



**Regular City Council Meeting
July 10, 2018
Council Chambers
7:00 PM**

Agenda

- 1. Call to Order**
- 2. Opening Prayer**
 - 2.1. Knights of Columbus to lead the Opening Prayer**
- 3. Presentation of the Colors**
 - 3.1. Knights of Columbus to lead the Pledge of allegiance**
- 4. Roll Call**
- 5. Acceptance of Minutes**
 - 5.1. Regular City Council Meeting: June 5, 2018
consideration for approval P. 9**
 - 5.2. Non-Public Meeting Minutes June 6, 2018 *Motion to Unseal***
- 6. Communications from the City Manager**
 - 6.1. Employee of the Month Award P. 21**
 - 6.2. City Manager's Report P.23**
- 7. Communications from the Mayor**
- 8. Presentation of Petitions and Council Correspondence**
 - 8.1. *Petition*: Amendment to Chapter 42 of the General Ordinance of the City of Rochester Regarding the Location and Boundaries of Zoning Districts - Expanding the Neighborhood mixed use Zone along Wakefield Street and Columbus Avenue *motion to***

*Intentionally
left blank...*

City Clerk's Office

accept or deny petition P. 71

- 8.2. **Petition:** Relocation of S.O.S. Recovery from 63 South Main Street to a different location ***motion to accept or deny*** P. 89

9. Nominations, Appointments, Resignations, and Elections

- 9.1. **Resignation:** Glenn Watt – Arts & Culture Commission P. 103
- 9.2. **Resignation:** Christine Hamann – Ward 4 Selectman P. 105

10. Reports of Committees

10.1. Codes & Ordinances Committee P. 106

- 10.1.1. Amendment to Chapter 22 of the General Ordinances of the City of Rochester Regarding Fire Department Organization ***first reading, consideration for second reading and adoption*** P. 110
- 10.1.2. Amendment to Chapter 23 of the General Ordinances of the City of Rochester Regarding Fire Safety Measures ***first reading, consideration for second reading and adoption*** P. 112
- 10.1.3. Amendment to Chapter 17.31 of the General Ordinances of the City of Rochester Regarding Water Usage During an Emergency ***first reading, consideration for second reading and adoption*** P. 122

10.2. Planning Board

- 10.2.1. Amendment to Chapter 42 – Varney ***petition first reading and refer to a public hearing*** P. 127

10.3. Public Safety P. 145

- 10.3.1. **Committee Recommendation:** To install

*Intentionally
left blank...*

City Clerk's Office

handicap signs in the City Hall Parking Lot.
consideration for approval P. 147

- 10.3.2. **Committee Recommendation:** To install a light on the existing fixture on Collins Circle. *consideration for approval* P. 147

10.4. Public Works and Building Committee P. 151

- 10.4.1. **Committee Recommendation:** To recommend approval of the use of the "Smart Start Program" for the LED conversions at the Waste Water Treatment Plant. *consideration for approval* P. 152

- 10.4.2. **Committee Recommendation:** To recommend approval of the holding of \$4000 from Lyman and Sons Contracting in order to pay 1/3 the cost of the pavement patch on Chesley Hill Road. *consideration for approval* P. 153

- 10.4.3. **Committee Recommendation:** To recommend the repurposing \$10,198.97 from the Water Fund Project account # 06531 to the Franklin Street Project *consideration for approval* P. 154

11. Old Business

12. Consent Calendar

13. New Business

- 13.1 Resolution Authorizing Acceptance and Appropriation of a Victims of Crime Act (VOCA) Grant Award for FY 2018-2019 in the amount of \$25,836.00 *first reading, consideration for second reading and acceptance* P.159

- 13.2 Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding Development and Construction Signs *first reading and refer to a Public Hearing* P. 167

*Intentionally
left blank...*

City Clerk's Office

- 13.3 Resolution Authorizing Acceptance of Federal Forfeiture Funds and Appropriation in Connection Therewith in the amount of \$2,150 *first reading, consideration for second reading and acceptance* P. 173**
- 13.4 Resolution Authorizing Acceptance and Appropriation of a Great Bay Resource Protection Program grant for the purpose of funding a land appraisal in the amount of \$3,300 *first reading, consideration for second reading and acceptance* P. 177**
- 13.5 Resolution Authorizing Acceptance of Donation of Cemetery Sign and Installation *first reading, consideration for second reading and acceptance* P. 183**
- 13.6 Resolution Authorizing City Manager to Extend Lease with the Department of Health And Human Services (DHHS) for Twenty (20) Months *first reading, consideration for second reading and acceptance* P. 191**
- 14. Non-Meeting/Non-Public Session**
- 15. Other**
- 16. Adjournment**

*Intentionally
left blank...*

City Clerk's Office

**Regular City Council Meeting
June 5, 2018
Council Chambers
8:33 PM**

COUNCILORS PRESENT

Councilor Abbott
Councilor Bogan
Councilor Gray
Councilor Keans
Councilor Lachapelle
Councilor Lauterborn
Councilor Torr
Councilor Walker
Deputy Mayor Varney

OTHERS PRESENT

Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager
City Attorney Terence O'Rourke
Peter Nourse, Dir. of City Services

COUNCILORS ABSENT/EXCUSED

*Mayor McCarley
Councilor Gates
Councilor Hamann
Councilor Hutchinson

MINUTES

1. Call to Order

Deputy Mayor Varney called the City Council meeting to order at 8:33 PM.

2. Opening Prayer

2.1 Rochester Elks Lodge #1393

Members of the Rochester Elk's Lodge #1393 led the opening prayer.

3. Presentation of the Colors

3.1 Rochester Elks Lodge #1393

Members of the Rochester Elk's Lodge #1393 led the Pledge of Allegiance.

4. Roll Call

Deputy City Clerk Cassie Givara took the roll. All Councilors were present except for Councilors Hamann, Gates and Hutchinson who had been excused. *Mayor McCarley was not present at the meeting, but was connecting remotely via phone.

5. Acceptance of Minutes

5.1. Regular City Council Meeting – May 1, 2018 ***motion to accept***

5.2. Special City Council Meeting – May 15, 2018 ***motion to accept***

5.3. Special City Council Meeting – May 29, 2018 ***motion to accept***

Councilor Walker **MOVED** to accept the minutes of the above listed meetings. Councilor Torr seconded the motion.

Councilor Varney **MOVED** to **AMEND** the May 1, 2018 minutes. In the minutes contained in the packet, it is indicated that the motion to adopt the zoning amendment for manufactured housing failed by a 7 to 6 roll call vote. The revised minutes supplied by the City Clerk indicate the roll call failed by a 7 to 4 roll call vote which is the correct version. Councilor Lachapelle seconded the motion to amend the May 1, 2018. The **MOTION CARRIED** by a unanimous voice vote to accept the revised minutes of the May 1, 2018 meeting. The **MOTION CARRIED** by a unanimous voice vote to accept the minutes of the May 15, 2018 Special Meeting and the May 29, 2018 Special Meeting.

6. Communications from the City Manager

Deputy Mayor Varney inquired if Mayor McCarley was remotely connecting to the meeting. Mayor McCarley said via speaker phone that she had listened in to the public input and thanked everyone who had participated for contributing to the discussion.

6.1. Employee of the Month Award

City Manager Fitzpatrick announced that Steve Brisson and Ken Vincent had been chosen as the Employees of the Months for July 2018.

6.2. City Manager's Report

City Manager Fitzpatrick read the following report:

Contracts and documents executed since last month:

- Department of Public Works
 - Easement – Fieldstone Waterline
 - Franklin Street Improvement Project – Change Order 3
 - NPDES PII Small MS4 Permit – Annual Report
 - Security Agreement – 128 Salmon Falls Road
 - UNH Agreement – Cocheco River Sonde Deployment and Monitoring
 - Watershed Properties Conservation Grant Applications
 - Water Treatment Plant – Low Lift Water Pump Station Upgrade Project – Keymont Construction – Construction Contract
- Economic & Community Development
 - CDBG Cap Weatherization – Environmental Reviews – Community Action Partnership
 - CDBG Contract – Community Action Partnership
 - CDBG Contract – Dover Adult Learning
 - CDBG Contract – My Friends Place
 - CDBG Contract – Community Partners
 - CDBG Contract – Share Fund
 - CDBG Cap Weatherization – Environmental Reviews – multiple projects
 - CDBG Cap Weatherization – Environmental Reviews – SHS Chairlift, Maple Street Magnet School chairlift installation
- Information Technology
 - Atlantic Broadband – Internet Service Agreement
 - Office 365 licenses
- Legal Department
 - Redemption – 828 Portland Street
 - Redemption – 39 Old Milton Road
 - Sale – 8 Moose Lane
 - Sale – 58 Maple Street
 - Sale – 82 Strafford Road
- Planning Department
 - Bid Acceptance – Transportation Master Plan
 - Plan NH – Technical Assistance Grant Program Agreement
- Tax Collector
 - Citizens Self Service – Value Payment Systems Contract

The following standard reports have been enclosed:

- City Council Request & Inquiry Report - **none**
- Monthly Overnight Travel Summary -
- Permission & Permits Issued
- Personnel Action Report Summary

7. Communications from the Mayor

Deputy Mayor Varney inquired if Mayor McCarley was still connected remotely to the meeting. Mayor McCarley confirmed that she was there via phone and thanked all the citizens who had taken part in Public Input for adding to the budget discussion.

7.1. Proclamation: "Arts for All"

Deputy Mayor Varney read the Proclamation declaring May 30, 2018 "Arts for All" day. The certificate of Proclamation was presented to John McKenna, chairman of the Opera House.

8. Presentations of Petitions and Council Correspondence

No Discussion.

9. Nominations, Appointments, Resignations, and Elections

9.1. Resignation: Suzan King, Supervisor of the Check List (Ward 6)

Councilor Walker **MOVED** to accept Suzan King's resignation with regrets. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

10. Reports of Committees

10.1. Codes and Ordinances

Councilor Lachapelle reported that the Codes & Ordinances Committee met May 3rd and there were action items resulting from that meeting. There will be an action item forthcoming regarding Regulation of Water Use during emergencies. The item has to be revised and when the legal department is finished with it, it will be presented to Council next month.

Councilor Lachapelle reported that the next Codes and Ordinances Committee meeting will be Thursday June 7, 2018 at 6:00 PM.

10.2. Community Development

Councilor Lauterborn said that the Community Development Committee met with numerous community organizations in May. There are no action items resulting from the meeting, but there will be some follow up on some of the discussion. Councilor Lauterborn said there was a motion made regarding the additional funds received under CDBG. No separate vote is needed because these funds went into the amended CDBG plan which recently went to Public Hearing and will come back to Council for a vote.

Councilor Lauterborn informed Council that the facility money which reflects an increase had been used to fund the chairlift at the high school. Some of the money was also used for additional money towards handicapped accessibility needed by the housing authority for a facility on Charles Street.

Under the Social Services agencies, \$9385.05 was allocated to various agencies. \$1,000 went to Crossroads House which was the same amount they were funded at last year. \$5,000 went to S.O.S Recovery. \$3,685 went to Tri-City Co-op, which was approximately half of the amount they had requested.

Councilor Lauterborn indicated that the June 11th meeting of Community Development Committee had been cancelled but they expect to meet the second week in July.

10.3. Joint Building Committee *forthcoming*

Deputy Mayor Varney reported that the next meeting of the Joint Building Committee would be August 8, 2018 at 7:00 PM. There will also be a Groundbreaking Ceremony on June 22, 2018 at 10:45 AM at the Tech Center for all wishing to attend.

10.4. Public Safety

10.4.1. Committee Recommendation: To Deny the Speed Limit Sign Request to be Placed on Nutter Street *consideration for approval*

Councilor Walker **MOVED** to deny the request for a speed limit sign on Nutter Street. Councilor Lachapelle seconded the motion. **MOTION CARRIED** by a unanimous voice vote.

10.5. Public Works and Building Committee

10.5.1. **Committee Recommendation: To Approve a Supplemental Appropriation for design of the GSBP Water Loop Project and Support the Full Project with the FY 19 CIP Budget**

Deputy Mayor Varney reported that the Committee had thought it would be appropriate to approve an appropriation in advance of the FY19 Budget. Upon discussion with the finance department, it was determined that it could wait until the budget is approved by Council and the funding can be straightened out at that time. Therefore, no action is needed this evening.

10.5.2. **Committee Recommendation: City Hall Parking Lot Plan *motion to approve***

Councilor Walker **MOVED** to approve the parking lot layout as shown in the packet. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Deputy Mayor Varney asked Peter Nourse, Director of City Services, if the new parking lot layout added parking spaces to the previous layout. Commissioner Nourse confirmed that the new layout does include more spaces as well as 5 handicapped spaces and 5 motorcycle spaces.

10.6. Task Force on Homelessness *forthcoming*

No Discussion

11. Old Business

No Discussion

12. Consent Calendar

No Discussion

13. New Business

13.1. Resolution Authorizing Expenditure of \$111,914.51 from the Economic Development Fund for the Purchase of 10 North Main Street *first reading, consideration for second reading, and adoption*

Councilor Keans requested that Council suspend voting on this resolution until they have had a chance to discuss it. It was determined that it could be read for a first time. Councilor Lachapelle **MOVED** to read the resolution for the first time by title only. Councilor Walker seconded the motion. **MOTION CARRIED** by a unanimous voice vote. Deputy Mayor Varney read the resolution for the first time by title only as follows:

**Resolution Authorizing Supplemental Appropriation for the
Purchase of 10 North Main Street in the amount of
\$111,914.51**

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

That the sum of One Hundred Eleven Thousand Nine Hundred Fourteen and 51/100 Dollars (\$111,914.51) be, and hereby is, appropriated as a supplemental appropriation to the Economic Development CIP Fund 1501 (account # 15011081-771000-185xx) Property Acquisitions for the purpose of providing funds necessary to pay costs and/or expenditures with respect to the purchase of 10 North Main Street, Rochester, New Hampshire by the City of Rochester.

Further, that the sums necessary to fund the above appropriation shall be drawn in their entirety from the Economic Development Fund unassigned fund balance.

Further, 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.

Deputy Mayor Varney indicated that the issue would be discussed in the non-public session later in the evening.*

**Council voted on the above Resolution following the non-public session. See section 14 below for Council action.*

13.2. Discussion: Shall the Legislative Body Place the Question (Keno) on the ballot for the next Municipal Election *consideration for approval*

Councilor Lachapelle **MOVED** to place Keno on the ballot for the next municipal election. Councilor Bogan seconded the motion. The consensus of the Council was that the Keno question should be placed on the ballot so it is more visible and doesn't get missed by voters. **MOTION CARRIED** by a majority voice vote.

13.3. Resolution Authorizing the Economic Development to Apply for a Local and Community Heritage Investment Program (LCHIP) Grant in the Amount of \$50,000 *first reading and consideration to approve*

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

Resolution Authorizing the Department of Economic Development to Apply for a Local and Community Heritage Investment Program (LCHIP) Grant in the Amount of \$50,000.00

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

That the City of Rochester Department of Economic Development is authorized to apply for a an LCHIP Grant in the amount of Fifty Thousand Dollars (\$50,000.00) to be used to restore seats in the Rochester Opera House.

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

13.4. Council Action: City of Rochester Dog Warrant (April 30, 2017 to April 30, 2018) *motion to send Warrant to the Police Department for Action*

Councilor Lachapelle **MOVED** to send the dog warrant to the Police Department. Councilor Walker seconded the motion. **MOTION CARRIED** by a unanimous voice vote.

13.5. Resolution Authorizing Acceptance and Appropriation of a Certified Local Government Grant

Award for the Purpose of a Travel Grant to attend the National Alliance of Preservation Commissions in the Amount of \$3,126.34 *first reading, consideration for a second reading and adoption*

Councilor Lachapelle **MOVED** to read the resolution for the first time by title only. Councilor Walker seconded the motion. **MOTION CARRIED** by a unanimous voice vote.

Deputy Mayor Varney read the resolution for the first time by title only as follows:

Resolution Authorizing Acceptance and Appropriation of a Certified Local Government Grant Award for the purpose of a travel grant to attend the National Alliance of Preservation Commissions in the amount of \$3,126.34

Be it resolved by the Mayor and City Council of the City of Rochester, as follows:

WHEREAS, that a Certified Local Government (CLG) grant in the amount of Three Thousand One Hundred Twenty-Six Dollars and Thirty-Four Cents (\$3,126.34) awarded to the City of Rochester is hereby accepted by the City of Rochester;

FURTHER, that the sum of Three Thousand One Hundred Twenty-Six Dollars and Thirty-Four Cents (\$3,126.34) be, and hereby is, appropriated to a non-lapsing Special Revenue Fund to be created for the purpose of a travel grant to attend the National Alliance of Preservation Commissions;

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

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

Councilor Lachapelle **MOVED** to suspend the rules and read the resolution for a second time by title only. Councilor Walker seconded the

motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Lachapelle **MOVED** to **APPROVE** the resolution. Councilor Walker seconded the motion. **MOTION CARRIED** by a unanimous voice vote.

14. Non-Meeting/Non Public Session

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

Councilor Lauterborn **MOVED** to enter a Non-Public Session under Land, RSA 91-A:3 II (d) at 8:49 PM. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote of 9 to 0. Councilors Lauterborn, Keans, Lachapelle, Walker, Gray, Abbott, Torr, Bogan, and Deputy Mayor Varney, and voted in favor of the motion. Councilors Hamann, Gates, Hutchinson and Mayor McCarley were excused.

Councilor Lauterborn **MOVED** to exit the non-public sessions at 9:23 PM. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Councilor Lauterborn **MOVED** to seal the minutes indefinitely because it is determined that divulgence of this information likely would render a proposed action ineffective. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote of 9 to 0 with Councilors Keans, Lauterborn, Lachapelle, Abbott, Walker, Torr, Walker, Gray, Bogan, and Deputy Mayor Varney all voting in favor.

*Council returned to the discussion of agenda item 13.1, Purchase of 10 North Main Street. Councilor Lachapelle **MOVED** to read the resolution by title only for a second time. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Deputy Mayor Varney read the Resolution for a second time by title only as follows:

Resolution Authorizing Supplemental Appropriation for the
Purchase of 10 North Main Street in the amount of
\$111,914.51

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

That the sum of One Hundred Eleven Thousand Nine Hundred Fourteen and 51/100 Dollars (\$111,914.51) be, and hereby is, appropriated as a supplemental appropriation to the Economic Development CIP Fund 1501 (account # 15011081-771000-185xx) Property Acquisitions for the purpose of providing funds necessary

to pay costs and/or expenditures with respect to the purchase of 10 North Main Street, Rochester, New Hampshire by the City of Rochester.

Further, that the sums necessary to fund the above appropriation shall be drawn in their entirety from the Economic Development Fund unassigned fund balance.

Further, 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 Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

15. Other

No Discussion

16. Adjournment

Councilor Lachapelle **MOVED** to **ADJOURN** the meeting at 9:25 PM. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully Submitted,

Cassie Givara
Deputy City Clerk

*Intentionally
left blank...*

City Clerk's Office



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

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

July 07/05/2018

Date: 6/6/18
To: The Employee of the Month Nominating Committee
From: Brian Sylvester, Library Director
Re: Sara Smith

Sara Smith is a full time Librarian II working in the Technical Services department of the Library. When she was hired in 2017, her position in Technical Services was expanded to include serving as liaison for the Library with MIS/IT. Unfortunately, this was shortly followed by the departure of long time MIS employee Kern Mann. Since her hire, Sara has done an amazing job expanding the library's technology footprint and coordinating new technologies, including the innovative use of Raspberry Pi computers to replace aging card catalog machines. The library is now using the Pi devices (these small Linux devices each weigh only a couple ounces and is about the size of a credit card) to replace entire computers – and she has suggested several other possible uses for them as well, including electronic displays or teaching computer skills. To help address technology issues while IT was short staffed, she has worked on servers, camera systems, wifi access points, and printers. She has also spearheaded a committee to completely redesign the library's website using Wix, performed database maintenance and research to allow the Library to pursue debt collection, and helped the Library test a 3D printer.

Sara has been a tremendous asset to the Library and I am pleased to recommend her for the Employee of the Month program.

Sincerely,

Brian Sylvester
Library Director

6/6/18

*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

6.2. CITY MANAGER'S REPORT P.23 **July 10, 2018**

The Employee of the Month is: Sara Smith – Library **P.21**

Contracts and documents executed since last month:

- City Manager
 - CGI Community Video renewal **P. 25**
 - Liquor Sales Approval at Farmer's Market **P. 26**
 - Opera House – LCHIP Grant Letter of Support **P. 28**
- Department of Public Works
 - Application for State Bridge Aid – Four Rod Road **P. 29**
 - Lease Renewal – Community Center – Cap – Head Start **P. 30**
 - Lease Renewal – Community Center – Workplace Success **P. 31**
 - Tennis Courts lighting project – Progressive Electrical Contract **P. 32**
 - Weston & Sampson Contract – DPW Conceptual Building & Site Development **P. 33**
 - DPW – 3 year Lab Services Contract **P. 34**
 - DPW – WTP Cyanotoxin Grant Request **P. 35**
 - Watershed Property Conservation Grant **P. 36**
 - Water/Sewer Administrative Procedures - Past Due Account Collection **P. 38**
- Economic & Community Development
 - Smart Growth America Technical Assistance Grant – Letter of Support **P.39**
 - NH Recreational Trails Grant Application **P. 40**
 - Environmental Review – Rochester Housing Authority **P. 41**
 - Environmental Review – Rochester Housing Authority Rehab Project **P. 42**
 - Environmental Review – 1 site **P. 43**
 - Environmental Review – 2 sites **P. 44**
 - FY18/18 CDBG Action Plan **P. 45**
 - FY18/19 CDBG Contract – CASA of NH **P.46**
 - FY 18/19 CDBG Contract – additional forms **P. 47**
 - FY18/19 CDBG Contract – Crossroads House **P.48**
 - FY18/18 CDBG Contract – Tri-City Coop **P. 49**
 - OJJDP FY18 – Mentoring Opportunities for Youth Initiative Grant Application **P. 50**
- Finance
 - PFM Financial Advisors - Engagement Letter **P. 51**
 - SP Global Ratings Engagement Letter **P. 52**
- Information Technology
 - Systems Engineering – Microsoft Deployment Toolkit **P.61**
 - Systems Engineering – Exchange and Office Licensing **P.62**
- Legal Department
 - 10 North Main Street - purchase **P. 63**
- Police
 - Edward Byrne Justice Grant – additional paperwork **P. 64**

- Recreation
 - Fireworks – MOU with Rochester Main Street **P. 65**
 - State of NH Fireworks Permit **P. 66**

The following standard reports have been enclosed:

- City Council Request & Inquiry Report - **none**
- Monthly Overnight Travel Summary - **P.67**
- Permission & Permits Issued **P.68**
- Personnel Action Report Summary **P. 69**

07/05/2018



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



June 11, 2018

TO: Dan Fitzpatrick
City Manager

From: Samantha Rodgerson 
Senior Executive Assistant

RE: CGI Community Video renewal

Attached is the contract from CGI Communications regarding the renewal of our community videos. For no cost, they will reshoot any footage as well as make any script changes or swap out any of the videos with another of our choice.

As was discussed at the Management Team Meeting on June 4, 2018. There have been over 12,000 views since they began tracking them in October 2016. In order to get the City of Rochester on their production schedule, we need to return a signed copy of the contract renewal.



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

June 26, 2018

N.H. Liquor Commissioner
P.O. Box 503
Concord, NH 03301

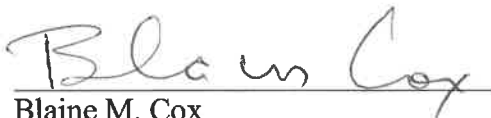
RE: Line Hill Farm, LLC – Muddy Road Brewery – Ken Lance
Liquor License 205122

To Whom It May Concern,

Please accept this letter as the City's approval for allowing beer sales only at the Rochester Farmer's Market. This is for sales only; there will be no sampling or consumption.

The City of Rochester grants permission to allow sales on Farmer's Market Days; Tuesdays through September 25, 2018.

If you have any additional concerns or questions, please do not hesitate to contact me. Thank you in advance for your consideration.



Blaine M. Cox
Acting City Manager



Paul Toussaint
Police Chief



Mark Klose
Fire Chief

Comments:

Samantha Rodgerson

From: Jennifer Marsh
Sent: Tuesday, June 26, 2018 11:06 AM
To: Samantha Rodgerson
Subject: Farmers Market

Ken Lance
Line Hill Farm LLC
Muddy Road Brewery
213 Middleton Road
New Durham, NH 03855

License Number 205122

Approval to sell beer at the Rochester Commons during the 2018 Rochester Farmers Market. Beer sales only, there will be sampling or consumption. Good for market days through September 25, 2018.

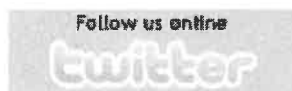
Thank you Samantha!!!

Jennifer Marsh
City of Rochester
Economic Development Specialist - Office of Economic & Community Development
31 Wakefield Street
Rochester, NH 03867
(603) 509-1910 -direct line / (603) 335-7597 - fax
jennifer.marsh@rochesternh.net

We have a new website - visit us: www.RochesterEDC.com

IMPORTANT PRIVACY NOTICE

This email contains information that may be confidential and privileged. If you are not the intended recipient, please refrain from disclosing, copying, distributing, or using any information contained herein. Please note such actions are prohibited. If you have received this email in error, please notify the sender immediately.



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

07/05/2018



CITY OF
Received
JUN 20 2018
City Manager
ROCHESTER

June 20, 2018

Dan Fitzpatrick

The Rochester Opera House is applying for \$50,000.00 of project support from the LCHIP grant program to restore the orchestra seats. That figure represents approximately 50% of the total project budget.

The seats are technically the property of the City. While we are not requesting funding from the City we do require your consent and signature to submit the application.

Please don't hesitate to contact me directly should you have any concerns or questions.

Thank you in advance.



Anthony Ejarque

Executive Director

Rochester Opera House



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096

Fax (603) 335-4352

www.rochesternh.net

07/05/2018

CITY OF
Received

JUN 18 2018

City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

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

FROM: Peter C. Nourse, Director of City Services

DATE: June 15, 2018

SUBJECT: APPLICATION FOR STATE AID BRIDGE (SAB) PROGRAM –
FOUR ROD ROAD CULVERT

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

Attached please see an NHDOT application for State Bridge Aid Construction for the culvert (bridge) over Rickers Brook on Four Rod Rd. This bridge is the only "Red Listed" City-owned bridge and is our bridge priority.

The City has appropriated \$125,000 in past fiscal CIP funding to start the design and permitting of this project. Additional funds for bridge replacement construction will be requested in FY20 (current request \$625,000 but may need to be increased).

Your signature will verify to NHDOT to City's commitment towards replacing this bridge with the SAB program.

The SAB program is a cost share whereby NHDOT ultimately pays for 80% of the entire project. City share will be the balance.

Attachments:

1. Application for SAB Aid Construction



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

07/05/2018



INTEROFFICE MEMORANDUM

TO: Samantha Rodgerson
Daniel Fitzpatrick, City Manager

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

DATE: June 18, 2018

SUBJECT: Lease Renewal: Community Action Partnership of Strafford County-Head Start

CC: Peter C. Nourse, P.E., Director of City Services

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

Please return both originals to the DPW for distribution.

Thank you



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

07/05/2018



CITY OF
Received
JUN 19 2018
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Samantha Rodgerson
Daniel Fitzpatrick, City Manager

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

DATE: June 18, 2018

SUBJECT: Lease Renewal: Community Action Partnership of Strafford County-Workplace Success

CC: Peter C. Nourse, P.E., Director of City Services

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

Please return both originals to the DPW for distribution.

Thank you

07/05/2018



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096

Fax (603) 335-4352

www.rochesternh.net

CITY OF
Received
JUN 18 2018
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

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

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

DATE: June 15, 2018

SUBJECT: Community Center – Tennis Court Lighting Project
Progressive Electrical Services, Inc Contract \$129,410

CC: Peter C. Nourse, PE Director City Services

Attached please find (2) Copies of the contract with Progressive Electrical Services, Inc for signature.

This project is for the Community Center Tennis Court Lighting. Progressive Electrical Services was the low bidder on this project that is to be funded by the Community Development Block Grant (CDBG) and the City funds as budgeted and as follows.

CDBG Project funds 61237072-621801 = \$122,877

Buildings & Grounds CIP 15011090-771000-18515 = \$6,533.00

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

Signature

Blaine Cox
Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT


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

www.rochesternh.net

CITY OF
Received
JUN 20 2018
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Blaine M. Cox

FROM: Lisa J. Clark, Admin Supervisor 

DATE: June 19, 2018


SUBJECT: Weston & Sampson Engineers – DPW Facility
Conceptual Bldg. & Site Development, Phase 1 Assessment
\$19,500

CC: John B. Storer, PE, Director of City Services

Enclosed please find the contract for Weston & Sampson Engineers, Inc.
Regarding the above referenced project.

There is sufficient funding in the appropriate project accounts.

If you have any questions please let me know, if not, please sign and send tot the City Manager for signature. This document should be returned to the DPW for distribution.


Blaine M. Cox, Deputy City Manager

07/05/2018



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096

Fax (603) 335-4352

www.rochesternh.net

CITY OF
Received
JUN 5 2018
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Finance Director
FROM: Lisa J. Clark, Admin and Utility Billing Supervisor
DATE: June 1, 2018
SUBJECT: WTP 3 Year Lab Services Contract – Granite State Analytical
CC: Peter C. Nourse, PE Director of City Services

Attached please find the 3-year lab services contract for the City Manager Signature. Staff has received competitive pricing and they have been provided with a contract for 3 years without price increases. The Water Treatment Plant Chief Operator has been pleased with this companies service and recommends the price and contract.
The Deputy City Manager has reviewed and approved the process used to obtain pricing.

If you have any questions please call, if not please sign and pass on to the City Manager for signatures. This document should be returned to the DPW for distribution.

Signature


Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096 Fax (603) 335-4352

www.rochesternh.net

07/05/2018

CITY OF
Received
JUN 5 2018
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Finance Director
FROM: Lisa J. Clark, Admin and Utility Billing Supervisor
DATE: June 4, 2018
SUBJECT: WTP Cyanotoxin Grant Funds Request
CC: Peter C. Nourse, PE Director of City Services

Attached please find the form requesting Grant Funds for reimbursement of expenditures for \$5,980.00. The City Manager is listed on the grant as the authorized agent for signature.

The Water Treatment Plant (WTP) applied this grant and was awarded funds for training and the purchase of Cyanotoxin monitoring equipment. They have now completed the training and the purchases of the equipment and are ready to seek reimbursement.

If you have any questions please call, if not please sign and pass on to the City Manager for signature. This document should be returned to the DPW for distribution.

Signature

Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096

Fax (603) 335-4352

www.rochesternh.net

CITY OF
Received
JUN 11 2018
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

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

FROM: Peter C. Nourse, Director of City Services

DATE: June 7, 2018

SUBJECT: **WATERSHED PROPERTY CONSERVATION GRANT AWARDS**

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

Attached please see two grant award letters from the Great Bay Resource Protection Partnership Land Protection Transaction Grant Program. Each award is for 50% of the cost of the appraisals required as part of the overall project to conserve privately owned watershed property in Farmington, and, provide a conservation easement on Rochester owned watershed property in Farmington.

The properties are:

1. Stuart and Bullwinkle properties for which SELT wishes to purchase for conservation
2. City owned watershed property (Tufts Pond) for issuance of conservation easement

The appraisal cost for each set of properties is \$3,300.

Each letter requests your signature as grantee to attest that 50% of the appraisal cost for each set of properties will be paid as a match.

Per agreement with South East Land Trust (SELT), SELT will pay the 50% match and the City's only obligation is to forward the grant proceeds to SELT. See attached agreement with SELT to this effect.

Attachments:

1. Grant Award Letter: Rochester Reservoir Water Supply Lands (Tufts Pond)



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096

Fax (603) 335-4352

www.rochesternh.net

2. Grant Award Letter: Rochester Reservoir Water Supply Lands – Stuart Property
3. Letter of Understanding Between SELT and Rochester (attesting that SELT will pay for the grant matches towards the appraisals)



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096

Fax (603) 335-4352

www.rochesternh.net

CITY OF
Received
MAY 29 2018
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Dan Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager/Finance Director
FROM: Lisa J. Clark, Admin and Utility Billing Supervisor *LJC*
DATE: May 25, 2018
SUBJECT: Utility Billing Office Administrative Procedure
Water / Sewer Past Due – Account Collections

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

Attached please find the Administrative Procedure for City Manager Approval & Signature. As discussed with the Deputy City Manager, this document is important to establish a past-due account collections standard operating procedure. This document ensures that all customers / property owners are treated consistently and fairly.

I have also attached the previously approved procedure document for your reference. It was executed by John Scruton, then City Manager, on 2/10/2010.

If you have any questions please call, if not please sign and pass on to the City Manager for signatures. This document should be returned to the DPW for distribution.

Signature

Blaine M. Cox, Deputy City Manager



07/05/2018

City of Rochester, New Hampshire

Economic & Community Development

31 Wakefield Street, Rochester NH 03867

(603) 335-7522 www.RochesterEDC.org

Date: June 27, 2018

CONFIDENTIAL

To: Blaine Cox, Incoming City Manager

From: Karen Pollard, Economic Development Manager *K. Pollard*

Re: Smart Growth America Technical Assistance Grant

Blaine,

Please find a letter of support attached for a Smart Growth America Technical Assistance Grant. Planning and Economic Development are applying for technical assistance only, no cash award or matching funds. We would be seeking technical assistance to develop a "maker's space" in Rochester as we already have a fledgling organization starting up to promote this type of small manufacturing. We would also like to look at zoning requirements that may be unknowingly burdensome or prohibitive of this small manufacturing activity in Downtown Rochester, Gonic and East Rochester.

More information is available at: <https://smartgrowthamerica.org/work-with-us/apply-for-our-free-technical-assistance/small-scale-manufacturing/>

Please add your signature to this document and return to Julian Long.

Thank you.

Date: June 18, 2018

To: Dan Fitzpatrick
City Manager

From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUN 18 2018
City Manager
ROCHESTER

Re: NH Recreational Trails Grant Application

Please see attached the authorization forms for the New Hampshire Recreational Trails Program grant application being prepared by the Riverwalk Committee. City Council voted to approve submission of this grant application at the May 1, 2018 City Council meeting. The application forms require the signature of the City Manager as the authorized City authority.

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

Date: June 8, 2018
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager



Re: FY 2018-2019 CDBG Environmental Review – Rochester Housing Authority
Elevator Project

Please see attached the completed FY 2018-2019 Community Development Block Grant (CDBG) environmental reviews for the Rochester Housing Authority elevator installation project for its chronically homeless housing project located at 165 Charles Street. The City Council approved funding for this activity at the May 1, 2018 City Council meeting.

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

07/05/2018

CITY OF
Received
MAY 31 2018
City Manager
ROCHESTER

Date: May 31, 2018
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

Re: Rochester Housing Authority Environmental Review Statement

Please see attached the Environmental Review Statement for the Rochester Housing Authority's planned rehabilitation activities for FY 2018-2019. 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 Rochester Housing Authority staff.

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

Date: June 29, 2018

To: Blaine Cox
Incoming City Manager

From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUN 29 2018
City Manager
ROCHESTER

Re: FY 2017-2018 CDBG Environmental Reviews – CAP Weatherization

Please see attached the completed FY 2017-2018 Community Development Block Grant (CDBG) environmental review for a proposed project site under the Community Action Partnership of Strafford County's weatherization program (CAP weatherization program). The City Council approved funding to the CAP weatherization program at the August 1, 2017 City Council meeting.

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

Date: June 19, 2018
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUN 20 2018
City Manager
ROCHESTER

Re: FY 2017-2018 CDBG Environmental Reviews – CAP Weatherization

Please see attached the completed FY 2017-2018 Community Development Block Grant (CDBG) environmental reviews for two proposed project sites under the Community Action Partnership of Strafford County's weatherization program (CAP weatherization program). The City Council approved funding to the CAP weatherization program at the August 1, 2017 City Council meeting.

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

07/05/2018

Date: June 29, 2018

To: Blaine Cox
Incoming City Manager

From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUN 29 2018
City Manager
ROCHESTER

Re: FY 2018-2019 CDBG Annual Action Plan

Please see attached the SF-424 form, SF-424D form, and CDBG certification for the FY 18-19 CDBG Annual Action Plan. The revised plan was approved by the City Council at the June 19, 2018 City Council meeting, and these forms are required by the U.S. Department of Housing and Urban Development to be submitted with the plan. The SF-424 application form, SF-424D form, and the certifications require your signature as the City of Rochester authority.

Please sign by hand and do not sign via stamp.

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

Date: June 22, 2018
To: Dan Fitzpatrick
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
JUN 22 2018
City Manager
ROCHESTER

Re: FY 2018-2019 CDBG Contract – CASA of NH

Please see attached the signed FY 2018-2019 Community Development Block Grant (CDBG) contract between the City of Rochester and Court Appointed Special Advocates of New Hampshire. City Council approved funding for this activity at the May 1, 2018 City Council meeting.

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

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

07/05/2018

CITY OF
Received
JUN 20 2018
City Manager
ROCHESTER

Date: June 20, 2018

To: Dan Fitzpatrick
City Manager

From: Julian Long
Community Development Coordinator/Grants Manager

Re: FY 2018-2019 CDBG Annual Action Plan

Please see attached the SF-424 form, SF-424D form, and CDBG certification for the FY 18-19 CDBG Annual Action Plan. The revised plan was approved by the City Council at the June 19, 2018 City Council meeting, and these forms are required by the U.S. Department of Housing and Urban Development to be submitted with the plan. The SF-424 application form, SF-424D form, and the certifications require the signature of the City Manager as the City of Rochester authority.

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

Date: May 30, 2018

To: Dan Fitzpatrick
City Manager

From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
MAY 31 2018
City Manager
ROCHESTER

Re: FY 2018-2019 CDBG Contract – Cross Roads House

Please see attached the signed FY 2018-2019 Community Development Block Grant (CDBG) contract between the City of Rochester and Cross Roads House. City Council approved funding for this activity at the May 1, 2018 City Council meeting.

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

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

Date: June 26, 2018

To: Dan Fitzpatrick
City Manager

From: Julian Long
Community Development Coordinator/Grants Manager

Re: FY 2018-2019 CDBG Contract – Tri-City Co-op

Please see attached the signed FY 2018-2019 Community Development Block Grant (CDBG) contract between the City of Rochester and Tri-City Consumers' Action Cooperative. City Council approved funding for this activity at the June 19, 2018 City Council meeting.

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

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

Date: June 26, 2018

To: Blaine Cox
Incoming City Manager

From: Julian Long
Community Development Coordinator/Grants Manager

Re: OJJDP FY 18 Mentoring Opportunities for Youth Initiative Grant Application

Please see attached the financial management and system of internal controls questionnaire for the U.S. Office of Juvenile Justice and Delinquency Prevention Mentoring Opportunities for Youth Initiative Grant Application. The questionnaire is required to be completed by someone in the Finance Office. City Council approved applying for this grant opportunity at the June 19, 2018 City Council meeting.

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



City of Rochester, New Hampshire

Finance Office

31 Wakefield Street • Rochester, NH 03867-1917
(603) 335-7609 Fax (603) 332-7589

CITY OF
Received
JUN 25 2018
City Manager
ROCHESTER

Date: June 24, 2018

To: Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager

From: Roland Connors, Deputy Finance Director

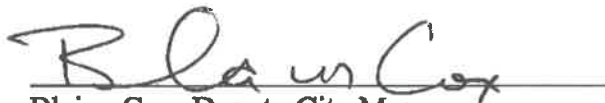
RE: PFM Financial Advisors Engagement Letter – Estimated Cost \$18,000

Please find the attached copy of the PFM Financial Advisors engagement letter. PFM Financial has provided the City of Rochester financial related guidance for the last several years. This assistance is invaluable when Rochester issues bonds in the marketplace.

The City of Rochester will be issuing 2018 Series bonds with an estimated par amount of \$9 million for completed and/or ongoing capital improvements projects. This issue includes City, School, Water, Sewer, and Arena projects.

I recommend the PFM engagement letter be approved.


Roland Connors, Deputy Finance Director


Blaine Cox, Deputy City Manager



City of Rochester, New Hampshire

Finance Office

31 Wakefield Street • Rochester, NH 03867-1917
(603) 335-7609 Fax (603) 332-7589

Date: June 24, 2018

To: Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager

From: Roland Connors, Deputy Finance Director

RE: S&P Global Engagement Letter – Ready to Proceed


Please find the attached copy of the S&P Global Ratings engagement letter. This letter is required by S&P Global in order to proceed with the ratings analysis recommended by the City's Financial Advisor (PFM).

The City of Rochester will be issuing 2018 Series bonds with an estimated par amount of \$9 million for completed and/or ongoing capital improvements projects. This issue includes City, School, Water, Sewer, and Arena projects.

I have responded to S&P Global via email indicating that the City is ready to proceed.

 6/24/2018

Roland Connors, Deputy Finance Director


Blaine Cox, Deputy City Manager

Roland Connors

From: Roland Connors
Sent: Sunday, June 24, 2018 4:09 PM
To: 'USPFEengagementLtrs@spglobal.com'
Cc: Blaine Cox; fazioliw@pfm.com
Subject: RE: Rochester - S&P Engagement Letter, 866120

S&P Global Engagement Letter Team,

The City of Rochester is ready to proceed with the rating engagement.

Thanks,
 Roland

Roland Connors
 Deputy Finance Director
 31 Wakefield Street
 Rochester, NH 03867

Phone: 603-335-7504
 Fax: 603-335-7589
 Email: roland.connors@rochesternh.net

From: Blaine Cox
Sent: Wednesday, June 20, 2018 4:51 PM
To: Roland Connors <roland.connors@rochesternh.net>
Subject: FW: Rochester - S&P Engagement Letter, 866120

Rolly – Please review & respond. Blaine

From: USPFEengagementLtrs@spglobal.com [<mailto:USPFEengagementLtrs@spglobal.com>]
Sent: Wednesday, June 20, 2018 3:17 PM
To: Blaine Cox <blaine.cox@rochesternh.net>
Cc: fazioliw@pfm.com
Subject: Rochester - S&P Engagement Letter, 866120

Attached is an engagement letter for the transaction that you recently requested be rated by S&P Global Ratings. You must indicate that you are ready to proceed with the rating engagement for S&P Global Ratings to begin the analytical rating process.

Please review the attached letter and let us know by reply email at your earliest convenience if you are ready to proceed with the rating engagement.

Please mark with an X to indicate you're ready to proceed and reply to: USPFEengagementLtrs@spglobal.com

[X] The engagement letter is received and we are ready to proceed with the rating engagement

[] Do not proceed with the rating engagement

Enter any questions or comments in the space provided below.

Comments:

Please do not send or copy your reply to a member of the analytic team.

S&P Global Ratings maintains a separation of commercial and analytical activities. Our analysts are not permitted to engage in discussions about fees.

S&P Global Ratings

55 Water Street
New York, NY 10041-0003
Team Tel: 877 299-2569
Team Email:
USPFEngagementLtrs@spglobal.com
Issue No.: 1533163
Obligor ID : 12163

June 20, 2018

Rochester
31 Wakefield Street
Rochester, NH 03867
Attention: Mr. Blaine Cox, Director of Finance & Admn

**Re: US\$8,961,917 Rochester, New Hampshire, General Obligation Bonds, Series 2018,
dated: Date of delivery, due: February 15, 2037**

Dear Mr. Cox:

Thank you for your request for a public S&P Global Ratings credit rating for the above-referenced obligations. We agree to provide credit ratings for the obligations in accordance with this letter and the rating letter, and you agree to perform your obligations set out in sections 1, 2 and 3 of this letter. Unless otherwise indicated, the term "issuer" in this letter means both the issuer and the obligor if the obligor is not the issuer.

We will make every effort to provide you with the high level of analytical performance and knowledgeable service for which we have become known worldwide. You will be contacted directly by your assigned analytic team.

1. Fees and Termination.

In consideration of our analytic review and issuance of the credit rating, you agree to pay us the following fees:

Rating Fee. You agree to pay us a credit rating fee of \$15,500 plus all applicable value-added, sale, use and similar taxes. S&P Global Ratings reserves the right to adjust the credit rating fee if the proposed par amount changes. Payment of the credit rating fee is not conditioned on S&P Global Ratings issuance of any particular credit rating.

Derivatives Products Analysis Fee. S&P Global Ratings charges a separate fee for our review of derivative products. This separate fee is applicable for derivative products secured by any of the issuer's revenues. Derivative products include, but are not limited to, interest rate swaps, caps, collars, floors, and swaptions. Derivative products analysis fees will be determined on a case-by-case basis based on the number and complexity of the derivative products.

Other Fees and Expenses. You will reimburse S&P Global Ratings for reasonable travel and legal expenses if such expenses are not included in the above fees. Should the credit rating not be issued, you agree to compensate us based on our time, effort, and charges incurred through the date upon which it is determined that the credit rating will not be issued.

Termination of Engagement. This engagement may be terminated by either party at any time upon written notice to the other party.

2. Private and Confidential Credit Ratings.

If you request a confidential credit rating under this Agreement, you agree that the credit rating will be exclusively for your internal use, and not to disclose it to any third party other than your professional advisors who are bound by appropriate confidentiality obligations or as otherwise required by law or regulation or for regulatory purposes.

If you request a private credit rating under this Agreement, S&P Global Ratings will make such credit rating and related report available by email or through a password-protected website or third-party private document exchange to a limited number of third parties you identify, and you agree not to disclose such credit rating to any third party other than (A) to your professional advisors who are bound by appropriate confidentiality obligations, (B) as required by law or regulation or for regulatory purposes, or (C) for the purpose of preparing required periodic reports relating to the assets owned by a special purpose vehicle that has purchased the rated obligation, provided that the preparer(s) of the reports must agree to keep the information confidential and the private credit rating shall not be referred to or listed in the reports under the heading "credit rating," "rating" or "S&P rating", and shall be identified only as an "S&P Global Ratings implied rating" or similar term. If a third-party private document exchange is used, you agree to pay a one time administrative fee of \$10,000 in addition to the fees outlined in this Agreement. You also agree to maintain the list of third-parties authorized to access the private credit rating current and to notify S&P Global Ratings in writing of any changes to that list. S&P Global Ratings may make access to the private credit rating subject to certain terms and conditions, and disclose on its public website the fact that the rated entity or obligations (as applicable) has been assigned a private credit rating.

3. Information to be Provided by You.

To assign and maintain the credit rating pursuant to this letter, S&P Global Ratings must receive all relevant financial and other information, including notice of material changes to financial and other information provided to us and in relevant documents, as soon as such information is available. Relevant financial and other information includes, but is not limited to, information about direct bank loans and debt and debt-like instruments issued to, or entered into with, financial institutions, insurance companies and/or other entities, whether or not disclosure of such information would be required under S.E.C. Rule 15c2-12. You understand that S&P Global Ratings relies on you and your agents and advisors for the accuracy, timeliness and completeness of the information submitted in connection with the credit rating and the continued flow of material information as part of the surveillance process. You also understand that credit ratings, and the maintenance of credit ratings, may be affected by S&P Global Ratings opinion of the information received from issuers and their agents and advisors.

4. Other.

S&P Global Ratings has not consented to and will not consent to being named an "expert" or any similar designation under any applicable securities laws or other regulatory guidance, rules or recommendations, including without limitation, Section 7 of the U.S. Securities Act of 1933. S&P Global Ratings has not performed and will not perform the role or tasks associated with an "underwriter" or "seller" under the United States federal securities laws or other regulatory guidance, rules or recommendations in connection with a credit rating engagement.

S&P Global Ratings has established policies and procedures to maintain the confidentiality of certain non-public information received from issuers, their agents or advisors. For these purposes, "Confidential Information" shall mean verbal or written information that the issuer, its agents or advisors have provided to S&P Global Ratings and, in a specific and particularized manner, have marked or otherwise indicated in writing (either prior to or

promptly following such disclosure) that such information is "Confidential."

S&P Global Ratings does not and cannot guarantee the accuracy, completeness, or timeliness of the information relied on in connection with a credit rating or the results obtained from the use of such information. S&P GLOBAL RATINGS GIVES NO EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE. S&P Global Ratings, its affiliates or third party providers, or any of their officers, directors, shareholders, employees or agents shall not be liable to any person for any inaccuracies, errors, or omissions, in each case regardless of cause, actions, damages (consequential, special, indirect, incidental, punitive, compensatory, exemplary or otherwise), claims, liabilities, costs, expenses, legal fees or losses (including, without limitation, lost income or lost profits and opportunity costs) in any way arising out of or relating to a credit rating or the related analytic services even if advised of the possibility of such damages or other amounts.

With respect to each rating that you have asked S&P Global Ratings (a "nationally recognized statistical rating organization") to rate under this Agreement, you understand that S&P Global Ratings is required under Rule 17g-7(a)(1)(ii)(J)(1) through (2) under the Securities Exchange Act of 1934 (hereafter "J1/J2"), to determine, ahead of publication of the rating, the entity paying for credit rating services, the role that entity undertakes, and whether the entity paying for credit rating services has also paid S&P Global Ratings for ancillary services during the most recently ended fiscal year. You acknowledge that the undersigned contracted party is the entity responsible for payment of credit rating services, and will, by default, be the legal entity S&P Global Ratings uses for its J1/J2 disclosures, unless otherwise indicated by you. To the extent that you do not expect to pay the fees due under this Agreement directly, you undertake to notify S&P Global Ratings, in writing and in advance of any credit rating publication, of a) the full legal name, address and role of the entity that will be the recipient ("bill-to") of S&P Global Ratings invoices due under this Agreement and b) where different to the bill-to entity, the full legal name, address and role of the entity that will be the payer of invoices; you understand that we cannot use a paying agent or similar intermediary for the purpose of the disclosure. You understand, as contracting party, your role in enabling S&P Global Ratings to accurately present the disclosure of its credit ratings.

Please feel free to call me if you have any questions or suggestions about our fee policies. In addition, please visit our web site at www.standardandpoors.com for our ratings definitions and criteria, research highlights, and related information. We appreciate your business and look forward to working with you.

Sincerely,

S&P Global Ratings
a division of Standard & Poor's Financial Services LLC

By : 

Name: Gemma Hegarty
Title: Director, Head of Transaction Management - Sales, Americas
zw

cc:

Mr. William J. Fazioli, Director
The PFM Group

S&P Global Ratings - Data Protection Appendix to Terms and Conditions

1. **This Appendix:** This Data Protection Appendix ("**Appendix**") is incorporated into the engagement Letter and S&P Global Ratings Terms and Conditions (together the "**Agreement**") between S&P Global Ratings and you. In the event of conflict, this Appendix takes priority over the provisions of the Agreement.

2. **Definitions:** All words, terms or phrases, the meaning of which are defined in the Agreement, shall have the same meaning where used in this Appendix. In this Appendix the following terms shall have the following meanings:

"**controller**", "**processor**", "**data subject**", "**personal data**", "**processing**", "**process**", "**special category personal data**" shall have the meanings given in Applicable Data Protection Law;

"**Analytical Data**" means underlying personal data contained within the information which is provided to S&P Global Ratings for the purposes of the provision of the Services, such as the personal data of individuals who have financial products in place which are relevant to the issuing of a rating;

"**Applicable Data Protection Law**" shall mean the **EU General Data Protection Regulation (Regulation 2016/679)** (as may be amended, superseded or replaced); and all other supplemental or implementing laws relating to data privacy in the relevant European member state including where applicable the guidance and codes of practice issued by the relevant supervisory authority and all analogous privacy laws of other countries;

"**Client Data**" means personal data of data subjects such as your employees or associates or partners, that is provided to S&P Global Ratings during the provision by S&P Global Ratings of the Services to you, such as name, job title, name of employer, office e-mail address, office physical address, internet protocol address, office telephone number and language selection (and excludes special category personal data);

"**Data**" means Analytical Data and Client Data;

"**Permitted Purpose**" means processing:

(A) by employees, officers, consultants, agents and advisors of S&P Global Ratings or its affiliates of Data: (i) to provide ratings and other products and services (the "**Services**") to you, (ii) to communicate with you regarding the Services that may be of interest to you, (iii) as described in the S&P Global Ratings' Use of Information section of the Agreement and (iv) as otherwise permitted in the Agreement;

(B) of personal data by you to access and use the Services;

"**Standard Contractual Clauses**" means standard contractual clauses (**adopted by European Commission Decision 2004/915/EC on 27 December 2004**) for the transfer of personal data from data controllers in the EU to data controllers in jurisdictions outside the European Economic Area, a copy of the current version of which is presently accessible at: https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries_en and which shall be deemed to be incorporated into this Appendix by reference and within which you are the "**Data Exporter**" and S&P Global Ratings is the "**Data Importer**".

3. **Disclosure of data:** Each party will only disclose personal data to each other to process strictly for the Permitted Purpose.

4. Relationship of the parties: Except as may be specifically otherwise agreed, the parties acknowledge that you are a controller of the Data you disclose to S&P Global Ratings, and that S&P Global Ratings will process that Data as a separate and independent controller strictly for the Permitted Purpose. In no event will the parties process the Data as joint controllers. Each party shall be individually and separately responsible for complying with the obligations that apply to it as a controller under Applicable Data Protection Law.

Please see our **Customer Privacy Policy and Cookie Notice** available on <https://www.spglobal.com/corporate-privacy-policy> for further information regarding how personal data that you provide to S&P Global Ratings in connection with the Services will be used and maintained.

5. Investigations: Except where and to the extent prohibited by applicable law, each party ("Notifier") will inform the other promptly, and in any event within three (3) business days of any inquiry, communication, request or complaint relating to Notifier's processing of the personal data transferred to it under this Agreement by the other party which is received from: (i) any governmental, regulatory or supervisory authority, (ii) any data subject or (iii) any other person or entity.

6. Use and Restrictions on Use: Notwithstanding the information that you are entitled to use from the Services and distribute to third parties to the extent permitted by the Agreement, you shall not distribute or use any personal data to which you have had access when receiving the Services other than for the Permitted Purpose.

7. Security: The parties shall implement appropriate technical and organisational measures to protect the Data from: (i) accidental, unauthorized or unlawful destruction and (ii) loss, alteration, unauthorised disclosure of, or access to the Data.

8. International Transfers of Data outside the EEA:

8.1 S&P Global Ratings may process (or permit to be processed) any Data transferred from you in the EEA to S&P Global Ratings and its affiliates in a territory outside of the EEA **provided that** such transfers shall be in accordance with the Standard Contractual Clauses deemed to be incorporated into this Appendix. In applying and interpreting the Standard Contractual Clauses it is agreed that **Annex A** will apply and **Annex B** thereto shall be populated as follows:

(1) Data Subjects to whom the personal data relates:

(i) Persons who are employees, officers, contractors, agents or advisors of the Data Exporter and/or of companies affiliated with it who are engaged in the decision to enter into the Agreement and/or who enter into the Agreement with the Data Importer for the provision of the Data Importer's Services; and

(ii) persons in respect of whom the Data Exporter or its agents or advisors have provided personal data to the Data Importer to enable the Data Importer to provide the Services.

(2) Purposes for which the data transfer is made:

The Permitted Purpose.

(3) Categories of personal data transferred:

Client Data and Analytical Data (excluding usage statistics).

(4) Categories of recipients to whom the personal data is transferred or disclosed:

Employees, officers, consultants, agents and advisors of the Data Importer or its affiliates and third parties, including public bodies, regulators and law enforcers, to the extent S&P Global Ratings is required to disclose Data by contract, regulation, litigation or law.

(5) Sensitive data or categories of sensitive data to be transferred (special category personal data):

Not applicable.

(6) Contact Point for the Data Importer:

RatingsGDPR@spglobal.com

8.2 The parties agree that the following optional clause to the Standard Contractual Clauses shall apply as between them:

(1) Each party shall perform its obligations under these clauses at its own cost.

9. **Survival:** This Appendix shall survive termination or expiry of the Agreement. Upon termination or expiry of the Agreement, S&P Global Ratings may continue to process the Data provided that such processing complies with the requirements of this Appendix and Applicable Data Protection Law.



City of Rochester, New Hampshire

INFORMATION TECHNOLOGY SERVICES

31 Wakefield St • Rochester, NH 03867

www.rochesternh.net

CITY OF
Received
JUN 12 2018
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

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

FROM: Sonja Gonzalez, Chief Information Officer

DATE: June 11, 2018

SUBJECT: Systems Engineering
Microsoft Deployment Toolkit - \$4,928

CC:

Attached please find one copy of Microsoft Deployment Toolkit project proposal. The work described in this scope of services is for the creation of deployment environment and staff training.

There is sufficient funding already encumbered in PO#3893.

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

Signature Blaine Cox
Blaine M. Cox, Deputy City Manager

07/05/2018



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

CITY OF
Received

JUN 13 2018

City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

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

FROM: Sonja Gonzalez, Chief Information Officer

DATE: June 12, 2018

SUBJECT: Systems Engineering
Exchange and Office licensing - \$19,901

CC:

Attached please find two proposals, Microsoft Office Licensing Proposal and Exchange Server 2016 User CALs Proposal. These are for additional licensing to support software used throughout the City.

There is sufficient funding in the CIP Annual Software Replacement Project Account 15011020-773800-18506 for both of these proposals.


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

Signature Blaine Cox
Blaine M. Cox, Deputy City Manager



City of Rochester, New Hampshire
OFFICE OF THE CITY ATTORNEY
19 Wakefield Street • Rochester, NH 03867
(603) 335-7564
www.RochesterNH.net

Memorandum

To: Daniel Fitzpatrick, City Manager
From: Terence O'Rourke, City Attorney 
Date: June 12, 2018
Re: Purchase of 10 North Main Street

On May 1, 2018, in Non-Public Session, the City Council authorized the City Manager to enter into a Purchase and Sales Agreement with George Kelly to purchase 10 North Main Street. The Purchase and Sales Agreement was signed on May 4, 2018. One of the terms of the sale is that the City will deed 11 Bramber II to Mr. Kelly. The closing is scheduled for June 13, 2018. In order to complete the sale, the City Manager must sign the Deed of 11 Bramber II from the City to Mr. Kelly.

07/05/2018

Rochester Police Dept.
23 Wakefield St., Rochester, NH 03867
603-330-7128



MEMORANDUM

=====

TO: Mayor McCarley

FROM: Deputy Chief Gary Boudreau

DATE: 6-29-18

RE: Edward Byrne Justice Grant

Mayor McCarley,

Back in September 2017, the police department was notified we would be receiving funds from the USDOJ for the Edward Byrne Justice Grant, which is something that happens yearly. Due to a legal challenge, the federal government pending the outcome of the litigation has held up this money from being distributed. Just this week we were notified money is being released to the award jurisdictions throughout the country. In order to move forward in accepting the money we have been requested to fill out additional paperwork. We have been given direction the paperwork needs to be filled out and signed by you; I have attached the form for you to sign. Once completed we will submit this to the grants office so the money can be processed, at which time we will complete and agenda bill for the council to accept the money. If you should have any question please feel free to reach out to me.

Respectfully,

A handwritten signature in black ink, appearing to be "GB", written over a horizontal line.

Gary Boudreau
Deputy Chief of Police



Date: May 30, 2018


To: Blaine Cox - Acting City Manager
Terence O'Rourke - City Attorney
Roland Connors - Deputy Finance Director

From: Chris Bowlen - *CJB*
Director of Recreation & Arena

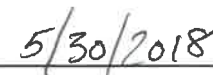
RE: Cover Memo for MOU between City of Rochester and Main Street – Fireworks Event

Please find attached the MOU for the 2018 Fireworks Event to take place on July 3, 2018. This MOU between the City of Rochester and Rochester Main Street has been signed by the Main Street Executive Director. Kindly review and sign off on this cover memo below so that the City Manager may sign the MOU on behalf of the City.


Kindly inform me if you have any questions regarding this.



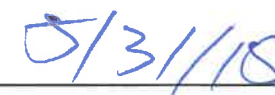
Blaine Cox – Deputy City Manager



Date



Terence O'Rourke – City Attorney



Date



07/05/2018



CITY OF
Received
JUN 12 2018
City Manager
ROCHESTER

Date: June 12, 2018

To: Dan Fitzpatrick
City Manager

From: Chris Bowlen - *CJB*
Director of Recreation & Arena

RE: Permit Application: City of Rochester and Main Street – Fireworks Event

Please find attached the application for permit for the 2018 Fireworks Event to take place on July 3, 2018. Fire Chief Klose has already signed on behalf of the Fire Department and I am seeking your signature as head of the Licensing Board. Kindly review and sign off so that I may send this into the State of NH in order for us to have the event.

Kindly inform me if you have any questions regarding this.



MONTHLY DEPARTMENT TRAVEL SUMMARY

07/05/2018

[illegible]

DATE RECEIVED	DATE ISSUED	PERMISSION PERMITS	MISCELLANEOUS	DATE OF EVENT
5/21/2018		BANNER	Rochester Main Street - Farmers Market	June 12 - September 25
5/29/2018		EVENT	Church Service at Common - 1st United Methodist	July 8 and August 19
5/30/2018		EVENT	wedding at Commons	Jun-18
5/31/2018		EVENT & RAFFLE	annual outing and raffle - Club Victoire	8/11/2018
5/31/2018		EVENT	National Night Out	8/7/2018
5/29/2018		EVENT	Homeless overnight camp at City Hall	7/20/2018
5/29/2018		EVENT	Homeless rally at City Hall	7/20/2018
6/5/2018	6/11/2018	EVENT	State Line Swap Meet	5/19/2019
6/4/2018	6/11/2018	TAG	DAV - Forget me Not Drive	6/29 - 7/3/2018
6/6/2018	6/11/2018	EVENT	Opera House - micro wrestling	9/29/2018
6/7/2018	6/11/2018	SOLICITATION	Southwestern Advantage - Oskar P.	June - August
6/18/2018	6/27/2018	EVENT	Fireworks festival	7/3/2018
6/21/2018	6/27/2018	EVENT	Band at motorcycle benefit ride	7/14/2018
6/21/2018	6/27/2018	TAG	SHS - Lacrosse Booster	5/3 & 5/4/2019
6/19/2018	6/27/2018	EVENT	Food Truck Festival	8/19/2018
6/27/2018	7/3/2018	SOLICITATION	Southwestern Advantage - Priit J.	July - August
7/2/2018	7/3/2018	TAG	Studio 109	11/12 - 14/2018

ELECTRONIC MESSAGE BOARD REQUESTS				
6/1/2018	6/1/2018	MESSAGE	Church breakfast - 1st Church Congregational	6/16/2018
6/18/2018	6/22/2018	MESSAGE	Church breakfast - 1st Church Congregational	8/4/2018
6/15/2018	6/18/2018	MESSAGE	YMCA - youth programs	thru 8/24/2018
6/12/2018	6/13/2018	MESSAGE	CAP - head start	thru 8/12/2018
6/27/2018	7/2/2018	MESSAGE	School Dept - school registration	thru 8/24/2018
6/26/2018	6/26/2018	MESSAGE	RYFL - signups	thru 8/18/2018
6/26/2018	6/26/2018	MESSAGE	Frisbie - gold tournament	6/26/2018
6/18/2018	6/22/2018	MESSAGE	RMS - Night before the 4th	7/3/2018

DEPT	NAME	POSITION	# of Employees	FT	PT	SEASONAL/TEMP	NEW HIRE	REHIRE	RETIREMENT	SEPARATED	STEP (CBA)	COLA (CBA)	MERIT PAY ADJ	NU PAY ADJ	PROMOTION	OTHER	MISC. INFO
FIRE	MARK DUPUIS	ASST. FIRE CHIEF	1	X					X								
FIRE	MICHAEL ROWELL	CALL FIREFIGHTER	1		X					X							
LIBRARY	JENNIFER BENT	LIBRARY SUBSTITUTE	1			X				X							
LIBRARY	STEPHANIE HAGENBUCH	LIBRARY SUBSTITUTE	1			X				X							
LIBRARY	ELIZABETH DUNN	LIBRARY SUBSTITUTE	1			X				X							
POLICE	KRISTEN BRIAND	CROSSING GUARD	1			X				X							
POLICE	MICHAEL LAMBERT	PATROL OFFICER	1	X									X				
POLICE	JUSTIN LIVINGSTONE	PATROL OFFICER	1	X									X				
POLICE	JEFFERY GAGNON	PATROL OFFICER	1	X						X							
POLICE	MITCHELL BROOKS	PATROL OFFICER	1	X						X							
POLICE	CHARLES PENDLEBURY	PATROL OFFICER	1	X						X							
POLICE	JEFFERY GAGNON	PATROL OFFICER	1										X				
POLICE	NEAL BAILEY	PER DIEM SPECIALIST	1			X				X							
RECREATION	BOB GEE	AQUATICS	1			X		X									
RECREATION	NICK MACGREGER	CAMP COORDINATOR	1			X		X									
RECREATION	ABIGAIL TURGEON	COUNSELOR	1			X	X										
RECREATION	ISABEL BEAULIEU	COUNSELOR (sub)	1			X		X									
RECREATION	MELISSA MELANSON	HEAD LIFEGUARD	1			X		X									
RECREATION	BROOKE CLOONEY	JR COUNSELOR	1			X	X										
RECREATION	JONATHAN DUBE	JR COUNSELOR (sub)	1			X	X										
RECREATION	CATHERINE TEWELL	PROGRAM LEAD	1			X		X									ACTIVITIES COORDINATOR
RECREATION	NICOLE DALE	PROGRAM LEAD	1			X	X										TEEN TRAVEL
RECREATION	RUSSELL WHITEHOUSE	PROGRAM LEADER	1			X	X										TENNIS

*Intentionally
left blank...*

City Clerk's Office



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

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

RECEIVED
JUN 22 2018
CITY CLERK'S OFFICE
ROCHESTER, NH

PROCEDURES FOR AMENDING THE ZONING ORDINANCE (CHAPTER 42)

1. **Procedure.** The procedure for amending this chapter is specified in RSA 675:2 and 675:7. Amendments to this Zoning Ordinance may be initiated by any citizen, the Planning Board, the City Council, the Mayor, the City Manager, or any department or other City board or commission in accordance with this chapter. The chronological steps for enacting zoning amendments are as follows:

- A. **Petition Form.** A blank petition form is obtained from the Planning Department.
- B. **Submission.** The petition is completed and returned to the City Clerk's office along with a fee of \$100.00 and any other pertinent materials. In the case of text amendments (See subsection 2, below) the petition shall include specific proposed language.

The fee is not charged, and the formal petition form need not be used, for amendments initiated by any board, commission, department, or other City official acting in an official capacity.

- C. The City Clerk's office forwards a copy of the petition to the Planning Department.
- D. **Deadline.** See RSA 675:2 and 675:7.
- E. **Council Consideration.** The petition is placed on the City Council agenda for consideration. At its discretion, the Council may deny the petition at this stage. If acceptable, it is sent to the City Attorney to place it into legal form. .

At the discretion of the City Manager, this step may be skipped and the petition may be sent directly to the City Attorney to place into legal form.

- F. **Legal Form.** The City Attorney places the petition into legal form.
- G. **First Reading.** City Council holds first reading on the petition. At its discretion the Council may deny the petition at this stage. When a petition is denied at any stage, the Council may elect to initiate an alternative amendment or to request that the Planning Board formulate an alternative amendment.
- H. **Planning Board Recommendation.** The Planning Board makes a formal recommendation on the petition. The board must make its recommendation within 45 days of first reading. At its discretion, the City Council may extend this timeframe up to an additional 30 days.

If the Planning Board recommends against a zoning amendment, a 2/3 vote of the City Council shall be required to adopt the amendment. If the Planning Board does not submit a recommendation within 45 days

of first reading (or as may be extended by the City Council) or if it does not make a recommendation, then it shall be deemed a favorable recommendation for the purpose of this paragraph herein. Where the Planning Board initiates an amendment, the proposal shall not be sent to the board for a recommendation.

- I. **Public Hearing.** A public hearing is held, either by the full City Council or by a subcommittee of the City Council. The public notice must be placed in a newspaper of general circulation at least 10 days prior to the public hearing and it must be posted in at least 2 public locations. The full text of the proposed amendment need not be included in the notice if an adequate statement describing the proposal is included.
- J. **Second Reading.** Second reading is held and the amendment is either adopted or denied. Any proposed amendment shall require a majority affirmative vote of Council members present in order to pass except where the Planning Board has recommended denial (as discussed above). The City Council shall take final action on any petition within 120 days of first reading (except in the case of protest petitions; See Subsection 3, below).

The Council may make minor changes to the proposed amendment at second reading/adoption, provided the amendment remains substantially the same as that which was advertised for the public hearing.

- K. **Filing.** A copy of any approved zoning amendments is placed on file with the City Clerk for public inspection. A copy is also sent to the New Hampshire Office of Energy and Planning.
2. **Types of Amendments.** There are two types of zoning amendments as follows. The procedure for amendments is the same except where noted.
 - A. Map amendment (also called a “rezoning”), where the zoning district for a lot, parcel, multiple lots, or a part of a lot is changed.
 - B. Text amendment where written language in this chapter is changed.

3. **Protest Petition.**

- A. In accordance with RSA 675:5, adoption of an amendment that is the subject of a protest petition shall require a favorable vote of 2/3 of all the members of the City Council present and voting. In order to qualify as a protest petition, a protest against a proposed map amendment must be signed by either:
 - i. The owners of 20% of the gross land area included in the proposed change; or
 - ii. The owners of 20% of the land area situated within 100 feet immediately adjacent to the land contained in the proposed change or land across a road from the land contained in the proposed change.
- B. The address of the subject property must be included on the petition and the property owners signing the petition must identify themselves on the petition by name and address so that the City Clerk may identify them as interested and affected parties.
- C. The protest petition must be submitted to the City Clerk at least 7 days prior to the date at which second reading is scheduled. Copies of the protest petition will be distributed to City Council members.
- D. Any individual protest petition may apply to only one proposed zoning amendment. Separate protest petitions must be submitted for multiple amendments.
- E. In the case of a protest petition, the City Council shall act within 120 days of the date of first reading.

This request is to rezone the section of Wakefield street that is currently zoned R2, and sandwiched in between Highway Commercial and Downtown Commercial. This current R2 section starts a 157 Wakefield Street, a parcel located directly next to McDonalds, and continues through 90 Wakefield Street, the Gaffney Home. This request is to change this strip from R2 to Neighborhood Mixed-Use, with an amendment to revise the definition of Personal Service Establishment to satisfy concerns of the city council and an amendment for Second Hand Shops to be removed as a permitted use or changed to be allowed by special exception in NMU ordinances.

Petition for Zoning Ordinance Amendment

Date: _____










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

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

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

See Attached

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

	Printed Name	Signature	Street Address	Map & Lot Number
1	Corey MacKunl		147 Wakefield	113 - 55
2	Sara Davis		8 Florence Dr.	Map 130 Lot 47
3	Chris Davis		8 FLORENCE DR	Map 130 Lot 47
4	Donna Amos		153 WAKEFIELD	Map 113 Lot 52
5	Robert Amos		153 Wakefield St	Map 113 Lot 52
6	Reggy Lynn		146 Tenet Rd	Map 217 Lot 4
7	Corey MacKunl		147 Wakefield	Map 113 Lot 55
8	Fred Hayter		14 Forest Park Drive	Map 205 Lot 149
9	David Edwards		37 Flat Rock Bridge Rd	Map 210 Lot 148
10				



Map/Lot

Page 75 of 193



Corey MacKoul started this petition to 603 Salon LLC

This petition is to support the rezoning of Wakefield Street, Rochester NH to Neighborhood Mixed-Used District with an amendment to the definition of "Personal Service Establishment", to satisfy the concerns of The Rochester City Council. Please show your support to help the economic growth of Rochester and support for 603 Salon LLC.

[illegible]

Map / Lot
135 / 11
230 / 13
108 / 21

✓

[illegible]

map/Lot
135/11
123/139

Peggy Lynch, Agent

306 North Main Street
 Rochester, NH 03867
 Bus 603 332 1191
 peggy.lynch.csk2@statefarm.com



Scott Martin Whitehurst Rd
 Kathy Sessler Crown Rd
 Peggy Lynch Ten Rod Rd
 Lane Beatty Meddersboro
 Florence Cook Cedarbrook Vlg
 Teri Cormier Foster Rd
 Lauren Flanders Weare St
 Dana Flanders Weare St
 Cheryl Thompson Birchwood
 Kristen Mercier Winter St

Derek Peters W. Cayton St
 Tiana Flance Wakefield
 Jacqueline Peters Washington St
 Nancy Peters Washington St
 Sara Davis Florence
 Richard Kelley Highland Salmon Falls
 Tyler Sapochetti Constitution
 Jim Gagnon Full Pine
 Al Johnson Atlantic Broadbent
 Linda Gagnon Sampson Rd

Tina Goulet Hennetown St
 Tracie McKuen Salmon Falls Rd
 Adeline Wixson
 Tanya Hervey Union St
 Tom Auger West View
 Jamie Sierra Betts Rd
 Megan Sanfacion Quail

Rezone Wakefield Street and open 603 Salon LLC

132 supporters

Petition details



Rezone Wakefield Street and open 603 Salon LLC



132 have signed. Let's get to 200!


[Share on Facebook](#)
[Send a Facebook message](#)
[Send an email to friends](#)
[Tweet to your followers](#)
[Copy link](#)
[Embed](#)

Corey MacKoul started this petition to 603 Salon LLC

This petition is to support the rezoning of Wakefield Street, Rochester NH to Neighborhood Mixed-Used District with an amendment to the definition of "Personal Service Establishment", to satisfy the concerns of The Rochester City Council. Please show your support to help the economic growth of Rochester and support for 603 Salon LLC.

Name	Signed On
Corey MacKoul	5/21/2018
Christa Capello	5/21/2018
Kyle Wilson	5/21/2018
Dillon Setear	5/21/2018
Megan Sanfacon	5/22/2018
William Laforge	5/22/2018
Scott Martin	5/22/2018
Kenaan Al-Darraj	5/22/2018
Kathy Sessler	5/22/2018
Peggy Lynch	5/22/2018

Lane Beatty	5/22/2018
Lisa WEinstein	5/23/2018
Erika Welch	5/23/2018
Kathleen Patterson	5/23/2018
Florence Cook	5/23/2018
Megan Bowers	5/23/2018
Dediree Weems	5/23/2018
Aimee Stevens	5/23/2018
Sydney Martel	5/23/2018
Courtney Williams	5/23/2018
Nicole Clancy	5/23/2018
Syncer Evans	5/23/2018
Alex Gomez	5/23/2018
Alicia Dematteo	5/23/2018
Sadie Martel	5/23/2018
Ian Duffy	5/24/2018
Molly MacKoul	5/24/2018
Katelin Vachon	5/24/2018
Kaeleigh Cranney	5/24/2018
Tyler Briand	5/24/2018
Amanda Kurtz	5/24/2018
Kara Beach	5/24/2018
Cassandra Caliri	5/24/2018
roberta noland	5/24/2018
sarah white	5/24/2018
Michaela Morin	5/24/2018
Michele Gregoire	5/24/2018
Leslie Fenton	5/24/2018
Jamie Hughes	5/24/2018
John Casella	5/24/2018
Ginette Violette	5/24/2018
Caryn Hill	5/24/2018
Teri Cormier	5/24/2018
Cynthia Collin	5/24/2018
Saul Padilla-Strumph	5/24/2018
Jamie Harriman	5/24/2018
Lauren Flanders	5/24/2018
Talia Hohmann	5/24/2018
Marsha Gleason	5/24/2018
David Hohmann	5/24/2018
Eva Flayhan	5/24/2018

Bridget Griffin	5/24/2018
Connie Brocar	5/24/2018
Dawn Dunbar	5/24/2018
Lauren Lamson	5/24/2018
Chris Davis	5/24/2018
Dana Flanders	5/24/2018
carol baker	5/24/2018
Elizabeth Mauchy	5/24/2018
Samantha Meader	5/25/2018
Kenneth Patterson	5/25/2018
Heather Smith	5/25/2018
Kristen Mercier	5/25/2018
Cheryl Thompson	5/25/2018
Tricia Berchiolli	5/25/2018
Amanda Shuman	5/25/2018
Rob Daigle	5/25/2018
Victoria Gianformaggio	5/25/2018
Sierra Gregoire	5/25/2018
Meagan Dunn	5/25/2018
James McNulty	5/25/2018
Melissa Evans	5/25/2018
Janine Coleman	5/25/2018
Megan Gerein	5/25/2018
Amber Aaskov	5/25/2018
Maegan Littlefield	5/25/2018
Kayla Godding	5/25/2018
Jessica Garib	5/25/2018
Derek Peters	5/25/2018
Tiana Glance	5/25/2018
Jacqueline Peters	5/25/2018
Natasha Mason	5/25/2018
Nancy Peters	5/25/2018
Alexa Smith	5/25/2018
Julianne McDonough	5/25/2018
Lisa Delpero	5/25/2018
Ceara Sweetser	5/25/2018
Rachel Couto	5/25/2018
Dawn Duffy	5/25/2018
Carol Harriman	5/25/2018
Anita Poirier	5/25/2018
Sara Davis	5/25/2018

Samantha Honeywell	5/26/2018
James MacNamara	5/26/2018
Richard Kelley	5/26/2018
Tyler Sapochetti	5/26/2018
Jim Gagnon	5/26/2018
Al Johnson	5/26/2018
Linda Gagnon	5/26/2018
Michael Calabrese	5/26/2018
Matthew Kimball	5/26/2018
Tina Goulet	5/26/2018
Cheyenne Knox	5/26/2018
Jordan Ferguson	5/26/2018
Catalina Gonzalez	5/27/2018
Tracie Mckuhen	5/27/2018
Adeline Wixson	5/27/2018
Pamela LaBrecque	5/27/2018
Melanie Perry	5/27/2018
Crystal Knight	5/27/2018
Teresa Gianformaggio	5/27/2018
HELEN BERTRAND	5/27/2018
Andrew Benish	5/27/2018
Ellen Dunn	5/27/2018
katie phillips	5/27/2018
Vince Whiddon	5/27/2018
Alexandria Mckinstry	5/27/2018
Robin Heal	5/27/2018
Alexis Goulet	5/27/2018
Danielle Goulet	5/27/2018
Melissa Loon	5/27/2018
Halie Merchant	5/28/2018
Tanya Hervey	5/28/2018
corbin white	5/28/2018
Elizabeth Hart	5/28/2018
Eileen Lenane	5/28/2018
Nathan Vega	5/28/2018
Tom Auger	5/29/2018
Jamie Sierra	5/29/2018
Kimberly Dermit	5/29/2018
David Tovey	5/29/2018
Deb Sierra	5/30/2018

c. Residential 1 and Residential 2 Districts (R1 and R2)

Character of Districts. All development in the Residential Districts *should* follow the principles of Traditional Neighborhood Development (see definition in Section 42.2). The primary goals of the R Districts are:

1. to enhance these older residential areas through sensitive, small scale in-fill construction, building renovation, and redevelopment; and
2. to foster new development in remaining open areas.

The R1 District is intended to allow single family neighborhoods and thus allows single family use with few other allowed uses. The R2 District allows for a mix of residential types and limited nonresidential uses.

d. Agricultural District (AG)

The AG District includes mostly outlying areas of the city; such areas may or may not be serviced by town water or sewer services.

1. Objectives The objectives of the district are to:
 - A. to preserve the rural character of outlying areas of the city. The district includes many sensitive ecological, agricultural, historic, cultural, and archaeological resources.
 - B. maintain the area's natural and scenic qualities embodied in its forests and fields, wetlands, streams, ponds, and historic farmsteads;
 - C. promote the preservation of open space;
 - D. preserve existing farms and promote expansion of agricultural activity;
 - E. permit the establishment of recreational, resort, and tourism facilities based upon natural and cultural resources.
2. Specific Development Standards
 - A. The development of conservation and village plan alternative subdivisions is encouraged for the protection of open space and to protect the ecological, agricultural, historic, cultural, and archaeological resources of any site.
 - B. All non-residential uses, except agricultural uses, shall require additional setbacks and/or dense buffering to eliminate impacts to other allowed uses in the zone.

e. Neighborhood Mixed-Use District (NMU)

1. District Location

This District is located in various areas throughout the City.

2. Objectives. The objectives of the district include:

- A. Function. The Neighborhood Mixed-Use District is established largely to serve adjacent residential neighborhoods. The NMU District allows, for example, a small convenience store, laundry facility, real estate office, personal services establishment, and day care center.
- B. Character of District.
 - i. smaller in scale, in area of coverage, size of buildings, and scope of operations.
 - ii. located at the edge of neighborhoods, on or in very close proximity to collector and arterial roads. RT 125
 - iii. well connected to those neighborhoods.
- C. Design. The NMU District calls for thoughtful design of parking, lighting, signage, architecture, location of entrances, location of dumpsters, and other matters. Parking should be located on street (parallel or diagonal) or through well located and screened small lots in side or rear yards.
- D. Appropriate Locations. The NMU District might also be located close to public institutions like schools, churches, day care centers, senior citizen centers, and recreation centers, as well as at transit stops.

Spanlading High School
Rochester Rec Center
Gaffney Home

3. Development Standards

- A. Uses
 - i. Drive-through Facilities. Drive-through facilities are permitted in the district by conditional use.
 - ii. Outdoor Uses. Outdoor uses – such as dining, cafes, seating, (all of which shall be accessory to an allowed primary approved use) – may be established within the public right of way or on other City property by approval of the City Council.
 - iii. Nonresidential uses are permitted by right in existing buildings only; nonresidential uses are permitted as new construction only by conditional use.
- B. Setbacks
 - i. Build to Zone. There is a build-to zone between 0 and 20 feet. This zone may be altered by conditional use where appropriate for civic uses, where not practical, or for other design considerations.

- ii. Side/Rear Setbacks. There are no minimum side setbacks except for spacing between buildings as specified in the Building/Fire Code. The Planning Board may alter the rear setbacks by conditional use, where appropriate, such as to accommodate rear decks for dining, to accommodate pedestrian oriented facilities, or to allow for optimal uses of lots consistent with the intent of this section provided any reduction does not interfere or negatively impact abutting properties, particularly residential properties.

C. Parking areas

Rear Setbacks. Within the NMU District parking is allowed in rear yards but may be permitted in side yards by conditional use. Parking is not allowed in front yards.

D. Architectural standards

- i. The building footprint for any individual nonresidential building shall not exceed 4,000 square feet. The maximum length of building frontage is 75 feet. The Planning Board may waive either of these requirements by conditional use where it determines that the intent of providing for smaller scale buildings in the NMU zone is met through special design approaches.
- ii. The Architectural Regulations under the Site Plan Regulations should be strictly applied to ensure that new buildings and renovations are harmonious with the character of nearby residential neighborhoods.

No Industrial Buildings

TABLE 18-B SALES-SERVICE-OFFICE-INSTITUTIONAL USES 8/7/2014

Adopted by the City Council: 4-22-14
Certified by the Codes and Ordinances Committee: 8-7-14

SALES-SERVICE-OFFICE-INSTITUTIONAL USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions
	R1	R2	NMU	AG	DC	OC	GR	HC	GI	RI	HS	AS	Section Reference
Adult Day Care Center	-	-	E	E	P	P	-	P	E	-	P	-	Section 42.22
Adult Day Care Home	-	E	E	E	P	P	-	P	-	-	P	-	Section 42.22
Adult Oriented Establishment	-	-	-	-	-	-	-	-	-	C	-	-	Section 42.22
Agricultural Building, Reuse of Existing	C	C	-	C	-	P	-	-	-	-	-	-	Section 42.22
Antique Shop	-	C	P	-	P	P	P	P	-	-	-	-	Section 42.21
Artist Studio	-	C	P	-	P	P	-	P	-	-	-	-	Section 42.21
Bank	-	-	C	-	P	P	P	P	-	-	-	-	Section 42.21
Convenience Store	-	C	P	-	P	E	P	P	-	-	-	-	Section 42.21
Day Care - 1 (Day Care Residence)	P	P	P	P	P	P	-	P	-	-	P	-	
Day Care - 2 (Day Care - Family)	-	E	P	E	P	P	-	P	-	-	P	-	Sections 42.20 & 42.21
Day Care - 3 (Day Care Center)	-	-	E	E	P	P	-	P	E	-	E	-	Section 42.22
Florist	-	-	P	-	P	-	P	P	-	-	-	-	
Funeral Home	-	-	C	-	P	P	-	P	-	-	P	-	
Gas Station	-	-	-	-	P	-	P	P	-	-	-	-	Sections 42.20 & 42.21
Grocery Store	-	-	-	-	P	-	P	P	-	-	-	-	
Hospital	-	-	-	-	P	P	-	P	-	-	P	-	
House of Worship	-	C	C	C	P	C	-	P	-	-	P	-	Section 42.21
Housing Unit Sales	-	-	-	-	-	-	-	P	P	-	-	-	
Laundry Establishment - 1	-	C	P	-	P	-	-	P	-	-	-	-	Section 42.21
Laundry Establishment - 2	-	-	P	-	P	-	-	P	-	-	-	-	
Library	-	C	P	C	P	P	-	P	-	-	-	-	Section 42.21
Marina	-	-	-	-	-	-	-	P	-	-	-	-	
Museum	-	C	P	C	P	P	P	P	-	-	-	-	Section 42.21
Office	-	-	P	-	P	P	P	P	P	P	-	-	
Office, Medical	-	-	C	-	P	P	P	P	C	-	P	P	Section 42.21
Office, Professional	-	-	P	-	P	P	P	P	P	-	-	-	
Personal Service Establishment	-	-	P	-	P	P	P	P	-	-	-	-	
Retail Sales (under 5,000 square feet)	-	-	P	-	P	E	P	P	-	-	-	-	
Retail Sales (5,000 - 30,000 square feet)	-	-	-	-	P	-	P	P	-	-	-	-	
Retail Sales (over 30,000 square feet)	-	-	-	-	-	-	P	P	-	-	-	-	
Retail Service	-	-	C	-	P	P	P	P	-	-	-	-	Section 42.21
School, K-12	C	C	C	C	C	P	-	C	-	-	-	-	Section 42.21
School, Other	-	C	C	C	P	P	-	P	C	-	-	-	Section 42.21
Second Hand Shop	-	C	XE?	-	P	P	-	P	-	-	-	-	Section 42.21
Service Establishment	-	-	C	-	C	-	P	C	P	-	-	-	Section 42.21
Shelter	-	-	-	-	E	E	-	P	E	E	E	-	
Small Wind Energy Systems	P	P	P	P	P	P	P	P	P	P	P	P	Section 42.20
Vehicle Sales, New	-	-	C	-	-	-	P	P	-	-	-	-	Sections 42.20 & 42.21
Vehicles Sales, Used	-	-	C	-	-	-	P	P	-	-	-	-	Section 42.20
Vehicle Service	-	-	-	-	P	-	P	P	P	-	-	-	
Yard Sale, Commercial	-	-	-	-	-	-	-	C	-	-	-	-	Sections 42.20 & 42.22

*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

Remove Second Hand Shop from NMU or allow by special exception

Tatto
Parlors

TABLE 18-C FOOD-LODGING-PUBLIC RECREATION USES 8/7/2014

FOOD-LODGING-PUBLIC RECREATION USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions
	R1	R2	NMU	AG	DC	CG	GR	HC	GI	RI	HS	AS	Section Reference
Café	-	-	P	C	P	P	P	P	-	-	-	P	Section 42.21
Campground	-	-	-	E	-	-	-	-	-	E	-	-	Section 42.22
Caterer	-	-	P	-	P	P	-	P	P	P	-	-	
Club	-	-	C	-	P	P	-	P	-	-	-	-	Section 42.21
Community Center	-	-	P	-	P	P	P	P	-	-	-	-	
Conference Center	-	-	C	-	P	P	P	P	-	-	P	P	Section 42.21
Country Club	-	-	-	C	-	-	P	E	-	C	-	-	Section 42.21
Foodstand	-	-	E	-	E	E	P	E	E	E	E	E	Section 42.22
Function hall	-	-	-	-	P	P	P	P	-	-	-	-	
Golf Course	-	-	-	P	-	-	P	-	-	P	-	-	Section 42.22
Health Club	-	-	C	C	P	P	P	P	-	-	-	-	Section 42.21
Lodging, Bed and Breakfast	-	C	P	-	P	P	-	P	-	-	-	-	Section 42.21
Lodging, Hotel	-	-	C	-	P	C	P	P	-	-	C	C	Section 42.21
Lodging, Motel	-	-	-	-	-	-	P	P	-	-	-	C	Sections 42.20 & 42.21
Nightclub	-	-	-	-	E	-	P	P	-	-	-	-	
Recreation, Indoor	-	-	C	-	C	C	P	P	-	C	-	-	Section 42.21
Recreation, Outdoor	-	-	-	C	-	C	P	P	-	C	-	-	Section 42.21
Recreation, Park	P	P	P	P	P	P	-	P	-	C	-	-	Section 42.21
Restaurant	-	-	P	-	P	C	P	P	-	-	-	P	Section 42.21
Restaurant, Drive-through	-	-	-	-	P	-	P	P	-	-	-	-	
Tavern	-	-	C	-	P	-	P	P	-	-	-	P	Section 42.21
Theater/Cinema (5,000 s.f. or less)	-	-	P	-	P	P	P	P	-	-	-	-	Section 42.21
Theater/Cinema (over 5,000 s.f.)	-	-	-	-	C	-	P	P	-	-	-	-	Section 42.21

*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

TABLE 18-D INDUSTRIAL-STORAGE-TRANSPORT-UTILITY USES 8/7/2014

INDUSTRIAL-STORAGE-TRANSPORT-UTILITY-USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions
	R1	R2	NMU	AG	DC	OC	GR	HC	GI	RI	HS	AS	Section Reference
Airport	-	-	-	E	-	-	-	-	-	-	-	P	Section 42.21
Contractor's Storage Yard	-	-	-	E	-	-	-	E	P	P	-	-	Sections 42.20 & 42.22
Distribution Center	-	-	-	-	-	-	P	C	P	-	-	-	Section 42.21
Emergency Services Facility	-	-	-	-	C	C	-	C	C	-	P	-	Section 42.21
Fuel Storage	-	-	-	-	-	-	P	E	E	-	-	-	Section 42.21
Helipad (accessory use)	-	-	-	E	-	E	P	E	P	P	P	P	Section 42.21
Industry, Heavy	-	-	-	-	-	-	P	E	P	E	-	-	Section 42.21
Industry, Light	-	-	-	-	-	-	P	P	P	-	-	-	Section 42.21
Industry, Recycling	-	-	-	-	-	-	-	-	-	P	-	-	Sections 42.20 & 42.22
Junkyard	-	-	-	-	-	-	-	E	E	P	-	-	Sections 42.20 & 42.22
Laundry Establishment - 3	-	-	-	-	-	-	-	P	P	-	-	-	
Mini-Warehouse	-	-	-	-	-	-	P	C	P	-	-	-	Sections 42.20 & 42.21
Monument Production	-	-	C	-	-	C	-	P	P	P	-	-	Section 42.21
Parking Lot	-	C	C	C	C	C	-	P	C	P	C	P	Section 42.21
Printing Facility	-	-	C	-	-	P	P	P	P	-	-	-	
Recycling Facility	-	-	-	-	-	-	-	E	E	P	-	-	Sections 42.20 & 42.22
Research and Development	-	-	-	-	E	P	P	P	P	-	-	-	Section 42.21
Sawmill	-	-	-	-	-	-	-	-	E	-	-	-	Section 42.21
Sawmill, Temporary (accessory use)	-	-	-	P	-	P	-	P	P	P	-	P	Section 42.21
Solid Waste Facility	-	-	-	-	-	-	-	-	-	P	-	-	Sections 42.20 & 42.22
Tank Farm	-	-	-	-	-	-	P	C	P	-	-	-	
Trade Shop	-	-	C	-	C	C	P	P	P	P	-	-	Section 42.21
Transportation Service	-	-	C	-	C	-	P	P	C	C	-	-	Section 42.21
Truck Terminal	-	-	-	-	-	-	P	-	C	C	-	-	Section 42.21
Utility - Substation	E	E	E	E	E	C	E	P	P	P	E	E	Section 42.21
Utility - power generation	-	-	-	-	E	-	E	-	E	E	-	-	Section 42.21
Warehouse	-	-	C	-	C	C	P	P	P	C	-	C	Sections 42.20, 42.21 & 42.23
Wireless Communications Facility	-	-	-	E	E	E	P	E	P	P	E	E	Sections 42.20 & 42.22

*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

RECEIVED

JUN 26 2018

**PETITION TO GOVERNING AUTHORITIES
OF THE CITY OF Rochester, New Hampshire**

CITY CLERK'S OFFICE
ROCHESTER, NH

The following residents of the City of Rochester, New Hampshire file this Petition to the City Officials and request that the City Council relocate the SOS organization from 63 South Main Street in Rochester to a different location and neighborhood.

1. We reside and work in this neighbor and are very upset by the behavior exhibited at and around 63 South Main Street. We are fearful in our own neighborhood and we also believe that the behaviors we observe are unsafe for ourselves and the children of the City.
2. We further feel we should specify some of the behaviors we have observed and object to. For the past several months, the drug activity has increased in our neighborhood. SOS, and the leadership of the Congregational Church have encouraged drug users from outside Rochester to come and live on the Church property. SOS supplies fresh needles and Narcan to drug users. We have found numerous needles discarded on the ground indicating SOS and the Church are allowing drugs to be used on the property. The Police have told us that unless we directly witness or document by video and pictures, they cannot help. Additionally, recently a rust colored Nissan truck was allowed to park there. Known Meth addicts descended on that vehicle and the woman inside. Since that time, we have witnessed numerous drug deals, fights involving deadly weapons, drug use, excessive noise after hours and even sex acts in the truck. Please help us. We do not want this type of behavior in our neighborhood. We, the undersigned, respectfully request that SOS be relocated elsewhere to protect the safety and security of law abiding citizens in the neighborhood.

SIGNED by Petitioners and presented to the City Council on the 26th day of June, 20 18.

Signature:

Penn's Dunn

James Jacob
Jim Dunn

Printed Name and Address:

1 CLEVELAND ST. Rochester, N.H.

North main st

HANSON ST. Freedom
Beverly
SALON!

Signature:

Printed Name and Address:

DAN Philip

Angela March

Beth Radon

Don Kindal

Katrina McGarry

Shelly McGarry

Joe E. Smith

Anna Strom

Mike Moff

Loren Watkins

Susan Cuneen

Ronald Reagan

Sasha Thihodeau

Congress St. Roch. N.H.

Angela March

84 Chestnut St. Rochester, N.H.

24 S. Elderberry Lane Roch NH 03867

312 Portland St. Roch. N.H.

328D Portland Street, Rochester NH 03867

328D Portland Portland Street
Rochester, NH 03867

10 S. Main St, Rochester

28 Congress St. Roch. N.H.

Elen S. Radon

39 Congress St. Rochester, NH

40 C Congress street Rochester, NH

40 C Congress street Rochester, NH

Wyantbe Falls complex

**PETITION TO GOVERNING AUTHORITIES
OF THE CITY OF Rochester, New Hampshire**

The following residents of the City of Rochester, New Hampshire file this Petition to the City Officials and request that the City Council relocate the SOS organization from 63 South Main Street in Rochester to a different location and neighborhood.

1. We reside and work in this neighbor and are very upset by the behavior exhibited at and around 63 South Main Street. We are fearful in our own neighborhood and we also believe that the behaviors we observe are unsafe for ourselves and the children of the City.

2. We further feel we should specify some of the behaviors we have observed and object to. For the past several months, the drug activity has increased in our neighborhood. SOS, and the leadership of the Congregational Church have encouraged drug users from outside Rochester to come and live on the Church property. SOS supplies fresh needles and Narcan to drug users. We have found numerous needles discarded on the ground indicating SOS and the Church are allowing drugs to be used on the property. The Police have told us that unless we directly witness or document by video and pictures, they cannot help. Additionally, recently a rust colored Nissan truck was allowed to park there. Known Meth addicts descended on that vehicle and the woman inside. Since that time, we have witnessed numerous drug deals, fights involving deadly weapons, drug use, excessive noise after hours and even sex acts in the truck. Please help us. We do not want this type of behavior in our neighborhood. We, the undersigned, respectfully request that SOS be relocated elsewhere to protect the safety and security of law abiding citizens in the neighborhood.

SIGNED by Petitioners and presented to the City Council on the 26th day of

June, 20 18

Signature:

Printed Name and Address:

Signature:

Printed Name and Address:

Colonia GRAY

O. J. Almo

Soto Stewart Berry

Debbie Lundy

Steve Lambert

Matthew Hooper

Tabitha Sprague

William Duquette

Karin Barts

Peter J. Lundy

Wendy L. Rock

ORLANDO LAMARCO
owner, performance wireless
54 S main ST

Chestnut Hill mobile bank

Rochester, N.H.

Shelley Kinkley

3 1/2 Summer St Rock

Steve Lambert

Signal St
Variety

26 Signal Street Rock N.H.

77 South Main St
Rochester, NH

(41) CONGRESS ST RO

Matthew Hooper

2 four rod Road

Moes

Tabitha Sprague

Moes

79 Charles St Farmington 03825

William Duquette

39 Congress st.

490 Redge Rd
Middletown NHFederal
Savings bank

Main St. Rochester, NH

Main St, Rochester, NH

Fresh Vibes

**PETITION TO GOVERNING AUTHORITIES
OF THE CITY OF Rochester, New Hampshire**

The following residents of the City of Rochester, New Hampshire file this Petition to the City Officials and request that the City Council relocate the SOS organization from 63 South Main Street in Rochester to a different location and neighborhood.

1. We reside and work in this neighbor and are very upset by the behavior exhibited at and around 63 South Main Street. We are fearful in our own neighborhood and we also believe that the behaviors we observe are unsafe for ourselves and the children of the City.

2. We further feel we should specify some of the behaviors we have observed and object to. For the past several months, the drug activity has increased in our neighborhood. SOS, and the leadership of the Congregational Church have encouraged drug users from outside Rochester to come and live on the Church property. SOS supplies fresh needles and Narcan to drug users. We have found numerous needles discarded on the ground indicating SOS and the Church are allowing drugs to be used on the property. The Police have told us that unless we directly witness or document by video and pictures, they cannot help. Additionally, recently a rust colored Nissan truck was allowed to park there. Known Meth addicts descended on that vehicle and the woman inside. Since that time, we have witnessed numerous drug deals, fights involving deadly weapons, drug use, excessive noise after hours and even sex acts in the truck. Please help us. We do not want this type of behavior in our neighborhood. We, the undersigned, respectfully request that SOS be relocated elsewhere to protect the safety and security of law abiding citizens in the neighborhood.

SIGNED by Petitioners and presented to the City Council on the 26th day of June, 2018.

Signature:

Printed Name and Address:

Signature:

Michael Shum

Sherry Beaulieu

Bob Rad

Printed Name and Address:

90 PLACES I-80 M
Artisans' Gallery
Sherry Beaulieu - 22 N Main St
16 N main street Rochester, NH

**PETITION TO GOVERNING AUTHORITIES
OF THE CITY OF Rochester, New Hampshire**

The following residents of the City of Rochester, New Hampshire file this Petition to the City Officials and request that the City Council relocate the SOS organization from 63 South Main Street in Rochester to a different location and neighborhood.

1. We reside and work in this neighborhood and are very upset by the behavior exhibited at and around 63 South Main Street. We are fearful in our own neighborhood and we also believe that the behaviors we observe are unsafe for ourselves and the children of the City.

2. We further feel we should specify some of the behaviors we have observed and object to. For the past several months, the drug activity has increased in our neighborhood. SOS, and the leadership of the Congregational Church have encouraged drug users from outside Rochester to come and live on the Church property. SOS supplies fresh needles and Narcan to drug users. We have found numerous needles discarded on the ground indicating SOS and the Church are allowing drugs to be used on the property. The Police have told us that unless we directly witness or document by video and pictures, they cannot help. Additionally, recently a rust colored Nissan truck was allowed to park there. Known Meth addicts descended on that vehicle and the woman inside. Since that time, we have witnessed numerous drug deals, fights involving deadly weapons, drug use, excessive noise after hours and even sex acts in the truck. Please help us. We do not want this type of behavior in our neighborhood. We, the undersigned, respectfully request that SOS be relocated elsewhere to protect the safety and security of law abiding citizens in the neighborhood.

SIGNED by Petitioners and presented to the City Council on the 26th day of

June, 2018.

Signature:

Printed Name and Address:

Kim R. Hayden

Kim R. Hayden
11A Liberty St., Rochester, NH 03867

John D. Taylor

Luis F. Nagle
11B Liberty St., Rochester, NH 03867

Signature:

Printed Name and Address:

Bruce TibbetsBruce Tibbets 22B Charles St.Darcy McGloneDarcy McGlone 22B Charles St.Billy MayesBilly Mayes 14 Liberty St.Jean RoseJean E. Rose 7 Charles St.Joseph MacHughJoseph MacHugh 5 Charles St.Regina NasonRegina Nason 20B Liberty St.Richard MacHughRichard MacHugh, 5 Charles St.Lisa ConwayLisa Conway 24 Charles St.TerrimvilleTerrimville 26 1/2 Charles St.Louise OrdwayLouise Ordway - 24B Charles St

**PETITION TO GOVERNING AUTHORITIES
OF THE CITY OF Rochester, New Hampshire**

The following residents of the City of Rochester, New Hampshire file this Petition to the City Officials and request that the City Council relocate the SOS organization from 63 South Main Street in Rochester to a different location and neighborhood.

1. We reside and work in this neighbor and are very upset by the behavior exhibited at and around 63 South Main Street. We are fearful in our own neighborhood and we also believe that the behaviors we observe are unsafe for ourselves and the children of the City.

2. We further feel we should specify some of the behaviors we have observed and object to. For the past several months, the drug activity has increased in our neighborhood. SOS, and the leadership of the Congregational Church have encouraged drug users from outside Rochester to come and live on the Church property. SOS supplies fresh needles and Narcan to drug users. We have found numerous needles discarded on the ground indicating SOS and the Church are allowing drugs to be used on the property. The Police have told us that unless we directly witness or document by video and pictures, they cannot help. Additionally, recently a rust colored Nissan truck was allowed to park there. Known Meth addicts descended on that vehicle and the woman inside. Since that time, we have witnessed numerous drug deals, fights involving deadly weapons, drug use, excessive noise after hours and even sex acts in the truck. Please help us. We do not want this type of behavior in our neighborhood. We, the undersigned, respectfully request that SOS be relocated elsewhere to protect the safety and security of law abiding citizens in the neighborhood.

SIGNED by Petitioners and presented to the City Council on the 26th day of

June, 2018.

Signature:

[Signature]

Printed Name and Address:

Kladwallader 395 Main St

[Signature]

J Kinsey 3 Wakefuld St

[Signature]

Richard A. Kay
2 Union St Rochester, N.H.

Signature:

Printed Name and Address:

Diana Russell
Leah Pandy
Di

DIANA Russell Rochester
 24 Congress St

Cristine DeMartino 68 S. Main St
 Rochester NH

Lydia
W

69 N. Main St Rochester, NH

Craig Large

Mark Robertson 118 Wakefield St.

TROY K. LARGE 12 CHARLES ST.
 ROCHESTER, NH

Mary Welch

21 S. Main St. Rock. NH.

215
A

45 North Main St Rochester NH

24 Cheesecake Way Rochester Joe Gauthier

Walter Hill

2 Union Street

Jimmy Bell

59 S Main St. Rochester, NH 03867

John Goss

1628 Portland St

**PETITION TO GOVERNING AUTHORITIES
OF THE CITY OF Rochester, New Hampshire**

The following residents of the City of Rochester, New Hampshire file this Petition to the City Officials and request that the City Council relocate the SOS organization from 63 South Main Street in Rochester to a different location and neighborhood.

1. We reside and work in this neighbor and are very upset by the behavior exhibited at and around 63 South Main Street. We are fearful in our own neighborhood and we also believe that the behaviors we observe are unsafe for ourselves and the children of the City.

2. We further feel we should specify some of the behaviors we have observed and object to. For the past several months, the drug activity has increased in our neighborhood. SOS, and the leadership of the Congregational Church have encouraged drug users from outside Rochester to come and live on the Church property. SOS supplies fresh needles and Narcan to drug users. We have found numerous needles discarded on the ground indicating SOS and the Church are allowing drugs to be used on the property. The Police have told us that unless we directly witness or document by video and pictures, they cannot help. Additionally, recently a rust colored Nissan truck was allowed to park there. Known Meth addicts descended on that vehicle and the woman inside. Since that time, we have witnessed numerous drug deals, fights involving deadly weapons, drug use, excessive noise after hours and even sex acts in the truck. Please help us. We do not want this type of behavior in our neighborhood. We, the undersigned, respectfully request that SOS be relocated elsewhere to protect the safety and security of law abiding citizens in the neighborhood.

SIGNED by Petitioners and presented to the City Council on the 26th day of

June, 20 18

Signature:

Printed Name and Address:



Scott Sherman 68 S Main St #103



KEITH COOK 12 CHARLES ST.



HADEY HIGGINS 12 CHARLES ST

Signature:

Richard Deluca



Printed Name and Address:

Richard Deluca 636 Berry River RD
Barrington NH 03827
Melissa Beach 316 Mountain Ln
Rochester NH 03877





-----Original Message-----

From: vtsdmailer@vt-s.net <vtsdmailer@vt-s.net>

Sent: Saturday, June 30, 2018 8:47 AM

To: City Clerk <CityClerk@rochesternh.net>

Subject: [Rochester NH] Arts & Culture Commission (Sent by Glenn Watt, glenntwatt@gmail.com)

Hello cclerk,

Glenn Watt (glenntwatt@gmail.com) has sent you a message via your contact form (<https://www.rochesternh.net/users/cclerk/contact>) at Rochester NH.

If you don't want to receive such e-mails, you can change your settings at <https://www.rochesternh.net/user/731/edit>.

Message:

Hello,

My name is Glenn Watt and I am a Rochester resident living at 14 Osborne Street. A couple months ago, I was appointed to the Arts and Culture Commission. I am contacting you to resign from the commission. If you have any questions or concerns, please do not hesitate to reach me at glenntwatt@gmail.com or (603) 988-3629.

Thank you for your time.

Glenn Watt

*Intentionally
left blank...*

City Clerk's Office

Christine Hamann
41 Ians Way
Rochester. NH 03867

Kelly Walters, City Clerk

Dear Kelly,

I recently moved and no longer live in Ward 4. Therefore, I respectfully ask you to please accept this, my letter of resignation, as Selectmen of Ward 4.

Thank you all!

Sincerely,



Christine L. Hamann

*Intentionally
left blank...*

City Clerk's Office

City of Rochester
Codes and Ordinances Committee
Draft minutes
June 7, 2018

**CODES AND ORDINANCES
COMMITTEE**
Of the Rochester City Council
Thursday, June 7, 2018
31 Wakefield Street, Rochester, NH
City Council Chambers
7:00 PM

MEMBERS PRESENT

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

MINUTES

1. Call to Order

Councilor Lachapelle called the Codes and Ordinances Committee to order at 6:00 pm. Susan Morris, City Clerk Typist, took a silent roll call. All Committee members were present except for Councilor Abbott who was excused. Also present were Deputy Fire Chief Tim Wilder, Andrea Mitrush, Legal Department, and Kyle Pimental from Strafford County Regional Planning Commission.

2. Public Input

No one addressed the Committee.

3. Acceptance of the Minutes: May 3, 2018

Councilor Bogan **MOVED** to **ACCEPT** the minutes of the May 3, 2018 Codes and Ordinances Committee meeting. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by unanimous voice vote.

4. Remote Participation During Council and Board Meeting(s)

Discussion was held in Committee on recording and the security of using remote participation in a non-public meeting.

Councilor Gates **MOVED** to send the proposed ordinance **Remote Participation During Council and Board Meeting(s)** to the Legal Department to review and to forward the final version to full Council. Councilor Lauterborn seconded the motion. The **MOTION CARRIED** by unanimous voice vote. (See Addendum A)

5. Amendment to Chapter 22 of the General Ordinances of the City of Rochester Regarding Fire Department Organization

The Codes & Ordinances Committee briefly discussed the matter.

Councilor Bogan **MOVED** to send Amendment to **CHAPTER 22 and CHAPTER 23** to full Council for approval. Councilor Lauterborn seconded the motion. The **MOTION CARRIED** by unanimous voice vote. (See Addendum B)

Deputy Chief Wilder stated that they will be looking into the fee schedule is lower than surrounding towns and **23.6 Administration and Enforcement** shall be reviewed soon.

6. Amendment to Chapter 23 of the General Ordinances of the City of Rochester Regarding Fire Safety Measures

Please see agenda item 5 above for MOTION to send both Chapter 22 & 23 to Council. (See Addendum C)

7. Discussion: Chapter 146 Disorderly Residence (*City of Franklin*)

The Codes and Ordinances Committee briefly discussed the matter. Councilor Lachapelle is seeking input from Police Chief Toussaint on this issue for the next meeting.

Councilor Lachapelle will keep this in committee and have Legal and the Police Chief come back for discussion on the matter at the next Codes &

Ordinances Committee meeting on August 2, 2018 at 6:00 pm.

Please see attached for the ordinance from City of Franklin (Informational only).
(See Addendum D)

8. Other

17.31 Regulation of Water Usage During an Emergency

Michael Bezanson, Public Works, and City Attorney O'Rourke made further corrections to this ordinance.

Councilor Gates **MOVED** to send **17.31 Regulation of Water Usage During an Emergency** to full City Council with the changes made by Public Works. Councilor Bogan seconded the motion. The **MOTION CARRIED** by unanimous voice vote. Councilor Lachapelle requested that all changes are shown.
(See Addendum E – attachment)

Robert Skinner, resident of Rochester, Lyft Driver for Ride Share, approached the committee with a situation. He was recently stopped by the Rochester Police Department. He was told he could not operate as a “Lyft Driver” in Rochester until he obtained a Taxi License through the City at the Department of Building Zoning and Licensing. Typically, “Lyft Drivers” are not required to obtain a Taxi License. He briefed the Committee about the insurance requirements as a Taxi License vs a “Lyft” Driver, which he is fully insured. Discussion was had by Committee as to whether or not the current Taxi Licensing ordinance addresses the newer technology.

Councilor Lachapelle stated he would keep this in Committee. In addition Legal should look at the State Laws. He also stated that we would reach out to the Rochester Police Department and Building Zoning and Licensing. This will be placed on the next agenda for August 2, 2018.

9. Adjournment

Councilor Bogan **MOVED** to **ADJOURN** the meeting at 6:42 pm. Councilor Gates seconded the motion. The **MOTION CARRIED** by unanimous voice vote.

Respectfully Submitted,

Susan Morris
Clerk Typist II

*Intentionally
left blank...*

City Clerk's Office

Amendment to Chapter 22 of the General Ordinances of the City of Rochester
Regarding Fire Department Organization

THE CITY OF ROCHESTER ORDAINS:

That Chapter 22 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows (deletions struck out and additions in italics):

CHAPTER 22

FIRE DEPARTMENT ORGANIZATION

SECTION ANALYSIS

22.1 Appointment and Requirements of the Fire Chief

22.2 Transfer of Authority in the absence of the Fire Chief

22.3 Equipment and Apparatus

22.1 Appointment and Requirements of the Fire Chief.

Upon appointment, the Fire Chief shall within six (6) months establish residence within the City's boundaries. The Fire Chief shall work under the direct supervision of the City Manager in accordance with the provisions of Section 18 of the Rochester City Charter. The Fire Chief shall manage, consult with and advise the City Manager on all matters pertaining to the equipment and control of the Fire Department. *Subject to the approval of the City Manager, the Fire Chief shall make rules and regulations for the internal operation of the Fire Department as he/she shall deem necessary and shall keep the same posted in the Fire Station and other buildings of the Department.*

22.2 Transfer of Authority in the Absence of the Fire Chief.

The Assistant Chief shall be senior in rank to the Deputy Chief and Fire Marshal and in the absence of the Chief shall perform all the duties and have the powers of the Chief. *In the absence of the Fire Chief and Assistant Fire Chief, the Fire Chief shall designate an Acting Chief who shall perform all the duties and accept all the responsibilities of the Fire Chief per RSA 154:5 and 154:7 until such time as the Fire Chief or Assistant Fire Chief returns and assume his/her duties.*

6/6/06

22.3 Equipment and Apparatus.

The Fire Chief or his/her designee shall be notified by dispatch whenever an apparatus responds to an incident outside of the City. The Chief shall notify the City Manager whenever practical and convenient when an apparatus is to be outside the City for extended periods or other circumstances determined by the Chief

The effective date of these amendments shall be upon passage.

*Intentionally
left blank...*

City Clerk's Office

**Amendment to Chapter 23 of the General Ordinances of the City of Rochester Regarding
Fire Safety Measures**

THE CITY OF ROCHESTER ORDAINS:

That Chapter 23 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows (deletions struck out and additions in italics):

**CHAPTER 23
FIRE SAFETY MEASURES**

SECTION ANALYSIS

- 23.1 Fire Safety Rules and Regulations
- 23.2 Smoke Detector Wiring
- 23.3 Enforcement Officer
- 23.4 *Knox* Box Installations
- 23.5 Public Safety Amplification System Required in Large Facilities
- 23.6 Administration and Enforcement
- 23.7 Means of Escape
- 23.8 Fire Department Access
- 23.9 Control of Fire Hazards
- 23.10 Penalty
- 23.11 Sprinkler Requirements for Certain Single-family Dwelling Units
- 23.12 Prohibition and Regulation of Fireworks
- 23.13 Listed Agent Program
- 23.14 Regulation of Fire Alarms

23.1 Fire Safety Rules and Regulations.

This Chapter incorporates the New Hampshire Fire Code as adopted by the State of New Hampshire pursuant to RSA 153:4-a and 153:5, and is hereby adopted and incorporated as if fully set out at length herein. Whenever the New Hampshire Fire Code and these Fire Safety Rules and Regulations address an identical issue, the more stringent fire protection measure will apply. To that effect, the City of Rochester adopts the provisions of NFPA 1: Fire Code (2015) and NFPA 101: Life Safety Code (2015), exempting any requirements therein per RSA 153:5, IV that would constitute being less restrictive than the New Hampshire Fire Code.

23.2 Smoke Detector Wiring.

When installing 120 volt, hard-wired smoke *alarms* in any type occupancy, the smoke alarm shall be wired to a lighting circuit.

23.3 Enforcement Officer.

The words “officer” and/or “local authorities” wherever used in the laws, *administrative* rules and regulations of the State Fire Marshall *and* in the foregoing section shall be deemed to refer to the Chief of the Rochester Fire Department.

23.4 Knox Box Installations.

For purposes of rapid entry in cases of emergencies or required access to buildings after hours, any new construction, *the change in occupancy/ownership of an existing building or any existing building with a fire alarm or sprinkler system installed on all buildings , excluding single family homes*, occurring after the date of the adoption of this ordinance will require a KNOX BOX.

The Fire Chief shall have authority to require any other type of building, not listed above, to install a KNOX BOX to meet rapid entry requirements, if in his discretion public safety considerations require such installation.

23.5 Public Safety Amplification System Required in Large Facilities

The purpose of this system is to provide minimum standards to insure a reasonable degree of reliability for emergency services communications from within certain buildings and structures within the City to and from emergency communications centers. It is the responsibility of the emergency service provider to get the signal to and from the building site.

(a) Applicability

The provisions of this article shall apply to:

- (1) New buildings greater than fifty thousand (50,000) square feet;
- (2) Existing buildings over fifty thousand (50,000) square feet when modifications, alterations or repairs exceed fifty percent (50%) of the value of the existing building(s) and are made within any twelve (12) month period or the usable floor area is expanded or enlarged by more than fifty percent (50%); and
- (3) All sublevels, regardless of the occupancy, over ten thousand (10,000) square feet.

(b) Radio coverage

- (1) Except as otherwise provided in this article, no person shall erect, construct or modify any building or structure or any part thereof, or cause the same to be done, which fails to support adequate radio coverage for firefighters and police officers.
- (2) The City's fire department with consideration of the appropriate police, fire and emergency medical department services shall determine the frequency range or ranges that must be supported.
- (3) For the purposes of this section, adequate radio coverage shall constitute a successful communications test between the equipment in the building and the communications center for all appropriate emergency service providers for the building.

(c) Inbound into the Building

- (1) A minimum average in-building field strength of 2.25 micro-volts (-100 dbm) for analog and five (5) micro-volts (-93 dbm) for digital systems throughout eighty-five percent (85%) of the area of each floor of the building when transmitted from

the City's police dispatch center and the appropriate emergency service dispatch centers which are providing fire and emergency medical protection services to the building.

- (2) If the field strength outside the building where the receive antenna system for the in-building system is located is less than (-100 dbm) for analog, or (-93 dbm) for digital systems, then the minimum required in-building field strength shall equal the field strength being delivered to the receive antenna of the building.
- (3) As used in this article, eighty-five percent (85%) coverage or reliability means the radio will transmit eighty-five percent (85%) of the time at the field strength and levels as defined in this article.

(d) Outbound from the Building

A minimum average signal strength of 112 micro-volts (-6 dbm) for analog and five (5) micro-volts (+1 dbm) for digital systems as received by the City's Police dispatch center and the appropriate emergency service dispatch centers, which are providing fire and emergency medical protection services to the building.

FCC authorization. If amplification is used in the system, all FCC authorizations must be obtained prior to use of the system. A copy of these authorizations shall be provided to the City's Fire Department.

(e) Enhanced amplifications systems

- (1) Where buildings and structures are required to provide amenities to achieve adequate signal strength, they shall be equipped with any of the following to achieve the required adequate radio coverage; radiating cable system(s), internal multiple antenna system(s) with an acceptable frequency range and an amplification system(s) as needed, voting receiver system(s) as needed, or any other City approved system(s).
- (2) If any part of the installed system or systems contains an electrically powered component, the system shall be capable of operation on an independent battery or generator system for a period of at least eight (8) hours without external power input or maintenance. The battery system shall automatically charge in the presence of external power.
- (3) Amplification equipment must have adequate environmental controls to meet the heating, ventilation, cooling and humidity requirements of the equipment that will be utilized to meet the requirements of this code. The area where the amplification equipment is located almost must be free of hazardous materials such as fuels, asbestos, etc.

All communications equipment, including amplification systems, cable and antenna systems shall be grounded with a single point ground system of five (5) ohms or less. The ground system must include an internal tie point within three (3) feet of the amplification equipment. System transient suppression for the telephone circuits, ac power, radio frequency (RF) cabling and grounding protection are required as needed.

- (4) The following information shall be provided to the Fire Department by builder:

- (A) A blueprint showing the location of the amplification equipment and associated antenna systems which includes a view showing building access to the equipment; and
- (B) Schematic drawings of the electrical, backup power, antenna system and any other associated equipment relative to the amplification equipment including panel locations and labeling.

(f) Testing procedures – Method to Conducts Tests

- (1) Tests shall be made using frequencies close to the frequencies used by the Police and appropriate emergency services. If testing is done on the actual frequencies, then this testing must be coordinated within the City's Fire Department. All testing must be done on frequencies authorized by the FCC. A valid FCC license will be required if testing is done on frequencies different from the Police, Fire or emergency medical frequencies.

(g) Measurements Shall be Made Using the Following Guidelines

- (1) With a service monitor using a unity gain antenna on a small ground plane;
- (2) Measurements shall be made with the antenna held in a vertical position at three (3) to four (4) feet above the floor;
- (3) A calibrated service monitor (with a factory calibration dated within twenty-four (24) months may be used to do the test);
- (4) The telecommunications unit representative for the City may also make simultaneous measurements to verify that the equipment is making accurate measurements. A variance of 3 db between the instruments will be allowed; and
- (5) If measurements in one location are varying, then average measurements must be used.
 - (A) All testing shall be done in the presence of a Fire Department representative at no expense to the City or appropriate emergency services department.
 - (B) Signal strength, both inbound and outbound as defined above, shall be measured on each and every floor above and below ground including stairwells, basements, penthouse facilities and parking areas of the structure. The structure shall be divided into fifty (50) foot grids and the measurements shall be taken at the center of each grid.

(h) Annual Tests

Annual tests will be conducted by the City's telecommunications unit or appropriate emergency services department. If communications appear to have degraded or if the tests fail to demonstrate adequate system performance, the owner of the building or structure is required to remedy the problem and restore the system in a manner consistent with the original approval criteria. The re-testing will be done at no expense to the City or the appropriate emergency services departments as required in the original testing procedures.

(i) Field Testing

Police and Fire personnel, after providing reasonable notice to the owner or his/her representative, shall have the right to enter onto the property to conduct field testing to be certain the required level of radio coverage is present. Certificates of Occupancy may be denied for new and existing buildings for failure to comply with these requirements.

23.6 Administration and Enforcement.

The authority having jurisdiction for the administration and enforcement of this chapter shall be Fire Prevention of the City of Rochester. The fee schedule under this chapter shall be as follows:

Tank Removal	\$25.00
Blasting	\$25.00
Incident Report	\$5.00
Fire Marshal's Investigation Report	\$25.00
Photographs (Fire Scene)	\$15.00
CD Photos (Fire Scene)	\$15.00
Fire Alarm System Plan Review	\$1.00 per device or \$50.00 minimum
Sprinkler System Plan Review	\$1.00 per device or \$50.00 minimum
Commercial Hood Fire Suppression	\$1.00 per device or \$50.00 minimum
Clean Agent Initial Inspection	\$1.00 per device or \$50.00 minimum Free of Charge
Re-Inspections (Sprinkler Systems, Fire Alarm Systems, Commercial Hood Fire Suppression, Clean Agent)	\$50.00 per person with \$100.00 minimum
Fine	\$175.00 (working without a permit or license)
Listed Agent	\$25.00 per year, per restriction
False Alarm, Fire Alarm Activation	\$175 after 2 Consecutive, per calendar year

23.7 Fire Department Access

Before construction on commercial buildings, a residential street or a private street with two (2) or more duplexes or single-family dwellings may begin, Fire Department access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with a surface suitable for all-weather driving capabilities.

23.8 Control of Fire Hazards

The Chief of his/her designee shall examine, or cause to be examined, at regular intervals, all places where combustible material may be collected or deposited and cause the same to be removed by the tenants, occupants or owners of such place, at their expense, whenever, in the opinion of the Fire Chief, such removal is necessary for the security of the City against fires. A record of all such inspections shall be kept by the Chief or his/her designee.

23.9 Penalty

Any person, persons, firm, corporation or partnership who shall violate any provision of Chapter 23 shall be guilty of a violation punishable by a fine of not less than one hundred dollars (\$100) or not more than five hundred dollars (\$500). Each day that the violation continues to exist shall constitute a separate offense. The owner of record of any property upon which a violation of this Chapter occurs shall be held strictly liable for any violation occurring on their property and shall be guilty of a violation in the same manner as stated above.

23.10 Sprinkler Requirements for Certain Single-family Dwelling Units.

In addition to sprinkler requirements for structures under the provisions of the applicable N.F.P.A. (National Fire Protection Association) Code and/or any other applicable law or regulation all newly constructed duplexes, triplexes and single-family dwelling unit combination structures that are attached to each other, shall be sprinkled in accordance with National Fire Protection Association (N.F.P.A.) Code standards as contained in the New Hampshire State Fire Code.

23.11 Prohibition and Regulation of Fireworks.

- A. In accordance with the provisions of RSA 160-C, it shall be illegal for any person, firm, partnership or corporation to offer for sale, expose for sale, sell at retail, purchase, possess, use, explode or display any permissible fireworks within the City of Rochester, except as specifically provided for in this ordinance.
- B. As used in this ordinance:
 - i. “Display” means the use, explosion, activation, ignition, discharge, firing or any other activity which is intended to cause or which causes a firework to do what it was manufactured to do.
 - ii. “Permissible fireworks” means those consumers firework devices defined as “permissible fireworks” in RSA 160-C, as the same currently exists or as, from time to time, hereinafter amended.
 - iii. “Fire Chief” means the Fire Chief of the City of Rochester or his/her designee.
 - iv. “Police Chief” means the Police Chief of the City of Rochester or his/her designee.
- C. Permit Required. No Person shall use discharge or explode any permissible fireworks without a permit issued by the City of Rochester.
 - i. Any person wishing to obtain a permissible fireworks display permit shall apply to the Licensing Board at least 15 days prior to the display. The time frame may be waived at discretion of the Police and Fire Chief.
 - ii. The applicant shall provide the following information:

- a. Date of application
 - b. Name, address, and telephone number of applicant
 - c. Address of location where the display will be held
 - d. Diagram of the display location, showing the location of all nearby property lines, nearby buildings, public ways, nearby trees, electrical and telephone lines or other overhead obstructions, and the location of any nearby storage of flammable or combustible liquids or gases
 - e. Name of the owner of the property where the display will be held
 - f. Intended date and time of display, including a possible rain date
 - g. Written authorization of the property owner, if different from the applicant
 - h. Signature of the applicant
 - iii. Permit fee. The fee for a permissible fireworks display shall be five dollars (\$5.00) per event. The fee shall be paid at the time of application and is non-refundable.
 - iv. Site Inspections;
 - a. Prior to issuing a permit, the Police Chief or the Fire Chief may conduct an inspection of the display site to determine whether a permissible fireworks display can be held in a safe manner.
 - b. If, in the opinion of the Licensing Board, the proposed site is not suitable for the safe display of permissible fireworks, the application for a permit shall be denied.
- D. Subject to, and in accordance with the provisions of Chapter 160-C of the New Hampshire Revised Statutes Annotated it shall be lawful to possess and/or display permissible fireworks upon compliance with the following requirements:
- i. A person who is 21 years of age or older may display permissible fireworks on private property with the written consent of the owner or in the owner's presence, subject to the provisions of this ordinance and RSA Chapter 160-C, and any other applicable ordinance regulation or statute.
 - “ii No display of permissible fireworks shall be permitted within the City except between the hours of 6 PM and 11 PM on the following holiday: Fourth of July (including the evening of July 3rd beginning at 6PM, including from such time until midnight on any rain date established for the annual city-wide fireworks display held at the Rochester Fairgrounds), after obtaining a permit.
 - iii The display of permissible fireworks shall be of such a character, and so located and conducted, that it shall not be hazardous to property or endanger any person. In accordance with the provisions of RSA Chapter 160-C no permissible fireworks shall be permitted on public property and must be at least 50 feet from nearby buildings, nearby trees, electrical and telephone lines or other overhead obstructions, and the location of any nearby storage of flammable or combustible liquids or gases.

- iv. No permissible fireworks may be used, discharged, exploded, or displayed during periods of very high or extreme fire danger as determined by the Fire Chief or the NH Division of Forests and Lands.
 - v. Permissible fireworks may be used, discharged, exploded, or displayed in a manner such that any all discharge debris shall remain within the property lines of the lot on which the display originates.
 - vi. Anyone using permissible fireworks shall be responsible for removing any debris accumulated due to the discharge of fireworks that fall onto the public way, public property, and any private property within twenty-four hours. Anyone failing to remove such debris shall be financially responsible for its clean up.
 - vii. Display of permissible fireworks shall be permitted on public property the evening of July 3rd beginning at 6 PM, including from such time until midnight on any rain date established for the annual city-wide fireworks display held at a the Rochester Fairgrounds provided that such display shall be authorized in a duly issued Block Party Application/Permit from the City's Licensing Board covering the public property on which the display is to occur.
- E. A violation of this ordinance shall be subject to the penalties provided for in Chapter 23, Section 23.11, Penalty, of the City of Rochester General Ordinance.
- F. This ordinance shall be construed consistently with NH Code of Administrative Rules Sa c 2600, as made applicable by state statute and as adopted by reference in Section 23.1, of the General Ordinances of the City of Rochester, and is not meant to repeal any section thereof. Nothing in this ordinance shall be interpreted so as to conflict with the provisions of Chapters 160-B or 160-C of the New Hampshire Revised Statutes Annotated, as currently written, or as from time to time hereafter amended. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct independent provision and such holding shall not affect the validity of the remaining portions thereof. 11-9-10
- G. The Police Chief or Fire Chief may suspend the use of permissible fireworks for any of the following reasons:
- i. Unfavorable weather conditions, including but not limited to, lightning storms or high wind conditions exceeding 20 miles per hour or higher.
 - ii. If any person under the age of 21 possesses, uses, discharges or explodes, used, discharged or exploded any permissible firework device.
 - iii. If any person who is using, discharging, exploding, or displaying the permissible fireworks appears to be under the influence of alcohol or drugs;
 - iv. If, in the opinion of the Police Chief or Fire Chief, the use, discharge, exploding, or display of permissible fireworks would create a threat to public safety.

- H. The Police Chief and/or Fire Chief are authorized to seize, take, remove or cause to be removed, at the expense of the owner, all firework devices that are being discharged in violation of this ordinance.”
- I. The City Manager, Mayor, and/or the City Council may declare a Special Event of cultural or civic significance and authorize the display of fireworks on the same terms as Section D. ii. On particular days to celebrate those Special Events.

23.12 Listed Agent Program

In accordance with NFPA 1:2009 1.13, or the applicable adopted section of the current Code, the Rochester Fire Department enacts the Listed Agent Program. The Fire Chief or his designee shall promulgate administrative rules for the management of the Listed Agent Program.”

23.13 Regulation of Fire Alarms

The Fire Chief or his designee shall promulgate administrative rules for the management of the installation and maintenance of Fire Alarms.

The effective date of these amendments shall be upon passage.

*Intentionally
left blank...*

City Clerk's Office

**Amendment to Chapter 17 of the General Ordinances of the City of Rochester Regarding
Water Usage During an Emergency**

THE CITY OF ROCHESTER ORDAINS:

That Chapter 17 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows (changes in red):

17.31 Regulation of Water Usage during an Emergency.

(a) Purpose. The purpose of this regulation is to ensure the use of water is properly regulated whenever an emergency exists by reason of a shortage of water due to inadequate supply, limited treatment, distribution capacity, or failure of equipment or material. The City of Rochester may use reasonable means to protect, preserve, and maintain the public health, safety, and welfare when a water supply shortage exists.

(b) Authority. The City of Rochester adopts these regulations under its authority to regulate public water systems under RSA 38:26. In accordance with the provisions of RSA 47:17, XV, whenever an emergency exists by reason of a shortage of water due to inadequate supply, limited treatment or distribution capacity or failure of equipment or material, the City Manager is authorized to restrict or prohibit the use of water from the City water system.

(c) Applicability. The requirements of this section shall apply to all water users with connections receiving water from the City water system, which includes all public water systems owned and operated by the City. ~~Rochester Water Department and the Rochester Consecutive Water System.~~

(d) Definitions.

(1) Person: Any individual, corporation, trust, partnership, joint stock company, association, state, municipality, commission, United States government or any agency thereof, political subdivision of the State or any interstate body, or other entity.

(2) Water supply shortage: A situation when the City's water supply is in jeopardy as evidenced by a state or federal government agency declaring a drought in the area or the water system being unable to, or within sixty (60) days of such written determination become unable to, supply the full commercial, domestic and residential needs of the users of the City's water system, including needs for adequate fire protection. insufficient water is available to meet the present or anticipated needs of the municipality/village district. ~~A water supply shortage usually occurs due to drought or a major infrastructure failure.~~

(e) Water Emergency Declaration. A water emergency declaration may be issued by the City Manager whenever a supply shortage or other water emergency occurs. ~~exists whenever the Rochester Water Department makes a written determination to the City Manager stating that the City's water supply is in jeopardy as evidenced by a state or federal government agency declaring a drought in the area or the water system being unable to, or within sixty (60) days of such written determination become unable to supply the full commercial, domestic and residential needs of the users of the City's water system, including needs for adequate fire protection.~~

(f) ~~Requirements Water Use Restrictions.~~ Upon declaration of a ~~water supply shortage or other~~ water emergency ~~by the Rochester Water Department~~, the City Manager shall ~~implement authorize~~ implement ~~the Water Department to implement and enforce~~ certain water use restrictions necessary to conserve and maintain adequate reserves of the public water supply. Provided there is a declaration as noted above, the following levels of restriction will apply immediately after the public notification period specified in Section h.

- (1) If ~~the Rochester Water Department issues~~ a Level 1 water use restriction is issued, then:
 - i. Customers are encouraged to refrain from outside water use such as landscape watering and to limit the amount of water used outdoors for other purposes.
- (2) If ~~the Rochester Water Department issues~~ a Level 2 water use restriction is issued, then:
 - i. Any outside water use by odd numbered addresses is allowed only on odd numbered days.
 - ii. Any outside water use by even numbered addresses is allowed only on even numbered days.
 - iii. Any outside water use shall not occur between the hours of 8AM and 5PM.
- (3) If ~~the Rochester Water Department issues~~ a Level 3 water use restriction is issued, then:
 - i. No outside water use for lawn watering or irrigation. This applies to automatic sprinklers, automatic irrigation systems, and any unattended lawn watering.
 - ii. Filling of any swimming pools greater than 100 gallons capacity is prohibited.
 - iii. Washing of vehicles including automobiles, trailers, trucks, etc. by hose is prohibited.
 - iv. Any outside water use shall not occur between the hours of 8AM and 5PM.
- (4) If ~~the Rochester Water Department issues~~ a Level 4 water use restriction is issued, then:
 - i. All outside water use is prohibited.

(g) Exemptions to Water Use Restrictions.

(1) Hand irrigation of crops used for food by residents at a residential property, provided a competent person is present using watering equipment with an automatic shut-off device, shall not be restricted.

(2) Water to sustain animal life shall not be restricted.

(3) Despite the authority granted by Section b of this regulation, orders imposing water use restrictions shall not apply to uses that obtain water from sources other than the ~~public City~~ water ~~system, supply,~~ unless it can be clearly demonstrated that the use of such water directly affects the ~~public-City~~ water ~~system, supply.~~

(4) The City Council may issue temporary water use restriction exemption permits for identified properties and locations that have made recent landscaping investments. The exemption period for limited irrigation for new seed, sod, or plugs is up to 45 days from the date of installation, and will be permitted between the hours of 5PM and 8AM. Property owners must demonstrate that area soils have been appropriately prepared, and use efficient irrigation best management

practices. A watering exemption permit only pertains to newly seeded lawns, and will not be issued for over seeding. This exemption does not apply during a Level 4 water use restriction.

(h) ~~Public Notification of a Water Supply Shortage.~~ Upon declaration of a ~~water supply shortage or other~~ water emergency by the City Manager, the ~~Rochester Water Department City~~ shall issue a written emergency notice declaring the emergency and setting forth with particularity a water use restriction that regulates the use of water from the City's water system. The ~~order notification~~, as issued, ~~may shall be revised-reissued whenever there are modifications to the water use level restrictions. as the City Manager deems necessary.~~

(1) Publication and/or Posting of Notice. The written emergency notice shall be published in a newspaper of general circulation in the City of Rochester within seventy-two (72) hours after the issuance of such notice. In addition, ~~to publication as provided for in the previous sentence or in place of such publication in the event that no newspaper of general circulation within the City of Rochester exists,~~ the written emergency notice shall be posted in five (5) prominent places within the City.

(2) Immediate Threat to Public Health or Safety. Whenever a sudden or unexpected event ~~so~~ reduces the availability of water or water pressure as to create an immediate threat to public health or safety, the emergency notice ~~provided for in the preceding sub-section~~ may be given issued by any reasonable means, including electronic means. ~~The water emergency and any restrictions and/or prohibition of water usage promulgated therewith shall be in full force and effect upon the giving of such notice, provided that, if any such means is other than that required in sub-section (1) of this sub-section, the emergency notice shall be promulgated in accordance with the provisions of sub-section (1) of this sub-section within seventy two (72) hours of the first notice.~~

(i) ~~Termination of a Notice of a Water Emergency. Supply Shortage.~~ Upon a determination by the ~~City Rochester Water Department~~ that the water ~~emergency supply shortage~~ no longer exists, the City Manager may terminate the water use restrictions. emergency. Public notification of the such termination ~~of the water supply shortage~~ shall be given in accordance with subsection h(1).

(j) ~~Appeals of Water Emergency Declaration and/or Water Use Restriction.~~ Any person aggrieved by a ~~declaration of~~ water emergency declaration by the City Manager shall have the right to present the matter to the next regular or special meeting of the City Council or any emergency session of the Council called to discuss the water emergency. The City Council may exempt such aggrieved person, in whole or in part, from the compliance with such ~~order~~ water use restrictions -upon a showing that compliance with such ~~order~~ water use restrictions creates an immediate threat to such persons, or such persons immediate household's, health or safety. A ruling by a majority vote of the City Council with regard to such appeal shall be final and binding. Until and unless the action of the City Manager is modified or revoked by action of the City Council, all water usage shall be bound by the terms of the water use declaration emergency notice issued by the City Manager.

(k) Penalties. Any person who, in any manner, directly or indirectly, violates or permits others under his/her custody or control to violate any terms of a duly issued water use restriction shall be guilty of a violation. Each separate day of water use in violation of such emergency notice shall constitute a separate offense and each separate prohibited water use in excess of one (1) on the

same day shall constitute a separate offense. In addition to the foregoing penalties, the City of Rochester is authorized to discontinue the furnishing of water where orders and restrictions have been violated on multiple accounts. Such discontinuance shall be made pursuant to RSA 38:31 and may be continued so long as there is evidence that the violations continue. Penalties are determined by each water level restriction as follows:

Level 1 Water Restriction

- (1) There are no penalties as this is voluntary

Level 2 and 3 Water Restrictions

- (1) First violation will be issued a warning
- (2) Second violation shall be punishable by a fine of One Hundred Dollars (\$100.00)
- (3) Third violation shall be punishable by a fine of One Hundred Dollars (\$100.00)
- (4) Additional violations shall be punishable by a fine of Five Hundred Dollars (\$500.00) to Ten Thousand Dollars (\$10,000) and discontinuance of water service. A service reactivation fee, as defined by Section 17.34(II), of Sixty Dollars (\$60.00) will be charged before water service is restored.

Level 4 Water Restriction

- (1) Each violation shall be punishable by a fine of Five Hundred Dollars (\$500.00) to Ten Thousand Dollars (\$10,000) and discontinuance of water service. A service reactivation fee, as defined by Section 17.34(II), of Sixty Dollars (\$60.00) will be charged before water service is restored.

The effective date of these amendments shall be upon passage.

Internal Benchmarks and Guidelines for Determining Water Use Restriction Levels

[Note: This is not to be inserted into Chapter 17 and shall remain a working document with the Public Works Department]

The following benchmarks are subject to modification based on revisions to the City's Watershed Storage and Management Plans.

- 1) A Level 1 restriction will be considered when NH has declared a Moderate (D1) drought in our county and/or projected raw water storage will be depleted 25% or more within 3 months.
- 2) A Level 2 restriction will be considered when NH has declared a Severe (D2) drought or greater in our county and/or when projected raw water storage will be depleted 50% or more within 1 month
- 3) A Level 3 restriction will be considered when NH has declared an Extreme (D3) drought or greater in our county and/or when projected raw water storage will be depleted 75% or more within 1 month OR when Tufts Reservoir intake structures are opened.
- 4) A Level 4 restriction will occur when projected raw water storage will be depleted 100% within 1 month or when Round Pond and the Rochester Reservoir are the only remaining sources of water.

*Intentionally
left blank...*

City Clerk's Office

Amendment to Chapter 42 of the General Ordinances of the City of Rochester
Regarding the Location and Boundaries of Zoning Districts and to Table 18-B,
Permitted Uses

THE CITY OF ROCHESTER ORDAINS:

WHEREAS, Chapter 42.1, Section J 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 42.1, Section J further declares that the City of Rochester Zoning Map is incorporated by reference as part of Chapter 42 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 the Neighborhood Mixed Use Zone between North Main Street Bridge and Holy Rosary Church to Downtown Commercial Zone.

WHEREAS, the Mayor and the City Council of Rochester desire to amend the City of Rochester Zoning Map to expand the boundaries of the Special Downtown Overlay district to encompass the entire Downtown Commercial Zone.

WHEREAS, the Mayor and the City of Rochester desire to amend the City of Rochester Zoning Ordinance Table 18-B, Sales-Service-Office-Institutional Uses to eliminate "Gas Station" and "Vehicle Service" as permitted uses in the Downtown Commercial Zone.

THEREFORE, the Mayor and City Council of Rochester ordain that the Neighborhood Mixed Use Zone in the City of Rochester between North Main Street Bridge and Holy Rosary Church shall be converted to Downtown Commercial Zone in accordance with the Attached Exhibit. (Exhibit A).

FURTHER, the Mayor and City Council of Rochester ordain that Special Downtown Overlay District shall be expanded to cover the entirety of the Downtown Commercial Zone in accordance with the Attached Exhibit. (Exhibit B).

STILL FURTHER, the City of Rochester Zoning Map shall be amended and updated to reflect that the above shown changes ordained by the Mayor and the City Council.


FINALLY, the Mayor and the City Council of Rochester ordain that "Gas Station" and "Vehicle Service" shall be eliminated as permitted uses in the Downtown Commercial Zone and that Table 18-B shall be reflect said change as shown in the Attached Exhibit. (Exhibit C).

The effective date of these amendments shall be upon passage.

Proposed Zoning Revision - Downtown Commercial Zone

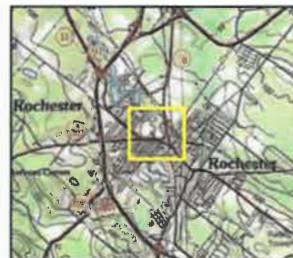


Legend

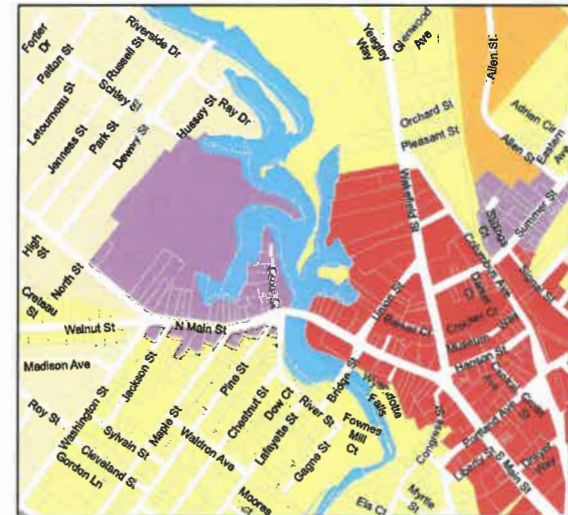
 Proposed for Zoning Revision
Parcel Boundary

Zoning Districts

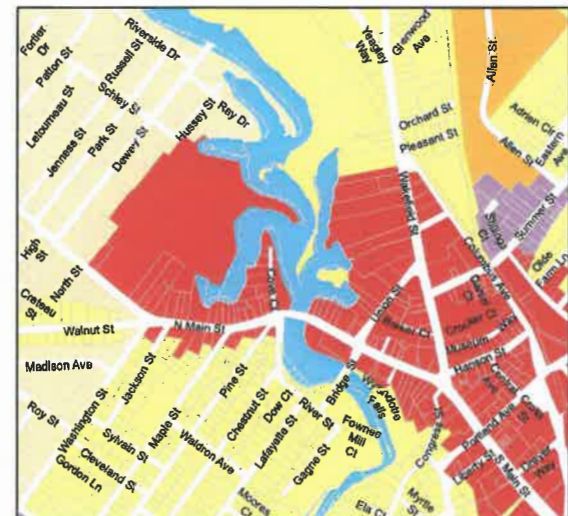
-  Residential - 1
-  Residential - 2
-  Neighborhood Mixed Use
-  Downtown Commercial
-  General Industrial



Current Zoning



Proposed Zoning



Date: 1/29/2018

Proposed Zoning Revision - Special Downtown Overlay



Legend

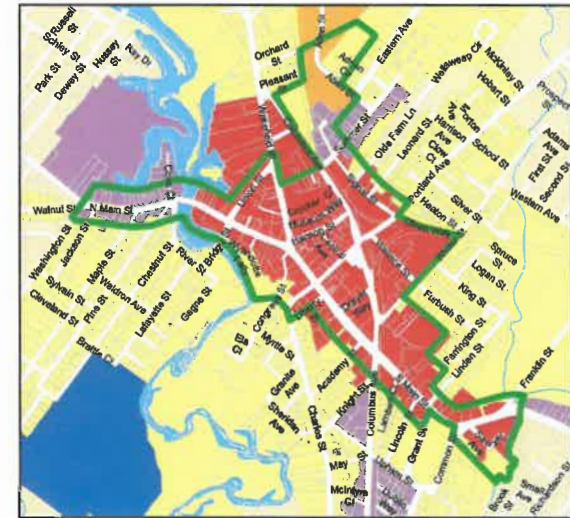
- Proposed for Zoning Revision
- Parcel Boundary
- Special Downtown Overlay

Zoning Districts

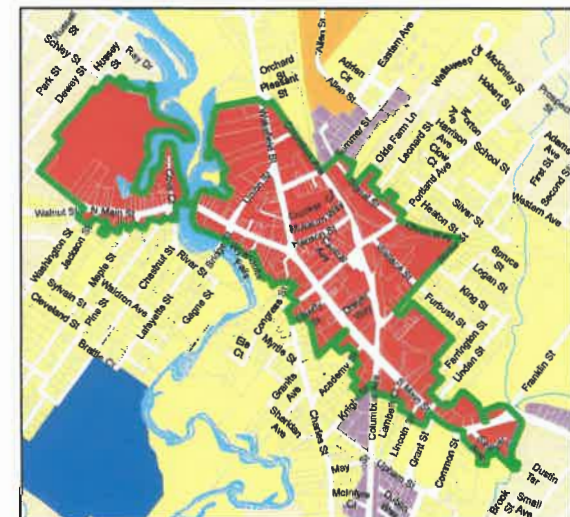
- Residential - 1
- Residential - 2
- Neighborhood Mixed Use
- Downtown Commercial
- Office Commercial
- General Industrial



Current Zoning



Proposed Zoning



Date: 1/29/2018

TABLE 18-B SALES-SERVICE-OFFICE-INSTITUTIONAL USES 8/7/2014

SALES-SERVICE-OFFICE-INSTITUTIONAL USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions Section Reference
	R1	R2	NMU	AG	DC	OC	GR	HC	GI	RI	HS	AS	
Adult Day Care Center	-	-	E	E	P	P	-	P	E	-	P	-	Section 42.22
Adult Day Care Home	-	E	E	E	P	P	-	P	-	-	P	-	Section 42.22
Adult Oriented Establishment	-	-	-	-	-	-	-	-	-	C	-	-	Section 42.22
Agricultural Building, Reuse of Existing	C	C	-	C	-	P	-	-	-	-	-	-	Section 42.22
Antique Shop	-	C	P	-	P	P	P	P	-	-	-	-	Section 42.21
Artist Studio	-	C	P	-	P	P	-	P	-	-	-	-	Section 42.21
Bank	-	-	C	-	P	P	P	P	-	-	-	-	Section 42.21
Convenience Store	-	C	P	-	P	E	P	P	-	-	-	-	Section 42.21
Day Care - 1 (Day Care Residence)	P	P	P	P	P	P	-	P	-	-	P	-	
Day Care - 2 (Day Care - Family)	-	E	P	E	P	P	-	P	-	-	P	-	Sections 42.20 & 42.21
Day Care - 3 (Day Care Center)	-	-	E	E	P	P	-	P	E	-	E	-	Section 42.22
Florist	-	-	P	-	P	-	P	P	-	-	-	-	
Funeral Home	-	-	C	-	P	P	-	P	-	-	P	-	
Gas Station	-	-	-	-	P	-	P	P	-	-	-	-	Sections 42.20 & 42.21
Grocery Store	-	-	-	-	P	-	P	P	-	-	-	-	
Hospital	-	-	-	-	P	P	-	P	-	-	P	-	
House of Worship	-	C	C	C	P	C	-	P	-	-	P	-	Section 42.21
Housing Unit Sales	-	-	-	-	-	-	-	P	P	-	-	-	
Laundry Establishment - 1	-	C	P	-	P	-	-	P	-	-	-	-	Section 42.21
Laundry Establishment - 2	-	-	P	-	P	-	-	P	-	-	-	-	
Library	-	C	P	C	P	P	-	P	-	-	-	-	Section 42.21
Marina	-	-	-	-	-	-	-	P	-	-	-	-	
Museum	-	C	P	C	P	P	P	P	-	-	-	-	Section 42.21
Office	-	-	P	-	P	P	P	P	P	P	-	-	
Office, Medical	-	-	C	-	P	P	P	P	C	-	P	P	Section 42.21
Office, Professional	-	-	P	-	P	P	P	P	P	-	-	-	
Personal Service Establishment	-	-	P	-	P	P	P	P	-	-	-	-	
Retail Sales (under 5,000 square feet)	-	-	P	-	P	E	P	P	-	-	-	-	
Retail Sales (5,000 - 30,000 square feet)	-	-	-	-	P	-	P	P	-	-	-	-	
Retail Sales (over 30,000 square feet)	-	-	-	-	-	-	P	P	-	-	-	-	
Retail Service	-	-	C	-	P	P	P	P	-	-	-	-	Section 42.21
School, K-12	C	C	C	C	C	P	-	C	-	-	-	-	Section 42.21
School, Other	-	C	C	C	P	P	-	P	C	-	-	-	Section 42.21
Second Hand Shop	-	C	P	-	P	P	-	P	-	-	-	-	Section 42.21
Service Establishment	-	-	C	-	C	-	P	C	P	-	-	-	Section 42.21
Shelter	-	-	-	-	E	E	-	P	E	E	E	-	
Small Wind Energy Systems	P	P	P	P	P	P	P	P	P	P	P	P	Section 42.20
Vehicle Sales, New	-	-	C	-	-	-	P	P	-	-	-	-	Sections 42.20 & 42.21
Vehicles Sales, Used	-	-	C	-	-	-	P	P	-	-	-	-	Section 42.20
Vehicle Service	-	-	-	-	P	-	P	P	P	-	-	-	
Yard Sale, Commercial	-	-	-	-	-	-	-	C	-	-	-	-	Sections 42.20 & 42.22

*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

TABLE 18-A RESIDENTIAL USES 8/7/2014/4/2017

RESIDENTIAL USES	Residential Districts				Commercial Districts			Industrial Districts		Special		Criteria/Conditions
	R1	R2	AG	NMU	DC	OC	HC	GI	RI	HS	AS	Section Reference
Apartment, Accessory (accessory use)	E	P	P	P	P	P	P	-	-	E	-	Section 42.21 & 42.23
Apartment, Inlaw	P	P	P	P	P	P	P	-	-	-	-	
Apartment, Security	-	P	-	P	P	P	P	P	P	P	P	Sections 42.2 & 42.23
Assisted Living Facility	-	C	C	C	C	C	C	-	-	C	-	Section 42.21
Boarding House	-	-	-	-	E	-	-	-	-	-	-	
Community Residence - I	-	E	E	-	E	E	E	-	E	E	-	Section 42.22
Community Residence - II	-	-	E	-	-	E	-	-	E	E	-	Section 42.22
Conservation Subdivision	C	C	C	-	-	C	C	-	-	-	-	Sections 42.21 & 42.33I
Dwelling, Apartments (Apt/ Mixed Use Bldg)	-	-	-	P	P	C	P	-	-	-	-	Section 42.21
Dwelling, Multifamily Development	-	P	-	-	C	-	P	-	-	-	-	Sections 42.20 & 42.22
Dwelling, Multifamily	-	P	-	-	C	-	P	-	-	-	-	
Dwelling, Single Family	P	P	P	P	P	P	P	-	-	P	-	
Dwelling, Three & Four Family	-	P	-	C	C	C	P	-	-	-	-	Sections 42.21 & 42.33
Dwelling, Two Family	-	P	P	P	P	P	P	-	-	-	-	Sections 42.21 & 42.33
Flag Lots	-	C	C	-	-	-	-	-	-	C	-	Section 42.21
Home Occupation - 1 (accessory use)	P	P	P	P	P	P	P	-	-	P	-	Section 42.24
Home Occupation - 2 (accessory use)	P	P	P	P	P	P	P	-	-	P	-	Sections 42.22 & 42.24
Home Occupation - 3 (accessory use)	-	E	E	P	P	P	P	-	-	E	-	Sections 42.22 & 42.24
Manufactured Housing Unit on own lot	-	-	P	-	-	-	-	-	-	-	-	Sections 42.20 & 42.21
Nursing Home	-	-	C	-	-	C	-	-	-	P	-	Sections 42.20 & 42.21
Outdoor Wood-Fired Hydronic Boiler	-	-	P	-	-	-	-	-	-	-	-	Section 42.20
Porkchop Subdivision	-	-	C	-	-	-	-	-	-	-	-	Section 42.21
Residential Facility	-	-	E	-	-	E	-	-	E	E	-	Section 42.22
Senior Housing	-	P	C	C	C	C	-	-	-	-	-	Section 42.21
Temporary Structure	P	P	P	P	P	P	P	P	P	P	P	Section 42.20
Zero Lot Line Development	C	C	C	-	-	C	C	-	-	-	-	Section 42.33

*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

TABLE 18-C FOOD-LODGING-PUBLIC RECREATION USES 8/7/2014

FOOD-LODGING-PUBLIC RECREATION USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions Section Reference
	R1	R2	NMU	AG	DC	OC	GR	HC	GI	RI	HS	AS	
Café	-	-	P	C	P	P	P	P	-	-	-	P	Section 42.21
Campground	-	-	-	E	-	-	-	-	-	E	-	-	Section 42.22
Caterer	-	-	P	-	P	P	-	P	P	P	-	-	
Club	-	-	C	-	P	P	-	P	-	-	-	-	Section 42.21
Community Center	-	-	P	-	P	P	P	P	-	-	-	-	
Conference Center	-	-	C	-	P	P	P	P	-	-	P	P	Section 42.21
Country Club	-	-	-	C	-	-	P	E	-	C	-	-	Section 42.21
Foodstand	-	-	E	-	E	E	P	E	E	E	E	E	Section 42.22
Function hall	-	-	-	-	P	P	P	P	-	-	-	-	
Golf Course	-	-	-	P	-	-	P	-	-	P	-	-	Section 42.22
Health Club	-	-	C	C	P	P	P	P	-	-	-	-	Section 42.21
Lodging, Bed and Breakfast	-	C	P	-	P	P	-	P	-	-	-	-	Section 42.21
Lodging, Hotel	-	-	C	-	P	C	P	P	-	-	C	C	Section 42.21
Lodging, Motel	-	-	-	-	-	-	P	P	-	-	-	C	Sections 42.20 & 42.21
Nightclub	-	-	-	-	E	-	P	P	-	-	-	-	
Recreation, Indoor	-	-	C	-	C	C	P	P	-	C	-	-	Section 42.21
Recreation, Outdoor	-	-	-	C	-	C	P	P	-	C	-	-	Section 42.21
Recreation, Park	P	P	P	P	P	P	-	P	-	C	-	-	Section 42.21
Restaurant	-	-	P	-	P	C	P	P	-	-	-	P	Section 42.21
Restaurant, Drive-through	-	-	-	-	P	-	P	P	-	-	-	-	
Tavern	-	-	C	-	P	-	P	P	-	-	-	P	Section 42.21
Theater/Cinema (5,000 s.f. or less)	-	-	P	-	P	P	P	P	-	-	-	-	Section 42.21
Theater/Cinema (over 5,000 s.f.)	-	-	-	-	C	-	P	P	-	-	-	-	Section 42.21

*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

TABLE 18-D INDUSTRIAL-STORAGE-TRANSPORT-UTILITY USES 8/7/2014

INDUSTRIAL-STORAGE-TRANSPORT-UTILITY-USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions
	R1	R2	NMU	AG	DC	OC	GR	HC	GI	RI	HS	AS	Section Reference
Airport	-	-	-	E	-	-	-	-	-	-	-	P	Section 42.21
Contractor's Storage Yard	-	-	-	E	-	-	-	E	P	P	-	-	Sections 42.20 & 42.22
Distribution Center	-	-	-	-	-	-	P	C	P	-	-	-	Section 42.21
Emergency Services Facility	-	-	-	-	C	C	-	C	C	-	P	-	Section 42.21
Fuel Storage	-	-	-	-	-	-	P	E	E	-	-	-	Section 42.21
Helipad (accessory use)	-	-	-	E	-	E	P	E	P	P	P	P	Section 42.21
Industry, Heavy	-	-	-	-	-	-	P	E	P	E	-	-	Section 42.21
Industry, Light	-	-	-	-	-	-	P	P	P	-	-	-	Section 42.21
Industry, Recycling	-	-	-	-	-	-	-	-	-	P	-	-	Sections 42.20 & 42.22
Junkyard	-	-	-	-	-	-	-	E	E	P	-	-	Sections 42.20 & 42.22
Laundry Establishment - 3	-	-	-	-	-	-	-	P	P	-	-	-	
Mini-Warehouse	-	-	-	-	-	-	P	C	P	-	-	-	Sections 42.20 & 42.21
Monument Production	-	-	C	-	-	C	-	P	P	P	-	-	Section 42.21
Parking Lot	-	C	C	C	C	C	-	P	C	P	C	P	Section 42.21
Printing Facility	-	-	C	-	-	P	P	P	P	-	-	-	
Recycling Facility	-	-	-	-	-	-	-	E	E	P	-	-	Sections 42.20 & 42.22
Research and Development	-	-	-	-	E	P	P	P	P	-	-	-	Section 42.21
Sawmill	-	-	-	-	-	-	-	-	E	-	-	-	Section 42.21
Sawmill, Temporary (accessory use)	-	-	-	P	-	P	-	P	P	P	-	P	Section 42.21
Solid Waste Facility	-	-	-	-	-	-	-	-	-	P	-	-	Sections 42.20 & 42.22
Tank Farm	-	-	-	-	-	-	P	C	P	-	-	-	
Trade Shop	-	-	C	-	C	C	P	P	P	P	-	-	Section 42.21
Transportation Service	-	-	C	-	C	-	P	P	C	C	-	-	Section 42.21
Truck Terminal	-	-	-	-	-	-	P	-	C	C	-	-	Section 42.21
Utility - Substation	E	E	E	E	E	C	E	P	P	P	E	E	Section 42.21
Utility - power generation	-	-	-	-	E	-	E	-	E	E	-	-	Section 42.21
Warehouse	-	-	C	-	C	C	P	P	P	C	-	C	Sections 42.20, 42.21 & 42.23
Wireless Communications Facility	-	-	-	E	E	E	P	E	P	P	E	E	Sections 42.20 & 42.22

*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

TABLE 18-E AGRICULTURE-ANIMAL CARE-LAND ORIENTED USES 8/7/2014

AGRICULTURE-ANIMAL CARE-LAND ORIENTED USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions
	R1	R2	NMU	AG	DC	OC	GR	HC	GI	RI	HS	AS	Section Reference
Cemetery	-	-	-	E	-	E	-	-	-	-	P	-	Section 42.22
Earth, Sand and Gravel Excavation/Processing	-	-	-	E	-	E	E	C	-	E	-	-	Sections 42.20 & 42.22
Fair	-	-	-	-	-	-	-	-	-	-	-	-	Section 42.2
Farm	E	-	-	P	-	E	-	E	-	E	-	E	Sections 42.20 & 42.22
Farm, Crops	E	E	-	P	-	P	-	P	P	P	-	P	Sections 42.20 & 42.22
Farmer's Market (temporary)	-	-	P	-	P	P	P	P	P	P	P	P	Section 42.2
Kennel (commercial)	-	-	-	E	-	E	-	E	E	E	-	-	Section 42.22
Kennel (private)	-	-	-	E	-	-	-	-	-	-	-	-	Section 42.22
Landscaping Materials	-	-	-	C	C	-	-	C	P	C	-	-	
Plant Nursery	-	-	C	P	C	P	P	P	-	P	-	-	
Roadside Farm Stand	-	-	C	P	P	P	E	E	-	E	-	-	Section 42.22
Stable, Commercial	-	-	-	P	-	E	-	E	-	P	-	-	Sections 42.20 & 42.22
Veterinary Clinic	-	-	C	E	-	P	P	P	C	P	-	-	Sections 42.20 & 42.22

*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

TABLE 19-A DIMENSIONAL STANDARDS - RESIDENTIAL DISTRICTS 8/7/2014

RESIDENTIAL DISTRICTS	LOTS			SETBACKS				OTHER					STANDARDS, NOTES, AND REFERENCES	
	Minimum Lot Area (Square feet)	Minimum Frontage (Feet)	Minimum Lot Area/Dwelling Unit (Sq. Ft.)	Minimum Front (Feet)	Maximum Front (Feet)	Minimum Side (Feet)	Minimum Rear (Feet)	Maximum building footprint (%)	Maximum Lot Coverage (%)	Maximum number of stories	Minimum Building Height (Feet)	Maximum Building Height (Feet)	A " - " means there is no dimensional standard for this item.	
RESIDENTIAL-1 (R1)														
Single family	10,000	100	-	10		10	20	30	35			35	See Section 42.19 - Dimensional Standards	
All other uses	10,000	100	-	10		10	20	30	35			35		
RESIDENTIAL-2 (R2)														
Single family	6,000	60	-	10		8	20	30	35			35	See Section 42.19 - Dimensional Standards	
Two family	9,000	80	-	10		8	20	30	45			35	See Section 42.19 - Dimensional Standards	
Three & four family	12,000 & 15,000	80	-	15		10	25	30	60			35	See Section 42.19 - Dimensional Standards	
Multifamily	30,000	100	5000 or 7500	15		10	25	30	60			35	See Section 42.19 - Dimensional Standards	
All other uses	9,000	80	-	10		8	20	30	35			35		
NEIGHBORHOOD MIXED USE (NMU)														
All uses	6,000	60	- *	-	25	5 *	20		90	3	20	20	See Section 42.19 - Dimensional Standards	
AGRICULTURAL														
Single Family, Conventional Subdivision, municipal water & sewer	20,000	150	-	20		10	20	30	35			35	See Section 42.19 - Dimensional Standards	
Single Family, Conventional Subdivision, municipal water OR sewer	30,000	150	-	20		10	20	30	35			35	See Section 42.19 - Dimensional Standards	
Single Family, Conventional Subdivision, neither municipal water nor sewer	45,000	150	-	20		10	20	30	35			35	See Section 42.19 - Dimensional Standards	
Two Family	150% of single	150	-	20		10	20	30	40			-	See Section 42.19 - Dimensional Standards	
Single Family Dwelling - Conservation Subdivision	6,000	60	-	20		10	20		35			35	See Section 42.33 - Conservation Subdivisions	
All other uses	45,000	150	5000 or 7500	20		10	20		40			35		

TABLE 19-B DIMENSIONAL STANDARDS - COMMERCIAL DISTRICTS 8/7/2014

COMMERCIAL ZONING DISTRICTS	Lots				Setbacks				Standards				Notes, and References
	Minimum Lot Area (Square feet)	Minimum Frontage (feet)	Minimum Lot Area/ Dwelling Unit (Square feet)	Maximum Lot Coverage (%)	Minimum Front (Feet)	Maximum Front (Feet)	Minimum Side (Feet)	Minimum Rear (Feet)	Maximum Number of Stories	Minimum Number of Stories	Maximum Height (Feet)	Minimum Height (Feet)	
DOWN TOWN COMMERCIAL (DC)													
All Uses	4,000	40	5000/7500 ²	-	-	10	- ¹	15	5	2	-	20	See Section 42.19(B)(8) Density Rings
OFFICE COMMERCIAL													
All Uses	10,000	80	5000 ²	75	10	-	10 ¹	25	3	-	-	-	See Section 42.19 - Dimensional Standards
HIGHWAY COMMERCIAL													
All Uses	20,000	100	5000/7500 ²	85	20	-	10 ¹	25	3	-	-	-	See Section 42.19 - Dimensional Standards and 42.19(B)(8) Density Rings
GRANITE RIDGE													
All Uses	-	50	-	-	-	-	-	-	-	-	-	-	

Note 1: For lots that adjoin a residential district, the side setback on the side adjoining the residential district shall be the larger of the required side setback in the subject commercial zone or the adjoining residential zone.

Note 2: For lots without both water and sewer, 10,000 square feet of lot area is required per additional dwelling unit beyond one.

Note: For lots without City sewer, the New Hampshire Division of Environmental Services (NHDES) requires minimum lot sizes which may be larger than those shown here.

TABLE 19-C DIMENSIONAL STANDARDS - INDUSTRIAL DISTRICTS 8/7/2014

INDUSTRIAL DISTRICTS	Lots			Setbacks			Height	Standards, Notes, and References
	Minimum Lot Area (Square Feet)	Minimum Frontage (Feet)	Maximum Lot Coverage (%)	Minimum Front (Feet)	Minimum Side (Feet)	Minimum Rear (Feet)	Maximum Height (Feet)	
GENERAL INDUSTRIAL (GI)								
See Below								See Section 42.19 - Dimensional Standards
RECYCLING INDUSTRIAL (RI)								
See Below								See Section 42.19 - Dimensional Standards
For GI and RI DISTRICTS								
All uses with no water or sewer	40,000	100	75	25	20 ¹	25	55	
All uses with water or sewer	30,000	100	75	25	20 ¹	25	55	
All uses with water and sewer	20,000	100	75	25	20 ¹	25	55	

TABLE 19-D DIMENSIONAL STANDARDS - SPECIAL DISTRICTS 8/7/2014

SPECIAL DISTRICTS	Lots			Setbacks		Standards, Notes, and References
	Minimum Lot Area (Square feet)	Minimum Frontage (Feet)	Maximum Lot Coverage (%)	Minimum to any Street	Minimum to any Lot Line	A " - " means there is no dimensional standard for this item.
HOSPITAL SPECIAL (HS)						
All uses (other than single family)	<u>none</u>	<u>none</u>	85	none	side-10 rear-25	
Single family	<u>none</u>	<u>none</u>	-	none	side-10 rear-25	
AIRPORT SPECIAL (AS)						
All uses	none	none	none	35	50	See Aviation Overlay District (AOD)

42.15 Special Downtown Overlay District

- a. **Boundaries.** The boundaries of the Special Downtown District coincide with the "fire limits" established in Section 40.13 of the General Ordinances of the City of Rochester. The district includes those areas classified on the Rochester Zoning Map as Downtown Commercial (DC) and Neighborhood Mixed Use (NMU) adjacent to North Main Street up to Washington Avenue and South Main Streets in Rochester proper and Main Streets in the NMU in Gonic and East Rochester.
- b. **Regulations and Restrictions - Special Downtown District.** The following regulations and restrictions shall apply in the Special Downtown District:
 1. Development within the Special Downtown District shall be exempt from the site plan review process, provided, however, that:
 - A. any construction of new structures within the Special Downtown District, and/or
 - B. any change to an existing structure or use within the Special Downtown District shall be subject to the site plan review process unless the Planning Director, after consultation with the Director of Building, Zoning, and Licensing Services, the Commissioner of Public Works, the Fire Chief, the Police Chief, the Economic Development Director, and one representative from the Planning Board appointed by the Board chair certifies in writing to the Planning Board that such proposed construction or change will have no significant adverse impact on the Special Downtown District.
 2. Existing structures and uses are exempt from the parking and loading requirements contained in Section 42.26 of this ordinance.
 3. New structures and uses, including changes to existing structures and uses, shall be subject to the parking and loading requirements contained in Section 42.26 of this ordinance, provided, however, that where a public parking facility is available within four hundred (400) feet of a structure or use, the specific parking requirements may be determined by the Director of Building, Zoning, and Licensing Services (or the Planning Board in the case of projects that are referred to the Board) on an individual basis. For the purposes of this section, the term "public parking facility" means a publicly owned off-street parking facility for 10 or more vehicles.
 4. The Planning Board shall be notified within ten (10) days of all projects being reviewed pursuant to this section. At the request of any Planning Board member, any project that has been reviewed, or is being reviewed, under this section may be referred to the full Planning Board for regular site plan review. In the event that a Planning Board member requests in writing that a project be referred to the Planning Board for regular site plan review, the Planning Board shall, within thirty (30) days of the date of the notification provided for in this paragraph, vote as to whether or not regular site plan review of such project shall be required.

42.6 Commercial Zoning Districts**a. Introduction**

The Downtown Master Plan provides guidance in revitalizing the downtown. It is hoped that downtown Rochester remains the heart of the city, as an active place that is densely populated and used by all citizens, in different ways and at different times. It is emphasized that carefully crafted laws - pertaining to driveway access, parking, signage, lighting, and building layout and design – are necessary to ensure that the Downtown Commercial District remains vibrant.

1. Pedestrian Orientation. The DC, NMU and OC zoning districts have a strong pedestrian orientation. The districts are structured to accommodate the automobile, as well, but not at the expense of pedestrian character.
2. Automobile Orientation. The HC, and some areas of the OC, districts have a strong automobile orientation. Nonetheless, quality of design and attention to pedestrian character is still important in these zones as people will still be walking to and within the sites.

b. General Terms

Uses which are permitted by right, conditionally, or by special exception are listed in Section 18 – Use Regulations. Dimensional regulations are presented in Section 19 – Dimensional Regulations. Other applicable requirements for development within commercial zoning districts are presented throughout this chapter.

c. Downtown Commercial District (DC)**1. District Location**

The most intensive pedestrian oriented commercial area in the city is the DC District where there is the strongest sense of enclosure. Buildings are predominantly multistory, of masonry construction, and built right to the sidewalk, with a clear, consistent, relatively uninterrupted street wall (with the side walls of buildings butting up to each other).

2. Objectives

- A. Provide for a mix of uses within the zone;
- B. Preserve existing historic architectural structures and designs;
- C. Provide for the adaptive reuse of existing historic and non-historic structures;
- D. Encourage commercial and city-wide re-development;
- E. Provide for safe pedestrian and non-automotive travel within the district;
- F. Provide for minimum to no restrictions on hours of operations;

C. Parking requirements

- i. Nonresidential Uses. There are no off-street parking requirements for nonresidential uses in the DC District.
- ii. Residential Uses. For residential uses a parking plan must be approved by the Planning Board (see Site Plan Regulations).

D. Parking areas

Within the DC District no parking is allowed in front yards and is allowed in rear and side yards by conditional use.

d. Office Commercial District (OC)1. District Location

This district is located in transitional areas as well as along the major nodes and corridors. The OC District includes some older structures that have been converted to commercial uses and also includes some larger, undeveloped sites.

2. Objectives

- A. The purpose of the district is to preserve the wood-frame architecture, as much as feasible, with a mix of residential and low impact nonresidential uses (office, institutional, bed and breakfasts, and limited retail up to 2,500 square feet).
- B. Allows for large scale office, institutional, hospitality, and civic uses and is ideally oriented toward campus type settings.
- C. Oriented toward open, suburban type corridors. The district is distinctly automobile oriented.
- D. Orientation. See Figure 4-D – Recommended Site Design in OC Districts, below.

*Intentionally
left blank...*

City Clerk's Office

Public Safety Committee
Council Chambers
June 20, 2018
7:00 PM

MEMBERS PRESENT

Councilor David Walker
Councilor Robert Gates
Councilor Geoff Hamann
Councilor Peter Lachapelle

MEMBERS ABSENT

Councilor Jeremy Hutchinson

OTHERS PRESENT

Michael Bezanson, PE, City Engineer
Gary Boudreau, Deputy Police Chief
Georgia Flanagan, 12 Dry Hill Rd.

Minutes

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

1, Public Input

The members of the public present were there for item #4 on the agenda.

2. E911 Update

Councilor Walker summarized the issue. Deputy Chief Boudreau said that the E911 committee met today regarding the renumbering of Eastern Avenue. They had a little bit of a set back after bringing this to the State. The State was concerned about future development of Eastern Avenue. The committee took their suggestions and will renumber all of Eastern Avenue in case of future developments. The first notice was sent and the second will be sent in August with hopes for a September public hearing. Councilor Walker asked how many businesses were in the area. Deputy Chief Boudreau answered not many maybe four, there are a couple of schools and a church. Councilor Lachapelle asked where the public hearing would be held. Deputy Chief Boudreau said there is not a venue yet.

3. Emergency Management Updates

Councilor Walker stated that he received an email from Fire Chief Klose with an update. The City All-Hazard Mitigation Plan Update with the Strafford Regional

Planning Commission is complete with the revisions. On May 17th, the Fire Department and Jim Grant attended The Strafford County Public Health Multi-Aided Coordination Entity Drill (Mace). On May 9th and 10th, 2018 they attended and presented the Primex Risk Management Conference. In December and January, the warming facility adventure will take place. There was no significant damage caused by the thunderstorm on Monday, trees struck two houses, but no considerable damage noted.

4. Dry Hill Road-Speed Limit Sign Request (Resident Request)

Councilor Walker summarized the issue. Councilor Gates said that the road is newly paved and that is why there is a speeding issue. He thinks it is a good idea to have a “speed limit” sign on each side. Councilor Walker asked if it was on Councilor Gates’ end of the road. Councilor Gates said no it was the other end between Washington and Oak Streets. Deputy Boudreau said the speed limit in this area is 35 mph because it is considered a rural residential area. On the other end of Dry Hill Road, it is posted 30 mph. Councilor Gates asked what the criteria is for determining speed limits on a City road. Councilor Walker said the City Council has authority to establish signed speed limits; in the absence of a sign, prima facie limits apply, for instance a rural residential area is 35 mph. Georgia Flanagan of 12 Dry Hill Road came to voice her concerns with the speeding in the area. She stated that since this section of Dry Hill Road has been paved the speeding is bad, and this area is a cut through between Routes 202 and 125, and there are no “speed limit” signs down to Oak Street. She also said a sidewalk would be nice as many people walk this area. Councilor Walker said that sidewalk construction is a big cost and a lot of work. Deputy Chief Boudreau said that they could put the speed trailer there tomorrow; right now, it is on Route 11. Councilor Hamann said he travels these roads all the time to avoid town; he agrees with the speeding issue, but cannot support the signs. He said that if signs were approved here, they would be requested everywhere. He also would like to make it standard operating procedure for the Committee to collect speed data before putting signs up. Councilor Walker said that would not work in every case, it needs to be a case-by-case decision. This was kept in committee until next month to get the data report from the speed trailer. Deputy Chief Boudreau said he would put the blind down on the trailer to get the data. Councilor Lachapelle said that was a good idea, it will give accurate data.

5. No Parking at Corner of Washington and Sylvain Street (resident request)

Councilor Walker summarized the issue. Councilor Hamann said he thought this had been done on the Washington Street side; there are white hash marks there. Councilor Walker said this was already taken care of. Councilor Walker asked Deputy Chief Boudreau if the stripes were just as enforceable as the “no parking” signs. Deputy Chief Boudreau said yes they are.

6. City Hall Parking Lot-Signs

Councilor Walker summarized the issue. Mr. Bezanson discussed the City Hall Parking Lot signage. The request has been received by DPW to sign 2 hour parking between the Police Department and the Revenue Building. Short term parking has also been requested near the rear entrance to the City Hall Annex; the suggested time limit was 30-minute parking. Handicap parking spaces will require signs in addition to painted symbols on the pavement. Until recently, there was a general sign near the Columbus Ave. entrance to the City Hall Parking Lot that stated “2 Hour Parking Limit Monday-Friday 8am-5pm Except As Posted”. Deputy Chief Boudreau said there is an enforcement officer who monitors the parking lot, and does enforce parking limits. Councilor Walker asked if the 2 hour parking signs were necessary if the entire lot was posted for 2 hour parking. Councilor Walker said post the 30-minute signs and handicap parking and everything else will be 2 hour parking. Councilor Hamann said he does not believe they need the 30-minute parking, just keep it simple.

Councilor Gates made a motion to install handicap signs as required in the City Hall Parking Lot. The motion was seconded by Councilor Hamann. Unanimous voice vote carried the motion. Councilor Lachapelle made a motion to re-establish signage for general two hour parking at each entrance to the parking lot at the discretion of DPW. The motion was seconded by Councilor Gates. Unanimous voice vote carried the motion.

7. Collins Circle-Streetlight (kept in committee)

Councilor Walker summarized the issue. ***Councilor Lachapelle made the motion to install a light on existing fixture located on Collins Circle. Councilor Gates seconded the motion. Unanimous voice vote carried the motion.*** Councilor Hamann asked for clarification that this situation meets the streetlight policy requirements. Councilor Walker said it does meet the street light policy; it is on a decorative lamp post, not the usual cobrahead on a utility pole.

8. Other

Ten Rod Road-198 Ten Rod Road Parking Lot

Councilor Gates said that he just attended the RUN meeting for Ward 5. He said that some of the constituents were concerned about late night illicit activity, maybe between 11 PM and 1AM, in this dimly lit parking lot. Cars have been observed entering this parking lot and then leaving less than 5 minutes later. Councilor Gates passed on the request for a streetlight in the area. Councilor Walker said that might not change the situation, but a direct patrol may work. Councilor Gates said that the activity has not been observed every night, but that it happens sporadically.

Ten Rod Road Speeding

Councilor Gates said a constituent requested speed limit signs and the speed trailer out on Ten Rod Road. It was generally agreed that the likely area of speeding was from Four Rod Road headed in toward downtown.

Four Rod Road-Needs to be Repaved

Councilor Gates relayed complaints regarding the condition of the pavement on Four Rod Road and that drainage work may be needed first because that may be causing the issue. Mr. Bezanson recognized the condition of Four Rod Road and said that Woodside Lane, which is in that area, will be completely rebuilt, including drainage improvements. He also mentioned that the City is awaiting State Bridge Aid for the replacement of a culvert on Four Rod Road. Paving on that portion of Four Rod Road will likely be coordinated with the culvert work.

Route 11 Speed Trailer Update

Deputy Chief Boudreau updated the committee on the speed trailer that was set up on Route 11 for 13 days. There was 83,868 cars in 13 days with the average speed being 45 mph, which is 10 mile lower than the speed limit of 55 mph. Deputy Chief Boudreau said on Thursday the speed trailer would go to Dry Hill Road and then go to Ten Rod Road. On Ten Rod Road it will be placed over by the power lines and then the lower portion of Ten Rod Road.

Road Safety Audit – Gonic Road (Route 125)

Mr. Bezanson stated that he had sent an application to NHDOT for a Road Safety Audit for Gonic Road between Gear Road and Rochester Neck Road. NHDOT has responded that they are designing improvements this year to include a two-way left turn lane, and construction is expected in 2019.

Downtown Crosswalks

Mr. Bezanson said DPW is requesting to install pedestrian crossing signs at three of the mid-block crosswalks in downtown that have been discussed at previous meetings. The signs would be installed on both sides of the crosswalk, similar to the recent installations on North Main Street. Councilor Walker said that when this was discussed earlier the concern was for sign clutter downtown. Mr. Bezanson said the request was only for three crosswalks: the two crosswalks to be relocated (Union and North Main), and the crosswalk at Parson Main. Councilor Walker said that area is already getting polluted with too many signs. Councilor Gates asked how many accidents there have been in the area; he said he is reluctant to put the signs up downtown without looking at the data. Councilor Hamann stated that he doesn't want to put signs up that aren't mandated. ***Councilor Lachapelle made a motion to install the pedestrian signs with the arrows in the 3 mentioned locations. Councilor Walker seconded the motion. Voice vote was 2 to 2 with Councilor Hamann and Councilor Gates opposing.*** Councilor Hamman said he would rather see the crosswalks painted 3 times a year, if they needed it.

Councilor Gates made the motion to adjourn the meeting at 7:46 PM. Councilor Lachapelle seconded the motion. The motion passed unanimously.

Minutes respectfully submitted by Laura Miller, Secretary II.

*Intentionally
left blank...*

City Clerk's Office

**Public Works and Buildings Committee
Thursday June 21, 2018 7PM
Council Chambers**

MEMBERS PRESENT

Councilor Ralph Torr – Chairman
Councilor Ray Varney- Vice Chairman
Councilor Sandy Keans
Councilor David Walker
Councilor Geoffrey Hamann

OTHERS PRESENT

Blaine Cox, Deputy City Manager
Peter C. Nourse PE, Director of City Service
Daniel Camara, GIS / Asset Management
David Green, Chief Wastewater Treatment Plant Operator
Mark Allenwood, PE – Brown & Caldwell Engineering

MINUTES

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

1. Approve minutes from the May 17, 2018 Public Works & Building Meeting.

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

Councilor Walker made a motion to accept minutes as presented for the May 17, 2018 Public Works Committee meeting. Councilor Hamann seconded the motion. The Motion passed unanimously.

2. Public Input – None

3. WWTP Sludge Dewatering and Carbon Storage Buildings Consultant Presentation

Mr. Nourse introduced Mark Allenwood of Brown and Caldwell Engineers (B&C). He stated that B&C had been the consulting engineers for several years now and that Mr. Allenwood was here to describe the scope of work associated with the WWTP Sludge Dewatering Facility and the Carbon Storage Building. Mr. Nourse stated that this project would be the largest investment to date at the WWTP since the new plant was built in 2000. Mr. Allenwood began by explaining a basic history of the WWTP. He stated the new plant (2000) was designed using the latest technology at the time. He stated that the activated sludge process was implemented and that the resulting sludge, also referred to as biosolids, is pumped to a storage lagoons that have become a problem due to the limited storage capacity available. It is currently near maximum capacity. He stated that there are two storage lagoons and the treatment plant staff is doing an excellent job using the second one for flow equalization at peak times. Mr. Allenwood explained that the sludge has not, and will not break down. He stated there needs to be a process for disposal now before the storage capacity is exhausted. He explained that this project will

not take care of what is stored in the lagoons but it will stop any future use of the lagoons. Mr. Allenwood explained that the project is to build a facility that will mechanically dewater the sludge as it is produced. The sludge will then be trucked off site to the Waste Management (WM) landfill. He stated that the water must be removed to meet transportation standards. Councilor Keans asked what the difference is with the sludge that we have currently been hauling to WM. Mr. Green explained that we have been sending our grit and the alum sludge from the Water Treatment Plant. Mr. Nourse explained that the alum sludge is a completely different waste stream and that it is stored in different areas at the facility. Mr. Allenwood displayed aerial pictures of the basins / lagoons that showed the depth of the sludge being discussed and he displayed conceptual drawings of the facility. Mr. Allenwood then moved on to the topic of the Carbon Storage building. He stated that the plan is to be bidding the construction of the Carbon Storage Facility as a bid alternate. He stated that as these projects are both highly necessary, and they are like construction, it makes sense to bid them at the same time and if funding is sufficient, to do the projects concurrently. Mr. Allenwood stated that the current carbon source that has been used is the acetic acid or "pickle juice". He stated that the use of this product has significantly reduced the total nitrogen in the effluent or discharge at the WWTP. He explained that this is going to be a significant part of the new NPDES permit as there is an issue with the pickle juice freezing in the winter months. The plant is unable to use this product during those times. He stated that the Carbon Storage Building Project is to build a heated building with a large storage capacity so that the product can be used year round. Mr. Allenwood explained that the Sludge Dewatering Project was originally estimated at 6.5 Million and it is now \$7,040,00 due to general escalation of construction costs and it has been determined that pilings will be necessary for both buildings. He stated that the Carbon Storage Building with tanks and pumps for piping into the process is estimated at approximately 1.3 million. He stated that the project is at 95% design and will be bid late summer or early fall with construction to start in November and to resume in the spring. Mr. Nourse thanked Mr. Allenwood and stated he would keep the Committee informed during the process and pending bid results, a supplemental might be necessary.

4. WWTP Smart Start LED Project

Mr. Nourse stated that David Green the Chief Operator of the Wastewater Treatment Plant has looked into the Eversource Smart Start Program. He stated that there are three separate buildings at the plant that have been considered for this program. Mr. Nourse stated that this plan will allow staff to proceed with the conversion of all fixtures to LED fixtures without upfront costs. Eversource would complete this project and the usage savings for the next several years would go toward the payback of the project cost. He stated that averaging all buildings together the pay back is approximately 5.4 years and once the project is paid off the savings will be the City's. Councilor Varney asked the finance cost. Mr. Nourse stated that he has calculated the finance cost to be

approximately \$2,000. Mr. Green stated that the total project cost is actually about \$35,000 and deducting the rebates and adding in the interest we are at about \$31,000. He stated it is approximately a 5% interest charge. After discussion on the savings and limited amount of interest the Committee made the following motion.

Councilor Walker made a motion to recommend that the full Council approve the use of the Smart Start Program for the LED conversions at the WWTP. Councilor Hamann seconded the motion. The motion passed unanimously.

5. Septic System Tie in update / NHDES Subsurface Division Process

Mr. Nourse stated that currently the City's Ordinance states that property owners must tie into City sewer if within 100 ft. of the City sewer main, if given notice to tie in they must comply within 90 days of notice. He stated that the State of NH approves septic designs for new and failing systems and that they have explained that they will not consult the City prior to approving new or repair design plans. He further stated that all designers and repair companies should be aware of the 100-foot tie-in that is required by both State of NH RSA's and City of Rochester Ordinance's, but this is not happening. He cited a recent septic system repaired on the Old Dover Road that was approved by the State of NH. He stated the State sent us the notice that a design had been submitted and then we received their approval of the system within a ½ hour of each other. Mr. Nourse stated that this is a problem. He stated the DPW staff was looking into ways of correcting the problem and that he has written a letter to the Commissioner of NHDES requesting them to work with City on this issue, and he is also considering a mass mailing to designers and installers. He stated that prior to the mailing he believed that the Ordinance should be updated to include language that mandates tie –in for all buildings within 100 feet of the sewer main, and at failure of private septic systems if within 100 feet of the sewer main, and at notice to tie in if within 100 feet of the sewer main for existing structures. There was a brief discussion on the subject and the Committee recommended that the staff put this issue on the July 10th agenda for the City Council to refer to the Codes and Ordinance Committee. Mr. Nourse will do an Agenda Bill for the July 10, 2018 meeting.

6. Chesley Hill Contractor Retainage –.

Mr. Nourse stated that this item is on the agenda as it was recommended by the finance office to have the full City Council vote to approve holding \$4000 from the Chesley Hill Road reconstruction contractor as mutually agreed to in order to patch the road. Mr. Nourse explained that there are 3 cuts on Chesley Hill Road. One cut was done by the contractor and two cuts were made by the City Staff. He stated that a large pavement patch will be completed to ensure the integrity of this newly paved street and he stated that a one the cost for the patch is approximately \$12,000. It is scheduled to be completed during the summer. Mr. Nourse stated that through discussions with the contractor it has been agreed that they will pay 1/3 of the cost of the patch. Councilor Keans asked if the City has authority to hold these funds or would this have to go back to

planning. Mr. Cox stated that this retainage and that it is mutually agreed upon. Councilor Walker asked if this was like surety. Mr. Cox stated it is not surety.

Councilor Walker made a motion that the full City Council approve the holding of \$4,000 from Lyman and Sons Contracting in order to pay 1/3 the cost of the pavement patch. The motion was seconded by Councilor Hamann. The motion passed unanimously.

7. Whitehall Road 2006 Project remaining \$10,198.97

Mr. Nourse stated that there is sufficient water funding in the Franklin Street project and this is not to supplement that project. He stated that these funds for the Whitehall Road project have been on the books for many years and this request was directed by the finance office to clean up the accounting. It was suggested that the funds be used for a similar water fund roadway repair or extension project that was already in progress. These funds will be used to reduce the amount of water funding to be bonded for the Franklin Street project.

Councilor Walker made a motion recommend that the full City Council repurpose the \$10,198.97 from the Water Fund Project account number 06531 to the Franklin Street Project. Councilor Haman seconded the motion. The motion passed unanimously.

8. Community Center Alarm Panel

Mr. Nourse stated that the design of the fire alarm panel for the Community Center is nearly complete and the project is estimated to be approximately \$100,000. He stated that this is within budget. Mr. Nourse stated that at last month's meeting he had discussed the possibility of adding onto the system some type of alert for all building occupants to be alerted for other type of emergencies. He cited active shooters as an example. Mr. Nourse stated he believed the Committee was opposed to the additional investment, but he believed it was his responsibility to bring it back to be sure of that prior to putting the idea to rest. The Committee consensus was not to look into it at this time.

9. New DPW Facility Update

Mr. Nourse stated that he and his staff had traveled to 4 facilities in Massachusetts to see the concepts that were put into place. He stated that our design firm, Weston & Sampson, designed all of these buildings. Mr. Nourse stated that each building had its positive and negative points and believes these visits will help us to develop a better design for our new building. He stated that he is planning a July tour of the local NHDOT facility up off the Chestnut Hill Road connector. He will update the Council when he has a firm date for this tour and all were welcome to join. Chairman Torr asked the Director which of all the facilities seen which did he like best. Mr. Nourse stated that Wayland and Hopkinton were both good facilities. He stated taking the positives from each of those to make our own facility is possible.

10. **GSBP Water Loop**

Mr. Nourse stated that the City has submitted a pre-application for the SRF/Trust Fund Grant for this project. He stated we should hear this fall if those funds were awarded to us. Mr. Nourse stated that the City Staff had met with the manufacturer that is looking to build a warehouse in this business park. He stated that they plan to put in a 60,000 square foot facility now and another one the same size within the next few years. Mr. Nourse stated that the City advised the developer to hire a fire protection engineer to design their sprinkler system and to get us the necessary fire flow requirements. He stated that a possible temporary system could be considered. Mr. Nourse stated that if all goes according to plan the City will be constructing the new water line next spring our consultants are working on the permits now. Councilor Varney asked the status of the developer's agreement. Mr. Cox stated that it is in the process of being developed. Councilor Keans stated that she had noted that the NHDES website had listed water grants available for leaks and Brownfields Grants available. Mr. Nourse stated that staff had put in for the Leak Detection Grant and that he would look into any others listed on the website.

11. **USEPA Greening America Grant**

Mr. Nourse stated that the USEP has awarded a grant to the City of Rochester for a design charret for a green space within the area of the Union Street parking lot and the Gap project area on North Main Street. He stated that this was for the design of a green space that could be incorporated into a future project area. He stated that there is a public information or input meeting on July 10 at 7pm. Councilor Keans asked how this location came into play and she asked who was on the Committee that picked this area. Mr. Nourse stated that he would look into it and get back to the Councilor. Councilor Keans stated she would like the open area on the corner of North Main and Union Street looked at as well.

12. **Project Updates**

Colonial Pines – Mr. Nourse stated that plan is still to complete the sewer connection of the new pipe from under the turnpike down Railroad Ave. into the main interceptor this construction season. We are currently negotiating that cost with the contractor. Mr. Nourse stated he was very pleased that 90% of the homeowners within Colonial Pines allowed our engineering consultants into their homes to complete the surveys of basements. He stated that the engineers were still working on design and believes that the first phase of tying in the neighborhood streets will start next year. He stated that bidding this over the winter would likely get us the best pricing as most contractors are busy and have worked scheduled through this construction season.

White House Road – Mr. Nourse stated that Unitil's work is to replace about 6,600 feet of gas main and they are about half way there. He stated that they have run into ledge and it is slowing them down. Mr. Nourse states that Unitil expects that this project may now last through August. Councilor Keans stated that there needs to be an official

announcement of the extended project time. Mr. Nourse stated that he would get the information out there. Mr. Nourse stated that Unitil has stated that they will work Saturdays if approved. Councilor Varney expressed concern for paving this road prior to November. The Committee was in favor of Saturday work in hopes of expediting the work.

Community Center Tennis Courts – Mr. Nourse stated that the tennis court project is approximately a two week project and it will be starting up within the next two weeks.

13. Other

PFC Landfill Old Dover Road – Mr. Nourse stated that the old landfill on the Old Dover Road has groundwater wells that have been monitored for many years per the permit for that site issued by NHDES. He stated that PFC's have become a big issue across the Country and NHDES has previously mandated that we test the landfill for them. As a result, we had hits in some of the monitoring wells and due to those hits they are now requiring us to test other locations. Those locations are 300 Blackwater Road, which is a well for a small mobile park, and the other sites are five single-family homes along the Blackwater Road. He stated that that this is going to be a significant increase, estimated at \$11,000. Mr. Nourse stated there was also a hit on PFC's near Lydall and a hit in one of the monitoring wells at the WWTP. Councilor Keans asked if there have been any issues with access due to the neighboring property owner at the landfill site. She stated that there is a locked metal gate up. Mr. Nourse stated that there have not been issues to his knowledge he believes that staff has been given a key. Councilor Varney stated that this property boundary issue was on the City Manager list to look into.

RT 125 South near Flagg Road and Gear Road – Mr. Nourse stated that there had been a fatality in this area a few years back and that the City had written to the State of NH DOT requesting a road safety audit for the area. He stated that he has heard back from the State and they will not be completing the audit as they agree with the City's recommendation to restripe the area to provide a center turn lane and there will be a no passing zone for 1800 feet north of Gear Road. He stated that their plan is to complete the restriping in calendar year 2019.

Rt 11 North of Walmart – Councilor Torr asked about the work he noticed going on in the area. Mr. Nourse stated that the State of NH is scheduled to overlay the pavement and they are out marking and cleaning structures to accommodate this work. He also stated that the City had asked them to delay their paving until Granite Ridge Phase 1 and then again, for the proposed work in the Granite Ridge Phase 2, but it appears they are proceeding based on what Councilor Torr is seeing. He stated that as a condition of the roadwork necessary in Granite Ridge Phase 1 & 2 the City has agreed to complete a high strength pavement overlay of the area in front of The Ridge. We requested the delay as it made sense to wait until all of our roadway work and cuts were completed. Mr. Nourse stated he would look into it to see if that is what is going on.

City Hall Bathroom Project – Mr. Nourse stated the ladies room project bidding is

complete and the project is going to be starting the first week of July and lasting 2-3 weeks. He stated the budget was \$75,000 and the bid and award is for \$46,750.

Councilor Keans expressed displeasure at the price of the project. Mr. Cox stated that this is not only a renovation project. This will also address the plumbing issues where we have had leaks that are flowing down and dripping through the ceilings of the basement offices. Mr. Nourse stated that it also will address LED fixtures and the multiple request for a baby changing station.

Strafford Square – Councilor Hamann asked about the status of the Strafford Square Project. Mr. Nourse stated that Fairpoint has been holding up the project. He stated all other utilities have provided scopes and fees and were ready to proceed with the work, but Fairpoint has been very difficult to pin down. He stated that after a call to the Public Utilities Commission he received a call from the Fairpoint Escalation Department and a call from the project engineer. Mr. Nourse stated that he had also met on site today with Fairpoint and that although this engineer has a lot of work to do to get caught up on the project, he believe this will get the project back on track, he is still hoping to start with some utility work this year. Mr. Nourse stated he has been meeting with abutters and things are proceeding well with one exception. He stated he would keep the Council informed of this issue moving forward.

City Hall Mail Incident – Councilor Walker stated he would like a notification system at City Hall that would tell occupants when to evacuate the building. He stated that there was a recent incident where staff had to go room to room to tell everyone to evacuate. Councilor Varney stated that under a previous agenda item we had just turned down such a system. Councilor Walker suggested strobe or some other visual notification. Mr. Nourse stated that is the type of system that he looked at for the Community Center and it was about \$100,000. Councilor Keans suggested pulling the fire alarm if you want to evacuate the building. Mr. Cox suggested that when the City is looking into the new phone system, staff could look at that as well. Mr. Cox stated that staff is working on a process for handling suspicious packages and they will look at the notification process as well.

Paving Schedule and Wakefield St. – Councilor Varney requested that the list of streets to be paved be put up on the website and he inquired about the schedule for paving Wakefield Street. Councilor Walker stated that the Public Safety Committee had been told in July. Chairman Torr asked when the Wakefield Street Project would happen. Mr. Nourse stated the overlay would last up to 5 years but the design is nearly completed and when the City Council appropriates the funds, the project is just about ready to go. Councilor Varney also asked that the construction zone signs to be removed on Eastern Ave. He stated that it has been completed but the signs are still out there laying on the roadsides.

Councilor Walker made a motion to adjourn at 8:19pm. Councilor Hamann seconded the motion. The motion passed unanimously.

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

**RESOLUTION AUTHORIZING ACCEPTANCE AND APPROPRIATION OF VICTIMS
OF CRIME ACT (VOCA) GRANT AWARD FOR FY 2018-2019**

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

WHEREAS, that a Victims of Crime Act (VOCA) grant in the amount of Twenty-Five Thousand Eight Hundred and Thirty-Six Dollars (\$25,836.00) awarded to the City of Rochester's Legal Department is hereby accepted by the City of Rochester;

WHEREAS, the aforesaid grant requires a 20% cash match by the City of Rochester of Six Thousand Four Hundred Fifty Nine Dollars (\$6,459.00), to the Victims of Crime Act (VOCA) grant by City of Rochester's Legal Department;

FURTHER, that the sum of Twenty-Five Thousand Eight Hundred and Thirty-Six Dollars (\$25,836.00) be, and hereby is, appropriated to a non-lapsing Special Revenue Fund to be created for the purpose of carrying out the purposes of the Victims of Crime Act grant;

FURTHER, that the transfer of Six Thousand Four Hundred Fifty Nine Dollars (\$6,459.00) from the FY 2018-2019 Legal Department Operating Budget to the non-lapsing Special Revenue fund stipulated above is hereby authorized;

FURTHER, that the City Manager is authorized to enter into a grant agreement and any other contracts with the New Hampshire Department of Justice that are necessary to receive and administer the grant funds detailed above; and

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



07/05/2018

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

Acceptance of and Appropriation of Funds for FY 18-19 VOCA Grant

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐

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

RESOLUTION REQUIRED? YES ☒ NO ☐

FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	July 10, 2018		
DEPT. HEAD SIGNATURE	Karen Pollard, on file		
DATE SUBMITTED	6/14/2018		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	4

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	NH Dept. of Justice / general City funds
ACCOUNT NUMBER	TBD
AMOUNT	
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	\$25,836 (grant) / \$6,459 (match)

LEGAL AUTHORITY

City Charter.

SUMMARY STATEMENT

The Legal Department has been conditionally awarded a NH Department of Justice Victim of Crime Act (VOCA) grant in order to fund the continuing Victim-Witness Advocate position in the amount of \$25,836.00. A non-Federal match of \$6,459.00 is required by the grant and is already included in the Legal Department's proposed FY 2018-2019 budget.

RECOMMENDED ACTION

Accept the grant, appropriate the necessary funds, and authorize the City Manager to enter into a grant agreement with the NH Department of Justice.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

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

Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	25,836.00 -	-	6,459.00 -
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	25,836.00 -	-	6,459.00 -
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

07/05/2018

**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

GORDON J. MACDONALD
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

June 6, 2018

Terence O'Rourke
City Attorney
The City of Rochester, NH
31 Wakefield Street
Rochester, NH 03867

Re: Victims of Crime Act Grant Program – SFY 19 Subgrant Award

Dear Mr. O'Rourke:

I am pleased to inform you that grant funding in the amount of \$25,836 has been approved to the City of Rochester, NH. The time period for this funding is from July 1, 2018 through June 30, 2019.

We have enclosed a copy of your expenditure report for your review and initial financial expenditure filing along with an award document that contains pertinent information regarding your funding. Should you choose an electronic Microsoft Excel spreadsheet version of the expenditure report, it is available from this office, upon your request. Expenditure reports must be submitted to this office on a quarterly basis, with a due date of 15 days after the end of the previous quarter. For example, with an award that begins on January 1 – your first quarterly report is due on April 15th or 15 days after the close of the first quarter on March 31. Your final quarterly expenditure report will be due on July 15, 2019.

Should you have any questions concerning your grant project, please contact Tanya Pitman of the NH Department of Justice Grants Management Unit by email at Tanya.pitman@doj.nh.gov or by phone at 603-271-1261.

Congratulations on this grant. Thank you and the City of Rochester, NH for your efforts on behalf of crime victims in New Hampshire.

Sincerely,



Gordon J. MacDonald
Attorney General

GJM/tlp
enclosures

STATE OF NEW HAMPSHIRE DEPARTMENT OF JUSTICE GRANT AWARD		
Recipient Name: City of Rochester-Legal		Vendor No.: 1056936
Program Name: Victim Advocacy Program		Amount: \$ 25,836.00
Grant Start Date: 07/01/2018	State Grant Number: 2017-VA-GX-0044	
Grant End Date: 06/30/2019	Recipient DUNS #: 073960874	
Acct. No.: 02-20-20-201510-YYYY-072		PO Number: 1056936
Head of Agency	Project Director	Fiscal Officer
Daniel Fitzpatrick	Terence O'Rourke	Blaine Cox
31 Wakefield Street Rochester, NH 03867 603-332-1167	City Attorney 31 Wakefield Street Rochester, NH 03867 603-335-7564	Finance Director 31 Wakefield Street Rochester, NH 03867 603-335-7505
Federal Grant Name: VOCA Assistance		
Federal Agency: United States Department of Justice		
Bureau/Office: Office of Justice Programs		
CFDA Number: 16.575		
Federal Grant Number: 2017-VA-GX-0044		
Federal Award Amount: 7928710		Fed. Award Date: 9/28/2017
Federal Start: 10/1/2016	Federal End: 9/30/2020	
Purpose of Grant: Victim Advocacy [Non R&D]		
Program Requirements: Adherence to Program Conditions and Guidelines.		
Match Requirements: Match must be spent on program allowable activities.		
Program Income Requirements: Program Income must be reported and spent on program allowable activities.		
Reporting Requirements: Monthly or quarterly Financial reports. Required Performance reports and audit. Adherence to Program Conditions and Guidelines. Completion of Monitoring forms and processes.		

Daniel Fitzpatrick

Department of Justice
33 Capital Street
Concord, NH 03301

To: City of Rochester-Legal
31 Wakefield Street
Rochester, NH 03867

Report Date: 6/12/18
Report No: 1
Grant No: 2017-VA-GX-0044
Program: Victim Advocacy Program

Period End: 09/30/18
Grant Start: 07/01/2018
Grant End: 06/30/2019

Total Award:	\$32,295.00	Match Percentage	Federal Draw Down	\$0.00
Fed. Share:	\$25,836.00	Budget Current	Federal Expenditures	\$0.00
Rec Share:	\$6,459.00	20% #DIV/0!	Match Expenditures	\$0.00
			Balance Available	\$25,836.00

Budget Category	Budgeted Federal	Match	Expended to Date Federal	Match	This Period Federal	Match
Personnel	\$24,000.00	\$6,000.00	\$0.00	\$0.00		
Benefits	\$1,836.00	\$459.00	\$0.00	\$0.00		
Travel			\$0.00	\$0.00		
Equipment			\$0.00	\$0.00		
Supplies			\$0.00	\$0.00		
Construction			\$0.00	\$0.00		
Cons/Contract			\$0.00	\$0.00		
Other			\$0.00	\$0.00		
Indirect			\$0.00	\$0.00		

TOTALS	\$25,836.00	\$6,459.00	\$0.00	\$0.00		
--------	-------------	------------	--------	--------	--	--

This Period: Program Income Earned: _____ Program Income Expended: _____

Certification:

I certify that to the best of my knowledge and belief, this report is correct and complete for the period covered, and that all personnel and other expenditures declared as Federal and Recipient expenses are for allowable activities approved by the NH DOJ for this program.

Authorized Official	Date	Financial Officer	Date
SUMMARY OF EXPENDITURES REPORT REQUIRES TWO SIGNATURES			
Do not write below this line. For NH DOJ use only.			
Vendor #	Amount	PO#	Fed Grant#
1056936		1056936	2017-VA-GX-0044
			Approp #
			02-20-20-201510-YYYY-072
			Job#
			20VOC17A

*Intentionally
left blank...*

City Clerk's Office

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

THE CITY OF ROCHESTER ORDAINS:

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

42.29 Signs

m. Specific Sign Requirements.

- 6.1. **Development and Construction Signs.** Signs temporarily erected during construction to inform the public of the developer, contractors, architects, engineers, the nature of the project or anticipated completion dates, shall be permitted in all zoning districts, subject to the following limitations:
- A. Such signs on a single residential lot, residential subdivision, or multiple residential lots, and nonresidential uses shall be limited to one sign, no greater than 10 feet, in height and 32 square feet in area.
 - B. Such signs for commercial or industrial projects shall be limited to one sign per street front.
 - C. Development and construction signs may not be displayed until after the issuance of construction permits by the building official and must be removed no later than 24 hours following issuance of an occupancy permit for an or all portions of the project.
- 6.2. **Planned Unit Development Signs.** *These signs shall be used to identify a project and/or inform the public of the name of a development.*
- A. *Such signs shall only be used for Planned Unit Developments.*
 - B. *Such signs shall be no greater than 16 square feet.*
 - C. *Such signs may not be lit.*
 - D. *Such signs are allowed in Open Space.*
 - E. *Such signs shall require approval from the Planning Board. The Board may require specific materials, landscaping, or other features.*
 - F. *This section shall also apply to previously approved Planned Unit Developments.*

The effective date of these amendments shall be upon passage.

07/05/2018

Bedford Design Consultants Inc.
 ENGINEERS AND SURVEYORS

 177 East Industrial Park Drive
 Manchester, NH 03109

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

LETTER OF TRANSMITTAL

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

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

WE ARE SENDING YOU

☒ Attached☐ Under separate cover via _____ the following items:☐ Shop drawings☐ Prints☐ Plans☐ Samples☐ Specifications☐ Copy of letter☐ Change order☐ _____

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

RECEIVED

MAR 26 2018

Pd. #100 -
CIC #17308CITY CLERK'S
ROCHESTER, NH

THESE ARE TRANSMITTED as checked below:

☒ For approval☐ Approved as submitted☐ Resubmit _____ copies approval☐ For your use☐ Approved as noted☐ Submit _____ copies for distribution☐ As requested☐ Returned for corrections☐ Return _____ corrected prints☐ For review and comment☐ _____☐ FOR BIDS DUE _____ 20 _____ ☐ PRINTS RETURNED AFTER LOAN TO US

REMARKS _____

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

Thank you, Katie Weiss

COPY TO _____

SIGNED

Katie Weiss

07/05/2018

Bedford Design Consultants Inc.
ENGINEERS AND SURVEYORS

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

March 26, 2018

Rochester City Council
31 Wakefield Street
Rochester, NH 03867

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

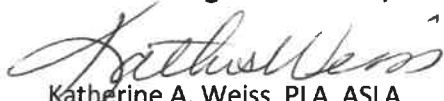
Members of the Council,

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

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

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

Sincerely,
Bedford Design Consultants, Inc.


Katherine A. Weiss, PLA, ASLA
Project Manager

Petition for Zoning Ordinance AmendmentDate: 3-26-18


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

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

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

please see attached description.

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

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

07/05/2018



*Intentionally
left blank...*

City Clerk's Office

**Resolution Authorizing Acceptance of Federal Forfeiture Funds and Appropriation in
Connection Therewith in the amount of \$2,150.00**

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

WHEREAS, that Federal Forfeiture Funds in the amount of Two Thousand One Hundred Fifty Dollars (\$2,150.00) awarded to the City of Rochester is hereby accepted by the City of Rochester;

FURTHER, that the sum of Two Thousand One Hundred Fifty Dollars (\$2,150.00) be, and hereby is, appropriated to the General Fund Unassigned Fund Balance fund; and

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



07/05/2018

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
Federal Forfeiture Funds

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

AGENDA DATE	Next July 2018 meeting		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	6/28/18		
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

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Federal Funds
ACCOUNT NUMBER	Fund 61032010-561032-195XX
AMOUNT	\$2,150.00
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

Seeking approval from Council to accept the forfeiture funds in the amount of \$2,150.00 for case # 17-707-AR from the Federal Government.

RECOMMENDED ACTION

Accept the Federal forfeiture funds.

*Intentionally
left blank...*

City Clerk's Office

Resolution Authorizing Acceptance and Appropriation of a Great Bay Resource Protection Grant Program grant for the purpose of funding an land appraisal in the amount of \$3,300.00

Be it resolved by the Mayor and City Council of the City of Rochester, as follows:

WHEREAS, that a Great Bay Resource Protection Partnership Grant Program grant in the amount of Three Thousand Three Hundred Dollars (\$3,300.00) awarded to the City of Rochester is hereby accepted by the City of Rochester;

FURTHER, that the sum of Three Thousand Three Hundred Dollars (\$3,300.00) be, and hereby is, appropriated to the Water Fund CIP for the purpose of funding an appraisal in conjunction with Southeast Land Trust (SELT) related to a potential conservation easement with the entirety of this appropriation being derived from the aforementioned grant; and

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



07/05/2018

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

Water Supply Protection Grant - SUPPLEMENTAL APPROPRIATION

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☒ NO ☐
* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	July 10, 2018	
DEPT. HEAD SIGNATURE	Peter C. Nourse, Director of City Services	
DATE SUBMITTED	July 3, 2018	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	PWC & CC
CHAIR PERSON	Torr

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Water Fund CIP
ACCOUNT NUMBER	55016010-771000-19XXX
AMOUNT	\$3,300
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

Per the attached Letter of Understanding established by City with the Southeast Land Trust of NH (SELT), the City has sought and received grant funds from the privately funded Great Bay Resource Protection Partnership in the association with the appraisals and possible acquisition of the 2 properties within Rochester's Water Treatment System watershed.

This Agenda bill is to appropriate funds so that once the grant funds are received an equal payment will be made to SELT.

The total cost of both appraisals is \$6,600 with a 50% Match from SELT. Total Grant funds expected are \$3,300. There are zero costs to the City.

RECOMMENDED ACTION

1. City Council resolution appropriating \$3,300 to the Water Fund CIP for Water Supply Protection. The funding source will be a grant in the same amount from The Great Bay Resource Protection Partnership Grant Program.

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name: Date: Fiscal Year:

Fund (select):

GF Water Sewer Arena CIP Water CIP Sewer CIP Arena CIP Special Revenue Fund Type: Lapsing Non-Lapsing

Deauthorization

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

Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	55016010	771000	19xxx	-	\$3,300	-
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

LETTER OF UNDERSTANDING
Between Southeast Land Trust of NH and the City of Rochester

This **Letter of Understanding** (“**LOU**”) summarizes the financial and management responsibilities of the Southeast Land Trust of New Hampshire (“**SELT**”) and the City of Rochester (“**City**”) based upon their mutual interest to secure an appraisal report (the “**Appraisals**”) to determine the fair market value of two conservation easements, one covering approximately 160 acres of land along Sheepboro Road described by the Town of Farmington’s Tax Maps as Map R-26, Lot 1 (the “**Stuart**” property), and the other covering approximately 125 acres of land along Reservoir & Sheepboro Roads described by the Town of Farmington’s Tax Maps as R-9, Lots 7 & 8, R-10, Lot 19, and R-26, Lot 3 (the “**City Reservoir**” property), both as shown in Exhibit A attached hereto. SELT and the City may be collectively referred to herein as “the Parties”, and the Stuart and City Reservoir properties may be collectively referred to herein as “the Properties”.

The Parties desire to partner as stated above to procure said Appraisals, and SELT is prepared to bear the initial cost of said Appraisals. The Parties acknowledge that with SELT’s assistance, the City has applied for, and been awarded, a grant (the “**Grant**”) from the Great Bay Resource Protection Partnership (the “**Partnership**”) to reimburse fifty (50) percent of the cost of said Appraisals. The Parties further acknowledge that the City shall reimburse SELT the full amount of said Grant once the City has received the funds from the Partnership. The Appraisals will be conducted by Arol Charbonneau of Crafts Appraisal Associates, Ltd., and the total cost for said Appraisals shall be Six Thousand Six Hundred Dollars (\$6,600.00). Therefore, the Grant award of Three Thousand Three Hundred Dollars (\$3,300.00) shall be paid by the City to SELT once said Grant from the Partnership has been received by the City.

The Parties understand that this document in no way obligates the City to sign a conservation easement. Rather, this document is simply stating that both parties agree to partner to procure said Appraisals. The Parties also understand they may, at some future date, agree to place a conservation easement over said Properties, and this LOU in no way prohibits further reimbursement or compensation between the Parties for the cost of said Appraisals.

The responsibilities of each party are summarized below.

Responsibilities of SELT

1. SELT agrees to manage the appraisal assignment and to ensure a copy of the completed appraisal reports are provided to the City.
2. SELT will pay the full cost of the Appraisals upon completion.
3. SELT will prepare all documentation required by the Partnership and will submit said documentation to the City for its review and signature.
4. SELT will be listed as a Client in the appraisal report.

Responsibilities of the City

1. The City will review, sign, and submit all Grant reimbursement documents required by the Partnership within 30 days of receipt from SELT.
2. Upon receiving said Grant funds, the City will reimburse SELT the full amount of said Grant.
3. The City will be listed as an intended user in the appraisal report.

LETTER OF UNDERSTANDING
Between Southeast Land Trust of NH and the City of Rochester

The parties agree to have a target completion date for the Appraisals of July 31, 2018, although additional time may be necessary.

This Letter of Understanding represents the complete understanding of the parties hereto and can only be revised through written agreement.

Executed this JUN 11 2018 day of _____, 2018, by



Daniel Fitzpatrick, City Manager
City of Rochester

Brian Hart, Executive Director
Southeast Land Trust of New Hampshire

Resolution Authorizing Acceptance of Donation of Cemetery Sign and Installation

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

Whereas, Mr. Paul Howard, a former resident of Rochester desires to purchase and install a sign for the City cemetery located at the corner of Twombly Street and North Main Street in order to properly memorialize the location of the historic cemetery.

Therefore, the Mayor and the City Council hereby accept Mr. Howard's donation of a sign and the installation thereof for the aforementioned City cemetery subject to the approval as to location and appropriateness of the Director of City Services.



07/05/2018

City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT

Donation of a sign (and it's installation) for the North Main Street cemetery.

COUNCIL ACTION ITEM ☒ accept donation
INFORMATION ONLY ☐

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

RESOLUTION REQUIRED? YES ☐ NO ☐

FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	July 10, 2018	
DEPT. HEAD SIGNATURE		
DATE SUBMITTED	6/29/2018	
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

SUMMARY STATEMENT

A former resident of Rochester, Paul Howard, who has grandparents and great grandparents buried at the cemetery noticed that there was no sign for the cemetery on North Main Street, in front of Home Depot. He wanted to know if the City would allow him to have one put up, he will pay for the sign and to have it installed.

He said it will be "simple but elegant" and can get us a picture of a similar one that the Knowles-Chase-Leavitt Cemetery in Fremont, NH. It will be a white background with black lettering and trim and say Old Town Cemetery, Circa of year noted. It will be made by Sign of the Times in Exeter, NH. They were the ones that created the Fremont sign.

RECOMMENDED ACTION

Accept the donation of the sign and installation for the North Main Street cemetery.

June 31, 2018

To: Ms. Samantha Rodgerson
Senior Executive Assistant
Rochester City Hall
31 Wakefield Street
Rochester, NH 03867



Subject: Request for Review on Cemetery Sign

Dear Ms. Rodgerson,

Per our phone conversation on 26 June 2018, I would like to ask your City Council members and you at your next meeting if I could donate a gift to the City of Rochester by having a sign made at my cost for The Old Town Cemetery located on North Maine Street in Rochester. At the present time there is no sign identify this cemetery.

I have Grandparents and a Great Grandparent resting at this cemetery.

Per your request, I have enclosed a picture to the City Council Members and you on what the cemetery sign would look like.....identical (except the verbiage) of "The Knowles - Chase - Leavitt Cemetery" Cicra 1777

located in Fremont, NHlocation of my Great Great Grandparents resting site.

The cemetery sign for the "Knowles - Chase - Leavitt Cemetery" was made by "The Signs of The Times" located at 150 Front Street, Exeter, NH.....(603) 778-7446.

I have talked to the owner of this sign store, Mr. Jim Calorie and he has given me a price of \$175.00 to manufacture this sign. I would also take responsibility in purchasing the metal pipe for mounting this sign at my cost (Please see attachment for dimensions of the sign and pole).

If acceptable to the City Council, I would like to have the following nomenclature on the cemetery sign:

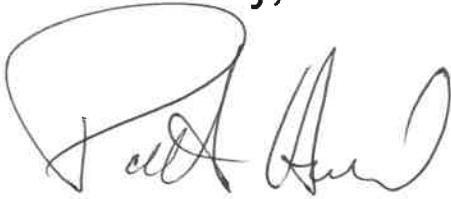
"Old Town Cemetery"
Circa 1783

I believe the oldest death on a gravestone at The Old Town Cemetery is for Abner Dame at 1783.....I am not sure if the City of Rochester may have records on file that reflect the dates of the headstones at this cemetery.

I would like to thank the City Council and you into discussing this at your next meeting.

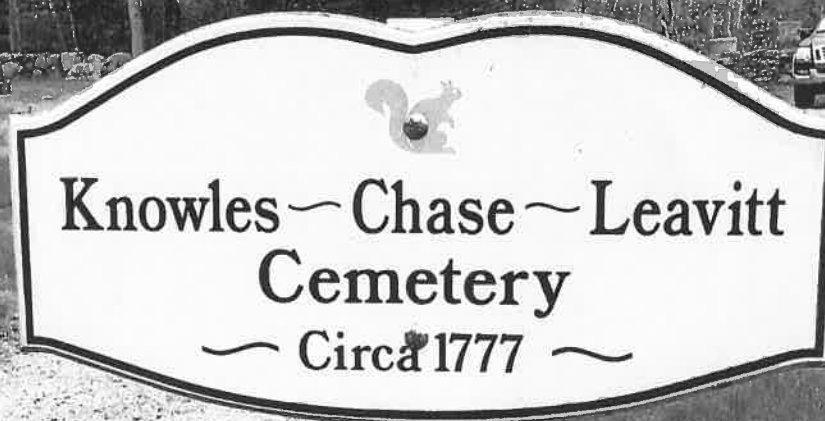
Should you have any questions, I can be reached at (603) 883-0758 or by email howey49@comcast.net

Sincerely,

A handwritten signature in black ink, appearing to read "Paul A. Howard". The signature is fluid and cursive, with a large initial "P" and "H".

Paul A. Howard
3 Circle Drive
Hudson, NH 03051

07/05/2018



Cemetery Sign and Pole Dimensions

1. Width of sign: 2 feet
2. Height of sign: 11 & 1/2 inches
3. Thickness of sign: 1/2 inch
4. Material: White PVC
5. Height of pole from ground to top of sign:
62 inches
6. Diameter of pole: 2 inches
7. Color of pole: White
8. Pole material: Steel
9. Two (2) stainless steel screws: Mounting of sign

Resolution Authorizing City Manager to Extend Lease with the Department of Health and Human Services (DHHS) for Twenty (20) Months

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

WHEREAS, the City's lease agreement with DHHS for space within the Community Center will expire on August 31, 2018;

WHEREAS, DHHS has requested an extension of said lease for a period of Twenty (20) months through April 30, 2020; and

WHEREAS, DHHS has agreed to increase its monthly rent payment from Twenty Three Thousand Three Hundred Ninety Six and 25/100 Dollars (\$23,396.25) to Twenty Three Thousand Eight Hundred Seventy Dollars (\$23,870.00).

THEREFORE, the Mayor and City Council hereby authorize the City Manager to enter into a lease extension agreement with DHHS on the terms listed above and any other terms deemed to be in the best interest of the City.

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



07/05/2018

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

NH HEALTH & HUMAN SERVICES - 20 MONTH LEASE AMENDMENT

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐

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

RESOLUTION REQUIRED? YES ☒ NO ☐

FUNDING RESOLUTION FORM? YES ☒ NO ☒

AGENDA DATE	July 10, 2018	
DEPT. HEAD SIGNATURE	Peter C. Nourse, Director of City Services	
DATE SUBMITTED	July 3, 2018	
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 checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Council Resolution

SUMMARY STATEMENT

The NH Health and Human Service Current Lease agreement is expiring on 8/31/2018. The State of NH process requires City Council or Governing Body approval for a lease amendment. The State has requested a 20 month extension through 4/30/2020 in order to continue operations until a new facility is located. This amendment will also increase their per square foot rates by 2% as follows:

Current Office space is 18,000 sq ft at \$15.30 per ft = \$275,400

Current Storage space is 1750 sq ft at \$3.06 per ft = \$5,355

Current total annual Revenue is \$280,755 or \$23,396.25

The 2% increase is to the square foot cost $\$15.30 \times 2\% = \15.61 and $\$3.06 \times 2\% = \3.12

New Rate Office space is 18,000 sq ft at \$15.61 per ft = \$280,980

New Rate Storage space is 1750 sq ft at \$3.12 per ft = \$5,460

New total annual Revenue is \$286,440 or \$23,870 Monthly.

RECOMMENDED ACTION

1. Resolution authorizing the City Manager enter into a lease amendment with the State of NH for an additional 20 months at a 2% increase. .