



**Rochester City Council Meeting
June 4, 2019
Council Chambers
7:00 PM**

- 1. Call to Order**
- 2. Opening Prayer**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Acceptance of Minutes**
 - 5.1 Regular City Council Meeting: May 7, 2019 *consideration for approval* P. 7**
- 6. Communications from the City Manager**
 - 6.1 Employee of the Month Award P. 46**
 - 6.2 City Manager's Report P. 49**
- 7. Communications from the Mayor**
 - 7.1. *Proclamation:* Elks Lodge Volunteer of the Year P. 89**
- 8. Presentation of Petitions and Council Correspondence**
 - 8.1 *Discussion:* Ordinance regarding open burning/burning permits**
- 9. Nominations, Appointments, Resignations, and Elections**
- 10. Reports of Committees**
 - 10.1. Appointments Committee P. 91**
 - 10.1.1. *Appointment:* Marsha Miller - Rochester Economic Development Commission, Term to Expire 01/02/2020**

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City Clerk's Office

10.2. Codes & Ordinances Committee P. 93

10.3. Community Development Committee P. 99

10.3 Public Safety P. 103

10.3.1 Committee Recommendation: To install a “blind driveway” sign heading out of Rochester (41 Whitehouse Road) at the discretion of DPW *consideration for approval* P. 104

10.3.2 Committee Recommendation: To allow the owner of 41 Whitehouse Road to put up a driveway mirror in the City’s right-of-way, as long as they consult with DPW on where to place it *consideration for approval* P. 104

10.3.3 Committee Recommendation: To paint a “Do Not Block” box and install a “Do not Block Driveway” sign in front of the entrance to the new bank on North Main Street *consideration for approval* P. 105

10.3.4 Committee Recommendation: To approve the school zone package which includes removing the (2) “slow children” signs on Railroad Avenue, remove the 20 mph speed limit sign, remove the old school zone sign and install the new 5-sided advanced warning sign and “End School Speed Limit” signs *consideration for approval* P. 105

10.3.5 Committee Recommendation: To remove the “Slow Children” sign on Pickering Road and update the crosswalk at the end of the bridge with the modernized school crossing signage *consideration for approval* P. 106

10.3.6 Committee Recommendation: To paint a stop bar on Tuttle Court at the discretion of DPW *consideration for approval* P. 106

10.3.7 Committee Recommendation: To add modernized signage to the crosswalk by the retirement home on

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City Clerk's Office

Church Street and add advanced warning signs at the required distance per MUTCD *consideration for approval* P. 106

10.4 Public Works P. 111

11. Old Business

11.1 Resolution approving the 2019-2020 Operating Budget for the City of Rochester *second reading and consideration for adoption* P. 117

11.2 Resolution Approving the 2019-2020 Capital Improvements Budget for the City of Rochester and Authorizing Borrowing in Connection Therewith *second reading and consideration for adoption* P. 121

12. Consent Calendar

12.1 Resolution Deauthorizing Fiscal Year 2018 – 2019 Funding Related to the Conservation License Plate Grant [Moose Plate Grant] in the amount of \$25 *first reading, consideration for second reading and adoption* P. 125

13. New Business

13.1 Resolution Approving Cost Items Associated with Proposed City of Rochester School Department's Bargaining Agreement (Teachers) *first reading, consideration for second reading and adoption* P. 131

13.2 Resolution Ordering the Elimination of a Hazardous Building at 14 Liberty Street in Rochester, New Hampshire *first reading, consideration for second reading and adoption* P. 139

13.3 City of Rochester Dog Warrant (April 30, 2018 to April 30, 2019) *motion to send Warrant to the Police Department for Action*

14. Other

15. Non-Public/Non-Meeting

16. Adjournment

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City Clerk's Office

**Rochester City Council Meeting
May 7, 2019
Council Chambers
7:00 PM**

COUNCILORS PRESENT

Councilor Abbott
Councilor Bogan
Councilor Gates
Councilor Gray
Councilor Hamann
Councilor Hutchinson
Councilor Keans
Councilor Lachapelle
Councilor Lauterborn
Councilor Torr
Councilor Walker
Deputy Mayor Varney
Mayor McCarley

OTHERS PRESENT

Blaine Cox, City Manager
Terence O'Rourke, City Attorney

MINUTES

1. Call to Order

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

2. Opening Prayer

Mayor McCarley requested a moment of silent prayer.

3. Pledge of Allegiance

Mayor McCarley led the Pledge of Allegiance.

4. Roll Call

Kelly Walters, City clerk, called the roll. All City Council members were present.

5. Acceptance of Minutes

5.1 Regular City Council Meeting: April 2, 2019
consideration for approval

Councilor Walker **MOVED** to **ACCEPT** the Regular City Council Meeting minutes of April 2, 2019. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

5.2 Special City Council Meeting: April 16, 2019 *consideration for approval*

Councilor Lachapelle **MOVED** to **ACCEPT** the Special City Council Meeting minutes of April 16, 2019. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

5.3 Special City Council Meeting: April 30, 2019 *consideration for approval*

Councilor Walker **MOVED** to **ACCEPT** the Special City Council Meeting minutes of April 30, 2019. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

6. Communications from the City Manager

6.1 Employee of the Month Award

City Manager Cox invited Chief Klose to come forward. He read the nomination letter and announced that Chief Klose has been chosen as the Employee of the Month for May.

6.2 City Manager's Report

City Manager Cox stated that the report is in the packet as follows:

Contracts and Documents:

- Building, Zoning & Licensing Services Department
 - Partial Lien Release – Water Line Extension – 52, 54, 58 Constitution Way
- City Manager's Office
 - Connectivity Point Contract – Webx Training
- Department of Public Works
 - 2019 Pavement & Highway Improvements Project – Recommendation to Bid
 - Colonial Pines – Amendment 1 – Design Wildwood Lane Sewer
 - Drainage Easement – Winter/Franklin St Project

- Dewey Street Camera Project – JCR Construction/HD Electrical
- Engineering Assistance – Weston Sampson
- Exactitude – Dewey Street Camera
- GZA Geo Environmental – NHDES Compliance – WWTP
- Loan Grant Disbursement #5 – Sewer & Drainage Asset Management Project
- Notice to Proceed – 2019 Pavement & Highway Improvements Project – Brox Industries
- Old Landfill – Groundwater Permit
- Scope of Services – McInnis Easement Plan for High Street
- Strafford Regional Planning Commission Sidewalk Assessment & Planning Joint Agreement
- Strafford Square Project Amendment
- Watershed Annual Monitoring – John Wallace
- Economic/Community Development
 - EMPG (Emergency Management Performance Grant) Award Acceptance documents
 - Bridging the Gaps - Drug Free Communities Grant Close-Out
 - CAP Weatherization – furnace installation
 - Gonic ERZ expansion request to State
 - Housing Authority Environmental Review
- Finance
 - Trust Fund Final Loan & Grant Application Authorization – Route 202A Water Main Extension
- Human Resources
 - Classification Review – Social Worker – Welfare
- IT Department
 - New Horizons – VMWare Course
- Legal
 - 44 Cormier Drive – tax deed sale
 - 70 Strafford Road – tax deed sale
 - 108 Briar Drive – tax deed sale
 - 118 Jamey Drive – tax deed sale
 - 141 Salmon Falls Road – tax deed sale
- Planning Department
 - Downtown RFP authorization to proceed
- Recreation Department
 - Fireworks State application

Tuition Reimbursement Requests:

- Tuition Reimbursement – Rice, J – Assessing

Standard Reports:

- Monthly Overnight Travel Summary
- Permission & Permits Issued
- Personnel Action Report Summary

7. Communications from the Mayor

7.1. **Proclamation: Arbor Day**

Mayor McCarley read a Proclamation in honor of Arbor Day and declared that April 26, 2019, had been declared as Arbor Day in the City of Rochester.

7.2. **Proclamation: Public Works Day**

Mayor McCarley read a Proclamation in honor of Public Works Week and declared the Week of May 19th through May 25th as Public Works Week in Rochester, NH. She presented the proclamation to Peter Nourse, Director of City Services.

7.3 **Tri City Mayors' Task Force on Homelessness Master Plan *consideration to accept***

Councilor Lachapelle **MOVED** to **ACCEPT** the Tri City Mayors' Task Force on Homelessness Master Plan. Councilor Hutchinson seconded the motion. Mayor McCarley informed the City Council that she has met with the Mayors of Somersworth and Dover. She said the next step will be to discuss the strategies described in the Master Plan at an upcoming workshop setting. The **MOTION CARRIED** by a unanimous voice vote.

8. Presentation of Petitions and Council Correspondence

No discussion.

9. Nominations, Appointments, Resignations, and Elections

9.1 **Election: Dennis Raymond, Moderator - Ward 5**

Mayor McCarley **MOVED** to **ELECT** Dennis Raymond, as Moderator for Ward 5. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous show-of-hands vote.

10. Reports of Committees

10.1. Appointments Committee

10.1.1. **Re-appointment:** Jonathan Shapleigh - Rochester Economic Development Commission, Term to Expire 1/2/2022

Councilor Keans reviewed the Committees recommendation for Jonathan Shapleigh to serve on the Rochester Economic Development Commission. Mayor McCarley **NOMINATED** Mr. Shapleigh to be reappointed to the Rochester Economic Development Commission, with a term to expire on 1/2/2022. Councilor Keans seconded the nomination. Councilor Walker **MOVED** that nominations cease and the Clerk cast one ballot for Mr. Shapleigh. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

10.1.2. **Appointment:** Kristen Bournival – Rochester Economic Development Commission, Term to Expire 1/2/2022

Councilor Keans reviewed the Committees recommendation for Kristen Bournival to serve on the Rochester Economic Development Committee. Mayor McCarley **NOMINATED** Ms. Bournival to be reappointed to the Rochester Economic Development Commission, with a term to expire on 1/2/2022. Councilor Keans seconded the nomination. Councilor Walker **MOVED** that nominations cease and the Clerk cast one ballot for Ms. Bournival. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

10.1.3. **Appointment:** Paul Giuliano – Rochester Economic Development Commission, Term to Expire 1/2/2021

Councilor Keans reviewed the Committees recommendation for Paul Giuliano to serve on the Rochester Economic Development Commission. Mayor McCarley **NOMINATED** Mr. Giuliano to be appointed to the Rochester Economic Development Commission, with a term to expire on 1/2/2022. Councilor Keans seconded the nomination. Councilor Walker **MOVED** that nominations cease and the Clerk cast one ballot for Mr. Giuliano. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

10.1.4. **Re-Appointment:** Sheila Lulek – Conservation Commission Alternate, Term to Expire 1/2/2022

Councilor Keans reviewed the Committees recommendation for Sheila Lulek to serve on the Conservation Commission. Mayor McCarley **NOMINATED** Ms. Lulek to be reappointed to the Conservation Commission, as an Alternate Member, with a term to expire on 1/2/2022. Councilor Keans seconded the nomination. Councilor Walker **MOVED** that nominations cease and the Clerk cast one ballot for Ms. Lulek. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Lachapelle questioned why Ms. Lulek was not recommended to serve on the Planning Board. Councilor Keans said it seemed Ms. Lulek thought that there were vacancies on the Planning Board which there are not any Regular position available. She is happy to serve on the Conservation Commission as an Alternate and she recognized the fact that she did not have the background experience for the Planning Board.

10.2. Codes & Ordinances Committee

Councilor Lachapelle said the Committee met on May 2, 2019; however, the minutes were not available in time for the packet. The next Codes Meeting will be on June 6, 2019 at 6:00 PM.

10.3. Community Development Committee

Councilor Lauterborn reviewed the Community Development Committee meeting minutes. She said the Committee had an official joint Committee meeting with the Recreation and Arena Commission which went well. She said the two groups have a lot in common and plenty to discuss. It was agreed that this become an annual occurrence.

10.3.1 Resolution Adopting a 2019-2020 Rochester CDBG "Action Plan for the City of Rochester, NH" and Approving and Appropriating the 2019-2020 Community Development Budget for the City of Rochester *second reading and consideration for adoption*

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

RESOLUTION ADOPTING A 2019-2020 ROCHESTER CDBG "ACTION PLAN FOR THE CITY OF ROCHESTER, N.H." AND APPROVING

**AND APPROPRIATING THE 2019-2020 COMMUNITY DEVELOPMENT
BUDGET FOR THE CITY OF ROCHESTER**

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

WHEREAS, the City of Rochester has received its FY 2020 Community Development Block Grant program allocation in the total amount of Two Hundred Fifty Nine Thousand and Nine Hundred Forty-Three Dollars (\$259,943.00), an increase of Twelve Thousand Nine Hundred One Dollars and 55/100 Cents (\$12,901.55) over the estimated Two Hundred Forty Seven Thousand and Forty-One Dollars and 45/100 Cents (\$247,041.45) included previously in the resolution presented to City Council at its April 2, 2019 meeting;

WHEREAS, the final allocation of funds set forth in the one-year action plan of the Office of Economic & Community Development for the City of Rochester for the Community Development Block Grant program, in the following categories and amounts:

Category	April 2, 2019	Additional Funding	Final Allocation
Administration and Planning	\$49,408.29	\$2,580.31	\$51,988.60
Public Service Agencies	\$37,056.22	\$1,935.23	\$38,991.45
Housing/Public Facilities	\$160,576.94	\$8,386.01	\$168,962.95
TOTAL	\$247,041.45	\$12,901.55	\$259,943.00

WHEREAS, the Mayor and City Council of the City of Rochester desire to program these additional funds into other worthwhile activities;

FURTHER, that a twelve (12) month Community Development Block Grant estimated budget for the Office of Economic and Community Development for the City of Rochester in the total amount of Two Hundred Forty Seven Thousand Forty One Dollars and Forty Five Cents (\$247,041.45) be, and hereby is, approved and appropriated for fiscal year 2019-2020. Included in said approval and appropriation are expenditures set forth in the one-year action plan of the Office of Economic & Community Development for the City of Rochester for the Community Development Block Grant program, in the following categories and amounts:

THEREFORE, the Mayor and City Council of the City of Rochester, by adoption of this resolution, hereby appropriate Two Hundred Fifty Nine Thousand and Nine Hundred Forty-Three Dollars (\$259,943.00) for the FY 2020 Community Development Block Grant program;

FURTHER, that Eighty Seven Thousand Two Hundred Ninety Eight Dollars and Seven Cents (\$87,298.07) in prior year unexpended CDBG funds be repurposed for use in the FY 2020 Action Plan year;

FURTHER, that the funds necessary to fund the above appropriation shall be drawn in their entirety from the above-mentioned 2020 fiscal year Community Development Block Grant from the federal government to the City of Rochester;

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

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

Councilor Lauterborn said the Committee made recommended changes to the proposed funding prior to the public hearing and those changes must be officially accepted by the City Council. She said the Committee updated the financial recommendations for both the Social Services allocations as well as some of the Facility allocations. She said the grant came back to the City slightly higher than anticipated; however, it is less than the allocation of last year. She gave details of why the Committee made recommended changed and she **MOVED** to **AMEND** the resolution as follows:

- Remove the Committee's recommendation for funding the Seacoast Youth & Services/Bridging the Gap (\$2,000)
- Increase the amount of funding for the SHARE Fund for Rental Assistance (\$1,935.23)
- Increase the amount of funding for the Strafford Nutrition – Meals on Wheels (\$1,000)
- Increase the amount of funding for Cross Roads House (\$1,000)
- Increase the amount of funding for the CAP Weatherization Assistance Program (\$8,480.01)

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

Councilor Lauterborn said there was a misunderstanding about the East Rochester Library funding request. The East Rochester Library requested

funding for building repairs; however, a roof replacement had been discussed as well. The recommended funding was intended to be categorized as "building repairs" and not "roof replacement" as printed in the narrative at least three times. She **MOVED** to **AMEND** the narrative to reflect that correction. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Mayor McCarley called for a vote on the motion as amended. The **MOTION CARRIED** by a unanimous voice vote.

10.4 CTE Joint Building Committee

Councilor Varney reviewed the Committee minutes and referred to the Committee's backup material. He said the remaining funds in the contingency line item is \$334,748. The operating budget is \$166,349 over budget. He said the City Council could vote to make a transfer from the contingency line; however, it seems the execution of this project does not match the original design. It is best to wait to see if there are any other findings before moving forward with a transfer. He added that the project is on schedule.

10.5 Finance Committee

Mayor McCarley reviewed the Finance Committee meeting minutes for April 9, 2019. She said the Committee discussed the Fund Balance Ordinance/Policy Draft Language; however, it has been kept in Committee.

Mayor McCarley briefed the City Council about the TIF District Draft Report. She said this topic would be sent to a City Council Workshop for further discussion after the budget adoption.

10.6 Public Safety

10.6.1 Committee Recommendation: To accept the on-line Fire Permit System *consideration for approval*

Councilor Walker **MOVED** to **APPROVE** the on-line fire permit system. Councilor Lachapelle seconded the motion. Councilor Walker stated this would allow residents to obtain their fire permit on-line. Councilor Varney advised the public that the transaction fee for obtaining the permit on-line is \$3. He added that there is no cost to obtain the fire permit at the Fire Station. The **MOTION CARRIED** by a unanimous voice vote.

10.6.2 Committee Recommendation: To relocate the

"Deaf Person" signs from 9 Madison Avenue to Wellsweep Acres at the discretion of the Department of Public Works *consideration for approval*

Councilor Walker **MOVED** to **APPROVE** the request to relocate the "Deaf Person" sign from 9 Madison Avenue to Wellsweep Acres at the discretion of the Department of Public Works. Councilor Keans asked if there was already a sign posted in the area. She asked if this would be an additional sign. Councilor Walker replied no, the person moved from Madison Avenue to Wellsweep Acres and the request is to relocate the sign accordingly. The **MOTION CARRIED** by a unanimous voice vote.

10.6.3 Committee Recommendation: To deny posting "Warning: Video Surveillance" signs on the Dewey Street Bridge *consideration for approval*

Councilor Walker **MOVED** to **DENY** the posting of a sign (warning: video surveillance) on the Dewey Street Bridge. Councilor Hamman seconded the motion. The **MOTION CARRIED** by a majority voice vote.

10.7 Public Works

10.7.1 Committee Recommendation: To approve the cut on Trinity Circle provided that Mirra Construction agrees to make the discussed pavement restoration recommendations *consideration for approval*

Councilor Torr **MOVED** to **APPROVE** the cut on Trinity Circle provided that Mirra Construction agrees to make the discussed pavement restoration. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

10.7.2 Committee Recommendation: To approve the cut on Blackwater Road provided that Mirra Construction agrees to make the discussed pavement recommendations *consideration for approval*

Councilor Torr **MOVED** to **APPROVE** the cut on Blackwater Road provided that Mirra Construction agrees to make the discussed pavement restoration. Councilor Walker seconded the motion. Councilor Keans questioned if documentation is kept in order to make sure the construction

company follows through with the restoration. Peter Nourse, Director of City Services, replied yes, there is an Excavation Permit required and it reflects clearly of what is expected. The **MOTION CARRIED** by a unanimous voice vote.

10.7.3 Committee Recommendation: Supplemental Appropriation to the Department of Public Works CIP in an amount of \$89,000.00 for the Community Center LED Lighting Project and Change of Funding Source for Previously Appropriated Funds for Community Center LED Lighting Project *consideration for approval*

Councilor Torr **MOVED** to send this request to the full City Council. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Torr **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. Mayor McCarley read the resolution for the first time by title only as follows:

Supplemental Appropriation to the Department of Public Works CIP in an amount of \$89,000.00 for the Community Center LED Lighting Project and Change of Funding Source for Previously Appropriated Funds

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

That the amount of Eighty Nine Thousand Dollars (\$89,000.00) is hereby appropriated as a supplemental appropriation to the Department of Public Works CIP fund for the purpose of paying costs associated with the Community Center LED Lighting Project. The funding for this supplemental appropriation shall be derived as follows: Fourteen Thousand Dollars (\$14,000.00) from the General Fund Unassigned Fund Balance and Seventy Five Thousand Dollars (\$75,000.00) from the Eversource Rebate.

Further, in accordance with the provisions of RSA 33:9 and in conjunction with this supplemental appropriation, One Hundred Fifty Five Thousand Dollars (\$155,000.00) of borrowing authority previously authorized for this project is hereby deauthorized and the source of those funds is changed to the General Fund Unassigned Fund Balance.

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

Councilor Lachapelle **MOVED** to suspend the rules and to read the resolution for the second time by title only. Councilor Walker seconded the motion. Councilor Varney said of that \$89,000 there will be an Eversource rebate of \$75,000. The **MOTION CARRIED** by a majority voice vote. Mayor McCarley read the resolution by title only for a second time by title only.

11. Old Business

11.1. An Ordinance of the City of Rochester City Council Adopting Amendments to the Chapter 42 of the General Ordinances of the City of Rochester regarding Zoning and Development Standards for Development of Lands within the Downtown Commercial Zone District *second reading and consideration for adoption*

Councilor Lachapelle **MOVED** to read the Amendment for a second time by title only. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor McCarley read the resolution for the second time. **Full Amendment - See Addendum A.**

Councilor Lachapelle **MOVED** to **ADOPT** the Amendment. Councilor Walker seconded the motion. Councilor Walker questioned if this was the Amended version which had been sent to a second public hearing. Mayor McCarley replied yes. The **MOTION CARRIED** by a unanimous voice vote.

11.2. Resolution Authorizing the Changes in Street Names and Street Numbers *second reading and consideration for adoption*

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

Resolution Authorizing the Changes in Street Names and Street Numbers

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

The City hereby changes certain Street Names and Street Numbers within the City of Rochester in accordance with Exhibit A attached herein. ***Exhibit A - See Addendum B***

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

Tim Wilder, Assistant Fire Chief, gave a brief overview of the renaming of the streets and the public hearings which were held.

Councilor Lachapelle asked about a short street which is located near the Gonic Fire Station. Mr. Wilder replied that portion of Main Street is now called Electric Avenue. He said all residents will be notified of the name change.

Councilor Varney questioned where the renumbering of Portland Street begins. Mr. Wilder stated that Portland Street as a whole was not re-numbered. At the end of Portland Street, and where East Rochester Main Street begins, is where the re-numbering begins; Those Main Street addresses were changed to Portland Street numbers, all the way to Highland Street. He said there were a few cases of duplicate numbers, which would be dealt with on a case by case basis. Councilor Varney questioned if the residents would be informed by mail of the adopted change. Mr. Wilder replied yes. Mayor McCarley called for a vote on the motion. The **MOTION CARRIED** by a unanimous voice vote.

12. Consent Calendar

12.1 Resolution Deauthorizing \$530.64 from the Rochester Police Department Highway Safety STEP Grant *first reading, consideration for a second reading, and adoption*

Councilor Walker **MOVED** to **ACCEPT** the Consent Calendar. Councilor Lauterborn seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Resolution Deauthorizing \$530.64 from the Rochester Police Department Highway Safety STEP Grant

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

That Five Hundred Thirty and 64/100 Dollars (\$530.64) of funds previously appropriated to the Rochester Police Department as part of a Highway Safety STEP Grant is hereby deauthorized. The City will reduce its reimbursement request for the police overtime to the State of New Hampshire under said grant by the amount deauthorized herein.

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.

12.2 Resolution Deauthorizing \$2,419.85 from the Rochester Police Department OARI Grant *first reading, consideration for a second reading, and adoption*

Resolution Deauthorizing \$2,419.85 from the Rochester Police Department OARI Grant

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

That Two Thousand Four Hundred Nineteen and 85/100 Dollars (\$ 2,419.85) of funds previously appropriated to the Rochester Police Department as part of an OARI Grant is hereby deauthorized. The City will reduce its reimbursement request for police overtime to the State of New Hampshire under the OARI grant by the amount deauthorized herein.

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.

12.3 Resolution Deauthorizing \$1,499.90 from the Rochester Police Department Highway Safety E-Ticketing Equipment Grant *first reading, consideration for a second reading, and adoption*

Resolution Deauthorizing \$1,499.90 from the Rochester Police Department Highway Safety E-Ticketing Equipment Grant

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

That One Thousand Four Hundred Ninety Nine and 90/100 Dollars (\$1,499.90) of funds previously appropriated to the Rochester Police Department as part of an Highway Safety E-Ticketing Equipment Grant is hereby deauthorized. The City will reduce its reimbursement request for the purchase of E-Ticketing Equipment to the State of New Hampshire under said grant by the amount deauthorized herein.

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.

13. New Business

13.1 Resolution Authorizing the Department of Public Works to Accept a Donation from Lowe's of Composite Decking with an Estimated Value of \$8,189.00 *first reading, consideration for a second reading, and adoption*

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. Mayor McCarley read the resolution for a first time as follows:

Resolution Authorizing the Department of Public Works to Accept a Donation from Lowe's of Composite Decking Estimated Value \$8,189.00

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

The City hereby accepts a donation from Lowe's of Composite Decking with an estimated value of Eight Thousand One Hundred Eighty Nine Dollars (\$8,189.00) to be used by the Department of Public Works.

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 suspend the rules and read the

resolution for a second time by title only. Councilor Walker seconded the motion. The **MOTION CARRIED** by a majority voice vote. Mayor McCarley read the resolution for a second time by title only.

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

13.2 Resolution Authorizing the Expenditure of Funds from the Riverwalk Special Revenue Fund *first reading, consideration for a second reading, and adoption*

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. Mayor McCarley read the resolution for a first time as follows:

Resolution Authorizing the Expenditure of funds from the Riverwalk Special Revenue Fund

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

Hereby authorizes the expenditure of funds from the Riverwalk Special Revenue Fund in order to fund an archeological survey as part of the Riverwalk Committee's Recreational Trails Grant application.

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 majority voice vote. Mayor McCarley read the resolution for a second time by title only.

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

13.3 Resolution Approving Cost Items Associated with Proposed City of Rochester Multi-Year Collective Bargaining Agreement International Brotherhood of Teamsters Local 633 (Library Personnel) *first reading, consideration for second reading and adoption*

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. Mayor McCarley read the resolution for a first time as follows:

**RESOLUTION APPROVING COST ITEMS ASSOCIATED WITH
PROPOSED CITY OF ROCHESTER
MULTI-YEAR COLLECTIVE BARGAINING AGREEMENT WITH
THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS, LOCAL 633 OF
NEW HAMPSHIRE**

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

That pursuant to, and in accordance with, the provisions of Chapter 273-A of the New Hampshire Revised Statutes Annotated, the cost items associated with the multi-year year collective bargaining agreement between the City of Rochester and the International Brotherhood of Teamsters Local 633 of New Hampshire Bargaining Unit, covering the period July 1, 2019 to June 30, 2023, as set forth in the proposed contract, and as more particularly detailed on the attached "**EXHIBIT A: Teamsters-Library**" cost items, which includes a summary financial analysis of the annual costs of the contract to the City, is hereby approved. ***Exhibit A: Teamsters – Library – See Addendum C***

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 majority voice vote. Mayor McCarley read the resolution for a second time by title only.

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

**13.4 Resolution Approving Cost Items Associated with
Proposed City of Rochester Multi-Year Collective
Bargaining Agreement with the American Federation of
State, County and Municipal Employees (AFSCME) Local
~~93~~ 863 (Municipal – Public Works, Custodial, Grounds and
Skilled Employees) *first reading, consideration for second
reading and adoption***

Mayor McCarley referred to the revised agenda which was updated for 13.4. 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. Mayor McCarley read the resolution for a first time as follows:

**RESOLUTION APPROVING COST ITEMS ASSOCIATED WITH
PROPOSED CITY OF ROCHESTER
MULTI-YEAR COLLECTIVE BARGAINING AGREEMENT WITH
THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL
EMPLOYEES (AFSCME) LOCAL 863**

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

That pursuant to, and in accordance with, the provisions of Chapter 273-A of the New Hampshire Revised Statutes Annotated, the cost items associated with the multi-year year collective bargaining agreement between the City of Rochester and the American Federation of State, County and Municipal Employees Local 863 Bargaining Unit, covering the period July 1, 2019 to June 30, 2023, as set forth in the proposed contract, and as more particularly detailed on the attached "**EXHIBIT A: AFSCME Cost Items – April, 29 2019,**" which includes a summary financial analysis of the annual costs of the contract to the City, is hereby approved. ***Exhibit A: AFSCME Cost Items – See Addendum D***

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 majority voice vote. Mayor McCarley read the resolution for a second time by title only.

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

Councilor Walker stated that he did not recall holding two readings for CBA's. Mayor McCarley explained that the resolution for the CBA's secure the costs to fill those financial obligation a second reading is required.

14. Other

No discussion.

15. Adjournment

Councilor Walker **MOVED** to **ADJOURN** the Regular City Council meeting at 7:37 PM. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully submitted,

Kelly Walters, CMC
City Clerk

Ordinance No. ___, 2018

**AN ORDINANCE OF THE CITY OF ROCHESTER CITY COUNCIL ADOPTING
AMENDMENTS TO CHAPTER 42 OF THE GENERAL ORDINANCES OF THE CITY
OF ROCHESTER REGARDING ZONING AND DEVELOPMENT STANDARDS FOR
DEVELOPMENT OF LANDS WITHIN THE DOWNTOWN COMMERCIAL ZONE
DISTRICT**

Whereas, The City of Rochester received a Municipal Technical Assistance Grant from Plan NH and Community Block Grant funds through the U.S. Department of Housing and Urban Development; and,

Whereas, such funding enabled the analysis of regulatory barriers to private-sector investment in Rochester's downtown properties; and,

Whereas, this ordinance seeks to lessen regulatory barriers and encourage residential, commercial, and mixed-use development within the Downtown Commercial Zone District; and,

Whereas, text to be stricken from the Chapter appear as ~~text to be stricken~~; text to be added to Chapter 42 appears as text to be added; and, scrivener's notes appear as [notes]; and,

Whereas, this ordinance supports the public interest and safeguards the health and welfare of the residents and businesses of the City of Rochester.

Therefore; 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:

Amendment 1: Section 42.2.b, which section describes terms used within the Chapter, is amended to add two definitions as follows:

no changes to definitions 1 through 189]

190. Parking Facility, Commercial: A Parking Lot or Parking Garage used as an independent business venture for the short-term parking of automobiles on an hourly, daily, weekly, or monthly basis for a fee.

191. Parking Facility, Public: A Parking Lot or Parking Garage, owned by a municipal or public entity, used for the short-term parking of automobiles on an hourly, daily, weekly, or monthly basis, and which may require permitting or usage fees.

[Permanent Foundation renumbered to 192 and remaining definitions renumbered accordingly]

Amendment 2: Section 42.19.b.8, which section defines minimum lot size requirements for various areas within Rochester, is amended as follows:

8. Density Rings. The density rings are shown on the Official City of Rochester Zoning Map that is adopted as part of this Ordinance and only apply to multi-family dwellings/developments. The rings are defined as follows:

There is no minimum lot area per dwelling unit applicable within the Downtown Commercial (DC) Zone District. For areas outside of the DC Zone District, the minimum lot area per dwelling unit within a one (1) mile radius of the center of Rochester, shall be 5,000 square feet. The minimum lot area per dwelling unit outside of the one (1) mile radius of the center of Rochester, shall be 7,500 square feet.

The minimum lot area per dwelling unit within a one-half (½) mile radius of the center of Gonic and East Rochester, shall be 5,000 square feet. The minimum lot area per dwelling unit outside of the one-half (½) mile radius of the center of Gonic and East Rochester, shall be 7,500 square feet.

Any lot that is partially within the radius of a density ring shall be treated as if it were entirely within the radius of the density ring.

Amendment 3: Section 42.20.b.7, which section defines development standards for Lodging Facilities, is amended as follows:

7. ~~Lodging- Motel- Facility.~~ For a Lodging Facility, the minimum lot size shall be 30,000 square feet plus 1,000 square feet per unit. Minimum lot size for a Bed and Breakfast shall be the minimum lot size for a single-family home according to the applicable zone district. The minimum lot size for a Hotel in the Downtown Commercial (DC) Zone District shall be 7,500 square feet.

Amendment 4: Section 42.20.b.11, which section defines standards for Multi-Family Dwellings/Development, is amended as follows:

11. Multifamily -Dwellings/Development. ~~The following requirements shall apply to multifamily dwellings/developments of 3 or more dwelling units:~~
 - A. Buffers from Roads. ~~Except for parcels within the Downtown Commercial (DC) Zone District, a~~ 50-foot buffer shall be established from all neighboring roads, including roads from which access is taken. The Planning Board shall determine treatment of the buffer area, whether it is to be left undisturbed, to have supplemental plantings installed, to be designated part of the overall open space plan for the development, and/or to be part of an individual lot but protected from construction. No roofed structures may be erected in the buffer

area. This buffer shall not be required for parcels in the DC Zone District.

- B. Buffers from Single Family. Except for parcels within the Downtown Commercial (DC) Zone District, a 100-foot buffer shall be established adjacent to any existing single-family house or any vacant lots less than 3 acres that are zoned residential. This buffer shall not be required for parcels in the DC Zone District.

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- C. Access. Any new multifamily development must take access from an existing collector or arterial road rather than an existing local road. The Planning Board may waive this requirement by conditional use upon a finding that it is preferable to take access from a local rather than a collector road and that taking access from the local road will have no significant adverse impact upon residents or property owners located on the local road.

- D. Commercial Districts. Within any commercial districts, multifamily is allowed only as a secondary use:

- i. it must be situated on the second floor or on higher floors of a commercial building or in a separate building behind the commercial building; and
- ii. at no time may the area of the multifamily dwellings exceed 80% of the square footage of the on-site commercial space.

Commented [JC2]: This language will stay in the ordinance as a result of the Planning Board discussions at the 3/18/19 meeting.

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Commented [JC4]: Changed as a result of the 3/18/19 Planning Board meeting.

Commented [JC5]: All of South Main Street now included.

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Commented [MM6]: Change at the 11-19-18 PB

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- E. Downtown Commercial District. Within the Downtown Commercial (DC) Zone District, multifamily is allowed with the following restrictions:

- i. Multifamily units are prohibited on the ground floor and only permitted non-residential uses within the Downtown Commercial District shall be located on the ground floor. However, parking shall be allowed on the ground floor except within for parcels fronting any of the following Streets:

- Union Street
- North Main Street south of the North Main Street Bridge
- South Main Street north of Columbus Avenue
- Wakefield Street south of Columbus Avenue
- Hanson Street
- Museum Way

- ii. Ancillary ground floor multifamily use, such as entryways, lobbies, utility areas and similar functional spaces shall be minimized to the extent practical. Remaining ground floor space within the first 50 feet of building depth shall be reserved for non-residential uses, as permitted in the DC Zone District, unless otherwise required to comply with the state building code and/or fire codes. Applicants may apply for a Conditional Use Permit to locate these uses between 20 ft and 50 ft.

iii. DC Zone District parcels not fronting on the above-listed Streets may contain multifamily use and units on all floors without restriction.

E.F. Sewer and Water. Any new multifamily dwellings/developments must connect to the City of Rochester's public sewer and water systems.

Amendment 5: Section 42.20.b.14, which section defines development standards for Public Parking Facilities, is added as follows:

14. Parking Facility, Public. For a Public Parking Facility, the following standards shall apply:

- A. Sizing and capacity of the facility shall be based on current and forecasted use patterns and demand for publicly accessible parking.
- B. Frontages along a primary commercial street shall, to the extent practicable, incorporate commercial business as a means of minimizing extended expanses of blank walls.
- C. An operations plan shall define the basic functions of the facility including signage, offsite wayfinding, hours of operation, access and control points, payment systems, and lighting and landscape installation.
- D. Rate schedules shall be subject to establishment and change by the City of Rochester and shall not be required for approval or conditioned by the Notice of Decision.

[Small Wind Energy Systems renumbered to 15. Remaining items renumbered accordingly.]

Amendment 6: Section 42.21.d.7, which section defines conditional use standards for Lodging Facilities, is amended as follows:

- 7. ~~Lodging, Motel Facility.~~ For a Lodging Facility, tThe minimum lot size shall be 30,000 square feet plus 1,000 square feet per unit. Minimum lot size for a Bed and Breakfast shall be the minimum lot size for a single-family home according to the applicable zone district. The minimum lot size for a Hotel in the Downtown Commercial (DC) Zone District shall be 7,500 square feet.

Amendment 7: Section 42.21.d.10, which section defines conditional use standards for Parking Lots, is added as follows:

- 10. Parking Lot.** For properties within the Downtown Commercial (DC) Zone District, Parking Lots shall be limited to twenty (20) parking spaces for any single tenant unless otherwise approved by the Planning Board pursuant to the standards below:

- A. The applicant demonstrates a unique commercial or market-based need for additional parking.
- B. There is a lack of publicly accessible parking in the immediate vicinity.
- C. Sharing parking with an adjacent use or property is impractical or not possible.
- D. Negative visual effects of a large parking lot are minimized to the extent practicable through site design, breaking-up large expanses of paving, shielding parking from direct public view, or placing parking to the side or behind buildings. Where possible, buildings in the DC District should front a primary street with parking placed to the side or rear.
- E. The Planning Board may impose operational parameters regarding signage, limiting access points, and may require specific lighting and landscaping installation.

Amendment 8: Section 42.21.d.11, which section defines conditional use standards for Commercial Parking Facilities, is added as follows:

- 11. Parking Facility, Commercial.** The Planning Board may approve a Commercial Parking Facility based on the following standards:
- A. Sizing and capacity of the facility is based on current and forecasted use patterns and demand for publicly accessible parking.
 - B. Frontages along a primary commercial street, to the extent practicable, incorporate commercial business on the ground floor as a means of providing pedestrian interest and minimizing extended expanses of blank walls.
 - C. An acceptable operations plan defines the basic functions of the facility including signage, offsite wayfinding, hours of operation, access and control points, payment systems, and lighting and landscape installation.
 - D. Rate schedules and changes thereto shall remain the prerogative of the owner and shall not be required for approval or conditioned by the Notice of Decision.

[Porkchop Subdivision renumbered to item 12 and remaining items renumbered accordingly.]

Amendment 9: Article III, Section 10, of the City of Rochester Site Plan Regulations, which section defines the number, placement, and other stipulations for required parking, was amended.

Amendment 10: Section 42.6 (c) (3) (A) (i), which describes the development standards in the Downtown Commercial District, is amended as follows:

~~i. First Floor. Residential uses are allowed on the first floor by conditional use only. They are allowed on the upper floors by right.~~

[following page]

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Amendment 10: Section 42.6 (c) (3) (C) (i) (ii), which describes the development standards in the Downtown Commercial District, is amended as follows:

i. See Site Plan Regulations. ~~Nonresidential Uses. There are no off street parking requirements for nonresidential uses in the DC District.~~

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ii. Residential Uses. ~~For residential uses a parking plan must be approved by the Planning Board (see Site Plan Regulations).~~

Commented [JC11]: All parking requirements are located in the Site Plan Regulations.

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

TABLE 18-A RESIDENTIAL USES 8/7/2014

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	-	-	-	-	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	-	-	CP	-	P	-	-	-	-	Sections 42.20 & 42.22
Dwelling, Multifamily	-	P	-	-	CP	-	P	-	-	-	-	
Dwelling, Single Family	P	P	P	P	P ₋	P	P	-	-	P	-	
Dwelling, Three & Four Family	-	P	-	C	CP	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-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 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-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	-	-	-	-	EP	-	P	P	-	-	-	-	
Recreation, Indoor	-	-	C	-	CP	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 (30,000 s.f. or less)	-	-	P	-	P	P	P	P	-	-	-	-	Section 42.21
Theater/Cinema (over 30,000 s.f.)	-	-	-	-	-	-	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	-	-	-	-	-C	-	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	-	-	-	Sections 42.20 & 42.21
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
Public Parking Facility					P								
Commercial Parking Facility					C								
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	- 2	-	25	5 1	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)	
DOWNTOWN COMMERCIAL (DC)													
All Uses	4,000	40	500	-	10	40	- 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 3: 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.

Note 4: See Setbacks for DTC Zone Section 42.6 C.3 B.i

Commented [MM1]: Commercial see Section 42.6 C 3 B
i
Add to refer to note 4

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

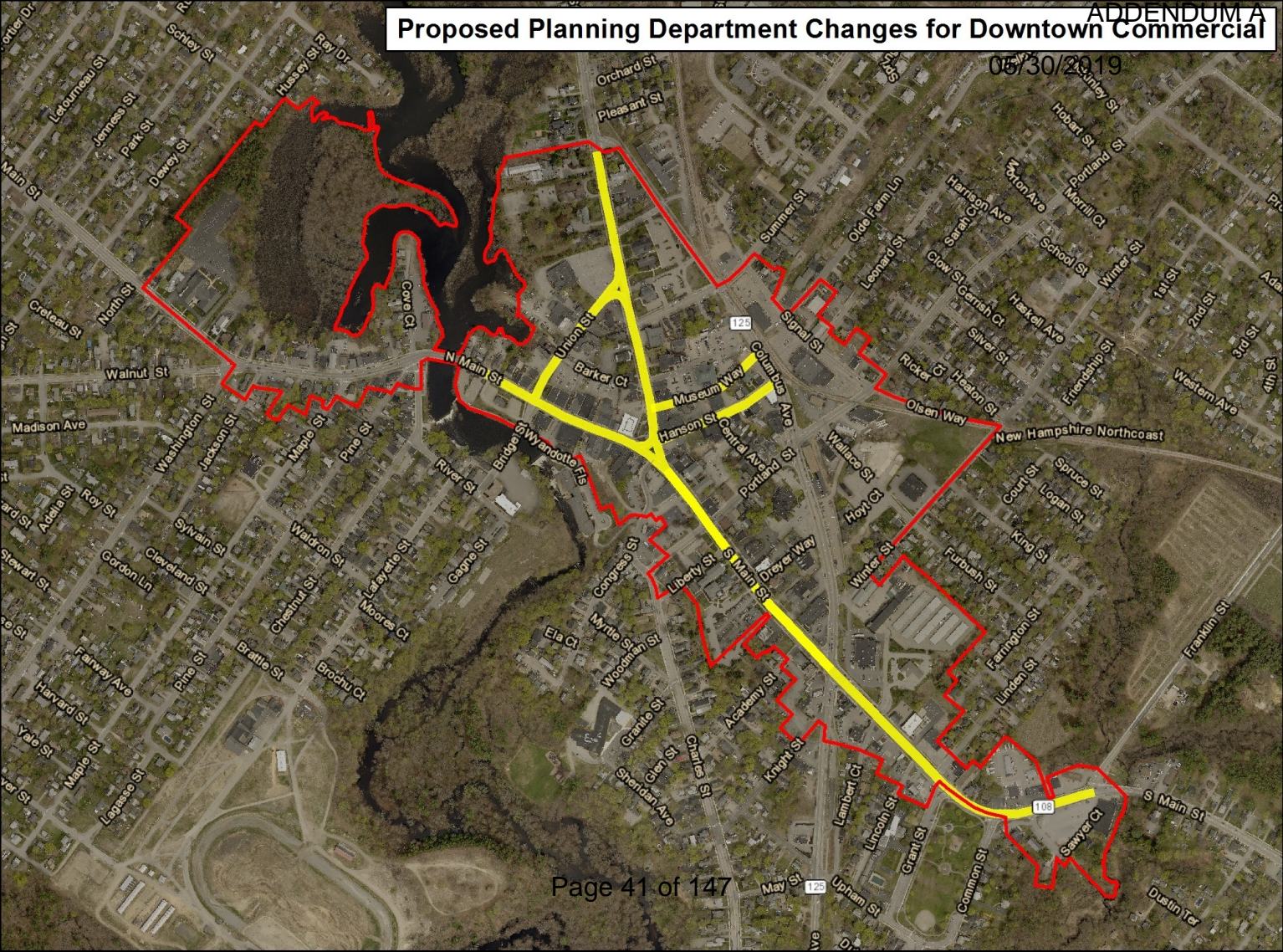
INDUSTRIAL DISTRICTS	Lots			Setbacks			Height	Standards, Notes, and References
	Minimum Lot Area (Square Feet)	Minimum Frontage (Feet)	Maximum Lot Coverage (%)	Minimum Front (Feet)	Minimum Side (Feet)	Minimum Rear (Feet)	Maximum Height (Feet)	
GENERAL INDUSTRIAL (GI)								
See Below								See Section 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)

Proposed Planning Department Changes for Downtown Commercial

05/30/2019



05/30/2019

Exhibit A

Please be aware that these changes are merely a proposal and will not officially take place until approved by City Council.

We ask that you DO NOT post any new numbers until you receive a specified effective date of the change.

This information would be in a confirmation letter mailed to you by the City of Rochester E911 Committee.

Even side of the road				Odd side of the road			
Current Address	Current Road Name	New Address	New Road Name	Current Address	Current Road Name	New Address	New Road Name
2	Main Street	862 Units A-B	Portland St	1	Main St	861 Units A-B	Portland St
4	Main Street	868	Portland St	3	Main St	867	Portland St
12	Main Street	880	Portland St	7	Main St	871 Units A-C	Portland St
14-16	Main Street	886 Units A-D	Portland St	9	Main St	875	Portland St
18	Main Street	894	Portland St	17	Main St	893	Portland St
24	Main Street	902	Portland St	19	Main St	895	Portland St
28	Main Street	906 Units A-F	Portland St	23	Main St (House)	897	Portland St
30	Main Street	910	Portland St	23	Main St (Church)	899	Portland St
32-34	Main Street	918 Units A-B	Abbott St	25	Main St	901	Portland St
42	Main Street	922 Units A-B	Portland St	27	Main St	905	Portland St
48	Main Street	928 Units A-B	Portland St	29	Main St (Rear of 29)	909	Portland St
52	Main Street	932	Portland St	29	Main St	911	Portland St
62-72	Main Street	167-175	Autumn St	31	Main St	913	Portland St
64	Main Street	169	Autumn St	35	Main St	919 Units A-C	Portland St
64B	Main Street	171	Autumn St	53	Main St	931	Portland St
70	Main Street	173	Autumn St	55	Main St	935	Portland St
72	Main Street	175	Autumn St	59	Main St	174 Units A-F	Autumn St
82	Main Street	163 Units A-D	Autumn St	71	Main St	168	Autumn St
90	Main Street	158 Units A-D	Autumn St	73	Main St	166	Autumn St
				75	Main St	164	Autumn St
Highland Street Intersection							
76	Autumn St	9	Autumn St	77	Autumn St	4	Autumn St
74	Autumn St	13	Autumn St	73	Autumn St	16	Autumn St
72	Autumn St	19	Autumn St	69	Autumn St	30	Autumn St
70	Autumn St	25	Autumn St	67	Autumn St	32	Autumn St
68	Autumn St	31	Autumn St	65	Autumn St	36	Autumn St
64	Autumn St	37	Autumn St	63	Autumn St	42	Autumn St
62	Autumn St	43	Autumn St	61	Autumn St	46	Autumn St
60	Autumn St	47	Autumn St	59	Autumn St	50	Autumn St
58	Autumn St	53	Autumn St	57	Autumn St	54	Autumn St
54	Autumn St	59	Autumn St	55	Autumn St	58	Autumn St
52	Autumn St	63	Autumn St	53	Autumn St	64	Autumn St
50	Autumn St	71	Autumn St	51	Autumn St	70	Autumn St
46	Autumn St	81	Autumn St	49	Autumn St	74	Autumn St
44	Autumn St	89	Autumn St	45	Autumn St	86	Autumn St
40	Autumn St	93	Autumn St	43A	Autumn St	90	Autumn St
38	Autumn St	103	Autumn St	43	Autumn St	94	Autumn St
36	Autumn St	109	Autumn St	41	Autumn St	100	Autumn St
34	Autumn St	113	Autumn St	35	Autumn St	110	Autumn St
30	Autumn St	119	Autumn St	31	Autumn St	116	Autumn St
26	Autumn St	123	Autumn St	29	Autumn St	120	Autumn St
24	Autumn St	127	Autumn St	27	Autumn St	124	Autumn St
20	Autumn St	135	Autumn St	25	Autumn St	128 Units A-B	Autumn St
18	Autumn St	139	Autumn St	25B	Autumn St	130	Autumn St
10	Autumn St	145	Autumn St	23	Autumn St	132	Autumn St
8A	Autumn St	149	Autumn St	9	Autumn St	146	Autumn St
8	Autumn St	153 Units A-B	Autumn St	7	Autumn St	148	Autumn St
6	Autumn St	157 Units A-C	Autumn St	5	Autumn St	152 Units A-C	Autumn St
4	Autumn St	159 Units A-C	Autumn St	3	Autumn St	156	Autumn St

Please be aware that these changes are merely a proposal and will not officially take place until approved by City Council.

We ask that you DO NOT post any new numbers until you receive a specified effective date of the change.

This information would be in a confirmation letter mailed to you by the City of Rochester E911 Committee.

Current Address	Current road name	New Address	New Road Name	Current Address	Current road name	New Address	New Road Name
83	Main St	5 Units A-C	New Road Name				
85 1/2	Main St	7	New Road Name				
85	Main St	9	New Road Name				
87	Main St	11 Units A-B	New Road Name				
89	Main St	15	New Road Name				
91	Main St	17	New Road Name				
Even side of the road				Odd Side of the road			
75	Main St	12	Pickering Rd	74	Main St	7	Pickering Rd
73	Main St	16 Units A-B	Pickering Rd	72	Main St	17	Pickering Rd
71	Main St	18	Pickering Rd	68&70	Main St	19 Units A-D	Pickering Rd
69	Main St	22 Units A-B	Pickering Rd	1	Colby St	23	Pickering Rd
67	Main St	24	Pickering Rd	62	Main St	29	Pickering Rd
59	Main St	30	Pickering Rd	58	Main St	31 Units A-B	Pickering Rd
59	Main St	32	Pickering Rd	56	Main St	33 Units A-C	Pickering Rd
55	Main St	36	Pickering Rd	48	Main St	37	Pickering Rd
51	Main St	38	Pickering Rd	46	Main St	39 Units A-C	Pickering Rd
47	Main St	40 Units A-C	Pickering Rd	42	Main St	43 Units A-H	Pickering Rd
45	Main St	42	Pickering Rd	40	Main St	45 Units A-B	Pickering Rd
41	Main St	44 Units A-B	Pickering Rd	38	Main St	47 Units A-B	Pickering Rd
37&39	Main St	46 Units A-B	Pickering Rd	34	Main St	49	Pickering Rd
31	Main St	50 Units A-C	Pickering Rd	10	Main St	71	Pickering Rd
25&27&29	Main St	52 Units A-C	Pickering Rd	10	Main St	73 Ste Designation	Pickering Rd
21	Main St	58 Units A-C	Pickering Rd				
19	Main St	60 Units A-C	Pickering Rd				
16	Pickering Rd	102	Pickering Rd	1	Pickering Rd	87	Pickering Rd
22	Pickering Rd	108	Pickering Rd	1	Pickering Rd	89	Pickering Rd
24	Pickering Rd	112	Pickering Rd	7	Pickering Rd	91 Units A-D	Pickering Rd
28	Pickering Rd	116	Pickering Rd	9	Pickering Rd	93 units A-B	Pickering Rd
48	Pickering Rd	132	Pickering Rd	11	Pickering Rd	97 Units A-B	Pickering Rd
58	Pickering Rd	0	Pickering Rd	13	Pickering Rd	99 Units A-B	Pickering Rd
74	Pickering Rd	152	Pickering Rd	15	Pickering Rd	101 Units A- B	Pickering Rd
104	Pickering Rd	196	Pickering Rd	19	Pickering Rd	105 Units A-B	Pickering Rd
104	Pickering Rd	198	Pickering Rd	23	Pickering Rd	109	Pickering Rd
144A	Pickering Rd	238	Pickering Rd	25	Pickering Rd	111	Pickering Rd
144B	Pickering Rd	240	Pickering Rd	29	Pickering Rd	115	Pickering Rd
164	Pickering Rd	264	Pickering Rd	33	Pickering Rd	119	Pickering Rd
186	Pickering Rd	284	Pickering Rd	35	Pickering Rd	121	Pickering Rd
190	Pickering Rd	286	Pickering Rd	41	Pickering Rd	129	Pickering Rd
194	Pickering Rd	288	Pickering Rd	47	Pickering Rd	131	Pickering Rd
204	Pickering Rd	294	Pickering Rd	53	Pickering Rd	0	Pickering Rd
220	Pickering Rd	308	Pickering Rd	63	Pickering Rd	151	Pickering Rd
278	Pickering Rd	0	Pickering Rd	75	Pickering Rd	0	Pickering Rd
334	Pickering Rd	418	Pickering Rd	87	Pickering Rd	0	Pickering Rd
344	Pickering Rd	426	Pickering Rd	115	Pickering Rd	0	Pickering Rd
356	Pickering Rd	440	Pickering Rd	129	Pickering Rd	0	Pickering Rd
364	Pickering Rd	0	Pickering Rd	149	Pickering Rd	243	Pickering Rd
374	Pickering Rd	452	Pickering Rd	175	Pickering Rd	245	Pickering Rd
376	Pickering Rd	456	Pickering Rd	175	Pickering Rd	247	Pickering Rd
382	Pickering Rd	462	Pickering Rd	193	Pickering Rd	285	Pickering Rd
388	Pickering Rd	468	Pickering Rd	217	Pickering Rd	307	Pickering Rd
402	Pickering Rd	478	Pickering Rd	255	Pickering Rd	363	Pickering Rd
442	Pickering Rd	0	Pickering Rd	287	Pickering Rd	373	Pickering Rd
470	Pickering Rd	558	Pickering Rd	297	Pickering Rd	385	Pickering Rd
476	Pickering Rd	562	Pickering Rd	305	Pickering Rd	391	Pickering Rd
508	Pickering Rd	598	Pickering Rd	313	Pickering Rd	393	Pickering Rd
522	Pickering Rd	0	Pickering Rd	323	Pickering Rd	405	Pickering Rd
556	Pickering Rd	644	Pickering Rd	409	Pickering Rd	0	Pickering Rd
560	Pickering Rd	648	Pickering Rd	433	Pickering Rs	0	Pickering Rd
568	Pickering Rd	660	Pickering Rd	457	Pickering Rd	543	Pickering Rd
582	Pickering Rd	678	Pickering Rd	465	Pickering Rd	547	Pickering Rd
600	Pickering Rd	690	Pickering Rd	477A	Pickering Rd	561	Pickering Rd
626	Pickering Rd	710	Pickering Rd	477	Pickering Rd	563	Pickering Rd
				485	Pickering Rd	573	Pickering Rd
				493	Pickering Rd	577	Pickering Rd
				499	Pickering Rd	585	Pickering Rd
				535	Pickering Rd	621 Units A-B	Pickering Rd
				535	Pickering Rd	625	Pickering Rd
				569	Pickering Rd	661	Pickering Rd
				571	Pickering Rd	663	Pickering Rd
				589	Pickering Rd	677	Pickering Rd
				629	Pickering Rd	0	Pickering Rd

Exhibit A-Teamsters - Library

Assumptions					
City Health Contribution	85/15 + 3%	85/15	82.5/17.5	82.5/17.5	80/20
Health Plan	ALLEGiant	ALLEGiant	ALLEGiant	ALLEGiant	ALLEGiant
Projected Health Increase		3.00%	3.00%	3.00%	3.00%
Projected Wage Increase		0-4% MERIT	0-4% MERIT	0-4% MERIT	0-4% MERIT
Wages	FY19 current	FY20	FY21	FY22	FY23
Base Wages	640,000	659,200	678,976	699,346	720,326
Longevity	7,350	8,475	8,550	9,125	9,175
Total Wages	647,350	667,675	687,526	708,471	729,501
Dollar Change		20,325	19,851	20,944	21,030
% Change		3.14%	2.97%	3.05%	2.97%
Benefits					
Social Security	40,136	41,396	42,627	43,925	45,229
Medicare	9,387	9,681	9,969	10,273	10,578
Health Insurance	98,196	99,113	99,084	102,057	101,933
Opt Out	1,600	1,600	1,600	1,600	1,600
Life	998	1,028	1,059	1,091	1,124
STD	3,456	3,560	3,666	3,776	3,890
LTD	2,995	3,085	3,178	3,273	3,371
Total Rollups	156,768	159,464	161,183	165,995	167,725
Dollar Change		2,696	1,720	4,812	1,729
% Change		1.72%	1.08%	2.99%	1.04%
Totals					
Total Wages Benefits & Roll	804,118	827,139	848,710	874,466	897,226
Dollar Change		23,021	21,571	25,756	22,760
% Change		2.86%	2.61%	3.03%	2.60%

20 Total Employees - 40% FT

AFSCME COST ITEMS

Assumptions					
City Health Contribution	80/20	80/20	80/20	80/20	80/20
Health Plan	ABSOS20/40 1KDED RX10/20/45	ABSOS20/40 1KDED RX10/20/45	ABSOS20/40 1KDED RX10/20/45	ABSOS20/40 1KDED RX10/20/45	ABSOS20/40 1KDED RX10/20/45
Projected Health Increase		GMR	2.50%	2.50%	2.50%
Projected Wage Increase		Adjustments	0-4% merit	0-4% merit	0-4% merit
Wages	FY19	FY20	FY21	FY22	FY23
Base Wages	1,800,947	1,892,914	1,949,701	2,008,192	2,068,438
Longevity	9,400	10,100	10,300	10,400	10,700
On-call	36,608	40,770	40,770	40,770	40,770
Incentives	8,736	0	0	0	0
Total Wages	1,855,691	1,943,784	2,000,772	2,059,363	2,119,908
Dollar Change		88,093	56,987	58,591	60,546
% Change		4.75%	2.93%	2.93%	2.94%
Benefits					
Social Security	115,053	120,515	124,048	127,680	131,434
Medicare	26,908	28,185	29,011	29,861	30,739
Health Insurance	420,325	462,357	473,916	485,764	497,908
Opt Out	4,000	4,000	4,000	4,000	4,000
Dental	12,300	12,300	12,300	12,300	12,300
Life	3,458	3,634	3,743	3,856	3,971
STD	9,725	10,222	10,528	10,844	11,170
LTD	8,428	8,859	9,125	9,398	9,680
Total Rollups	600,197	650,072	666,672	683,704	701,203
Dollar Change		49,875	16,600	17,032	17,499
% Change		8.31%	2.55%	2.55%	2.56%
Totals					
Total Wages Benefits & Rollups	2,455,888	2,593,856	2,667,443	2,743,066	2,821,111
Dollar Change		137,968	73,587	75,623	78,045
% Change		5.62%	2.84%	2.84%	2.85%

42 Total Employees - 100% FT

EMPLOYEE OF THE MONTH NOMINATION FORM

EMPLOYEE'S NAME Joseph Rousseau

DEPARTMENT Rochester Police Department

Provide examples of how the employee has performed actions that were above and beyond those normally expected for the employee's position. The more examples you can give adds to the strength of the nomination. If more room is needed, please use reverse side.

SERVICE TO THE COMMUNITY

(Example: Volunteering at a blood drive, actively participating in the Adopt-a-Spot Program, chairing or sponsoring programs such as Toys For Tots or the Summer Fun Festival.)

QUALITY CUSTOMER SERVICE (EXTERNAL/INTERNAL)

(Example: A City employee helping the elderly to their car in bad weather, creating special events for staff such as the Christmas party or the Chili-Cook-Off.)
Joe continues to give excellent customer service both internally and externally specifically in the past two months while he was responsible for the Evidence Locker while the full time Technician was out of work. Joe has made the intake and purging of property to both the public and our prosecution team efficient and with professionalism and courtesy.

PROFESSIONALISM AND COMMITMENT BEYOND WHAT IS EXPECTED FOR THE EMPLOYEE'S POSITION

(Example: He/she gives extra hours to the job when necessary to get the job done.)
Joe, has been a committed employee for 14 years providing a quality work product for the police department along with being dependable, hardworking and task orientated. Joe is assigned to the Investigative Services Bureau as a Property Detective, is a Certified Polygraph Examiner, and has recently begun to be trained in the area of computer forensics. Joe is also a backup to our Evidence Technician and recently was required to fill in for this position full time. This required Joe to be trained in all aspects of the evidence locker in order to be completely competent and to create a seamless transition between himself and the fulltime Technician. Joe was able to do this while still juggling his regular duties in detectives and also as a Polygrapher. This is noteworthy on many fronts. The evidence locker is a very

active and high liability area for the police department. We take in anywhere from 300-400 pieces of evidence a month which require accurate tracking and storage. This also requires purging of old or unneeded evidence to keep space available to active case evidence. Joe has also been able to keep up with the requests for evidence to go to court, which is crucial for the system to work correctly. Joe has gone way beyond his normal duties and what is expected from him for the past 2 months.

YOUR NAME: Patrick Emerson DATE: 03/28/19

PLEASE NOTE: You may use either this form or a letter, whichever is more convenient for you. Thank you for your time and interest in the Employee of the Month Program!

ANY OF THE ABOVE ITEMS IS ENOUGH TO NOMINATE AN EMPLOYEE.

*Intentionally
left blank...*

City Clerk's Office



City of Rochester, New Hampshire

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

CITY MANAGER'S REPORT P. 49 **June 4, 2019**

The Employee of the Month is: Joseph Rousseau, Police Department **P. 46**

Contracts and documents executed since last month:

- Department of Public Works
 - Brown & Caldwell - WWTP Operations Spreadsheet Updates **P. 51**
 - Brown & Caldwell – WWTP Secondary Sludge Lagoon #1 Evaluation **P. 52**
 - Affinity LED Lighting Agreement - Community Center LED Lighting Project **P. 53**
 - Great Bay MOU – DPW Facility Use **P. 54**
 - GZA Environmental – Compliance & Engineering Assistance – Petroleum Tank System – Water Treatment Plant **P. 55**
 - Rt. 202A Water Main Extension Project – Drinking Water & Ground Water Trust Fund Grant Agreement Documents **P. 56**
 - Salmon Falls & Milton Road EDA Loan Sewer Extension Project – Final Change Order **P. 57**
 - SUR Construction Agreement – Drainage Improvements – Emerson Avenue **P. 58**
 - US Geological Survey – Grant Fund Cocheco Grant Fund Streamflow Gage **P. 59**
 - Woodman Street Area Utility Improvements – Amendment #1 **P. 60**
- Economic Development
 - FY20 Annual CDBG Action Plan **P. 61**
 - CAP Weatherization Program – replace heater & repair plumbing **P. 62**
 - CAP Weatherization Program – furnace & flue replacement **P. 63**
 - Environmental Review – Excluded and Exempted Activities **P. 64**
 - Environmental Review – Rochester Opera House Chairlift Project **P. 65**
 - FY20 Contracts - Crossroads House & Share Fund **P. 66**
 - FY20 Contracts – DALC & Strafford CAP **P. 67**
 - FY20 Strafford Nutrition Meals on Wheels and Rochester Opera House **P. 68**
 - FY20 Contracts – Tri-city Co-op **P. 69**
 - FY20 Environmental Review – Cap Weatherization and Historic District Commission Façade Program **P. 70**
 - Rochester Housing Authority Environmental Review Statement **P. 71**
- Fire
 - Paint Sprayout Confirmation **P. 72**
- IT Department
 - Omada Tech – HA Firewall **P. 73**
 - Phone System Upgrade – Atlantic Broadband **P. 74**
- Legal
 - 54 Cleo Circle – redemption **P. 75**
 - 179 Four Rod Road – release of claims **P. 76**
 - 3 Henry Drive – redemption **P. 77**

- Planning Department
 - BCM Planning Services Agreement **P. 78**
 - Resilience Planning & Design Services Agreement **P. 79**

The following Computer Lease/Purchase or Tuition Reimbursement Requests are/have been enclosed:

- Tuition Reimbursement
 - Dube, D – Fire **P. 80**
 - Garstin, J – PD **P. 81**
 - Turner, E – PD **P. 83**
 - Wilder, T – Fire **P. 85**

The following standard reports have been enclosed:

- Monthly Overnight Travel Summary **P. 86**
- Permission & Permits Issued **P. 87**
- Personnel Action Report Summary **P. 88**



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05/30/2019



CITY OF
Received
MAY 8 2019
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: BLAINE M. COX, CITY MANAGER
ROLAND E. CONNORS, INTERIM FINANCE DIRECTOR

FROM: LISA J. CLARK, ADMIN SUPERVISOR *LJC*

DATE: May 7, 2019

SUBJECT: Brown & Caldwell Engineers
WWTP Operations Spreadsheet Updates

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

Attached please (1) one copy of Brown & Caldwell Contract for Technical Engineering Assistance in regards data calculations within the SCADA program at the WWTP. . The total cost in the proposed scope of services is \$20,000 and was budgeted in the WWTP O&M Budget in the following account line:

52602057-533000 Other Professional Services \$20,000

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

Roland Connors, Interim Finance Director



City of Rochester, New Hampshire
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05/30/2019



MAY 21 2019
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: BLAINE M. COX, CITY MANAGER
ROLAND E. CONNORS, INTERIM FINANCE DIRECTOR

FROM: LISA J. CLARK, ADMIN SUPERVISOR 

DATE: May 15, 2019

SUBJECT: Brown & Caldwell Engineers
WWTP Secondary Sludge Lagoon #1 Evaluation \$45,500

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

Attached please (1) one copy of Brown & Caldwell Contract for an evaluation of means to remove accumulated Wastewater Treatment Facility secondary sludge from Lagoon #1 at the facility. The total cost in the proposed scope of services is \$49,500 and was budgeted as part of the FY19 CIP in the following account line:

55026020-771000-19548 Lagoon Sludge Removal Account.

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



Roland Connors, Interim Finance Director



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05/30/2019




Received

MAY 21 2019

City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: BLAINE M. COX, CITY MANAGER
ROLAND E. CONNORS, INTERIM FINANCE DIRECTOR

FROM: LISA J. CLARK, ADMIN SUPERVISOR 

DATE: May 15, 2019

SUBJECT: Affinity LED Lighting Agreement
Community Center LED Lighting Project \$243,719

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

Attached please (1) one copy of Affinity LED Lighting Agreement for the Community Center LED Project. The total cost for Affinity is \$243,719 and a rebate from Eversource in the amount of \$74,435 is anticipated. The original amount funded was \$155,000 for this project. The additional amount of \$89,000 was funded at the May 7, 2019 City Council Meeting and will be available in the following account.

15011090-772000-19552 Community Center LED Lighting Upgrades Account. .

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



Roland Connors, Interim Finance Director



City of Rochester, New Hampshire
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05/30/2019



CITY OF
Rochester
Received
MAY 17 2019
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: BLAINE M. COX, CITY MANAGER

FROM: LISA J. CLARK, ADMIN SUPERVISOR 

DATE: May 16, 2019

SUBJECT: Great Bay Community College
MOU – DPW Facility Use
June 3, 2019 through August 15, 2019

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

Attached please find (1) one copy of the Memorandum of Understanding (MOU) between the City of Rochester and Great Bay Community College (GBCC). Mr. Giuliano came to the DPW in April requesting assistance. He explained that due to the construction project at the Creteau Center the students in the Automotive Maintenance and Repair Program would not be able to finish their last class on schedule, they would be one semester late. Mr. Giuliano asked if it would be possible for GBCC to use the DPW maintenance bay with the Mohawk lift in order to keep these four students on schedule for their program completion. The DPW is willing to assist and has staff willing to work the extra hours: The MOU requires that the City be reimbursed the OT for staff to be on site, and it requires GBCC to have general and public liability insurance and the insurance certificate will list the City as and additional insured, as recommended by the City's Attorney..

If you have any question, please call me, if not please sign and return this document to the DPW distribution.



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05/30/2019



CITY OF
Received

MAY 13 2019

City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: BLAINE M. COX, CITY MANAGER
ROLAND E. CONNORS, INTERIM FINANCE DIRECTOR

FROM: LISA J. CLARK, ADMIN SUPERVISOR

DATE: May 10, 2019

SUBJECT: GZA Environmental
Compliance & Engineering Assistance \$3,500
Petroleum Storage Tank System – Water Treatment Plant

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

Attached please find (1) one copy of the GZA Environmental Scope of Services for Professional Engineering Assistance with NHDES Compliance of the Petroleum Storage at the Water Treatment Plant (WTP). The WTP received a letter of deficiency on 1/25/19. This proposal is to identify and address each deficiency noted in the letter and to provide a design plan where necessary which will include product specifications and budget.

The funds are available in the following Water Treatment Plant O&M Budget.

51601073-543000 Repair & Maintenance = \$3,500

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

Roland Connors, Interim Finance Director



City of Rochester, New Hampshire
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05/30/2019



INTEROFFICE MEMORANDUM

TO: BLAINE M. COX, CITY MANAGER
ROLAND E. CONNORS, INTERIM FINANCE DIRECTOR

FROM: LISA J. CLARK, ADMIN SUPERVISOR *LJC*

DATE: May 9, 2019

SUBJECT: Rt202A Water Main Extension Project
DW GWTF Grant & Loan Agreement Documents.

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

Roland,

Attached please find (1) one copy of the NHDES Drinking Water and Groundwater Trust Fund Grant Agreement document for signature. This grant is regarding the RT202A Water Main Extension Project and the total Grant is in the amount of (\$3,800,000) Three Million, eight hundred thousand dollars.

Also attached is the NHDES Drinking Water and Groundwater Trust fund Loan document for signature on the same project. This loan is for (1,293,000) One million, two hundred and ninety-three thousand dollars. This document requires both the City Manager, Blaine Cox and the Finance Director, Roland Connors to sign.

The funds for this project are available as budgeted in the following accounts:

55016010-771000-19532 = Total funding is \$8,866,000.00

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

Roland Connors, Interim Finance Director



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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CITY OF
Received
MAY 8 2019
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Blaine M. Cox, City Manager

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

DATE: May 7, 2019

SUBJECT: Salmon Falls Road & Milton Road Sewer Ext Project
AKA - EDA Project.
Final Change Order

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

Attached please (4) Copies of Construction Change Order Number 2. The project has reached the end of its 1year warranty period and this is the final change order to zero out the unit cost items in the original contractor contract.

This change is for a reduction of - \$63,171.86. This is the last remaining documentation required for project close out.

These documents should be returned to the DPW for distribution.

Thank you

05/30/2019



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CITY OF
Received
MAY 23 2019
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: BLAINE M. COX, CITY MANAGER
ROLAND E. CONNORS, INTERIM FINANCE DIRECTOR

FROM: LISA J. CLARK, ADMIN SUPERVISOR *LJC*

DATE: May 22, 2019

SUBJECT: SUR Construction Agreement
Drainage Improvements – Emerson Ave \$75,817.00

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

Attached please find (1) one copy of the SUR Construction Company proposal for drainage improvements on Emerson Avenue as discussed at the March Public Works & Building Committee Meeting. This proposal's cost are per bid pricing from the Contracted Services Bid #17-30.

The funding for this project is as follows:

Corrective Drainage 15013010-771000-19522 = \$75,817

If you have any question, please call me, if not please forward to the City Manager for signature and return this document to the DPW distribution.

Roland E. Connors, Interim Finance Director



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05/30/2019



INTEROFFICE MEMORANDUM

TO: BLAINE M. COX, CITY MANAGER
ROLAND E. CONNORS, INTERIM FINANCE DIRECTOR

FROM: LISA J. CLARK, ADMIN SUPERVISOR

DATE: May 22, 2019

SUBJECT: US Department of Interior
US Geological Survey
Joint Funding Agreement – Cocheco Streamflow Gage
\$15,150 Split Water & Sewer

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

Attached please find (2) two copies of the US Department of Interior US Geological Department's Joint Funding Agreement for operation and maintenance on the streamflow gage on the Cocheco River. The City of Rochester's portion is \$15,150 for the period of July 1, 2019 through June 30, 2020. The streamflow data information is used by both the Water and Sewer Divisions and is budgeted annually as follows:

Water Fund 51601073-533000 = \$7,575.00
Sewer Fund 52602074-559000 = \$7,575.00

If you have any question, please call me, if not please send to documents should be returned to me at the DPW for distributio

Roland E. Connors

Roland E. Connors, Interim Finance Director

BLAINE,

FYI.. THIS IS
AN FY20 O+M
BUDGETED ITEM.

WJ



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05/30/2019



CITY OF
Received

MAY 1 2019

City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: BLAINE M. COX, CITY MANAGER
ROLAND E. CONNORS, INTERIM FINANCE DIRECTOR

FROM: LISA J. CLARK, ADMIN SUPERVISOR *LJC*

DATE: April 30, 2019

SUBJECT: Woodman Street Area Utility Improvements
Amendment #1 Design & Permitting \$55,935

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

Attached please find (1) one copy of the Wright Pierce Engineering Contract for the Design and Permitting required for the Woodman Street Area Utilities Improvement Project.

The funds are available in the following Water Sewer and General Highway Funds CIP Accounts at 1/3 each fund:

15013010-771000 16533 = \$18,645

55016010-771000-16533 = \$18,645

55026020-771000-16533 = \$18,645

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

Roland Connors, Interim Finance Director

Date: May 8, 2019
To: Blaine Cox
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
MAY 8 2019
City Manager
ROCHESTER

Re: FY 2020 CDBG Annual Action Plan

Please see attached the SF-424 form, SF-424D form, and CDBG certifications for the FY 2020 CDBG Annual Action Plan. The plan was approved by the City Council at the May 7, 2019 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.

05/30/2019

CITY OF
Received
MAY 23 2019
City Manager
ROCHESTER

Date: May 23, 2019
To: Blaine Cox
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

Re: FY 2018-2019 CDBG Environmental Review – CAP Weatherization

Please see attached the completed FY 2019 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 proposed project will replace a heater and repair plumbing in a manufactured home located in the northwest of the city. The City Council approved funding to the CAP weatherization program at the June 19, 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.

Date: May 14, 2019
To: Blaine Cox
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
MAY 17 2019
City Manager
ROCHESTER

Re: FY 2018-2019 CDBG Environmental Review – CAP Weatherization

Please see attached the completed FY 2018-2019 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 proposed project will replace a furnace and flue pipe in a manufactured home located off Little Falls Bridge Road. The City Council approved funding to the CAP weatherization program at the June 19, 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.

05/30/2019

CITY OF
Received
MAY 8 2019
City Manager
ROCHESTER

Date: May 8, 2019
To: Blaine Cox
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

Re: FY 2020 CDBG Environmental Review – Excluded and Exempted Activities

Please see attached the completed FY 2020 Community Development Block Grant (CDBG) environmental reviews for the FY 2020 CDBG administrative and planning activities, public service agency activities, and Job Opportunity Benefit Loan Program. The City Council approved funding for these activities at the May 7, 2019 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.

CITY OF
Received
MAY 20 2019
City Manager
ROCHESTER

Date: May 16, 2019

To: Blaine Cox
City Manager

From: Julian Long
Community Development Coordinator/Grants Manager

Re: FY 2020 CDBG Environmental Review – Rochester Opera House Chairlift Project

Please see attached the completed FY 2020 Community Development Block Grant (CDBG) environmental review for the Rochester Opera House's chairlift project. The City Council approved funding for this project at the May 7, 2019 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.

05/30/2019

CITY OF
Received

MAY 24 2019

City Manager
ROCHESTER

Date: May 22, 2019

To: Blaine Cox
City Manager

From: Julian Long
Community Development Coordinator/Grants Manager

Re: FY 2020 CDBG Contracts – Cross Roads House and SHARE Fund

Please see attached the signed copies of the FY 2020 Community Development Block Grant (CDBG) contract between the City of Rochester and Cross Roads House and the SHARE Fund. City Council approved funding for these activities at the May 7, 2019 City Council meeting.

The contracts require the signature of the City Manager and the signature of a witness. The contracts have been reviewed and approved by the Community Development Coordinator.

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

05/30/2019

CITY OF
Received
MAY 21 2019
City Manager
ROCHESTER

Date: May 21, 2019
To: Blaine Cox
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

Re: FY 2020 CDBG Contract – DALC and Strafford CAP

Please see attached the signed copy of the FY 2020 Community Development Block Grant (CDBG) contract between the City of Rochester and Dover Adult Learning Center, as well as two hard copies of the contract with the Community Action Partnership of Strafford County. City Council approved funding for these activities at the May 7, 2019 City Council meeting.

The contracts require the signature of the City Manager and the signature of a witness. The contracts have been reviewed and approved by the Community Development Coordinator.

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

Date: May 28, 2019
To: Blaine Cox
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

CITY OF
Received
MAY 28 2019
City Manager
ROCHESTER

Re: FY 2020 CDBG Contracts – Strafford Nutrition Meals on Wheels and Rochester
Opera House

Please see attached the signed copies of the FY 2020 Community Development Block Grant (CDBG) contract between the City of Rochester and Strafford Nutrition Meals on Wheels and the Rochester Opera House for a second-story chairlift project. City Council approved funding for these activities at the May 7, 2019 City Council meeting.

The contracts require the signature of the City Manager and the signature of a witness. The contracts have been reviewed and approved by the Community Development Coordinator.

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

05/30/2019
CITY OF
received
MAY 20 2019
City Manager
ROCHESTER

Date: May 20, 2019
To: Blaine Cox
City Manager
From: Julian Long
Community Development Coordinator/Grants Manager

Re: FY 2020 CDBG Contract – Tri-City Co-op

Please see attached the signed copy of the FY 2020 Community Development Block Grant (CDBG) contract between the City of Rochester and the Tri-City Consumers' Action Cooperative. City Council approved funding for this activity at the May 7, 2019 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: May 8, 2019

To: Blaine Cox
City Manager

From: Julian Long
Community Development Coordinator/Grants Manager



Re: FY 2020 CDBG Environmental Review – CAP Weatherization and Historic District
Commission Façade Program

Please see attached the completed FY 2020 Community Development Block Grant (CDBG) environmental reviews for the Community Action Partnership of Strafford County's weatherization program (CAP weatherization program) and Historic District Commission's façade improvement program (HDC façade program). The City Council approved funding to the CAP weatherization program and HDC façade program at the May 7, 2019 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.

Date: April 30, 2019
To: Blaine Cox
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 2019-2020. 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.



ROCHESTER FIRE DEPARTMENT

MARK E. KLOSE
CHIEF OF DEPARTMENT

05/30/2019



CITY OF
Received
MAY 8 2019
City Manager
ROCHESTER

To: Blaine Cox, City Manager

From: Mark E. Klose, Fire Chief

Date: May 8, 2019

Subject: Paint Sprayout Confirmation

Attached is the Paint Sprayout Confirmation document and two swatches. Section 3, number 8 will be the Approval – End User Signature. Once signed, please return to Fire.

If you have any questions, please let us know.

Thank you



City of Rochester, New Hampshire

INFORMATION TECHNOLOGY SERVICES

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CITY OF
Rochester

MAY 28 2019

City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Blaine M. Cox, City Manager
Roland Connor, Deputy Finance Director

FROM: Sonja Gonzalez, Chief Information Officer

DATE: May 17, 2019

SUBJECT: Omada Technologies
HA Firewall

CC:

Attached please find one copy of the Omada HA Firewall quote OMD-ROC-051319. This is for a pair of firewalls, subscription services, and professional consulting.

There is sufficient funding in the Network Expansion and Upgrade FY19 CIP project account 15011020-773800-19501.

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

Roland Connor, Deputy Finance Director



City of Rochester, New Hampshire

INFORMATION TECHNOLOGY SERVICES

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CITY OF
Received
MAY 14 2019
City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: Blaine M. Cox, City Manager
Roland Connor, Deputy Finance Director

FROM: Sonja Gonzalez, Chief Information Officer

DATE: May 10, 2019

SUBJECT: Atlantic Broadband
Phone System upgrade - SIP trunk contract

CC:

Attached please find one copy of the Atlantic Broadband Commercial Services Agreement for 60-month term SIP phone circuit. The form will be electronically signed, and the City Manager will receive that via email.

This service replaces the PRI service through Windstream (aka, Earthlink), which is divided amongst all of the departments.

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

Roland Connor, Deputy Finance Director



City of Rochester, New Hampshire

OFFICE OF THE CITY ATTORNEY

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CITY OF
Received
MAY 20 2019
City Manager
ROCHESTER

Memorandum

To: Blaine Cox, Deputy City Manager
From: Terence O'Rourke, City Attorney *TMO*
Date: May 20, 2019
Re: Redemption of 54 Cleo Circle

On April 22, 2019, the Tax Collector issued a Tax Deed for 54 Cleo Circle. On May 21, 2019, the former owner, Stephanie (Wiggin) Christie, will redeem the property in full. In order to complete the redemption process, the City must issue Stephanie Wiggin a Quitclaim Deed which must be signed by the City Manager.

A. Property Taxes and Interest owed:	\$7314.31
B. Notice Cost:	\$10.00
C. Registry Fees:	\$16.55

TOTAL:	\$7,340.86
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City of Rochester, New Hampshire

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31 Wakefield Street • Rochester, NH 03867
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05/30/2019

CITY OF
Received
MAY 6 2019
City Manager
ROCHESTER

Memorandum


To: Blaine Cox, City Manager
From: Terence O'Rourke, City Manager *TO*
Date: May 6, 2019
Re: 179 Four Rod Road

As you know, the City took possession of 179 Four Rod Road pursuant to tax deed. The homeowner, Ronald Paquette, sued the City for the return of the 10% fee charged to him based on this not being his primary residence. Pursuant to the mediation on 4/8/19, the attached Release of Claims Relating to Litigation needs to be signed to close out the case.



City of Rochester, New Hampshire
 OFFICE OF THE CITY ATTORNEY
 31 Wakefield Street • Rochester, NH 03867
 (603) 335-7599
www.RochesterNH.net

Memorandum

To: Blaine Cox, Deputy City Manager
 From: Terence O'Rourke, City Attorney 
 Date: May 22, 2019
 Re: Redemption of 3 Henry Drive

On April 22, 2019, the Tax Collector issued a Tax Deed for 3 Henry Drive. On May 23, 2019, the former owner, Eric Hatch, will redeem the property per the following agreement you reached with her:

1. Has cashed in her 401k and has \$7,500 now in her checking account
2. Is asking that she be allowed to pay down what she owes with the full \$7,500 and pay \$150/mth on the remainder, while also remaining current on any taxes going forward.

In order to complete the redemption process, the City must issue Erica Hatch a Quitclaim Deed which must be signed by the City Manager.

A. Property Taxes owed:	\$10,493.49
B. Interest	\$72.31
C. Notice Cost:	\$10.00
D. Registry Fees:	\$16.55

TOTAL: **\$10,595.35**

Down Payment \$(7500.00)


Remainder Due: \$3,095.35



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

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

CITY OF
Received
MAY 16 2019
City Manager
ROCHESTER

TO: Blaine Cox, City Manager
FROM: James B. Campbell, Director of Planning & Development 
DATE: May 15, 2019
SUBJECT: BCM Planning, LLC
Services Agreement

The original agreement with BCM Planning, LLC for the development of the Impact Fees quoted a Total Budget Estimate of \$23,000. We had budgeted \$40,000 for this project. We have hit the estimate and will need to open another Purchase Order so Mr. Mayberry can complete his work. I would like the amount of the purchase order to be \$10,000 just to make sure we have enough to finish the project.

There is sufficient funding in the Other Professional Services Account 15011100-776000-18518.

If you have any questions please do not hesitate to ask. If you do not have any questions please sign this document. Please return this to the Planning & Development Department for distribution. Thank you.

Signature  5-16-2019
Blaine M. Cox, City Manager



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

CITY OF
Received
MAY 10 2019
City Manager
ROCHESTER

TO: Blaine M. Cox, City Manager

FROM: Michelle Mears, AICP, Senior Planner

DATE: May 7, 2019

SUBJECT: Resilience Planning & Design- Master plan
Professional Services Agreement - \$52,000

Attached please find the contract between the City of Rochester and Resilience Planning & Design for the Downtown Master Plan Bid# 19-29. The work described in this scope of services is to complete a Downtown Master Plan for the City. The Legal Department has reviewed and approved the Downtown Master Plan Contract.

There is sufficient funding in the following Capital Improvements Program Accounts:

15011100-776000-14514
15011100-776000-18517
15011100-776000-19513

If you have any questions please do not hesitate to ask. If you do not have any questions please sign and pass on to the City Manager for signature. This document should be returned to the Planning & Development Department for distribution. Thank you.

Signature Blaine Cox

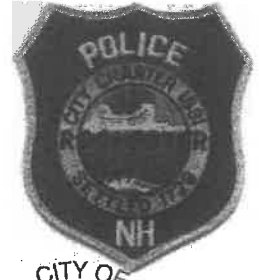
Blaine M. Cox, City Manager

(603) 335-7609 Fax (603) 335-7589

05/30/2019



City of Rochester, New Hampshire
23 Wakefield Street . Rochester, NH 03867
603-330-7128
www.rochesterpd.org




CITY OF
Received

MAY 6 2019

City Manager
ROCHESTER

INTEROFFICE MEMORANDUM

TO: CHIEF TOUSSAINT
FROM: CAPTAIN THOMAS 
DATE: 4/16/2019
SUBJECT: TUITION REIMBURSEMENT
CC:

Chief,

Officer Jacob Garstin has submitted and requested tuition reimbursement pre-approval from you, the finance director, and city manager.

Officer Garstin is currently working on his Masters in Public Administration at the John Jay School of Criminal Justice.

As you will see on his pre-approval request form—he is slated to take three courses starting August 27, 2019 through December 20, 2019.

Officer Garstin's CBA (NEPBA Local #23) does not address course reimbursement, therefore he would default to the city policy. Officer Garstin's request falls within the city policy. It is three courses in a calendar year, and is within the yearly \$5,250 reimbursement limit.

I would recommend supporting his request.



City of Rochester, New Hampshire

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

Tuition Reimbursement Pre-Approval Form

1. Applicant's Name: Jacob D Garstin
2. Department: Police Department
3. The course(s) is(are) related to the employee's job or as part of a career development program: Yes X No
4. Number of Courses for this employee already approved for the current fiscal year is: 0 (attach copies of prior approvals)
5. Course(s) for which reimbursement is now being requested:
 - a. Name of Course PAD 730 Policy Analysis in Criminal Justice; Cost: \$1640.83; and
dates of Course: from 8/27/2019 to 12/20/2019
 - b. Name of Course PMT 711 Planning and Strategy for Emergency Response; Cost: \$1640.83; and
dates of Course: from 8/27/2019 to 12/20/2019
 - c. Name of Course PAD 705 Organization Theory and Management; Cost: \$1640.83; and
dates of Course: from 8/27/2019 to 12/20/2019
6. Reimbursement for only the cost of the course will be as follows:
100% for an A grade; 90% for a B grade; 70% for a C grade.
7. Upon course completion, proof of course completion and grade attainment must be submitted for reimbursement.
8. Department head approval signature: [Signature]
9. Date of Department head's approval: 4-30-19
10. Finance Director approval signature: [Signature]
11. Date of Finance Department approval: 5/6/2019 (FY20 BDGT)
12. City Manager's approval Signature: [Signature]
13. Date of City Manager's Signature: 5.6.2019

05/30/2019



City of Rochester, New Hampshire
23 Wakefield Street . Rochester, NH 03867
603-330-7128
www.rochesterpd.org



INTEROFFICE MEMORANDUM

TO: CHIEF PAUL TOUSSAINT
FROM: CAPTAIN JASON THOMAS *J Thomas*
DATE: MAY 7, 2019
SUBJECT: TUITION REIMBURSEMENT
CC:

CITY OF
Received
MAY 8 2019
City Manager
ROCHESTER

Chief,

Officer Elizabeth Turner has submitted and requested tuition reimbursement pre-approval from you, the finance director, and the city manager.

Officer Turner is one course away from obtaining her Master's in Justice Studies at UNH. This last course which she is seeking pre-approval reimbursement for, is a Cumulative Project which runs from May 20, 2019 to July 26, 2019 (could possibly run longer than July 26th) at a cost of \$3644.

Officer Turner's CBA (NEPBA Local #23) does not address course reimbursement, therefore she would default to the city policy. It appears her request does fall within city policy whereas she is only submitting reimbursement for one course, and it is under the maximum allotted amount of \$5250.

I would recommend supporting her request.

Office of Finance and Administration

(603) 335-7609 Fax (603) 335-7589

1. Applicant's Name: Elizabeth Turner

2. Department: Police Dept.

3. The course(s) is(are) related to the employee's job or as part of a career development program: Yes ✓ No

4. Number of Courses for this employee already approved for the current fiscal year is: 0 (attach copies of prior approvals)

5. Course(s) for which reimbursement is now being requested:
(University of New Hampshire)
a. Name of Course Cumulative project; Cost: 3644⁰⁰; and
dates of Course: from 5/20/19 to 7/26/19
b. Name of Course ; Cost: ; and
dates of Course: from to
c. Name of Course ; Cost: ; and
dates of Course: from to

6. Reimbursement for only the cost of the course will be as follows:
100% for an A grade; 90% for a B grade; 70% for a C grade.

7. Upon course completion, proof of course completion and grade attainment must be submitted for reimbursement.

8. Department head approval signature: [Signature]

9. Date of Department head's approval:

10. Finance Director approval signature: [Signature]

11. Date of Finance Department approval: 5/8/2019

12. City Manager's approval Signature: [Signature]

13. Date of City Manager's Signature: 5.8.2019



City of Rochester, New Hampshire

Office of Finance and Administration

31 Wakefield Street • Rochester, NH 03867-1917

(603) 335-7609 Fax (603) 335-7589

Tuition Reimbursement Pre-Approval Form

1. Applicant's Name: Tim Wilder
2. Department: Fire
3. The course(s) is(are) related to the employee's job or as part of a career development program: Yes X No
4. Number of Courses for this employee already approved for the current fiscal year is: 0 (attach copies of prior approvals)
5. Course(s) for which reimbursement is now being requested:
 - a. Name of Course Critical Inquiry; Cost: \$1,256.00 and dates of Course: from 4/8/19 to 6/28/19
 - b. Name of Course ; Cost: ; and dates of Course: from to
 - c. Name of Course ; Cost: ; and dates of Course: from to
6. Reimbursement for only the cost of the course will be as follows:
100% for an A grade; 90% for a B grade; 70% for a C grade.
7. Upon course completion, proof of course completion and grade attainment must be submitted for reimbursement.
8. Department head approval signature: Chief Mark E. Klose
9. Date of Department head's approval: 4/18/19
10. Finance Director approval signature: David G. Morris
11. Date of Finance Department approval: 5/3/19
12. City Manager's approval Signature: Blaire Cur
13. Date of City Manager's Signature: 5.6.19

[illegible]

DATE RECEIVED	DATE ISSUED	PERMISSION PERMITS	MISCELLANEOUS	DATE OF EVENT
5/1/2019	5/1/2019	EVENT	truck show - Rochester Fairgrounds	8/3/2019
3/5/2019	5/1/2019	EVENT	church service - Rochester Common - Grace Community Church	5/29/2019
5/1/2019	5/8/2019	EVENT	Rochester Child Care Center 5K Run/Walk	5/25/2019
5/1/2019	5/8/2019	RAFFLE	Dance N' Motion 2	5/19/2019
5/1/2019	5/8/2019	EVENT	RPD - National Night Out	8/6/2019 * Rain date 8/13/2019
5/3/2019	5/8/2019	EVENT	American Legion - Memorial Day Parade	5/27/2019
5/7/2019	5/8/2019	BANNERS	Homeschool Theatre Guild	5/10/2019 - 6/1/2019
5/2/2019	5/8/2019	TAG	SHS Football	9/7-8 & 21-22/2019
5/1/2019	5/8/2019	EVENT	Children's Dyslexia Center - 5K Run/Walk	5/11/2019
5/13/2019	5/17/2019	SOLICIT	Southwestern Advantage	through August 31, 2019
5/20/2019	5/24/2019	EVENT	Rochester Main Street - employee appreciation	8/3/2019
5/22/2019	5/24/2019	TAG	SHS Boys Soccer Club	8/3-4 & 17-18/2019

ELECTRONIC MESSAGE BOARD REQUESTS				
5/1/2019	5/1/2019	MESSAGE	National Night Out - RPD	8/6/2019
5/2/2019	5/2/2019	MESSAGE	YMCA- Healthy Living Day	5/18/2019
5/3/2019	5/3/2019	MESSAGE	Memorial Day Parade	5/27/2019
5/6/2019	5/6/2019	MESSAGE	Blueberry Pancake Breakfast - First Church Congregational	5/18/2019
5/7/2019	5/7/2019	MESSAGE	Rochester Veterans - flags for vets graves	5/13-24/2019
5/7/2019	5/7/2019	MESSAGE	Letter Carriers - Stamp Out Hunger Drive	5/11/2019
5/10/2019	5/10/2019	MESSAGE	Rochester Rotary - Wings & Wheels	6/1/2019
5/10/2019	5/10/2019	MESSAGE	Vouchers for Veterans	6/2/2019
5/20/2019	5/20/2019	MESSAGE	Rochester Youth Football - signups	now - 9/1/2019
5/21/2019	5/21/2019	MESSAGE	Frisbie - Veteran Benefits Session	6/20/2019
5/21/2019	5/21/2019	MESSAGE	Frisbie - CPR & Stop the Bleed Training	5/25/2019
5/21/2019	5/21/2019	MESSAGE	St. Mary's Church - Yard Sale	5/31-6/1/2019
5/22/2019	5/22/2019	MESSAGE	Elks Yard Sale	6/8/2019
5/24/2019	5/24/2019	MESSAGE	Blueberry Pancake Breakfast - First Church Congregational	6/15/2019

[illegible]



PROCLAMATION

- WHEREAS,** Norman Sanborn, Sr. is an active and cherished member of our community; and
- WHEREAS,** Norm is a founding member of the Rochester Veteran's Council and shares a strong commitment to fellow veterans, both those living and of the past; and
- WHEREAS,** we celebrate Norm's dedication to our community by honoring him for his many years of service and volunteerism in the community; and
- WHEREAS,** today we especially wish to extend our heartfelt thanks and appreciation to Norman for this commitment to veterans

NOW, THEREFORE BE IT RESOLVED: I, Caroline McCarley, Mayor of the City of Rochester, do wish to congratulate Norm on being chosen as the NH State Veteran Volunteer of the Year and encourage all citizens to join me in recognizing Norm for his significant contributions and volunteerism to not only the veterans but to the Rochester community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Rochester, New Hampshire on this fourth day of June in the year of our Lord Two Thousand and Nineteen.

Caroline McCarley
Mayor

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City Clerk's Office



City of Rochester, New Hampshire
CITY COUNCIL – APPOINTMENTS COMMITTEE

31 Wakefield Street • Rochester, NH

03867 (603) 332-1167

www.RochesterNH.net

Appointments Committee Minutes

May 7, 2019

Committee Members Present:

Sandra Keans, Chair
James Gray, Vice-Chair
Robert Gates
Donna Bogan
Tom Abbott

Committee Members Absent:

The meeting was called to order at 6:45 PM.

Marsha Miller – Rochester Economic Development Commission (6:45 PM)

Ms. Miller has had a long career at HRCU, between banking, loan officer, stock holder and member. She volunteers for local charity. She believes the combination of urban retail banking and her later career in school/business partnerships makes her a good candidate to serve on the REDC.

Councilor Gray **MOVED** to recommend Ms. Miller. Councilor Abbott **seconded** the recommendation. The Appointments Committee unanimously recommends Ms. Miller be appointed as a member of the Rochester Economic Development Commission, with a term to expire 1/2/2020.

The meeting was adjourned at 6:55 PM.

Respectfully submitted,

Sandra B. Keans, Chair

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City Clerk's Office

Codes and Ordinances Committee

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

**CODES AND ORDINANCES COMMITTEE**

Of the Rochester City Council

Thursday, May 2, 2019

31 Wakefield Street, Rochester, NH

City Council Chambers

6:00 PM

Agenda**1. Call to Order**

Councilor Lachapelle called the Codes and Ordinances Committee meeting to order at 7:00 PM. Kelly Walters, City Clerk, took a silent roll call. All Committee members were present.

2. Public Input

Councilor Lachapelle invited the public to come forward to address the Committee. No member of the public came forward to address the Committee.

3. Acceptance of the Minutes: March 7, 2019

Councilor Lauterborn **MOVED** to **ACCEPT** the minutes of March 7, 2019. Councilor Bogan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Lachapelle announced that Household Hazardous Waste Day will be held on Saturday, May 4, 2019, from 8:30 AM to 12:30 PM at the Turnkey Landfill, on Rochester Neck Road in Rochester.

4. Rubbish and Refuse

Councilor Lachapelle reviewed the General Ordinances – Code §210 Solid Waste and made the following motions:

Councilor Lachapelle **MOVED** to recommend to the full City Council that the General Ordinances – Code §210-1 Definitions be amended as follows:

Code §210-1

Recyclable Material – Any material, including various glass, paper, cardboard, metal cans, plastics or other materials, that can be processed or treated at ~~the Waste Management~~ a Material Recovery Facility in order to provide reusable materials.

Councilor Lauterborn seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Lachapelle **MOVED** to recommend to the full City Council that the General Ordinances § 210-1 Definitions be amended as follows:

§ 210-1

Residential Recycling Bin – ~~Any reusable container any reusable container that is labeled for recycling. Container shall be no larger than 18 gallons in size.~~ **The specifically provided or designated container distributed by the City's waste collection contractor. No other receptacles will be permitted.**

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

Councilor Bogan **MOVED** to recommend to the full City Council that the General Ordinances §210-3 Definitions be amended as follows:

§210-3.

Rubbish collection. The City of Rochester shall only collect rubbish on public streets or highways. For those properties served by streets other than public streets or highways, including but not limited to mobile home parks, condominiums, or streets not yet accepted by the City, rubbish shall not be placed ~~within the public street~~ **curbside** for collection unless agreed to by the Commissioner of Public Works or his/her designee and the City's waste collection contractor.

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Bogan **MOVED** to recommend to the full City Council that the General Ordinances §210-6 be amended as follows:

§210-6.

Receptacles for residential solid waste. All residential solid waste shall be placed in ~~suitable~~ receptacles **provided by the city's waste collection contractor**, as defined under §210-1. Residential solid waste that does not fit in the approved receptacle shall not be collected unless such waste is recyclable materials as defined in §210-1 and placed at curbside as described in §210-17.

Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Gates **MOVED** to recommend to the full City Council that the General Ordinances § 210-17 be amended as follows:

§210-17.

Residential curbside recycling. Recyclable material will be collected from residences as defined by §210-1 on the same day as rubbish collection. Recyclable material must be placed in the approved residential recycling receptacles (as defined by § 210-1). The approved residential recycling receptacles must be placed ~~at the roadside~~ **curbside** on the evening before or by 7:00 a.m. on the scheduled pickup day. Unacceptable material found in the approved residential recycling receptacles will not be collected.

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

5. Placement of “Donation Bins”

Andrea Mitrushi, Deputy City Attorney/Prosecutor, referred to the recent issues with “dumping” near the charitable donation bins of Planet Aid (located at the old Ben Franklin parking lot) and the bins located at the Salvation Army. She said the City currently does not have any ordinance in place to regulate such charitable donation bins. Ms. Mitrushi said the Committee could discuss two possible options:

- 1.) Propose an amendment to the General Ordinances which would require a permit to be issued for such bins.
- 2.) Propose a zoning amendment which would restrict the placement of such bins within the Industrial/Recycling Zone, which is currently the same zone as the Waste Management Facility.

The Committee discussed the two options. Councilor Lauterborn supported the idea of requiring a permit for such bins because it would likely mandate that the site be kept clean of clutter. She did not support keeping these bins only in Industrial/Recycling Zones, noting that having these bins so far out of public sight may cause an even bigger problem with “dumping.”

Councilor Lachapelle suggested keeping this topic in Committee. He added that Jim Grant, Director of Building Zoning and Licensing Services, will be attending the June 6, 2019 Committee meeting to discuss the “inspection of multi-family dwelling units.” He stated that it would make sense to request that Mr. Grant be prepared to give a recommendation on how to remedy the donation bin situation, either by proposing a zoning amendment or issuing permits. If the recommendation is to issue permits for such bins, then Mr. Grant should provide the Committee with a proposed permit with detailed information outlining what the permit would entail and who would police this issue once a permit is issued. Councilor Gates suggested a requirement to keep the owner’s contact information directly upon such bins. The Committee discussed how some members of the community take advantage of the bins to drop off their “junk.” This matter has been kept in Committee.

6. **Discussion:** Amendment to Ordinances (proposed changes)

Council Abbott had some proposed amendments and suggested that Mr. Grant review these proposed changes as well.

Councilor Abbott said he felt it does not make sense the way in which the City adopts additional codes within the ordinances, specifically the Building Code. It would make sense for the City Council to adopt the current State Building Code only by reference, which lists the State’s adoptive Building Codes and/or an edition of said codes and which is always up-to-date. This would ensure that the City is always in compliance with the provisions of the State RSAs and is not using outdated material. In the future, at the time the State Legislation adopts a set of new Codes, the City would automatically be referencing the correct set of codes at all times. Councilor Abbott referred to some of the City’s building codes, which are now over 10-years out-of-date. The City is permitted to enforce these more stringent regulations of the past; however, if the City Council is not constantly updating new versions of the Code, it can become problematic for various reasons.

Councilor Abbott **MOVED** to recommend that the City Attorney place the following

Amendment in legal format and that it be presented to the full City Council at the next Regular meeting by adopting the building codes only by reference to RSA 155-A with the exception of the property maintenance code, which shall remain in the City ordinances as follows:

- (1) International Property Maintenance Code (2006 edition), published by the International Code Council, Inc., Copyright 2006.

Councilor Bogan seconded the motion. Councilor Lachapelle questioned if by adopting the building codes by referencing RSA 155-A if it would automatically include any newly adopted codes. Ms. Mitrushi agreed to confirm that the Rochester Code would become effective at the same time new legislation is passed and that no further City Council action would be necessary once the correct RSA is adopted by reference. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Abbott referred to City Ordinances - Code §40.15 Permits. He said this chapter has concerned him for some time. The State Building Code provides specific exemptions, especially for residential buildings/properties, of things that do not require a building permit. Some of the exemptions including small sheds (less than 200-square feet) and fencing (less than 6-feet high). He said a Rochester resident will pay more for a building permit based on how expensive the fence costs. He stated that the City should charge a straight fee for building permits not requiring an inspection. This would ensure no one is being penalized for constructing a better quality product. He **MOVED** to recommend that the City Attorney place the following Amendment in legal format to be presented to the full City Council at the next Regular meeting for the City to charge a straight fee for building permits not requiring an inspection. Councilor Bogan seconded the motion.

Councilor Lauterborn asked why the City charges a fee for an item which does not require an inspection. She questioned if other communities charge for non-inspection building permits. Councilor Abbott said he is only aware of the two other communities, in which he was previously employed, which do not charge for exempt building permits. He clarified that such building items (small sheds, some fences, and other exempted items) would still be required to follow any/all set-back requirements. He said such communities adopt the exemptions set forth in the State Building Code RSA 155-A, which has a complete list of exemptions. Councilor Lauterborn supported not charging a building permit fee for items that the State has classified as exempt. Councilor Abbott **WITHDREW** his motion and Councilor Bogan **WITHDREW** her second to the motion.

Councilor Abbott **MOVED** to recommend that the City Attorney place the following Amendment in legal format to be presented to the full City Council at the next Regular meeting, that §40-15 be amended to exempt the requirement for a building permit for items classified as exempt in the State Building Code, which are items that do not require an inspection. Councilor Lauterborn seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Abbott referred to the General Ordinances – §75-11 Means of escape. He said this information kept in §75-11 can be found in the State Building and Fire Codes so there is no reason to keep it in the ordinances as well. Councilor Abbott **MOVED** to recommend that the City Attorney place the following Amendment in legal format to be presented (deleted) to the full City Council at the next Regular meeting that Chapter §75-11 Means of escape as follows:

~~§75-11 Means of escape All factories, hotels, tenement houses, public halls, schoolhouses and other buildings used as places of public resort in the City shall be provided with ample means of escape in case of a fire and adequate facilities for entrance and exits on all occasions, and be so erected as not to endanger the health and safety of persons who occupy them.~~

Councilor Bogan seconded the motion. She questioned where the residents would go to find this information which is being removed from the ordinances. Councilor Abbott replied that it can be found in the State's Building & Fire Codes. He said that the State Building and Fire Codes address "means of escape" at great length and deal with any/all exceptions. He reiterated that there is no benefit from keeping a vague description in the City ordinances when the State thoroughly deals with the complexity of "means of escape." The **MOTION CARRIED** by a unanimous voice vote.

Councilor Abbott referred to the General Ordinances –§135-5 Mobile home lots. He said the City of Rochester no longer allows new mobile home parks so 135- 5 A (1) & (2) conflicts with the City's existing ordinances. He **MOVED** to recommend that the City Attorney place the following Amendment in legal format to be presented to the full City Council at the next Regular meeting by amending (deleting) Chapter §135-5 (A) as follows:

§135-5 A - Mobile home lots.

~~(1) Each mobile home lot shall contain a minimum of 10,000 square feet in area and shall have minimum frontage of 75 feet on a park road.~~

~~(2) No mobile home with accessory buildings, garage, structures, storage building and paved parking spaces shall occupy in excess of 35% of a mobile home lot.~~

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

7. Other

Councilor Lauterborn mentioned that during the codification process it became clear that some of the language in the ordinances is very outdated and that the Committee should continue to make changes as they are brought to the attention of the Codes and Ordinances Committee.

Councilor Lachapelle spoke about the Clerk's office seeking an alternate location to hold the Ward 2 Polling Location. He stated there is an issues with the limited space available due to the annual craft fair at the current location, St. Mary's Church. He added that the church is not allowing the public to utilize the restrooms if needed. Councilor Lachapelle said there is another church facility located on Lowell Street, which seems to be a bit more spacious with plenty of parking. The Committee briefly discussed the matter. Councilor Lauterborn suggested that the City Clerk consider the Frisbie Memorial Hospital Conference Center, which is where the Ward Two Rochester United Neighborhoods meeting is currently held. Ms. Walters agreed to look into these other options and to bring it back to the Codes and Ordinances Committee meeting next month.

8. Adjournment

Councilor Lauterborn **MOVED** to **ADJOURN** the Committee meeting at 6:25 PM. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully Submitted

Kelly Walters
City Clerk

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City Clerk's Office



Rochester City Council

Community Development Committee

MEETING MINUTES

Elaine Lauterborn, Chair
 Donna Bogan, Vice Chair
 Tom Abbott
 Jeremy Hutchinson
 James Gray

Meeting Date:	Monday, May 13, 2019	
Members Present:	Donna Bogan James Gray Jeremy Hutchinson Elaine Lauterborn	Members Absent: Tom Abbott
Guests/Staff:	Julian Long, Rochester Community Development Coordinator Rad Nichols, COAST Executive Director Michael Williams, COAST Director of Operations	

Councilor Lauterborn called the meeting to order at 7:01 p.m. Motion was made by Councilor Gray and seconded by Councilor Bogan to approve the April 8, 2019 Community Development Committee minutes. The minutes were approved unanimously.

PUBLIC INPUT	There was no public input.
COAST PRESENTATION – System Performance	<p>Mr. Nichols told the committee members that COAST has developed a tentative operations plan and system redesign as a result of its comprehensive operations analysis of 2018 and 2019. COAST's Congestion Mitigation and Air Quality (CMAQ) funding associated with the 2012 Little Bay Bridge construction mitigation project is coming to an end June 30, 2020, which will result in just under a \$1.4 M revenue cut to COAST's current operations. This represents about 25% of COAST's current funding.</p> <p>With the anticipated FY 2022 federal funding levels, COAST would both need to cut 60% of current route services and increase local funding requests. COAST anticipates that such an approach would quickly lead to a downward spiral of cutting services, leading to loss of even more funding, while result in further cuts to services, etc. Mr. Nichols noted that COAST has seen substantial increases in provided Americans with Disabilities Act (ADA) services for riders with disabilities. Councilor Lauterborn asked if the federal government provides funding for ADA services, and Mr. Nichols replied that the federal funding doesn't cover the actual cost of services.</p>

Over the previous nine months, COAST held a series of public forums and surveys with riders, stakeholders, business leaders, and the general public. Mr. Williams stated that in this feedback, certain repeated themes emerged. The public indicated that long transit times deter potential riders from using COAST services. The proposed system redesign would include both express routes and local routes. Mr. Williams presented a brief overview of the new proposed express and local routes for the cities of Portsmouth, Dover, and Somersworth.

Councilor Gray asked about the current expedited route from Rochester to the Pease Development Authority and Portsmouth shipyard. Mr. Williams replied that COAST has heard from Pease employees that they need midday travel options, which the new proposed routes will provide. The new routes will also allow for travel for employees who work staggered shifts or overtime hours. Mr. Nichols added that many Pease and shipyard employees are Rochester residents.

The proposed express and local routes will run hourly from about 5:30 a.m. to 9:30 or 10:00 p.m. The express route linking the City of Rochester with the cities of Dover and Portsmouth would begin from the Lilac Mall. The proposed local routes for the City of Rochester would preserve access to the Granite Ridge business development and Wal-Mart but cut off Wakefield Street/Farmington Road transit at the Lilac Mall. The proposed new routes would also eliminate transit services to East Rochester, as these services were funded through the Little Bay Bridge mitigation funding and have seen little utilization.

Mr. Williams mentioned that the new proposed routes would provide better transit services for the proposed new location for the Homeless Center for Strafford County. Currently, that location only receives twice daily transit to the Pease Development Authority, but the new routes would provide hourly service to the entire COAST system. Also, the goal is to have all local routes run about an hour to provide better synchronization citywide, which should provide easier and more efficient transfers between routes.

Councilor Hutchinson asked about the City of Somersworth's proposed new routing, and Mr. Williams explained that it would

still travel largely down High Street. Mr. Nichols explained that any additional services and associated costs would be funded by Somersworth. He also added that the City of Rochester's proposed new routing would result in more miles traveled, which would come with increased costs.

Councilor Hutchinson asked if these changes would affect COAST's FY 20 funding request. Mr. Nichols answered that it would not. The earliest funding request to be effected would be the FY 21 funding request.

Councilor Lauterborn asked if the new proposed transit system saves money. Mr. Williams replied that the new system would reduce costs by about 11% or 12%. However, there would be a total increase in requested local funding of about \$810,000. COAST is hoping to use CMAQ funding to offset some of the costs, so the increase in requested local funding would be reduced to about \$120,000. Other potential revenue opportunities, according to Mr. Nichols, could include transfer of Boston urbanized area Federal Transit Administration 5307 funds, state funding, new municipal or agency partners, and local option fee increase (HB 409).

Mr. Nichols stated that the timeline would be to meet with the individual communities' governments in May, meet with the public in scheduled public forums in June, and to refine and respond to feedback throughout the summer. In autumn, COAST hopes to obtain verbal commitments regarding the redesigned system and funding, with finalization of the service plans to be implemented in winter. Transition to the new redesigned system would begin in July 2020.

Councilor Lauterborn told the committee that the Rochester public forum is scheduled for June 11th at 6 p.m., to be held at the Rochester Public Library.

Councilor Hutchinson requested demand response data for the City of Rochester. Mr. Williams replied that he could obtain that data for the councilor.

**PROGRAMS REPORT –
CDBG Projects, JOB
Loan Program Report,
Other Grant Projects**

Mr. Long explained that Community Partners has not expended CDBG funds for quarter 2 and quarter 3. Councilor Lauterborn asked Mr. Long to review Community Partners' records to ensure the funds are being expended on Rochester residents who truly

	<p>need the rental assistance funds. Mr. Long stated that he would review the records in depth at the annual on-site monitoring for Community Partners.</p> <p>The committee also discussed the proposed 2020 Census changes to Rochester census blocks and census tracts.</p>
OTHER BUSINESS	Councilor Gray discussed COAST's current Route 33 and its funding relationship with Strafford County.

The meeting was adjourned at 8:40 p.m.

Next Meeting – Monday, June 10, 2019 at 7:00 p.m. in Isinglass Conference Room in City Hall Annex (33 Wakefield Street)

Topics – Projects Program Report

Public Safety Committee
Council Chambers
May 15, 2019
7:00 PM

MEMBERS PRESENT

Councilor David Walker
Councilor Robert Gates
Councilor Geoffrey Hamann
Councilor Jeremy Hutchinson
Councilor Peter Lachapelle

OTHERS PRESENT

Michael Bezanson, PE, City Engineer
Gary Boudreau, Deputy Police Chief
Dan Camera, GIS/Asset Mgmt. Technician
Shane and Kimberly May, 41 Whitehouse Rd.
Rob Partridge, Goodfellas Brick Oven Pizzeria
Sandy Averill-Maple Street

Minutes

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

1. Public Input

Shane and Kimberly May were present to discuss a safety issue with trying to get out of their driveway at 41 Whitehouse Road. Shane May stated they sent a letter last fall to the City Council regarding the safety hazards trying to get out of their driveway. The area has a hill which makes it hard to see when getting out of the driveway. He read the letter regarding his concerns. Since moving there a year and a half ago they've had several close calls. It's difficult in the winter with the snow banks and since the road has been redone it has gotten worse. They have to hit the gas and hope for the best or get out of their vehicle, look to see if a vehicle is coming, and then get back in. They fear for their safety and the safety of others leaving their driveway. He is requesting either a blind driveway sign or a mirror to help. Timothy Goldthwaite, an Assistant City Engineer at DPW, has been out to look and agreed that in one direction the line-of-sight is less than ideal. Councilor Walker asked Mr. Bezanson if there are mirrors up in the City. Mr. Bezanson said yes, but they're privately owned. The City does not install them, but the City has allowed citizens to put them up on a case-by-case basis with input from DPW. In this location on Whitehouse Road, there was a mirror installed previously, but it's no longer there. Councilor Lachapelle said we

do not put up the mirrors but can we recommend one and have them consult DPW. Councilor Walker said that they could recommend a “blind driveway” sign. **Councilor Lachapelle made a motion to install a “blind driveway” sign heading out of Rochester at the discretion of DPW. The motion was seconded by Councilor Hutchinson. Unanimous voice vote carried the motion.**

Mr. May asked if they could find a solution for where to place the mirror; is it something they could do? Councilor Lachapelle said if they could come up with something, he has no problem recommending a motion to install mirror.

Councilor Walker said they could add a motion to install driveway mirror.

Councilor Lachapelle made a motion to allow the owner to put up a driveway mirror in the City’s right-of-way, as long as they consult with DPW on where to place it. The motion was seconded by Councilor Hamann. Unanimous voice vote carried the motion.

Washington Street Crosswalks

Sandy Averill from Maple Street was present to voice concerns about the Washington Street crosswalks near Chasse Street and Fairway Avenue. She thanked the Committee for painting the area approaching the Washington Street crosswalk for no parking and installing the “No Parking” sign near the corner on Fairway Avenue that was missing for a long time. She stated it has made it easier to make right turns onto Fairway. It can still get a little dicey trying to walk the remainder of Fairway because there are no sidewalks there, but she thinks the sign has been helpful.

2. North Main Street-Do Not Block Box

Councilor Walker summarized the issue. The Planning Board has approved a bank going into the old Foster’s building at 90 North Main Street. The Planning Board recommended for safety purposes that there should be a “do not block” box painted in front of the entrance on North Main Street. This will alleviate a situation where vehicles making a left turn into the bank would back up traffic on North Main Street into the intersection. Councilor Walker asked Deputy Chief Boudreau if the “do not block” box is enforceable. Deputy Chief Boudreau said he needed to research the statutes and talk with the Legal Dept. about it. Councilor Walker asked if Deputy Chief Boudreau recommends this, and he said yes. Deputy Chief Boudreau said there is one in Somersworth and it keeps people from stopping there; he thinks it’s a good idea. **Councilor Walker made**

a motion to paint a “Do Not Block” Box in front of the entrance to the new bank on North Main Street, and Deputy Chief Boudreau will continue to research enforceability. Motion was seconded by Councilor Lachapelle.

Councilor Hutchinson ask if it was just a painted box or will it say “do not block”. Deputy Chief Boudreau said the one in Somersworth does have a sign that says “Do Not Block Driveway” right by the painted “Do Not Block” Box. ***Councilor Walker amended his motion to include a “Do Not Block Driveway” sign by the painted “Do Not Block” Box at the entrance. Unanimous voice vote carried the motion.***

3. School Zone Signage

Councilor Walker summarized the issue. Mr. Bezanson said they looked at the Gonic School, located on Railroad Avenue, this past month. The school walking route plan that they put together includes Pickering Road, Church Street and up to Route 125. They took a look at the critical crosswalks, the most critical of which crosses Main Street at Railroad Avenue. In warmer weather, a moveable temporary crosswalk sign is placed in the roadway. There is also a crossing guard stationed at this crosswalk. There are no signs marking this crosswalk. A typical 5-sided school crossing sign with 2 pedestrians and the arrow pointed down sign are recommended on both sides of this crosswalk. On Railroad Avenue, there is a school zone sign with times when the speed limit is 20; no other school zone signage with reduced speeds are located on any other roads in the area. NHDOT installed signs on Route 125 for the crosswalks at Chesley Hill/Main and Oak/Colby intersections and an advanced warning sign in each direction. Councilor Walker asked what is recommended. Mr. Bezanson said a school zone reduced speed limit should be 10 mph below the usual speed limit for a road. Deputy Chief Boudreau said the prima facie speed limit for Railroad Avenue would be 30 mph. Mr. Bezanson mentioned that if the Committee desired to return to prima facie speed limit, there is a 20 mph sign that needed to be removed. He also pointed out a few older signs, including Slow Children signs, that needed to be removed. End School Speed Limit signs and 5-sided advance warning signs should be added to complete the school zone signage package as detailed by MUTCD. Councilor Walker suggested that the Committee deal with one road at a time. ***Councilor Lachapelle made a motion to approve the school zone package which includes removing the 2 slow children signs on Railroad Avenue, remove the 20 mph speed limit sign, remove the old school zone sign and install the new 5-sided advanced***

warning sign and End School Speed Limit signs. The motion was seconded by Councilor Hutchinson. Unanimous voice vote carried the motion.

Mr. Bezanson said he recommends on Pickering Road signage at the crosswalk. There are already advanced warning signs on Main St./Pickering Rd.; he can check the locations for distance to crosswalk. Near Quaker Lane there is a slow children sign that should be removed; it is on the same pole as a speed limit sign and NHDOT Urban Compact sign. On Tuttle Court there is a small crosswalk that should have signage or stop control. He recommended a painted stop bar or stop sign there. Mr. Bezanson said there could be children walking from the far side of Church Street, Felker Street area, and Colby Street that would need to cross the crosswalk at Church Street; this is a critical one. There is some signage for regular pedestrian crossing, but it is recommended that this be signed as a school crossing including an advanced warning sign on Church Street.

Councilor Lachapelle made a motion to remove the Slow Children sign on Pickering Road and update the crosswalk at the end of the bridge with the modernized school crossing signage. Councilor Hamann seconded the motion. Unanimous voice vote carried the motion.

Councilor Lachapelle made a motion to paint a stop bar on Tuttle Court at the discretion of DPW. Councilor Walker seconded the motion. Unanimous voice vote carried the motion.

Councilor Lachapelle made a motion to add modernized signage to the crosswalk by the retirement home on Church Street and add advanced warning signs at the required distance per MUTCD. Councilor Gates seconded the motion. Unanimous voice vote carried the motion. Councilor Walker asked which school for next month. Spaulding High School will be reviewed.

4. E911 Update

Councilor Walker summarized the issue. Deputy Chief Boudreau said they did not meet this month, they are working on all the recent councilor votes.

5. Emergency Management Update

There was no one present from the fire department for an update.

6. Other

Washington Street Crosswalk

Councilor Walker asked Mr. Bezanson if he had done any cost investigation for the crosswalk on Washington Street by Goodfellas. Mr. Bezanson stated that the City has signed a new contract with a sidewalk contractor and they are using those contract prices to evaluate costs for options to move the crosswalk on Washington Street. The evaluation is not yet complete, so he had no prices for the Committee tonight. He will have prices for next month.

Rob Partridge of Goodfellas Pizzeria was present to discuss the moving of the Washington Street Crosswalk. He knows there are traffic issues and just came to see if there were any updates to moving the crosswalk further down Washington Street. He appreciates the Committee looking into this and understands that there is no guarantee that the City will approve moving forward with relocation of this crosswalk.

Traffic Complaint by Spaulding High School

Councilor Hamann said he has had three complaints of speed and reckless driving by Spaulding High School and the Community Center.

Waste Management Trash Pickup by Spaulding High School

Councilor Hamann said he had two complaints about Waste Management picking up the trash in front of the high School at 7:00 am, and asked if it could be postponed a little bit. Councilor Lachapelle said he would talk to the route manager. Councilor Hamann said a few minutes would make a big difference.

Seasonal Cold Weather Shelter

Councilor Hutchinson said that he wanted to start the conversation about a seasonal cold weather shelter since it was accepted in the master plan. Councilor Lachapelle said he knows it is a public safety issue and it also should go to the Finance Committee, as well as maybe the Community Development Committee. Councilor Lachapelle said it is a much needed facility. Councilor Walker asked if Councilor Hutchinson had dollar figure. Councilor Hutchinson said he did not. Councilor Walker said they should take the dollar figure from this

past winter season to start with. Councilor Hutchinson said maybe a City-owned vacant building to start until a permanent solution was found. Councilor Walker asked that the Seasonal Cold Weather Shelter be placed on the agenda as a standing item.

Wakefield/Union Street

Mr. Bezanson updated the committee on placing signs on Wakefield and Union Street. He stated that the removable crosswalk sign is there and a permanent right turn only sign was reinstalled as well.

Four Rod Road Speed Trailer Update

Deputy Chief Boudreau said that now that the warm weather is here the speed trailer has been in use. It was on Four Rod Road for 7 days with vehicle count of approximately 12,000 and the average speed was 32.5 mph and the speed limit is 30 mph and the 85th percentile was 39 mph. Deputy Chief Boudreau said he does not see a speeding problem in the area according to the speed data.

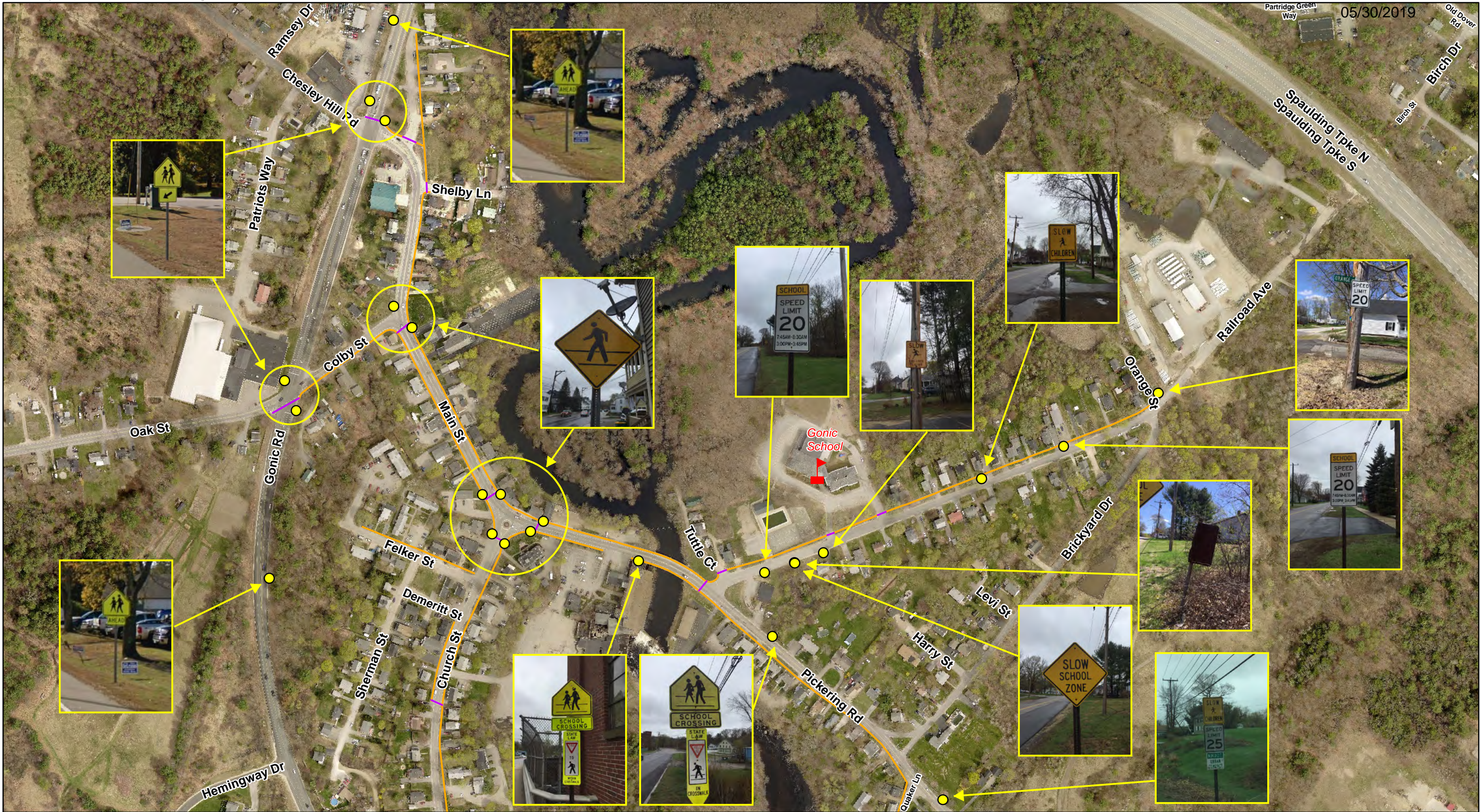
Eastern Avenue Speed Update

Deputy Chief Boudreau said the speed trailer is currently on Eastern Avenue inbound and it has been out for 6 days with approximately 30,000 vehicles with the average speed being 34.2 mph and the speed limit is 30 mph in the area. In a day or two the speed trailer will be moved to the opposite end of Eastern Avenue outbound.

Councilor Lachapelle made a motion to adjourn the meeting at 7:46 PM.

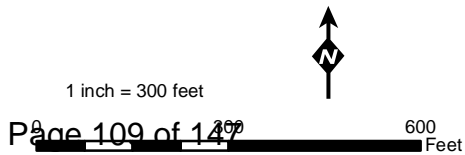
Councilor Hutchinson seconded the motion. The motion passed unanimously.

Minutes respectfully submitted by Laura Miller, Secretary II.



Legend

- Existing Signage
- Crosswalk
- School
- Sidewalk



This map is intended for planning purposes only.
All features shown should be considered approximate.
Date: 5/15/2019
Author: DC - Rochester, NH
Source: NHGRANIT, City of Rochester

Existing Conditions
Gonic School School Zone
Rochester, NH

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City Clerk's Office

Public Works and Buildings Committee

Meeting Minutes

May 16, 2019

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 M. Cox, City Manager
Peter C. Nourse PE, Director of City Services
Daniel Camara, GIS / Asset Management Coordinator
Mark Sullivan, Deputy Finance Director
Chris Perkins, Weston & Sampson
JP Parnas, Weston & Sampson
Steve Weare, Weston & Sampson
Scott Henriques, Weston & Samson
John Dunster, Revision Energy

MINUTES

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

1. Approve minutes from the April 18, 2019 Public Works & Building Meeting.

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

Councilor Walker made a motion to accept minutes as presented for the April 18, 2019 Public Works & Building Committee meeting. The motion was seconded by Councilor Hamann. The Motion passed unanimously.

2. Public Input

None.

3. Consumer Confidence Report – City of Rochester Water Quality

Mr. Nourse stated that this is the time of year that we publish our Water Quality Report. He stated that it is posted on the City website and there is a notation on the Utility Bills directing users how to find the link. He stated that the public can find the report on the Public Works web page, under Departments on the City of Rochester Website at www.rochesternh.net. Mr. Nourse informed the Committee that the City of Rochester creates one of the best looking reports in the State of NH. He stated our water quality is

excellent and this report provides some interesting information.

4. **Household Hazardous Waste Day.** Mr. Nourse stated that the Household Hazardous Waste Day held May 4, 2019 was a success. He explained that the City, with the assistance of Waste Management, hosts this event annually for ten local communities and each year the event grows larger. The City submits for and receives grant funding from NHDES to assist with the costs. The participating communities then split the amount remaining after grant reimbursement. This year there was a record number of 420 participants and the total event costs were \$29,574. The NHDES Grant amount is \$13,235. Care Environmental was the contracted vendor selected by a City bid for the removal of the waste and Laura Miller and Lisa Clark from the Rochester DPW assisted them on site. Mr. Nourse stated that the lines were long and the wait was approximately 45 minutes for each participant.
5. **Waste Management (WM) Relocation of Rochester Neck Road**
Mr. Nourse stated that Waste Management is relocating the Rochester Neck Road roadway. He stated that approximately three quarters of a mile will be shifted south about 500feet. He stated that the Rochester Residential Drop off will be permanently moved to accommodate this shift. Mr. Nourse stated that the new drop off center will be located closer to the main road and to Rt. 125. Mr. Nourse stated by moving the road WM expects to be able to utilize approximately fifty-eight additional acres and will be able to extend the expectancy of this site out to the year 2034. Councilor Hamann asked if the change would affect the public trails in the area. Mr. Nourse stated that he did not believe it would. He said he is aware of two trails and the first trail is located on Rochester Neck Road well before the road shift and the other is after the road shift.
6. **Project Updates:**
Strafford Square - Mr. Nourse stated that the Strafford Square Roundabout Informational Meeting will be held in the St. Ann Hall at Holy Rosary Church on Wednesday May 29, 2019 at 7PM. He stated that the department has mailed letters to all abutters regarding this meeting. He stated the meeting information is posted on the City's website, and we will put message boards out a week in advance of the meeting to let all commuters and area residents know about the meeting. Mr. Nourse stated that at this meeting he would like to get email and phone contact information for all abutters in order to complete the necessary right of way permanent and temporary easement documents.
Rt202A Water Main Extension Project – Mr. Nourse stated that a Public Informational Meeting for the Rt. 202A Water Main Extension Project is scheduled at the Community Center in the Community Room on June 12, 2019 at 7PM. He stated that he had mailed all abutters a notice for the meeting and he will have the message boards out in the area a week in advance of the meeting. Mr. Nourse stated that he would like to get the word out that there are only a few houses in the project area that the MTBE Bureau will be paying

the cost of the water tie-ins. He stated that the property owners would need to plan to pay the cost for the house to City water main connection. Councilor Hamann mentioned that with the discussion of the water project and the actual construction of the Comcast Cabling Project the residents in his area are getting confused. He stated that some believe the digging going on now is for the water project. Mr. Nourse stated he would get a notification out to the Fiddlehead and Winkley Farm residents to let them know that the water project is quite a ways out.

Colonial Pines – Mr. Nourse stated SUR Construction is out there working on Birch Drive. He stated that there is a high water table right now and they are working to get the pipe in. Mr. Nourse explained there were some questions at March's public meeting regarding surface drainage and driveways. He stated that in some cases, like Juniper, the roadway is higher than some driveways. He stated that it was not the intention of this project to be out correcting surface and driveway drainage issues, but he is going to meet with the engineers on site next week to see if there are some areas where they can improve conditions. Mr. Nourse stated that there have not been complaints about the subsurface drainage not working. He stated that several years ago the City invested about six hundred thousand dollars to improve subsurface water issues in the area. He stated that new infrastructure was installed on Meadow, Wildwood, Tingley and Juniper. He said this project was successful and we have not heard of problems regarding subsurface issues since that time. Councilor Keans stated that at the time that subsurface work was completed, there were other phases proposed that could have been done if the initial work did not improve the conditions. Mr. Nourse concurred and stated that the system is working and that they will look at the concerns and report back to the Committee on what concerns are surface and what is subsurface.

7. **New DPW Facility**

Mr. Nourse introduced JP Parnas of Weston & Sampson (WS) Engineers. Mr. Parnas gave a brief presentation on the analysis that WS completed for energy and heating sources. Mr. Parnas's presentation discussed pros and cons of Solar Energy and the costs as well as issues with oil, geothermal, propane and gas heating systems. Mr. Parnas stated that the facility design is being completed with propane as the heating fuel source and that the design of the roof is such that it would support a solar array if the City decides to go with solar. The largest part of the Committee discussion involved Solar Energy. Mr. Wear discussed the lack of incentives in NH vs. other states. Councilor Keans stated that the School Department, Jarvis and Exeter all have solar equipment and she stated that she would like to know if they are happy with their investments. Mr. Sullivan stated that he had completed some analysis on the School Department's investments into Solar Energy. He stated that the schools had gone with Private Purchase Agreements (PPA's) for their Solar Energy Projects. He stated these PPA's require zero upfront costs to the schools. The equipment cost and installation are born by the vendor who then sells power back to the schools at a discounted rate. He stated the schools are

eligible for the discounted rates if the equipment is producing certain amounts of energy. He stated when the energy production is below that level, the school department actually has to purchase the energy at a higher rate than the City would typically have to pay because they would no longer fall under the City's purchase agreement with the City's supplier. Mr. Sullivan stated that the School Department also realizes educational benefits. They use the solar technologies as academic projects. The students are involved in learning about the greener technologies. Councilor Keans wanted to know if they were making any money or saving any money. Mr. Sullivan stated that due to the seasonal ups and downs for solar energy production at the facilities he could not see any significant savings or losses, but as there was no upfront cost, they were not looking to re-coup any investment. Mr. Sullivan and the WS Group agreed that there was somewhere between a 15-20 year payback period if the City decided to purchase and own the equipment instead of a PPA. Mr. Sullivan also explained that with the PPA there is an option to buy the equipment at a contractual prorated cost. He stated that the contracts typically allow for purchase in the seventh year or later. There was some discussion regarding the life expectancy, maintenance and the deterioration annually of the panels. The life expectancy was presented as 30 years, maintenance on the roof mounted panel would require snow clearing regardless of angles, and the anticipate deterioration rate would be a ½ percent annually. Councilor Keans stated that she wanted to hear about projects in NH, and she wanted reports on savings or costs associated with those specific projects. Mr. Dunster stated that his company, Revision Energy, is a company that installs solar projects using the PPA approach. He stated that they have completed many projects in NH that he would consider successful. He stated that it is difficult to compare projects, as each project is different based on size and energy needs and due to those differences, the agreements are different. He agreed with the previous discussions regarding the payback of purchased equipment being in the area of 15-20 years for payback, and he confirmed Mr. Sullivan's information regarding the discounted rates when equipment is producing significant amount of energy vs the higher rates when it is not.

The Committee came back to the heating fuel issue. Councilor Walker was in favor of the natural gas even at the cost of installation. The Committee discussion ended with all preferring the natural gas to propane, but agreed that the estimated payback for the cost estimate of \$350,000 would be too high. Councilor Varney stated he would not be in favor of using fund balance to purchase the solar equipment up front, nor would he support bonding a solar project. He also stated that the PPA without upfront cost should be looked at further. Councilor Walker stated that it is ok to look at it further, but if there were no cost savings, he would not be in favor of Solar Energy. The Committee asked that Mr. Cox continue discussions with Revision Energy and bring back additional information on a PPA for the facility.

8. Other -

De-Authorizations – Mr. Nourse informed the Committee that the DPW would be bringing \$170,000 in cash projects to the Committee in June for de-authorizations. He stated that he is hopeful that the City Council is able to increase funding to the FY2020 paving plan knowing we have significant de-authorizations coming.

Strafford Regional Planning Commission (SRPC) 10 Year Transportation Plan - Mr. Nourse described the 10 Year Transportation Plan that SRPC submitted for FY 2021 through FY2030 to NHDOT. He stated that there are a couple of Rochester Intersections in the plan. He stated there were some that made it in and some that did not. He informed the Committee that the Old Dover Road / Rt 125 / Charles Street Intersection made it into the plan but the widening of the bridge over the Cocheco River near Brock Street did not. He said that the in progress 10 Year Plan still includes the Lowell Street intersection and he would like to meet with NHDOT to explore substituting another project as this intersection is functioning well. Councilor Walker suggested a Rt. 11 Project. Mr. Nourse stated that a traffic study for RT11 is in their current plan but it is behind a couple of other studies, one being Rt 4. Mr. Nourse stated that NH DOT is now accepting submissions for the Congestion Mitigation and Air Quality Grants and that he is submitting a letter of interest for the Columbus Avenue / Summer Street intersection. He stated that letter is not binding and it is due by 6/7/19.

Public Works Memorial June 6, 2019 at NHDOT – Mr. Nourse stated that Rochester DPW Staff would be participating in the memorial service in commemoration of DPW workers lost while performing their duties.

Planning Board Concerns for Paving Inspections – Councilor Walker stated that he is working with Planning Board to look at paving conditions in some of the developments and he will be bringing pictures of sunk in manholes like on Scott and Osborn they are 2-3 inches sunk into the pavement. Mr. Nourse stated that he was on Scott and Osborn earlier in the day and had taken pictures and found no issues. He had the pictures display on the screen. Councilor Walker stated he would bring back pictures next month. He also brought up Sampson Road. Mr. Nourse stated that staff has not accepted that paving and has informed Pike that it needs to be fixed at their cost. Mr. Nourse stated that some drainage would need to be completed along with the corrected pavement. Councilor Walker asked if inspections are being performed. Mr. Nourse stated that they are, that is how Sampson Road was caught the day of paving. He stated that we could not always be there while they are paving but yes, we are inspecting. Mr. Nourse stated that he would be happy to meet the Councilor on Scott and Osbourne Streets as he had been there earlier while it was raining and the drainage was working. .

Paving Concerns - Councilor Varney asked if this was on the paving plan. Mr. Nourse stated that it is not coming up in the plan with the current funding amount plugged in. Councilor Varney asked about Betts Road and sections of Salmon Falls Road. Mr.

Nourse stated that as previously discussed he is working to obtain pricing in order to propose some of these projects as standalone projects.

Pool & Dewey St Bridge Snow Maintenance – Councilor Hamann asked about the pool maintenance and wanted to know how much time is spent and why pool covers are not used. Mr. Nourse stated that he would get back to him with that information. Councilor Hamann asked what type of equipment is being used to clear the snow on the Dewey Street Bridge. Mr. Nourse stated he would find out and get back to the Committee.

Hillsdale Drive and Kayak Launch – Councilor Varney asked how this project is going. Blaine stated that Riverwalk Committee would be coming to Council for presentation on progress and plans next week.

Eastern Avenue / Adrian Circle – Councilor Keans requested that the exit of Adrian Circle onto Eastern Avenue be looked at for safe parking and safe site distance. Mr. Nourse stated he would look at it and Councilor Walker stated the Public Safety Committee could look at it as well.

Councilor Walker motioned to adjourn at 8:26 pm. 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 Approving Fiscal Year 2019-2020 Operating Budget for the City of Rochester

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

That a twelve (12) month operating budget for the City of Rochester be, and hereby is, approved and appropriated for the period beginning July 1, 2019 and ending June 30, 2020 in the amounts and for the purposes more particularly set forth in the City of Rochester, Proposed Budget, Fiscal Year 2020 (July 1, 2019 - June 30, 2020), as amended, the provisions of which are incorporated herein by reference thereto by attached **Exhibit A**.

This budget may be reconsidered before the tax rate is set if City, School and/or County revenues are changed by the State of New Hampshire or by the Federal Government. The budget appropriations contained in this Resolution are predicated upon projected revenues as more particularly set forth in the City of Rochester, Proposed Budget, Fiscal Year 2020 (July 1, 2019 - June 30, 2020), as amended, the provisions of which are incorporated herein by reference thereto.

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City Clerk's Office

PROPOSED 2019-2020 OPERATING BUDGET-EXHIBIT A**OPERATING BUDGET SUMMARY****Proposed Appropriations:**

City	\$ 33,375,237
City Grants and Donations	\$ 131,855
Community Center	\$ 861,466
County Tax	\$ 6,610,000
Overlay *	\$ 460,000
Estimated Veteran's Credits *	\$ 668,375
State Property Tax	\$ 4,933,384
School	\$ 64,981,084
School Federal Grants	\$ 3,430,000
School Lunch	\$ 1,900,000
Water Works	\$ 6,607,310
Sewer Works	\$ 8,429,629
Arena	\$ 402,865
Tax Incremental Financing Districts	\$ 1,283,907
Sub Total	\$ 134,075,112

Proposed Revenues:

City	\$ 11,250,290
Use of Fund Balance	\$ 1,325,000
City Grants and Donations	\$ 131,855
Community Center	\$ 861,466
School	\$ 32,527,570
School Federal Grants	\$ 3,430,000
School Lunch	\$ 1,900,000
Water Works	\$ 6,607,310
Sewer Works	\$ 8,429,629
Arena	\$ 402,865
Tax Incremental Financing Districts	\$ 1,283,907
Amount to be Raised by Taxes *	\$ 65,925,220
Sub Total	\$ 134,075,112

* Estimated veteran's exemptions (credits) \$668,375 and additional overlay \$460,000

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City Clerk's Office

Resolution Authorizing and Approving Fiscal Year 2019-2020 Capital Budget for the City of Rochester and Authorizing Borrowing in connection therewith

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

That the capital budget for the City of Rochester for fiscal year 2019-2020 (July 1, 2019 to June 30, 2020) in the total amount specified in **Exhibit A** annexed hereto, be, and hereby is, authorized and appropriated, and, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, is hereby authorized to arrange borrowing to finance a portion of said capital budget appropriation as identified on **Exhibit A** annexed hereto.

The aforementioned borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter. The useful lives of the capital projects for which borrowing is authorized by this resolution shall be more particularly set forth in the "City of Rochester, New Hampshire, Proposed CIP Budget, Fiscal Year 2020 (July 1, 2019 – June 30, 2020), as amended.

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City Clerk's Office

PROPOSED 2019-2020 CAPITAL BUDGETS-EXHIBIT A**CAPITAL BUDGET SUMMARY****Proposed Capital Appropriations:**

City	\$ 7,632,340
School	\$ 1,498,000
Water Works	\$ 3,695,000
Sewer Works	\$ 10,136,500
Arena	\$ 550,000
Community Center	\$ 35,000
Tax Incremental Financing Districts	\$ 67,500
Total Appropriations	\$ 23,614,340

Source of Revenues**General Fund**

Bonding and/or other Borrowing	\$ 6,035,000
Operating Budget	\$ 3,578,340
Other Sources	\$ 102,000
Subtotal General Fund Revenues	\$ 9,715,340

Enterprise Funds & Tax Incremental Financing Districts

Bonding and/or other Borrowing	\$ 13,305,000
Operating Budget	\$ 594,000
Subtotal Enterprise Funds & Tax Incremental Financing Revenues	\$ 13,899,000

Total Revenues

\$ 23,614,340

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City Clerk's Office

Resolution Deauthorizing Fiscal Year 2018 – 2019 Funding Related to the Conservation License Plate Grant [Moose Plate Grant] in the amount of \$25.00

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

That Twenty Five and 0/100 Dollars (\$25.00) of funds previously appropriated to the Rochester City Clerk's Office as part of a Conservation License Plate Grant [Moose Plate Grant] is hereby deauthorized. Further, the City will reduce its reimbursement request to The State of New Hampshire under said grant by the amount deauthorized herein.

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.

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City Clerk's Office



05/30/2019

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**

Seeking permission from Council to de-authorize \$25.00 Moose Plate Grant.

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	June 4, 2019	
DEPT. HEAD SIGNATURE	Kelly Walters, City Clerk	
DATE SUBMITTED	5/20/19	
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Grant
ACCOUNT NUMBER	61181030-532200-18565
AMOUNT	\$25.00
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

Requesting to de-authorize \$25.00 from the Moose Plate Grant.

Total expenses for project \$9,000.

Total revenue received from Grant \$9,025.

A check in the amount of \$25 has been sent back to the State. Please approve the adjustments as follows:

61181030-532200-18565	-\$25.00
6118002-402148-18565	-\$25.00

RECOMMENDED ACTION

Requesting de-authorization in the amount of \$25.00.

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	61181030	532200	18565	-	-	\$25.00
2	6118002	402148	18565	-	-	\$25.00
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned ☒

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City Clerk's Office

**RESOLUTION APPROVING COST ITEMS ASSOCIATED WITH
PROPOSED ROCHESTER SCHOOL DEPARTMENT MULTI-YEAR
COLLECTIVE BARGAINING AGREEMENT WITH THE ROCHESTER
FEDERATION OF TEACHERS BARGAINING UNIT**

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

That pursuant to and in accordance with the provisions of Chapter 273-A of the New Hampshire Revised Statutes Annotated, the cost items associated with the three (3) year collective bargaining agreement between the Rochester School Board, Rochester School Department and the Rochester Federation of Teachers Bargaining Unit, covering the period beginning July 1, 2019 and ending June 30, 2022, as set forth in the proposed contract, copies of which has been provided to members of the Rochester City Council, and as more particularly detailed in a letter dated May 17, 2019, and financial summary analysis provided by the Superintendent of Schools, Rochester School Department, to the City Manager, a copy of which is annexed hereto as **Exhibit A**, is hereby approved.

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City Clerk's Office

City of Rochester School Department

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

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

Mrs. Linda Bartlett
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Director of Student Services
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Office of the Superintendent
150 Wakefield Street
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Rochester, NH 03867-1348
(603) 332-3678
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May 17, 2019

Blaine Cox, City Manager
Rochester City Hall
31 Wakefield Street
Rochester, New Hampshire 03867

Dear Mr. Cox:

This letter is to notify you that the Rochester School Board and Rochester Federation of Teacher's Bargaining Unit have reached a tentative agreement on a collective bargaining agreement for school years 2019 through 2022. The contract has been ratified by the bargaining unit and approved by the Board on May 16, 2019. It is necessary now that we present the cost items in the agreement to the City Council for its consideration. The cost items are attached to this letter. The cost items are all included in the operating budget submitted to the City Council.

Hopefully, I can discuss the cost items with the City Council on May 28, 2019 with a possible vote on June 4, 2019.

Yours truly,

Michael L. Hopkins
Superintendent of Schools

MLH/clm

cc Rochester City Council

Enclosures

MEMO

TO: Blaine Cox, City Manager
FROM: Michael Hopkins, Superintendent
DATE: May 17, 2019
SUBJECT: Collective Bargaining Status Report

Contents:

Status of Collective Bargaining Agreements
Teacher's Contract TA

Status of Collective Bargaining Agreements

1. RFT Teachers' Contract – The current contract expires August 26, 2019; the Rochester School District has reached a tentative agreement (TA) with this group which was ratified on May 14, 2019 by the RFT and by the Board on May 16, 2019.
2. RFT Food Service Chapter contract expires on June 30, 2019. We have a tentative agreement (TA) completed on May 16, 2019, waiting for approval by the bargaining unit and the Board.
3. RFT Paraprofessional Chapter contract expires June 30, 2020.
4. AFSCME Council 93 expires June 30, 2020.
5. Rochester Administrator's contract expires June 30, 2020.

RFT Teacher's Cost Items TA – Duration; 3 years.

**Rochester Federation of Teachers
AFT Local 3607, AFT-NH, AFL-CIO
Teachers Bargaining Unit
And
Rochester School Board**

**Tentative Agreement
May 3, 2019**

Number of Staff: 433

In the first year, the increases are included in the tax cap compliant budget.

Cost Items: (attached spreadsheet)

Year One 2019-2020

Step Increases of \$542,849, or 2.4% including a new salary scale

Year Two 2020-2021

Year Two Step increases of \$367,375 or 1.6%. \$239,714 or 1% increase in the steps Total 2.6%

Year Three 2021-2022

Year Three step increases of \$548,098 or 2.3% plus a .6% increase in steps or \$132,968. Total 2.8%

In the first year, the new salary will be effective on December 13, 2019, the teachers get 69% of the step increase, but it will be paid over 26 or 22 paychecks. In other words, the step might go up \$1,000 but the increase for the teacher for the entire year is \$690. That \$690 would be paid throughout the year.

In the third year, a similar plan, which has the salary schedule effective January 7th, and they will receive 61.5% of the step. So, using the example above the teacher would receive \$615 during the year.

Additional Information

The goal is to reduce the use of personal days, which disrupts learning. Staff currently use the days, instead of “losing” them. We agreed to pay \$120 for any unused personal days. The \$120 rate is our higher sub rate. So, we were paying a sub \$120, we would prefer the teacher be in the classroom. The reduced sub costs should offset much of this expense. We have 200 to 300 personal days per year unused, so we will need to budget \$36,000 for that expense.

\$10,000 increase in course/workshop reimbursement. Courses and workshops are going up in cost, and we just hit the maximum the last two years. The courses that teachers take has a great impact on their instruction in the classroom Article I Recognition

If we provide a teacher workshop in the summer that the District is recommending. We have increased the pay for the full day attendance to \$150. Most if not all of these training days are paid from grant funds.

Attachments

- All School groups comparison chart
- RFT TA Financial details

Recommendation

- Approval of the RFT cost items.

RFT Teachers Tentative Agreement

School Health Contribution	80/20	80/20	80/20	80/20
	SOS \$20/40 RX 10/20/45 DED \$1000/3000	SOS \$20/40 RX 10/20/45 DED \$1000/3000	SOS \$20/40 RX 10/20/45 DED \$1000/3000	SOS \$20/40 RX 10/20/45 DED \$1000/3000
Health Plan				
Projected Health Increase		FY 2020 Rates	5%	5%
MERIT				
	Current FY19	FY20	FY21	FY22
Wages				
Base Wage	\$ 22,819,934	\$ 23,362,784	\$ 23,969,873	\$ 24,650,940
Longevity				
Total Wages	\$ 22,819,934	\$ 23,362,784	\$ 23,969,873	\$ 24,650,940
Dollar Change		\$ 542,850	\$ 607,089	\$ 681,067
% Change		2.4%	2.6%	2.8%
Benefits				
FICA/Medicare	\$ 1,745,725	\$ 1,787,253	\$ 1,833,695	\$ 1,885,797
Health Insurance	\$ 4,364,549	\$ 4,582,776	\$ 4,811,915	\$ 5,052,510
Opt Out				
Dental	\$ 67,096	\$ 68,773	\$ 70,492	\$ 72,255
Total Rollups	\$ 6,177,369	\$ 6,438,802	\$ 6,716,102	\$ 7,010,562
Dollar Change				
% Change		4.2%	4.3%	4.4%
Totals				
Total Wages Benefits and Rollups	\$ 28,997,303	\$ 29,801,586	\$ 30,685,976	\$ 31,661,502
Dollar Change		\$ 804,283	\$ 884,390	\$ 975,526
% Change		2.8%	3.0%	3.2%

433 Total Employees

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City Clerk's Office

**Resolution Ordering the Elimination of a Hazardous Building at 14 Liberty Street in
Rochester, New Hampshire**

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

WHEREAS, the building located at 14 Liberty Street, Map 120, Lot 344 is owned by Susan C. Shea by way of Warranty Deed dated January 3, 2002 and registered with the Strafford County Registry of Deeds at Book 2438 Page 0218 on January 3, 2002; and

WHEREAS, the building at 14 Liberty Street, due to neglect, inadequate maintenance, and dilapidation, is no longer structurally sound as the structural integrity has been compromised; and

WHEREAS, the building at 14 Liberty Street is physically damaged and remains in an unsanitary condition and maintains no fire protection measures; and

WHEREAS, the building at 14 Liberty Street in the City of Rochester exists in a hazardous condition and is a hazardous building in violation of New Hampshire RSA Chapter 155-B, Hazardous and Dilapidated Buildings; and

WHEREAS, in the interest of public safety and pursuant to RSA 155-B, the City Council may order the owner of the hazardous building to raze and remove the structure;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rochester that:

- A. Susan C. Shea, owner of the property located at 14 Liberty Street in Rochester, c/o Mary Jane Carroll, 211 Province Road, Strafford, NH 03884, is hereby ordered to:
 - 1) Demolish the building at 14 Liberty Street in the City of Rochester, remove and properly dispose of all materials and existing debris on, in or around the building, with the exception of slabs to eliminate the collection of surface water. Substantial demolition must begin within twenty (20) calendar days of receipt of this order and be completed within forty-five (45) calendar days of said receipt.
- B. The City Council hereby Orders the building at 14 Liberty Street, be razed and removed pursuant to the authority granted under RSA 155-B.
- C. The Order shall be served upon the owner pursuant to RSA 155-B:4.
- D. The City Council states a Motion for Summary Enforcement of this Order will be made to the 7th Circuit Court-District Division-Rochester unless corrective action is taken or an answer is filed within twenty (20) days of service of this Order upon the owner. Any costs, attorney's fees, or expenses incurred by the municipality may be enforced as a lien against the subject property and any other property owned by the same owner in the State

pursuant to RSA 155-B:9, II. If the building contains personal property or fixtures, these items may be removed prior to demolition of this building.

- E. The City Manager is hereby directed to take all other actions provided for under RSA 155-B.
- F. This Resolution takes effect upon its passage.



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City Clerk's Office



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City Clerk's Office



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City Clerk's Office

