



**City Council Regular Meeting
January 3, 2023
Council Chambers
31 Wakefield Street
6:00 PM**

Agenda

1. **Call to Order**
2. **Opening Prayer**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Acceptance of Minutes**
 - 5.1 **Regular City Council Meeting: December 6, 2022 *consideration for approval***
P. 9
 - 5.2 **Special City Council Meeting: December 20, 2022 *consideration for approval***
P. 29
6. **Communications from the City Manager**
 - 6.1 **City Manager's Report P. 33**
7. **Communications from the Mayor**
 - 7.1. **Mayoral Reappointment: Mark Hourihane – Granite State Business Park TIF Advisory Board *Term to Expire on 12/31/2025***
 - 7.2. **Mayoral Reappointment: Peter Lachapelle – Granite Ridge Development District Advisory Board *Term to Expire on 12/31/2025***
8. **Presentation of Petitions and Council Correspondence**
9. **Nominations, Appointments, Resignations, and Elections**
 - 9.1 **Mayoral Appointment/Confirm by City Council: Jonathan Shapleigh – Chair of the Rochester Economic Development Commission *Term to Expire on 01/02/2026***
P. 45

*Intentionally
left blank...*

City Clerk's Office

- 9.2 **Mayoral Nomination/Confirm by City Council:** Conservation Commission Chair – Michael Dionne *Term to Expire on 01/02/2026* P. 47
- 9.3 GSBP and GRDD TIF Advisory Board Membership memos *information only* P. 49 & 51

10. Reports of Committees

10.1 Appointments Review Committee

- 10.1.1 **Reappointment:** Kris Ebbeson - Rochester Economic Development Commission, Seat B, *Term to expire 1/2/2026 consideration for approval* P. 55
- 10.1.2 **Reappointment:** Timothy Jones - Rochester Economic Development Commission, Seat G *Term to Expire 1/2/2026 consideration for approval* P. 56
- 10.1.3 **Reappointment:** Marsha Miller - Rochester Economic Development Commission, Seat I *Term to expire 1/2/2026 consideration for approval* P. 57
- 10.1.4 **Reappointment:** Whitney Apgar - Rochester Economic Development Commission, Seat H *Term to expire 1/2/2026 consideration for approval* P. 58
- 10.1.5 **Reappointment:** Candy Bailey – Library Trustees Ward 3 *Term to expire 1/2/2026 consideration for approval* P. 59
- 10.1.6 **Reappointment:** Pam Hubbard – Library Trustees Ward 5 *Term to expire 1/2/2026 consideration for approval* P. 60
- 10.1.7 **Reappointment:** Michael King – Zoning Board of Adjustments, Seat E *Term to expire 1/2/2026 consideration for approval* P. 61
- 10.1.8 **Reappointment:** Lawrence Spector – Zoning Board of Adjustments, Seat D *Term to expire 1/2/2026 consideration for approval* P. 62
- 10.1.9 **Reappointment:** Daniel Nickerson – Conservation Commission, Seat E *Term to expire 1/2/2026 consideration for approval* P. 63
- 10.1.10 **Reappointment:** Michael McQuade – Planning Board, Alternate Seat N *Term to expire 1/2/2026 consideration for approval* P. 64

10.2 Community Development P. 65

*Intentionally
left blank...*

City Clerk's Office

- 10.3 Finance Committee P. 69
- 10.4 Planning Board P. 73
- 10.5 Public Safety P. 79
 - 10.5.1 **Committee Recommendation:** To install an RRFB (rectangular rapid flashing beacon) on Columbus Avenue near KFC *consideration for approval* P. 80
 - 10.5.2 **Committee Recommendation:** to install a “hospital” sign on Salmon Falls Road eastbound approaching Whitehall Road at the discretion of DPW, contingent on the hospital purchasing the sign *consideration for approval* P. 81
 - 10.5.3 **Committee Recommendation:** to install a “stop” sign at the intersection of Coleman and Richardson Street *consideration for approval* P. 82
 - 10.5.4 **Committee Recommendation:** to place a triangle “pedestrian walking” sign 1 on each end of Chelsey Hill Road *consideration for approval* P. 82
- 11. Old Business
- 12. Consent Calendar
- 13. New Business
 - 13.1 Resolution Authorizing Supplemental Appropriation to the Sewer Capital Improvements Plan (CIP) Fund in the amount of \$50,000.00 for the Wastewater Treatment Facility (WWTF) Cybersecurity Project *first reading and consideration for adoption* P. 83
 - 13.2 Resolution for Supplemental Appropriation of \$566,700 to Department of Public Works (DPW) Sewer CIP Fund *first reading and consideration for adoption* P. 91
 - 13.3 Resolution Acknowledging the Requirements of RSA 199:4 *first reading and consideration for adoption* P. 99
 - 13.4 Amendment to Chapter 275 of the General Ordinances of the City of Rochester regarding the Location and Boundaries of Zoning Districts *first reading, refer to public hearing on 1/17/23, and refer to Planning Board* P. 103

*Intentionally
left blank...*

City Clerk's Office

14. Non-Meeting/Non-Public Session

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

15. Adjournment

*Intentionally
left blank...*

City Clerk's Office

**Regular City Council Meeting
December 6, 2022
Council Chambers
6:00 PM**

COUNCILORS PRESENT

Councilor Beaudoin
Councilor Berlin
Councilor de Geofroy
Councilor Desrochers
Councilor Fontneau
Councilor Gilman
Councilor Gray
Councilor Hainey
Councilor Hamann
Councilor Malone
Councilor Larochelle
Deputy Mayor Lachapelle
Mayor Callaghan

OTHERS PRESENT

Blaine Cox, City Manager
Katie Ambrose, Deputy City Manager
Terence O'Rourke, City Attorney
Peter Nourse, Director of City Services
Lauren Krans, Director of Rec & Arena
Gary Boudreau, Chief of Police

COUNCILORS ABSENT

Minutes

1. Call to Order

Mayor Callaghan called the meeting to order at 6:00 PM. All City Councilors were present. Councilors de Geofroy and Desrochers were attending the meeting remotely. Mayor Callaghan asked both Councilors if it was reasonably impractical for each of them to attend the meeting in person. Councilors de Geofroy and Desrochers both responded yes. Councilor Desrochers indicated that her 6-year-old child was in the next room over.

2. Opening Prayer

Mayor Callaghan called for a moment of silence.

3. Pledge of Allegiance

Councilor Beaudoin led the Pledge of Allegiance.

4. Roll Call

Kelly Walters, City Clerk, called the roll. All City Councilors were present, with Councilors de Geofroy and Desrochers connecting remotely, as stated above.

5. Acceptance of Minutes

5.1 Regular City Council Meeting: November 1, 2022 ***consideration for approval***

5.2 Special City Council Meeting: November 15, 2022 ***consideration for approval***

Councilor Lachapelle **MOVED** to **ACCEPT** both the November 1, 2022, Regular City Council meeting minutes and the November 15, 2022, Special City Council meeting minutes. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Berlin, Desrochers, Gray, Fontneau, Hamann, Hailey, Lachapelle, Laroche, Beaudoin, Malone, Gilman, de Geofroy, and Mayor Callaghan voted in favor of the motion.

5.3 Exemptions & Veteran Tax Credits Ad Hoc Committee: October 31, 2022 ***consideration for approval***

Councilor Lachapelle **MOVED** to **ACCEPT** the Exemptions & Veterans Tax Credits Ad Hoc Committee minutes of October 31, 2022. Councilor Fontneau seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Gilman, de Geofroy, Gray, Hailey, Laroche, Berlin, Lachapelle, Fontneau, Hamann, Beaudoin, Desrochers, Malone, and Mayor Callaghan voted in favor of the motion.

6. Communications from the City Manager

6.1 City Manager's Report

City Manager Cox presented the following report:

Contracts and documents executed since last month:

- **Department of Public Works**
 - Authorization to file building permit – T-Mobile
 - Lease amendment for equipment modification – T-Mobile
 - Change Order, Pavement & Highway Improvements
 - Purchasing Waiver- Sole Source- Topographix, LLC

- ARPA Cybersecurity implementation grant application.
- Change Order, Betts/Cross Road intersection.
- Task Order, WTP Asset Management Project
- Estimate/Scope of Services, Alder Creek drainage – S.U.R.
- **Economic Development**
 - FY22-FY23 CAP Weatherization – Briar Ridge
 - FY22-FY23 CAP Weatherization – Country Ridge
- **Finance**
 - Pictometry Agreement
- **IT**
 - Workflow Scripting – Canon
 - Quote for desk phones – Twinstare

The following Standard Report has been enclosed:

- Personnel Action Report Summary

City Manager Cox gave details about the local and county taxes. He said the Tax Rate for the City of Rochester has been set at \$25.28 per thousand dollars of property value, which equates to a sixty-three cent increase over the previous year. The tax bills will be mailed on December 16, 2022, with a due date of January 17, 2023.

City Manager Cox gave a detailed status update on the Willand Warming Center, which has been activated three times this winter season. He indicated there have not been any reported safety incidents on any of those evenings. In addition to the efforts of the SOS Recovery Community and the staff of Strafford County, support has also been provided by the Greater Seacoast Community Health Families, the First Mobile Health Care Van Team, Strafford County Community Care Team, Red's Good Vibes Food Truck, and COAST Bus Transportation. City Manager Cox reported that staff is continually seeking additional volunteers.

Mayor Callaghan asked what the percentage increase is for the tax rate over last year. City Manager Cox calculated the percentage to be a 1.6% increase over last year's tax rate.

7. Communications from the Mayor

Mayor Callaghan said the Tree Lighting Ceremony, the Christmas

Parade, and the Tree Lighting Contest were successful events this past weekend.

8. Presentation of Petitions and Council Correspondence

No discussion.

9. Nominations, Appointments, Resignations, and Elections

9.1. **Resignation:** James Hayden – Zoning Board of Adjustments, Seat A *consideration for approval*

9.2. **Resignation:** Paul Giuliano – Planning Board, Seat D *consideration for approval*

9.3. **Resignation:** Paul Giuliano – Rochester Economic Development Commission, Seat D *consideration for approval*

9.4. **Resignation:** Leo Brodeur – Zoning Board of Adjustments, Seat C *Consideration for approval*

Councilor Lachapelle **MOVED** to **ACCEPT** the resignations as stated above, with regret. Councilor Fontneau seconded the motion. Mayor Callaghan read the names of resignations as stated above. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Fontneau, Laroche, Hailey, Desrochers, Gray, Malone, de Geofroy, Berlin, Gilman, Beaudoin, Lachapelle, Hamann, and Mayor Callaghan voted in favor of the motion.

10. Reports of Committees

10.1 Appointments Review Committee

10.1.1 **New Appointment:** Rick Healey – Planning Board, Seat M (alternate member) *Term to expire 1/2/2025 consideration for approval*

10.1.2 **Appointment:** Matthew Richardson – Planning Board, Seat A (elevation from alternate to regular) *Term to expire 1/2/2024 consideration for approval*

10.1.3 **Appointment:** James Hayden – Planning Board,

**Seat D (elevation from alternate to regular)
Term to expire 1/2/2025 *consideration for approval***

10.1.4 Re-Appointment: Joan Strogon – Recreation & Arena Commission, Seat A term to expire 1/2/2026 *consideration for approval*

10.1.5 Re-Appointment: A. Raymond Varney – Trustees of the Trust Fund, Seat C term to expire 1/2/2026 *consideration for approval*

Mayor Callaghan nominated each individual as stated above. He read the names/positions aloud. Councilor Lachapelle seconded the nomination.

Councilor Lachapelle **MOVED** that nomination cease and the City Clerk cast one ballot for each applicant listed above. Councilor Malone seconded the motion. The **MOTION CARRIED** by a roll call vote of 13 to 0. Lachapelle, Larochelle, Hailey, Desrochers, Gilman, Berlin, de Geofroy, Gray, Malone, Fontneau, Beaudoin, Hamann, and Mayor Callaghan voted in favor of the motion.

Mayor Callahan called for a roll call to accept the appointments. The **MOTION CARRIED** by a 13 to 0 roll call. Councilors Malone, Gray, Hamann, de Geofroy, Beaudoin, Desrochers, Lachapelle, Gilman, Hailey, Fontneau, Larochelle, Berlin, and Mayor Callaghan voted in favor of the motion.

10.2 Finance Committee

10.2.1 Resolution Authorizing the Readoption of the Optional Veterans' Tax Credit in the amount of \$300 and the Adoption of the All Veterans' Tax Credit *first reading and consideration for adoption*

Mayor Callaghan read the resolution by title only as follows:

Resolution Authorizing the Readoption of the Optional Veterans' Tax Credit in the Amount of \$300 and the Adoption of the All Veterans' Tax Credit

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE

CITY OF ROCHESTER, AS FOLLOWS:

By adoption of this Resolution, the City Council readopts the Optional Veterans' Tax Credit in the amount of \$300 pursuant to RSA 72:27-a and adopts the All Veterans' Tax Credit pursuant to RSA 72:28-b.

WHEREAS, House Bill 1667 was signed into law and made effective July 26, 2022.

WHEREAS, House Bill 1667 amended eligibility criteria for certain veterans' property tax credits to include individuals who have not yet been discharged from service in the armed forces.

NOW THEREFORE, the Optional Veterans' Tax Credit, previously authorized by the City Council pursuant to RSA 72:27-a and RSA 72:28 in the amount of \$300 is hereby readopted in the amount of \$300.

FURTHER, the Mayor and City Council Pursuant to RSA 72:27-a and RSA 72:28-b adopt the All Veterans' Property Tax Credit in the amount of \$300.

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

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Larochele seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Gray, Larochele, Hainey, Desrochers, Gilman, Lachapelle, de Geofroy, Berlin, Fontneau, Beaudoin, Malone, Hamann, and Mayor Callaghan voted in favor of the motion.

10.2.2 Resolution Authorizing Increase in the Elderly and Disabled Tax Exemption Asset Limitation, Income Limitations, and Authorizing Increase in the Elderly Tax Exemption Amounts taken off Assessments *first reading and consideration for adoption*

Mayor Callaghan read the resolution by title only as follows:

Resolution Authorizing Increase in the Elderly and Disabled Tax Exemption Asset Limitation, Income Limitations, and Authorizing Increase in the Elderly Tax Exemption Amounts Taken Off

Assessments

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

That the Elderly Tax Exemption Asset Limitation and Disabled Tax Exemption Asset Limitation, previously authorized by the City Council pursuant to RSA 72:39-a, be increased from \$100,000.00 to \$120,000.00.

Further, that the Elderly and Disabled Income Limitations be established as follows:

Single: \$38,500.00 (previously \$35,000.00)

Married: \$55,000.00 (previously \$50,000.00)

Still further, the Elderly Tax Exemption Amounts taken off Assessments be established as follows:

Ages 65-74: \$90,000.00 (previously \$75,000.00)

Ages 75-79: \$120,000.00 (previously \$100,000.00)

Ages 80 and up: \$150,000.00 (previously \$125,000.00)

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

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Fontneau seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Desrochers, Gray, Hamann, de Geofroy, Beaudoin, Hainey, Lachapelle, Gilman, Malone, Fontneau, Larochelle, Berlin, and Mayor Callaghan voted in favor of the motion.

10.3 Planning Board

No discussion.

10.4 Public Works

10.4.1 Committee Recommendation: To authorize the

DPW to move forward with the DPW Building Modifications and Sidewalk Repair Project as planned with the existing facility funds
consideration for approval

Councilor Hamann **MOVED** to authorize the Department of Public Works to move forward with the DPW Building Modifications and Sidewalk Repair Project, as planned, with the Existing Facility Funds. Councilor Lachapelle seconded the motion.

Councilor Beaudoin gave reasons why he felt the price tag is too high for these renovations; however, the Director of Public Works had made multiple attempts to gather competitive bids. He stated he understood that the market is just high and said he would support the two projects.

Councilor Hainey **MOVED** to **DIVIDE** the question:

- DPW Building Modifications
- Sidewalk Repair Project

Councilor Berlin seconded the motion. Councilor Larochelle questioned if a vote to divide the question was in order. He believed a City Councilor could simply divide the question without requiring a vote. The City Council briefly discussed the matter.

Mayor Callaghan called for a vote to divide the question. The **MOTION CARRIED** by a 10 to 3 roll call vote. Councilors Gilman, Malone, Fontneau, Larochelle, Gray, Hainey, Lachapelle, Beaudoin, and Mayor Callaghan. Councilors Hamann, Desrochers, and Berlin voted against the motion.

Mayor Callaghan called for discussion on the first question: To authorize the Department of Public Works to move forward with the DPW Building Modifications.

Mayor Callaghan asked if the amount of money for each item should be clarified. City Attorney O'Rourke said the money currently exists within the Department's budget and was not mentioned as part of the recommendation, so the specific amounts are not necessary in order to vote on each item separately.

Councilor Hainey asked if the building modification is essentially creating two additional employee offices for the two new positions created

with the FY 22 budget. Director of City Service Peter Nourse replied yes; he explained that two current employees will be ascending into those new positions, which would leave their current positions vacant until filled. Councilor Hainey stated that she understood the money for this renovation would be coming directly from the surplus of the new building project completed last year; however, she questioned why the building was not constructed with future needs included. She said the new positions were "known" during the construction phase of the building and there should have been modifications made during that time. Mr. Nourse explained that the design for the building was drafted in 2018, and the floor plan included workspace for every employee the Department employed at that time. He said construction started in March of 2020; however, the new positions were not approved until Fiscal Year 2022.

Mayor Callaghan asked for clarification on the source where the money would be derived. Mr. Nourse explained that when the new DPW facility was completed, it left a surplus of approximately \$511,000. He confirmed that the request for the renovation would be \$47,000 (bond converted to cash). Councilor Gray said it should be noted that the original estimate included the cost of furnishing the new space; however, the furnishing of the space is now Department of Public Works' current budget instead.

Mayor Callaghan called for a vote on the first question: DPW Building Modification. Deputy City Manager Ambrose informed the City Council that if these projects were approved now, it would trigger a future resolution to come forth to change the funding source from bond to cash. The **MOTION CARRIED** by a 12 to 1 roll call vote. Councilors de Geofroy, Beaudoin, Hamann, Desrochers, Lachapelle, Malone, Berlin, Larochele, Gray, Gilman, Fontneau, and Mayor Callaghan voted in favor of the motion. Councilor Hainey voted against the motion.

Mayor Callaghan called for a vote on the second part of the question: To authorize the DPW to move forward with the Sidewalk Repair Project. Councilor Beaudoin asked if Mr. Nourse could explain, for the public, why this request is being made at this time.

Mr. Nourse said the sidewalks were completed last summer and already there is significant scaling and pitting on nearly all the sidewalks at the new facility. He said the contractor hired a third party vendor to give an opinion on what happened to the sidewalks. The material testing analysis resulted in an opinion that the problem had been caused by carbonization and, if this is the case, the sidewalks would continue to erode. He explained that the City had also hired a third party to determine

a cause to the problem. The third party materials testing company determined that the problem could have been caused by the original contractor using an improper curing compound. Mr. Nourse stated that City staff looked into options regarding how to resolve the issue; however, it was determined that it is in the City's best interest to remove and replace all of the sidewalks. He explained the reasoning behind why it was agreed that the City would pay for a third of the cost of the project with the original contractor paying for two-thirds of the total cost of replacing the sidewalks.

Mr. Nourse said the total cost of replacing the sidewalks is \$60,000, of which the City would be responsible for \$20,000. He summarized that the City is sharing a portion of the cost due to salting, but acknowledged that the experts agreed that it was a contractor curing error which caused the issue. Councilor Hainey inquired if the City did not approve this project if they would miss out on the funding being paid by the contractor. Mr. Nourse confirmed this to be true. Councilor Hamann cautioned the City Council that if the replacement project was not approved, those sidewalks would deteriorate very quickly.

Councilor Fontneau asked if the same contractor would be hired to replace the sidewalks. Mr. Nourse replied no, it was agreed that the City's contractor would complete the work next spring. Mayor Callaghan called the question. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Hainey, Gray, Malone, Gilman, Fontneau, Larochelle, de Geofroy, Desrochers, Berlin, Beaudoin, Hamann, Lachapelle, and Mayor Callaghan voted in favor of the motion.

10.4.2 Resolution Authorizing Supplemental Appropriation in the amount of \$450,000 for the Route 125 Pump Station Upgrade on Gonic Road *first reading and consideration for adoption*

Mayor Callaghan read the resolution by title only as follows:

Resolution Authorizing Supplemental Appropriation in the amount of \$450,000.00 for the Route 125 Pump Station Upgrade on Gonic Road

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 hereby

authorized a supplemental appropriation in the amount of Four Hundred Fifty Thousand Dollars (\$450,000.00) to the FY23 Sewer CIP to cover the costs associated with upgrading the Route 125 Pump Station to facilitate two developments and to increase capacity for future growth in the area. The supplemental appropriation as follows: Three Hundred Forty Thousand Six Hundred Thirty Two Dollars (\$342,632.00) from the Sewer Fund Retained Earnings and One Hundred Seven Thousand Three Hundred Sixty Eight Dollars (\$107,368.00) from a developer contribution.

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

Councilor Hamann **MOVED** to **ADOPT** the resolution. Councilor Beaudoin seconded the motion.

Mayor Callaghan requested that Director Nourse give a quick overview of this proposed resolution.

Mr. Nourse said there is a proposed development, "Bayberry Common," off Brock Street on Old Gonic Road. This development consists of twenty-five buildings, which equates to 170 three-bedroom apartments. He said this development will place a demand on the wastewater system and the Route 125 Pump Station would need to be upgraded due to this demand. The City staff calculated the upgrades to cost approximately \$320,000 with the share that the developer agreed to pay being \$107,368. He informed the City Council that this project would not have been initiated at this time if it were not for this new development. He said a draft Memorandum of Understanding includes a clause that states the developer must have at least 65% of the development completed within 2 years and, if they do not, the developer will pay the City's portion of the project.

Councilor Beaudoin asked about the "user fees" paid by the developer. Mr. Nourse explained how the developer would be required to pay the Sewer System Development fees to off-set the cost of the project. He said more information could be found in the packet under the Department of Public Work's minutes. The City Council briefly discussed the matter.

Mayor Callaghan called for a vote on the motion to adopt the

resolution. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Berlin, Desrochers, Gray, Fontneau, Hamann, Hainey, Lachapelle, Larochelle, Beaudoin, Malone, Gilman, de Geofroy, and Mayor Callaghan voted in favor of the motion.

Councilor Lachapelle mentioned that the Public Works Committee had a discussion regarding speed tables. He said at some point, the Public Safety Committee should be involved with those discussions. He cautioned that once one speed table is installed, it will trigger others to be requested as well at a cost of \$3,000 per speed table. He suggested there should be a plan in place to regulate what criteria is used for implementation. Councilor Berlin agreed and said he himself sought input from other Councilors earlier in the year to create a policy/guideline for speed tables. Councilor Gray stated that a speed bump has already been installed at the Ridge.

Mayor Callaghan said the residents of Winkley Farm lane were happy with the construction project and they have shown their appreciation to the construction workers this past Halloween.

11. Old Business

11.1. Resolution Authorizing Supplemental Appropriation of \$43,000 to the Recreation Special Events Fund-Lilac Family Fun Festival *second reading and consideration for adoption*

Mayor Callaghan read the resolution for the second time by title only as follows:

Resolution Authorizing Supplemental Appropriation of \$43,000 to the Recreation Special Events Fund-Lilac Family Fun Festival

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

That the sum of Forty-Three Thousand Dollars (\$43,000.00) is hereby appropriated to the Recreation Special Events Fund for the purpose of paying costs associated with the annual Lilac Family Fun Festival. Advanced appropriation is needed in order to prepay costs associated with the event. The entirety of the supplemental appropriation shall be derived from the General Fund Unassigned Fund Balance.

The City of Rochester Recreation Department shall manage the use of funds under the City's established purchasing policies. Funds shall be expended solely on the annual Lilac Family Fun Festival event. Eligible uses of funds shall be for fireworks, various entertainment activities, and other miscellaneous expense pertinent to assuring a safe and successful community event.

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

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

Councilor Beaudoin stated that he supported the event; however, he would oppose the motion because he felt the 72% increase over last year's cost for the event was too high.

Lauren Krans, Director of the Recreation and Arena Department, addressed the City Council. She distributed a worksheet for review.

Ms. Krans gave an overview of the reasons for the increased cost (not including salaries) for the Lilac Family Fun Festival next year. She reviewed each increase separately. Ms. Krans said there had been feedback that the fireworks display had been too low. She explained that an additional \$5,000 dollars is being requested to enhance the fireworks display. This additional cost covers not only the increases caused by inflation, but the enhancement in the display to include higher shells.

Ms. Krans said positive feedback had been received about providing free kiddie rides; however, the attendees complained that the wait time for the rides was too long for the children. She said the increase of \$9,000 is to provide a few more rides for children and to provide more live entertainment, such as a magician. Lastly, there was additional funding requested for basic supplies and to cover other potential increased costs that may have occurred due to supply and demand.

Mayor Callaghan asked if the Recreation Department would be seeking corporate sponsorship for the event. Ms. Krans replied that it is something they could look into that for future events. Both Councilors de Geofroy and Desrochers spoke in favor of the motion.

Ms. Krans informed the City Council that the event would be covered under a non-lapsing fund, so if the budget is not spent it would carry over to the next fiscal year. Deputy City Manager Katie Ambrose said because this event occurs in July and the money must be expended prior to the beginning of the next fiscal year it makes sense to proceed with the supplemental appropriation for next year and incorporate the funding (one year in advance) for the next budget cycle moving forward.

Councilor Hamann said he has received a lot of positive feedback from constituents. He only received one negative comment about the event, which was to reduce the total cost.

Mayor Callaghan called for a vote on the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Gilman, de Geofroy, Gray, Hainey, Larochelle, Berlin, Lachapelle, Fontneau, Hamann, Beaudoin, Desrochers, Malone, and Mayor Callaghan voted in favor of the motion.

Ms. Krans invited the City Council and public to volunteer for this event. She said training sessions would begin early spring.

11.2. Amendment to Chapter 275-21.4 and table 18-C of the General Ordinances of the City of Rochester regarding indoor recreation in Industrial Zones *second reading and consideration for adoption*

Mayor Callaghan read the Amendment for a second time by title only. See Addendum A.

Councilor Lachapelle **MOVED** to **ADOPT** the Amendment. Councilor Fontneau seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Fontneau, Larochelle, Hainey, Desrochers, Gray, Malone, de Geofroy, Berlin, Gilman, Beaudoin, Lachapelle, Hamann, and Mayor Callaghan voted in favor of the motion.

12. Consent Calendar

No discussion.

13. New Business

Councilor Malone **MOVED** to Suspend the Rules of order, in order

to add a Resolution to the Agenda under New Business. Councilor Berlin seconded the motion.

Councilor Malone explained that since the Rochester Mental Health Alliance has not obtained the 501-c3 Tax Exempt status yet, they are seeking to apply for a grant under the City's non-profit status.

The City Council was forced into a recess due to a Fire Alarm at 6:39 PM. Mayor Callaghan reconvened the meeting at 6:50 PM.

Councilor Malone confirmed that the grant application would not have any cost to the City and the City would basically hold the money for the Rochester Mental Health Alliance through the Community Development Department.

Mayor Callaghan called for a vote to add the grant application to the Agenda. The **MOTION CARRIED** by a unanimous roll call vote as follows: Councilors Lachapelle, Laroche, Hainey, Desrochers, Gilman, Berlin, de Geofroy, Gray, Malone, Fontneau, Beaudoin, Hamann, and Mayor Callaghan voted in favor of the motion.

Councilor Malone **MOVED** to **APPROVE** the submission of a grant application and requesting that the City act as the Official Financial Sponsor of the Grant Application. She said that the Rochester Mental Health Alliance would be the sub-recipient. Councilor Hainey seconded the motion. City Manager Cox clarified that the City of Rochester would apply for the grant as the fiscal agent. He further clarified that if the City of Rochester were to be awarded the grant for the Rochester Mental Health Alliance, at that point a vote would be required by the City Council to accept the grant.

Councilor Berlin wished to clarify that this grant is being brought forth quickly because the deadline to submit the application is December 9th. Councilor Gray stated that this is not a new approach for the City to take and that the City has acted as the fiscal agent for the "Bridging the Gaps" grant applications as well.

Mayor Callaghan read the application by title only as follows:

Subject and amount: To support activities of the Rochester Mental Health Alliance \$10,000 Greater Rochester Community Health Foundation Grant Application deadline: December 9, 2023

The Rochester Mental Health Alliance intends to provide coordination and

facilitation of partners in the Rochester community to explore viable options to expand access to care and prevention programs for those experiencing mental health and/or substance use challenges through the establishment and development of a community-based coalition. We have held two meetings with community members and stakeholders and have identified the need for such efforts with a focus on stronger connections and access to care and supportive resources. Funds from this grant opportunity will allow the Rochester Mental Health Alliance to increase access to care by getting more school staff and community members trained in Youth Mental Health First Aid, build awareness of existing resources and hosting youth and community engagement events to increase participation in the alliance to create a supportive and resilient Rochester. The Rochester Mental Health Alliance joins other community-based efforts in the region, following the grassroots model provided by the Dover Mental Health Alliance, an established coalition that is changing the culture of mental health in the Dover community.

The Rochester Mental Health Alliance steering committee has members from the school district, police department, library, city council, NAMI NH, Community Partners, Strafford County Public Health Network, Granite United Way, and Waypoint. The alliance is currently facilitated by Rochester Listens.

Since the Rochester Mental Health Alliance isn't a legal entity, this would need to be the City's grant rather than a fiscal sponsor relationship. The Mental Health Alliance would then become a subrecipient of the grant.

The **MOTION CARRIED** by a unanimous roll call vote. Councilors Malone, Gray, Hamann, de Geofroy, Beaudoin, Desrochers, Gilman, Hainey, Fontneau, Larochelle, Berlin, and Mayor Callaghan voted in favor of the motion.

13.1. Resolution Deauthorizing \$3,545.00 of the Rochester Fire Department Homeland Security Shelter Drill Grant *first reading and consideration for adoption*

Mayor Callaghan read the resolution by title only as follows:

Resolution Deauthorizing \$3,545.00 of the Rochester Fire Department Homeland Security Shelter Drill Grant

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

That Three Thousand Five Hundred Forty Five Dollars (\$3,545.00) of funds previously appropriated to the Rochester Fire Department as part of the Homeland Security Shelter Drill Grant are hereby deauthorized.

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

Councilor Lachapelle **Moved** to **ADOPT** the Resolution. Councilor Malone seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Gray, Laroche, Hainey, Desrochers, Gilman, de Geofroy, Berlin, Fontneau, Beaudoin, Malone, Hamann, and Mayor Callaghan voted in favor of the motion.

13.2. Resolution authorizing acceptance of \$250.00 Play-Based Learning Grant from the New Hampshire State Library *first reading and consideration for adoption*

Mayor Callaghan read the resolution by title only as follows:

Resolution Authorizing Acceptance of \$250.00 Play-Based Learning Grant from the New Hampshire State Library

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

That a Two Hundred Fifty Dollar (\$250.00) Play-Based Learning Grant from the New Hampshire State Library is hereby accepted on behalf of the Rochester Public Library.

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.

Councilor Lachapelle **Moved** to **ADOPT** the Resolution. Councilor Malone seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Councilors Desrochers, Gray, Hamann, de Geofroy, Beaudoin, Hainey, Lachapelle, Gilman, Malone, Fontneau, Laroche, Berlin, and Mayor Callaghan voted in favor of the motion.

13.3. Resolution Authorizing Acceptance of Donated Equipment to the Rochester Police Department *first reading and consideration for adoption*

Mayor Callaghan read the resolution by title only as follows:

Resolution Authorizing Acceptance of Donated Equipment to the Rochester Police Department

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

The City hereby accepts donated equipment for the Rochester Police Department valued at approximately Seven Hundred One and 59/100 Dollars (\$701.59).

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.

Councilor Lachapelle **MOVED** to **ADOPT** the Resolution. Councilor Malone seconded the motion. Councilor Lachapelle asked what equipment would be donated. Chief Boudreau replied that the list was inadvertently not placed in the Council packet; however, he explained that the majority of the equipment was basically law enforcement equipment such as holsters and law enforcement gear. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Hamann, Desrochers, Gilman, Malone, Fontneau, Larochelle, Gray, de Geofroy, Berlin, Hainey, Lachapelle, Beaudoin, and Mayor Callaghan voted in favor of the motion.

14. Non-Meeting/Non-Public Session

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

Councilor Lachapelle **MOVED** to enter into a Non-Public Session for Land, RSA 91-A:3, II (d) at 6:55 PM. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors de Geofroy, Beaudoin, Hamann, Desrochers, Lachapelle, Malone, Berlin, Hainey, Larochelle, Gray, Gilman, Fontneau, and Mayor Callaghan voted in favor of the motion.

Councilor Lachapelle **MOVED** to exit the Non-Public Session at 7:15 PM. Councilor Malone seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Beaudoin, de Geofroy, Hamann, Desrochers, Lachapelle, Malone, Berlin, Hainey, Larochelle, Gray, Gilman, Fontneau, and Mayor Callaghan voted in favor of the motion.

Councilor Lachapelle **MOVED** to seal the minutes because disclosure would render the proposed action ineffective. Councilor Malone seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote. Councilors Hainey, Gray, Malone, Gilman, Fontneau, Larochelle, de Geofroy, Desrochers, Berlin, Beaudoin, Hamann, Lachapelle, and Mayor Callaghan voted in favor of the motion.

15. Adjournment

Mayor Callaghan **ADJOURNED** the Regular City Council Meeting at 7:17 PM.

Respectfully Submitted,

Kelly Walters, CMC
City Clerk

*Intentionally
left blank...*

City Clerk's Office

**City Council Special Meeting
December 20, 2022
Council Chambers
6:00 PM**

COUNCILORS PRESENT

Councilor Beaudoin
Councilor Berlin
Councilor de Geofroy
Councilor Desrochers (remote)
Councilor Fontneau
Councilor Gilman
Councilor Gray
Councilor Hainey
Councilor Hamann
Councilor Larochele
Councilor Malone
Deputy Mayor Lachapelle
Mayor Callaghan

OTHERS PRESENT

Blaine Cox, City Manager
Katie Ambrose, Deputy City Manager
Terence O'Rourke, City Attorney

Minutes

1. Call to Order

Mayor Callaghan called the Special Meeting to order at 6:00 PM. He asked all present to stand and Councilor Beaudoin led the Pledge of allegiance.

Deputy City Clerk Cassie Givara took the roll call attendance. All Councilors were present except for Councilor Malone, who arrived to the meeting at 6:09 PM. Councilor Desrochers was connecting to the meeting remotely via Teams. Mayor Callaghan asked if it was reasonably impractical for Council Desrochers to attend the meeting in person. Councilor Desrochers confirmed that is correct. She stated she was alone in the room besides her minor child.

2. Resolution Establishing Polling Place and Times for the February 21, 2022 District 8 Special Election *first reading in its entirety and consideration for adoption*

Councilor Lachapelle **MOVED** to read the resolution for the first time in its entirety. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote with Councilors Hamann Desrochers, Gilman, Fontneau, Larochele, Gray, de Geofroy, Berlin, Hainey, Lachapelle, Beaudoin, and Mayor Callaghan all voting in favor. Mayor Callaghan read the resolution in its entirety as follows:

**Resolution Establishing Polling Place and Times for the
February 21, 2023 District 8 Special 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 February 21, 2023 District 8 Special Election:

WARD 4: McClelland Elementary School
59 Brock Street, Rochester

The Special Election will be conducted consistent with the parameters established by way of the Resolution adopted by the New Hampshire House of Representatives on December 7, 2022 (Exhibit A)

Further, in accordance with RSA 659:4, and Section 47 of the City Charter – The polling place shall be open from 8:00 A.M. to 7:00 P.M., on said Election Day. The Processing of Absentee Ballots shall begin at 10:00 AM on Election Day.

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote with Councilors de Geofroy, Beaudoin, Hamann, Desrochers, Lachapelle, Berlin, Hainey, Laroche, Gray, Gilman, Fontneau, and Mayor Callaghan all voting in favor.

3. Adjournment

Mayor Callaghan **ADJOURNED** the City Council Special meeting at 6:02 PM.

Respectfully Submitted,

Cassie Givara
Deputy City Clerk

House Resolution 6

calling for a special run-off election for representative to the general court between Chuck Grassie and David Walker.

Whereas, the general election in Strafford county district 8 has ultimately resulted in a tie between Chuck Grassie and David Walker; and

Whereas, this House has both the constitutional authority to settle this matter by voting to seat one of these candidates and a tradition of endorsing the concept of elections settling a tie; and

Whereas, the House believes that the voters of that district have already indicated by their close vote that they wish to be represented in the General Court by one of these individuals; now, therefore be it

Resolved by the House of Representatives:

That this seat be declared vacant and the election be returned to the voters of Strafford county district 8 as legally constituted as of November 8, 2022, to uphold the principle of one person, one vote; and

That, if the city of Rochester chooses to hold a special election to determine their choice for representative to the General Court, the House of Representatives orders that the ballots used in that run-off election contain only the names of Chuck Grassie and David Walker with no blank appearing; and

That the Clerk of the House transmit a copy of this resolution to the Secretary of State, Chuck Grassie and David Walker; and

That all communications to the Clerk of the House from the parties at interest in this matter be entered in the House Journal.

*Intentionally
left blank...*

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

**CITY MANAGER'S REPORT
December 2022**

Contracts and documents executed since last month:

- **Department of Public Works**
 - Award of Bid, Tara Estates Pump Station – Weston & Sampson **P. 33**
 - Certificate of substantial completion, WWTP Carbon storage – Apex Construction **P. 34**
 - Change Order, Strafford Square Utility Contract **P. 35**
- **Economic Development**
 - FY22-FY23 CAP Weatherization – Seasons Ln **P. 36**
 - FY22-FY23 CAP Weatherization – Bermuda Ln. **P. 37**
 - FY22-FY23 CAP Weatherization – Seneca St **P. 38**
- **IT**
 - Microsoft OpenValue Licensing Agreement **P. 39**
- **Public Information & Community Engagement**
 - Quote for Services – GovTV equipment assessment **P. 40**

The following standard report has been enclosed:

- Personnel Action Report Summary **P. 41**

*Intentionally
left blank...*

City Clerk's Office



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

209 Chestnut Hill Road • Rochester, NH 03867

(603) 332-4096

www.rochesternh.gov

INTEROFFICE MEMORANDUM

TO: Blaine Cox, City Manager
Katie Ambrose, Deputy City Manager/ Director of Finance & Administration

FROM: Dana Webber, PE, Assistant City Engineer

DATE: December 5, 2022

SUBJECT: Recommendation to Award Bid #23-01
Tara Estates Pump Station Upgrade Project

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

Based upon a review of the bids received for the above referenced project, we recommend Award of Bid #23-01 to Apex Construction, Inc. Our engineering consultant, Weston & Sampson, has reviewed the bids received and recommends award to Apex (see attached); Director Nourse has issued a Notice of Intent to Award (see attached); and, NHDES has issued Authorization to Award (see attached).

The total award is for \$1,376,500.00. This project is eligible for CWSRF funding (CWSRF Project Number CS-330122-19). Funds are available for this award in the following CIP account lines:

- Sewer Fund 55026020-772000-22558 \$1,170,477.49
- Sewer Fund 55026020-772000-23546 \$ 206,022.51

Katie - If you have any questions, please let me know. If not, please sign below and pass the Notice of Award on to the City Manager for signature. The signed Notice of Award document should be returned to DPW for distribution.

Signature _____

Katie Ambrose

Deputy City Manager/ Director of Finance & Administration

Attachments: Notice of Award for Bid No. 23-01(for CM signature)
Consultant's Recommendation to Award dated 11/2/2022
Director Nourse's Notice of Intent to Award dated 11/3/2022
NHDES Authorization to Award Contract dated 11/21/2022



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



INTEROFFICE MEMORANDUM

TO: BLAINE COX, CITY MANAGER
KATIE AMBROSE, DEPUTY CITY MANAGER AND DIRECTOR OF FINANCE &
ADMINISTRATION

FROM: LISA CLARK, DPW DEPUTY DIRECTOR

DATE: December 8, 2022

SUBJECT: Apex Construction
WWTP Carbon Storage Facility
Certificate of Substantial Completion 12-2-2022

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

Attached please find (1) one copy of the Certificate of Substantial Completion for Apex Construction Company in regard to the Carbon Storage Facility at the WWTP. The project was substantially complete on December 2, 2022 and Apex will be working to complete the final punch list items prior to final completion

If you have any question, please call, if not please pass on to the City Manager for signature. Once completed please return document to me at the DPW for Distribution

(Katie Ambrose, Deputy City Manager/ Director of Finance & Administration)



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

209 Chestnut Hill Road • Rochester, NH 03867

(603) 332-4096

www.rochesternh.net

INTEROFFICE MEMORANDUM

TO: Blaine Cox, City Manager
Katie Ambrose, Deputy City Manager/ Director of Finance & Administration

FROM: Timothy Goldthwaite, PE, Assistant City Engineer

DATE: December 13, 2022

SUBJECT: **Strafford Square Utility Contract-Phase 1 (Bid # 21-35)
Change Order No. 2**

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

Attached is Change Order No. 2 for the Strafford Square Utility Relocation project (#21-35). This change order documents additional costs related to multiple trench patches for re-excavation of certain utilities, longer than estimated sewer laterals as well as uniformed officers and flaggers due to the complexity of traffic control. This will result in \$219,700 in additional costs.

- Account line: 15013010-771000-23558

Katie - If you have any questions, please let me know. If not, please sign below and forward to the City Manager for signature. The signed original of Change Order No. 2 should be returned to DPW for distribution. Thank you.

Signature _____

Katie Ambrose
Deputy City Manager/ Director of Finance & Administration

Attachment: Strafford Sq_Phase1 CO-2_Stantec_SUR



12/29/2022

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

INTEROFFICE MEMORANDUM

TO: Blaine Cox, City Manager

FROM: Kiersten Wright, Community Development Coordinator/Grants Manager

DATE: December 14, 2022

SUBJECT: FY 22- 23 CAP Weatherization Assistance Program- Seasons

CC: Cassie Givara, Deputy City Clerk

Please see attached the environmental review statement for the Community Action Partnership of Strafford County's planned repair and maintenance activities for FY 2022-2023. As per 24 CFR 58, the City of Rochester is the responsible entity for conducting environmental reviews for the Rochester Housing Authority. The environmental review statement requires the signature of the City Manager as the City of Rochester authority.

The environmental review statement was prepared by the Community Development Coordinator with assistance from Community Action Partnership.

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



12/29/2022

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

INTEROFFICE MEMORANDUM

TO: Blaine Cox, City Manager

FROM: Kiersten Wright, Community Development Coordinator/Grants Manager

DATE: December 15,, 2022

SUBJECT: FY 22- 23 CAP Weatherization Assistance Program- Bermuda

CC: Cassie Givara, Deputy City Clerk

Please see attached the environmental review statement for the Community Action Partnership of Strafford County's planned repair and maintenance activities for FY 2022-2023. As per 24 CFR 58, the City of Rochester is the responsible entity for conducting environmental reviews for the Rochester Housing Authority. The environmental review statement requires the signature of the City Manager as the City of Rochester authority.

The environmental review statement was prepared by the Community Development Coordinator with assistance from Community Action Partnership.

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



12/29/2022

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

INTEROFFICE MEMORANDUM

TO: Blaine Cox, City Manager

FROM: Kiersten Wright, Community Development Coordinator/Grants Manager

DATE: December 28, 2022

SUBJECT: FY 22- 23 CAP Weatherization Assistance Program- Seneca

CC: Cassie Givara, Deputy City Clerk

Please see attached the environmental review statement for the Community Action Partnership of Strafford County's planned repair and maintenance activities for FY 2022-2023. As per 24 CFR 58, the City of Rochester is the responsible entity for conducting environmental reviews for the Rochester Housing Authority. The environmental review statement requires the signature of the City Manager as the City of Rochester authority.

The environmental review statement was prepared by the Community Development Coordinator with assistance from Community Action Partnership.

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



City of Rochester, New Hampshire

INFORMATION TECHNOLOGY SERVICES

31 Wakefield St • Rochester, NH 03867

www.rochesternh.net

INTEROFFICE MEMORANDUM

TO: Blaine City Manager
Katie Ambrose, Finance Director

FROM: Sonja Gonzalez, Chief Information Officer

DATE: December 28, 2022

SUBJECT: Microsoft OpenValue Agreement

CC:

Requesting electronic signature to enable the City to use the Microsoft OpenValue licensing program.

No funding is being requested at this time.

If you have any questions, please let me know. If not, please sign and pass on to the City Manager for signature.

Signature _____
Katie Ambrose, Finance Director



City of Rochester, New Hampshire
Public Information & Community Engagement
31 Wakefield Street, Rochester, NH 03867
www.rochesternh.gov

INTEROFFICE MEMORANDUM

To: Blaine Cox, City Manager
Katie Ambrose, Finance Director/Deputy City Manager

From: Matt Wyatt, Public Information Manager

Date: December 21, 2023

Subject: GovTV Equipment Assessment and Recommendations to Achieve
Essential Goals.

Attached. Please find a quote for services. I am requesting that the City Manager sign on page 1.

There is sufficient funding account: 11000051-533012 GOVERNMENT CHANNEL

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 Matt Wyatt or Celeste Plaia for distribution.

Signature: _____

DEPT	NAME	POSITION	# of Employees	FT	PT	SEASONAL/TEMP	NEW HIRE	REHIRE	RETIREMENT	SEPARATED	STEP (CBA)	COLA (CBA)	MERIT PAY ADJ	NU PAY ADJ	PAY ADJ	PROMOTION	OTHER	MISC. INFO
COMMUNICATIONS	LINDSEY JACQUES	COMMUNICATION SPECIALIST	1	X						X								
DPW	RONDA BOISVERT	ADMINISTRATIVE ASSISTANT II	1	X							X							ANNIVERSARY DATE 11/27/2019
DPW	STEVEN VINCENT	LEAD BUILDINGS & GROUNDS	1	X												X		MAINTENANCE TECHNICIAN to LEAD BUILDING AND GROUNDS
DPW	JOSEPH ROBIDOUX	GROUNDS LABORER	1	X												X		PT GROUNDS LABORER to FT GROUNDS LABORER
DPW	JENNIFER FOGG	LIBRARY ASSISTANT	1		X												X	INCREASED HOURS 50 TO 60
DPW	DANA WEBBER	ASSISTANT CITY ENGINEER	1	X						X								
DPW	NICHOLAS WHITE	LIGHT EQUIPMENT OPERATOR	1	X						X								
DPW	NICOLAS OLSON	MEDIUM EQUIPMENT OPERATOR	1	X						X								
DPW	LAWRENCE BOWER	WWT PLANT OPERATOR	1	X						X								
DPW	CASSANDRA MCDANIEL	CUSTODIAN PT	1		X		X											
FINANCE	CHAD MABEY	ACCOUNTANT II	1	X									X					ANNIVERSARY DATE 10/13/2021
FIRE	TIM WILDER	ASSISTANT FIRE CHIEF	1	X						X								
FIRE	JOSH BIRON	FIREFIGHTER	1	X							X							ANNIVERSARY DATE 01/09/2017
FIRE	KEVIN BANKS	FIREFIGHTER	1	X							X							ANNIVERSARY DATE 01/09/2017
FIRE	CAMDEN MCLEAN	FIREFIGHTER	1	X							X							ANNIVERSARY DATE 01/04/2021
FIRE		FIREFIGHTER	7	X													X	STIPEND ADVANCED EMT
FIRE	TYLER THURBER	FIREFIGHTER	1	X							X							ANNIVERSARY DATE 01/15/2018
IT	JAMES QUINN	SYSTEMS SOLUTIONS ARCHITECT	1	X									X					PROMOTION DATE 12/14/2020
PLANNING	ASHLEY GREENE	ADMINISTRATIVE ASSISTANT II	1	X						X								
POLICE	MICHAEL KING	CROSSING GUARD	1			X	X											
POLICE	ANN RUSSELL	CROSSING GUARD	1			X	X											
POLICE	WILLIAM ROBINSON	POLICE SERGEANT	1	X							X							PROMOTION DATE 12/19/2021
POLICE	MICHAEL KING	CROSSING GUARD	1			X				X								
POLICE	MATTHEW BARIL	PATROL OFFICER	1	X													X	SIGN ON BONUS FOR FT CERTIFIED OFFICER
RECREATION	BRADLEY GRINNELL	SUPPORT STAFF 1	1			X	X											
RECREATION	PAUL CORMIER	PROGRAM LEAD 1	1			X		X										
RECREATION	ADRIENNE BEATTY	SUPPORT STAFF 2	1			X		X										

*Intentionally
left blank...*

City Clerk's Office



12/29/2022

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

INTEROFFICE MEMORANDUM

TO: Mayor Callaghan
FROM: Jenn Marsh, Assistant Economic Development Director
DATE: 12/9/2022
SUBJECT: REDC 2023 Positions

CC: Mike Scala, Director of Economic Development; Kelly Walters, City Clerk; Cassie Givara, Deputy City Clerk

On behalf of the Rochester Economic Development Commission, we would like to recommend Jonathan Shapleigh of Bank of NH as the 2023 REDC Chair person. We would also like to recommend Ron Poulin of Country Tire as Vice Chair and Whitney Apgar would like to remain as the REDC Secretary.

All three nominations show excellent leadership skills, are efficient, dependable and are active members of the community.

Thank you for your consideration for the 2023 REDC positions.

*Intentionally
left blank...*

City Clerk's Office



CITY OF ROCHESTER
NEW HAMPSHIRE

OFFICE OF THE
CONSERVATION COMMISSION

December 29, 2022

Rochester City Council
31 Wakefield St
Rochester, NH 03867

Subject: Recommendation of Reappointment for Michael Dionne to the Conservation Commission

Dear Mayor Callaghan and City Councilors,

On behalf of the Rochester Conservation Commission, we would like to recommend the reappointment of Michael Dionne as a full member and Chairperson. Mr. Dionne has served on the Conservation Commission since 2010 and is currently seeking reappointment with full support of the Commission.

Mr. Dionne has continued to prove himself as an important asset to the Commission. His tenure as Chairperson has overseen several land acquisitions and helped guide decisions on Conditional Use Permits for impacts within the Conservation Overlay District. Mr. Dionne has proven to be an integral part of this community, displaying strong commitment to our natural resources and the City of Rochester.

Mr. Dionne currently works as a Marine Biologist at NH Fish and Game bringing a unique perspective to the Board. His professional experience and commitment as a Rochester resident have proven invaluable to the work of the Commission.

As the staff liaison to the Conservation Commission, I fully support the reappointment of Mr. Dionne.

Thank you for your consideration,

Ryan O'Connor
Senior Planner

*Intentionally
left blank...*

City Clerk's Office



12/29/2022

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

MEMORANDUM

TO: Mayor Callaghan
FROM: Jenn Marsh, Assistant Economic Development Director
DATE: 12/23/2022
SUBJECT: GRDD TIF Advisory Board Members

CC: Blaine Cox, City Manager; Mike Scala, Director of Economic Development; Kelly Walters, City Clerk; Cassie Givara, Deputy City Clerk

The Granite Ridge Development District TIF Advisory Board should be as follows:

- 5 members, more than 50% owners or tenants
- 3 Year Terms – initial appointments are staggered
- District Administrator – City Manager Blaine Cox (or Designee)

Our current Advisory Board needs to add two new members.

Ron Poulin's seat expired on December 31, 2022 and he would like to renew for another 3 year term.

The Vice Chair of the REDC is appointed by position however, Ron Poulin is Vice Chair of the REDC and cannot hold two seats. The City Manager and City Attorney agree another REDC member can fill the seat. We would like to recommend Tim Jones of the REDC and CEO of HCA to fill the REDC position, expiration December 31, 2023.

The member appointed by the Mayor is Peter Lachapelle. He is willing to continue for another 3-year appointment if the Mayors wishes.

Other Members include:

Josh Levy, Principle of Waterstone: Expiration of December 31, 2024
Anthony DeLorenzo of Key Collision: Expiration of December 31, 2023

*Intentionally
left blank...*

City Clerk's Office



12/29/2022

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

MEMORANDUM

TO: Mayor Callaghan
FROM: Jenn Marsh, Assistant Economic Development Director
DATE: 12/9/2022
SUBJECT: GSBP TIF Advisory Board Members

CC: Blaine Cox, City Manager; Mike Scala, Director of Economic Development; Kelly Walters, City Clerk; Cassie Givara, Deputy City Clerk

The Granite State Business Park TIF Advisory Board should be as follows:

- 5 members, more than 50% owners or tenants
- 3 Year Terms – initial appointments are staggered
- District Administrator – City Manager Blaine Cox (or Designee)

Our current Advisory Board needs to add two new members.

Karen Brieger of Next Phase Medial no longer works in the GSBP. The Economic Development Department would like to recommend that seat to Josh Dame, President of LDI Solutions. Expiration would be December 31, 2023.

Kristen Bournival of Safran has a position that expires December 31, 2022. The Economic Development Department recommend that seat to Tony Polimeno, CEO and Partner of Prep Partners. Expiration would be December 1, 2025.

The member appointed by the Mayor is Mark Hourihane of Century 21 Northeast, HCA. He is willing to continue for another 3-year appointment if the Mayors wishes.

Jonathan Shapleigh will replace Paul Giuliano by position as the Chair of the REDC.

Brian Godbout, owner of Solid Machine is the fifth member with an expiration of December 31, 2023.

*Intentionally
left blank...*

City Clerk's Office



City of Rochester, New Hampshire

CITY COUNCIL –
APPOINTMENTS REVIEW COMMITTEE

31 Wakefield Street • Rochester, NH

03867 (603) 332-1167

www.RochesterNH.net

Appointments Review Committee

December 20, 2022

City Hall Chambers – Conference Room

5:15 PM

Committee Members Present:

James Gray, Chair

Laura Hainey, Vice-Chair

Dana Berlin

Ashley Desrochers (remote)

Committee Members Excused:

Amy Malone

Minutes

Chair Gray called the Appointments Review Committee to order at 5:15 PM. All Councilors were present except for Councilor Malone, who was absent. Councilor Desrochers was connecting remotely via Microsoft Teams.

Chris Harrelson - Rochester Economic Development Commission, Seat D (New Appointment, Regular member) *Term to Expire 1/2/2024*

Brylye Collins - Zoning Board of Adjustments, Seat H (New Appointment, Alternate) *Term to expire 1/2/2026*

Both candidates above were unable to attend the meeting and will be rescheduled for the January 17, 2023 meeting.

Re-Appointments

Kris Ebbeson Rochester Economic Development Commission, Seat B – *Term to expire 1/2/2026*

Timothy Jones Rochester Economic Development Commission, Seat G – *Term to expire 1/2/2026*

Marsha Miller Rochester Economic Development Commission, Seat I – *Term to expire 1/2/2026*

- Whitney Apgar** **Rochester Economic Development Commission, Seat H – *Term to expire 1/2/2026***

- Candy Bailey** **Library Trustee, Ward 3– *Term to expire 1/2/2026***

- Pam Hubbard** **Library Trustees, Ward 5 *Term to expire 1/2/2026***

- Michael King** **Zoning Board of Adjustments, Seat E – *Term to expire 1/2/2026***

- Lawrence Spector** **Zoning Board of Adjustments, Seat D – *Term to expire 1/2/2026***

- Daniel Nickerson** **Conservation Commission, Seat E – *Term to expire 1/2/2026***

- Michael McQuade** **Planning Board, Seat N (alternate) – *Term to expire 1/2/2026***

The Committee indicated that they had reviewed the candidates applying for reappointment and did not have any objections to any of the appointments. Councilor Berlin **MOVED** to recommend to full Council the reappointment of all the above candidates, with terms to expire as listed. Councilor Desrochers seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Chair Gray **ADJOURNED** the meeting at 5:25 PM.

Respectfully submitted,

Cassie Givara
Deputy City Clerk



City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: _____

NEW _____ RE-APPOINTMENT _____ REGULAR _____ ALTERNATE _____

NAME: _____

STREET ADDRESS: _____

ZIP _____

TELEPHONE:(H) _____ (W) _____ E-MAIL _____

REGISTERED VOTER: (CIRCLE ONE) YES _____ NO _____ **WARD** _____

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: _____



City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: Rochester Economic Development Commission Board Member

NEW _____ RE-APPOINTMENT REGULAR _____ ALTERNATE _____

NAME: Timothy Jones

STREET ADDRESS: 414 Islington Portsmouth, NH

ZIP 03801

TELEPHONE: (H) 508 494 4280 (W) 602-5103 E-MAIL timothy.jones3@hcahealthcare.com


REGISTERED VOTER: (CIRCLE ONE) YES _____ NO _____ WARD _____

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

Attended REDC meetings

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: 



City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

RECEIVED

NOV 29 2022

CITY CLERK'S OFFICE
ROCHESTER, NH

**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: _____

NEW _____ RE-APPOINTMENT REGULAR _____ ALTERNATE _____

NAME: Marsha A. Miller

STREET ADDRESS: 7 Harding Street, Rochester NH

ZIP 03867

TELEPHONE:(H) _____ (W) _____ E-MAIL marsha.m2.miller@gmail.com

REGISTERED VOTER: (CIRCLE ONE) YES NO _____ WARD 2

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

As the SVP of Retail Banking at Dartmouth National Bank, I gained knowledge and experience in commercial lending, mortgage lending, business development, investments, and bankruptcy. As a consultant to Department of Education, I assisted career & technical centers in developing curriculum for the 21st century.

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

Information and education are acquired through regular board meetings
Depending on the agenda, individuals with expertise in a certain area
are in attendance..

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: Marsha A. Miller *Marsha A Miller*



City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP

POSITION DESIRED: REDC Membership

NEW _____ RE-APPOINTMENT REGULAR ALTERNATE _____

NAME: Whitney Apgar

STREET ADDRESS: 23 Juniper Street

ZIP 03867

TELEPHONE: (H) ⁶⁰³⁻³⁸⁰⁻4381 (W) 603-501-0202 E-MAIL whitneybelton13@gmail.com

REGISTERED VOTER: (CIRCLE ONE) YES NO _____ WARD 2

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

I would like to continue my involvement with the REDC. I currently work at an Architecture firm in Portsmouth and frequently see both sides of how development works. I also have a graduate certificate in Urban + Regional Planning that guides my decision making process relative to REDC matters.

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

N/A
Meeting attendance

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: Whit Cap



City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

RECEIVED

NOV 28 2022

CITY CLERK'S OFFICE
ROCHESTER, NH

**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: Library Trustee - Ward 3

NEW _____ RE-APPOINTMENT REGULAR _____ ALTERNATE _____

NAME: Susan C. Bailey

STREET ADDRESS: 68A Church St, Rochester

ZIP 03839

TELEPHONE:(H) ~~603-767-3022~~ 603-767-3022 E-MAIL caudy3499@aol.com

REGISTERED VOTER: (CIRCLE ONE) YES _____ NO _____ WARD _____

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

I wish to continue in my capacity
as trustee of The Library for Ward 3.

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: Susan C. Bailey



12/29/2022

City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: LIBRARY TRUSTEE WARD 5

NEW _____ RE-APPOINTMENT _____ REGULAR _____ ALTERNATE _____

NAME: PAMELA J. HUBBARD

STREET ADDRESS: 49 TEN ROD ROAD

ZIP 03867

TELEPHONE: (H) 32-4093 (W) _____ E-MAIL danielhubbard@pepper.com

REGISTERED VOTER: (CIRCLE ONE) YES NO _____ WARD 5

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

I have been a trustee since 1998. As an English teacher and lifelong reader, I view the library as a crucial part of civic life. It is an honor to support it and its goals.

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

We do not have many that are applicable for city libraries. The training offered is for small, rural libraries.

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: Pamela J. Hubbard



City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: Zoning Board Member

NEW _____ RE-APPOINTMENT X REGULAR _____ ALTERNATE _____

NAME: Michael King

STREET ADDRESS: 26 Charles St.

ZIP 03867

TELEPHONE: (H) 603 348 1323 (W) 503 E-MAIL mkking.Rochester@gmail.com

REGISTERED VOTER: (CIRCLE ONE) (YES) NO _____ WARD _____

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

I have been a member of the zoning board for one year and previously was the Executive Director of a Regional Planning Commission in New Hampshire

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

None - was on the board for only one year

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: [Signature]



City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: Zoning Board of Adjustment

NEW _____ RE-APPOINTMENT REGULAR _____ ALTERNATE _____

NAME: Lawrence Spector

STREET ADDRESS: 111 Champlin Ridge Rd

ZIP 03867

TELEPHONE:(H) 5089625173(W) _____ E-MAIL larryspector@comcast.net

REGISTERED VOTER: (CIRCLE ONE) YES NO _____ **WARD** 2

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

I have been on the Zoning Board for the last 14 years and am currently the chair and would like continue being on board.

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

I have attended each year when the oppoutinuity is given to us

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: Lawrence Spector



City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

RECEIVED

DEC 08 2022

CITY CLERK'S OFFICE
ROCHESTER, NH

**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: Conservation Commission Member

NEW _____ RE-APPOINTMENT REGULAR _____ ALTERNATE _____

NAME: Daniel M Nickerson

STREET ADDRESS: 1042 Salmon Falls Rd

ZIP 03868

TELEPHONE:(H) 332-8927 (W)

E-MAIL d.nickerson3@comcast.net

REGISTERED VOTER: (CIRCLE ONE) YES _____ NO _____ WARD 1

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

Lic M.H. Forester

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: Daniel M Nickerson



12/29/2022

City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

RECEIVED
DEC 07 2022
CITY CLERK'S OFFICE
ROCHESTER, NH

**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: PLANNING BOARD

NEW _____ RE-APPOINTMENT REGULAR _____ ALTERNATE

NAME: MICHAEL MCQUADE

STREET ADDRESS: 2 ASHWOOD DR, ROCHESTER

ZIP 03867 603-978-3715

TELEPHONE:(H) _____ **(W)** _____ **E-MAIL** MVRBC METROCAST.NET

REGISTERED VOTER: (CIRCLE ONE) YES NO _____ **WARD** _____

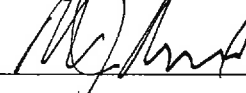
Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

2022 PLANNING BOARD MEMBER

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

MUNICIPAL TRAINING 2 DAY

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: 



Rochester City Council

Community Development Committee

MEETING MINUTES

Laura Hainey, Chair
Harlan "Skip" Gilman
Tim Fontneau
Amy Malone
John Larochele

Meeting Date:	Monday, December 19, 2022	
Members Present:	Laura Hainey Harlan "Skip" Gilman John Larochele Amy Malone Tim Fontneau	Members Absent:
Guests/Staff:	Kiersten Wright, Community Development Coordinator	

Councilor Hainey called the meeting to order at 6:02pm, with all in attendance but Councilor Malone who indicated they would be a few minutes late. Councilor Malone arrived at 6:10pm.

Councilor LaRochele called to approve the minutes from the October meeting. Councilor Gilman seconded the motion, and it was approved unanimously.

PUBLIC INPUT	There was no public input.
CDBG Applications- Vote for Extension for Public Facilities/Infrastructure applications	<p>Ms Wright informed the Committee that there had been 13 applicants for CDBG funding, with 12 of them being for Public Service Agencies. One applicant is requesting funding for Housing Rehab. With only one applicant for Housing Rehab, there will be additional funds to be used for Public Facilities/Infrastructure as only 15% of the CDBG funds can be used on Public Service Agencies. Ms Wright requested that the committee extend the application deadline for Public Facilities/Infrastructure projects only.</p> <p>Councilor Fontneau made the motion to extend the application deadline until January 31st. Councilor LaRochele seconded, and motion passed unanimously. These applicants would meet with the Committee in February.</p> <p>Ms Wright stated she will have an email sent out to department heads this week for the extending, as well as a press release through Rochester Post, and a posting at the library next week.</p>

CDBG Applications- Public Service Agencies	<p>Ms Wright provided an update on the applications that were received for Public Service Agencies. There was some concern on two of the applications, but the Committee stated they would hear the projects from the applicants and decide on if they would receive funding.</p> <p>The committee agreed to meet with CDBG Applicants during the January and February Meetings as they have done in past years.</p>
Municipal Funding Applications	<p>The City received applications from seven applicants. Ms Wright indicated there maybe one more applicant applying. The Committee agreed to meet with them the same time they would be meeting with the CDBG Applicants to discuss the projects.</p>
COMMUNITY DEVELOPMENT PROGRAM Updates	<p>Ms Wright informed the Committee that the City's HUD Rep has received the Consolidated Annual Performance Evaluation Report and provided feedback on areas that need to be updated or reviewed. Ms Wright took the feed back and updated in the areas requested and sent back the information on Friday, December 16, 2022. She is awaiting an update from the City's HUD rep on if the CAPER is approved. Once approved copies will be made for the Committee to review and posted on the City's website.</p>
OTHER BUSINESS	<p>Ms Wright informed the Committee that after the meeting in October where the Library's request to apply for a \$250 Grant was made, the City Manager was able to approve the request, and the grant was awarded to the City in November. During the City Council Meeting on December 6, 2022 the City approved the Library's acceptance of the \$250 grant for Play-Based Learning.</p> <p>Rochester Mental Health Alliance also applied for the Greater Rochester Community Health Grant with the City being the Fiscal Sponsor. This was approved during the December 6 City Council Meeting.</p> <p>Ms Wright informed the Committee that the next 2 scheduled meeting falls on a Holiday, January 16th, 2023, Martin Luther King Day, and February 20th, Presidents day. The City will be closed on both of these days. Committee agreed to move the dates to the following Mondays and to start at 5:30pm to have the normal committee meeting and to then allow applicants to come at 6pm. Motion was made by LaRoche to have the January meeting on January 23rd and February meeting on the 27th and to meet at 5:30pm for each meeting. Motion was seconded by Councilor Malone and passed unanimously.</p>

Councilor Fontneau Motioned to end the meeting. Councilor Hainey seconded, motion passed, and meeting ended at 7:06pm.

Next Meeting – Monday, January 23rd, 2023, at 5:30 p.m., Cocheco Conference Room, City Hall Annex, 33 Wakefield St.

Topics: Meet with CDBG and Municipal Applicants to discuss projects.

*Intentionally
left blank...*

City Clerk's Office

DRAFT

Finance Committee

Meeting Minutes

Meeting Information

Date: December 13, 2022

Time: 6:00 P.M.

Location: 31 Wakefield Street

Committee members present: Mayor Callaghan, Deputy Mayor Lachapelle, Councilor Gray, Councilor Hainey, Councilor Larochele, and Councilor Hamann

City staff present: Finance Director Katie Ambrose. Deputy Finance Director Mark Sullivan.

Agenda & Minutes**1. Call to Order**

Mayor Callaghan called the Finance Committee meeting to order at 6:00 PM.

Councilor Lachapelle led the Pledge of Allegiance.

Deputy City Clerk Cassie Givara took the roll call attendance. All Councilors were present except for Councilor Beaudoin, who was excused.

2. Acceptance of Minutes: November 15, 2022

Councilor Lachapelle **MOVED** to **ACCEPT** the minutes of the November 15, 2022 Finance Committee meeting. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

3. Public Input

There was no one present to speak for public input.

4. Unfinished Business: None**5. New Business-****5.1.1** Community Power & Energy Contracts

DRAFT

Finance Director Ambrose presented a PowerPoint giving an overview of Community Power and the potential of the City of Rochester pursuing the option further. She explained that Community Power is a municipal electricity aggregation, formed in 2019 under RSA 53-E which allowed local governments to become the default electricity provider for their communities. The program may help to offer rates that are more competitive, allows more local control, and renewable energy options. She explained that if the City decided to move forward, participation in the program is voluntary. Customers currently on the utilities provided default service will be given the opportunity to decline the program; otherwise they will be rolled over into the Community Power program and rates. Customers who had previously switched their service to a competitive supplier will be notified of the program implementation and given an option to opt in.

Director Ambrose explained the steps which would need to be taken to implement the program, starting with the formation of an ad hoc committee, presentations by the potential energy partners to explain the various models and options, a legal review and subject matter expert consultation, a significant data collection phase, and an aggregation plan developed based on the community's goals. She said there would be public hearings required before adoption, at which point the City could enter an agreement, notify the state and public utilities commission for approval, and would finally need to conduct public outreach and adopt new policies. Director Ambrose summarized the considerations that should be taken prior to making a decision.

Finance Director Ambrose reviewed the City's current energy contracts and rates. She explained that in the last bid cycle, the City entered into a 5-year agreement for both electricity and natural gas. The current electricity rate is 7.5 cents per kilowatt hour through December 31, 2023 at which point the City extended the 5-year agreement for an additional 2-years at 6.8 cents per KWH. Natural gas is currently at 67 cents per therm with the contract expiring December 31, 2022. She gave further detail on the City's energy consumption.

Councilor Larochelle asked if the usage amounts listed were referring to the City as a municipality rather than the usage by its citizens. Director Ambrose clarified that the rates given were usage from municipal properties and City-owned facilities. Councilor Larochelle asked if the Community Power being proposed would be for the municipality or all its citizens. Director Ambrose said this program would be for all residents and small businesses. Deputy Finance Director Mark Sullivan stated that the Eversource rate was around 22.5 cents

Councilor Gray inquired about the current Eversource default rate. Deputy Finance Director Mark Sullivan stated that the Eversource rate was around 22.5 cents. Councilor Gray asked what the default rate would likely be if the City entered into one of these proposed agreements, and what type of rates other communities had received when entering into an agreement. Director Ambrose stated that she did not have this information at this time because it would be researched and gathered as part of the data collection phase.

Councilor Gray stated that there were also "generation" and "transmission" portions of the bill (SB 286, 2019).

DRAFT

5.1.2 Capital Improvements Plan – Process Change FY25

Finance Director Ambrose explained that there would be a process change in the way the CIP process starting in fiscal year 2025. The aim is to involve the City’s master plan into the process and to involve the Planning Board for project prioritization. She stated that the process would not begin during the upcoming budget cycle, however the CIP budget books would be given to the Planning Board earlier this year to prepare them for the upcoming process change. Ms. Ambrose said that there would be a City Manager’s Committee formed with representation from Planning Board, City Council, and City staff. This Committee would then make recommendations to the City Manager for his proposed budget to help inform on how the projects rank and prioritize into the Master Plan. Ms. Ambrose said that there would be more details to come in the future.

Reports from Finance & Administration

5.2.1 Monthly Financial Report Summary-November 30, 2022

Deputy Finance Director Sullivan reported that non-property tax revenues are trending strong. At the DRA tax rate setting, they did see a \$571,081 increase over the prior fiscal year on the adopted rooms and meals tax revenue (an increase on the amount the City will receive) which did flow down to the City side of the tax rate. However, the county tax increased by almost that same amount. Interest income is substantially elevated, over 2%, due to the interest rates the City has seen on their liquid investment accounts. Expenses are trending to budget and the enterprise funds are doing well. Deputy Director Sullivan gave a brief overview of the other City funds and accounts.

Mayor Callaghan referenced the increase in the rooms and meals tax over the past two years and inquired what was anticipated for next year. Mr. Sullivan stated that the City would look for guidance from the State. He said the City would likely budget at 2.2% unless there is guidance received that they should not be aggressive with this revenue. Director Ambrose said that the DRA current guidance is that this was a one-time increase this year and it should not be expected in the future.

6. Other

No discussion.

7. Adjournment

Mayor Callaghan **ADJOURNED** the Finance Committee meeting at 6:17 PM.

Respectfully Submitted,

Cassie Givara
Deputy City Clerk

*Intentionally
left blank...*

City Clerk's Office

City of Rochester Planning Board
Monday December 5, 2022
City Hall Council Chambers
31 Wakefield Street, Rochester, NH 03867
(These minutes were approved on December , 2022)

Members Present

Mark Collopy, *Chair*
Robert May, *Vice Chair*
Peter Bruckner
Don Hamann
Dave Walker

Members Absent

Mark Sullivan
Keith Fitts

Alternate Members Present

Alexander de Geofroy
James Hayden
Michael McQuade
Matthew Richardson

Staff: Shanna B. Saunders, *Director of Planning & Development*
Ashley Greene, Admin Assistant II

(These are the legal minutes of the meeting and are in the format of an overview of the meeting. A recording of the meeting will be on file in the City Clerk's office for reference purposes. It may be copied for a fee.)

I. Call to Order

Mark Collopy called the meeting to order at 6:30 p.m.

II. Roll Call

The recording secretary, Ashley Greene, conducted roll call.

III. Seating of Alternates

Mr. Collopy asked James Hayden to vote for Keith Fitts, Michael McQuade and Matthew Richardson to vote in the two vacant positions.

IV. Communications from the Chair

There were no communications from the chair.

V. Approval of minutes for November 21, 2022

Dave Walker made a motion to approve the minutes from November 21, 2022. Don Hamann seconded the motion. The motion carried by a unanimous voice vote.

VI. Opening Discussion/Comments (up to 30 minutes)

A. Public comment

There was no public comment.

B. Discussion of general planning issues

Peter Bruckner discussed the river located behind his property and the excessive amount of trash that is piling up. Mr. Bruckner explained that he is currently working with Renee McIsaac, Planner I, and the Cocheco Society to discuss options for clean up. Mr. Bruckner expressed his concern for the river not seeming to be anybody's problem and wanted the board to be aware as it seems as though the City may have to get involved somehow.

VII. Continued Applications

A. [Myhre Family Revocable Trust, 15 Piper Lane](#) (by Norway Plains) 4-lot Major Subdivision. Case # 250 – 28 – A – 22 **Public Hearing ACCEPTANCE/FINAL HEARING***

Joel Runnals, Norway Plains, representing the Myhre Family Revocable Trust. Mr. Runnals explained that the application was continued in order to get more information regarding any covenants within the subdivision. Mr. Runnals explained the covenants that were associated with the original Blue Hills Subdivision did not carry with the deed for the property associated with the current application. Mr. Runnals explained that the deed restrictions that do carry with the parcel are one residence built on each parcel together with a garage of not more than two vehicles, no trailer, tent or structure of temporary nature should be used on any lot, no building should be within 15 feet of any side lot line or within 25 feet of the front line, no horse, cow, hog, goat, or similar animal shall be kept or maintained on any lot, and no nuisance or offensive noise. Mr. Runnals explained that these are deed restrictions that are associated with the proposed application and the lot lines have been adjusted to reflect the set backs within the restrictions.

Mr. Collopy requested that Mr. Runnals do an overview of the subdivision.

Mr. Runnals explained that this is a 5-lot subdivision and the original parcel is just over 7 acres. Lot 28 and 28-1 have a two family duplex. The other two lots will have single family homes once approval from DES is received. Mr. Runnals explained the DES application has not been submitted as the applicant is waiting for subdivision approval from the Planning Board.

Mr. Collopy opened the public hearing.

Frank Maliski, 19 Blue Hills Drive, discussed that he has been living at Blue Hills Drive for 28 years. Mr. Maliski discussed his concern with the layout of the subdivision and how it does not match the lots within Blue Hills Drive, which are irregular and not one is the same. Mr. Maliski expressed his concern with the new lots not being held to the original Blue Hills covenants and requests the lots be held to the covenants and to match the rest of the neighborhood.

Mark Lahey, 45 & 43 Blue Hills Drive, said that he supports Mr. Maliski's comments. Mr. Lahey expressed his concern with the nature and lot size of the new lots and that the setbacks won't match the rest of the neighborhood. Mr. Lahey explained that he does not support this subdivision. Mr. Lahey asked if the policy of a subdivision is to have underground utilities and if the fire department has made any record of inspecting the turn around areas. Mr. Lahey expressed his concern with how homes will be kept up due to how Piper Lane currently looks.

Mike Cheslock, 31 Blue Hills Drive, discussed the covenants and how it helped make the decision to move to Rochester. Mr. Cheslock explained that he is concerned with the type of subdivision that is occurring in the neighborhood and that it will take away from what Blue Hills Drive is supposed to be.

Ralph Jolie, 10 Blue Hills Drive, resident in Blue Hills Drive for 24 years. Mr. Jolie explained that he is directly across the street from the proposed subdivision. Mr. Jolie said that he feels the same as all the other abutters and does not support the subdivision.

Anne Carter, 6 Blue Hills Drive, discussed the covenants and how they are not in the deed for the parcel being subdivided. Ms. Carter explained that the land comes with restrictions that go with each owner. Ms. Carter discussed the land restrictions that are in the deed of the land to be subdivided. Ms. Carter discussed two subdivisions that occurred after the original Blue Hills subdivision and how they follow the covenants and have the same look as the Blue Hills neighborhood. Ms. Carter discussed the types of homes located within the Blue Hills neighborhood and how each lot is different. Ms. Carter discussed the current homes located on Piper Lane. Ms. Carter explained that the neighborhood put together a petition against the subdivision and it was signed by 40+ individuals. Ms. Carter expressed her concern with the new subdivision following the Blue Hills covenants.

Mr. Collopy closed the public hearing.

Ms. Saunders discussed the staff recommendations. Ms. Saunders explained that the lot being subdivided was the parent lot to the original subdivision and was not held to the covenants that are in place for the rest of the lots. Ms. Saunders explained that staff worked with abutters to show that the only restrictions are the ones that are in the deed. Ms. Saunders explained that as these lots are developed they must meet the deed restrictions. Ms. Saunders discussed the conditions of

approval including acreage being rounded to two decimals, road name added to the plan set, one of the buildings need to be demoed in order for the lot to come into compliance, and the applicant needs to work on easement documents. Ms. Saunders discussed the standard conditions of approval. Ms. Saunders explained that the application went to multiple TRGs and the fire department did review the Piper Lane turnaround and the new lots need to meet the underground utilities requirements. Ms. Saunders explained that localities cannot make a determination if the residences are owner occupied or rentals.

Mr. Hayden asked for an explanation on the covenants and how it does not follow that parcel. Ms. Saunders explained that the developers who did the subdivision excluded themselves from the covenants. Mr. Hayden asked if this would set a precedent within Blue Hills to allow other subdivisions. Ms. Saunders explained that as long as it meets our subdivision regulations a subdivision could occur. Mr. Hayden asked if they are in the original Blue Hills subdivision if they would be held to the covenants. Ms. Saunders said yes, but she was not sure what exactly is said within the covenant.

Mr. Walker asked about the covenant that deals with a single home on one lot. Ms. Saunders clarified that Mr. Walker was referring to the deed restrictions. Mr. Walker asked about the duplexes that already exist. Ms. Saunders explained that they are grandfathered and it preexisted the deed restrictions. Mr. Walker asked about the single family home and if that was the only residence going on the property. Ms. Saunders said that is the only residence on that property.

Michael McQuade asked if the land restrictions will be met when they subdivide the lot. Ms. Saunders said yes the deed restrictions will be met.

Mr. Collopy asked about the driveway south of Blue Hills and if it gets used? Mr. Runnals explained that access road currently gets used by the current residents.

Bob May asked if covenants and deed restrictions affect the boards decision. Ms. Saunders explained that they are taken into consideration, however it is a private agreement between property owners and the board does not get into disputes, disagreements, or enforcement of the covenants. Ms. Saunders explained that they don't want to make an approval that goes against the covenants. Mr. May asked if there was a justifiable reason to deny an application in order to prevent tension within the neighborhood. Ms. Saunders discussed the issue being for legal counsel. Mr. May expressed his concern with the board adjudicating a covenants.

Mr. McQuade asked if there are any legal challenges to this interpretation. Ms. Saunders explained that she is not aware of one but once the board makes a decision is can be appealed and a civil suit could be filed. Mr. McQuade asked about any civil suits that are current with land use restrictions.

Council Hamann discussed an article that he read that is similar to the current subdivision and a neighborhood attempted to get a property to participate with a covenants and they weren't able to get the property owner to comply.

Mr. Walker made a motion to approve the application with the conditions presented. Mr. Hamann seconded the motion. The motion carried, Mr. McQuade opposed.

B. CEM3 Holdings II, LLC, 146 Old Dover Road (by Berry Surveying) 2-lot subdivision
Case# 140 – 72 – R1 – 22 **CONTINUED TO 1/9/2023**

Mr. Walker made a motion to continue the application until January 9, 2023. Mr. Hamann seconded the motion. The motion carried by a unanimous voice vote.

VIII. Other Business

A. Planning Update

Ms. Saunders gave an update on Tara Estates. Ms. Saunders explained that similar to Briar Ridge, Tara Estates was sought after by the same group of investors that bought Briar Ridge. Ms. Saunders explained that per state statute the residents within the mobile home community have to be given the opportunity to buy the park. Ms. Saunders explained that Tara Estates residents met with Community Loan Fund and wanted to create an association to look into meeting the developers offer. After the second meeting the residents determined they did not want to move forward which will result in the sale to the investors going through. Ms. Saunders explained that within the first year of Briar Ridge the lot rents went up nearly \$100. Ms. Saunders discussed that between the two parks it is roughly 1/3 of the manufactured units in parks that will now be owned by out of state investors.

Mr. May asked if there is a number of manufactured houses that are not in parks. Ms. Saunders agreed that there are some within the agricultural zone.

Ms. Saunders discussed a couple subdivisions that are $\frac{3}{4}$ of the way complete and developers pulling out of providing trash services. Ms. Saunders discussed creating stronger conditions of approval or different surety language in the future.

Mr. May asked if staff could look into what other communities are doing and if it is something different regarding projects being left incomplete.

Mr. Collopy asked if the City went into the development and removed snow if the developer would be billed. Ms. Saunders explained that is something the City is currently looking into and the NFPA has requirements in order to make sure the fire department can get into a development. Mr. Collopy asked if Ms. Saunders experienced anything different in the other communities that she worked in. Ms. Saunders discussed neighborhoods that have been on a private roads.

Mr. Collopy asked if the signs still get posted at the end of the street to indicate that it is under construction and currently not a City accepted street. Ms. Saunders explained that the City does not do those signs anymore, but they are looking into starting it as a condition of approval. Mr. Walker discussed the sign and explained that it was done as early as 6 years ago.

B. Other

Mr. Collopy discussed the expired dates for board members that are about to expire and asked Ms. Saunders about the process. Ms. Saunders explained that if a board member is set to expire a board member needs to go to the City Clerk's page on the City website and go to the tab "How to Volunteer" and fill out the statement of interest form and get reappointed. Mr. Walker explained that the statement of interest will go to the Appointments Committee but you do not need to go to the Appointments Committee unless you are contested.

Mr. Collopy reminded the board that the retreat will be in January. There is no date set. Mr. Collopy explained that we will be getting some training for the retreat and NHMA will be attending.

Ms. Saunders explained that she will have a date for the retreat in the next couple of weeks.

Mr. Collopy discussed the webinars that are available on the NHMA website. Ms. Saunders discussed training that is also available on the Office of Planning and Development.

Mr. Hayden asked if there were a preference for types of trainings, webinar or in person. Ms. Saunders explained that there are several opportunities that staff will email and if board members wanted to go the City would pay. Ms. Saunders explained that she does email webinar trainings that are available to the board whenever she gets them.

IX. Adjournment

Mr. Walker made a motion to adjourn the meeting at 7:28 p.m. Mr. Hayden seconded the motion. The motion carried by a unanimous voice vote.

Respectfully submitted,

Ashley Greene,
Administrative Assistant II

and

Shanna B. Saunders,
Director of Planning & Development

**Public Safety Committee
Draft Meeting Minutes
December 21, 2022
6:00 PM
Council Chambers**

Members Present

Councilor Peter Lachapelle, Chair
Councilor Dana Berlin
Councilor Skip Gilman
Councilor Alexander de Geofroy

Members Absent

Councilor Amy Malone (excused)

Others Present

Michael Bezanson, PE, City Engineer
Gina Golden-Silvestro, GIS/AM Technician
Deputy Chief Jason Thomas, PD
David Smith, 588 Salmon Falls Road
Martin Hamel, 584 Salmon Falls Road
Sergei Markovskii, 119 Oak Street

Minutes

Councilor Lachapelle brought the meeting to order at 6:00 PM.

1. Approve Minutes from Public Safety Meeting.

Councilor Berlin MOVED to approve the minutes from October 19, 2022. Councilor de Geofroy seconded the motion. MOTION CARRIED by a unanimous voice vote.

2. Public Input**Salmon Falls Road**

Mr. Smith of 588 Salmon Falls Road was present to talk about the newly placed flashing sign. He stated that the sign does not belong there and it is an eyesore. He also stated that the speed limit should not be 25 mph; it should be 35-40 mph. He said that speed was not the issue and that the original complaint was from the person that is 500 feet from the intersection complaining of noise issues, such as motorcycles racing engines and trucks using jake brakes. Mr. Smith explained that the 25 mph is making the roadway more dangerous. Motorists are now traveling too slow for this road and others are passing in a no-passing zone marked by solid double yellow centerlines. There is essentially no pedestrian or bicycle traffic on this roadway; the area was not designed for walking. There is no sidewalk or crosswalk in the area; and, there is no school zone or business zone in the area. Motorists are now slamming on their brakes when they see how fast they are traveling compared to the 25 mph speed limit; or motorists are speeding up to see how fast they can get the sign to read (the sign does not show speeds greater than 40 mph). He said that the speed limit is inconsistent one side 30 mph and the other 35 mph; he thinks it should change to 40 mph by Tara Estates. Martin Hamel of 584 Salmon Falls Road was there to discuss the placement of the flashing sign. He said the flashing speed limit sign is in front of his house and it is an eyesore. He doesn't see

much that the sign is helping and he feels it is making matters worse. He feels that the value of his property has been reduced because of the location of the sign. Councilor Lachapelle asked Mr. Bezanson if there was a requirement for where the sign was placed. Mr. Bezanson said no, the City can establish a speed zone where they want to. DPW will report back why the flashing sign was placed in the current location. **(kept in committee)**

119 Oak Street

Mr. Sergei Markovskii said the roadside ditch is pretty deep right before his driveway with practically no shoulder and the road turns slightly left in the westbound direction in this area. There have been numerous incidents where a car drifts off the road into the ditch, then violently smashes into his driveway, gets airborne and lands on the other side of the driveway. He knows of 1 police report for this type of incident, but many do not call the police only a tow truck. He requested some sort of sign at least as a warning measure. Councilor Lachapelle said that guardrail is probably not the answer for this situation. Mr. Bezanson will look into options, including potentially installing delineators. **(kept in committee)**

3. Flat Rock Bridge Road/Salmon Falls Road Intersection Safety Concerns

Councilor Lachapelle summarized the issue. Mr. Bezanson said there was no update on this request. Councilor Lachapelle removed this agenda item from future agendas until such time as there is something to report or discuss.

4. Safety Issue Crosswalk Columbus Avenue near KFC (Route 125) (request was sent by Councilor Berlin)

Councilor Lachapelle summarized the issue. Mr. Bezanson said he did not yet have a cost estimate from Eversource to install poles and streetlights at this crosswalk location. Councilor Berlin said he was really irritated with Eversource; it shouldn't take 8 months to get a cost estimate. ***Councilor Berlin MOVED to recommend to full council to install an RRFB (rectangular rapid flashing beacon) at the Columbus Avenue crosswalk near KFC. Councilor Gilman seconded the motion. MOTION CARRIED by unanimous voice vote.*** Councilor de Geofroy asked if there was a cost estimate for the RRFB. Mr. Bezanson said the cost differs depending upon the specific installation location and the range is approximately \$15,000-\$25,000.

5. Colby Street-One Way Traffic

Councilor Lachapelle summarized the issue. Mr. Bezanson said he does not have update on the analysis that NHDOT is going to incorporate into a project in the area. Councilor Lachapelle said he received an email from a resident asking a few questions; one was regarding the "no thru truck" signs. Councilor Berlin said the current signs installed on Colby read "no thru trucks class 8 and above". Mr. Bezanson said that the "no thru truck" signs are on order and will replace the current signs when they come in. Councilor Lachapelle asked Deputy Chief Thomas about direct patrols, which was another question in the

email. Finally, the last question was regarding speed tables, which Councilor Lachapelle said that he would need to discuss separately with the Chair of the Public Works and Buildings Committee and Director of City Services Peter Nourse. Councilor Lachapelle removed this agenda item from future agendas until such time as there is something to report or discuss.

6. Emergency Call Boxes (Request from Councilor Berlin)

Councilor Lachapelle summarized the issue. Councilor Berlin asked Mr. Bezanson whether emergency call boxes have been considered for the Union Street Municipal Parking Lot project. Mr. Bezanson stated the design consultant for the project is researching different options and that he would likely have more information next month. Councilor de Geofroy asked if the cost of the towers includes the Wi-Fi or cell connection service or if the City's IT Department would need to be involved in connection to the City's network. Councilor Berlin said that the towers do not include the cost of the Wi-Fi, telephone, or cellular service that would be needed; that would be paid separately. **(kept in committee)**

7. Hospital Signs-Whitehall Road to the Right

Councilor Lachapelle summarized the issue. ***Councilor Berlin MOVED to recommend to full council to install a "hospital" sign on Salmon Falls Road in the eastbound direction approaching Whitehall Road at the discretion of DPW contingent upon the hospital purchasing the sign. Councilor de Geofroy seconded the motion. MOTION CARRIED by unanimous voice vote.***

8. Intersection of Summer and Columbus-Request to change Pedestrian Walk Sign

Councilor Lachapelle summarized the issue and asked Mr. Bezanson about an upcoming project at this intersection. Mr. Bezanson said yes there is a project being designed for improvements at this intersection, including new signals and potentially adding turn lanes at the intersection. As part of the design, pedestrian crossing improvements are being considered. Construction of this project could begin sometime next year. He also said that DPW will look into the timing of the current pedestrian phase signals and will report back to the committee whether immediate improvements can be made. **(kept in committee)**

9. Sarah Court-Request to Install "No Parking" signs

Councilor Lachapelle summarized the issue. Mr. Bezanson said Sarah Court is a very short and narrow dead end street. Deputy Chief Thomas said emergency vehicles would not be able to get down the street when the vehicles are parked on both sides. Councilor Berlin said there is a duplex at the beginning of the street. Councilor Berlin suggested that "no parking" be placed in the narrow areas of the street. Mr. Bezanson will look into how Sarah Court is plowed and Councilor Lachapelle will look into how Waste Management

picks up the trash. **(kept in committee)**

10. Coleman Street/Richardson Street Intersection-Request for Yield Sign or Stop Sign

Councilor Lachapelle summarized the issue. Deputy Chief Thomas described the vehicle movements at the intersection that were cause for the request. Councilor Lachapelle asked whether a painted stop bar would be enforceable without a sign; Deputy Chief Thomas responded that he did not believe so. **Councilor de Geofroy MOVED to recommend to full council to install a “stop” sign on Richardson Street at the intersection of Coleman Street. Councilor Berlin seconded the motion. MOTION CARRIED by unanimous voice vote.**

11. Chesley Hill Road-Discussion on Pedestrian Walking Signs and Line Painting

Councilor Lachapelle summarized the issue. He stated there are now more houses in the Chesley Hill Road area; and, Chesley Hill Road is now used as a cut-through road. There is a lot of vehicle traffic; and, a lot of people walk this road. **Councilor Lachapelle MOVED to recommend to full council to place a “pedestrian warning” sign on each end of Chelsey Hill Road. Councilor Berlin seconded the motion. MOTION CARRIED by unanimous voice vote.** Councilor Lachapelle asked Mr. Bezanson to report back next month with costs for line striping certain portions of or the entire length of Chesley Hill Road.

12. Other

No others for this agenda item.

Councilor Lachapelle ADJOURNED the meeting at 6:56 PM.

The minutes were respectfully submitted by Laura J. McDormand, Admin. Assistant II

Resolution Authorizing Supplemental Appropriation to the Sewer Capital Improvements Plan (CIP) Fund in the amount of \$50,000.00 for the Wastewater Treatment Facility (WWTF) Cybersecurity Project

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 hereby authorize a supplemental appropriation to the Sewer Capital Improvements Plan Fund in the amount of Fifty Thousand Dollars (\$50,000.00) for the WWTF Cybersecurity Project with the funding for said appropriation to be derived in its entirety from a State of New Hampshire ARPA Cybersecurity Implementation Grant funds.

Further, by adoption of this Resolution, the City of Rochester hereby accepts Fifty Thousand Dollars (\$50,000.00) in ARPA Grant funds from the State of New Hampshire.

Still further, by adoption of this Resolution, the Mayor and City Council of the City of Rochester authorize the City Manager to execute a State of New Hampshire ARPA Grant Agreement for the WWTF Cybersecurity Project in the amount of Fifty Thousand Dollars (\$50,000.00) and to execute all other necessary and related documents.

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

*Intentionally
left blank...*

City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT

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

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

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

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

AGENDA DATE	
DEPT. HEAD SIGNATURE	
DATE SUBMITTED	
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	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

LEGAL AUTHORITY

SUMMARY STATEMENT

[Empty box for Summary Statement]

RECOMMENDED ACTION

[Empty box for Recommended Action]

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				-	-	-

UEI#

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
Department of Environmental Services

Robert R. Scott, Commissioner

12/29/2022



Blaine Cox
City Manager
45 Wakefield St
Rochester, NH 03867

December 19, 2022
VIA EMAIL

Subject: American Rescue Plan Act (ARPA)
Cybersecurity Implementation Grant: # CYB-ARPA-008
City of Rochester (NPDES # NH0100668)

Dear Mr. Cox,

Thank you for submitting an application to the American Rescue Plan Act Cybersecurity Implementation Grant Program. The New Hampshire Department of Environmental Services (NHDES) intends to award a **grant in the amount of \$50,000** to the City of Rochester for a cybersecurity implementation project.

To award the grant funds, a grant agreement must be approved by Governor and Executive Council. Please review the attached grant agreement documents carefully and if everything is acceptable, please complete the documents as follows:

1. Print the attached Grant Agreement and have the authorized representative sign page 1 and initial and date pages 2 and 3.
2. Print the attached Exhibits A-C and have the authorized representative initial and date the bottom of each page.
3. Submit an original [Certificate of Vote](#) signed and notarized.
4. Submit a current certificate of insurance, including proof of Workers' Compensation, in compliance with our coverage requirements as outlined in the Grant Agreement. The Certificate Holder should be "State of New Hampshire, Department of Environmental Services, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095."

Please return **single-sided hard copy versions** of the completed documents to:

NH Department of Environmental Services
Attn: Stephanie Nistico, Drinking Water and Groundwater Bureau
29 Hazen Dr, PO Box 95
Concord, NH 03302-0095

Once the required paperwork is returned, NHDES will submit the funding package to Governor and Council for approval. Please note that any work funded by the grant cannot be completed until after it has been approved by Governor and Council.

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
(603) 271-3503 • Fax: 271-238-6000 • TDD Access: Relay NH 1-800-735-2964

Funding recipients must follow procurement requirements which are further detailed in the grant agreement, **EXHIBIT A SPECIAL PROVISIONS**. Recipients are responsible for ensuring that any procurement using State and Local Fiscal Recovery Funds (SLFRF), or payments under procurement contracts using such funds are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. The Uniform Guidance establishes in 2 CFR 200.319 that all procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 CFR 200.320.

Please contact me if you have any questions about the grant agreement.

Sincerely,



Jennifer Brady
NHDES Cybersecurity Grant Program Coordinator
Wastewater Engineering Bureau
(603) 271-0734
Jennifer.E.Brady@des.nh.gov

Cc: Stephanie Nistico, NHDES

Attachments: Grant Agreement
Exhibits A-C

*Intentionally
left blank...*

City Clerk's Office

**Resolution for Supplemental Appropriation of \$566,700 to Department of Public Works
(DPW) Sewer CIP Fund**

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 hereby appropriate an amount not to exceed Five Hundred Sixty-Six Thousand Seven Hundred Dollars (\$566,700.00) to the Sewer CIP Fund for the purpose of paying costs associated with the NPDES permit through the Municipal Alliance for Adaptive Management (MAAM) and Intermunicipal Agreement with the Cities of Dover, Portsmouth, Newington, Exeter, Milton, Rollinsford and Rochester, NH, and further;

The City of Rochester, Department of Public Works in accordance with the provisions of the Intermunicipal Agreement shall act as the fiscal agent for the Municipal Alliance for Adaptive Management. The source of funds related to carrying out the activities approved by the MAAM shall be derived from City of Portsmouth, NH, One Hundred Eighty-Four Thousand Nine Hundred Sixteen and 68/100 Dollars (\$184,916.68), City of Dover, NH, One Hundred Eighteen Thousand Five Hundred Sixty-Eight and 68/100 Dollars (\$118,568.68), Town of Exeter, NH, One Hundred Twenty-Two Thousand Six Hundred Ninety-Eight and 14/100 Dollars (\$122,698.14), Town of Newington, NH, Seven Thousand Three Hundred Fifteen and 94/100 Dollars (\$7,315.94), Town of Rollinsford, NH, Three Thousand Seven Hundred Eighty-Four and 11/100 Dollars (\$3,784.11), Town of Milton, NH, Two Thousand Five Hundred Twenty-Two and 74/100 Dollars (\$2,522.74) and City of Rochester's Sewer Fund Retained Earnings One Hundred Twenty-Six Thousand Eight Hundred Ninety-Three and 71/100 Dollars (\$126,893.71).

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

*Intentionally
left blank...*

City Clerk's Office



City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT Supplemental Appropriation NPDES Permit MAAM 2023 Funding
--

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	January 3, 2023		
DEPT. HEAD SIGNATURE	Peter C. Nourse, PE signature on file City Clerk's office		
DATE SUBMITTED	12/23/2022		
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	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	
SOURCE OF FUNDS	Sewer Fund – MAAM communities & retained earnings
ACCOUNT NUMBER	55026020-771000-23XXX
AMOUNT	\$566,700
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

This agenda bill requests a supplemental appropriation in the amount of \$566,700.00. This appropriation is the annual contribution for CY23 that the Municipal Alliance for Adaptive Management (MAAM) voted to approve at their December 7th meeting in accordance with the terms of the intermunicipal agreement relative to the total nitrogen NPDES general permit.

The City of Rochester acts as fiscal agent for the MAAM and will need to gross appropriate in order to pay invoices on behalf of the communities in the MAAM. Rochester staff would invoice the other communities for their contribution following adoption of the supplemental appropriation.

The \$566,700 total contribution from the communities of Portsmouth, Dover, Rochester, Exeter, Newington, Milton and Rollinsford will fund \$434,700 to the Piscataqua Region Estuaries Partnership for 2023 monitoring activities, \$77,000 to fund the 2023 agreement with Brown & Caldwell, \$50,000 for the Pollutant Tracking & Accounting database and \$5,000 for MAAM website development.

The appropriation of \$566,700 will have the following funding sources:

\$184,916.68 City of Portsmouth
 \$126,893.71 City of Rochester - Sewer Fund Retained Earnings
 \$122,698.14 Town of Exeter
 \$118,568.68 City of Dover
 \$7,315.94 Town of Newington
 \$3,784.11 Town of Rollinsford
 \$2,522.74 Town of Milton

RECOMMENDED ACTION

Authorize supplemental appropriation in the amount of \$566,700 citing \$184,916.68 from Portsmouth, \$122,698.14 from Exeter, \$118,568.68 from Dover, \$7,315.94 from Newington, \$3,784.11 from Rollinsford, \$2,522.74 from Milton and \$126,893.71 from Rochester's Sewer Fund Retained Earnings Account as funding sources.

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

*Intentionally
left blank...*

City Clerk's Office

Costs:		
Website	\$ 5,000.00	
Brown and Caldwell	\$ 77,000.00	
PTAP	\$ 50,000.00	
PREP Priority Group 1	\$ 296,100.00	
PREP Priority Group 2	\$ 101,850.00	
PREP Priority Group 3	\$ 36,750.00	
Exeter		\$ 47,016.00
	\$ 566,700.00	\$ 519,684.00

Facility Name	Total Permitted Flow	Share	2022	2023 (proposed)	2023 (less previous appropriation)
			\$ 422,805.00	\$ 566,700.00	\$ 519,684.00
Rochester	5.03	24.42%	\$120,835.75	\$138,373.83	\$126,893.71
Portsmouth	6.13	29.76%	\$147,261.06	\$168,634.51	\$154,643.83
Dover	4.7	22.82%	\$112,908.15	\$129,295.63	\$118,568.68
Exeter	3	14.56%		\$82,529.13	\$75,682.14
Pease ITP	1.2	5.83%	\$28,827.61	\$33,011.65	\$30,272.85
Newington	0.29	1.41%	\$6,966.67	\$7,977.82	\$7,315.94
Rollinsford	0.15	0.73%	\$3,603.45	\$4,126.46	\$3,784.11
Milton	0.1	0.49%	\$2,402.30	\$2,750.97	\$2,522.74

*Intentionally
left blank...*

City Clerk's Office

Resolution Acknowledging the Requirements of RSA 199:4

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 hereby acknowledge that, pursuant to RSA 199:4, the School Board of the City of Rochester is responsible for the care and control of all schoolhouse buildings indefinitely, until such time as said School Board of the City of Rochester determines that a schoolhouse building is no longer needed for public school purposes.

*Intentionally
left blank...*

City Clerk's Office

City of Rochester School Department

Mr. Kyle Repucci
Superintendent of Schools
e-mail: repucci.k@sau54.org

Ms. Christine Hebert
Assistant Superintendent of Schools
e-mail: hebert.c@sau54.org

Mrs. Linda Bartlett
Business Administrator
e-mail: bartlett.l@sau54.org

Ms. Sarah Reinhardt
Director of Student Services
e-mail: reinhardt.s@sau54.org

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



12-19-22

Blaine Cox and City Council
31 Wakefield Street
Rochester, NH 03867

Re: Rochester School District ESSER Construction Funds

Blaine Cox and Rochester City Council Members:

I am writing to request a resolution from your Council. In order to receive a federal grant, 34 C.F.R 75.603 requires that “[a] grantee must have or obtain a full title or other interest in the site, including right of access, that is sufficient to insure the grantee’s undisturbed use and possession of the facilities for 50 year or the useful life of the facilities, whichever is longer.”

The Rochester School District is seeking to use funds from the Elementary and Secondary Emergency Relief (“ESSER”) Fund. In order to receive approval for planned construction projects, the District is requesting a resolution from the City Council, acknowledging the requirements of RSA 199:4. This statute states that “[u]pon final completion of the new schoolhouse as determined by the joint building committee, the committee shall vote to accept the building and transfer it to the care and control of the school board. Whenever a schoolhouse shall no longer be needed for public school purposes, the school board shall transfer its care and control to the city.”

A proposed resolution is as follows:

The City Council acknowledge that, pursuant to RSA 199:4 the Rochester School District’s School Board is responsible for the care and control of all school building properties indefinitely, until such property is no longer needed for public school purposes, as determined by the School Board.

(over)

Below is a list of approved ESSER projects which have either been completed or planned for the near future. At this time we are the only municipality not to have assurances in place.

Project	NHDOE Approved Projects Total Cost	Projects Completed/Stored
MSMS controls	\$92,817.08	\$92,817.08
SHS controls	\$636,569.00	\$398,173.91
CHM controls	\$233,932.00	\$126,871.51
GS controls	\$142,276.68	\$117,613.03
RMS controls	\$412,110.00	\$186,753.55
McL RTU	\$399,500	\$41,348.25
SHS vetillation	\$8,768,996	\$0
TOTAL	\$10,686,200.76	\$963,577.33

Sincerely,



Kyle Repucci
Superintendent of Schools

Amendment to Chapter 275 of the General Ordinances of the City of Rochester
Regarding the Location and Boundaries of Zoning Districts

THE CITY OF ROCHESTER ORDAINS:

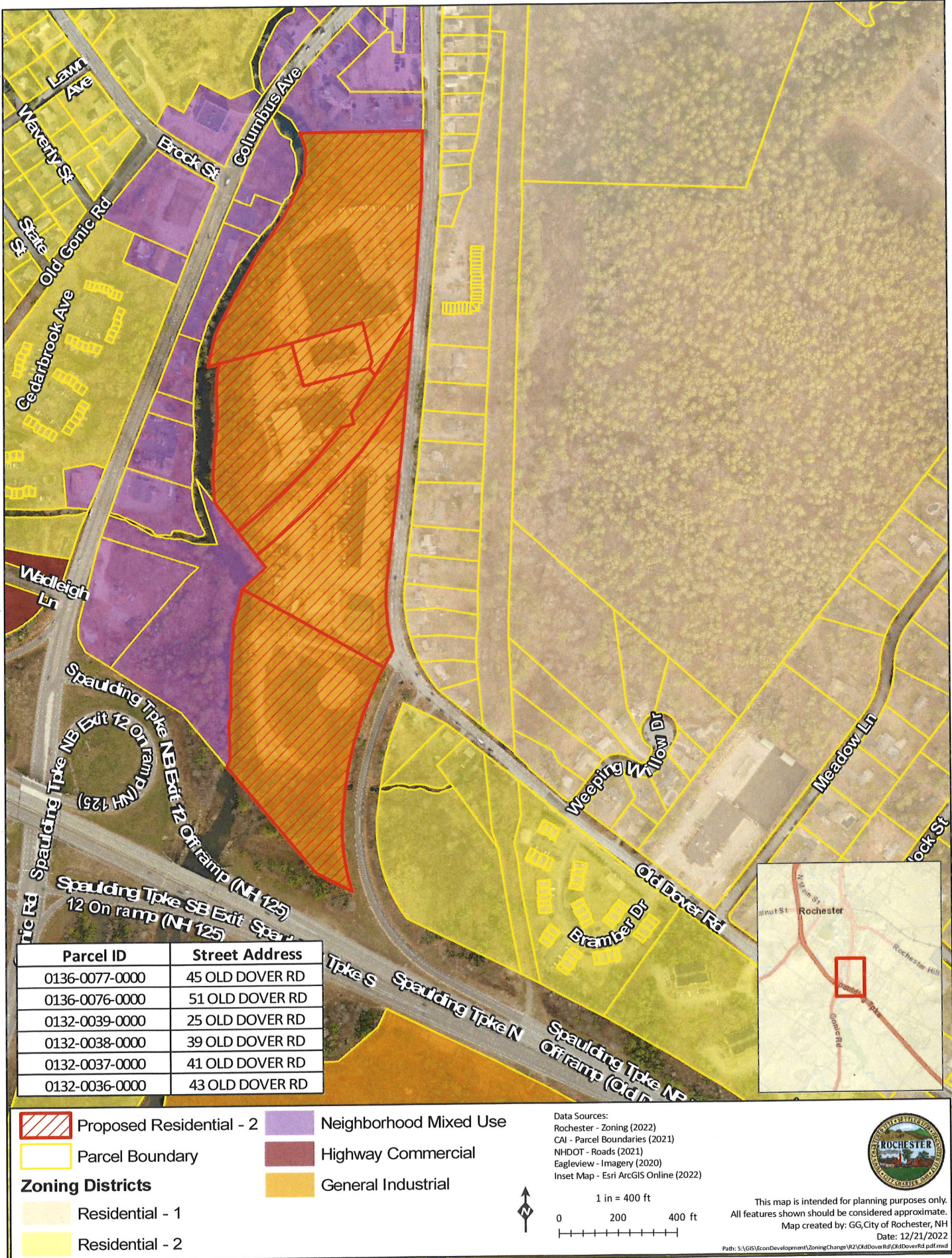
WHEREAS, Chapter 275-1.10 establishes that the location and boundaries of zoning districts within the City of Rochester are established as shown on a map titled, "City of Rochester Zoning Map."

WHEREAS, Chapter 275-1.10 further declares that the City of Rochester Zoning Map is incorporated by reference as part of Chapter 275 of the General Ordinances of Rochester regarding zoning.

WHEREAS, the Mayor and City Council of Rochester desire to amend the City of Rochester Zoning Map to convert certain properties from the General Industrial Zone to the Residential-2 Zone.

THEREFORE, the Mayor and City Council of Rochester ordain that properties shall be converted to the Residential-2 Zone in accordance with the Attached Exhibit. **(Exhibit A)**.

The effective date of these amendments shall be upon passage.

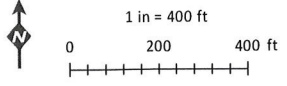



Parcel ID	Street Address
0136-0077-0000	45 OLD DOVER RD
0136-0076-0000	51 OLD DOVER RD
0132-0039-0000	25 OLD DOVER RD
0132-0038-0000	39 OLD DOVER RD
0132-0037-0000	41 OLD DOVER RD
0132-0036-0000	43 OLD DOVER RD

Zoning Districts

- Proposed Residential - 2
- Parcel Boundary
- Neighborhood Mixed Use
- Highway Commercial
- General Industrial
- Residential - 1
- Residential - 2

Data Sources:
 Rochester - Zoning (2022)
 CAI - Parcel Boundaries (2021)
 NHDOT - Roads (2021)
 Eagleview - Imagery (2020)
 Inset Map - Esri ArcGIS Online (2022)

This map is intended for planning purposes only.
 All features shown should be considered approximate.
 Map created by: GG, City of Rochester, NH
 Date: 12/21/2022

Path: S:\GIS\EconDevelopment\ZoningChange\VR2\OldDoverRd\OldDoverRd.pdf.mxd



City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT

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

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

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

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

AGENDA DATE	
DEPT. HEAD SIGNATURE	
DATE SUBMITTED	
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	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

--

SUMMARY STATEMENT

[Empty box for Summary Statement]

RECOMMENDED ACTION

[Empty box for Recommended Action]