



**City Council Public Hearing
July 1, 2014
COUNCIL CHAMBERS
7:00 PM**

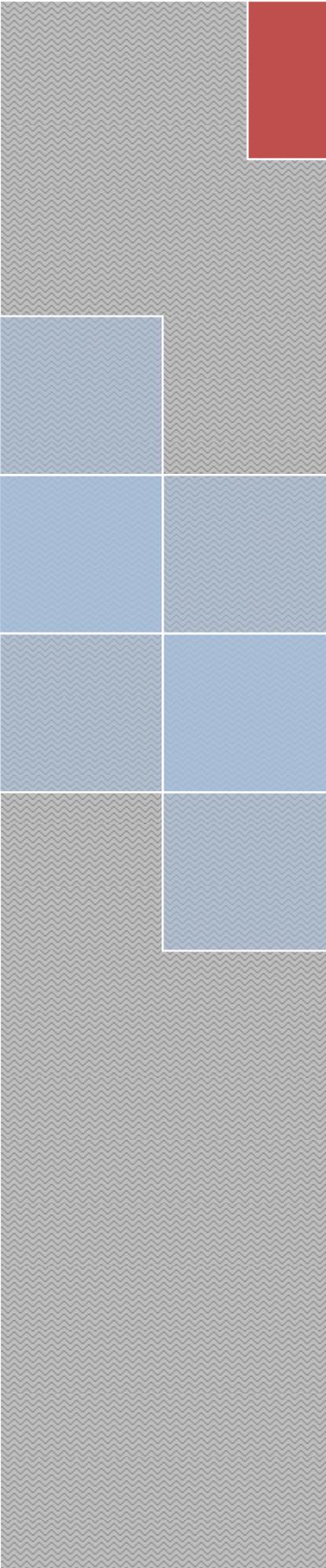
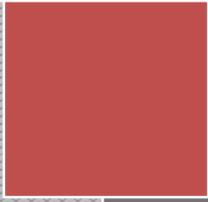
AGENDA

- 1. Call to Order**
 - 2. AB 004 Resolution Authorizing Supplemental Appropriation to the 2014 – 2015 Capital Improvements Budget of the City of Rochester, Department of Public Works, for the So-Called Stillwater Circle Bridge Repair Project, and Authorizing Borrowing in Connection Therewith P. 9**
 - 3. AB 006 Resolution, Pursuant to New Hampshire RSA 75:8-b, to Authorize the City of Rochester to Annually Appraise Real Estate at Market Value, as Defined in RSA 75:1 P. 13**
 - 4. Adjournment**
-

**Regular City Council Meeting
July 1, 2014
COUNCIL CHAMBERS
(Immediately following the Public Hearing)**

AGENDA

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Opening Prayer**
- 4. Roll Call**
- 5. Acceptance of Minutes**
 - 5.1. [June 3, 2014, Regular City Council Meeting Minutes](#)**
 - 5.2. [June 17, 2014, Special City Council Meeting Minutes](#)**



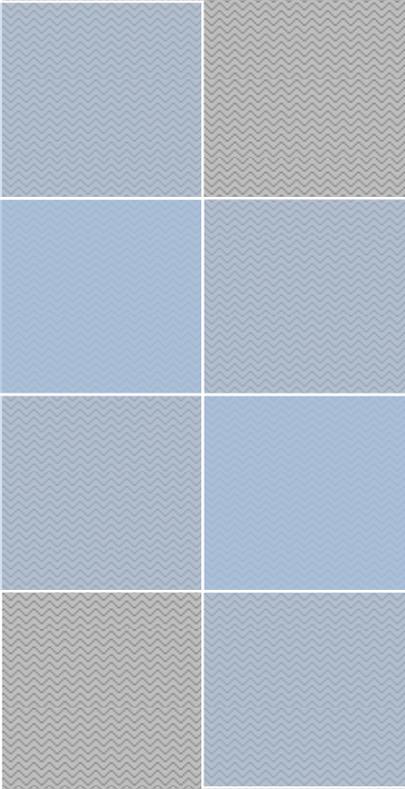
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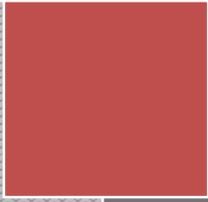
- 6. Communications from the City Manager**
 - 6.1. Employee of the Month Award P. 18**
 - 6.2. City Manager's Report P.17**
- 7. Communications from the Mayor**
 - 7.1. Appointment: Norm Sanborn, Jr., Licensing Board**
 - 7.2. Discussion: City Council Workshop for July**
- 8. Presentations of Petitions and Council Correspondence**
- 9. Nominations, Appointments, Resignations, and Elections**
 - 9.1. Appointment: James P. Gray, Moderator, Ward 6 P. 53**
 - 9.2. Accept the Resignation of Derek "Mac" Kittredge, City Councilor for Ward 6, Seat A and Declare the Seat Vacant P. 55**
- 10. Reports of Committee P. 57**
 - 10.1. Appointments Committee P.59**
 - 10.2. Codes and Ordinances Committee P. 65**
 - 10.3. Community Development P. 75**
 - 10.4. Public Safety Committee P. 83**
 - 10.5. Public Works Committee P. 87**
- 11. Old Business**
- 12. New Business**
 - 12.1. **AB 005** Approval of New Secondhand Dealer's License with Stipulations Imposed by the Planning Board - **Adoption** P. 93**



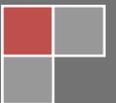
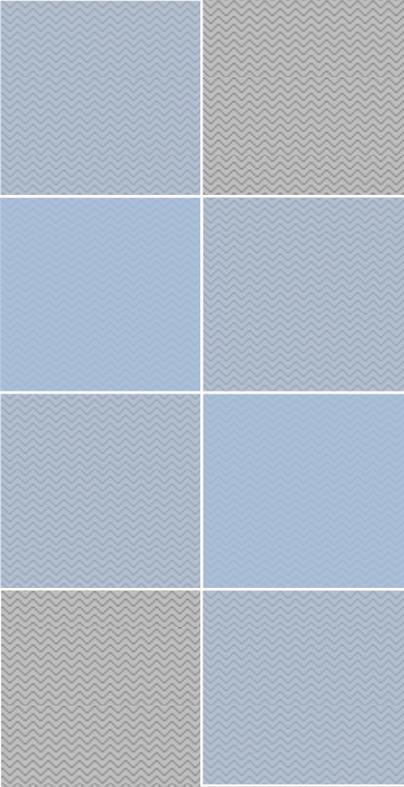
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- 12.2. **AB 003** Resolution Accepting New Hampshire Department of Environmental Services [DES] Grant in Connection with 2015 Household Hazardous Waste Day and Authorizing City Manager to enter into A Contract with NHDES with Respect to the 2015 Household Hazardous Waste Day Grant - **First Reading, Second Reading, and Adoption** P. 97
- 12.3. **AB 006** Resolution, Pursuant to New Hampshire RSA 75:8-b, to Authorize the City of Rochester to Annually Appraise Real Estate at Market Value, as Defined in RSA 75:1 - **First Reading, Refer to Public Hearing on July 8, 2014, Finance Committee Meeting** P. 13
- 12.4. **AB 007** Resolution Authorizing Application, on Behalf of the City of Rochester, Department of Public Works, for a New Hampshire Department of Environmental Services Storm Water Related Mitigation Grant - **First Reading and Adoption** P. 101
- 12.5. **AB 008** Resolution Authorizing Supplemental Appropriation to the 2014-2015 Capital Improvement Budget of the City of Rochester, Department of Public Works, Water Works for the So-Called Water Treatment Plant Upgrades Project and Authorizing Borrowing in Connection Therewith - **First Reading and Refer to a Public Hearing** P. 105
- 12.6. **AB 009** Resolution Accepting Developer's Offer of Dedication of the So-Called Trinity Circle Roadway as a City Street, as well as Accepting Certain Associated and/or Related Improvements to Serve as Public Improvements Related to the So-Called Trinity Circle Subdivision, and Making a Supplemental Appropriation in Connection Therewith - **First Reading, Second Reading, and Adoption** P. 109
- 12.7. **AB 010** Resolution Authorizing Supplemental Appropriation to the FY 2014-2015 Operating Budget of the City of Rochester for So-Called Tablet Computers - **First Reading, Second Reading, and Adoption** P. 117
- 12.8. **AB 004** Resolution Authorizing Supplemental Appropriation to the 2014 - 2015 Capital Improvements Budget of the City of Rochester, Department of Public Works, for the So-Called Stillwater Bridge Repair Project,



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**and Authorizing Borrowing in Connection Therewith
Second Reading and Adoption P. 9**

12.9. Resolutions for 2-4 Walnut Street

12.9.1. AB 001 Resolution De-Authorizing Portions of the 2010-2011 Capital Budget Appropriation for the City of Rochester, Department of Public Works for the So-Called Strafford Square Right of Way Project - **First Reading, Second Reading, and Adoption P. 125**

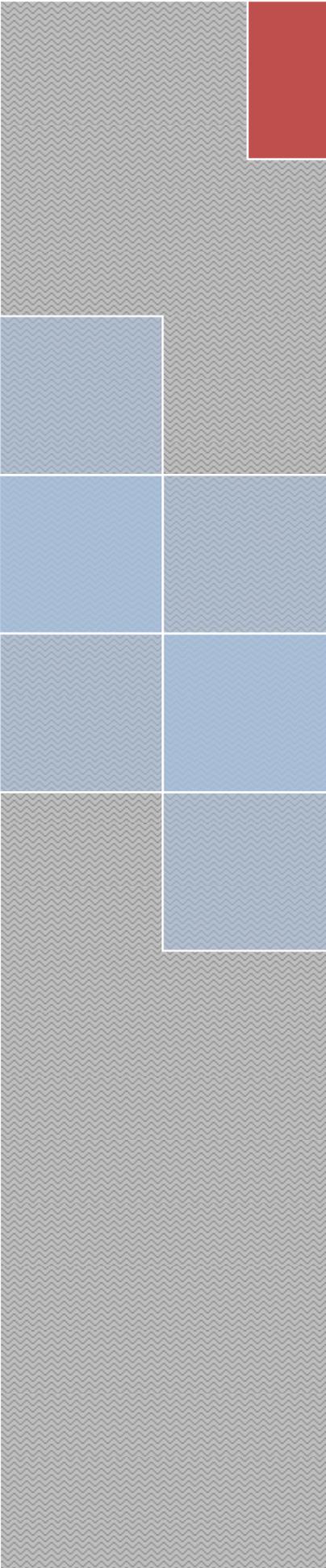
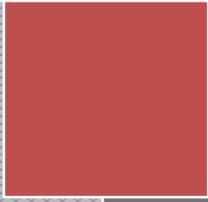
12.9.2. AB 002 Resolution Authorizing Supplemental Appropriation to the 2013-2014 Capital Improvements Budget of the City of Rochester, Department of Public Works, for the So-Called Strafford Square Right-of-Way, 2-4 Walnut Street Purchase Project - **First Reading, Second Reading, and Adoption P. 131**

13. Other

14. Non-Meeting/Non-Public Sessions:

14.1. Non-Public Land, RSA 91-A:3 I (d)

15. Adjournment



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**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION
TO THE 2014-2015 CAPITAL IMPROVEMENTS BUDGET OF THE
CITY OF ROCHESTER, DEPARTMENT OF PUBLIC WORKS,
FOR THE SO-CALLED STILLWATER CIRCLE BRIDGE REPAIR PROJECT,
AND AUTHORIZING BORROWING IN CONNECTION THEREWITH**

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

That the sum of Two Hundred Fifty Thousand Dollars (\$250,000.00) be, and hereby is, appropriated as a supplemental appropriation to the 2014-2015 capital improvements budget of the City of Rochester, Department of Public Works for the purpose of providing sums necessary to pay expenditures with respect to the so-called Stillwater Circle Bridge Repair project (the "Project"), and provided further that such appropriation shall be drawn in its entirety from the proceeds of borrowing such as, but not limited to, lawfully authorized bonds and/or notes to be issued by the City of Rochester with respect to the aforesaid Project.

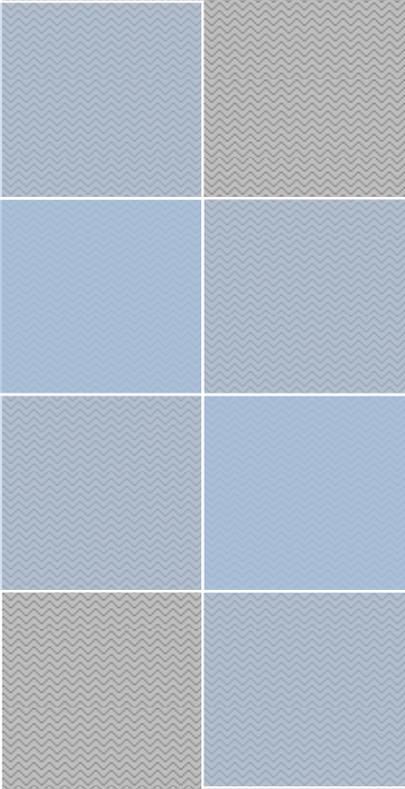
Additionally, and to the extent applicable, the Mayor and City Council of the City of Rochester hereby resolve that, in accordance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter, the City Treasurer, with the approval of the City Manager, be, and hereby is authorized to borrow the sum of up to Two Hundred Fifty Thousand Dollars (\$250,000.00) for the purpose of providing funds necessary for the so-called Project, such borrowing to be on such terms and conditions as the said Treasurer and City Manager may deem to be in the best interest of the City of Rochester. Furthermore, such borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter. The useful life for the aforesaid Project is 30 years.

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

CC FY 15 AB 004 former CC FY14 AB 103



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT - SUPPLEMENTAL APPROPRIATION STILLWATER CIRCLE BRIDGE REPAIR	
Council Action Item <u>XX</u> or Information Only ___	Funding Required? Yes <u>XX</u> No
Resolution Required? Yes <u>XX</u> No ___	Funding Resolution Worksheet? Yes XX No

AGENDA DATE	June 17, 2014 City Council Workshop Meeting
DEPT. HEAD SIGNATURE	Peter C. Nourse, PE – DPW Director Original Signature is on file with City Clerk
DATE SUBMITTED	June 12, 2014
ATTACHMENTS Yes <u>XX</u> No	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file with City Clerk
CITY MANAGER	Signature on file with City Clerk

FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	Signature on file with City Clerk
SOURCE OF FUNDS	Bonding
ACCOUNT NUMBER	15013010-771000-15XXX
AMOUNT	\$250,000
APPROPRIATION REQUIRED Yes <u>xx</u> No	

LEGAL AUTHORITY

A resolution for a supplemental appropriation of 250,000, with bond as the funding source.

SUMMARY STATEMENT

The Stillwater Circle Bridge Repair project was previously budgeted as follows:

FY13 (proj 13522) \$45,000 and FY14 (proj 14521) \$225,000 for a total of \$270,000. The DPW has encumbered approximately \$28,785 for expenses that include evaluation, design, bid documents and construction oversight. The remaining available balance for construction is \$241,215.

On May 22, 2014 bids for the project were opened and the lowest responsible bid for the construction project is \$463,539.60. This leaves a short fall of \$222,324.60. We are requesting a supplemental of \$250,000. This will leave \$27,675.40 for contingency if necessary.

RECOMMENDED ACTION

1. Resolution for a supplemental appropriation in the amount of \$250, 000

**RESOLUTION, PURSUANT TO N.H. RSA 75:8-b,
TO AUTHORIZE THE CITY OF ROCHESTER TO ANNUALLY
APPRAISE REAL ESTATE AT MARKET VALUE, AS DEFINED IN RSA 75:1**

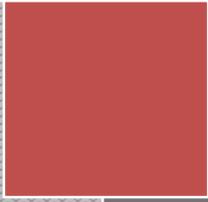
BE IT RESOLVED BY MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER:

WHEREAS, the City of Rochester is desirous of availing itself of the authority granted to it by the provisions of RSA 75:8-b, to annually appraise real estate within the City at market value, as defined in RSA 75:1; and

WHEREAS, the City of Rochester, acting through its Mayor and City Council has held two (2) public hearings with regard to the annual appraisal of real estate at market value, as defined in RSA 75:1, in compliance with the requirements of RSA 75:8-b;

NOW THEREFORE, the Mayor and City Council of the City of Rochester, hereby authorize the City of Rochester, beginning immediately, to exercise the authority granted to said City by the provisions of RSA 75:8-b, to annually appraise real estate within the City at market value, as defined in RSA 75:1.

CC FY15 AB 006 former CC FY14 AB 89 [Assessing]



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT

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

RESOLUTION REQUIRED? YES <input type="checkbox"/> NO <input type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input type="checkbox"/>
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AGENDA DATE			
DEPT. HEAD SIGNATURE			
DATE SUBMITTED			
ATTACHMENTS YES <input type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED		

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

LEGAL AUTHORITY

LEGAL AUTHORITY (continued)

SUMMARY STATEMENT

RECOMMENDED ACTION



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 July 1, 2014

The Employee of the Month is Patrick Couch of the Fire Department. P. 18

The City's "updated" website went live on June 6, 2014.

For your information, please see the enclosed Management Team Meeting minutes:

- May 27, 2014 P.19
- June 2, 2014 P.21
- June 9, 2014 P. 23
- June 16, 2014 P. 27

Contracts and documents executed since last month:

- Brock Street change order #8 P 30.
- Brown & Caldwell contract P.31.
- CAI Technologies – Tax Mapping contract P.32.
- Patton Street letter – code compliance concerns P.34
- Environmental Review for FY14-15 CDBG Projects P.35
- Horne Construction – restrooms rebuild proposal P.36
- Horne Construction – restrooms rebuild contract P.37
- Horne Construction – Change order – Arena restrooms P.38.
- Lead-based Paint Hazard Control – Healthy Homes – certification of consistency P.39
- Metrocast – Broadcast TV fee P.40
- Nyhart Agreement P.41
- PFM Group - Engagement Letter P.42
- Pine Street - Project Performance Certification / Initiation of Operation Certification P.43
- PLT renewal P.44
- Route 125 Pump Station Project – Notice to Award – Scherbon Consolidated P.46
- Upper City Dam project – Notice to Award - JTI Site Development P. 47
- Upper City Dam repairs – Construction Agreement P. 48

The following standard reports have been enclosed:

- Personnel Action Report Summary P. 49
- Permission & Permits Issued P.50
- City Council Request & Inquiry Report P.51

2014 July Awardee

6/26/14



Rochester Fire Department
City of Rochester
37 Wakefield Street – Rochester, NH 03867

Norman Sanborn Jr.
Chief of Department

Tel (603) 335-7545
Fax (603) 332-9711

April 17, 2014

To: The Employee of the Month Committee,

I wish to nominate firefighter Patrick Couch for employee of the month as I feel he is well deserving of this recognition.

Firefighter Couch always performs duties above and beyond his required work. He continually steps up to work on the trucks and small engines for the department which is not required of him. These items are usually farmed out to outside service companies which require payment for their work. When the work is something he either does not have the expertise to work on, or the tools that are necessary, he will step in and be the contact or the liaison for the department to either get answers or arrange for the work to get done.

He readily accepts this work and remains well involved in all these efforts. This is a function he has always done, not just when things are going well. Pat has been involved in these tasks since his hiring back in 1997. Pat does not let the morale of the department and his fellow coworkers get to him when there are political issues or contractual problems in the city. Pat continues to step up and offer his assistance regardless of what is going on around him.

He has repaired countless apparatus problems including faulty lights, broken equipment, poorly running saws or generators, rebuilding carburetors, motors, specialty equipment, and a myriad of other issues. This may seem trivial to some but this is a recognition that is long overdue, and an important one for him.

Please give Pat Couch strong consideration for this recognition.

Sincerely,

Mark Dupuis.
Assistant Fire Chief



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

MANAGEMENT TEAM MEETING

May 27, 2014
9:00 A.M.

PRESENT:

Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager
Jim Grant, Director BZLS
Peter Nourse, Director DPW
Michael Allen, Police Chief
Samantha Rodgerson, Executive Asst.
Danford Wensley, City Attorney

Karen Pollard, Economic Dev. Manager
Norman Sanborn, Fire Chief
Brian Sylvester, Library Director

EXCUSED:

Jim Campbell, Chief Planner
Chris Bowlen, Director RAYS

MINUTES

City Manager Fitzpatrick called the Management Team meeting to order at 9:04 A.M.

1. Management Team Minutes – May 19, 2014

There was no discussion. Minutes were approved by general consensus.

2. City Council Inquiry Report

All items have been closed. There are no new items, no discussion.

3. City Calendar for Week

Reviewed upcoming City meetings.

4. Right to Know Requests

No new requests, no discussion.

5. Chamber dumpster use request – Great Race

The Chamber has requested the use of the dumpster to dispose of trash receptacles after the Great Race. City Manager Fitzpatrick indicated that this would be fine so long as it wouldn't impact use of the parking lot on Monday and that the Chamber schedules Waste Management to pick up.

6. Other

City Engineer Bezanson

Provided an update about the accident on South Main Street and that the light post is on order.

Director Sylvester

- Advised that there is a Joint Loss Management Committee meeting tomorrow.

Deputy City Manager Cox

- Advised that Federal Savings Bank requested information about whether Fiddlehead Lane is an accepted City street. Engineer Bezanson will look into.

Director Pollard

- Explained a bit about the trade show in Las Vegas and advised that she had positive meetings. Stated that the City's efforts in community development are being noticed.

Attorney Wensley

- Advised that there will be a consultation with legal counsel tonight.

Director Grant

- Advised that he will work with the City Clerk to redo Chapter 42 and that they will work on redesigning their handouts to match up with the changes in zoning.
- Advised that there have been several new cell tower requests and that there are new State RSA's.
- Provided an update on the Patton Street fence concern and that they could issue a letter.

The Management Team meeting adjourned at 9:52 A.M.

Respectfully submitted,

Samantha Rodgerson
Executive Assistant



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OFFICE OF THE CITY MANAGER
MANAGEMENT TEAM
31 Wakefield Street • Rochester, NH 03867
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www.RochesterNH.net

MANAGEMENT TEAM MEETING

June 2, 2014

9:00 A.M.

PRESENT:

Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager
Jim Grant, Director BZLS
Peter Nourse, Director DPW
Scott Dumas, Deputy Chief - Police
Samantha Rodgerson, Executive Asst.
Danford Wensley, City Attorney

Karen Pollard, Economic Dev. Manager
Norman Sanborn, Fire Chief
Brian Sylvester, Library Director
Jim Campbell, Chief Planner
Chris Bowlen, Director RAYS

MINUTES

City Manager Fitzpatrick called the Management Team meeting to order at 9:04 A.M.

1. Management Team Minutes – May 27, 2014

There was no discussion. Minutes were approved by general consensus.

2. City Council Inquiry Report

Item # 1, Director Nourse will get further information. Item # 2, has been completed and the inquiry is closed. No further discussion.

3. City Calendar for Week

Reviewed upcoming City meetings.

4. Right to Know Requests

No new requests, no discussion.

5. Copeland Street – Tax Map 128 Lot 265 land sale bid

Discussed with Attorney Wensley. Will notify the bidder to obtain a title search and have his attorney work with Attorney Wensley to proceed.

6. Other

Director Nourse

- Advised that the Water/Sewer Extension Policy will be put it on the June Public Works Committee agenda.
- Advised that he received a request for a year-round indoor Farmer's/Crafter's Market to utilize space at the Community Center but due to staffing and room needs wouldn't be able to allow use of the space for those purposes.
 - There was some further discussion about Farmer's Markets and the desire to have such in the community.

Deputy Chief Dumas

- Advised that Chief Allen was out on vacation this week.

Chief Planner Campbell

- Advised that there are no new applications going to the Planning Board and that they will be working on the sign ordinance.

Director Grant

- Advised that a letter was sent to the Patton Street resident about the fence concern.

The Management Team meeting adjourned at 9:40 A.M.

Respectfully submitted,

Samantha Rodgerson
Executive Assistant



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 OFFICE OF THE CITY MANAGER
 MANAGEMENT TEAM
 31 Wakefield Street • Rochester, NH 03867
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MANAGEMENT TEAM MEETING
June 9, 2014
9:00 A.M.

PRESENT:

Daniel Fitzpatrick, City Manager
 Blaine Cox, Deputy City Manager
 Jim Grant, Director BZLS
 Peter Nourse, Director DPW
 Scott Dumas, Deputy Chief - Police
 Samantha Rodgerson, Executive Asst.
 Danford Wensley, City Attorney

Karen Pollard, Economic Dev. Manager
 Norman Sanborn, Fire Chief
 Brian Sylvester, Library Director
 Chris Bowlen, Director RAYS

EXCUSED:

Jim Campbell, Chief Planner

MINUTES

City Manager Fitzpatrick called the Management Team meeting to order at 9:01 A.M.

1. Management Team Minutes – June 2, 2014

There was no discussion. Minutes were approved by general consensus.

2. City Council Inquiry Report

There were no new items. Deputy City Manager Cox advised that separate accounts would be setup to track the TIF information mentioned in Inquiry #3. There was no further discussion.

3. City Calendar for Week

Reviewed upcoming City meetings.

4. Right to Know Requests

Two requests were made. The first request was for accounts payable information and was being reviewed by the Finance Department for a response. The second request was for Veteran's credit information and would be forwarded to Assessing for their response.

5. Lock-out police and false alarms

Both the Fire and Police Departments stated that they respond for a lock-out when there is a life/safety concern. As for false alarms, there was indication that this can sometimes be an issue. After a set amount of false alarms, the location would receive a fine.

6. City flag

It was determined that there had been a City flag at one point. Chief Allen contacted his secretary who owns it. The City Manager's office will obtain this so that a replica can be made.

7. Historic Society – use of lawn for Great Race event

Email was received to see if permission was required to use the lawn at the Historic Society. After some brief discussion, it was determined that a letter would be sent to the Historic Society that allows Rochester Main Street and the Chamber of Commerce to use the lawn in front of the Historic Society for the Great Race event.

8. Other

City Manager Fitzpatrick

- City Manager Fitzpatrick requested the status of the discontinued road by Brock's Plywood. Attorney Wensley indicated that Brock's and their attorney are finalizing the plan and that the issue that remains is a gate with access to utilities. The documents are ready once the final plan has been received and approved. Will try for the August meeting.
- Cove Court – there was a complaint about a tree that was on City property that was cut down and that the fence may be on City property. After some discussion, it was determined that Attorney Wensley would check with the City Clerk to determine if permission for the fence was given at the time of the bridge construction.
- City Manager reminded the committee that the City Manager/Council picnic would be held on Tuesday, August 12, 2014.

Director Sylvester

- Advised that the Library received notification from our internet provider about an illegally downloaded TV show using the Library's internet. They will be looking at ways to prevent this.
- Advised that he would be attending a State Library Advocacy meeting Wednesday in Concord.
- Advised that they will be going to their Summer hours.

Executive Assistant Rodgerson

- Advised that she received a complaint about the paperwork, information, etc. that gets left behind after meetings and that it should be picked up and disposed of by

the staff person prior to leaving after a meeting. Reminded departments to inform their staff.

Deputy City Manager Cox

- Provided feedback on using a tablet and that it would seem that software is the more important factor than the hardware. The hardware is a more personal preference.
- Advised that Dennis is working on obtaining emails for the Route 202 litigation.
- Advised that they are gearing up for bonding for the CIP and East Rochester School.
- Advised that the Finance Department is working on the disposition of leftover funds from the GSBP bond.
- Advised that he is working with Executive Assistant Rodgerson on the Tuition Reimbursement PPM.

Director Bowlen

- Advised that they are hiring Summer staff and that Summer Camp starts in two weeks.
- Advised that the Recreation Commission and Arena Commission are holding a joint meeting and would be walking the disc golf course. It has a target grand opening of June 26th.

Manager Pollard

- Advised that there is an REDC meeting on Thursday and she will be doing a Buxton presentation for any who wish to attend.
- Advised that the 3rd Annual Wings & Wheels event will be on Saturday from 10am – to 2pm.

Chief Sanborn

- Advised that they had a mutual aid call last night in Dover.

Director Nourse

- Advised that they have hired a Chief Operator and they will start on June 23rd.

Attorney Wensley

- Provided an update on the Henderson property that is scheduled for a hearing the 30-31 of July and that it may go to trial.
- Advised that the Route 202 case is scheduled to go to trial in early September.

Chief Allen

- Informed that Officer McKenzie performed a successful K-9 track in Maine and that he would be recognized for it at the next County Commissioner's meeting on the 27th.
- Advised that he would be meeting with Superintendent Hopkins about a Homeland Security Grant opportunity that would allow software to tie into the dispatch center to notify of a critical incident at school. It would provide 100% funding for 3 years.

Director Grant

- Advised that construction has been busy even though applications through Planning have been light. He then named some of the projects underway:
 - Key Collision – Route 11
 - Taco Bell – North Main Street/Route 11
 - Cumberland Farms – Milton Road
 - Family Dollar – Milton Road
 - Laars renovation – Ten Rod Road Business Park
- Advised that Chapter 44 went to Codes & Ordinances for a rental housing board but it was declined and they returned it to the Zoning Board of Adjustment.
- Advised that there would be a meeting tomorrow of the Codes Software Implementation Team.

The Management Team meeting adjourned at 9:57 A.M.

Respectfully submitted,

Samantha Rodgerson
Executive Assistant



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MANAGEMENT TEAM
31 Wakefield Street • Rochester, NH 03867
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MANAGEMENT TEAM MEETING
June 16, 2014
9:00 A.M.

PRESENT:

Daniel Fitzpatrick, City Manager
Blaine Cox, Deputy City Manager
Jim Grant, Director BZLS
Peter Nourse, Director DPW
Michael Allen, Police Chief
Samantha Rodgers, Executive Asst.
Danford Wensley, City Attorney

Brian Sylvester, Library Director
Mark Dupuis, Deputy Chief - Fire
Jim Campbell, Chief Planner – arrived at 9:18am

EXCUSED:

Karen Pollard, Economic Development Manager
Chris Bowlen, Director RAYS

MINUTES

City Manager Fitzpatrick called the Management Team meeting to order at 9:01 A.M.

1. Management Team Minutes – June 9, 2014

A correction was made to the verbiage in Item #5. There was no further discussion. Minutes were approved by general consensus.

2. City Council Inquiry Report

There were no new items, no discussion

3. City Calendar for Week

Reviewed the upcoming City meetings.

4. Right to Know Requests

No new requests.

5. Other

City Manager Fitzpatrick

- Cove Court – follow up on the tree that was cut down and who should respond to determine if there were any violations. There was some discussion as to what

might be allowed in the right of way and who is potentially permitted. Director Nourse would like to speak with the complainant to find out more specifics.

Director Sylvester

- Advised that the Summer Reading Program would be starting up.

Chief Planner Campbell

- Advised that the Planning Board would be working on the groundwater changes, sign ordinance, manufactured housing, commercial vehicle lighting issues and Chapter 43.

Deputy Chief Dupuis

- Advised that there were no significant issues over the weekend.
- Advised that the Wings & Wheels event went well.

Deputy City Manager Cox

- Advised that the new IT position was posted and that they have approximately 15 applications to date. The application deadline is June 20th.

Chief Allen

- Advised that Steve Burke would be retiring at the end of the month.
- Advised that Dennis Duchesneau and Jason Cole would also be leaving at the end of the month due to staffing changes.
- Advised they are in the process of filling 2 cop positions with a 3rd in the works.
- Advised they hired a new part-time records clerk.
- Advised that they are in the process of hiring 2 dispatchers.
- Advised that they will have a Commission meeting this morning to prepare for tomorrow night's meeting.
- Advised that there was an armed robbery over the weekend.
- Advised that the Wings & Wheels event went well with money and food donations to Gerry's Food Pantry.

Director Nourse

- Advised that the bids came in for the Water Treatment Plant upgrade project and that they came in over the estimated budget.

Attorney Wensley

- Provided an update on the Henderson property that is scheduled for a hearing the 30th of June or 1st of July and that it may go to trial.

Director Grant

- Advised that they received a call over the weekend regarding building conditions and tenant safety at 73 Maple Street.
 - There was no water to the building.
 - 2nd floor water tank let go
 - Gas and electricity was shutoff
 - 2 tenants found alternate living arrangements
 - 1 tenant refused to vacate
 - Discussed legal and safety concerns and steps to address.

The Management Team meeting adjourned at 9:51 A.M.

Respectfully submitted,

Samantha Rodgerson
Executive Assistant



**City of Rochester
Dept of Public Works**

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

Memo

To: Blaine Cox.
Finance Director/Deputy City Manager

From: Lisa J. Clark *ljc*

Date: 6/18/2014

Re: Brock Street – Change Order #8

City Manager
ROCHESTER
Received
JUN 19 2014
CITY OF

Enclosed please find five (5) copies of Change Order #8. This change will reduce some contract items and there will be additional work necessary to realign the 12 inch main and disconnect from the existing 18/20 inch mains. This change will reduce the overall contract price by \$1,704.00, but will generate an additional purchase order for water work only in the amount of \$15,000. The previously set up Brock St Water CIP account # 55016010-771000-13515 will be used to complete this water work.

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

Signature *Blaine Cox* 6/19/2014
(Blaine Cox, Finance Director / Deputy City Manager)

Cc: Peter Nourse, PE, City Engineer

RECEIVED
JUN 18 2014
FINANCE OFFICE
CITY OF ROCHESTER



**City of Rochester
Dept of Public Works**

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

CITY OF
Received
JUN 10 2014
City Manager
ROCHESTER
RECEIVED
JUN 5 2014
FINANCE OFFICE
CITY OF ROCHESTER

Memo

To: Blaine Cox
From: Lisa J. Clark *LJC*
Date: 6/5/14
Subject: Brown & Caldwell Contract

Attached please find three (3) copies each of Brown & Caldwell Construction Administration Engineering Contract in the amount of \$94,000. This is regarding the Upgrade to the New Rt. 125 Pump Station Upgrade Project. Brown and Caldwell Engineers were selected and contracted for Sewer Treatment Projects with RFQ 09-35. The pump station project was originally funded during the FY 2011 CIP budgeting process, and is now a SRF & STAG Grant project managed through NHDES. The funds are available in Sewer CIP Account # 55026020-772000-11519 and I have attached the NHDES approval of this contract.

Please call me if you are in need of any further information or documentation, or please pass to the City Manager for signature.

Sign Off: *Blaine Cox* 6/6/14
Blaine Cox, Finance Director

Please send documents back to me at the DPW for distribution.

Cc: Peter C. Nourse, PE – Director DPW
Michael Bezanson, PE – City Engineer

INTEROFFICE MEMORANDUM

CITY OF
Received
JUN 2 2014
City Manager
ROCHESTER

TO: DAN FITZPATRICK
FROM: TOM MULLIN
SUBJECT: TAX MAPPING CONTRACT
DATE: JUNE 2, 2014
CC: BLAINE COX

Dan,

Attached is the annual contract for our tax map maintenance. We have worked with CAI Technologies since 1992. They provide high quality and ,timely and service . Changing to a competing company would include substantial upfront cost.. In 2002 the price was \$8,500.00 and it increase to 8,700.00 a few years ago and has not changes since. I do not know of any other vendor that had only a 2.4% increase during the past ten years.

I would highly recommend approving the attached annual contract with CAI Technologies. If you approve it please return to me one signed copy and I will return it to them by mail.

6/26/14



11 Pleasant Street, Littleton NH 03561
P (603) 444-6768 / (800) 322-4540
F (603) 444-1366
cai-tech.com

May 23, 2014

Dear Valued Client:

Enclosed please find our Proposal and Contract for the 2015 map/GIS maintenance services. Other than a potential minor change in the cost of the services, upon review you will find that it is identical to last year's except for one very important section, Payment. This letter is sent to explain the reasons for our change to quarterly billing for our annual map/GIS maintenance services.

While we have been fortunate to have grown significantly over the years, now serving approximately 400 cities, towns and regional governments on an ongoing and annual basis, it has become increasingly difficult to fund those services throughout the maintenance cycle while receiving payment in 50% increments, or in some cases waiting to be paid the entire amount until completion of the annual service.

Our change to a quarterly billing cycle will play an important role in allowing us to maintain stable and consistent staff resources throughout the year, thereby ensuring quality service. However, another important factor ensuring top quality maintenance services at reasonable costs will be the timing of our receipt of client maintenance data. We strongly urge all clients to send us data for processing throughout the year on a quarterly, or even monthly basis. Many clients already send data throughout the year. We are asking for assistance with the timing of data from all our clients for three important reasons:

1. If any of the maintenance data results in questions or the need for additional data, it can be dealt with throughout the year rather than at the end of the project, thereby holding up final delivery of updated data.
2. Sending data throughout the year will result in significantly less data being received at the end of the maintenance cycle, allowing us to more efficiently process the final data and deliver updated data in a timelier manner.
3. Receipt of data throughout the year will ensure that our billing for the services will not outpace the work being done. It is important to note that the final quarterly invoice will not be sent until we have completed and delivered the project as called for in the maintenance agreement.

The first quarterly invoices will be sent in July of 2014. The second quarterly invoice will be sent in October of 2014, and the third quarterly invoice will be sent in January of 2015. The final invoice will be sent after delivery of the updated data, as has been the policy in the past.

We will certainly provide services to clients regardless of when data are received, and ultimately we will work with you on the payment process as we always have in the past. We do, however, ask for your cooperation on these very important matters. If the proposed changes cause any problems, or you have any concerns regarding them, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Franco Rossi', is written over a horizontal line.

Franco Rossi
President



City of Rochester, New Hampshire
Code Enforcement

6/26/14

CITY OF
Received
JUN 2 2014
City Manager
ROCHESTER

05/28/2014

FIRST & FINAL NOTICE

Patricia M. Christian
32 Patton Street
Rochester, NH 03867

Re: 32 Patton Street, Rochester, New Hampshire
Parcel I.D. Number: 0116-0013-0000

To whom it may concern,

An inspection/view of your property at 32 Patton Street, Rochester, New Hampshire, On 05/28/2014 shows the following violations of the General Ordinances of the City of Rochester:

FENCE in violation of the 2006 International Property Maintenance Code Section / City Ordinance 42.23-b,h as amended and adopted by reference section 40.5(a) & 40.5(b) of the City of Rochester General Ordinances – In 2013 you had a vinyl fence installed which at the time met the requirements. However the Ordinance pertaining to fences has since changed. It has been determined that the fence constitutes a hazard to public safety. You are now being required make the proper corrections no later then the date given below. Enclosed you will find copies of the new Ordinance.

A correction of this/these problems must be made by the close of business on 11/30/2014 or a complaint may be filed against you in the Rochester District Court.

You have a right to appeal this notice and order by filing a written application for appeal with the Board of Appeals for the City of Rochester. The application for appeal must be filed within thirty (30) days from the date of this decision. The appeal shall be based on a claim that the true intent of the code or the rules legally adopted there under have been incorrectly interpreted, the provisions of the code do not fully apply, or the requirements of the code are adequately satisfied by other means.

Please be advised that should it be necessary for the City to take enforcement action against you, the city shall seek to impose fines and civil penalties upon you for such violations. Such fines and penalties will include the recovery of attorney's fees and costs incurred by the city in connection with any enforcement proceeding as authorized by the provisions of R.S.A. 676:17 as well any other applicable law.

Should you have any questions regarding this matter, please feel free to contact me at 332-3508 during regular business hours.

Sincerely,

Sheldon Perkins
Code Compliance Officer, City of Rochester, NH
31 Wakefield Street * Rochester, NH 03867 * Telephone: (603)332-3508 * Fax: (603)509-1912

Date: 06/19/14
To: Dan Fitzpatrick
City Manager
From: Elena V. Engle
Community Development Specialist



Re: Environmental Reviews for FY 14-15 CDBG Projects

An environmental review was completed on all CDBG funded project approved for FY 14-15. The environmental review process is required for activities using CDBG funds per 24 CFR Part 58.

All Administrative and Public Service activities have been determined as follows: **EXEMPT** – Request for Release of Funds from HUD is NOT required, funds can be drawn accordingly.

Hanson Pines Pavilion has been determined as follows: A **CATEGORICAL EXCLUSION** Environmental Review has been completed and the activity was converted to **EXEMPT** - Request for Release of Funds from HUD is NOT required, funds can be drawn accordingly.

The following activities are still undergoing review and will be forwarded after July 1, 2014 once a determination has been made. – Library Rooftop Heating and Cooling Unit Project and the Community Action Partnership of Strafford County – Weatherization Assistance Program.

Please sign the completed reviews attached as the “Certifying Officer”.

Thank you.



ROCHESTER RECREATION & ARENA

LETTER OF TRANSMITTAL

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

FROM: Chris Bowlen, Director

DATE: June 5, 2014

CITY OF
Received
JUN 6 2014
City Manager
ROCHESTER

I am sending you: Attached Under Separate Cover

The following items: Construction Management GMP for Arena Restroom Rebuild

These are transmitted as checked below:

<input checked="" type="checkbox"/> For Approval	<input type="checkbox"/> For Your Use/Information
<input type="checkbox"/> As Requested	<input type="checkbox"/> For Review & Reply
<input type="checkbox"/> Approved as Submitted	<input type="checkbox"/> Approved as Noted

SUPPLEMENTAL INFORMATION:

Please find attached for your signature a Guaranteed Maximum Price Document for Construction Management Services by Horne Construction Company Inc. Horne Construction has been working on the arena renovations project under a professional services arrangement as the Construction Manager – At Risk. The renovation specifications and plans were done by Harriman Architect and Engineers. This specific scope is for the complete demolition and renovation of the public restrooms at the arena which failed during the 2013/2014 season.

The complete scope of work for this project is included in this packet. The funding for this project is available through current unexpended FY14 CIP appropriations.

Endorsed by:
Dave Ancil, Arena Advisory Chair

Date: 6/6/14

Blaine M Cox

Digitally signed by Blaine M Cox
DN: cn=Blaine M Cox, o=City of Rochester New
Hampshire, ou=Department of Finance,
email=blaine.cox@rochesternh.net, c=US
Date: 2014.06.05 16:00:18 -0400

Reviewed by: Blaine Cox, Deputy City Manager

Date: 2014-06-05



City of Rochester, New Hampshire
Department of Recreation, Arena
Recreation & Youth Services: 150 Wakefield Street, Suite #1, Rochester, NH 03867 · 603-332-4120
Arena: 63A Lowell Street, Rochester, NH 03867 · 603-335-6749
Fax: 603-335-7573 · www.rochesterrec.com

- M Report

6/26/14



ROCHESTER RECREATION & ARENA

CITY OF
Received
JUN 6 2014
City Manager
ROCHESTER

MEMO TO: Dan Fitzpatrick, City Manager

From: Chris Bowlen 
Recreation & Arena Director

Date June 4, 2014

RE: Horne Construction Company Inc. GMP document – Restrooms Rebuild

Please find enclosed the following;

- Letter of transmittal with supporting signatures from Deputy Manager Cox and Arena Advisory Chair David Anctil
- AIA Document A133 – 2009 Exhibit A
- Scope of work details

Kindly sign the proposal letter and AIA document where indicated.

Please let me know if you have any questions.



City of Rochester, New Hampshire
Department of Recreation, Arena
 Recreation & Youth Services: 150 Wakefield Street, Suite #1, Rochester, NH 03867 • 603-332-4120
 Arena: 63A Lowell Street, Rochester, NH 03867 • 603-335-6749
 Fax: 603-335-7573 • www.rochesterrec.com



LETTER OF TRANSMITTAL

CITY OF
Received
JUN 23 2014
City Manager
ROCHESTER

TO: Dan Fitzpatrick, City Manager
CC: Blaine Cox, Deputy City Manager
FROM: Chris Bowlen, Director *CB*
DATE: June 20, 2014

I am sending you: Attached Under Separate Cover

The following items: Change Order – Arena Restrooms
Home Construction Company Inc.

These are transmitted as checked below:

- For Approval For Your Use/Information
- As Requested For Review & Reply
- Approved as Submitted Approved as Noted
- Returned for Corrections
- Re-submit Copies for approval
- Submit Copies for distribution

SUPPLEMENTAL INFORMATION:

Please find attached for your signature for a change order request for additional work discovered during the demolition of the public restrooms at the Rochester Arena. Work pertains to two separate structural issues discovered along with some additional masonry work. Funding for this proposal is available within the appropriations of the FY14 Arena CIP account.

Blaine M Cox

Digitally signed by Blaine M Cox
DN: cn=Blaine M Cox, o=City of Rochester
New Hampshire, ou=Department of Finance,
email=blaine.cox@rochesternh.net, c=US
Date: 2014.06.23 08:46:40 -0400

Reviewed by: _____ Date June 23, 2014
Blaine Cox, Deputy City Manager / Director of Finance



City of Rochester, New Hampshire
Department of Recreation, Arena
Recreation & Youth Services: 150 Wakefield Street, Suite #1, Rochester, NH 03867 - 603-332-4120
Arena: 63A Lowell Street, Rochester, NH 03867 - 603-335-6749
Fax: 603-335-7573 - www.rochesterrecre.com

Date: 6.20.14
To: Dan Fitzpatrick
City Manager
From: Elena V. Engle
Community Development Specialist

CITY OF
Received
JUN 20 2014
City Manager
ROCHESTER

Re: Lead Based Paint Hazard Control and Healthy Homes

Attached is a Certification of Consistency with the Consolidated Plan for NH Housing and Finance Authority. NHHFA provides lead hazard control to low-moderate income homes with HUD grant funds and assisted 3 homes in Rochester with the last 3 year grant they received. They are submitting their Consolidated Plan for this grant and in order to do so, they are requesting Rochester's support through the signing of this certification. There is no financial commitment by the City, this our way of demonstrating to HUD that grantees are communicating and working together to serve the low and moderate income citizens.

Due to the high cost of providing lead abatement, Rochester CDBG no longer directly fund housing rehab projects, so the provision of these services by NHHFA helps Rochester to meet this goal in the City's Consolidated Planning Process as well.

This certification has been signed in the past by Rochester so this would just be a continuation of the City's support for NHHFA to do this work in Rochester.

Thank you.

6/26/14



CITY OF
Received
JUN 2 2014
City Manager
ROCHESTER

May 30, 2014

City of Rochester
Daniel Fitzpatrick, City Manager
31 Wakefield Street
Rochester, NH 03867
[Delivered via Fax and Email]

Dear Mr. Fitzpatrick:

Starting July 1, 2014, or with the customer's next billing statement thereafter, all billing statements for customers in this franchise community who subscribe to MetroCast video services (whether alone or as part of a bundle of services) will include a Broadcast TV Fee of \$1.50 to defray the rising cost of Retransmission Consent fees that local broadcasters have chosen to charge MetroCast. Customers receiving video services on a promotional or contract basis as of June 1, 2014 will not receive the fee at this time. Rather, the Broadcast TV Fee will be applied to their bill at the end of the applicable period at the then-current rate.

As you may be aware, "Retransmission Consent" is a congressionally-authorized process under which broadcast television stations grant or deny permission ("consent") for a video provider to "retransmit" broadcast signals to its customers. In exchange for granting Retransmission Consent, the owner of the television station will demand some form of compensation from the video provider.

In recent years, Retransmission Consent fees have escalated dramatically. In 2011, for example, broadcasters nationally were paid \$1.4 billion in Retransmission Consent fees. For 2014, estimates are that these fees will reach \$4 billion. This trend is expected to continue, as industry analyst SNL Kagan now expects retransmission fees to reach \$7.6 billion by 2019 (www.snl.com, November 22, 2013).

These rising fees are affecting virtually all video providers who retransmit broadcast signals—cable, satellite and others. As a consequence, many video providers now include a separate line item on customer statements to more clearly identify the costs associated with rising Retransmission Consent fees, as we are now doing.

We are grateful for the opportunity to serve MetroCast customers under our franchise agreement and look forward to continuing to provide residents here with the very best in video, high speed Internet and digital phone service. If you have any questions concerning this letter, or the upcoming change to customer billing statements, please do not hesitate to contact me at (603) 527-3634.

Sincerely,

A handwritten signature in cursive script that reads "Moira Campbell".

Moira Campbell, General Manager
MetroCast Communications-New Hampshire & Maine
9 Apple Road
Belmont, NH 03220



**THE HOWARD E. NYHART COMPANY, INC. ("NYHART")
SERVICE AGREEMENT ("AGREEMENT")**

Agreement Between Nyhart, and:

Client Name:	City of Rochester
Primary Contact Name:	Blaine Cox, Director of Finance & Administration
Primary Contact Address:	31 Wakefield Street Rochester, NH 03867
Primary Contact Phone:	(603) 335-7609
Primary Contact Fax:	(603) 332-8601

Services to be provided by Nyhart

All services to be provided by Nyhart are subject to your full cooperation and prompt submission of complete and accurate information. Nyhart will rely on any and all information that you provide pursuant to this agreement and on file at our office as to accuracy and completeness. Nyhart will have no responsibility to verify such information and no liability for errors or omissions as a result of relying on such information. Nyhart is not a law firm or a public accounting firm and does not provide legal or tax advice.

For the fiscal year ending June 30, 2014, Nyhart will provide the following actuarial services:

- Interim GASB 45 report

Fees for services provided by Nyhart

The fees listed below are subject to annual adjustments.

<u>Service</u>	<u>Fee</u>
Interim GASB 45 actuarial update:	\$2,250

The fee for the interim GASB 45 report will be revised if there have been a full update. Examples of significant events include, but are not limited to, material benefit design amendments, and participant contribution policy m

Additional services available if requested by Client

In addition to GASB 45 services, Nyhart offers the following additional services upon request. Please visit www.nyhart.com or contact your Nyhart consultant for more information.

- Health Care Reform financial impact consulting
- Calculation of self-funded and COBRA premium rates
- Incurred But Not Reported (IBNR) Reserve calculations
- Medicare Part D Attestation
- What-if Modeling for health plan design and carrier changes

SAMANTHA, 5/28/2014

PLEASE ASK THE C.M. TO SIGN THIS AGREEMENT FOR NYHART TO PRODUCE THE FY14 INTERIM GASB45 REPORT. I NEED A SCANNED COPY TO SEND TO NYHART.

THANKS,
Bland

CITY of ROCHESTER

OFFICE OF THE DEPUTY CITY MANAGER
FINANCE OFFICE
31 WAKEFIELD STREET
ROCHESTER NH 03867

BLAINE COX
VOICE 603.335.7609
FAX 603.335.7589
E-MAIL: blaine.cox@rochesternh.net

LETTER OF TRANSMITTAL

TO: Daniel Fitzpatrick, City Manager
FROM: Blaine Cox, Deputy City Manager *Blaine Cox*
DATE: June 17, 2014

CITY OF
Received
JUN 17 2014
City Manager
ROCHESTER

I am sending you: Attached Under Separate Cover

The following items:

PFM Group Engagement Letter

These are transmitted as checked below:

- | | | | |
|-------------------------------------|--------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | For Approval | <input type="checkbox"/> | For Your Use/Information |
| <input type="checkbox"/> | As Requested | <input type="checkbox"/> | For Review & Reply |
| <input type="checkbox"/> | Approved as Submitted | <input type="checkbox"/> | Approved as Noted |
| <input type="checkbox"/> | Returned for Corrections | | |
| <input type="checkbox"/> | Re-submit _____ Copies for approval | | |
| <input type="checkbox"/> | Submit _____ Copies for distribution | | |
| <input type="checkbox"/> | _____ | | |

SUPPLEMENTAL INFORMATION:

The PFM Group serves as the City's "financial advisor" during the process of raising funds to finance capital projects, primarily through the issuing of municipal bonds.



**City of Rochester
Dept of Public Works**

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

RECEIVED
JUN 11 2014
FINANCE OFFICE
CITY OF ROCHESTER

CITY OF
Received
JUN 12 2014
City Manager
ROCHESTER

Memo

To: Blaine Cox.
Finance Director/Deputy City Manager

From: Lisa J. Clark

Date: 6/9/2014

Re: Pine Street – Project Performance Certification
Initiation of Operation Certification

Enclosed please find the Project Performance Certification and the Initiation of Operation Certification. These documents are necessary at NHDES for project close out.

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

Signature Blaine Cox
(Blaine Cox, Finance Director / Deputy City Manager)

Cc: Peter Nourse, PE, City Engineer

From: [Blaine Cox](#)
To: [Samantha Rodgerson](#)
Subject: FW: Renewal Letter and Form
Date: Thursday, May 29, 2014 8:52:03 AM
Attachments: [PLT Renewal 2014-05-16.pdf](#)

Here is it! I sent it directly to Dan.

From: Blaine Cox
Sent: Friday, May 16, 2014 2:00 PM
To: Dan Fitzpatrick
Cc: Roland Connors; Diane Hoyt
Subject: RE: Renewal Letter and Form

Dan – The Finance and Business staff have reviewed the renewal offer from PLT for our general liability insurance coverage. It is recommended that we renew per the provisions outlined (see attached). If you concur, please sign the attached and send back to Finance for submission to PLT.

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

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

From: Darlene Simmons [<mailto:dsimmons@healthtrustnh.org>]
Sent: Wednesday, May 07, 2014 10:56 AM
To: Blaine Cox
Cc: Ronald O'Keefe
Subject: Renewal Letter and Form

Hi Blaine,
 I've attached the renewal letter and form for your review and signature. Please let me know if you have any questions.
 Thanks so much.

Darlene Simmons, ARM
 Member Relations Advisor
 PO Box 617
 Concord, NH 03302

Phone: 603.230.3327
 800.527.5001 Ext. 3327
 Fax: 603.226.2322
 Email: dsimmons@healthtrustnh.org
 HealthTrust website: www.healthtrustnh.org

The mission of HealthTrust is to provide high quality, cost-effective employee benefit products and services for public employers and employees in New Hampshire in order to reduce costs through pooling strategies with a commitment to education, health promotion and disease prevention. Local Government Center provides administrative services to HealthTrust, through its employees.

HealthTrust endeavors to protect the privacy of the enrollee and their beneficiaries' healthcare information. This message is intended only for the use of the addressee and may contain private health care information that is protected by state and federal law, including without limitation the Health Insurance Portability and Accountability Act of 1996. If you are not the intended recipient, you are hereby notified that any dissemination of this communication is strictly prohibited. If you have received this communication in error, please erase or destroy all copies of the message and its attachments and notify the sender immediately. Thank you.

10 MINUTES TO BETTER HEALTH

Earn cash rewards for logging on to www.OnlifeHealth.com and completing your 2014 health assessment, participating in the Know Your Numbers biometric health screening program, attending health and safety classes, and earning Life Points for your activities online. Get started today.

Log on to www.OnlifeHealth.com or call 1-866-564-5237.





**City of Rochester
Dept of Public Works**

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

Memo

City Manager
ROCHESTER
Received
JUN 19 2014
CITY OF

To: Blaine Cox
From: Lisa J. Clark
Date: 6/19/14 *ANC*
Subject: Notice to Award –RT 125 Pump Station Project
Low Bidder Scherbon Consolidated

Attached please find three (3) copies each of the Notice to Award documents. All funding is in place, bids are completed and attached is NHDES's necessary approval as this is SRF and STAG Grant funded.

Please call me if you are in need of any further information or documentation, or please pass to the City Manager for signature.

Sign Off: *Blaine Cox*
Blaine Cox, Finance Director

Please send documents back to me at the DPW for distribution.

Cc: Peter C. Nourse, PE – Director DPW
Michael Bezanson, PE – City Engineer



**City of Rochester
Dept of Public Works**

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

Memo

CITY OF
Received
RECEIVED
JUN 3 2014 JUN 3 2014
City Manager FINANCE OFFICE
ROCHESTER CITY OF ROCHESTER

To: Blaine Cox.
Finance Director/Deputy City Manager

From: Lisa J. Clark *LJC*

Date: 6/2/2014

Re: Upper City Dam Project
Notice of Award Document-JTI Site Development

Enclosed please find four (4) copies of the Notice of Award document for the Upper City Dam Project. Also attached is the bid results spreadsheet. The Department is awarding to the lowest bidder on bid # 14-34
The funds for this project (\$56,994.00) will come from the remaining balance in the Upper City Dam Project account # 15013010-771000-14520 that has a remaining balance of \$46,214, plus the supplemental appropriation of \$30,000 completed at the 5/27/14 City Council Meeting. See attached copy of minutes.

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

Signature *Blaine Cox*
(Blaine Cox, Finance Director / Deputy City Manager)

Cc: Peter Nourse, PE, City Engineer



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096

Fax (603) 335-4352

www.rochesternh.net



INTEROFFICE MEMORANDUM

TO: Daniel Fitzpatrick, City Manager
FROM: Michael S. Bezanson, PE, City Engineer *MJB*
DATE: June 17, 2014
SUBJECT: Upper City Dam Repairs - Construction Agreement
CC:

Attached please find three (3) copies of the agreement between JTI Site Development and the City of Rochester for the construction of the Upper City Dam Repairs project, along with copies of bonds and insurance certificates. This project was publicly bid and awarded to JTI Site Development on June 4, 2014.

Please sign all three (3) copies of the agreement and return the entire package to me. Please call me with any questions. Thank you.

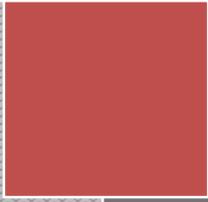
JUNE 2014

DEPT	NAME	POSITION	# of Employees	FT	PT	SEASONAL/TEMP	NEW HIRE	REHIRE	RETIREMENT	SEPARATED	STEP (CBA)	COLA (CBA)	MERIT PAY ADJ	NU PAY ADJ	PROMOTION	OTHER	MISC. INFO
FIRE	JARROD WHEELER	FIREFIGHTER	1	X							X						
FIRE	MIKE GEORGE	ACTING LT	1	X												X	TEMP POSTION
LIBRARY	KESLEY FLEMING	PAGE	1		X					X							
LIBRARY	KESLEY FLEMING	SUB	1			X											LIBRARY SUB
MIS	KARL MORSE	CAMERA OPERATOR	1			X								X			
POLICE	CRISTINA PETROPOULOS	SECRETARY I	1		X		X										
POLICE	CHRIS MANGUM	PATROOFFICER	1										X				
POLICE	MIKE LAMBERT	PATROOFFICER	1										X				
POLICE	JUSTIN LIVINGSTONE	PATROOFFICER	1										X				
POLICE	JOSHUA OUELLETTE	PATROOFFICER	1										X				
POLICE	JOGN BORGES	CROSSING GUARD	1			X				X							
POLICE	KEN TAPSCOTT	PATROL OFFICER	1													X	
POLICE	STEVEN BURKE	SERGEANT	1						X								
PUBLIC WORKS	LEO SCARPONI	CUSTODIAN	1		X					X							
PUBLIC WORKS	TYLER BEAUDET	CUSTODIAN	1		1		X										
PUBLIC WORKS	IAN ROHRBACHER	CHIEF WTP	1	X			X										
PUBLIC WORKS	TIM GREEN	WTP OPERATOR	1	X												X	GRADE III CERTIFICATION
PUBLIC WORKS	SAMANTHA JUNEAU	SECRETARY I	1	X												X	TEMP PAY INCREASE PER CBA
RECREATION		HEAD CAMP COUNSELOR	8			X	X										
RECREATION		CAMP COUNSELOR	8			X	X										
RECREATION		CAMP JR COUNSELOR	6			X	X										
RECREATION		CAMP COUNSELOR SUBS	2			X	X										
RECREATION	KEVIN GILL	POOL OPERATOR	1			X	X										
RECREATION	DOMINIC PARADIS	POOL OPERATOR	1			X	X										
RECREATION	KEN BILLINGS	POOL MAINTENANCE	1			X	X										
RECREATION	DAN BASTIEN	POOL SUPERVISOR	1			X	X										
RECREATION	LAUREN COLANTO	ASST DIRECTOR RECREATION	1	X												X	PAY ADJUSTMENT PER OFFER
RECREATION	DANIELLE BILLINGS	PROGRAM LEADER	1			X	X										YOUTH VOLLEY BALL
RECREATION		HEAD LIFEGUARD	3			X	X										
RECREATION		LIFEGUARD	5			X	X										
RECREATION	MICHAEL PARE'	PROGRAM LEADER TENNIS	1			X	X										
WELFARE	NANCY SIROIS	WELFARE INTAKE	1		X					X							
WELFARE	REGINA LYTLE	WELFARE INTAKE	1													X	INCREASE HOURS 24 TO 34

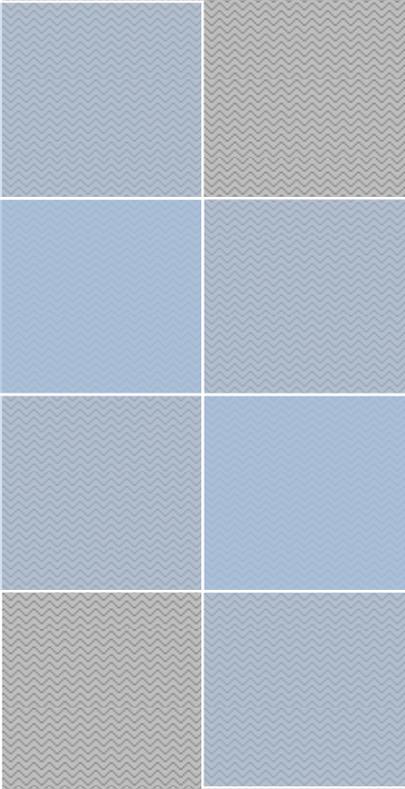
DATE	DEPARTMENT	PERMISSION PERMITS	MISCELLANEOUS
5/27/2014	City Manager's Office	EVENT	First United Methodist Church - July church service on Common
5/29/2014	City Manager's Office	EVENT	Rochester Runners - 5K
5/29/2014	City Manager's Office	EVENT	3rd July Block Party - Dublin Way
6/5/2014	City Manager's Office	EVENT	House Party - 5th Street
6/6/2014	City Manager's Office	EVENT	First United Methodist Church - Aug. church service on Common
6/16/2014	City Manager's Office	EVENT	Rochester Firefighters Toy Bank - toll booth
6/16/2014	City Manager's Office	EVENT	3rd July Block Party - Lyons Street
6/19/2014	City Manager's Office	BANNERS/EVENT	National Night Out
6/20/2014	City Manager's Office	EVENT	HOSA- Spaulding High School 5K
6/17/2014	City Manager's Office	TAGGING	HOSA- Spaulding High School

Council Inquiry report 20140623

NUMBER	COUNCIL MEMBER	FORUM	REQUEST/INQUIRY	ACTION
1	Committee	5/15/2014 Public Works Committee	Get any study and easement information regarding the Cocheco Bridge (North Main St (Route 11) - St. James Terrace area).	Mr. Nourse has looked into. Inquiry closed.
2	Varney	5/15/2014 Public Works Committee	cost for GSBP maintenence (mowing/plowing/pump station)	Mr. Nourse has completed. Finance to setup separate accounts to track. Inquiry closed.
3	Committee	5/15/2014 Public Works Committee	meet with supplier of infrared machine and discuss resolving issues.	Mr. Nourse to meet with equipment supplier.
4	Varney	5/15/2014 Public Works Committee	Suggested getting budgetary number for basic repairs for inspection and evaluation of Dewey St./Hanson Pines pedestrian bridge. Suggested completing CIP Project Sheet and agenda bill for to get on Council agenda to add to FY2015 CIP budget.	Mr. Nourse to work on.



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RECEIVED

JUN 17 2014

CITY CLERK'S OFFICE
ROCHESTER, NH

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

6/26/14

1 Don
2 John

mm

To: John L.
Sam R.

STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP

POSITION DESIRED: MODERATOR WARD 6

NEW RE-APPOINTMENT REGULAR ALTERNATE

NAME: JAMES P GRAY

STREET ADDRESS: 21 ROULX DRIVE

ZIP 03867

TELEPHONE:(H) (603) 332-7144 E-MAIL JAMES@JGRAYNH.COM

REGISTERED VOTER: (CIRCLE ONE) YES NO WARD 6

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

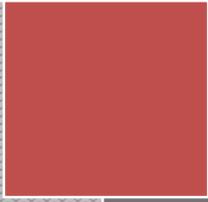
MODERATOR IN ROCHESTER
FOR ABOUT 20 YEARS

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

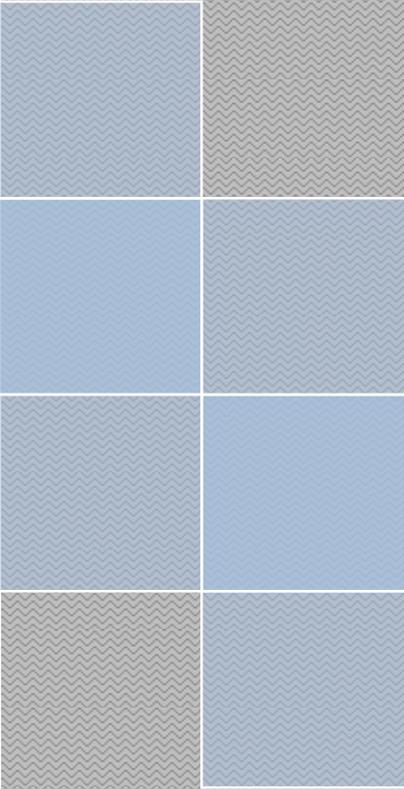
ATTENDED ELECTION
TRAINING PROVIDED BY SOS,

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

I certify that I am 18 years of age or older: James P Gray



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Mayor Thomas J. Jean
Rochester City Hall
Rochester NH 03867

June 17, 2014

SUBJECT: Resignation due to change of Ward

Dear Mr. Mayor,

It is with considerable regret that I must inform you and the City Council that, due to my need to rebuild my left knee in the immediate future and address other serious health issues, I must move from my present apartment at 9A Eastern Avenue in Ward 6, to a soon to be acquired first floor condo at 4 Tampa Drive (Unit D6) in Ward 5. Final agreement will be signed, if all goes as expected, on June 24th, 2014 and I plan to move in on July 1, 2014.

This of course means that my tenure as a city councilor for Ward 6 must come to an end at Midnight on June 30, 2014. I regret the inconvenience this will cause, but circumstances leave me little choice.

However, I did manage to remain in Rochester and still desire to contribute, once my health issues have been resolved. In that regard, I would like to be considered for the vacancy in the Conservation Commission.

I leave the City Council with many positive memories of friends found and a city reaching vigorously for a bright future.

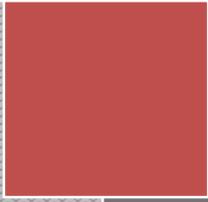
Thank you for your kind attention in this.

Sincerely yours,

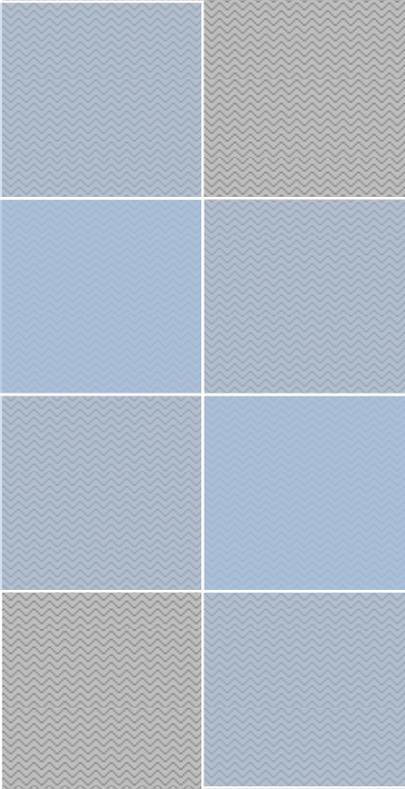


Derek MacMillen Kittredge, Esq.
City Councilor ~ Ward 6, Seat A
Rochester City Council
Mac1853@MyFairPoint.net
603-534-4243(c)

CC: Rochester City Council
Daniel Fitzpatrick
Kelly Walters

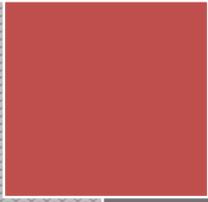


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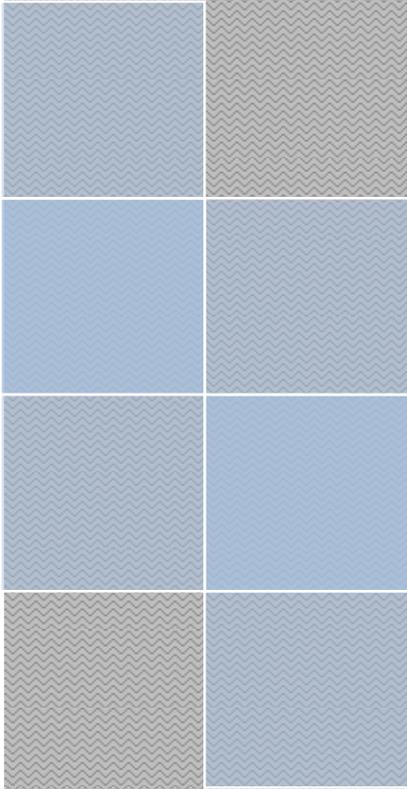


Reports of Committees

- Appointments Committee – 5/20/2014 and 6/3/2014 P. 59
- Codes and Ordinances Committee – 6/5/2014 P. 65
- Community Development Committee – 6/26/2014 Forthcoming P. 77
- Public Safety Committee – 6/18/2014 P. 83
- Public Works and Building Committee – 6/19/2014 P.87



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Appointments Committee Minutes
May 20, 2014

Committee Members Present:

John Larochelle, Chair
Jake Collins
James Gray
Donald Hamann
Sandra Keans

James Gray called the meeting to order at 6:00 p.m. on May 20th.

Adam T. Krans – Rochester Economic Development Commission - REDC

Adam and his family have recently purchased their first home in Rochester and he would like to participate in helping Rochester move forward.

The Appointments Committee unanimously recommends Adam T. Krans for appointment to the Rochester Economic Development Commission when there is an available position.

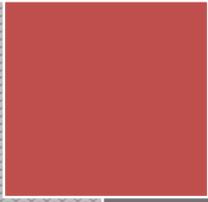
Nancy Dibble - Historic District Commission (HDC)

Nancy has been on the HDC for about 4 years and would like to continue to serve the City in this capacity. She reports that many applicants are surprised and pleased with the friendly and helpful approach taken by the HDC when addressing their applications.

The Appointments Committee unanimously recommends Nancy Dibble for appointment to the Historic District Commission, term to expire January 2017.

Respectfully submitted,

John Larochelle, Chair
Appointments Committee



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Appointments Committee Minutes

June 3, 2014

Committee Members Present:

John Larochelle, Chair

Jake Collins

James Gray

Donald Hamann

John Larochelle called the meeting to order at 6:15 p.m. on June 3rd.

Lionel N. Lachapelle – Planning Board – Alternate member

Lionel has previous experience serving on a planning board in Maine and now that he is retired, he would like to serve as an alternate member of the Rochester planning board.

The Appointments Committee unanimously recommends Lionel N. Lachapelle for appointment to the Planning Board as an Alternate member, term to expire January 2017.

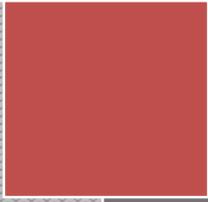
Thomas H. Willis, Jr. - Planning Board – Regular member

Tom is currently an alternate member of the Planning Board and he would like fill the vacant regular position. As a licensed engineer in NH and ME, and having served as the City Engineer for a decade and served on the Planning Board from 1995 to 2000.

The Appointments Committee unanimously recommends **Thomas H. Willis, Jr.** for appointment to the vacant regular position of the **Planning Board**, term to expire January 2017.

Respectfully submitted,

John Larochelle, Chair
Appointments Committee



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

**Appointments Committee Minutes
June 17, 2014**

Committee Members Present:

John Larochelle, Chair
Jake Collins
James Gray
Donald Hamann
Sandra Keans

John Larochelle called the meeting to order at 6:30 p.m. on June 17th.

Michael Kirwan – Conservation Commission

Mike has previous experience serving; is a 30 year resident of Rochester and would like to serve the City as a member of the Conservation Commission. His experience in construction gives him a basic understanding of the concepts that can be built upon.

The Appointments Committee unanimously recommends Michael Kirwan for appointment to the Conservation Commission, term to expire January 2017.

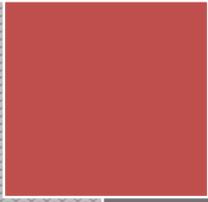
James Gray - Moderator for Ward 6

The agenda was amended by unanimous consent to add Jim for consideration to fill the empty position of Moderator for Ward 6. Jim has had extensive experience in this position.

The Appointments Committee unanimously recommends James Gray for appointment to the vacant regular position of the Moderator for Ward 6, term to expire January 2016.

Respectfully submitted,

John Larochelle, Chair
Appointments Committee



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CODES AND ORDINANCES COMMITTEE

Of the Rochester City Council

Thursday June 5, 2014

City Council Chambers

31 Wakefield Street, Rochester, NH

7:00 PM

Committee Members Present

Councilor Peter Lachapelle, Chair
Councilor Elaine Lauterborn, Vice Chair
Councilor Ray Varney
Councilor Robert Gates
Councilor Derek "Mac" Kittredge

Others Present

Councilor Hamann
Councilor Larochelle
Councilor Gray
Councilor Keans
Sheldon Perkins, Code Enforcement Officer
Lisa Clark, Office Manager, Department of Public Works
Peter Nourse, Commissioner of Public Works
Captain Toussaint, Rochester Police Department
Tom Kaczynski, Resident
Lynn Kasch, Resident

MINUTES

1. Call to Order

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

2. Public Input

Councilor Lachapelle explained that the public could speak during the discussion of the item which they have concerns with. He asked if anyone would like to address the Codes and Ordinances Committee. There was no discussion at that time.

Councilor Lachapelle asked if there were any objections to amending the agenda in regards to moving Chapter 17, water leakage, under "Other Business". There were no objections.

3. Approval of the Codes and Ordinances Committee Minutes

- **May 1, 2014 Public Hearing Minutes**

Councilor Lauterborn **MOVED** to **ACCEPT** the Minutes of the Public Hearing on May 1, 2014. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

- **May 1, 2014 Codes and Ordinances Regular Minutes**

Councilor Lauterborn **MOVED** to **ACCEPT** the Committee minutes of May 1, 2014. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

4. Other – Chapter 17, Water Leakage

Peter Nourse, Commissioner of Public Works, explained that he is back to address Chapter 17 with the Codes and Ordinances Committee after questions arose from the City Council meeting on June 3, 2014. He stated that he was under the impression that this amendment was passing, but before the vote he was questioned on some of the aspects, which caught him off guard. Mr. Nourse went on to explain how this ordinance came to be.

Mr. Nourse stated that the UAB would abate the sewer portion for water leaking into the ground and they would use that process as leverage to get the leak fixed. In October of 2013 they were notified that they were no longer to bill for sewer if the water was going into the ground and not the sewer.

Mr. Nourse explained an issue that they had with the condominium complex Woodland Green. They had a leak from approximately 2007 to 2012, during which time thirty-three million gallons of water leaked into the ground. This amount of water could sustain the entire City for two weeks. The leak is now fixed, but the Association brought suit against the City in the sum of \$207,000, which the city abated \$50,000.

Mr. Nourse explained his approach in handling these situations through his department procedures and the proposed ordinance would put it in writing.

Mr. Nourse addressed master meters, which are currently used at two mobile home parks, Tara Estates and Pine View. Tara Estates knows they

are leaking water into the ground; however, they have not requested abatements for sewer. Pineview had multiple leaks last year and they did go to the UAB for abatements. He explained that his department will continue to track usage and when they see a spike they will notify the customer, but they should have a time frame to fix it, that being the suggested ninety days.

The first time he presented this ordinance to the Codes and Ordinances Committee, he made changes to the single meter customers per their recommendations. He stated that this ordinance has been tempered as it went back and forth between the UAB and the Codes and Ordinances Committee. In March of 2014 both committees were pleased, but at the June 3, 2014 City Council meeting some questions arose. He is willing to temper this ordinance further if that is what the committee wants.

Councilor Larochelle asked about the \$50,000 that was abated for Woodland Green where they had asked for \$207,000 in abatements. Mr. Nourse explained that they waited too long and were outside the abatement period and they did not fix it for years. Councilor Larochelle stated that we only gave them \$50,000, so the City netted approximately \$150,000.

Councilor Larochelle suggested that they approach this with giving the customer a timeframe to have the leak fixed and if they go outside that timeframe then there will be no abatements.

Mr. Nourse stated that last year they were directed that they are not to charge for sewer if they know there is a leak and that it is going into the ground and not the sewer. He went on explaining that the UAB used these abatements to get the water leaks fixed. Now with the new directive they need to go after the water leakage.

Councilor Larochelle said that if a customer wants to pay, knowing there is a leak, and subsidize the rate payers as long as they are not causing an environment problem, then there is no issue. Councilor Hamann reiterated that at this point they are not getting billed for the sewer. Councilor Larochelle addressed his first suggestion of giving customers a timeframe and after that period they will get billed for the sewer. Mr. Nourse reiterated that they have been told to absolutely not do that. Councilor Larochelle stated that there should be a penalty then. They discussed further.

Councilor Gates asked if this directive came from the City Council as to not charging for the sewer if there was a leak. Mr. Nourse explained that

this directive came from the City staff, the Finance Department, and the City Manager.

Councilor Gates felt that they should go back to what it was and referred to Councilor Larochelle's idea of giving customers a period of time to get a leak fixed and if they did not fix it they would not get abatement.

Councilor Varney did not want to go down that path. He felt it was not legal to charge a customer for a service they were not getting. He questioned if Woodland Green knew they had a leak. Lisa Clark, Public Works Office Manager, stated that their usage spiked and they did not take time to invest in fixing the leak. She said that now they have gone to individual meters.

Councilor Varney handed out a marked up version of the proposed ordinance and referred to making this a violation if necessary to get these leaks fixed. He does not feel that shutting water off is the direction that they want. In the case of Tara Estates you would penalize the individuals when it is the park owner's fault.

Councilor Varney expressed that saving water and conservation is another issue. He cited part of the water ordinance addresses emergency measures where fines can be implemented in drought situations and once a drought is declared a \$100 per day fine can be issued for violations of the provisions. He felt that this could be implemented in cases of water leakage. Councilor Larochelle agreed and he would like to see them add some numbers on quantities of water being leaked. The committee discussed that there are some numbers in place, such as ten percent with the master meters. Councilor Larochelle felt it should be more than ten percent. Mr. Nourse said this could be adjusted. Councilor Larochelle explained his viewpoint further.

Councilor Varney mentioned that when individual meters are at plus or minus twenty-five percent the customer gets notified. Ms. Clark stated that this is correct. They discussed the ten percent as referring to the difference in the sum of the master meters. Mr. Nourse and Ms. Clark explained that the master meters are fairly new with the exception of Lilac City Estates, which will be getting done. These meters should be accurate.

Councilor Kittredge referred to part A of this proposed ordinance regarding customers who spend months away during the winter months in other states. Ms. Clark explained that they have had burst pipes and she stated the department does handle these situations when they arise.

Councilor Kittredge asked about customers filling pools. Ms. Clark explained how they handle this situation and they do have a notice regarding this on their bills.

Councilor Larochele briefly discussed with Mr. Nourse how these water leaks occur. There are various reasons.

Councilor Varney asked that Mr. Nourse take a look at the proposals that he is suggesting and come back to the next meeting taking place on August 7, 2014, as they are not meeting in July. Mr. Nourse said he would do that.

Councilor Lachapelle thanked Mr. Nourse and Ms. Clark for their time. The matter will be staying in committee.

5. Proposed Rental Housing Ordinance

Sheldon Perkins, Code Enforcement Officer of Building, Zoning, and Licensing Services (BZLS), explained to the Codes and Ordinances Committee that they have revised Chapter 44 since he last met with the committee.

Councilor Lauterborn agreed it was a different version, but was not ready to send to the full City Council. She asked who wrote this version. Mr. Perkins said that he and Jim Grant, Director of BZLS, wrote it using the Durham ordinance as a template. She would like to see Durham's ordinance. She also had found several grammatical corrections with the document and she would like to review them with him after the meeting.

Councilor Lauterborn questioned section 44.4 A 1, in regards to a voluntary inspection at the request of the landlord or the tenant. She wanted to know on whose part is it voluntary. Mr. Perkins explained it can be either of them. Councilor Lauterborn asked if this was on a complaint issue. Mr. Perkins explained that it was not; it would be for a regular inspection. Mr. Perkins used the example of a tenant requesting an inspection prior to moving into a dwelling.

Councilor Lauterborn asked about 44.4 A 2, where it states that no interior inspection will be done without the above criteria being met. She referred to the paragraph listed above that section, which outlines a process and an inspection will be scheduled by a compliance officer. Mr. Perkins said

that this would be for a complaint inspection. Councilor Lauterborn explained that it does not read well.

Councilor Lauterborn referred to section 44.5, in which there is a sentence that states that the enforcement process is initiated by the Director or the designee, and if the inspection reveals the dwelling is substandard what is the procedure. Mr. Perkins explained that a complaint would need to be made first. She asked if they were going to jump into enforcement prior to inspecting the dwelling. He stated no, that would not happen; they verify said complaints and notify the property owner or management company. He sends out several notices. He gave an example that when it comes to trash, he usually only gives a few days to clean it up, so in that case it is a first and final notice.

Councilor Lauterborn suspected that the department is doing this well, but if they want this on the books, they need to have it clearly written.

Councilor Lauterborn asked about 44.6, regarding the appeals process. She stated that this section refers to the Residential Housing Board. Mr. Perkins explained that this would be a board comprised of landlords, a Code Officer, and a member of the Fire Department. He said that it has not been put together yet. Councilor Lachapelle asked if they are going to put a new board together. Mr. Perkins said that is correct. Councilor Lauterborn cited that it should not be in the ordinance if it does not exist. Councilor Varney asked why would they go outside the chain; we should be going through the City management and not an outside board. Councilor Lauterborn agreed.

Councilor Hamann questioned section 44.4 A 3, when it comes to life safety or health issues; why are they waiving the notification to the property owner or management company? Mr. Perkins stated that this is based on an emergency situation. Councilor Hamann said if there is an emergency the landlord should be notified first. Mr. Perkins explained that this only meant that they would not wait three days to inspect in the case of an emergency; they would go right away. Mr. Perkins explained that the landlords still get notified of these situations. Councilor Hamann stated that the tenants should notify the landlords before the BZLS and that should be stated in the ordinance. Mr. Perkins reiterated that this is a draft, but it is the BZLS policy for a tenant to notify the landlord with a certified letter of a complaint before his department does anything. He agreed that it should be in the ordinance.

Councilor Varney asked about absent landlords and are they required to register. Councilor Gray stated that they are to register.

Councilor Lauterborn referred to 44.4 A 2, where the BZLS has fourteen days to notify the landlord verbally or in writing of what should be done. She feels that with these situations everything should be in writing. Mr. Perkins agreed and said he will work with her after the meeting on the grammar issues. He will work on the changes and bring it back to the Codes and Ordinances Committee.

6. Animal Control - Cats

Councilor Lachapelle asked the committee if there were any objections to amending the agenda to allow the discussion of cat complaints to go ahead of the panhandling discussion. There were no objections.

Captain Paul Toussaint addressed the Animal Control Officer's issues pertaining to cats. Councilor Lachapelle asked if Sue Paradis, ACO, should be responding to these cat complaints, because that is not happening. Captain Toussaint agreed, but the problem is that there are a lot of complaints made by phone call. When the ACO gets there, and there is a stray cat in the yard, there is nothing she can do. There is no ordinance for cats running at large, or any ordinance for cats to be registered.

Captain Toussaint referred to a recent cat complaint that was featured in the newspaper. This was brought up at the last Codes and Ordinances meeting. He agreed she should have at least gone to talk to him, but the fact of the matter is he does not know who owns the cats and there are cats all over the place. He went on to explain that she has no authority to trap them or remove them. This is the problem that they are running into. He does not feel that registering cats is an option, but they will enforce any ordinance that the committee chooses. Captain Toussaint wants them to be aware of the process for dog registration, because he does not believe they are aware of what this entails.

Captain Toussaint explained that there are over five thousand dogs in the City of Rochester that need to be registered by April 30th every year. There is a portion of residents that do not register their dogs and that is between one thousand and eleven hundred. He reviewed the process for the Codes and Ordinances Committee.

Councilor Lachapelle asked if there are repeat offenders and do they keep track of them. Captain Toussaint said that there were but they do not track them because the fines are the same every year.

Lynn Kasch, resident of Morse Court, addressed the Codes and Ordinances Committee regarding cats. She wanted them to know she had

some ideas on the way to handle them. She gave a compassionate account as to why she feels cats have become an issue, stating that it comes mostly from low income neighborhoods.

Ms. Kasch used to work with Voice for Animals, but is now working with Another Chance for Animal Rescue. She actively works with getting cats spayed or neutered as well as immunized. She had grant money in 2012 to help pay for this.

Ms. Kasch listed reasons why there is a problem in Rochester. She made a recommendation to the committee. They might want to make it mandatory for low income rentals to have their pets spayed or neutered, because this could solve some of the problems

Councilor Lachapelle asked Ms. Kasch if she publicized her organization. She explained that as of right now she has not, but she is planning to because of the grant money that she has been awarded.

Captain Toussaint felt that she is doing great work, but there will still be stray cats. Ms. Kasch explained that long term getting these cats fixed could solve the problem of spaying and ruining property.

Councilor Kittredge wanted Ms Kasch to know he appreciates all that she has done and he wanted to know if she is open to having volunteers to assist her. She stated that that would be appreciated. Councilor Kittredge would like to contact John Nolan from the Rochester Times to do a feature article on her to get the word out.

Councilor Kittredge asked if she had traps for the feral cats. She said she did, but they are all loaned out at this time.

Councilor Lachapelle does not want to pass an ordinance at this time to register cats, but he wishes that he had one hundred more concerned residents as Ms. Kasch who is doing a great job.

Councilor Varney asked if the ACO is referring individuals to Ms. Kasch. Captain Toussaint said yes, she was, and that Ms. Paradis had a network of people she works with.

The Codes and Ordinances Committee thanked Ms. Kasch for her time and effort.

7. Panhandling – Discussion

Councilor Lachapelle stated that they have received some numbers from the Rochester Police Department regarding the amount of complaints that they have received for panhandling. The Codes and Ordinances Committee reviewed this information.

Councilor Lachapelle explained that he has not heard back from Attorney Wensley regarding this issue, so he will plan to make an appointment with him so that they can discuss where they stand.

Councilor Lauterborn was concerned that nothing has come forth at this time. She was under the impression after the last ordinance was repealed they were going to move quickly to get another one in place.

The committee asked Captain Toussaint about the panhandling complaints where they appear to be down. He is speculating that the panhandling is still happening, but fewer citizens are taking the time to report it.

Councilor Lauterborn asked about the Concord ordinance. Councilor Varney stated that Attorney Wensley needed to review this with the ACLU.

The Codes and Ordinances Committee discussed panhandling in the medians. Captain Toussaint said they could only enforce a violation if then panhandlers were interfering with traffic. They can stand in the median and hold signs. Councilor Gates questioned if a car is stopped at a traffic light can a panhandler approach the car. Captain Toussaint said they can and the only violation they could get them for would be jaywalking if they are crossing back and forth in the street, but this is a grey area.

8. Smoking on the Common Complaint

Councilor Lachapelle explained that they received an email complaint, but he considered it a dead issue. The committee passed an ordinance in respect to smoking on the Common already.

9. Chapter 42 Certification

Councilor Lachapelle cited that they were not going to certify Chapter 42, at this time. They need to review the chapter and they will deal with it at the August 7, 2014, meeting.

10. Other

Councilor Larochelle addressed the committee in regards to the amount of false alarms that the Fire Department has to handle. When they go to false alarms they are rolling out the trucks, which is costly. He went on to mention that most of these false alarms are due to less than adequate security systems. Currently an owner can get up to six false alarms per year before they are threatened with a \$100 fine. The Codes and Ordinances Committee discussed penalties and lockouts.

Councilor Varney asked for a summary of these calls. Councilor Larochelle said he would work on this.

Councilor Lachapelle asked Councilor Larochelle to draft something and bring it back to the next meeting. He said that maybe they should be looking at this in the form of a service charge

Councilor Lauterborn and Councilor Lachapelle received an email from Mark Hourihane of Hourihane and Cormier Real Estate regarding real estate signs. He was questioning the sign ordinance as it pertains to corner signs. He suggests that if they are not legal that the City communicates this to the Strafford County Board of Realtors.

Councilor Gray asked that this information be sent to Crystal DeButts in the Planning Department so that the Planning Board can look at it.

Councilor Lauterborn believed that Mr. Hourihane is complying with our ordinance, but there are other agencies that are not.

Councilor Kittredge questioned the Veterans tax credit in regards to who qualifies. He read a list of wars and conflicts to the committee. Councilor Lachapelle said that this defined by the state.

Councilor Kittredge wanted to know why the City ordinance 40.4 did not include the same Veterans as the tax abatement so they do not receive a credit when it comes to building permits. He wanted to know if one of the committee members would help him draft an amended ordinance because he felt it should read as the tax credit eligibility.

Councilor Gray disagreed with this credit because ultimately the rest of the tax payers have to absorb these credits and if they are already getting one property credit do they need another credit.

Mr. Perkins state that the BZLS, does honor Veterans that receive the tax credit.

Councilor Gates understood that the tax credit is a yearly abatement and how would that work with building construction and how many Veterans are actually pulling permits. If the BZLS is already honoring it does the committee really need to do anything.

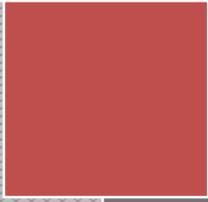
Councilor Varney disagreed with the state law in the way it has become too liberal. The Codes and Ordinances Committee discussed the terminology.

11. Adjournment

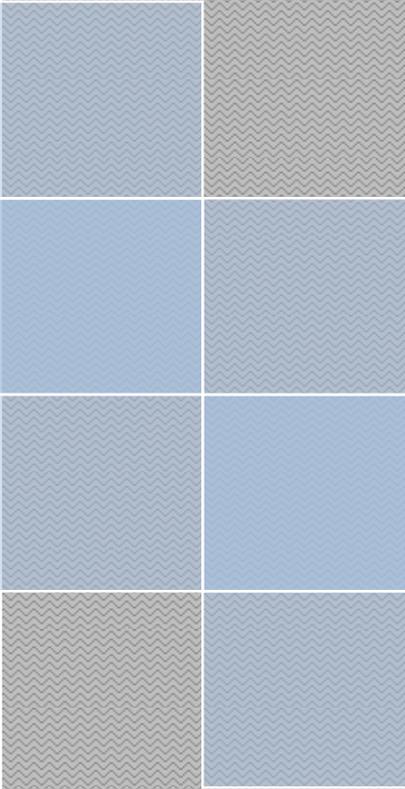
Councilor Lauterborn **MOVED** to **ADJOURN** the Committee meeting at 8:26 PM. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully submitted,

Nancy Carignan
Assistant City Clerk

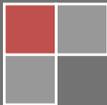


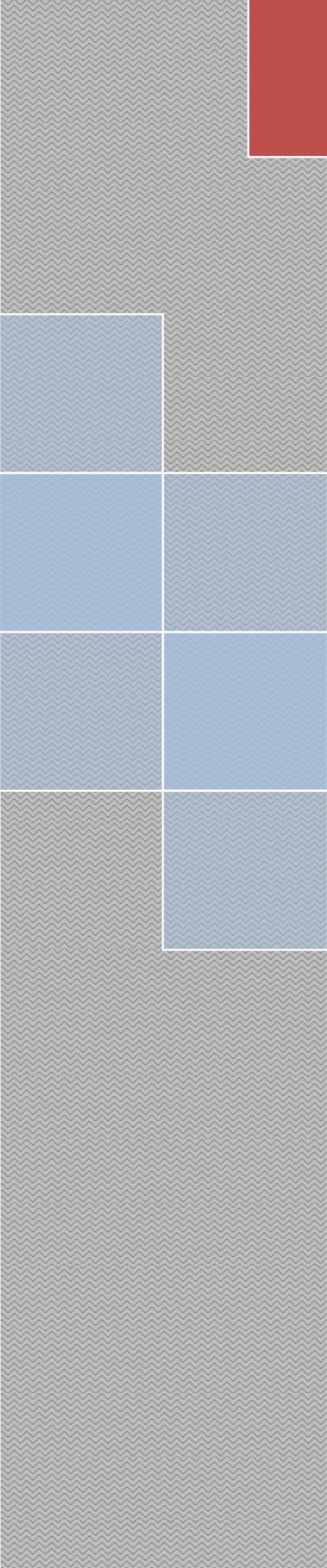
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Community Development June 26, 2014

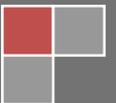
Minutes will be Forthcoming...





Community Development Committee Meeting Minutes

Forthcoming...



Community Development Report- Grant Activity
Grant Activity for FY 2014
Submitted June, 2014

GRANTS MANAGED

- CDBG Entitlement Grant
- Green Infrastructure Grant
- Neighborhood Stabilization Closeout Reporting
- CDBG-R Closeout Reporting

GRANTS RECEIVED IN FY14

- Green Infrastructure Grant
- Source Water Protection Grant – through SRPC

GRANTS APPLIED FOR/NOT YET RECEIVED

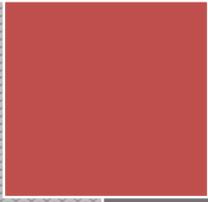
- **Watershed Assistance Grant** – Watershed Assistance in the Willow Brook watershed - funding through NH DES. Community Development has already written/prepared the pre-proposal for this grant- awaiting City Council approval to submit pre-proposal. If selected, the funds will be used to implement low impact designs in the drainage portion of the CIP Project titled “Franklin/Western/Adams Street Reconstruction” to minimize environmental impacts/pollutants into the watershed.

GRANTS REVIEWED

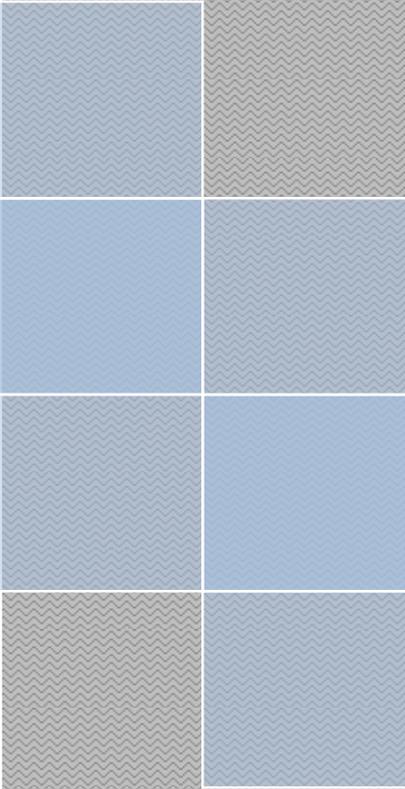
- **Community Development Finance Authority - State CDBG Funds (EDA Project)** – Met with CDFA and a consultant to present this project. Due to the requirements for “Regional” job creation within an 18 month period, this grant source was determined not to be an option at this time.
- **Community Development Finance Authority - State CDBG Funds (Water Loop/GSBP Project)** - Met with CDFA and a consultant to present this project, however, it was determined that this project was not eligible (letter from CDFA on file with City Manager).
- **NH Division of Historical Resources – Certified Local Government Grant** – Grant opportunity reviewed by Community Development. The Historic District Commission was informed of grant opportunity and eligibility requirements but there weren’t any eligible projects identified for this year’s grant.
- **People for Bikes Grant Program** - Reviewing

OTHER GRANT WORK

- Data gathered and provided to FD for FEMA Grant for 2014
- Researched grants for Codification, Software and City Records Management- no grants identified at this time.
- Attended MAP 21 Workshop in March regarding tips on writing grant applications for the new Federal bicycling and pedestrian funds (MAP-21).



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JOB Loan Program Update
June, 2014

The Job Opportunity Benefit (JOB) Loan program provides a source of funding for businesses to expand, modernize or relocate within Rochester. These funds are almost always used as “gap” financing for businesses to add additional debt to their conventional financing. Eligible applicants include Rochester businesses that commit to hiring (*per HUD Regulation 24 CFR 570.209*) one full-time or full-time equivalent worker per \$50,000 of CDBG funds or one full-time or full-time equivalent worker per \$35,000 of CDBG funds if calculated in the aggregate for the year across all JOB Loans.

The JOB Loan account has a balance that will be at **\$74,248** by June 30, 2014 and is receiving **\$5,033** in monthly payments.

The Public House JOB Loan for \$10,000 closed in March of 2014.

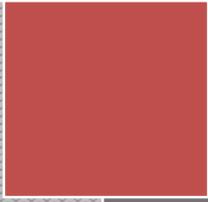
Community and Economic Development are working together to identify eligible businesses that would benefit from this loan program.

Annual monitoring of businesses with active JOB Loans is currently underway.

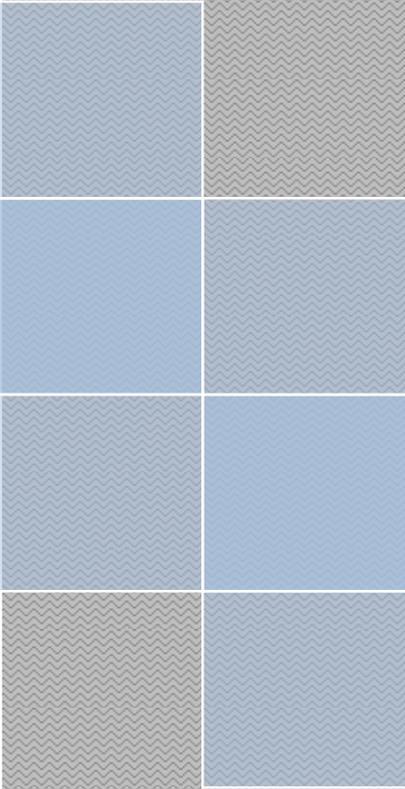
Note: Job Loan balances are run on a quarterly basis- the principal balances below are through March 31, 2014.

Recipient Name	Original Loan Amount	Origination Date	FY14 Principal Balance as of March 31, 2014	Is Loan Currently Up to Date?
Custom Banner	\$50,000.00	5/12/2009	\$11,356.09	Yes
Distinctive Forest Creations	\$30,000.00	11/12/2005	\$17,552.13	Yes
Carney Medical	\$50,000.00	8/12/2009	\$31,042.70	*
Phone Booth, LLC	\$25,000.00	3/12/2010	\$5,246.83	Yes
Blue Oasis	\$50,000.00	4/12/2010	\$32,258.36	Yes
Country Tire & Service Center	\$40,000.00	8/22/2011	\$25,560.64	Yes
Thompson Tool Company	\$70,000.00	10/12/2012	\$55,988.73	Yes
LHR Sporting Arms	\$100,000.00	1/14/2014	\$100,000.00	Yes
Public House	\$10,000	3/6/14	\$10,000	Yes
	\$425,000		\$289,005.48	

*Carney Medical is currently facing financial difficulty. Once a determination is made as to how this will be handled, it will be updated in this report.



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Public Safety Committee
 Council Chambers
 June 18, 2014
 7:00 PM

MEMBERS PRESENT

Councilor David Walker, Chairman
 Councilor Jake Collins
 Councilor Robert Gates
 Councilor Donald Hamann
 Councilor Peter Lachapelle

OTHERS PRESENT

Gretchen Young, PE Construction Engineer
 Scott Dumas, Deputy Chief P.D.
 Brian LaBranche

Minutes

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

1. Public Input

There were no members of the public present.

2. Hillsdale Drive-Parking Concerns

Councilor Walker summarized the issue. Councilor Lachapelle stated that he did visit the area and he said if the trees and brush were removed, there would be ample parking by the gate. He also stated that the back parking lot could be used for parking but it would cost a lot of money to clear the area. Councilor Walker said that it would be a ½ mile walk if people had to walk from the Community Center. Councilor Lachapelle said that the school department should clear a wider path and provide parking along the side of the roadway. The committee determined that they would recommend this to the school department. **Councilor Lachapelle made a motion to deny the “no parking” signs on Hillsdale Drive. The motion was seconded by Councilor Hamann. Unanimous voice vote carried the motion.** Deputy Chief Dumas said if the area does not get cleared they will have to address this issue again because, as it is, the parking is impeding a clear path for emergency vehicles.

3. Liberty and Charles Street-Arrow/Parking Signs-Status Update

Councilor Lachapelle stated that the issue had been recently resolved. Ms. Young said she spoke to one of the citizens who had complained about the sign location. She said she now knows where to place the signs.

4. Wakefield/Columbus Street Lighting

Councilor Walker summarized the issue. Deputy Chief Dumas said that the gentleman that had an issue with the lighting came to the dispatch center to voice his concern. Deputy Chief Dumas said he does not see the problem with the lighting on Wakefield and Columbus. Councilor Walker said it does meet the street light policy. No action was taken on this request.

5. Ray/Hussey-Dead End Sign

Councilor Walker summarized the issue. Councilor Walker said that Ray and Hussey are off from Dewy Street near Holy Rosary Church. Deputy Chief Dumas said there is a sign there. Ms. Young said DPW just replaced the sign and it is across from Hussey Street. Councilor Walker said that there probably wouldn't have been a problem if there was not a yard sale in the area; he said most people know the area. Deputy Chief Dumas said there are bushes near the sign and they should be trimmed. **Councilor Lachapelle made a motion to deny the "dead end" sign on Ray and Hussey Streets. The motion was seconded by Councilor Gates. Unanimous voice vote carried the motion.**

6. Others

Milton Road

Brian LaBranche owns a business on Milton Road. Vehicles use his drive-way for turning around. He installed a gate in his parking lot because vehicles were using it as a cut through to Salmon Falls Road. Deputy Chief Dumas said the area could be coned off. Councilor Collins stated he thought the city removed curbing in the area. Councilor Walker said yes, to widen the area for trucks. **Councilor Lachapelle made a motion to place two barrels at the discretion of DPW. The motion was seconded by Councilor Gates. Unanimous voice vote carried the motion.**

Franklin and Chamberlain Streets

Councilor Collins said there is a vine growing by the intersection and is near the stop sign now. The bushes need to be trimmed for line site issues. Ms. Young will have this taken care of.

Pickering Road

Ms. Young wanted to update the committee on this issue. She said she wrote a letter to the state, but found that it has not been a simple process. Deputy Chief Dumas said since there has been police enforcement speeding has gone down on Pickering Road.

Corner of Yale, Harvard and Washington Street

Councilor Hamann said there are street signs in the Yale, Harvard and Washington Street area that are down and by Pine, Waldron and Lafayette streets as well. Councilor Walker said that every street should have a street sign for 911 purposes.

Estes and Washington Street Intersection Update

Councilor Gates asked if there was an update on the Estes and Washington street intersection. Ms. Young said there is no new news at this time. Councilor Walker said it could be a while if the house is under study.

Brock Street final coat

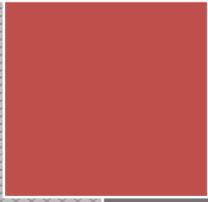
Councilor Lachapelle asked when the final coat was to be applied to Brock Street. Ms. Young said after school is out.

Maple Street

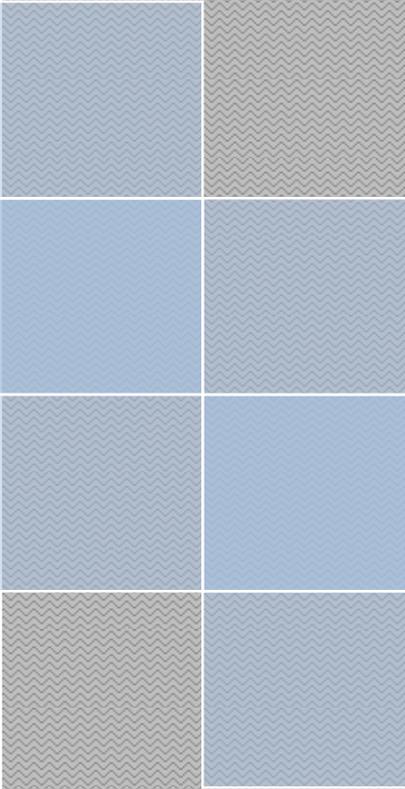
Councilor Hamann said the area in front of Maple Street is frequently lined with cars and UPS and Fedex trucks have a hard time getting around them. Deputy Chief Dumas will have a directed patrol done in the area.

Councilor Lachapelle made a motion to adjourn the meeting, seconded by Councilor Gates. The motion passed and the meeting adjourned at 7:22 PM.

Respectfully submitted by
Laura Miller
Secretary II, DPW



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Public Works and Buildings Committee

**June 19, 2014
Council Chambers
7:00 PM**

MEMBERS PRESENT

Councilor Torr, Chairman
Councilor Ray Varney, Vice-Chairman
Councilor David Walker
Councilor Donald Hamann

OTHERS PRESENT

Councilor James Gray
Peter Nourse, Director DPW
Gretchen Young, Construction Engineer

Minutes

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

1. Approve Minutes from May 15, 2014 Meeting

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

Councilor Walker motioned to accept minutes as presented for the meeting of April 17, 2014. The motion was seconded by Councilor Hamann. The motion passed unanimously.

2. Public Input

No public in attendance.

3. Water Ordinance – Connections Required Issues

Mr. Nourse stated that the recently approved water ordinance mimics the sewer ordinance, in that connection to the public service is required at sale or well failure for any structure within 200 feet of a public service. He then explained that the state regulation, RSA 362:4 does not have this requirement for water services and the House Bill 517 states that no property owner shall be required to tie into a public water system if they can meet all well requirements. Councilor Walker asked why sewer was required to connect but not water. Mr. Nourse explained that the NHDES sees septic systems as an environmental concern. Councilor Varney asked if the planning board requires new developments and subdivisions to tie into the water system. Councilor Walker stated that they did.

Councilor Walker made a motion to send the water ordinance to the Codes and Ordinances Committee for further review. The motion was

seconded by Councilor Hammon. The motion passed unanimously.

4. Water Ordinance – Water Leakage, Prevention, & Mitigation Procedures & Responsibilities

Mr. Nourse stated that Councilor Varney had suggested revisions to the ordinance to require fines rather than termination of service when water leakage is identified and not addressed. He stated that there are two mobile home parks in the city that have an issue. Councilor Walker asked if we meter the mobile homes individually and at the main. Mr. Nourse stated that we do meter the Tara Estates because they have compatible meters, however, the city does not typically meter individual mobile homes. He stated that the owners of the water lines will have 90 days to address the leakage problem and if they do not, the city may fine the owner. Councilor Walker asked if the owner was being charged for the water that was leaking: Mr. Nourse said that they were. Councilor Walker asked why we would fine someone if they were paying for the water. Councilor Varney stated that they were wasting water. Councilor Hammond pointed out that this could be a real issue during droughts. Mr. Nourse pointed out that the city is investing considerable funds to correct leaks and that the private owners should do the same. Councilor Walker stated that he thought it made sense that this apply to mobile home parks because the park owner is passing the cost of the wasted water onto the residents, but he does not agree with fining individual owners if they are paying for the water. Mr. Nourse stated that this ordinance only addresses mobile home parks. The committee recommended that Mr. Nourse take the ordinance to the Codes and Ordinances Committee for further review.

5. Stillwater Bridge

Mr. Nourse stated that he wanted to offer some additional information regarding the supplemental appropriation to the Stillwater Bridge project that the full council recently approved. The project was designed a few years ago, and since that time, the cost of materials has increased and now contractors have a backlog of work and are less lenient when bidding projects. He stated that two bids were submitted that were within 8% of each other, which indicates an appropriate bid. Mr. Nourse said that he is looking to get this project started this year.

6. HSIP

Mr. Nourse stated that in January, NHDOT informed them that all projects should be bid by August in order to receive funding this year, then in June they came back and said that all projects needed to have been out to bid by April in order to receive funding. Mr. Nourse stated that the HSIP was on track to be out to bid by August but did not make the April deadline, therefore the NHDOT has removed funding until next year. Councilor Varney asked how much money we had spent to date on this project, Mr.

Nourse said that he did not know. Mr. Nourse said that he still intended to complete the project, but that the city would have to hold off for an additional year provided funds are approved next year.

7. Pedestrian Bridge

Mr. Nourse stated that he had reached out to an engineering firm but found that they would require approximately \$40,000 to review the state of the bridge and were anticipating about \$0.5 million to fully fix. Mr. Nourse stated that the bridge was built well and could probably be fixed without a structurally engineered design. A dive team has been hired to review the condition of the piles. Once that assessment has been completed, we will be able to formulate a clearer plan moving forward. Councilor Walker asked if the city was liable if they did not hire a structural engineer. Mr. Nourse said that hiring a structural engineer would transfer the liability onto that firm, however, there is a cost associated with that. He stated that the condition of the piles would help determine the likelihood of there being any major concerns. He proposed holding off on hiring a structural engineer until additional details are known. Mr. Nourse stated that he is hoping to do the correction work in FY16 and that he intends to post a sign prohibiting vehicles and loitering. Councilor Varney asked if ATV's could cross the bridge. Mr. Nourse stated that the sign would prohibit ATV crossing. Councilor Walker suggested putting a bollard in front of the bridge to prohibit any ATV's.

8. Chamberlain Drainage

Mr. Nourse stated that he has looked at the topography in the area and it does not appear that the recent development at Anderson Lane is contributing additional runoff along Chamberlain Street. He stated that the drainage is associated with a high groundwater table. He has met with the city's contracted services construction team and determined that approximately 1,400lf of drainage improvements, including a perforated pipe, several catch basins, and minor ditch work, would correct most of the issues and could be done with the current drainage funds. He stated that approximately 1,900lf could be added to the project in the future if needed. Councilor Gray asked if water and sewer could be included in the drainage ditch. Mr. Nourse stated that it could not. Councilor Walker asked how deep the ditches would be along the side of the road. Mr. Nourse stated that they would be shallow, approximately 6 inches. He stated that the drainage work would be completed prior to paving Chamberlain Street, which would push off the paving until the fall during the school year.

9. Water/Sewer Extension Policy

Mr. Nourse presented the existing sewer extension policy as well as a potential for modifications to the policy. The revisions, as presented, would require that the cost of the improvements be recovered within 75 years by rate payers. This would essentially cover the cost of the useful life of the pipe. Councilor Walker pointed out that this policy favors more urban areas with more rate payers. Councilor Varney suggested using the Colonial Pines project as a test case to see whether the rate payers would cover the cost of the work within 75 years, this would help to determine if 75 years is an appropriate goal. The committee recommended that the proposed policy be reviewed by the Finance Committee.

10. Ryan Circle Drainage

Mr. Nourse stated that the residence at 81 Rochester Hill Road and 28 Ryan Circle, have requested that the city improve the drainage condition near their property, similar to the work that was done two years ago on the other side of Ryan Circle. Councilor Walker pointed out that the work that was done two years ago was related to an existing drainage easement. Mr. Nourse stated that now the residence would like work done to alleviate some of the drainage issues on their side of the street. He stated that currently, a portion of the roadway discharges runoff to an area between 81 Rochester Hill Road and 28 Ryan Circle. He stated that to redirect runoff to drain along Ryan Circle, four driveway culverts would need to be removed and reset as well as additional earth work. Preliminary estimates for this work are \$20,000. Councilor Gray asked if the driveway culverts were pitched in the wrong direction. Ms. Young stated that all of the culverts were constructed to match the existing drainage conditions that have been in place for over 19 years; however, they would need to be adjusted to meet the revised condition. Councilor Varney asked if the homeowner could pay for the culvert work. Ms. Young stated that they could, except the proposed work would not benefit the residence at 26 or 24 Ryan Circle so it would be difficult to ask them to pay for the improvements. Councilor Walker asked if the work was on private property. Mr. Nourse stated that all of the work would be in the right of way. The committee recommended that public works approach the homeowners about paying for the culvert portion of the work.

11. Catherine Street Bids

Mr. Nourse stated that only one bid was received for the work, from SUR Contractors. This bid came in below the budget. He stated that they intended to award the bid to SUR and begin the project immediately.

12. Water Treatment Plant Bids

Mr. Nourse stated that the lowest responsible bid came in approximately \$213,000 over what remains in the project budget. He will be requesting a supplemental appropriation for \$250,000 for this project. Councilor

Varney pointed out that approximately \$233,000 could be deauthorized. Mr. Nourse stated that he has contacted the state, and confirmed that the SRF funds with the 15% forgiveness would apply to the increase budget.

13. Other

319 Stormwater Grant – Mr. Nourse stated that as part of the Franklin Street I/I project, some potential drainage improvement opportunities have been identified. He stated that these improvements are eligible for 319 Stormwater Grant Funding. He stated that, with the Council's approval, they will apply for a \$120,000 grant with a 40% match commitment. Mr. Nourse stated that this work would not be required to meet Davis Bacon wage rates and would not impact the rest of the project. Councilor Walker asked if there were any strings attached. Mr. Nourse stated that there were not.

Councilor Walker made a motion to approve the application for a 319 Stormwater Grant for \$120,000 with a 40% city match, for stormwater improvements in the Franklin Street I/I project area. The motion was seconded by Councilor Varney. The motion passed unanimously.

Pine Street Sink Hole – Mr. Nourse stated that it was determined that one of the leaching basins was carrying the fines out of the pavement base, and that to correct this, additional perforations were being introduced at the bottom of the basin. Councilor Walker asked if the pavement would be patched. Mr. Nourse stated that it would require removing the pavement to correct the base material and then a patch over the disturbed area.

Yeagley Way Paving – Mr. Nourse stated that work on Yeagley Way and Dominicus Court will start on July 14th.

Colonial Pines – Mr. Nourse stated that he has been pushing the consultant hard to get moving on this project. He stated that the work in Colonial Pines is related to some siphon work occurring on Dover Point Road.

Strafford Square – Mr. Nourse stated that it has been difficult working with the State DOT. At this point, the plan is to do the roundabout work in FY 16, but to use FY15 to prepare by relocating utilities. Mr. Nourse stated that they will start on GAP project so that construction can immediately follow the completion of the roundabout.

Maple Street School Fence – There are no-trespassing and hours of operations signs at the Maple Street School that have been vandalized. Mr. Nourse stated that those were owned by the school department, but that he could have someone from Public Works help them to secure the signs if needed.

Chestnut Hill/Little Falls Bridge Road – Councilor Torr stated that the sign at the intersection of Chestnut Hill Road and Little Falls Bridge Road

had fallen down.

***Councilor Walker made a motion for adjournment at 8:27PM.
Councilor Hamann seconded the motion. The motion passed
unanimously.***

Minutes respectfully submitted by Gretchen Young, Rochester DPW



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 NEW SECOND HAND DEALER

COUNCIL ACTION ITEM
 INFORMATION ONLY

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

RESOLUTION REQUIRED? YES NO

FUNDING RESOLUTION FORM? YES NO

AGENDA DATE	2014-07-01		
DEPT. HEAD SIGNATURE	James Grant, Signature on file with City Clerk		
DATE SUBMITTED	June 11, 2014		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Blaine Cox, Signature on file with City Clerk
CITY MANAGER	Dan Fitzpatrick, Signature on file with City Clerk

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Roland Connors, Signature on file with City Clerk
SOURCE OF FUNDS	N/A
ACCOUNT NUMBER	N/A
AMOUNT	N/A
APPROPRIATION REQUIRED	YES <input type="checkbox"/> NO <input type="checkbox"/>

LEGAL AUTHORITY

N/A

SUMMARY STATEMENT

Joseph E. McPhail of "Just Stuff Yard Sale", would like to operate a second hand dealer shop At 194 Milton Road. The store will be inspected by the Fire Department, and the Compliance Officer Before the license is released.
A letter of intent submitted to Planning has been received. The business has been approved with Stipulations in regards to the outside items. (see attached)

RECOMMENDED ACTION

Approve new application



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

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

May 29, 2014

Joseph McPhail
194 Milton Road
Rochester, NH 03868

RE: 194 Milton Road
Tax Map 205 Lot 15, Highway-Commercial Zone

Dear Mr. McPhail,

I have reviewed your letter of intent received on May 15, 2014 to use the currently vacant space as a second hand shop. I have discussed your project with other staff members and we have determined that this proposal is an allowed use and will not require any further review by the Planning Department or Planning Board at this time. The review is not necessary because you are not adding a new building or parking spaces and you are not changing the use of the structure or property.

**** Please note, any items for sale outside MUST be brought in at night, and only one shed is to be for sale at any given time.**

Please consult with the Building, Zoning, & Licensing Services Department at 332-3508 for any permits that are required. You should also contact the Fire Department at 335-7545 to discuss anything they may require.

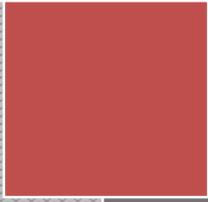
Please feel free to call me with any questions or concerns. Congratulations and welcome to Rochester, we wish you much success.

Sincerely,

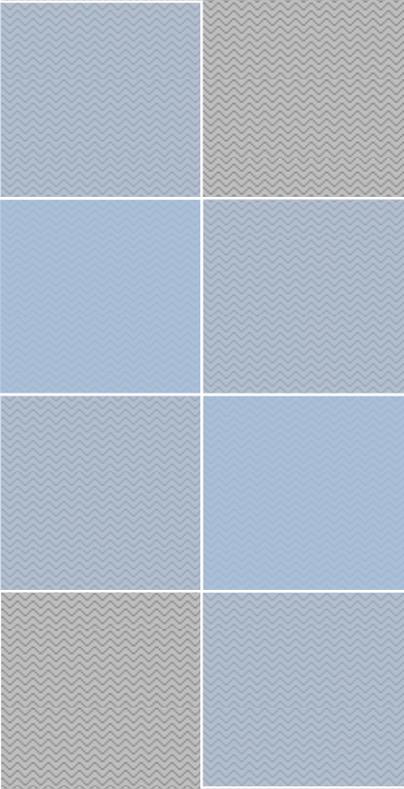
Michelle Mears,
Staff Planner

06-04-14P12:09 RCVD

cc: J Grant Director of Building Safety
P. Cutrer, Deputy Fire Chief
M E. Humphrey Economic Development
File 205-15 HC-14



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RESOLUTION ACCEPTING
NH DEPARTMENT OF ENVIRONMENTAL SERVICES GRANT
IN CONNECTION WITH 2015 HOUSEHOLD HAZARDOUS WASTE DAY
AND AUTHORIZING CITY MANAGER TO ENTER INTO A
CONTRACT WITH NHDES WITH RESPECT TO
THE 2015 HOUSEHOLD HAZARDOUS WASTE DAY GRANT

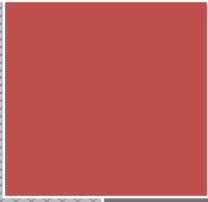
BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:

That a NH Department of Environmental Services Grant, in the amount not to exceed Fourteen Thousand Thirty-Seven Dollars (\$14,037.00) to the City of Rochester, for the purpose of hosting hazard mitigation, is hereby accepted by the City of Rochester and, when received, such grant funds shall be assigned to account number(s) to be established by the Finance Director in the 2014-2015 operating budget of the City of Rochester.

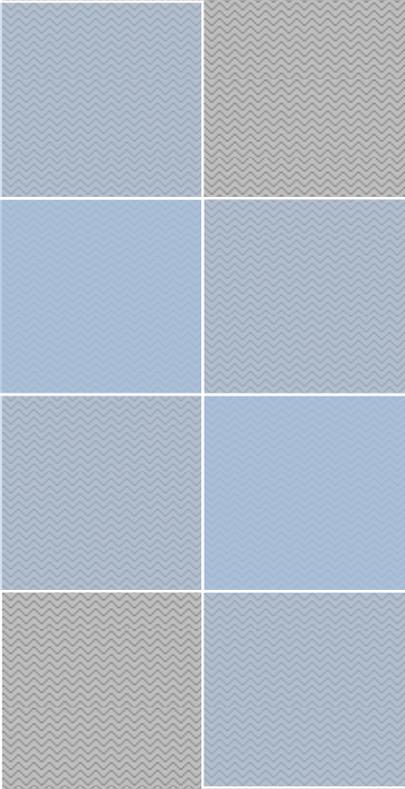
Additionally, the City Manager of the City of Rochester be, and hereby is, authorized to enter into a contract with the New Hampshire Department of Environmental Services with respect to such grant and the conduct of the aforementioned 2015 Household Hazardous Waste Day.

Furthermore, 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.

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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 2015 Household Hazardous Waste Day – Resolution for acceptance and for C. M. Authorization to enter into Contract Agreement.

Council Action Item <input checked="" type="checkbox"/> or Information Only <input type="checkbox"/>	Funding Required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Resolution Required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Funding Resolution Worksheet? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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AGENDA DATE	July 1, 2014
DEPT. HEAD SIGNATURE	Peter C. Nourse, PE – Director DPW Original Signature is on file with City Clerk’s Office.
DATE SUBMITTED	June 11, 2014
ATTACHMENTS	Yes No: XX

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Blaine Cox, Signature on file with City Clerk
CITY MANAGER	Dan Fitzpatrick, Signature on file with City Clerk

FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	Roland Connors, Signature on file with City Clerk
SOURCE OF FUNDS	O & M Budget Highway Division General Fund Budgeted annually
ACCOUNT NUMBER	13010057-533007
AMOUNT	Grant is ½ of Annual Expenses
APPROPRIATION REQUIRED	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

LEGAL AUTHORITY

--

SUMMARY STATEMENT

NHDES has issued a Household Hazardous Waste Grant award to the City of Rochester with a not to exceed limitation of \$14,037.

The City of Rochester hosts this event in May each year for our residents and those of 9 surrounding communities. The total annual cost for FY2014 were approximately \$25,000 and we expect FY2015 to be about the same. This Grant will reimburse ½ of eligible expenses up to the \$14,037. The other ½ of the expenses is split per capita with the 10 participants (including Rochester).

Participating communities include Barrington, New Durham, Strafford, Farmington, Wakefield, Somersworth, Milton, Middleton and Northwood and Rochester.

RECOMMENDED ACTION

Resolution Authorizing the City Manager accept the grant funds and to enter into a grant contract with the State of NHDES for the Household Hazardous Waste Collections event to be held in May 2014.

RESOLUTION AUTHORIZING
APPLICATION, ON BEHALF OF THE CITY OF ROCHESTER,
DEPARTMENT OF PUBLIC WORKS,
FOR A N.H. DEPARTMENT OF ENVIRONMENTAL SERVICES
STORM WATER RELATED MITIGATION GRANT

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

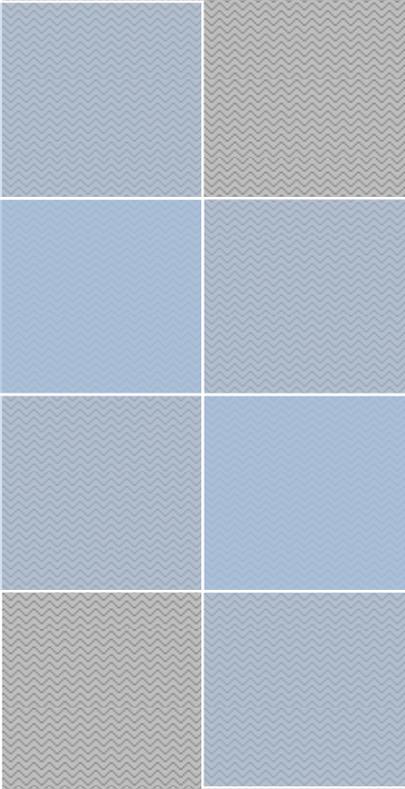
That the Mayor and City Council, of the City of Rochester, by adoption of this resolution, hereby authorizes the City of Rochester, Department of Public Works to apply for a grant from N.H. Department of Environmental Services of an Federal EPA Watershed Assistance Grant in an approximate amount of up to One Hundred Twenty Thousand Dollars (\$120,000.00) for the purpose of defraying the cost associated with storm water mitigation elements of, or associated with, the so-called Franklin/Western/Adams street reconstruction project (the "Project"). This grant requires a Forty percent (40%) City funding match, which match would be in an amount of up to Eighty Thousand Dollars (\$80,000.00), depending on the ultimate grant award amount, if the grant application is successfully approved, with the Forty (40%) percent City match required for such grant to be derived, in its entirety, from up to Eighty Thousand Dollars of the One Million Five Hundred Thousand Dollars (\$1,500,000.0 in City funds previously appropriated for the Project.

Further, that the City Manager, and or his designee, be, and hereby are, authorized to sign all documents and perform all actions necessary and/or appropriate to apply for such grant, including a letter of support, on behalf of the City, for the grant application.

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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: Authorization requested to apply for the Watershed Assistance Grant to fund the drainage portion of the CIP Project titled "Franklin/Western/Adams Street Reconstruction" specific to the storm water management and low impact design part of the drainage improvements.

Council Action Item <input checked="" type="checkbox"/> or Information Only <input type="checkbox"/>	Funding Required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Resolution Required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Funding Resolution Worksheet? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
--	---

AGENDA DATE	7/1/14
DEPT. HEAD SIGNATURE	Peter C. Nourse, Director of Public Works Signature on file at City Clerk
DATE SUBMITTED	6/20/14
ATTACHMENTS Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Copy of CIP Item

COMMITTEE SIGN-OFF

COMMITTEE	Public Works Committee: 6/19/14
CHAIR PERSON	Ralph Torr

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	
SOURCE OF FUNDS	Grant is through NHDES
ACCOUNT NUMBER	N/A
AMOUNT	Grant fund request will be for \$120,000. There is a 40% (\$48,000) match requirement. This project is on the CIP and the Council approved the drainage portion of the reconstruction project to be funded from bond at \$1,500,000), fulfilling this match requirement.
APPROPRIATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Not at this time. If authorization is granted to apply and grant is received, appropriation will be required.

CC FY15 007 [Watershed Assistance Grant]

LEGAL AUTHORITY

City Charter Section 4: Except as herein provided otherwise, the City Council shall have all powers conferred by law upon City Councils, Boards of Mayor and Alderman, and the Selectmen of Towns so far as applicable to cities.

SUMMARY STATEMENT

CIP ITEM: CIP item request for FY 2015 under the Public Works Department titled “Franklin/Western/Adams Street Reconstruction” for the construction portion of the design for drainage in the area that will be reconstructed. Work will focus on the area bounded by Western Ave., Franklin St., Adams Ave., and part of Winter St. Project will also involve the rehab of Franklin St. between limits of South Main and Chamberlain St.

PROJECT PROPOSAL: These funds would be utilized for this street reconstruction project to address stormwater management through the use of low impact designs for the drainage portion of the construction. Examples would include abandonment of certain direct outfalls, bio-retention systems, grass swales and tree box filters to reduce the pollutant load into the Willow Brook.

GRANT INFORMATION: Each year DES solicits projects to address nonpoint source pollution through development and implementation of watershed-based plans. The grant supports initiatives that restore impaired waters or protect high quality waters.

This grant funding was used to create a stormwater management document for the Willow Brook Watershed in March of 2012 titled “Stormwater Management Assessment and Opportunities for Willow Brook Watershed”. This grant funding was also used in past years to complete the following projects; Willow Brook 1 (WB 1) included retrofits at School Street School (porous asphalt basketball court, 1 dry well, 3 raingardens, roof drainage, and porous concrete sidewalk). WB 1 also included installation of 2 tree box filters and a raingarden on Lupine Lane. Willow Brook 2 (WB 2) included installation of 2 raingardens at a Habitat for Humanity site on Silver Street and a parking lot rain garden retrofit at Congress & Charles Streets.

GRANT REQUEST AMOUNT: \$120,000

MATCH REQUIREMENT: There is a 40% (\$48,000) match requirement. The drainage portion of the reconstruction project is already bonded at \$1,500,000 by the city in the CIP, fulfilling this match requirement.

TIMELINE:

July 11, 2014: Pre-Proposal Due

November, 2014: Full Application Due

Spring/Summer, 2015: Funding and Contracts Awarded

OTHER INFORMATION: The 319 Grant Program does **NOT** require Federal Wage Rates. This project does not require ongoing monitoring after project completion. Project boundaries will be within the scope of work defined by the city.

RECOMMENDED ACTION**Request:**

1. Approve the submission of the pre-proposal and if selected, the full application to NHDES for grant funds to support the stormwater portion of this project.
2. Provide a Letter of Support to be included in the application.

**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION
TO THE 2014-2015 CAPITAL IMPROVEMENTS BUDGET OF THE
CITY OF ROCHESTER, DEPARTMENT OF PUBLIC WORKS, WATER WORKS
FOR THE SO-CALLED WATER TREATMENT PLANT UPGRADES PROJECT
AND AUTHORIZING BORROWING IN CONNECTION THEREWITH**

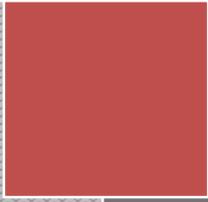
BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:

That the sum of Two Hundred Fifty Thousand Dollars (\$250,000.00) be, and hereby is, appropriated as a supplemental appropriation to the 2014-2015 capital improvements budget of the City of Rochester, Department of Public Works, Water Works for the purpose of providing sums necessary to pay expenditures with respect to the so-called Water Treatment Plant Upgrades project (the "Project"), and provided further that such appropriation shall be drawn in its entirety from the proceeds of borrowing by the City of Rochester from the State of N.H. Drinking Water State Revolving Fund with respect to the aforesaid Project.

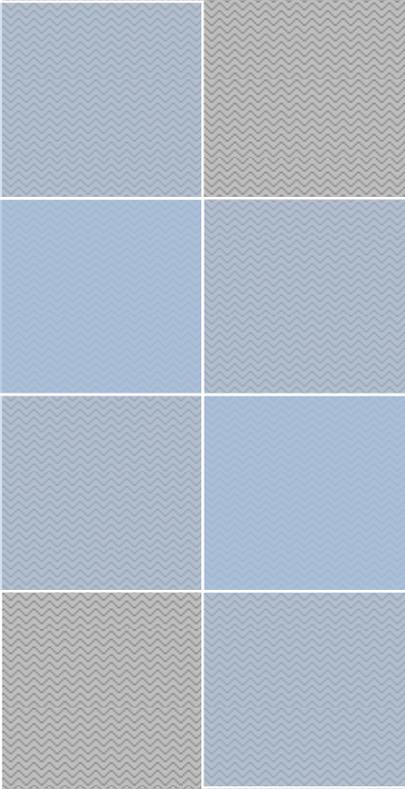
Additionally, and to the extent applicable, the Mayor and City Council of the City of Rochester hereby resolve that, in accordance with the provisions of Section 45 of the Rochester City Charter, the City Treasurer, with the approval of the City Manager, be, and hereby is, authorized to borrow the sum of Two Hundred Fifty Thousand Dollars (\$250,000.00), for the purpose of providing funds necessary for the so-called Project, such borrowing to be on such terms and conditions as the said Treasurer and City Manager may deem to be in the best interest of the City of Rochester. Furthermore, such borrowing is authorized subject to compliance with the provisions Section 45 of the Rochester City Charter. The useful life for the aforesaid Project is 20 years.

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.

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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT : SUPPLEMENTAL APPROPRIATION Water Treatment Plant Upgrades

COUNCIL ACTION ITEM <input checked="" type="checkbox"/> INFORMATION ONLY <input type="checkbox"/>	FUNDING REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> * IF YES ATTACH A FUNDING RESOLUTION FORM
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RESOLUTION REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
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AGENDA DATE	JULY 1, 2014		
DEPT. HEAD SIGNATURE	Peter C. Nourse, PE – Director DPW Signature on File at City Clerk’s office		
DATE SUBMITTED	6/23/14		
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	Blaine Cox, Signature on file with City Clerk
CITY MANAGER	Dan Fitzpatrick, Signature on file with City Clerk

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Rolland Connors, Signature on file with City Clerk
SOURCE OF FUNDS	NHDES DWSRF
ACCOUNT NUMBER	55016010-772000-15XXX
AMOUNT	
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	\$250,000

LEGAL AUTHORITY

A Resolution for a supplemental appropriation of \$250,000 to be NH DES DWSRF funded
--

SUMMARY STATEMENT

The WTP UPGRADE PROJECT was funded during the FY14 CIP Process and the funding source is the DWSRF program. The project has gone out to bid and will need an additional \$250,000 in order to complete all of the proposed upgrades.
Original appropriation was \$1,820,000, spent and encumbered on the project to date is \$293,241.47 . The remaining balance is \$1,526,758.53. The lowest responsible bidder is Apex Construction for a total of \$1,739,400. This leave us with a short fall of \$212,642.00, and this request is for \$250,00 which will leave \$37,358.00 for contingencies.
NHDES DWSRF has already given us an emailed consent for the additional funding and they have confirmed that the additional funds are also eligible for the 15% forgiveness

RECOMMENDED ACTION

Resolution for a supplemental appropriation in the amount of \$250,000

**RESOLUTION ACCEPTING DEVELOPER’S OFFER OF DEDICATION
OF THE SO-CALLED TRINITY CIRCLE ROADWAY AS A CITY STREET,
AS WELL AS ACCEPTING CERTAIN ASSOCIATED AND/OR RELATED
IMPROVEMENTS TO SERVE AS PUBLIC IMPROVEMENTS
RELATED TO THE SO-CALLED TRINITY CIRCLE SUBDIVISION,
AND MAKING A SUPPLEMENTAL APPROPRIATION IN CONNECTION
THEREWITH**

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

WHEREAS, the so-called Trinity Circle Subdivision (the “Approved Subdivision”), located on Flagg Road in Rochester, was approved by the Rochester Planning Board (the “Planning Board”) on June 19, 2006, and, at the time of such approval, such subdivision approval was based upon a series of plans presented to the Planning Board, depicting and detailing various aspects of the development plan, including topographical data, road layout and profiles, drainage and utility locations, as well as a recordable version of the subdivision plan (which plan was certified for recording on June 27, 2007) (collectively such plans are hereinafter referred to as the “Approved Subdivision Plans”); and

WHEREAS, the recordable version of such Approved Subdivision Plans, entitled “Overall Cluster Subdivision Plan, Flagg Road, Rochester, N.H., for Trinity Conservation, LLC”, dated January 2006, by Norway Plains Associates, Inc., is recorded in the Strafford County Registry of Deeds as Plan 90-82 (the “Recorded Subdivision Plan”); and

WHEREAS, the Approved Subdivision Plans, and/or the Recorded Subdivision Plan, depict the Approved Subdivision, with associated amenities and improvements, including such special amenities and improvements as the so-called “Trinity Circle” (the “Trinity Circle roadway”), drainage facilities and structures and utility pipe lines and related utility structures, including a sewer pump station and a drainage pond, along with such associated land and other related rights, of such nature and extent, which are customarily associated with, necessary and/or required for, providing access to and maintenance, repair, or, as required and/or appropriate, replacement of the same (such special amenities and improvements being hereinafter sometimes collectively referred to as the “Proposed Public Improvements”)(reference is made to **Exhibit A** annexed hereto), which Proposed Public Improvements were required by the Approved Subdivision, Approved Subdivision Plans, and/or the Recorded Subdivision Plan, to be completed by, and at the expense of, the Developer (as used in this resolution, the term “Developer” includes the individual(s)/entity or entities which submitted and obtained approval of the Approved Subdivision, and its/their successor(s) in interest); and

WHEREAS, by depicting the Proposed Public Improvements on the Approved Subdivision Plans, and the Recorded Subdivision Plan, the Developer dedicated the Proposed Public Improvements to the City for Public use (see RSA 674:40), with the expectation of the

City that the special amenities and improvements would be voluntarily deeded, or otherwise legally transferred to, and accepted by, the City after the completion, at the Developer's expense, of the special amenities and improvements; and

WHEREAS, given that the Proposed Public Improvements, by the terms of its Planning Board Approval with respect to the Approved Subdivision, were to be constructed by the Developer during the construction of the Approved Subdivision, the terms of the Approved Subdivision and State statute(s) required the Developer to post surety to assure completion by, and at the expense of, the Developer of the Proposed Public Improvements; and

WHEREAS, the Developer first posted surety for the Approved Subdivision in or around the Spring of 2007, and the Developer was notified, in the Notice of Decision for the Approved Subdivision, that he/it had four (4) years within which to substantially complete the project, including the Proposed Public Improvements; and

WHEREAS, despite such notification the Developer has, to date, failed to complete the amenities, including the Proposed Public Improvements depicted within, and contemplated by/in the Approved Subdivision and the documents and submissions made by Developer in connection therewith; and

WHEREAS, at a meeting with the Planning Board on June 17, 2013, regarding the Developer's failure to complete the amenities, including the Proposed Public Improvements depicted within, and contemplated by/in the Approved Subdivision, and the increase in the costs for completing the Proposed Public Improvements, the Developer was informed that he/it was required to post additional surety for the completion of the Proposed Public Improvements in order to obtain a further extension of the completion deadline for the Proposed Public Improvements; and

WHEREAS, under date of July 18, 2013, the Developer was informed by letter that he/it was required to post additional surety for the completion of the Proposed Public Improvements within forty-five days of such date in order to have the completion of the Proposed Public Improvements extended; and

WHEREAS, as of May 2014, the Developer failed to post additional surety with the Planning Board for the completion of the Proposed Public Improvements; and

WHEREAS, as of the date of this Resolution, the Developer has failed and refused to construct and/or complete construction of the Proposed Public Improvements and/or to post additional surety with the Planning Board within the time frames originally established, and/or as extended, by the Planning Board with respect to such requirements, and in spite of the fact that residential units have been sold and are being occupied within the Approved Subdivision, including units fronting on Trinity Circle roadway, which units and their occupants are dependent on the Proposed Public Improvements for necessary, utility services: and

WHEREAS, as a result of the Developer's prolonged and repeated failures to complete the amenities, including the Proposed Public Improvements, required within the Approved Subdivision within the initially established, and subsequently extended, time frames provided by the Planning Board, the City, acting in response to professional estimates that the surety being

held by the City was no longer adequate to complete the unfinished amenities depicted on the Approved Subdivision Plans and required to be constructed/provided by the Developer, as well as to votes of both the Planning Board and the Rochester Mayor and City Council requesting such action in May 2014, called the Letter of Credit, in the face amount of \$150,000.00, posted by the current Developer as surety with respect to the Approved Subdivision; and

WHEREAS, the financial institution which issued the Developer's most recent Letter of Credit, in satisfaction of its obligations thereunder, tendered the sum of \$150,000.00 to the City in accordance with the terms of such Letter of Credit; and

WHEREAS, the City is desirous of, and intends to, utilizing the surety funds it has received with respect to the Approved Subdivision as a result of its call of the aforesaid Letter of Credit, to repair and/or complete the Proposed Public Improvements to the extent necessary and achievable with the surety funds received from its call of the aforesaid Letter of Credit.

NOW THEREFORE, the Mayor and City Council of the City of Rochester, by adoption of this Resolution, hereby:

- (a) Accept the offer of dedication by the Developer of the Approved Subdivision of the Proposed Public Improvements depicted within the Approved Subdivision, including, but not limited to, roads (including so-called "Trinity Circle" (the "Trinity Circle roadway") and associated curbing, sidewalks (if any), drainage facilities and structures, and utility pipe lines and related utility structures, including the sewer pump station, such acceptance to include such land and other rights, over, on, and under such portions of the Approved Subdivision, of such nature, and with such extent, as necessary to, and/or customarily associated with, access to and maintenance, repair, replacement, and improvement of the Proposed Public Improvements and their respective uses being hereby accepted;
- (b) Provide that the sum of One Hundred Fifty Thousand Dollars (\$150,000.00) be, and hereby is, appropriated as part of the City of Rochester 2014-2015 capital budget of the City of Rochester, Public Works Department (account numbers to be assigned by the Finance Director), such sum to be used for the purpose of addressing, completing, correcting, bringing into compliance with City standards and specifications, and/or taking other actions deemed appropriate by the City Manager, and/or his designee(s) and/or agent(s) with respect to the Trinity Circle roadway, as well as the other Proposed Public Improvements being accepted. Further, that the sums necessary to fund such appropriation shall be derived in their entirety from the surety funds called and received by the City pursuant to the Letter of Credit posted with the City on behalf of the Developer of the Approved Subdivision, and/or surrendered on behalf of the Developer to the City by the issuer of such Letter of Credit, in an amount not to exceed One Hundred Fifty Thousand Dollars (\$150,000.00);
- (c) Accept Trinity Circle roadway as a City street, the location of such street having been previously approved by the Planning Board in accordance with the provisions of RSA 674:40.

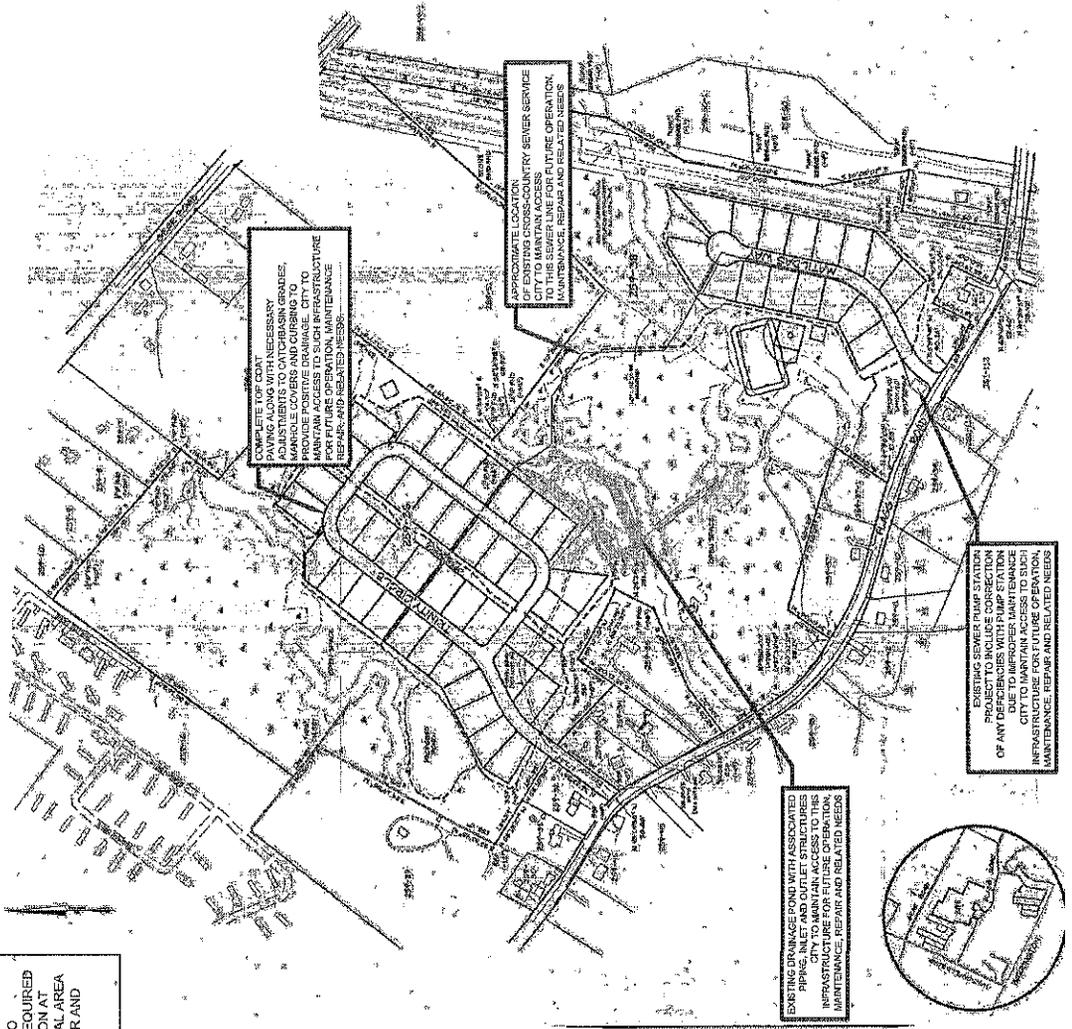
Further, to the extent not otherwise provided for in this Resolution, the Finance Director

is hereby authorized to designate and/or establish such accounts and/or account numbers and to take such other actions as may be necessary to implement the transactions contemplated by this Resolution.

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EXHIBIT A

THE PURPOSE OF THIS PLAN IS TO INDICATE THE GENERAL WORK REQUIRED TO COMPLETE THE CONSTRUCTION AT TRINITY CIRCLE AND THE GENERAL AREA NECESSARY TO MAINTAIN, REPAIR AND ADDRESS RELATED NEEDS.



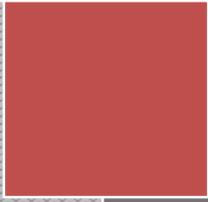
ADJUSTMENTS TO MANHOLE COVERS AND CURBS TO MAINTAIN ACCESS TO SUCH INFRASTRUCTURE FOR FUTURE OPERATION, MAINTENANCE, REPAIR AND RELATED NEEDS.

ADJUSTMENTS TO EXISTING CROSS-COUNTRY SEWER SERVICE TO THIS SEWER LINE FOR FUTURE OPERATION, MAINTENANCE, REPAIR AND RELATED NEEDS.

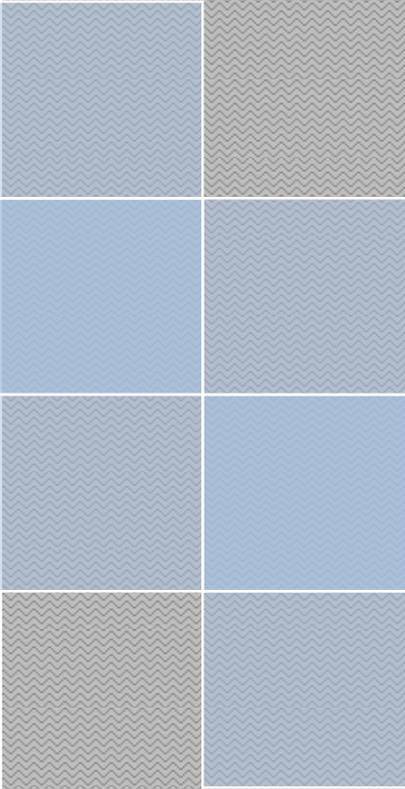
EXISTING DRAINAGE POND WITH ASSOCIATED PIPING, INLET AND OUTLET STRUCTURES TO BE MAINTAINED FOR FUTURE OPERATION, MAINTENANCE, REPAIR AND RELATED NEEDS.

PROJECT TO INCLUDE CORRECTION OF ANY DEFICIENCIES WITH PUMP STATION DUE TO IMPROPER MAINTENANCE OF INFRASTRUCTURE FOR FUTURE OPERATION, MAINTENANCE, REPAIR AND RELATED NEEDS.

DEPARTMENT OF PUBLIC WORKS CITY OF ROCHESTER	DATE: JULY 2014	SHEET: 01
CORRECTIVE ACTION & CONSTRUCTION PLAN TRINITY CIRCLE ROCHESTER, NY		



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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 Trinity Circle - appropriation of \$150,000 cash (wire transfer) for site/road work, evaluation & maintenance of pump station, and as-built drawings AND accepting Trinity Circle as a City road with associated drainage easements.	
COUNCIL ACTION ITEM XX INFORMATION ONLY <input type="checkbox"/>	FUNDING REQUIRED? YES XX NO <input type="checkbox"/> * IF YES ATTACH A FUNDING RESOLUTION FORM
RESOLUTION REQUIRED? YES XX NO <input type="checkbox"/>	FUNDING RESOLUTION FORM? YES XX NO <input type="checkbox"/>

AGENDA DATE	July 1, 2014	
DEPT. HEAD SIGNATURE	Jim Campbell, Signature on file with City Clerk	
DATE SUBMITTED	June 25, 2014	
ATTACHMENTS YES XX NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Blaine Cox, Signature on file with City Clerk
CITY MANAGER	Dan Fitzpatrick, Signature on file with City Clerk

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Cash (wire transfer)
ACCOUNT NUMBER	15013010-771000-155XX
AMOUNT	\$150,000
APPROPRIATION REQUIRED YES XX NO <input type="checkbox"/>	

LEGAL AUTHORITY

Chapter 11, Section 5-7 of the City of Rochester General Ordinances and a resolution for a supplemental appropriation of \$150,000.

SUMMARY STATEMENT

On May 12, 2014 the Chief Planner, at the request of the Planning Board, requested a payment on the Irrevocable Standby Letter of Credit issued by Morgan Stanley Bank, N.A. for 119 Flagg Rd. Development , LLC (Trinity Circle). The funds were received through a wire transfer. We are requesting that the City Council appropriate the \$150,000 to complete the work necessary as well as accept Trinity Circle as a City Road with associated drainage easements.

RECOMMENDED ACTION

1. Resolution for an appropriation in the amount of \$150,000.
2. Resolution accepting Trinity Circle as a City Road with associated easements.

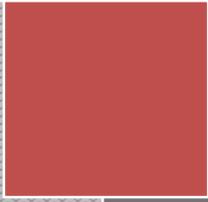
**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION
TO THE 2014-2015 OPERATING BUDGET OF THE
CITY OF ROCHESTER FOR SO-CALLED TABLET COMPUTERS**

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

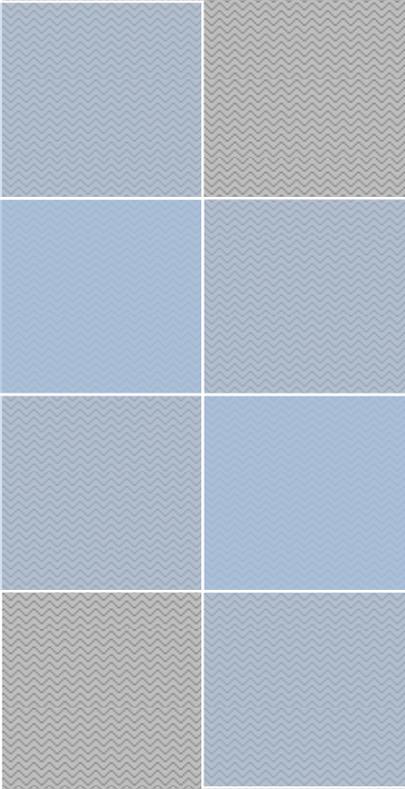
That the sum of Nineteen Thousand Eight Hundred Ninety-Three Dollars and Seventy-Seven Cents (\$19,893.77) be, and hereby is, appropriated as a supplemental appropriation to the 2014-2015 operating budget of the City of Rochester for the purpose of paying the costs associated with providing tablet computers for the Mayor and City Council (the "Project"), and provided further that such appropriation shall be drawn, in its entirety, from the City of Rochester General Fund, undesignated fund balance.

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

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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 Tablet Computers for City Council

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

RESOLUTION REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input type="checkbox"/>
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AGENDA DATE	July 1, 2014		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED			
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	Blaine Cox, Signature on file with City Clerk
CITY MANAGER	Dan Fitzpatrick, Signature on file with City Clerk

FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	Roland Connors, Signature on file with City Clerk
SOURCE OF FUNDS	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Rochester City Charter and Ordinances

SUMMARY STATEMENT

Purchase 13 tablet computers to be issued to the Mayor & City Council for official use related to City Council business. 13 units with accessories as detailed on attached quotation dated 6/17/2014 (13 units x \$1,530.29 = \$19,893.77). Source of funds to be General Fund Undesignated fund Balance.

RECOMMENDED ACTION

Supplemental Information:

1. Each device would be set up in a manner that would allow each Councilor ready access to a "cloud" folder containing Council meeting and sub-committee meeting materials, up to date copies of the City Charter and General Ordinances, GIS Online, Pictometry and any other documents pertinent to Council business. This connectivity would be possible in Council Chambers as well as off-site via wireless Internet connection.
2. The Mayor's station and thus Committee Chair's seat would have direct connectivity to the overhead projection system allowing the display of items "live" during meetings.
3. This would eliminate the requirement of personally owned devices currently supplied by a majority of the City Councilors and would allow uniformity of how Councilors access materials.



QUOTATION

Quote #: 684892185
Customer #: 2964736
Contract #: 70137
Customer Agreement #: Dell Std Terms
Quote Date: 06/17/2014
Customer Name: CITY OF ROCHESTER

Date: 6/17/2014

Thanks for choosing Dell! Your quote is detailed below; please review the quote for product and informational accuracy. If you find errors or desire certain changes please contact your sales professional as soon as possible.

Sales Professional Information

SALES REP:	CHARLES MCGINTY	PHONE:	1800 - 4563355
Email Address:	Charles_McGinty@dell.com	Phone Ext:	80000

GROUP: 1 QUANTITY: 1 SYSTEM PRICE: \$1,326.87 GROUP TOTAL: \$1,326.87

Description	Quantity
Dell Venue 11 Pro (7130/7139) (210-ABGI)	1
8GB DDR3 1600MHz Memory (370-ABFI)	1
Intel GT2 Graphics (490-BBPG)	1
Intel(R) 7260AC Dual-Band 2x2 802.11 ac WiFi Driver (555-BBQJ)	1
256GB eMMC Solid State Storage (400-ABNM)	1
Windows 8.1 Pro (64Bit) English French MUI (619-AECF)	1
Non-Canada Orders only (332-1286)	1
36Whr swappable battery (451-BBGC)	1
No Mobile Broadband (556-BBDZ)	1
No UPC Label (389-BDCE)	1
Intel(R) Core(TM) i5 4300Y processor (3MB Cache, 1.6 GHz Dual Core) vPro enabled (338-BDIT)	1
Venue 11 Pro model 7130, Core i5vPro, 256GB, 8GB (329-BBTM)	1
Intel(R) 7260AC Dual-Band 2x2 802.11 ac WiFi + Bluetooth(R) 4.0 (555-BBMR)	1
System Documentation, Multi-Language (340-AFXN)	1
Dell Limited Hardware Warranty Plus Service Initial Year (963-6602)	1
ProSupport: Next Business Day Limited Onsite Service After Remote Diagnosis Initial Year (963-6603)	1
ProSupport: 7x24 Technical Support, Initial Year (963-6604)	1
Dell Limited Hardware Warranty Plus Service Extended Year(s) (963-6605)	1
ProSupport: Next Business Day Limited Onsite Service After Remote Diagnosis 2 Year Extended (963-6608)	1
ProSupport: 7x24 Technical Support, 2 Year Extended (963-6609)	1
Thank you choosing Dell ProSupport. For tech support, visit http://support.dell.com/ProSupport or call 1-866-5 (989-3449)	1
Dell.com Order (332-1530)	1
Security : TPM 1.2 hardware security (817-BBBX)	1
Accidental Damage Service, 3 Year (963-6593)	1

Accidental Damage Service (988-7689)	1
Managability : Intel vPro activated (631-AAEQ)	1
Dell.com Order (332-0550)	1
No DDPE Encryption Software (954-3465)	1
MOD,INFO,NFC,SW,NXP,JNCTN (555-BBPJ)	1
Near Field Communications (555-BBQF)	1
8MP rear camera, 2MP front camera (319-BBCN)	1
Ship : Direct Ship (340-AAFC)	1
Shipping : Venue 11 Pro packaging, duck head - DAO - Model 7139 (340-AHTN)	1
Fixed Hardware Configuration (730-6428)	1
Venue 11 Pro Enterprise (613-BBBI)	1
Regulatory Label, WW (389-BDQW)	1
Intel Rapid Start Technology (409-BBCN)	1
Intel Smart Connect Technology (409-BBCO)	1
Intel Core I5 vPro Label (389-BDHL)	1
10.8 inch IPS Display with FHD (1920 x 1080) resolution with 10-pt capacitive touch (391-BBKO)	1
Microsoft Office Trial, MUI, OptiPlex, Precision, Latitude (630-AABP)	1
Windows 8 Metro Tile OS Load, Commercial (421-8822)	1
Skype VOIP Software Application (421-9197)	1
Thank you for buying Dell (421-9982)	1
Dell Data Protection Security Tools Digital Delivery/NB (422-0007)	1
SW,MY-DELL,CRRS (422-0052)	1
Not Selected in this Configuration (640-BBHQ)	1
Visit www.dell.com/encryption (640-BBHR)	1
SW,BROWSER-SEARCH,RLOB (658-BBRX)	1
Dell Backup and Recovery Basic 1.6 (658-BBRY)	1
No Security Software (650-AAHI)	1
24 Watt AC Adapter, Fixed (450-AAYO)	1
AC adapter cable, USB (470-AALG)	1
3 pin duckhead plug adapter (US) (470-AALH)	1
No Dell Backup and Recovery software (637-AAAM)	1

SOFTWARE & ACCESSORIES**GROUP TOTAL: \$203.42**

Product	Quantity	Unit Price	Total
32Whr swappable battery (SDI),Customer Kit (312-1453)	1	\$59.99	\$59.99
Keyboard : Tablet Keyboard - Mobile, US English (332-2365)	1	\$119.99	\$119.99
Dell Active Stylus for Venue Pro Tablets (750-AADH)	1	\$23.44	\$23.44

Total Purchase Price:*\$1,530.29****Product Subtotal:****\$1,530.29**

Tax:	\$0.00
Shipping & Handling:	\$0.00
State Environmental Fee:	\$0.00
Shipping Method:	LTL 5 DAY OR LESS

(* Amount denoted in \$)

Statement of Conditions

The information in this document is believed to be accurate. However, Dell assumes no responsibility for inaccuracies, errors, or omissions, and shall not be liable for direct, indirect, special, incidental, or consequential damages resulting from any such error or omission. Dell is not responsible for pricing or other errors, and reserves the right to cancel orders arising from such errors.

Dell may make changes to this proposal including changes or updates to the products and services described, including pricing, without notice or obligation.

Terms of Sale

This quote is valid for 30 days unless otherwise stated. Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request:

If this purchase is for your internal use only: Dell's Commercial Terms of Sale (www.dell.com/CTS), which incorporate Dell's U.S. Return Policy (www.dell.com/returnpolicy) and Warranty (www.dell.com/warrantyterms).

If this purchase is intended for resale: Dell's Reseller Terms of Sale (www.dell.com/resellertems).

If this purchase includes services: in addition to the foregoing applicable terms, Dell's Service Terms (www.dell.com/servicecontracts/global).

If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A (www.dell.com/AEULA) and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S (www.dell.com/SEULA).

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

Additional Terms for Public Customers

If you are a department, agency, division, or office of any district, state, county or municipal government within the United States ("Public Customer"), the following terms ("Public Customer Terms") apply in addition to the foregoing terms: A. If any portion of the foregoing terms and conditions (or any terms referenced therein) is prohibited by law, such portion shall not apply to you. Notwithstanding anything to the contrary, the End User License Agreements shall take precedence in all conflicts relevant to your use of any software. B. By placing your order, you confirm that (1) you are a contracting officer or other authorized representative of Public Customer with authority to bind the Public Customer to these terms and conditions, and (2) you have read and agree to be bound by these terms and conditions.

Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Sales tax on products shipped is based on your "Ship To" address, and for software downloads is based on your "Bill To" address. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: Dell Marketing L.P. Note: All tax quoted above is an estimate; final taxes will be listed on the invoice. If you have any questions regarding tax please send an e-mail to Tax_Department@dell.com.

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.

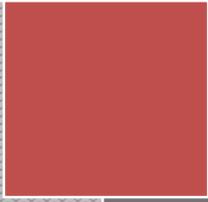
All information supplied to CITY OF ROCHESTER for the purpose of this proposal is to be considered confidential information belonging to Dell.

About Dell

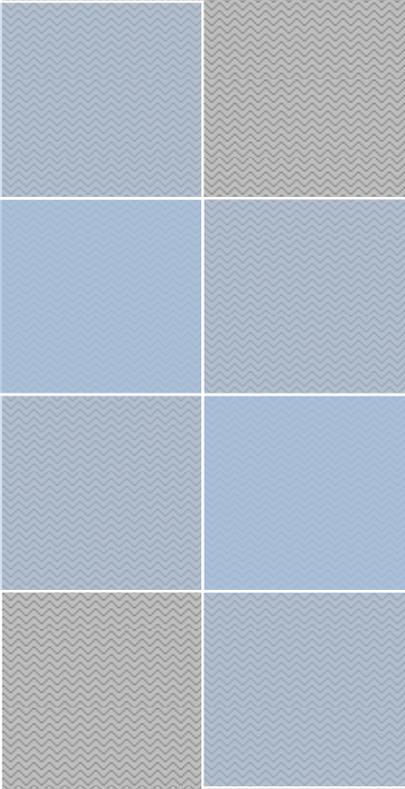
Dell Inc. listens to customers and delivers innovative technology and services they trust and value. Uniquely enabled by its direct business model, Dell is a leading global systems and services company and No. 34 on the Fortune 500. For more information, visit www.dell.com.

Privacy Policy

Dell respects your privacy. Across our business, around the world, Dell will collect, store, and use customer information only to support and enhance our relationship with your organization, for example, to process your purchase, provide service and support, and share product, service, and company news and offerings with you. Dell does not sell your personal information. For a complete statement of our Global Privacy Policy, please visit dell.com/privacy.



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**RESOLUTION DEAUTHORIZING PORTION OF FY 2010-2011
CAPITAL BUDGET APPROPRIATION FOR THE
CITY OF ROCHESTER, DEPARTMENT OF PUBLIC WORKS
FOR THE SO-CALLED STRAFFORD SQUARE RIGHT-OF-WAY PROJECT**

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

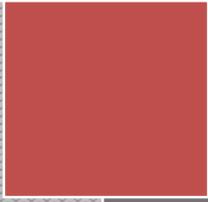
WHEREAS, by virtue of a Resolution by the Mayor and City Council on December 7, 2010, a Capital Improvements Budget appropriation in the amount of Three Hundred Thousand Dollars (\$300,000.00) was adopted and approved in the FY 2010-2011 City of Rochester, Department of Public Works capital improvements budget for the so-called Strafford Square Right-of-Way, 2-4 Walnut Street Purchase project (the "Project"), with such appropriation to be funded, in its entirety, from the proceeds of bonding to be undertaken by the City of Rochester; and

WHEREAS, such Project has been completed in a manner leaving the sum of Two Hundred Thirty-Six Thousand Ninety-Six Dollars and Fifty Cents (\$236,096.50) of the aforesaid appropriated fund authorized to be derived from the proceeds of bonding by the City of Rochester, no longer necessary for such Project's purposes.

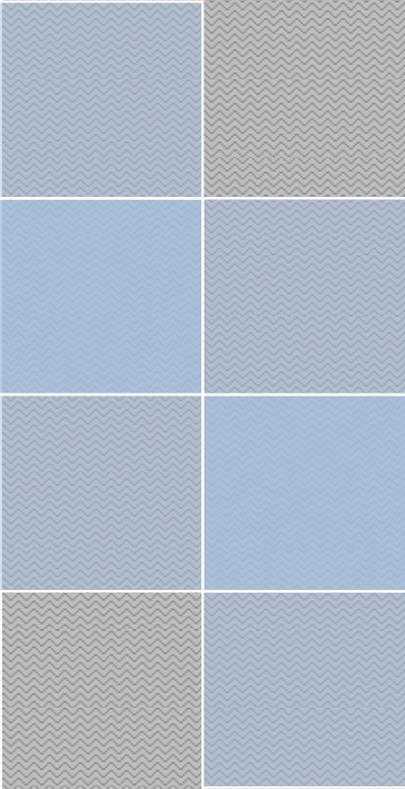
NOW, THEREFORE, the Mayor and City Council of the City of Rochester, by adoption of this Resolution, hereby deauthorize Two Hundred Thirty-Six Thousand Ninety-Six Dollars and Fifty Cents (\$236,096.50) of the aforementioned previously appropriated funds for the so-called Project, and hereby further withdraw and discontinue the previous borrowing authority granted with respect to the above Project appropriation to the extent of Two Hundred Thirty-Six Thousand Ninety-Six Dollars and Fifty Cents (\$236,096.50), thereby leaving a balance of the aforesaid FY 2010-2011 appropriation with borrowing authority in the amount of Sixty-Three Thousand Nine Hundred Three Dollars and Fifty Cents (\$63,903.50).

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.

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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 De-authorize 2-4 Walnut St Project 11538 - Bonding

COUNCIL ACTION ITEM
 INFORMATION ONLY

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

RESOLUTION REQUIRED? YES NO

FUNDING RESOLUTION FORM? YES NO

AGENDA DATE	2014-07-01		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	2014-06-20		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2	

COMMITTEE SIGN-OFF

COMMITTEE	NA
CHAIR PERSON	NA

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Blaine Cox, Signature on file with City Clerk
CITY MANAGER	Dan Fitzpatric, Signature on file with City Clerk

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Roland Connors, Signature on file with City Clerk
SOURCE OF FUNDS	Bonding
ACCOUNT NUMBER	15013010-771000-11538
AMOUNT	\$236,096.50
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

City Council

SUMMARY STATEMENT

The State of NH Department of Transportation (NHDOT) has reimbursed 80% of the purchase price of the 2-4 Walnut Street property for the Strafford Square Right-of-Way. This request is for Council to approve a de-authorization of \$236,096.50 in bond funding.

Note: A second agenda bill will accompany this request to authorize funding of \$236,000.00 from NHDOT.

RECOMMENDED ACTION

De-authorize \$236,096.50 bond authority

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: Annual Lapsing Multi-year Non-Lapsing

Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	15013010	771000	11538	-	-	236,096.50
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

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

Revenue

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

DUNS #

CFDA #

Grant #

Grant Period: From
To

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

Reimbursement Request will be reduced

Funds will be returned

FOR 2014 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED

1501 CAPITAL PROJECTS GENERAL FUND							

150000 CIP REVENUE BONDING							

150000 471000 11538 LAND PURCHASE 2	-300,000	.00	-300,000.00	.00	.00	-300,000.00	.0%*
TOTAL CIP REVENUE BONDING	-300,000	.00	-300,000.00	.00	.00	-300,000.00	.0%
150002 CIP REVENUE STATE							

150002 471000 11538 LAND PURCHASE 2	0	.00	.00	-236,000.00	.00	236,000.00	100.0%
TOTAL CIP REVENUE STATE	0	.00	.00	-236,000.00	.00	236,000.00	100.0%
15013010 CIP PUBLIC WORKS EXPENSE							

15013010 771000 11538 LAND PURCHASE	300,000	.00	300,000.00	299,903.50	.00	96.50	100.0%
TOTAL CIP PUBLIC WORKS EXPENSE	300,000	.00	300,000.00	299,903.50	.00	96.50	100.0%
TOTAL CAPITAL PROJECTS GENERAL	0	.00	.00	63,903.50	.00	-63,903.50	100.0%
TOTAL REVENUES	-300,000	.00	-300,000.00	-236,000.00	.00	-64,000.00	
TOTAL EXPENSES	300,000	.00	300,000.00	299,903.50	.00	96.50	
GRAND TOTAL	0	.00	.00	63,903.50	.00	-63,903.50	100.0%

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

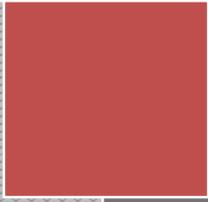
**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION
TO THE 2013-2014 CAPITAL IMPROVEMENTS BUDGET OF THE
CITY OF ROCHESTER, DEPARTMENT OF PUBLIC WORKS,
FOR THE SO-CALLED STRAFFORD SQUARE RIGHT-OF-WAY, 2-4 WALNUT
STREET PURCHASE PROJECT**

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

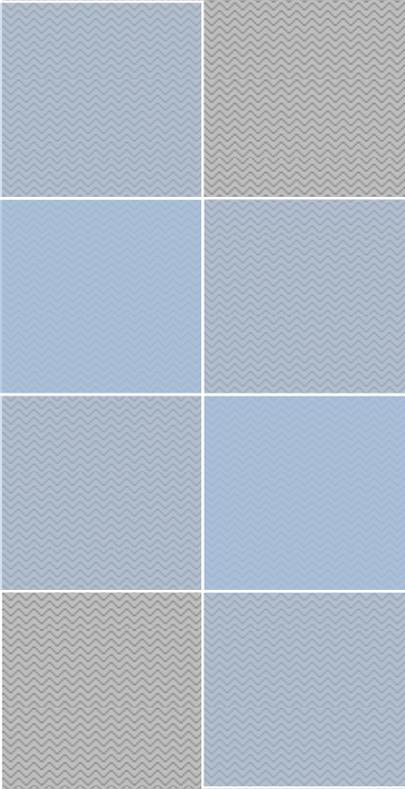
That the sum of Two Hundred Thirty-Six Thousand Dollars (\$236,000.00) be, and hereby is, appropriated as a supplemental appropriation to the 2014-2015 capital improvements budget of the City of Rochester, Department of Public Works, for the purpose of providing sums necessary to pay expenditures with respect to the so-called Strafford Square Right-of-Way, 2-4 Walnut Street Purchase project (the "Project"), and provided further that such appropriation shall be drawn, in its entirety, from Project funds provided to the City of Rochester, Department of Public Works, by State of New Hampshire, Department of Transportation from highway related funds in the amount of Two Hundred Thirty-Six Thousand Dollars (\$236,000.00), which funds, by adoption of this resolution, are hereby accepted by the City of Rochester.

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.

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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 Authorize 2-4 Walnut St Project 11538 - NHDOT Funding

COUNCIL ACTION ITEM
 INFORMATION ONLY

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

RESOLUTION REQUIRED? YES NO

FUNDING RESOLUTION FORM? YES NO

AGENDA DATE	2014-07-01		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	2014-06-20		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2	

COMMITTEE SIGN-OFF

COMMITTEE	NA
CHAIR PERSON	NA

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Blaine Cox, Signature on file with City Clerk
CITY MANAGER	Dan Fitzpatrick, Signature on file with City Clerk

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	Roland Connors, Signature on file with City Clerk
SOURCE OF FUNDS	NHDOT (80%)
ACCOUNT NUMBER	15013010-771000-11538
AMOUNT	\$236,000.00
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Council

SUMMARY STATEMENT

The State of NH Department of Transportation (NHDOT) has reimbursed 80% of the purchase price of the 2-4 Walnut Street property for the Strafford Square Right-of-Way. This request is for Council to authorize \$236,000.00 in NHDOT funding.

RECOMMENDED ACTION

Authorize \$236,000.00 from NHDOT

FOR 2014 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED

1501 CAPITAL PROJECTS GENERAL FUND							

150000 CIP REVENUE BONDING							

150000 471000 11538 LAND PURCHASE 2	-300,000	.00	-300,000.00	.00	.00	-300,000.00	.0%*
TOTAL CIP REVENUE BONDING	-300,000	.00	-300,000.00	.00	.00	-300,000.00	.0%
150002 CIP REVENUE STATE							

150002 471000 11538 LAND PURCHASE 2	0	.00	.00	-236,000.00	.00	236,000.00	100.0%
TOTAL CIP REVENUE STATE	0	.00	.00	-236,000.00	.00	236,000.00	100.0%
15013010 CIP PUBLIC WORKS EXPENSE							

15013010 771000 11538 LAND PURCHASE	300,000	.00	300,000.00	299,903.50	.00	96.50	100.0%
TOTAL CIP PUBLIC WORKS EXPENSE	300,000	.00	300,000.00	299,903.50	.00	96.50	100.0%
TOTAL CAPITAL PROJECTS GENERAL	0	.00	.00	63,903.50	.00	-63,903.50	100.0%
TOTAL REVENUES	-300,000	.00	-300,000.00	-236,000.00	.00	-64,000.00	
TOTAL EXPENSES	300,000	.00	300,000.00	299,903.50	.00	96.50	
GRAND TOTAL	0	.00	.00	63,903.50	.00	-63,903.50	100.0%

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