assistance to regional homeless shelters
- High school equivalency test preparation services
- Rental assistance to low income residents and residents with disabilities
- Installation of night lights at the Rochester Community Center tennis courts

Full details about all FY 2017-2018 funding allocations are available in the FY 2017-2018 Annual Action Plan, which is available online at <http://www.rochesternh.net/community-development-division>.

After the Annual Action Plan is drafted, it is made available to the public for review and comment. Once the draft Annual Action Plan has been drafted and made available, there will be a public comments period and a second public hearing, both tentatively scheduled for spring 2018.

Comments and concerns can be submitted to Community Development Coordinator Julian Long via email at julian.long@rochesternh.net, via telephone at 603-335-7519, or via postal mail at 31 Wakefield Street, Office of Economic & Community Development, Rochester, NH 03867.

Drafts of the FY 2018-2019 Annual Action Plan and other official postings will be posted to the Community Development webpage, which is available online at <http://www.rochesternh.net/community-development-division>.

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City Clerk's Office

Resolution Authorizing the Acceptance of a New Hampshire Department of Environmental Services (NHDES) Cyanotoxin Monitoring Grant (JAG) in the Amount of \$5,980.00 and Supplemental Appropriation Connected Thereto

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept a NHDES Cyanotoxin Monitoring Grant ("Grant") in the amount of Five Thousand Nine Hundred Eighty Dollars (\$5,980.00).

Further, the Mayor and City Council authorize the City Manager to enter into an agreement with NHDES to carry out the Grant purposes and to authorize the City Manager to execute any documents and agreements necessary for the grant's acceptance and execution.

Still further, the Mayor and City Council hereby authorize a supplemental appropriation in the amount of Five Thousand Nine Hundred Eighty Dollars (\$5,980.00) to the Water Fund CIP account with the entirety of the supplemental appropriation being derived from the Grant.

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

CC FY18 11-08 AB 45

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 45

AGENDA SUBJECT WTP CYANOTOXIN EQUIPMENT GRANT
--

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

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

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

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

AGENDA DATE	November 8,2017		
DEPT. HEAD SIGNATURE	Peter C. Nourse, Director of City Services		
DATE SUBMITTED	October 24, 2017		
ATTACHMENTS YES <input type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED		

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	Water Fund CIP
ACCOUNT NUMBER	55016010-771000-18XXX
AMOUNT	\$5,980
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

The Department of Public Works Water Treatment Plant has applied for the 2017 Cyanotoxin Monitoring Equipment and Training Grant. The City of Rochester Water Department will use New Hampshire Department of Environmental Services (NHDES) grant funds to purchase the equipment and initial start up supplies necessary for the cyanotoxin monitoring.

This is a State of NH DWSRF Funded Grant

RECOMMENDED ACTION

1. City Council Authorization to accept grant funding from NHDES in the Amount of \$5980.00.
2. City Council Authorization for the City Manager to enter into a grant agreement with NHDES for the Cyanotoxin Monitoring Grant.
3. City Council Appropriation in the amount of \$5,980 in the Water Fund CIP with NHDES Grant as the funding source.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

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

Fund Type: Lapsing Non-Lapsing

Deauthorization

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

Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	55016010	772000	18XXX	-	5,980.00	-
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

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

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

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City Clerk's Office

Resolution Authorizing the Rochester Department of Public Works to Apply for a United States Environmental Protection Agency (USEPA) Brownfields Cleanup Grant in an Amount of up to \$400,000

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, authorize the Rochester Department of Public Works to apply for a grant in the amount of up to Four Hundred Thousand Dollars (\$400,000.00) from the USEPA Brownfields Cleanup Grant program in order to fund the remediation of soil contamination at City-owned property located at 10 and 16 Wallace Street. The City is eligible to receive up to Two Hundred Thousand Dollars (\$200,000.00) per parcel with a Twenty Percent (20%) cost share responsibility.

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

CC FY18 11-08 AB 46

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.
CC FY 18 2017, 11-08 AB 46

AGENDA SUBJECT 10-16 WALLACE STREET USEPA BROWNFIELDS GRANT APPLICATION
--

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

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

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

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

AGENDA DATE	November 7, 2017	
DEPT. HEAD SIGNATURE	Peter C. Nourse, PE -Orig w/sign on file at City Clerks ofc	
DATE SUBMITTED	October 20, 2017	
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

The DPW seeks City Council Authority to submit an application to the USEPA for a Brownfields Cleanup Grant for the 10 & 16 Wallace Street City owned properties. These parcels have documented soil contamination. There is a NHDES - approved Remedial Action Plan in place for this site, and NHDES has requested that the City proceed with the preparation of a remedial design for removal of impacted soils on the site. The City is eligible to apply for up to \$200,000 per parcel for cleanup activities at these sites. The grant will require a 20% cost share and the City has sufficient funding appropriated in the CIP 15011010-771000-09501 account.

RECOMMENDED ACTION

1. Resolution giving City Staff the authorization to submit a USEPA Brownfields Clean-up Grant Application for each of the two sites; 10 Wallace Street and 16 Wallace Street, at \$200,000 per parcel.

Resolution Authorizing the Acceptance of a Criminal Evidence Forfeiture in the amount of \$284.07 and Supplemental Appropriation Connected Thereto

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept a criminal evidence forfeiture in the amount of Two Hundred Eighty Four and 07/100 Dollars (\$284.07) from the case of *State v. Tina Gibney*.

Further, the Mayor and City Council hereby authorize a supplemental appropriation in the amount of Two Hundred Eighty Four and 07/100 Dollars (\$284.07) to the Police Department operating budget account with the entirety of the supplemental appropriation being derived from the forfeiture.

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

CC FY18 11-08 AB 48

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 48

AGENDA SUBJECT Forfeiture funds

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

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

AGENDA DATE	Next November 2017 meeting	
DEPT. HEAD SIGNATURE		
DATE SUBMITTED	10/16/17	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Federal through State
ACCOUNT NUMBER	Fund 61032010-561032-185XX
AMOUNT	\$284.07
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

Seeking approval from Council to accept the forfeiture funds in the amount of \$284.07 from the State of NH for case #890-4800.

RECOMMENDED ACTION

Accept the State forfeiture funds.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

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

Fund Type: Lapsing Non-Lapsing

Deauthorization

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

Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	61032010	561032	185XX	-	\$284.07	-
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	6103002	402148	175XX	-	\$284.07	-
2				-	-	-
3				-	-	-
4				-	-	-

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

THE STATE OF NEW HAMPSHIRE

STRAFFORD, SS.

SUPERIOR COURT

THE STATE OF NEW HAMPSHIRE

v.

TINA GIBNEY

Docket No. 219-1989-CR-132; 219-1989-S-113F

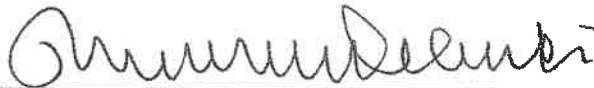
STATE'S MOTION FOR FORFEITURE OF EVIDENCE

NOW COMES the State of New Hampshire, by and through the Office of the Strafford County Attorney, and moves the Court for an order allowing for the forfeiture of trial exhibits on the following grounds:

1. The defendant was tried in 1991 for conspiracy to commit murder.
2. The State presented an exhibit of \$284.07 to the court.
3. The money was used in furtherance of the crime.
4. The case is now concluded and there is no need to retain the exhibits any longer.

WHEREFORE, the State prays for an Order from this Court allowing that the State's exhibit be returned to the Rochester Police Department to be forfeited at their discretion.

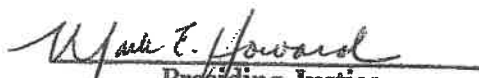
Respectfully submitted,
BY THE OFFICE OF THE STRAFFORD COUNTY ATTORNEY,



Thomas P. Velardi
County Attorney

STRAFFORD, SS
SUPERIOR COURT
October 3, 2017

Motion/Petition Granted.



Presiding Justice
Mark E. Howard
Presiding Justice

10/4/17

**THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
SUPERIOR COURT**

Strafford Superior Court
259 County Farm Road, Suite 301
Dover NH 03820

Telephone: 1-855-212-1234
TTY/TDD Relay: (800) 735-2964
<http://www.courts.state.nh.us>

NOTICE OF DECISION

File Copy

Case Name: **State vs. Tina Gibney**
Case Number: **219-1989-CR-00132**

Enclosed please find a copy of the court's order of October 04, 2017 relative to:

Motion for Forfeiture of Evidence

October 05, 2017

Kimberly T. Myers
Clerk of Court

(181)

C: Thomas Velardi, Esquire

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City Clerk's Office

Resolution Authorizing the Acceptance of a New Hampshire Department of Highway Safety DWI Patrol Grant in the amount of \$6,214.75 and Supplemental Appropriation Connected Thereto

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept a grant in the amount of Six Thousand Two Hundred Fourteen and 75/100 Dollars (\$6,214.75) from the New Hampshire Department of Highway DWI Patrol Grant Program. This grant requires a Twenty-five Percent (25%) match in funds from the City or One Thousand Five Hundred Fifty-Three and 69/100 Dollars (\$1,553.69).

Further, the Mayor and City Council hereby authorize a supplemental appropriation in the amount of Seven Thousand Seven Hundred Sixty-Eight and 44/100 Dollars (\$7,768.44) to the Police Department operating budget account with Six Thousand Two Hundred Fourteen and 75/100 Dollars (\$6,214.75) of the supplemental appropriation being derived from the Grant and One Thousand Five Hundred Fifty Three and 69/100 Dollars (\$1,553.69) being derived from previously appropriated fiscal year 2018 operating budget funds and authorizing transfer of said funds to a special revenue fund established for expenditure of these grant funds

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

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 49

AGENDA SUBJECT DWI Patrols Grant

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

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

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

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

AGENDA DATE	Next November 2017 meeting		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	10/16/17		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	4	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	Federal through State
ACCOUNT NUMBER	61212010-175XX
AMOUNT	\$6,214.75
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

Seeking permission from Council to accept the Highway Safety DWI Patrol Grant in the amount of \$6,214.75. There is a 25% match. The total project award amount is \$7,768.44. We will receive reimbursement up to \$6,214.75. The 25% match is what the department will have to contribute to this project in order to receive the full reimbursement award amount of \$6,214.75. This contribution will be accomplished through supplemental police patrols working in conjunction with the grant funded patrols. Grant will target high crash locations and corridors where DWI related crashes and arrests have occurred prior. All grant positions will be patrol oriented. No checkpoints will be used. There is no cash match to this grant. See breakdown below.

Total hard cash award amount	\$6,214.75
Match amount	+\$1,553.69
Total project award amount	\$7,768.44

RECOMMENDED ACTION

Accept funds in the amount of \$6,214.75

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

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

Fund Type: Lapsing Non-Lapsing

Deauthorization

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

Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	61212010	Multiple	175XX	-	\$6,214.75	-
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	6121003	Multiple	175XX	-	\$6,214.75	-
2				-	-	-
3				-	-	-
4				-	-	-

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

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City Clerk's Office

Resolution Authorizing the Acceptance of a New Hampshire Department of Highway Safety Sustained Traffic Enforcement (STEP) Grant in the amount of \$4,557.48 and Supplemental Appropriation Connected Thereto

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept a grant in the amount of Four Thousand Five Hundred Fifty Seven and 48/100 Dollars (\$4,557.48) from the New Hampshire Department of Highway Safety Bicycle and Pedestrian STEP Grant Program. This grant requires a Twenty-five Percent (25%) match in funds from the City or One Thousand One Hundred Thirty Nine and 37/100 Dollars (\$1,139.37).

Further, the Mayor and City Council hereby authorize a supplemental appropriation in the amount of Five Thousand Six Hundred Ninety Six and 85/100 Dollars (\$5,696.85) to the Police Department operating budget account with Four Thousand Five Hundred Fifty Seven and 48/100 Dollars (\$4,557.48) of the supplemental appropriation being derived from the Grant and One Thousand One Hundred Thirty Nine and 37/100 Dollars being derived from previously appropriated fiscal year 2018 operating budget funds and authorizing transfer of said funds to a special revenue fund established for expenditure of these grant funds

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

CC FY18 11-08 AB 51

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 51

AGENDA SUBJECT STEP (Sustained Traffic Enforcement) Grant

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

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

AGENDA DATE	Next Nov 2017 meeting	
DEPT. HEAD SIGNATURE		
DATE SUBMITTED	10/13/17	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	4

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Federal through State
ACCOUNT NUMBER	61212010-175XX
AMOUNT	\$4,557.48
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

Seeking permission from Council to accept funds for the Highway Safety STEP (sustained traffic enforcement) Patrol Grant in the amount of \$4,557.48. There is a 25% match. The total project award amount is \$5,696.85. We will receive reimbursement up to \$4,557.48. The 25% match is what the department will have to contribute to this project in order to receive the full reimbursement award amount of \$4,557.48. This contribution will be accomplished through supplemental police patrols working in conjunction with the grant funded patrols. Grants positions will be used to participate in Operation Safe Commute, NH Clique Campaign, NH Border to Border Traffic Enforcement and distracted driving patrols. There is no cash match to this grant. See breakdown below.

Total hard cash award amount	\$4,557.48
Match amount	+ \$1,139.37
Total project award amount	\$5,696.85

RECOMMENDED ACTION

Accept funds in the amount of \$4,557.48

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

GF Water Sewer Arena

CIP Water CIP Sewer CIP Arena CIP

Special Revenue

Fund Type: Lapsing

Non-Lapsing

Deauthorization

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

Appropriation

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

Revenue

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

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

New Hampshire Office of Highway Safety

33 Hazen Drive
 1st. Floor, Rm 109A
 Concord, NH 03305
 Telephone: 603-271-2131



Application Form FFY 2018 Sustained Traffic Enforcement Patrol (STEP) Grant Program Application Due: April 15, 2017

Part I Contact Information

Applicant Agency and Street Address Rochester Police Department 23 Wakefield Street Rochester, NH 03867	
DUNS# 968578153	SAM Registration Expiration: 13 June 2017
Chief's First Name Paul	Chief's Last Name Toussaint
Chief's Telephone 603-330-7132	Chief's Email Address Paul.toussaint@rochesternh.net
Grant Contact's First Name Rhonda	Grant Contact's Last Name Young
Grant Contact's Telephone 603-330-7134	Grant Contacts Email Address rhonda.young@rochesternh.net

Part II Department and Community Profile

Population of your city or town	29,752
Number of full-time officers in your city or town	57
Number of part-time officers in your city or town	4
Number of officers trained in the use of speed enforcement equipment	60
Did your department receive a grant in 2015 or 2016?	YES
If your department received a grant in 2015 or 2016, were all funds used? If not, please explain why.	NO, we are currently working within the grant and are on course to use all the funds.

Part III Local Crash and Enforcement Statistics

This section must be filled out completely for all project applications. If data is unavailable insert (N/A) for not available.

	2014	2015	2016	3 Year Average
Total Crashes	1019	1047	1011	1026
Injury Crashes	188	177	200	188
Fatal Crashes	1	1	2	1
Impaired Driving Fatal Crashes (Alcohol or Drugs)	0	0	0	0
Speed Related Fatal Crashes	0	0	0	0
Speed Related Crashes	7	24	15	15
Fatal Motorcycle Crashes	0	0	1	1
Motorcycle Crashes	9	12	17	13
Unbelted Fatalities	0	0	1	1
Unbelted Crashes	122	331	314	256
Unbelted Injuries	26	23	60	36

Part IV Total Number of Summonses

Agency Summons Data	2014	2015	2016	TOTALS
All Traffic Summons	901	1063	1192	3156
Speed Summons	347	391	634	1372
CPS/Occupant Restraint Violations*	3	5	2	10
DWI/DUI Arrests (Alcohol & Drugs)	80	131	83	294
Red Light Running Summons	2	61	48	111
School Bus Violations	1	0	4	5

*Includes enforcement up to 18 years of age

Part V Problem Statement

Please describe the traffic safety (speeding, red light running, bus violations, etc.) problems in your city or town. Please provide specifics detailing the following:

- When the problem is taking place (month, day of week, time of day)
- Where (specific streets, neighborhoods, etc.)
- Who (demographics)
- What (speeding, red light running, bus violations, etc.)
- Other relevant information to your city or town (officer shortages, vacation destination, colleges in town, etc.)

During the past three years (2014 through 2016), the Rochester Police Department investigated 3156 motor vehicle collisions. Out of these collisions, 682 (22.164%) operators were reported to be inattentive or distracted. Inattention and distraction is often caused by an operator performing another task while driving, many times of which are the use of cellular phones. In 2016, there were 260 accidents due to driver inattention or distraction.

On July 1, 2015, RSA 265:79-c Use of Mobile Electronic Devices While Driving went into effect, prohibiting motorists from utilizing handheld electronic communications devices (i.e. cell phones) while driving a vehicle. Although a good portion of the public is obeying the new statute, there are still motorists who continue to use cell phones, GPSs and other devices in violation of this statute.

Part VI Proposed Solution

Please describe your proposed solutions for combatting the problem you described above. Solutions should be linked directly to the data you provided. Please be specific regarding:

- When patrols will take place (month, day of week, time of day)
- Where patrols will take place (specific streets, neighborhoods, etc.)
- What type of patrols will take place (focus on speeding, red light running, etc.)
- Estimated number of patrols hours

The Rochester Police Department is seeking to work with the NH Highway Safety Agency by accepting grant monies to fund 22 four-hour patrols (88 total hours) to be scheduled during peak hours for collisions within the city. Peak hours for collisions are between 8AM and 7PM on Mondays, Tuesdays, Wednesdays, Thursdays, Fridays and Saturdays. The goal is to enforce RSA 265:79-c as well as any other violations observed that may lead to a motor vehicle collision. Officers would be expected to target drivers who are observed using cell phones while driving as well as any other behavior that would otherwise distract them from the driving task and increase the likelihood of a collision. Our crime analyst will determine the best times of day and best days of the week for these proactive patrols based on current data.

Part VII Project Goals

Please provide your department's goals for this grant. Goals must be specific and measurable. For example, "Our department would like to reduce speed related crashes by 10% from 100 to 90 by September 2018."

Our department would like to reduce the number of distraction/inattention-related collisions by 10% from 260, which was what occurred in 2016, to 234 by September 2018.

Part VIII Budget

Please provide a budget indicating how much you can realistically spend on STEP Patrols. Budget should be based on your proposed number of hours and payroll deductions (Only FICA, Medicare, and retirement).

Requested award amount= # of enforcement hours X average hourly rate + Total Estimated Payroll Deductions.
 For example- 20 hours X \$45= \$900 + \$225 (total payroll deductions) = \$1,125 (Requested Award Amount)

STEP Patrols

Estimated Total # of Enforcement Hours	Estimated Average OT Hourly Rate	Total Estimated Payroll Deductions	Requested Award Amount for Enforcement
88	\$ 40.06	\$ 1,032.20	\$ 4,557.48

Operation Safe Commute

Enforcement Hours	Estimated Average OT Hourly Rate	Total Estimated Payroll Deductions	Award Amount
48 Hours	\$ 40.06	\$ 563.02	\$ 2,485.90

Join the NH Clique (Must do at least 8 hours and no more than 24 hours)

Enforcement Hours	Estimated Average OT Hourly Rate	Total Estimated Payroll Deductions	Award Amount
24 hours	\$ 40.06	\$ 281.51	\$ 1,242.95

 Please also provide, below, how you intend to meet the required 25% match to contribute to this project.

Matching funds are your department's contribution to this project. For example, additional enforcement patrols, fuel costs, administrative time, and supervisor's time that are not funded by this grant or other federal grants.

Item	Cost	Total
Community Engagement Officer	\$ 26.07/hr (approx)	
Motor Vehicle Officer	\$ 26.07/hr (approx)	
Mt. Bike Officers	\$ 26.07/hr (approx)	
Foot Patrols	\$ 26.07/hr (approx)	
		Total = \$ 2,048.35

OFFICE OF HIGHWAY SAFETY GRANT AGREEMENT

The State of New Hampshire and the Subrecipient hereby
Mutually agree as follows:
GENERAL PROVISIONS

Project Title: Rochester STEP

Project #: 315-18A-091

Identification and Definitions.

1.1. State Agency Name New Hampshire Department of Safety Office of Highway Safety		1.2. State Agency Address 33 Hazen Drive, 2 nd Floor Concord, NH 03305	
1.3. Subrecipient Name Rochester Police Department		1.4. Subrecipient Address 23 Wakefield Street Rochester, NH 03867	
Chief's Email Address: paul.toussaint@rochesternh.net		Grant Contact Email: rhonda.young@rochesternh.net	
1.4.1 Subrecipient Type (State Govt, City/Town Govt, County Govt, College/University, Other (Specify) City		1.4.2 DUNS 968578153	
1.5. Subrecipient Phone # 330-7132	1.6. Effective Date 10/01/17	1.7. Completion Date 09/30/18	1.8. Grant Limitation \$7,457.70
1.9. Grant Officer for State Agency LuAnn Speikers		1.10. State Agency Telephone Number 271-2197	
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Subrecipient Signature 1		1.12. Name & Title of Subrecipient Signor 1	
Subrecipient Signature 2		Name & Title of Subrecipient Signor 2	
Subrecipient Signature 3		Name & Title of Subrecipient Signor 3	
1.13. Acknowledgment: State of New Hampshire, County of _____, on / / , before the undersigned officer, personally appeared the person(s) identified in block 1.12., known to me (or satisfactorily proven) to be the person(s) whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
1.13.1. Signature of Notary Public or Justice of the Peace (Seal)		1.13.2 Name & Title of Notary Public or Justice of the Peace	
1.14. State Agency Signature(s)		1.15. Name & Title of State Agency Signor(s) John J. Barthelmes, Commissioner NH Department of Safety Date: _____	
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: Assistant Attorney General, On: / /			
1.17. Approval by Governor and Council (if applicable) By: On: / /			

2. SCOPE OF WORK: In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-P:55-63, the Subrecipient identified in block 1.3 (hereinafter referred to as "the Subrecipient"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project").

**Resolution Authorizing the Acceptance of a New Hampshire Department of Highway
Safety Bicycle and Pedestrian Grant in the amount of \$4,557.48 and Supplemental
Appropriation Connected Thereto**

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept a grant in the amount of Four Thousand Five Hundred Fifty Seven and 48/100 Dollars (\$4,557.48) from the New Hampshire Department of Highway Safety Bicycle and Pedestrian Grant Program. This grant requires a Twenty-five Percent (25%) match in funds from the City or One Thousand One Hundred Thirty Nine and 37/100 Dollars (\$1,139.37).

Further, the Mayor and City Council hereby authorize a supplemental appropriation in the amount of Five Thousand Six Hundred Ninety Six and 85/100 Dollars (\$5,696.85) to the Police Department operating budget account with Four Thousand Five Hundred Fifty Seven and 48/100 Dollars (\$4,557.48) of the supplemental appropriation being derived from the Grant and One Thousand One Hundred Thirty Nine and 37/100 Dollars being derived from previously appropriated fiscal year 2018 operating budget funds and authorizing transfer of said funds to a special revenue fund established for expenditure of these grant funds

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

CC FY18 11-08 AB 52

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 52

AGENDA SUBJECT Bicycle and Pedestrian Grant
--

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

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

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

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

AGENDA DATE	Next November 2017 meeting		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	10/13/17		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	4	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	Federal through State
ACCOUNT NUMBER	61212010-175XX
AMOUNT	\$4,557.48
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

Seeking permission from Council to accept funding for the Highway Safety Bicycle and Pedestrian Patrol Grant in the amount of \$4,557.48. There is a 25% match. The total project award amount is \$5,696.85. We will receive reimbursement up to \$4,557.48. The 25% match is what the department will have to contribute to this project in order to receive the full reimbursement award amount of \$4,557.48. This contribution will be accomplished through supplemental police patrols working in conjunction with the grant funded patrols. Grant positions will target pedestrian, crosswalk, and bicycle safety in th compact area of the city. There is no cash match to this grant. See breakdown below.

Total hard cash award amount	\$4,557.48
Match amount	+\$1,139.37
Total project award amount	\$5,696.85

RECOMMENDED ACTION

Accept grant funds in the amount of \$4,557.48.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

GF Water Sewer Arena

CIP Water CIP Sewer CIP Arena CIP

Special Revenue

Fund Type: Lapsing

Non-Lapsing

Deauthorization

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

Appropriation

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

Revenue

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

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

New Hampshire Office of Highway Safety

33 Hazen Drive
 1st. Floor, Rm 109A
 Concord, NH 03305
 Telephone: 603-271-2131



Grant Application Form

FFY 2018 Bicycle and Pedestrian Grant Program

Application Due: April 15, 2017

Part I Contact Information

Applicant Agency and Street Address	
Rochester Police Department 23 Wakefield Street Rochester, NH 03867	
DUNS# 968578153	SAM Registration Expiration: 13 June 2017
Chief's First Name Paul	Chief's Last Name Toussaint
Chief's Telephone 603-330-7132	Chief's Email Address paul.toussaint@rochesternh.net
Grant Contact's First Name Rhonda	Grant Contact's Last Name Young
Grant Contact's Telephone 603-330-7134	Grant Contacts Email Address rhonda.young@rochesternh.net

Part II Department and Community Profile

Population of your city or town	29,752
Number of full-time officers in your city or town	57
Number of part-time officers in your city or town	4
Did your department receive a grant in 2015 or 2016?	YES
If your department received a grant in 2015 or 2016, were all funds used? If not, please explain why.	NO, we are currently working within the grant and are on course to use all the funds.

Part III Local Crash and Enforcement Statistics

This section must be filled out completely for all project applications. If data is unavailable insert (N/A) for not available.

	2014	2015	2016	3 Year Average
Total Crashes	953	1047	1011	1026
Injury Crashes	188	177	200	188
Fatal Crashes	1	1	2	1
Crashes involving Pedestrians	22	14	23	20
Crashes involving Bicycles	10	8	7	8
Pedestrian Fatalities	0	0	1	1
Bicycle Fatalities	0	1	0	1

Part IV Total Number of Summonses

Agency Summons Data	2014	2015	2016	TOTALS
All Traffic Summonses	908	1063	1192	3156
Crosswalk Violation Summonses	4	2	2	8
Jay Walking Summonses	1	3	0	4
Other Bicycle or Pedestrian-related Summonses	1	2	1	4

Part V Problem Statement

Please describe the bicycle- and pedestrian-related traffic safety (vehicles not stopping at crosswalks, impaired pedestrians, etc.) problems in your city or town. Please provide specifics detailing the following:

- When the problem is taking place (month, day of week, time of day)
- Where (specific streets, neighborhoods, etc.)
- Who (demographics)
- What (crosswalk violations, etc.)
- Other relevant information to your city or town (officer shortages, vacation destination, colleges in town, etc.)

The City of Rochester is comprised of an area of about 49 square miles and has a full-time population of approximately 30,000. The City of Rochester has an active downtown district consisting of various commercial entities as well as City government buildings. The downtown area contains the following main routes: North Main St., South Main St., Columbus Ave., Union St. Wakefield St. and multiple side streets. This area has heavy motor vehicle and pedestrian traffic and is an area where crashes have occurred involving pedestrians, bicycles and motor vehicles. The problem of pedestrians jaywalking, ignoring traffic signals, motorists ignoring pedestrians' right of way as well as traffic signals, along with bicyclist's violating traffic laws, occurs Sunday through Saturday between the hours of 8:00 a.m. and 10:00 p.m.

From 2014 through 2016, 59 pedestrian collisions and 25 bicycle collisions were reported by the Rochester Police Department. From 2013 to 2014, 1 bicycle fatality was investigated by the NH State Police. In 2015, the Rochester Police Department investigated 2 bicycle collisions, one of which was a fatality and the other of which resulted in serious personal injury. Both bicyclists in these cases contributed to the collisions due to violations of state law. We are averaging about 20 pedestrian and 8 bicycle collisions for the past three years.

Part VI Proposed Solution

Please describe your proposed solutions for combatting the problem you described above. Solutions should be linked directly to the data you provided. Please be specific regarding:

- When patrols will take place (month, day of week, time of day)
- Where patrols will take place (specific streets, neighborhoods, etc.)
- What type of patrols will take place (law enforcement crosswalk decoys, pedestrian sweeper patrols, etc.)
- Estimated number of patrols hours

In an effort to combat the problems being experienced with pedestrian and bicycle safety in the downtown and contiguous area, the Rochester Police Department will hire, on an off-duty basis, one (1) officer to work 22/4 hour overtime pedestrian/bicycle enforcement patrols during those times (Sunday – Saturday, 8:00 AM – 10:00 PM) when the violations are felt to be most prevalent. It is understood the Rochester Police Department will focus primarily on pedestrian and bicycle enforcement while also focusing on routine motor vehicle violations. Adherence to all traffic laws, including the state’s occupant protection and hands-free law, will be monitored and enforced.

Part VII Project Goals

Please provide your department’s goals for this grant. Goals must be specific and measurable. For example, “Our department would like to reduce pedestrian crashes by 10% from 100 to 90 by September 2018.”

It is anticipated that each four (4) hour pedestrian/bicycle enforcement patrol conducted will result in 10 pedestrian and/or bicyclist contacts. Pedestrian collisions will be reduced by 10% from 23 to 20 as well as bicycle collisions reduced by 10% from 8 to 7, by the end of September 2018. There shall also be an increased public awareness regarding this police department’s commitment to enforcing motor vehicle and pedestrian laws.

Part VIII Budget

Please provide a budget indicating how much you can realistically spend on this project. Budget should be based on your proposed number of hours and payroll deductions (Only FICA, Medicare, and retirement). Overtime rate does not need to be based on the maximum available rate.

Requested award amount= # of enforcement hours X average hourly rate + Total Estimated Payroll Deductions
 For example- 20 hours X \$45= \$900 + \$225 (total payroll deductions) = \$1,125 (Requested Award Amount)

Estimated Total # of Enforcement Hours	Estimated Average OT Hourly Rate	Estimated Payroll Deductions	Requested Award Amount for Enforcement
88	\$ 40.06	\$ 1,032.20	\$ 4,557.48

 Please also provide, below, how you intend to meet the required 25% match to contribute to this project.

Matching funds are your department's contribution to this project. For example, additional enforcement patrols, fuel costs, administrative time, and supervisor's time that are not funded by this grant or other federal grants.

Item	Cost	Total
Community Engagement Officer	\$ 26.70/hr (approx)	
Mt. Bike Patrols	\$ 26.70/hr (approx)	
Patrol Foot Beats	\$ 26.70/hr (approx)	
		Total = \$ 1,140.00

**Resolution Authorizing the Acceptance of a United States Department of Justice (USDOJ)
Ballistic Vest Grant in the amount of \$4,424.25 and Supplemental Appropriation
Connected Thereto**

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept a grant in the amount of Four Thousand Four Hundred Twenty-Four and 45/100 Dollars (\$4,424.45) from the USDOJ Ballistic Vest Grant Program.

Further, the Mayor and City Council hereby authorize a supplemental appropriation in the amount of Four Thousand Four Hundred Twenty-Four and 45/100 Dollars (\$4,424.45) to the Police Department operating budget account with the entirety of the supplemental appropriation being derived from the Grant.

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

CC FY18 11-08 AB 58

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 58

AGENDA SUBJECT Seeking permission to accept funds from the 2017 Ballistic Vest Grant.
--

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

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

AGENDA DATE	Next November 2017 meeting	
DEPT. HEAD SIGNATURE		
DATE SUBMITTED	10/30/17	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	signature on file
SOURCE OF FUNDS	Federal
ACCOUNT NUMBER	61142010-561010-185XX
AMOUNT	\$4,424.45
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

Seeking permission from Council to accept the 2017 Ballistic Vest Grant Funds in the amount of \$4,424.45 to replace expired vests and 4 SWAT Team vests over a 2 year period. This will be a multi-year fund.

RECOMMENDED ACTION

Accept funds in the amount of \$4,424.45.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

GF Water Sewer Arena

CIP Water CIP Sewer CIP Arena CIP

Special Revenue

Fund Type: Lapsing

Non-Lapsing

Deauthorization

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

Appropriation

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

Revenue

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

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

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City Clerk's Office

**Resolution in accordance with Ordinance 4.4 (c) Authorizing the City Manager to Sell
Certain Tax Deeded Properties without an Auction or Sealed Bid Sale**

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, in accordance with Ordinance 4.4 (c), do hereby authorize the City Manager to dispose of manufactured homes located within mobile home parks which the City has taken by Tax Deed without using a sealed bid sale or an auction sale. This authorization includes both selling of the manufactured homes and demolitions of manufactured homes in the discretion of the City Manager.

Further, the City Manager is authorized to execute any and all documents necessary to effect the purpose of this Resolution.

CC FY18 11-08 AB 57

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City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

CC FY 18 2017,11-08 AB 57

AGENDA SUBJECT Direct Sale of Tax Deeded Property, Ordinance 4.4 (c)

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

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

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

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

AGENDA DATE	November 8, 2017		
DEPT. HEAD SIGNATURE	Terence O'Rourke, Legal Department		
DATE SUBMITTED	October 30, 2017		
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED		

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	signature on file
CITY MANAGER	signature on file

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

Ordinance 4.4 (c)

SUMMARY STATEMENT

The City has taken several manufactured homes within mobile home parks by way of tax deed. These properties present unique challenges due to the fact that the owner does not own the property upon which the home sits, the mobile home parks charge "lot rent" for the homes to sit on a lot, and any transfer of the home would require the consent of the mobile home park for the home to remain in its current location. Ordinance 4.4 (a) requires that the City sell tax deeded property by way of a sealed bid sale or an auction. Ordinance 4.4 (c) allows the City Council by a 2/3 to bypass the sealed bid sale or auction and allow the City Manager to dispose of the property directly. Sale of tax deeded manufactured homes located in mobile home parks should be exempted from the requirements of Ordinance 4.4 (a).

RECOMMENDED ACTION

That the City Council pass the Resolution by a 2/3 vote.

**Regular City Council Meeting
October 3, 2017
Council Chambers
7:00 PM**

COUNCILORS PRESENT

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

OTHERS PRESENT

City Manager Daniel Fitzpatrick
Deputy City Manager Blaine Cox
City Attorney Terence O'Rourke
Eric Babine Police
Department Communications
Police Chief Toussaint

MEMBERS EXCUSED

Councilor Torr

Minutes

1. Call to Order

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

2. **Presentation of the Colors: Roland E. Patnode Jr. American Legion Post 7**

2.1. Pledge of Allegiance

The Roland E. Patnode Jr. American Legion Post 7 led the Pledge of Allegiance.

3. Opening Prayer

3.1. **Opening Prayer: Roland E. Patnode Jr. American Legion Post 7**

The Roland E. Patnode Jr. American Legion Post 7 led the Pledge of Allegiance.

4. Roll Call

Kelly Walters, City Clerk, called the roll. All Councilors were present except for Councilor Torr who had been excused.

5. Acceptance of Minutes

5.1. Regular City Council Meeting: September 5, 2017 *consideration for approval*

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

5.2. Special City Council Meeting: September 19, 2017 *consideration for approval*

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

6. Communications from the City Manager

6.1. Employee of the Month Award

City Manager Fitzpatrick announced that Eric Babine, Rochester Police Department, has been awarded the Employee of the Month Award for October.

6.2. City Manager's Report

City Manager Fitzpatrick gave the following report:

Contracts and documents executed since last month:

Department of Public Works

- Dewey Street Bridge Project – Construction Engineering Services
- Household Hazardous Waste Day
- Paving Contract 16-13 Change Order 2 & 2 A
- Wakefield Street Easement Deed

Economic & Community Development

- Buxton Contract Renewal
- CDBG Agreement – US. HUD
- CDBG Certification of Consistency

Legal Department

- Cider Hill – Tax Deed

Police Department

- Highway Safety STEP Grant Modification

Planning Department

- E911 Staff Change memo
- PB Memo – Proposed Zoning Changes

Computer Lease/Purchase

- Wheeler, J – Fire Department

Standard Reports:

- City Council Request & Inquiry Report - No Items – No Report included
- Monthly Overnight Travel Summary
- Permission & Permits Issued
- Personnel Action Report Summary

Councilor Keans said a new position had been approved by the City Council in June 2017. This would have been a hybrid position for construction engineer/GIS position. City Manager Fitzpatrick said the draft job description had been reviewed by the Personnel Advisory Board and it should be presented to the City Council soon.

6.3. City Assessor: *City of Rochester/Re-Assessment 2017*

Jonathan Rice, Chief Assessor, gave a brief overview of the City's Re-Assessment for 2017.

6.4. Deputy City Manager: *Tax Rate Calculation*

Blaine Cox, Deputy City Manager, gave a brief overview of the Tax Rate Calculation.

6.5. City Attorney: *General Ordinances [Chapter 42.29 Signage]*

Terence O'Rourke, City Attorney, said the question of whether or not the City's ban on signs in the public right-of-way is in violation of the First Amendment. He explained that the ban on signage is both content/viewpoint neutral and does not violate the First Amendment.

Councilor Gates asked when this Sign Ordinance had been amended to include this ban. Councilor Lachapelle recalled that the sign ordinance had reviewed by the Codes and Ordinances Committee and this amendment had been approved by the full City Council about five years ago.

7. Communications from the Mayor

7.1. Chris Foley Day – Friday, October 6, 2017

Mayor McCarley announced that Friday, October 6, 2017, would be declared "Chris Foley" Day in the City of Rochester. The entire proclamation would be read at the Spaulding High School Football Game this Friday evening in memory of the beloved Principal who had been employed by the City of Rochester starting in 2007 through 2013.

7.2. POW Empty Chair Project: *Veterans Council Request for Space at City Hall*

Mayor McCarley said a representative from Rolling Thunder POW/MIA Veterans Organization met with the Rochester Veterans Council in order to give a POW Empty Chair to be displayed at City Hall. The Rochester Veterans Council agreed to take financial responsibility of this project; however, they would need space made available at City Hall. The City Council briefly discussed the project, which would not be a permanent fixture in the sense that the Rochester Veterans Council would transport the display for special events if they wished. Mayor McCarley asked if the City Council had any objections. Mayor McCarley said seeing no objections the Veterans Council will be allowed to utilize space at City Hall to display the POW Empty Chair.

7.3. Historic East Rochester Fire Station: *Grant Application*

Mayor McCarley said East Rochester has an old fire station with some interesting historic artifacts. She explained it had been discovered or realization that some of the curtains are actually

original hand-painted curtains and they are in a state of disrepair. She added that the City could apply for a grant to assist in preserving this great work of art. Mayor McCarley said if there were no objections this project would be sent to the Community Development Committee for further review.

8. Presentations of Petitions and Council Correspondence

No discussion.

9. Nominations, Appointments, Resignations, and Elections

No discussion.

10. Reports of Committees

10.1. Appointments Review Committee

10.1.1. Re-Appointment: Peter Bruckner, Historic District Commission, Regular Member, Term to Expire January 2, 2021

Mayor McCarley **NOMINATED** Peter Bruckner to be appointed to the Historic District Commission, with a term to expire on January 2, 2021. Councilor Lachapelle seconded the nomination. Councilor Lachapelle **MOVED** that nominations cease. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley announced that Mr. Bruckner has been appointed to the Historic District Commission by a unanimous ballot vote.

10.1.2. Appointment: Joyce Bruckner, Planning Board, Alternate Member, Term to Expire January 2, 2020

Mayor McCarley **NOMINATED** Joyce Bruckner to be appointed to the Planning Board as an Alternate Member, with a term to expire on January 2, 2020. Councilor Lachapelle seconded the nomination. Councilor Lachapelle **MOVED** that nominations cease. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley announced that Ms. Bruckner has been appointed to the Historic District Commission by a unanimous ballot vote.

10.1.3. Re-Appointment: Nancy Dibble, Historic District, Regular Member, Term to Expire January 2, 2020

Mayor McCarley **NOMINATED** Nancy Dibble to be reappointed to the Historic District Commission, with a term to expire on January 2, 2020. Councilor Lachapelle seconded the nomination. Councilor Lachapelle **MOVED** that nominations cease. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley announced that Ms. Dibble has been appointed to the Historic District Commission by a unanimous ballot vote.

10.1.4. Re-Appointment: Michael Dionne, Conservation Commission, Regular Member, Term to Expire January 2, 2020

Mayor McCarley **NOMINATED** Michael Dionne to the Conservation Commission with a term to expire on January 2, 2020. Councilor Lachapelle seconded the nomination. Councilor Lachapelle **MOVED** that nominations cease. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley announced that Mr. Dionne has been appointed to the Conservation Commission by a unanimous ballot vote.

10.1.5. Appointment; Mark Collopy, Planning Board, Alternate Member, Term to Expire January 2, 2020

Councilor Keans announced that another Alternate Position must be vacant prior to making this appointment.

10.1.6. Re-Appointment: Marilyn Jones, Historic District Commission, Regular Member, Term to Expire January 2, 2020

Mayor McCarley **NOMINATED** Marilyn Jones to be reappointed to the Historic District Commission, with a term to expire on January 2, 2020. Councilor Lachapelle seconded the nomination. Councilor Lachapelle **MOVED** that nominations cease. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley announced that Ms. Jones has been appointed to the Historic District Commission by a unanimous ballot vote.

10.2. Community Development Committee

10.2.1. Recommended Committee Action: AB 34 To Allow the Rochester Museum of Fine Arts to display Art Work in the hallways of the former Office of Economic

**Development located at the Rochester
Community Center *consideration for
approval***

Councilor Lauterborn said that Matt Wyatt, Rochester Museum of Fine Arts, has an existing art exhibition in the long hallway of the Rochester Community Center. He has expressed an interest in placing some of the more valuable pieces of art in a more secure location of that same building. Councilor Lauterborn **MOVED** to approve the recommendations made by the Community Development Committee to allow this to happen. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**10.2.2. Recommended Committee Action: AB 33
Resolution Approving a 2018 Workforce
Housing Charrette Application to the
Workforce Housing Coalition of the
Greater Seacoast *first reading***

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

**Resolution Approving a 2018 Workforce Housing Charrette
Application to the Workforce Housing Coalition of the Greater
Seacoast**

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, approve the submission of a charrette application to the Workforce Housing Coalition of the Greater Seacoast in order to hold a workforce housing charrette in autumn 2018. **CC FY 18 2017, 10-03 AB 33**

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

Councilor Lauterborn stated that the Community Development Committee meeting for October has been canceled. She said that City Hall would be closed in honor of Columbus Day. She added that moving forward the Community Development Committee would meet

at the new Annex Building.

Councilor Bogan expressed gratitude for Chris Connor, Make Rochester Great Again, for the work completed in the downtown. Councilor Varney suggested that the City Manager inquire if she is being supplied with trash bags for the cleanup project. The City Manager agreed to research the matter.

10.3. CTE Renovation Joint Building Committee

Councilor Varney said the Joint Building Committee reviewed the design of the building. He said the architect would be contacting the Planning Department/Planning Board to move to the next step of the project. The goal is to begin construction in the Spring of 2018. The next meeting is scheduled for October 31, 2017.

10.4. Public Safety Committee

10.4.1. Recommended Committee Action: To stop the practice of printing the call details out [*Fire Department's Committee Report – Monthly Fire Incidents*] *consideration for approval*

Councilor Hamann **MOVED** to approve the Committee Action as stated above. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

10.4.2. Recommended Committee Action: To install 2 "No thru Trucks" signs:

1. Olde Farm Lane (*Signal Street Intersection*)
2. McKinley Street (*Portland Street Intersection*) at the developer's expense *consideration for approval*

Councilor Hamann **MOVED** to approve the Committee Action as stated above. Councilor Lachapelle seconded the motion. The City Council discussed this matter. The project itself has been approved the Planning Board and the Police Department gave favorable input about erecting the signs. Councilor Gray requested that the Department of Public Works staff replace the missing "stop" sign at the end of McKinley Street. Commissioner Nourse concurred. The **MOTION CARRIED** by a unanimous voice vote.

10.4.3. Recommended Committee Action: To deny the request for “children at play” signage for Ashwood/Watson Drive, such signs are not recognized by the Manual on Uniform Traffic Control Devices (MUTCD) *consideration for approval*

Councilor Hamann **MOVED** to approve the Committee Action as stated above. Councilor Lachapelle seconded the motion. The City Council discussed this matter. The **MOTION CARRIED** by a unanimous voice vote.

10.4.4. Recommended Committee Action: To install 2 “no parking” signs on the side of the street that is currently not posted, from end to end of McIntyre Court, at the discretion of DPW *consideration for approval*

Councilor Hamann **MOVED** to approve the Committee Action as stated above. Councilor Lachapelle seconded the motion. The City Council discussed this matter. The **MOTION CARRIED** by a majority voice vote.

Councilor Lauterborn asked a question about emails being sent to the full City Council. If an email addressed to the entire City Council is about a safety issue should she reply or can it be assumed that members of the Safety Committee would reply to such a message. Councilor Hamann replied yes, as Chair of the Public Safety Committee he replies to such emails.

10.5. Public Works and Building Committee

10.5.1. Recommended Committee Action: AB 38 Resolution Accepting NH Department of Transportation (NHDOT) Highway Block Grant funds in the Amount of \$530,588.40 *first reading*

Councilor Varney reviewed the Public Works and Building Committee. Councilor Lachapelle **MOVED** to suspend the rules and read the resolution for the second time by title only. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the first time by title only as follows:

Resolution Accepting
NH Department of Transportation (NHDOT) Highway Block
Grant funds in the Amount of \$530,588.40

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

That a NHDOT Highway Block Grant in the amount of Five Hundred Thirty Thousand Five Hundred Eighty-Eight and 40/100 Dollars (\$530,588.40) to the City of Rochester, for the purpose of municipal highway projects, is hereby accepted by the City of Rochester.

Further, a supplemental appropriation to the Department of Public Works Capital Improvement Plan (CIP) Budget in the amount of Five Hundred Thirty Thousand Five Hundred Eighty-Eight and 40/100 Dollars (\$530,588.40) is hereby approved and the supplemental appropriation shall be derived, in its entirety, from the aforementioned NHDOT Highway Block Grant funds.

Furthermore, to the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish non-lapsing, multi-year accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution. **CC FY18 10-03 AB 38**

Councilor Lachapelle **MOVED** to suspend the rules and read the resolution for the second time by title only. Councilor Bogan seconded the motion. Mayor McCarley read the resolution for the second time by title only.

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

10.5.2. Recommended Committee Action: AB 35
Resolution Authorizing Supplemental
Appropriation to the Department of Public
Works Capital Improvements Plan Budget
for the Olde Farm Lane Lighting Project in
the amount of \$150,000 *first reading*

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

**Resolution Authorizing Supplemental Appropriation to the
Department of Public Works Capital Improvements Plan Budget
for the Olde Farm Lane Lighting Project in the amount of
\$150,000**

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

That the sum of One Hundred Fifty Thousand Dollars (\$150,000.00) be, and hereby is, appropriated as a supplemental appropriation to the Department of Public Works Capital Improvements Plan budget for the purpose of providing funds necessary to pay costs and/or expenditures with respect to the Olde Farm Lane Lighting Project. The entire supplemental appropriation shall be derived from the General Fund unassigned fund balance.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution. **CC FY18 10-03 AB 35**

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

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

Councilor Gray said three regular parking places at City Hall were converted to accessible parking spaces during construction at the City Hall Annex. He questioned if these parking places would be converted back now that the construction has ended at the City Hall Annex. City Manager Fitzpatrick agreed that is the plan.

Councilor Lachapelle informed the public that the Codes and Ordinances Committee would meet on Thursday, October 5, 2017.

11. Old Business

No discussion.

12. Consent Calendar

No discussion.

13. New Business

13.1. **AB 37** Resolution, in accordance with RSA 674:39-aa, recognizing the "Involuntary Merger" of a Property Known As 77 Autumn Street (Currently, Rochester Tax Map 105, Lot **98-19**), and Acknowledging the Appropriateness of Restoration of Such Lot To Its Pre-Merger Configuration

Councilor Lachapelle **MOVED** to read the resolution by title only. Councilor Bogan seconded the motion. Councilor Keans questioned how this sort of merger had happened in the first place. Attorney O'Rourke replied that the merger occurred over fifty years ago. At the time, it made sense to draw the lots together as one map. The owners are now requesting that the lots be restored to its pre-merger configuration. Councilor Gray stated that there is now a specific State Law which gives guidelines for such a merger. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the first time by title only as follows:

**Resolution, in accordance with
RSA 674:39-aa, recognizing the "Involuntary Merger" of a
Property Known As 77 Autumn Street (Currently, Rochester
Tax Map 105, Lot **98-19**), and Acknowledging the
Appropriateness of Restoration of Such Lot To Its Pre-
Merger Configuration**

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

WHEREAS, the owners of property situate at, currently known as, 77 Autumn Street, Rochester, New Hampshire (Tax Map 105, Lot **98-19**), have, in August 2017 filed a request with the City of Rochester, and its City Council, pursuant to the provisions of RSA 674:39-aa, requesting that such property, which they assert was previously "involuntarily merged" by action of one or more administrative agency/official of the City of Rochester in, or around, 1961 from three (3) separate lots, into a single lot, currently known as 77 Autumn Street, Rochester, New Hampshire, and currently depicted on Rochester Tax Map 105, **98-19**; and

WHEREAS, RSA 674:39-aa provides that under certain conditions the owner(s) of lots previously involuntarily merged by a

municipality, shall, upon request, by the owner(s) to the municipality's governing body, be restored to its pre-involuntary merger status; and

WHEREAS, the owners of 77 Autumn Street have filed a request to have the involuntary merger of such lot be restored to its pre-merger three (3) separate lot status configuration; and

WHEREAS, City officials in the Planning and Assessing Departments, as well as other City officials, have reviewed the facts surrounding the merger of the property currently known as 77 Autumn Street, and have determined that the lot currently known as 77 Autumn Street (Rochester Tax Map 105, Lot **98-19**) was created by the involuntary merger by the City of Rochester and that no voluntary action by, or on behalf of, the current or prior owners of the unmerged lots was taken to bring about their currently merged single lot status;

NOW, THEREFORE, in accordance with the provisions of RSA 674:39-aa, the Mayor and City Council of the City of Rochester, in its capacity as the governing body of the City of Rochester, hereby acknowledges both the request by the owners to have the lot status of 77 Autumn Street be restored to its three-lot pre-merger status and the accuracy of the facts set forth above herein, and therefore determine that the request to have the property known as 77 Autumn Street (Rochester Tax Map 128, Lot **98-19**) be restored to its pre-involuntary merger status is granted. **CC FY 18 2017, 10-03 AB 37**

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Bogan seconded the motion. The City Council briefly discussed the matter. The **MOTION CARRIED** by a unanimous voice vote.

13.2. AB 30 Resolution Accepting Opioid Abuse Reduction Initiative (OARI) Grant and Authorizing Supplemental Appropriation to the Police Department in the Amount of \$20,000.00 *first reading*

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

Resolution Accepting Opioid Abuse Reduction Initiative (OARI)

Grant and Authorizing Supplemental Appropriation to the Police Department in the Amount of \$20,000.00

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, accept a OARI Grant from the New Hampshire Department of Public Safety in the amount of Twenty Thousand Dollars (\$20,000.00).

Further, that the sum of Twenty Thousand Dollars (\$20,000.00) be, and hereby is, appropriated as a supplemental appropriation to the Police Department operating budget. The entire amount of the supplemental appropriation shall be derived from the aforementioned OARI Grant.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution and to establish special revenue, non-lapsing, multi-year fund account(s) as necessary to which said sums shall be recorded. **CC FY18 10-03 AB 30**

Councilor Lachapelle **MOVED** to suspend the rules and read the resolution for the second time by title only. Councilor Bogan seconded the motion. Mayor McCarley read the resolution for the second time by title only.

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Bogan seconded the motion. Councilor Varney asked if there were any matching funds. Mayor McCarley replied that no City match of funds is required. Councilor Gates asked for clarification on this resolution. Chief Toussaint explained that there is a program known as "Operation Granite Hammer" gives funding at the County level. The Rochester Police Department participates in the "County Task Force" and the \$20,000 represents what amount of funding is anticipated for Rochester to be using in this effort. The **MOTION CARRIED** by a majority voice vote.

13.3. AB 29 Resolution Deauthorizing funding related to the Police Department Capital Improvement Plan Fund Comlog Recording Equipment System Project in the amount of \$2,095.00

Councilor Lachapelle **MOVED** to read the resolution by title

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

Resolution Deauthorizing funding related to the Police Department Capital Improvement Plan Fund Comlog Recording Equipment System Project in the amount of \$2,095.00

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

That Two Thousand Ninety Five Dollars (\$2,095.00) of previously appropriated funds is deauthorized for the costs associated with the Police Department Capital Improvement Plan Fund Comlog Recording Equipment System Project which was completed on October 7, 2017.

Further, the amount of Two Thousand Ninety Five Dollars (\$2,095.00) shall be returned to the General Fund unassigned fund balance.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution. **CC FY18 10-03 AB 29**

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

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

13.4. AB 36 Resolution Deauthorizing \$1,463,067.66 related to various projects funded from the Department of Public Works Water Capital Improvements Plan Fund *first reading*

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

Resolution Deauthorizing \$1,463,067.66 related to various projects funded from the Department of Public Works Water Capital Improvements Plan Fund

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

That One Million Four Hundred Sixty Three Thousand Sixty Seven and 66/100 Dollars (\$1,463,067.66) of previously appropriated funds is deauthorized from various completed, cancelled, or postponed Water Capital Improvements Plan Fund projects in accordance with Exhibit A.

Further, in accordance with RSA 33:9, One Million Four Hundred Forty Six Thousand Six Hundred Thirty Eight and 13/100 Dollars (\$1,446,638.13) in previously authorized bonding authority is hereby revoked as shown in Exhibit A.

Still further, the amount of Sixteen Thousand Four Hundred Twenty Nine and 53/100 Dollars (\$16,429.53) shall be returned to the Water Fund unassigned retained earnings balance as identified in Exhibit A .

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution. **CC FY18 10-03 AB 36**

Councilor Lachapelle **MOVED** to suspend the rules and read the resolution for the second time by title only. Councilor Bogan seconded the motion. Mayor McCarley read the resolution for the second time by title only.

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

13.5. AB 32 Resolution Authorizing Supplemental Appropriation for the Department of Public Buildings Capital Improvements Plan Fund Community Center Security Camera Project in the amount of \$20,646.00

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

Resolution Authorizing Supplemental Appropriation for the Department of Public Buildings Capital Improvements Plan Fund Community Center Security Camera Project in the amount

of \$20,646.00

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

That the sum of Twenty Thousand Six Hundred Forty Six Dollars (\$20,646.00) be, and hereby is, appropriated as a supplemental appropriation for the purpose of providing funds necessary to pay costs and/or expenditures with respect to the Department of Public Buildings Capital Improvements Plan Fund Community Center Security Camera Project. The entire supplemental appropriation shall be derived from the General Fund unassigned fund balance.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution. **CC FY18 10-03 AB 32**

Councilor Lachapelle **MOVED** to suspend the rules and read the resolution for the second time by title only. Councilor Bogan seconded the motion. Mayor McCarley read the resolution for the second time by title only.

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Bogan seconded the motion. Councilor Gates asked what had happened to initiate cameras at this location. Deputy City Manager Cox recalled that the cameras have already been in place for quite some time and these cameras would be the replacement of the existing cameras. The **MOTION CARRIED** by a unanimous voice vote.

13.6. AB 39 Amendment to Zoning Ordinances Chapter 42 of the General Ordinances of the City of Rochester Regarding Variances

Councilor Lachapelle **MOVED** to read the Amendment for the first time and refer the matter to a Public Hearing. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

See Attached Amendment

13.7. AB 31 Resolution Establishing Polling Places and Times for the November 7, 2017 Municipal Election
first reading

Councilor Lachapelle **MOVED** to read the resolution by title only. Councilor Bogan seconded the motion. The **MOTION**

CARRIED by a unanimous voice vote. Mayor McCarley read the resolution for the first time by title only as follows:

**Resolution Establishing Polling Places and Times for the
November 7, 2017 Municipal Election**

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

That the following polling places are hereby established for the City of Rochester for the upcoming 2017 Elections.

WARD 1: East Rochester Elementary School
773 Portland Street, East Rochester

WARD 2: St. Mary's Parish Center
71 Lowell Street, Rochester

WARD 3: Gonic Elementary School
11 Railroad Avenue, Rochester

[NEW] WARD 4: McClelland Elementary School
59 Brock Street, Rochester

WARD 5: Rochester Community Center
150 Wakefield Street/Community Way, Rochester
Located on the Chestnut Hill Road Side of Building

WARD 6: Elks Lodge #1393
295 Columbus Avenue, Rochester

Further, that in accordance with RSA 659:4, and Section 47 of the City Charter – All polling places shall be open from 8:00 A.M. to 7:00 P.M., on said Election Day. **CC FY 18 2017, 10-03 AB 31**

Councilor Lachapelle **MOVED** to suspend the rules and read the resolution for the second time by title only. Councilor Bogan seconded the motion. Mayor McCarley read the resolution for the second time by title only.

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

14. Other

Councilor Keans said that the three-lot sub-division resolution states that Autumn Street is in Rochester. She requested that the record show reflect that it is actually in East Rochester.

Councilor Barnett requested that the Elderly Exemption be added to the next Finance Committee for discussion.

Councilor Willis said the Planning Board approved a 52-lot subdivision. The Planning Board did not approve the sidewalk as it is currently designed. Councilor Willis requested that the sidewalk design be placed on the next Public Works Committee agenda.

15. Non-Meeting/Non-Public Session

15.1. Non-Public Session, Land, RSA 91-A:3 II (d)

15.2. Non-Public Session, Personnel, RSA 91-A:3,II (a)

Mayor McCarley said that the Non-Public Sessions would not be needed.

16. Adjournment

Councilor Lachapelle **MOVED** to **ADJOURN** the Regular City Council meeting at 8:02 PM. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully submitted,

Kelly Walters, CMC
City Clerk