



**City Council Public Hearing
March 17, 2020
Council Chambers
7:00 PM**

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Resolution Authorizing Supplemental Appropriation in the Amount of \$100,000 to the Assessing Department's FY20 Operating Budget for the Purchase of Assessing Software P. 7**
- 4. Resolution Granting Community Revitalization Tax Relief to the Property Located at 28 North Main Street Under the Provisions of RSA 79-E in Connection with a Proposed Rehabilitation Project P. 15**
- 5. Resolution Authorizing Transfer from the General Fund Unassigned Fund Balance to the School Building Capital Reserve Fund in the amount of \$1,664,787.00 P. 49**
- 6. Resolution for Supplemental Appropriation and Authorizing Borrowing Authority Pursuant to RSA 33:9 to the Department of Public Works (DPW) Sewer Capital Improvements Plan (CIP) Fund for NPDES Permit Technical and Legal Assistance in an amount not to exceed \$300,000 P. 55**
- 7. Resolution Authorizing the Issuance of Refunding Bonds in Accordance with RSA 33:3-d P. 61**
- 8. Adjournment**

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City Clerk's Office

**City Council Special Meeting
March 17, 2020
Council Chambers
*Immediately following the Public Hearing***

Agenda

- 1. Call to Order**
- 2. Resolution Authorizing Supplemental Appropriation in the Amount of \$100,000 to the Assessing Department's FY20 Operating Budget for the Purchase of Assessing Software *second reading and consideration for adoption* P. 7**
- 3. Resolution Granting Community Revitalization Tax Relief to the Property Located at 28 North Main Street Under the Provisions of RSA 79-E in Connection with a Proposed Rehabilitation Project *second reading and consideration for adoption* P. 15**
- 4. Resolution Authorizing the Issuance of Refunding Bonds in Accordance with RSA 33:3-d *second reading and consideration for adoption* P. 61**
- 5. Wrestling Event *consideration to approve wrestling venue permit [American Legion]* P. 65**
- 6. Unsealing of Non-Public Meeting Minutes of February 18, 2020 and March 3, 2020 *first reading, consideration for second reading and adoption***
- 7. Announcement of Sale of City Property**
- 8. Adjournment**

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City Clerk's Office

City Council Workshop Meeting
March 17, 2020
Council Chambers
Immediately following the Special Meeting

Agenda

- 1. Call to Order**
- 2. Public Input**
- 3. Communications from the City Manager**
- 4. Communications from the Mayor**
- 5. Department Reports P. 67**
- 6. **Presentation:** School Department Special Education Fund**
- 7. Other**
- 8. Non-Public/Non-Meeting**
 - 7.1 Non-Public Session – Land, RSA 91-A:3, II (d)**
- 9. Adjournment**

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City Clerk's Office

Resolution Authorizing Supplemental Appropriation in the Amount of \$100,000.00 to the Assessing Department's FY20 Operating Budget for the Purchase of Assessing Software

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

The Mayor and City Council authorize a supplemental appropriation to the Assessing FY20 Operating Budget in the amount of One Hundred Thousand Dollars (\$100,000.00) to fund costs associated with the replacement and upgrade of CAMA software. The entire amount of the supplemental appropriation shall be derived from the General Fund Unassigned Fund Balance.

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

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City Clerk's Office




12/03/2020

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 Assessing CAMA Software

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	March 3, 2020		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	February 19, 2020		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	3	

COMMITTEE SIGN-OFF

COMMITTEE	Finance Committee
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	General Fund
ACCOUNT NUMBER	
AMOUNT	\$100,000
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

City Council

SUMMARY STATEMENT

Twelve months ago, February 2019, the Assessing Department executed an agreement with Patriot Properties to upgrade the City's CAMA software from AssessPro Classic to AssessPro 5 ("AP5"). As of today, Patriot Properties has yet to fulfill its contractual obligation to deliver a fully functioning CAMA software. In fact, the AP5 software is inundated with significant errors and issues that are interruptive to City business and highly inefficient.

RECOMMENDED ACTION

Council Approval Recommended



City of Rochester, New Hampshire
ASSESSING DEPARTMENT

19 Wakefield Street, Rochester, NH 03867
(603) 332-5109 **Assessor@rochesternh.net**
www.rochesternh.net

MEMO

Date: February 6, 2020
To: Rochester City Council
cc: City Manager, Finance Director, City Assessor
From: Marybeth Walker, CNHA & Gabrielle Nadeau
Rochester Board of Assessors

Subject: New Assessing Software: Funding

The purpose of this memo is to let the Rochester City Council know that as members of the Board of Assessors we support the efforts of management and the Assessing Department to secure new assessing software as soon as possible. Last year the assessing department updated the assessing software with a promise of multiple “upgrades” from the vendor. The new version of the assessing software has not been successful.

The Board of Assessors met on January 30, 2020. A couple of important items on the agenda were the revaluation process and the conversion from the “classic” version of the Patriot software system to the updated version provided by the same company. We discussed these two issues as well as how they affected each other.

All of the members of the assessing team were available to meet with us and share their experiences. Each member had information to share in regards to the conversion process. We discussed the parts that were successful, after much effort, and the difficulties that still remain.

The assessing team was able to successfully complete the 2019 revaluation. The objective was to produce assessed values that are more in line with market value. There were many difficulties in the process. Our understanding is that after working diligently with the software’s technical team to try to resolve the issues there are many issues that still remain. There are no “fixes” to make the system function well.

For those of you that are not familiar with the Board of Assessors and our background I would like to share that both of us have extensive experience working in the assessing and appraisal field. This experience enables us to be able to form informed opinions as well as give advice in this field.

I am sure that the City Assessor will share with you in more detail the issues surrounding the assessing software. In our opinion the issues that remain will hinder if not prevent the assessing department from being able to complete the daily assessing functions in a timely manner and with confidence in the assessing software’s functionality.

The updated software, despite all of the promises made, is actually a step backward; not forward. Some of the most disconcerting issues are: 1. The report function does not work, simple excel sheets are not able to be obtained from the software. 2. The exemption and credit function has now been compromised in such a fashion that they do not correctly bridge over to the billing system. The correction for this is to hand enter the exemption and credit values. 3. The software system no longer integrates with the online GIS system to its full capacity. Photos and other important information do not bridge over and there is no solution for this problem. 4. The permitting system that was specially purchased to make things easier for **all departments** no longer communicates/bridges information so they no longer “talk” to each other. This prevents the Viewpermit system from being updated with current ownership and other important data and makes it necessary for the newly issued permits to be hand entered into the assessing system.

These are only a few of the issues that indicate new assessing software is necessary. We believe by switching to a different system which integrates well with the online AxisGis system, Viewpermit and Munis tax billing and has the ability to produce reports is essential. It needs to operate in a manner that the Chief Assessor and his team can be confident that it is functioning correctly.

The cost of a changing to a new assessing system that easily integrates with the other systems in the City will be gained back by the time savings in all related departments. The time freed up will enable the assessing office and other departments to complete their work in a timely manner. The tax bills will be able to go out on time and property owners will be able to access their property information with ease. One of the most important factors in an assessing office is transparency and public relations.

There are many choices in assessing software. We would encourage the assessing department to choose a proven software system that functions well in a city of this size and is an upgrade in functionality in comparison to the current system. The company chosen to implement the software should have good customer service and be responsive to customer complaints. The assessing software should have the ability to produce transparent assessed values for the complex properties in our City. The new software system and the current billing system should communicate seamlessly so all tax bills have the correct information and values.

During the meeting the City Assessor mentioned that they were looking into Vision Appraisal Software Version 8. After asking multiple questions and taking into my own experience with the Vision Software we as a Board would recommend that the Vision Appraisal software be taken into consideration. There are key staff members that are already familiar with the software, they have excellent customer service and they work with the assessing staff and community to make sure the software integrates with the other systems in the community.

We would like to recognize and thank both the assessing and finance department employees for their dedication and hard work through these software struggles. If it were not for their perseverance in trying to resolve the issues involved the new values would not have been established and tax bills would not have been sent out.

It is important that the assessing office has the correct tools to provide quality customer service as well as fair and equitable values. We would ask that you support the assessing department in this endeavor.

Feel free to reach out to the Board of Assessors if you have any questions or concerns.

Maybelle J. Walker
Gabrielle M. Noe



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

INTEROFFICE MEMORANDUM

TO: Jonathan Rice, Chief Assessor

FROM: Sonja Gonzalez, Chief Information Officer

DATE: February 10, 2020

SUBJECT: Assessing Database

CC:

As discussed on February 6, I support your conclusion to pursue funding for a replacement CAMA software. Having worked with Patriot Properties through many remote connections and getting to know their development, deployment and support practices, I believe the City would be better served by establishing a relationship with another vendor who could meet our assessing needs better while maintaining a security and deployment best practices. The following are specific areas of concern that I have had while working with them.

- Excessive remote connections needed after production cutover.
- Request for insecure methodologies for data transfer.
- "Messy" support practices that froze the database several times, including leaving verbose logging on after troubleshooting had completed and filling the data drive with several unneeded copies of the database.

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				-	-	
2				-	-	-
3				-	-	-
4				-	-	-

Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1						100,000.00
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced ☐Funds will be returned ☐

**Resolution Granting Community Revitalization Tax Relief to the Property Located at 28
North Main Street Under the Provisions of RSA 79-E in Connection with a Proposed
Rehabilitation Project**

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

Whereas, in an effort to stimulate local economic development and enhance City downtowns and Town centers, the New Hampshire Legislature has enacted RSA Chapter 79-E, entitled “Community Revitalization Tax Relief Incentive”; and

Whereas, the City of Rochester adopted the provisions of such Community Revitalization Tax Relief Incentive Program pursuant to RSA Chapter 79-E by Resolution of the City Council on October 7, 2008; and

Whereas, Ventina, LLC, owner of the so-called 28 North Main Street in downtown Rochester, is desirous of making use of the benefits of RSA Chapter 79-E and it has, therefore, proposed a substantial rehabilitation project with respect to the structure located upon the so-called 28 North Main Street; and

Whereas, RSA Chapter 79-E requires that the governing body of the City of Rochester make certain findings and determinations with regard to a proposed substantial rehabilitation project in order for the structure to qualify for the RSA Chapter 79-E Community Revitalization Tax Relief Incentive;

Now, Therefore, the Mayor and City Council of the City of Rochester, by adoption of this resolution, hereby make the following findings and determinations with respect to the proposed substantial rehabilitation proposal for the so-called 28 North Main Street property contemplated by the owner’s Community Revitalization Tax Relief Application dated February 19, 2020, to wit:

(1) Any tax relief under the provisions of RSA Chapter 79-E or this resolution that is to be accorded with respect to the so-called 28 North Main Street property project shall be accorded only after the property owner grants to the City a covenant pursuant to the provisions of RSA 79-E:8 ensuring that the structure shall be maintained and used in a manner that furthers the public benefits for which the tax relief was granted and in accordance with the requirements of RSA 79-E:8; and

(2) The Mayor and City Council find public benefits under RSA 79-E:7 in the proposed revitalization project proposed with respect to the so-called 28 North Main Street property project; and

(3) The proposed substantial rehabilitation project with respect to the aforesaid 28 North Main Street provides the following public benefits to downtown Rochester:

- I. It enhances the economic vitality of the downtown;
- II. It enhances and improves a structure that is culturally and historically important on a local level, within the context of the City's Historic District and the City center in which the building is located;
- III. It promotes development of downtown Rochester, providing for efficiency, safety, and a greater sense of community, consistent with RSA 9-B;

(4) The specific public benefit is preserved through a covenant under RSA 79-E:8 if the project is implemented consistent with (a) the aforementioned application; (b) the terms of this resolution; and (c) any other applicable requirements of Chapter 79-E; and

(5) The Mayor and City Council find that the proposed use is consistent with the City's Master Plan and development regulations.

Furthermore, as a result of making such determinations and findings, and subject to the owner's compliance therewith, and with the provisions of RSA Chapter 79-E, the Mayor and City Council hereby grant the requested tax relief for a period of seven (7) years beginning with the completion of the substantial rehabilitation of the structure upon the so-called 28 North Main Street property.



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 RSA 79-E 28 North Main Street

COUNCIL ACTION ITEM <input checked="" type="checkbox"/> INFORMATION ONLY <input type="checkbox"/>	FUNDING REQUIRED? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> * IF YES ATTACH A FUNDING RESOLUTION FORM
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RESOLUTION REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
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AGENDA DATE	March 3, 2020		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	February 18, 2020		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	30	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

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

SUMMARY STATEMENT

RSA 79-E (Community Revitalization Tax Relief Incentive) is a legislative proposal that encourages investment in the downtown and village centers with a tax incentive modeled on NH statute (Barn Bill). Its goals are to encourage the rehabilitation and active use of underutilized buildings and in doing so, to

- promote strong local business
- promote smart, sustainable growth, as an alternative to sprawl, in accordance with the purpose and objectives of RSA Ch. 9-B.

28 North Main Street

This building requires a substantial amount of renovation to add three new residential units to the first floor and sprinkler system to allow the commercial space on the first floor to be occupied.

- addition of three residential units
- new HVAC equipment
- interior renovations
- structural repairs
- safety and fire protection upgrades
- electrical, plumbing and mechanical upgrades

RECOMMENDED ACTION

Approve the application for RSA 79-E for 28 North Main Street, allowing tax relief for this building for a period of time determined by the Rochester City Council in accordance with Section 79-Ef. Economic Development recommends the full 7 years that are applying for.

Section 79-E:5 Duration of tax relief period

- Substantial rehabilitation tax relief incentive up to 5 years
- Additional tax relief incentive for new residential units up to 2 years



City of Rochester, New Hampshire

Division of Community Development

31 Wakefield Street, Rochester NH 03867

(603) 335-7522 www.thinkrochester.biz

Review Form: For RSA 79e Community Revitalization Tax Relief Incentive

Building Name (if any): <u>The Snow Block</u> Building Address: <u>28 North Main Street</u> Owner Name(s): <u>Paul Delisle</u> Owner Address(es): <u>664 Columbus Avenue</u> <u>03821</u>	Map# <u>121</u> Lot# <u>0012</u> Zoning: <u>DTC</u> Overlay District: <u>Special Downtown</u> Year Built <u>1917</u> Square Footage of Building <u>7391</u>
Contact Name: <u>Paul Delisle</u> Phone # <u>603-502-2771</u> Email address: <u>_delisle47@gmail.com</u>	Applicant Name(s) (if different from owner): <u>SAME</u> Applicant Address: _____ Phone # _____ Email address: _____
	Application Fee Paid: <u>X</u> Yes <u> </u> No
Existing Uses (describe number of units by type and size). Two vacant commercial spaces on the first floor. There are five existing residential units on the second and third floor. Is there a change of use associated with this project? <u> </u> Yes <u> X </u> No If so, please describe:	Is the building eligible or listed on the State or National Register of Historic Places or located in a Local, State, or Federal Historic District? Yes <u>X</u> No <u> </u> Provide historic district name: <u>The Snow Block</u>
Will the project include rehabilitation of residential units? <u>x</u> Yes <u> </u> No If yes, how many: <u>3</u> If yes, please describe: The project will add three new residential units to the rear of the building on the first floor. There will also be renovations to accommodate a sprinkler system in the building.	Will the project involve affordable residential units? <u> </u> Yes <u> x </u> No If yes, please describe:
<u>Other Review & Comment (if necessary)</u> Historic District Review: <u>No exterior renovations</u> Special Downtown Review: <u> X </u> Minor Site Review: <u>No</u> Planning Board Review: <u>No</u> Zoning Board of Adjustment: <u>No</u>	<u>Section 79:E-4</u> Application Date: <u>2/19/2020</u> Complete: Yes Staff Review: <u>2/19/2020</u> City Council First Reading: <u>3/3/2020</u> Post Public Hearing: <u>no later than 3/6/2020</u> Public Hearing Date: <u>3/17/2020</u> *Required within 60 days of receipt of application City Council Second Reading <u>5/1/2020</u> *Required within 45 days of Public Hearing

Does this application meet the appropriate tests?

Is it a qualifying structure located in a designated downtown zone? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Pre-rehabilitation assessed value (from most recent City Assessment): \$ 295,900	
Total estimated cost of rehabilitation (from application):	\$125,000 <u> </u>
Percentage of rehabilitation costs to assessment valuation:	<u>42.24</u> %
Does the estimated cost of rehabilitation exceed 15% of pre-rehabilitation assessed valuation, or \$75,000, whichever is lower? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
Is there public benefit? Must satisfy at least 1 of the conditions below. (Section 79-E:7)	
<input checked="" type="checkbox"/> It enhances the economic vitality of the Downtown District. <input checked="" type="checkbox"/> It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district. <input type="checkbox"/> It promotes development of municipal centers, providing for efficiency, safety, and a greater sense of community. <input checked="" type="checkbox"/> It increases residential housing in urban or town centers. <input checked="" type="checkbox"/> In a Local, State, or Federal Historic District?	
Are other funding programs being applied to this project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Other Programs. – The provisions of this chapter shall not apply to properties whose rehabilitation or construction is subsidized by state or federal grants or funds that do not need to be repaid totaling more than 50 percent of construction costs from state or federal programs.	

ELIGIBILITY: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
1) Substantial Rehabilitation Tax Relief Incentive (Up to 5 Years)	<u>5</u>
2) Additional Tax Relief Incentive for New Residential Units (Up to 2 Years)	<u>2</u>
3) Additional Tax Relief Incentive for Affordable Housing (Up to 4 Years)	<u> </u>
4) Additional Tax Relief for rehabilitation of historic places* (Up to 4 Years)	<u> </u>
* Rehabilitation in accordance with the in accordance with Secretary of Interior's Standards for Rehabilitation.	<u>7</u>
	(Total)

Name & Title: Jennifer Marsh, ED SpecialistDate: 2/19/2020

City Council Review/Decision

Public Hearing Posting: _____ Public Hearing Date: _____

City Council Meeting Date: _____

Does the City Council agree with findings of at least one Public Benefit?

- ☐ Enhances economic vitality of the village ___Yes___No
- ☐ Enhances and improves a culturally or historically important structure? ___Yes___No
- ☐ Promotes development of the downtown, providing for efficiency, safety, and greater sense of community? ___Yes___No
- ☐ Increases residential housing units in downtown? ___Yes___No

The Application was:	() GRANTED () DENIED
Substantial Rehabilitation Tax Relief Incentive granted for (up to 5 years beginning with completion of rehab)	Years
Tax Relief Incentive for New Residential Units granted for (up to an additional 2 years, 4 years if affordable housing)	Years
Tax Relief Incentive for Rehabilitation of Historic Places in accordance with the U.S. Secretary of Interiors Standards for Rehabilitation for (up to additional 4 years)	Years
Total	Years

IF DENIED, REASON(S) FOR DENIAL

Number of Yea: _____ Number of Nay: _____

Follow Up Letters Sent to:

- ☐ Applicant/Owner
- ☐ Assessing Department
- ☐ Economic Development
- ☐ Planning Department
- ☐ City Manager's Office
- ☐ Finance Department

COVENANTS

Completed By: _____ Date: _____

Filed at Strafford County: _____ Date: _____

Copies to:

- ☐ Assessing Dept
- ☐ Finance Dept
- ☐ In File

The Standards (Department of the Interior regulations 36 CFR 67) pertain to all historic properties listed in or eligible for listing in the National Register of Historic Places.

- 1) A property shall be used for its intended historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- 2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- 3) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- 4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- 5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- 7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- 8) Significant archeological resources affected by a project, shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- 10) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Comments from Historic District Commission:

Name & Title: _____

Meeting Date: _____

**TITLE V
TAXATION
CHAPTER 79-E
COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE
Section 79-E:1**

79-E:1 Declaration of Public Benefit. –

I. It is declared to be a public benefit to enhance downtowns and town centers with respect to economic activity, cultural and historic character, sense of community, and in-town residential uses that contribute to economic and social vitality.

II. It is further declared to be a public benefit to encourage the rehabilitation of the many underutilized structures in urban and town centers as a means of encouraging growth of economic, residential, and municipal uses in a more compact pattern, in accordance with RSA 9-B.

II-a. In instances where a qualifying structure is determined to possess no significant historical, cultural, or architectural value and for which the governing body makes a specific finding that rehabilitation would not achieve one or more of the public benefits established in RSA 79-E:7 to the same degree as the replacement of the underutilized structure with a new structure, the tax relief incentives provided under this chapter may be extended to the replacement of an underutilized structure in accordance with the provisions of this chapter.

II-b. It is further declared to be a public benefit to encourage the rehabilitation of historic structures in a municipality by increasing energy efficiency in the preservation and reuse of existing building stock.

III. Short-term property assessment tax relief and a related covenant to protect public benefit as provided under this chapter are considered to provide a demonstrated public benefit if they encourage substantial rehabilitation and use of qualifying structures, or in certain cases, the replacement of a qualifying structure, as defined in this chapter.

Source. 2006, 167:1. 2009, 200:3, 4, eff. July 15, 2009. 2013, 78:1, eff. April 1, 2013.

Section 79-E:2

79-E:2 Definitions. – In this chapter:

I. "Historic structure" means a building that is listed on or determined eligible for listing on the National Register of Historic Places or the state register of historic places.

II. "Qualifying structure" means a building located in a district officially designated in a municipality's master plan, or by zoning ordinance, as a downtown, town center, central business district, or village center, or, where no such designation has been made, in a geographic area which, as a result of its compact development patterns and uses, is identified by the governing body as the downtown, town center, or village center for purposes of this chapter. Qualifying structure shall also mean historic structures in a municipality whose preservation and reuse would conserve the embodied energy in existing building stock. Cities or towns may further limit "qualifying structure" according to the procedure in RSA 79-E:3 as meaning only a structure located within such districts that meet certain age, occupancy, condition, size, or other similar criteria consistent with local economic conditions, community character, and local planning and development goals. Cities or towns may further modify "qualifying structure" to include buildings that have been destroyed by fire or act of nature, including where such destruction occurred within 15 years prior to the adoption of the provisions of this chapter by the city or town.

III. "Replacement" means the demolition or removal of a qualifying structure and the construction of a new structure on the same lot.

IV. "Substantial rehabilitation" means rehabilitation of a qualifying structure which costs at least 15 percent of the pre-rehabilitation assessed valuation or at least \$75,000, whichever is less. In addition, in the case of historic structures, substantial rehabilitation means devoting a portion of the total cost, in the amount of at least 10 percent of the pre-rehabilitation assessed valuation or at least \$5,000, whichever is less, to energy efficiency in accordance with the U.S. Secretary of the Interior's Standards for Rehabilitation. Cities or towns may further limit "substantial rehabilitation" according to the procedure in RSA 79-E:3 as meaning rehabilitation which costs a percentage greater than 15 percent of pre-rehabilitation assessed valuation or an amount greater than \$75,000 based on local economic conditions, community character, and local planning and development goals.

V. "Tax increment finance district" means any district established in accordance with the provisions of RSA 162-K.

VI. "Tax relief" means:

(a) For a qualifying structure, that for a period of time determined by a local governing body in accordance with this chapter, the property tax on a qualifying structure shall not increase as a result of the substantial rehabilitation thereof.

(b) For the replacement of a qualifying structure, that for a period of time determined by a local governing body in accordance with this chapter, the property tax on a replacement structure shall not exceed the property tax on the replaced qualifying structure as a result of the replacement thereof.

(c) For a qualifying structure which is a building destroyed by fire or act of nature, that for a period of time determined by a local governing body in accordance with this chapter, the property tax on such qualifying structure shall not exceed the tax on the assessed value of the structure that would have existed had the structure not been destroyed.

VII. "Tax relief period" means the finite period of time during which the tax relief will be effective, as determined by a local governing body pursuant to RSA 79-E:5.

Source. 2006, 167:1. 2009, 200:5-7. 2010, 329:1, 2. 2011, 237:1, 2, eff. July 5, 2011. 2013, 78:2, eff. April 1, 2013.

Section 79-E:3

79-E:3 Adoption of Community Revitalization Tax Relief Incentive Program –

I. Any city or town may adopt or modify the provisions of this chapter by voting whether to accept for consideration or modify requirements for requests for community revitalization tax relief incentives. Any city or town may do so by following the procedures in this section.

II. In a town, other than a town that has adopted a charter pursuant to RSA 49-D, the question shall be placed on the warrant of a special or annual town meeting, by the governing body or by petition under RSA 39:3.

III. In a city or town that has adopted a charter under RSA 49-C or RSA 49-D, the legislative body may consider and act upon the question in accordance with its normal procedures for passage of resolutions, ordinances, and other legislation. In the alternative, the legislative body of such municipality may vote to place the question on the official ballot for any regular municipal election.

IV. If a majority of those voting on the question vote "yes," applications for community revitalization tax relief incentives may be accepted and considered by the local governing body at any time thereafter, subject to the provisions of paragraph VI of this section.

V. If the question is not approved, the question may later be voted on according to the provisions of paragraph II or III of this section, whichever applies.

VI. The local governing body of any town or city that has adopted this program may consider rescinding its action in the manner described in paragraph II or III of this section, whichever applies. A vote terminating the acceptance and consideration of such applications shall have no effect on incentives previously granted by the city or town, nor shall it terminate consideration of applications submitted prior to the date of such vote.

Source. 2006, 167:1. 2010, 329:3, eff. July 20, 2010.

Section 79-E:4

79-E:4 Community Revitalization Tax Relief Incentive. –

I. An owner of a qualifying structure who intends to substantially rehabilitate or replace such structure may apply to the governing body of the municipality in which the property is located for tax relief. The applicant shall include the address of the property, a description of the intended rehabilitation or replacement, any changes in use of the property resulting from the rehabilitation or replacement, and an application fee.

I-a. In order to assist the governing body with the review and evaluation of an application for replacement of a qualifying structure, an owner shall submit to the governing body as part of the application, a New Hampshire division of historical resources individual resource inventory form, prepared by a qualified architectural historian and a letter issued by the local heritage commission and if the qualifying structure is located within a designated historic district established in accordance with RSA 674:46, a letter from the historic district commission or, if such local commissions are not established, a letter issued by the New Hampshire division of historical resources that identifies any and all historical, cultural, and architectural value of the structure or structures that are proposed to be replaced and the property on which those structures are located. The application for tax relief shall not be deemed to be complete and the governing body shall not schedule the public hearing on the application for replacement of a qualifying structure as required under RSA 79-E:4, II until the inventory form and the letter, as well as all other required information, have been submitted.

II. Upon receipt of an application, the governing body shall hold a duly noticed public hearing to take place no later than 60 days from receipt of the application, to determine whether the structure at issue is a qualifying structure; whether any proposed rehabilitation qualifies as substantial rehabilitation; and whether there is a public benefit to granting the requested tax relief and, if so, for what duration.

III. No later than 45 days after the public hearing, the governing body shall render a decision granting or denying the requested tax relief and, if so granting, establishing the tax relief period.

IV. (a) The governing body may grant the tax relief, provided:

- (1) The governing body finds a public benefit under RSA 79-E:7; and
- (2) The specific public benefit is preserved through a covenant under RSA 79-E:8; and
- (3) The governing body finds that the proposed use is consistent with the municipality's master plan or development regulations; and

(4) In the case of a replacement, the governing body specifically finds that the local heritage commission or historic district commission or, if such local commissions are not established, the New Hampshire division of historical resources has determined that the replaced qualifying structure does not possess significant historical, cultural, or architectural value, the replacement of the qualifying structure will achieve one or more of the public benefits identified in RSA 79-E:7 to a greater degree than the renovation of the underutilized structure, and the historical, cultural, or architectural resources in the community will not be adversely affected by the replacement. In connection with these findings, the governing body may request that the division of historical resources conduct a technical evaluation in order

to satisfy the governing body that historical resources will not be adversely affected.

(b) If the governing body grants the tax relief, the governing body shall identify the specific public benefit achieved under RSA 79-E:7, and shall determine the precise terms and duration of the covenant to preserve the public benefit under RSA 79-E:8.

V. If the governing body, in its discretion, denies the application for tax relief, such denial shall be accompanied by a written explanation. The governing body's decision may be appealed either to the board of tax and land appeals or the superior court in the same manner as provided for appeals of current use classification pursuant to RSA 79-A:9 or 79-A:11 provided, however, that such denial shall be deemed discretionary and shall not be set aside by the board of tax and land appeals or the superior court except for bad faith or discrimination.

VI. Municipalities shall have no obligation to grant an application for tax relief for properties located within tax increment finance districts when the governing body determines, in its sole discretion, that the granting of tax relief will impede, reduce, or negatively affect:

(a) The development program or financing plans for such tax increment finance districts; or

(b) The ability to satisfy or expedite repayment of debt service obligations incurred for a tax increment financing district; or

(c) The ability to satisfy program administration, operating, or maintenance expenses within a tax increment financing district.

Source. 2006, 167:1. 2009, 200:8-11, eff. July 15, 2009.

Section 79-E:5

79-E:5 Duration of Tax Relief Period. –

I. The governing body may grant such tax assessment relief for a period of up to 5 years, beginning with the completion of the substantial rehabilitation.

I-a. For the approval of a replacement of a qualifying structure, the governing body may grant such tax assessment relief for a period of up to 5 years, beginning only upon the completion of construction of the replacement structure. The governing body may, in its discretion, extend such additional years of tax relief as provided for under this section, provided that no such additional years of tax relief may be provided prior to the completion of construction of the replacement structure. The municipal tax assessment of the replacement structure and the property on which it is located shall not increase or decrease in the period between the approval by the governing body of tax relief for the replacement structure and the time the owner completes construction of the replacement structure and grants to the municipality the covenant to protect the public benefit as required by this chapter. The governing body may not grant any tax assessment relief under this chapter with respect to property and structures for which an election has been made for property appraisal under RSA 75:1-a.

II. The governing body may, in its discretion, add up to an additional 2 years of tax relief for a project that results in new residential units and up to 4 years for a project that includes affordable housing.

III. The governing body may, in its discretion, add up to an additional 4 years of tax relief for the substantial rehabilitation of a qualifying structure that is listed on or determined eligible for listing on the National Register of Historic Places, state register of historic places, or is located within and important to a locally designated historic district, provided that the substantial rehabilitation is conducted in accordance with the U.S. Secretary of Interior's Standards for Rehabilitation.

IV. The governing body may adopt local guidelines to assist it in determining the appropriate duration of the tax assessment relief period.

Source. 2006, 167:1. 2009, 200:12. 2010, 329:4, eff. July 20, 2010.

Section 79-E:6

79-E:6 Resumption of Full Tax Liability. – Upon expiration of the tax relief period, the property shall be taxed at its market value in accordance with RSA 75:1.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:7

79-E:7 Public Benefit. – In order to qualify for tax relief under this chapter, the proposed substantial rehabilitation must provide at least one of the public benefits, and the proposed replacement must provide one or more of the public benefits to a greater degree than would a substantial rehabilitation of the same qualifying structure, as follows:

I. It enhances the economic vitality of the downtown;

II. It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district, town center, or village center in which the building is located;

II-a. It promotes the preservation and reuse of existing building stock throughout a municipality by the rehabilitation of historic structures, thereby conserving the embodied energy in accordance with energy efficiency guidelines established by the U.S. Secretary of the Interior's Standards for Rehabilitation.

III. It promotes development of municipal centers, providing for efficiency, safety, and a greater sense of community,

consistent with RSA 9-B; or

IV. It increases residential housing in urban or town centers.

Source. 2006, 167:1. 2009, 200:13, eff. July 15, 2009. 2013, 78:3, eff. April 1, 2013.

Section 79-E:7-a

79-E:7-a Public Benefit Determinations. – Cities or towns may adopt according to the procedure in RSA 79-E:3 provisions that further define the public benefits enumerated in RSA 79-E:7 to assist the governing body in evaluating applications made under this chapter based on local economic conditions, community character, and local planning and development goals.

Source. 2010, 329:5, eff. July 20, 2010.

Section 79-E:8

79-E:8 Covenant to Protect Public Benefit. –

I. Tax relief for the substantial rehabilitation or replacement of a qualifying structure shall be effective only after a property owner grants to the municipality a covenant ensuring that the structure shall be maintained and used in a manner that furthers the public benefits for which the tax relief was granted and as otherwise provided in this chapter.

II. The covenant shall be coextensive with the tax relief period. The covenant may, if required by the governing body, be effective for a period of time up to twice the duration of the tax relief period.

III. The covenant shall include provisions requiring the property owner to obtain casualty insurance, and flood insurance if appropriate. The covenant may include, at the governing body's sole discretion, a lien against proceeds from casualty and flood insurance claims for the purpose of ensuring proper restoration or demolition of damaged structures and property. If the property owner has not begun the process of restoration, rebuilding, or demolition of such structure within one year following damage or destruction, the property owner shall be subject to the termination of provisions set forth in RSA 79-E:9, I.

IV. The local governing body shall provide for the recording of the covenant to protect public benefit with the registry of deeds. It shall be a burden upon the property and shall bind all transferees and assignees of such property.

V. The applicant shall pay any reasonable expenses incurred by the municipality in the drafting, review, and/or execution of the covenant. The applicant also shall be responsible for the cost of recording the covenant.

Source. 2006, 167:1. 2009, 200:14, eff. July 15, 2009.

Section 79-E:9

79-E:9 Termination of Covenant; Reduction of Tax Relief; Penalty. –

I. If the owner fails to maintain or utilize the building according to the terms of the covenant, or fails to restore, rebuild, or demolish the structure following damage or destruction as provided in RSA 79-E:8, III, the governing body shall, after a duly noticed public hearing, determine whether and to what extent the public benefit of the rehabilitation or replacement has been diminished and shall determine whether to terminate or reduce the tax relief period in accordance with such determination. If the covenant is terminated, the governing body shall assess all taxes to the owner as though no tax relief was granted, with interest in accordance with paragraph II.

II. Any tax payment required under paragraph I shall be payable according to the following procedure:

(a) The commissioner of the department of revenue administration shall prescribe and issue forms to the local assessing officials for the payment due, which shall provide a description of the property, the market value assessment according to RSA 75:1, and the amount payable.

(b) The prescribed form shall be prepared in quadruplicate. The original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the payment along with a special tax warrant authorizing the collector to collect the payment under the warrant. The quadruplicate copy of the form shall be retained by the local assessing officials for their records.

(c) Upon receipt of the special tax warrant and prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice of payment.

(d) Payment shall be due not later than 30 days after the mailing of the bill. Interest at the rate of 18 percent per annum shall be due thereafter on any amount not paid within the 30-day period. Interest at 12 percent per annum shall be charged upon all taxes that would have been due and payable on or before December 1 of each tax year as if no tax relief had been granted.

Source. 2006, 167:1. 2009, 200:15, eff. July 15, 2009.

Section 79-E:10

79-E:10 Lien for Unpaid Taxes. – The real estate of every person shall be held for the taxes levied pursuant to RSA 79-E:9.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:11

79-E:11 Enforcement. – All taxes levied pursuant to RSA 79-E:9 which are not paid when due shall be collected in the same manner as provided in RSA 80.

Source. 2006, 167:1. 2007, 42:3, eff. July 20, 2007.

Section 79-E:12

79-E:12 Rulemaking. – The commissioner of the department of revenue administration shall adopt rules, pursuant to RSA 541-A, relative to the payment and collection procedures under RSA 79-E:9.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:13

79-E:13 Extent of Tax Relief. –

I. (a) Tax relief granted under this chapter shall pertain only to assessment increases attributable to the substantial rehabilitation performed under the conditions approved by the governing body and not to those increases attributable to other factors including but not limited to market forces; or

(b) Tax relief granted under this chapter shall be calculated on the value in excess of the original assessed value. Original assessed value shall mean the value of the qualifying structure assessed at the time the governing body approves the application for tax relief and the owner grants to the municipality the covenant to protect public benefit as required in this chapter, provided that for a qualifying structure which is a building destroyed by fire or act of nature, original assessed value shall mean the value as of the date of approval of the application for tax relief of the qualifying structure that would have existed had the structure not been destroyed.

II. The tax relief granted under this chapter shall only apply to substantial rehabilitation or replacement that commences after the governing body approves the application for tax relief and the owner grants to the municipality the covenant to protect the public benefit as required in this chapter, provided that in the case of a qualifying structure which is a building destroyed by fire or act of nature, and which occurred within 15 years prior to the adoption of the provisions of this chapter by the city or town, the tax relief may apply to such qualifying structure for which replacement has begun, but which has not been completed, on the date the application for relief under this chapter is approved.

Source. 2006, 167:1. 2010, 329:6. 2011, 237:3, eff. July 5, 2011.

Section 79-E:14

79-E:14 Other Programs. – The provisions of this chapter shall not apply to properties whose rehabilitation or construction is subsidized by state or federal grants or funds that do not need to be repaid totaling more than 50 percent of construction costs from state or federal programs.

Source. 2006, 167:1, eff. April 1, 2006.

28 North Main Street; RSA-79:E Application Summary

Applicant: Paul Delisle

Eligible years: Applying for 7 out of the max of 11 years

Project: Repair and renovation of the interior of two commercial spaces on the first floor. They are also adding three residential units the back of the building on the first floor and adding a sprinkler system which is required by code for occupancy in the commercial units.

Exterior Changes: Clean up in the rear of the building but nothing structural.

RSA 79-E is a temporary tax relief incentive for property owners who want to make a substantial investment in rehabilitation in a historic district, downtown or village center. The tax relief if granted would consist of a finite period of time during which the property tax on the structure would not increase as a result of a substantial rehabilitation. In exchange for the relief, the property owner grants a covenant ensuring there is public benefit to the rehabilitation.

Qualifications:

1. A qualifying property must provide a public benefit. Public benefits could be restoring a historic building, promoting downtown development, increasing downtown housing, or increasing the economic vitality of downtown. 28 North Main meets all of these criteria.
2. A qualifying project must have substantial rehabilitation costs of at least 15% of the pre-rehabilitated assessed value, or costs of \$75,000 whichever is less. 28 North Main exceeds both of these baselines. Total estimated costs of the project are \$300,000 which is approximately an increase of 42% of the pre-assessed value.



12/03/2020

City of Rochester, New Hampshire

Division of Community & Economic Development

31 Wakefield Street, Rochester NH 03867

Application Revised August 15, 2019

Community Revitalization Tax Relief (per RSA 79E)

City of Rochester, New Hampshire

Application must be accompanied by \$150 application fee payable to "City of Rochester"

Date of Preparation: _____

Property information

Property address/location: 26-30 North Main St

Name of building (if any): The Snow Block

Tax map & lot #: 0121-0012 #7 Year built: 1917 +/-

Square Footage: 7391 Condition: _____

Zoning: DTC Vacant, how long: Commercial - 7 +/-

Is this structure eligible or listed on the State or National Register of Historic Places, or

located in a local, state or federal Historic District? Yes ☒ No ☐

Name of District: Downtown

Existing Uses: Describe the units by type and size, how many floors _____

Retail, Residential

Change of Use?: No



Property Owner

Name (include name of individual): Paul Delisle

Company: Ventura LLC

Mailing address: 664 Columbus Ave, Rochester NH 03867

Telephone #: 603-502-2771 Email: Delisle47@gmail.com

Applicant or Agent Contact:

Name (include name of individual): Paul Delisle

Company: Same

Mailing address: _____

Telephone #: _____ Email: _____

EXHIBIT**Proposed Project Information**Name of Architect (if known): NoneName of Licensed Contractor (if known): NoneWill the project include rehabilitation of residential units? yes If yes, how many 3Are the residential units defined as "affordable"? Yes _____ No ✓(The current affordable rents in the City of Rochester are available at www.NHHFA.org)

Describe the commercial space, square footage, uses and conditions: _____

2 spaces of Approx. 1000 SF each

Please describe in detail the public benefits associated with this project? You may attach

pages to the application for this and the following question. (RSA 79-E:7)

It enhances the economic vitality of the DowntownIt Improves the structure which is historically significantIncreases residential housing in Urban area

Explain the project in your own words:

We will renovate 2 existing commercial spaces and add 3 new Residential unitsPre-Rehabilitation Ad Valorem Tax Valuation \$ 125,000.00

Please obtain a Property Record Card from the Rochester Assessing Department, and include a copy with the application.

Does the estimated cost of rehabilitation exceed 15% of pre-rehabilitation valuation, or

\$75,000, whichever is lower? YES ✓ NO _____ % 25%**Note:** This program is available for projects where the rehabilitation cost equals or exceeds 15% of the pre-rehabilitation assessed valuation or \$75,000, whichever is lower. If your project does not meet this standard, it is not eligible for Tax Relief under RSA 79e.

Project costs

Describe work that will constitute the substantial rehabilitation and estimated/projected costs.

Historic Restoration: _____ Cost: \$ _____

Sustainability/Efficiency: _____ Cost: \$ _____

Interior Alterations: _____ Cost: \$ 20,000

Exterior Alterations: _____ Cost: \$ 5,000

Structural: _____ Cost: \$ 15,000

Electrical: New Electrical Service Cost: \$ 15,000

Plumbing: Plumb 3 Kitchens, 3 Bathrooms Cost: \$ 15,000

Mechanical: 3 new Heating System Cost: \$ 20,000

Safety/Fire Protection: Sprinkler System Cost: \$ 50,000

Other: _____ Cost: \$ _____

Expected construction dates. Start: 2/1/2020; Finish: 12/1/2020

Total project cost: \$ 125,000

Please attach written estimates whenever possible.

Will any state or federal grants or funds be used in this project? Yes _____ No ✓

If yes, please provide information in detail on an additional sheet.

Note: The provisions of this chapter shall not apply to properties whose rehabilitation or construction is subsidized by state or federal grants or funds that do not need to be repaid totaling more than 50 percent of construction costs from state or federal programs.

Other Approvals and Information

Please include the scheduled date of review or attach the **Notice of Decision** as appropriate:

Project Narrative or Letter of Intent to Planning: not Applied for Date: _____

Historic District Review: _____ Date: _____

(Required only if replacing a qualified structure)

Other (please specify): _____ Date: _____

Application Checklist

(Applications are not complete, and review will not be scheduled, until all supporting items are delivered)

- ☐ Completed Application form with signatures.
- ☐ Application Fee made payable to City of Rochester
- ☐ Documentation and photos of Historic Information
- ☐ Copy of Property Record Card
- ☐ Description of Public Benefit
- ☐ Site plans, diagrams, elevations associated with the Project
- ☐ Cost Estimates associated with the Project
- ☐ Documentation of State or Federal Funds
- ☐ Notice of Decision for Other Reviews
- ☐ Request for Tax Relief

D X Additional Tax Relief for rehabilitation of historic places* (Up to 4 Years)

additional sheet. In order to make this project work financially
we need taxes to remain low to service new Debt

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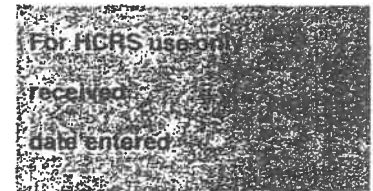
ATTACHMENT I
City of Rochester RSA 79e Application

The Standards (Department of the Interior regulations 36 CFR 67) pertain to all historic properties listed in or eligible for listing in the National Register of Historic Places.

- 1) A property shall be used for its intended historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- 2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- 3) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- 4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- 5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- 7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- 8) Significant archeological resources affected by a project, shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- 10) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

**United States Department of the Interior
Heritage Conservation and Recreation Service**

**National Register of Historic Places
Inventory Nomination Form**



Continuation sheet

item number

Page 22

Site NumberDescription

North Main Street

81. The Hayes Block - 2 North Main Street - c. 1878 - Victorian Commercial: 4-story brick commercial block, 4 x 9 bays. Facade and first 2 bays of south elevation are characterized by 1/1 sash windows topped by stone arches with incised ornamentation. Roofline is marked by arched corbelling. Storefront remodeled c. 1950. Rear portion of building appears earlier due to differing window treatment and corbelling. The upper stories of the Hayes Block originally housed the Hayes Opera House. (42/3).
82. The Salinger Block - 10 North Main Street - c. 1900 - NeoClassical: 4-story commercial block, asymmetrical 6-bay wide facade with veneer of white glazed brick. Third story window treatment dominates facade, each window being topped by semicircular arches embellished with egg and dart moldings and spandrel panels with raised floral decoration. Windows have 1/I sash. Other features include brick pilasters rising across the second and third stories supporting a cornice at the third story. A fully articulated cornice of pressed metal articulates the roofline. Facade was applied c. 1900 to an earlier commercial building. (42/4).
83. The Scenic Theatre - 14 North Main Street - c. 1912 - Vernacular Georgian Revival: 3-story building with Georgian Revival motifs including flat back arches above the windows and a pressed metal cornice at the roofline. The facade is laid in rusticated brick. The Scenic Theatre was built in 1912 and was able to accommodate both plays and movies. (42/5).
84. Commercial Structure - 16 North Main Street - c. 1920 - Early 20th Century Commercial: 2-story, 5 bay facade characterized on upper story by rectangular windows with transoms. Other features obscured by aluminum siding. Two northern bays of facade were originally part of adjacent building of same period.
85. The Snow Block - 26 North Main Street - c. 1870/1917 - Georgian Revival: Existing 3-story brick facade was applied to a Second Empire block in 1917. Present facade consists of rectangular windows with transoms, topped by flat arches on the second story, and 1/1 sash topped by a stone lintel course on the third story. A 1917 datestone is centered above the center bay. Roofline is marked by corbelling and a projecting cornice. (42/6).

12/03/2020

0121 0012 0000

Map Block Lot

Building Location
28 NO MAIN ST

MULTI FAMILY

Acct: 238

City of Rochester

APPAISED:
USE VALUE:
ASSESSED:

Total Card	295,900 /	Total Parcel	295,900
	0 /		0
	295,900 /		295,900



Property Location

No.	Alt No.	Direction/Street/City
28		NO MAIN ST, ROCHESTER

Ownership

Owner	Unit No.
Owner 1	VENTINA LLC
Owner 2	
Owner 3	
Street 1	664 COLUMBUS AVE STE 5B
Street 2	
Town/City	ROCHESTER
St/Prov	NH Country
Postal	03867 Type

Previous Owner

Owner 1	WATSON MICHAEL J & WILLIAM P
Owner 2	
Street 1	P O BOX 15
Town/City	ROCHESTER
St/Prov	NH Country
Postal	03866

Narrative Description

This parcel contains 0.24000 AC of land mainly classified as RETAIL/SVC with a MIX USE BLDG Building built about 1917, having primarily COMP CLAP Exterior and 7,391 Square Feet, with 5 Residential Units and 2 Commercial Units, 5 Baths, 10 Rooms, and 7 Bdrms.

Other Assessments

Code	Description	Amount	Com Int

Property Factors

Item	Code	Description	%	Item	Code	Description
Zone 1	DTC	DOWNTOWN	100	Utility 1	2	CITY SEWER
Zone 2				Utility 2	5	GAS
Zone 3				Utility 3	9	CITY WATER C
Census Tract				Exempt		
Flood Hazard						
District 1	RO	ROCHESTER	0	Topo	1	LEVEL
District 2				Street	1	PAVED
District 3				Traffic	5	HEAVY

Land Section (First 9 Lines Only)

Use Code	Description	LUC Factor	No of Units	Depth/ Price/Unit	Unit Type	Land Type	LT Factor	Base Value	Unit Price	Adjusted Unit Price	Neigh In1	Neigh In1	Neigh Modifier	Infl 1	%	Infl 2	%	Infl 3	%	Appraised Value	All Class	%	Spec Land	Juris	Land Factor	Assessed Value	Notes	
325	RETAIL/SVC	1.0000	0.2400		PRIMARY ACRE	SITE	1.00000		90,000.00	357,916.67	3003	1.000								85,900.00	114	45			1.00000	85,900.00		
Total ACRH			0.24000		Total SF/SM		10,454,400.00		Parcel LUC	031	MIX COMM/RES			Prime NB Desc	COMMERCIAL					Total	85,900.00	Total			Total		85,900.00	

In Process Appraisal Summary (First 4 Lines Only)

Use Code	Land Size	Building Value	Yard Items	Land Value	Total Value
114	0.11	94,500.00	0.00	38,655.00	133,155.00
325	0.13	115,500.00	0.00	47,245.00	162,745.00
Total Card	0.24	210,000.00	0.00	85,900.00	295,900.00
Total Parcel	0.24	210,000.00	0.00	85,900.00	295,900.00
Source	Mkt Adj Cost	Total Value per Sq Unit /Card	40.04	/Parcel	40.04

Previous Assessment (First 9 Lines Only)

Tax Yr	Use	Cat	Bldg Value	Yrd Items	Land Size	Land Value	Total Value	Assessed Value	Notes	Date
2019	031	FV	210,000	0	0.2400	85,900	295,900	295,900		10/30/2019
2018	031	FV	234,700	0	0.2400	85,900	320,600	320,600	Year End Roll	09/19/2018
2017	031	FV	234,700	0	0.2400	85,900	320,600	320,600	Year End Roll	09/07/2017
2016	031	FV	180,200	0	0.2400	85,900	266,100	266,100	Year End Roll	09/08/2016
2015	031	FV	182,100	0	0.2400	85,900	268,000	268,000	Year-end	10/01/2015
2014	031	FV	182,100	0	0.2400	85,900	268,000	268,000	Year End Roll	09/29/2014
2013	031	FV	171,600	0	0.2400	85,900	257,500	257,500	Year End Roll	09/04/2013
2012	031	FV	171,600	0	0.2400	85,900	257,500	257,500	Year End Roll	09/20/2012
2011	031	FV	171,600	0	0.2400	85,900	257,500	257,500	Year End Roll	09/27/2011

Sales Information (First 5 Lines Only)

Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	V	TSF	Verification	Notes
WATSON MICHAEL J & WILLIAM	4317-965	1	08/20/2015	ChgAfterSale	175,000.00	No	No	OTHER	RENOVATIONS
KAUFMAN ROSANNA & HAROL	2139-258		09/02/1999	Val Lnd&Bldg	110,000.00	No	No	OTHER	
KAUFMAN ROSANNA	1640-226		09/08/1992		0.00	No	No		
SNOW PROPERTIES	1027-349		12/31/1978		0.00	No	No		

Building Permits (First 8 Lines Only)

Date	Number	Description	Amount	C/O	Last Visit	Fed Code	F. Description	General Notes
03/06/2019	B-19-87	FIRE PROTECT	4,000.00	O		3	COM CONST	Add 2hr fire barrier on seali
09/18/2018	M-18-420	MANUAL	200.00	CE		3	COM CONST	test existing gas line
04/13/2018	M-18-167	MANUAL	900.00	CE		3	COM CONST	Pressure Testing Gas Line
11/21/2017	M-17-565	MANUAL	100.00	CE	02/12/2018	3	COM CONST	Gas Testing for Meter Set
08/08/2017	E-17-299	ELECTRIC	1,000.00	CE		3	COM CONST	Finish re-wiring of an apar
05/27/2016	E-16-156	ELECTRIC	10,650.00	CE		3	COM CONST	NEW 800 AMP SERVICE S
04/25/2016	M-16-109	FURNACE	5,000.00	CE		3	COM CONST	RUN NEW GAS LINES FR
09/25/2015	11755	HEATING SYS	10,000.00	CE		3	COM CONST	RUNNING NEW GAS LINE

Activity Information (First 11 Lines Only)

Date	Result	By	Name
09/20/2019	CORRECTION	NM	NANCY
02/13/2019	EXT ONLY	NM	NANCY
02/13/2019	EXT ONLY	NM	NANCY
08/23/2018	OWN ADD CHG	DM	DARCY
02/12/2018	EXT ONLY	NM	NANCY
02/12/2018	EXT ONLY	NM	NANCY
12/12/2017	OWN ADD CHG	DM	DARCY
08/18/2017	OWN ADD CHG	DM	DARCY
03/23/2017	INTER ONLY	NM	NANCY
02/23/2017	EXT ONLY	NM	NANCY
02/23/2017	EXT ONLY	NM	NANCY

Sign:

/ /

Exterior Information

Type	40M - MIX USE BLDG
Story Height	3 - 3
(Liv) Units	5 Total 7
Foudation	1 - CONCRETE
Frame	01 - WOOD
Prime Wall	20 - COMP CLAP
Sec Wall	BRICK 15%
Roof Struct	11 - MULTI TYPE
Roof Cover	12 - MULTIPLE
Color	RED BRICK
View/Desir	AVERAGE
Bld Name	

Bath Features

Full Bath	5	Rating	SAME
A Bath		Rating	
3/4 Bath		Rating	
A 3QBath		Rating	
1/2 Bath		Rating	
A HBath		Rating	
Othr Fix		Rating	

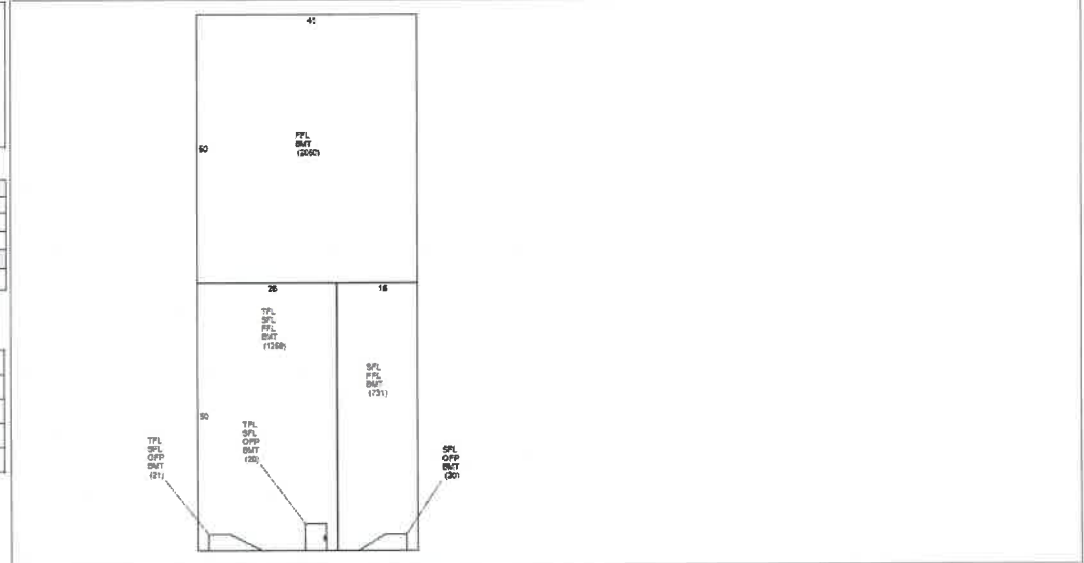
Other Features

Kitchen	5	Rating	SAME
A Kitchen		Rating	
Fireplace		Rating	
WSFlues		Rating	

Comments

Res Breakdown (First 4 Only)

No Unit	Rooms	Bed Rooms	Floor
1	2	1	2
3	1	1	2
1	5	3	3
Totals			
5	8	5	

Sketch**General Information**

Grade	C - AVERAGE
Year Blt	1917 Eff Yr Blt
Alt LUC	114 Alt % 45
Jurisdct	Fact 1.00000
Const Mod	
Lump Sum Adj	

Condo Information

Location	
Total Units	0
Floor	
% Own	
Name	

Depreciation

Phys Cond	AV - Average	50%
Functional	N - NO ELEV	10%
Economic		
Special		
Override		
Total		55%

Interior Information

Avg Ht/FI	
Prime Int Wall	6 - AVERAGE
Sec Int Wall	
Partition	T - TYPICAL
Prim Floors	8 - AVERAGE
Sec Floors	
Basement Floors	12 - CONCRETE
Subfloor	
Basement Garage	
Electric	3 - TYPICAL
Insulation	2 - TYPICAL
Int vs Ext	SAME - SAME
Heat Fuel	1 - OIL
Heat Type	3 - FORCED H/W
# Heat Sys	7.00
% Heated	100 % AC 55
Solar HW	No Cntrl Vac No
% Com Wall	0 % Sprinkled 0

Calc Summary

Basic \$ / SQ	69.60000
Size Adj	0.88530
Const Adj	0.99860
Adj \$ / SQ	61.53000
Other Features	74,614.00
Grade Factor	1.00000
NBHD Inf	0.81000
NBHD Mod	1.00000
LUC Factor	1.00000
Adj Total	466,652
Depreciation	256,659
Depreciated Total	209,993

Remodeling Mobile Home

Exterior		Make	
Interior	2016	Model	
Additions		Serial #	
Kitchen	2016	Year	0
Baths	2016	Color	
Plumbing			
Electric	2016		
Heating	2016		
General			

0121-0012-0000

Parcel ID**Comparable Sales (First 7 Only)**

Rating	Parcel ID	Type	Date	Sale Price
WtAv\$/SQ		AvRate		
Ind Val				

Sub Area (First 8 Only)

Code	Description	Area - SQ	Rate - AV	Underpr Value
FFL	1ST FLOOR	4,040.00	58.450	236,138.00
SFL	2ND FLOOR	2,051.00	61.536	126,210.34
TFL	3RD FLOOR	1,300.00	55.387	72,002.67
OPP	OPEN PORCH	61.00	66.900	4,080.90
BMT	BASEMENT	4,101.00	15.387	63,100.72
Net Sketched Area		11,553.00	Total	501,532.63
Size Adj	7,391.00	Gross Area	11,553.00	Fin Area 7,391.00

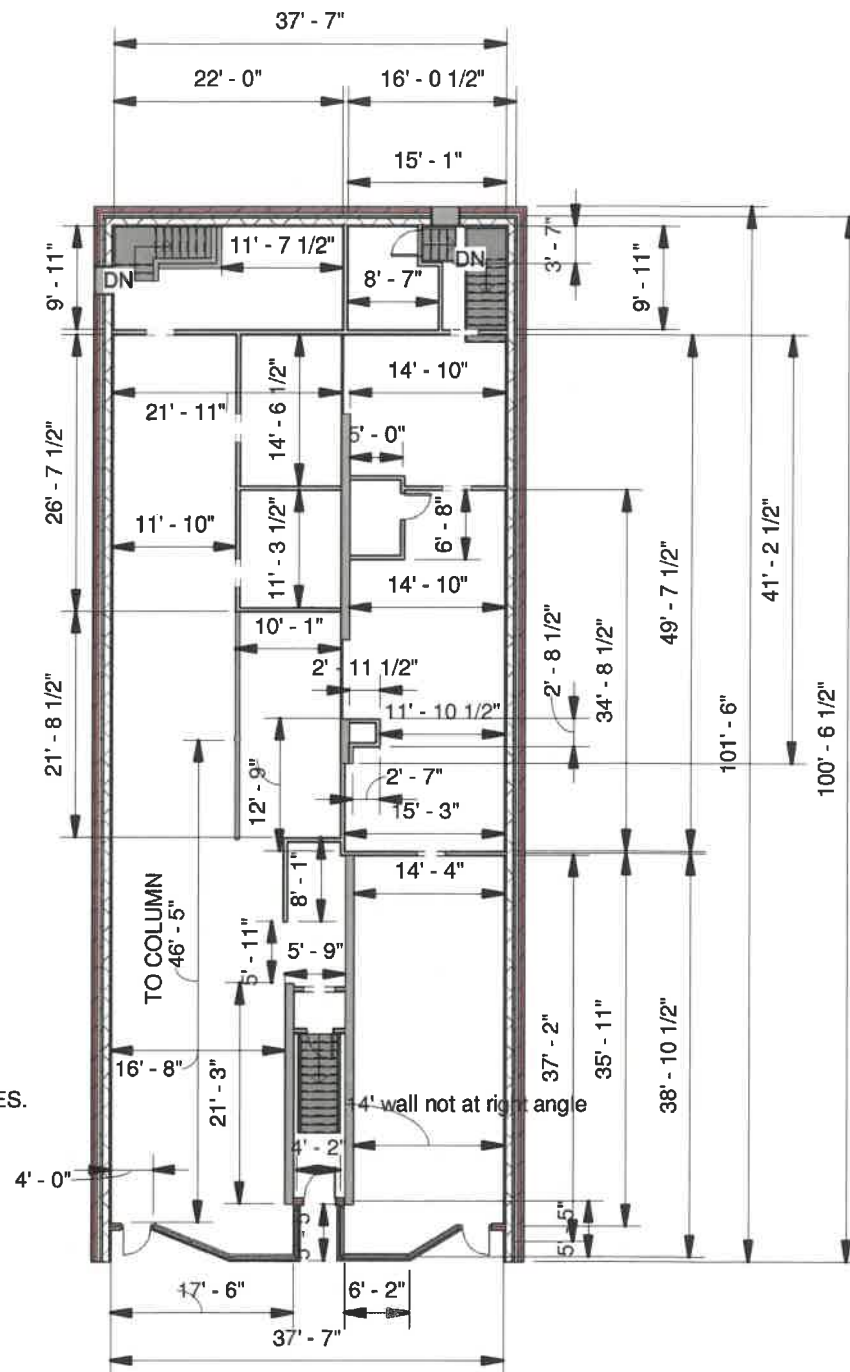
Sub Area Detail (First 10 Only)

Sub Area	% Usbl	Description	% Type	Qu	# of Tenants
FFL	100	RTL	100	C-	
FFL	100	RTL	100	C-	
FFL	100	RTL	100	C-	

Special Features/Yard Items (First 20 Lines Only)

Code	Description	A	Y/S	Qty	Size/Dim	Qual	Con	Year	Unit Price	D/S	Dep	LUC	Fact	NB	Fact	Appr Value	J Code	J Fact	Juris Value
More	N				Total Yard Items					Total Special Features						Total SFY			

Image



DIMENSIONS OF EXISTING CONDITIONS ARE APPROXIMATIONS DUE TO VARIOUS STATES OF CONSTRUCTION AND DEMOLITIONS AND "NON-PERPENDICULAR" SURFACES.

APPROXIMATE DISTANCE TO TOP OF JOIST = 11'-7"
APPROXIMATE AVG DISTANCE TO EXISTING ACT = 9' -7"

VENTINA LLC

JAM's Mechanical Advantage

**Existing Dims
26-30 N. Main
St.**

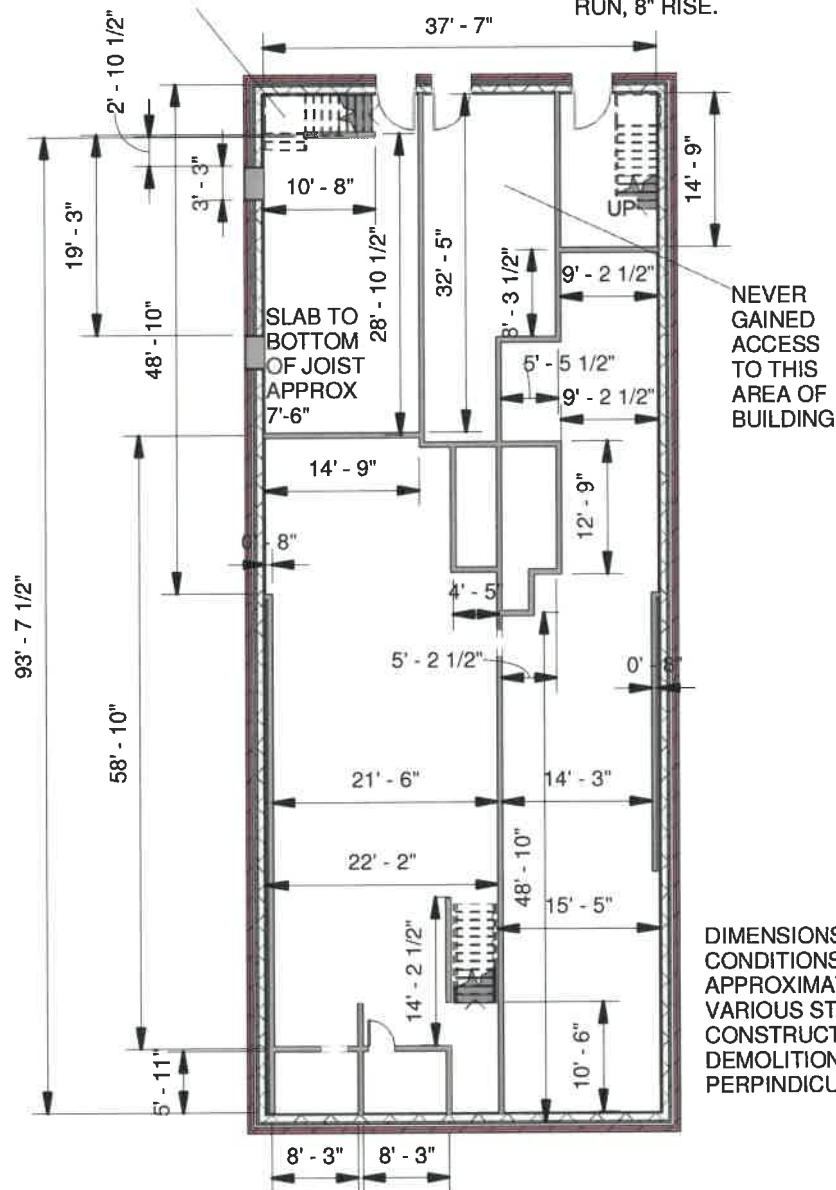
MAIN STREET LEVEL

Project number	VENT-1	101
Date	8/15/18	
Drawn by	JAMMA	
Checked by	Checker	
		Scale 1/16" = 1'-0"

8/16/2018 6:14:39 AM

LANDING ON 10TH RISER.
12 RISERS TOTAL.
AVG EXISTING STAIR = 9.5"
RUN, 8" RISE.

LANDING ON 12TH RISER.
12 RISERS TOTAL.
4" TO FIRST FLOOR FROM
RISER.
AVG EXISTING STAIR = 9.5"
RUN, 8" RISE.



VENTINA LLC

JAM's Mechanical Advantage

**Existing Dims
26-30 N. Main
St.**

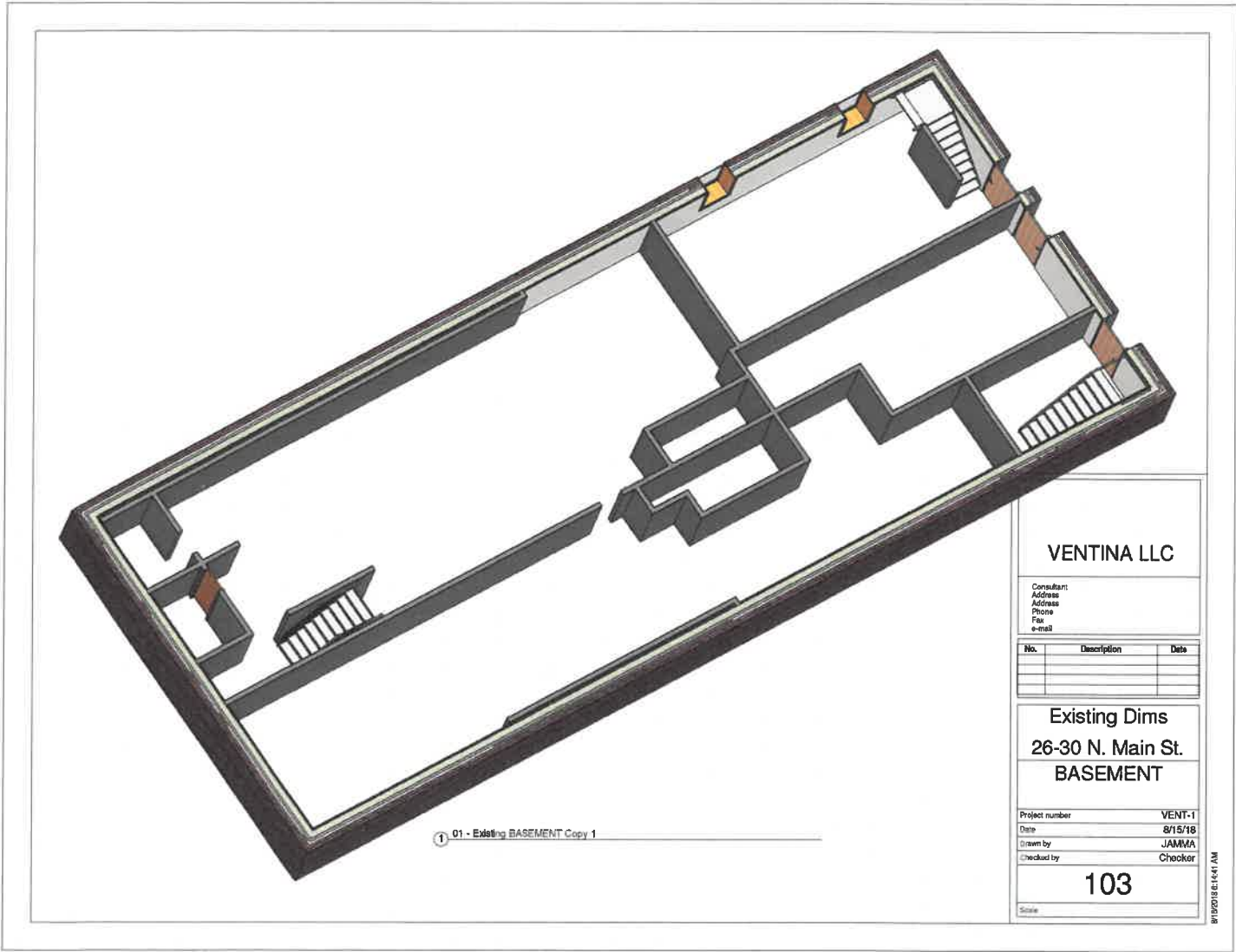
BASEMENT

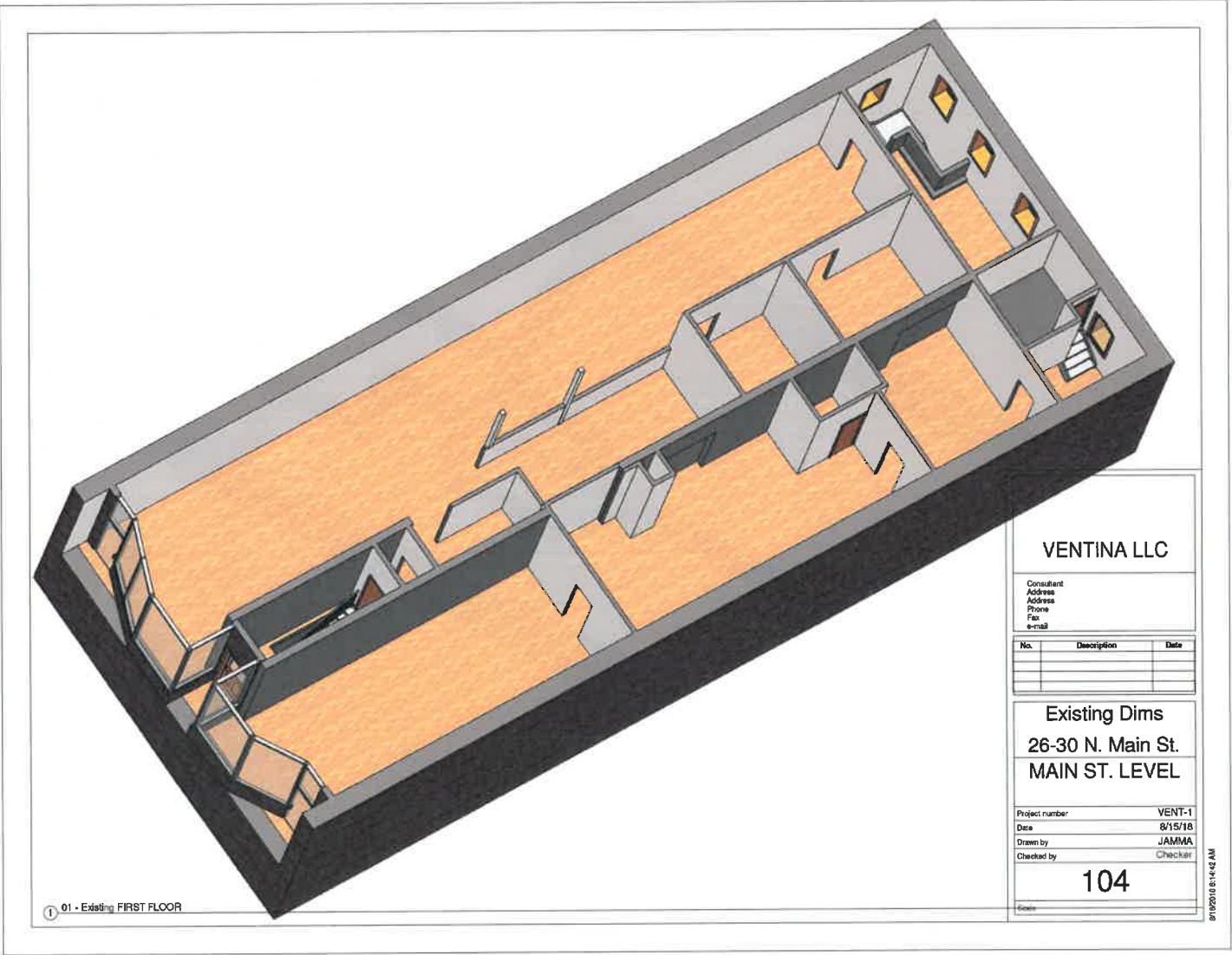
Project number	VENT-1
Date	8/15/18
Drawn by	JAMMA
Checked by	Checker

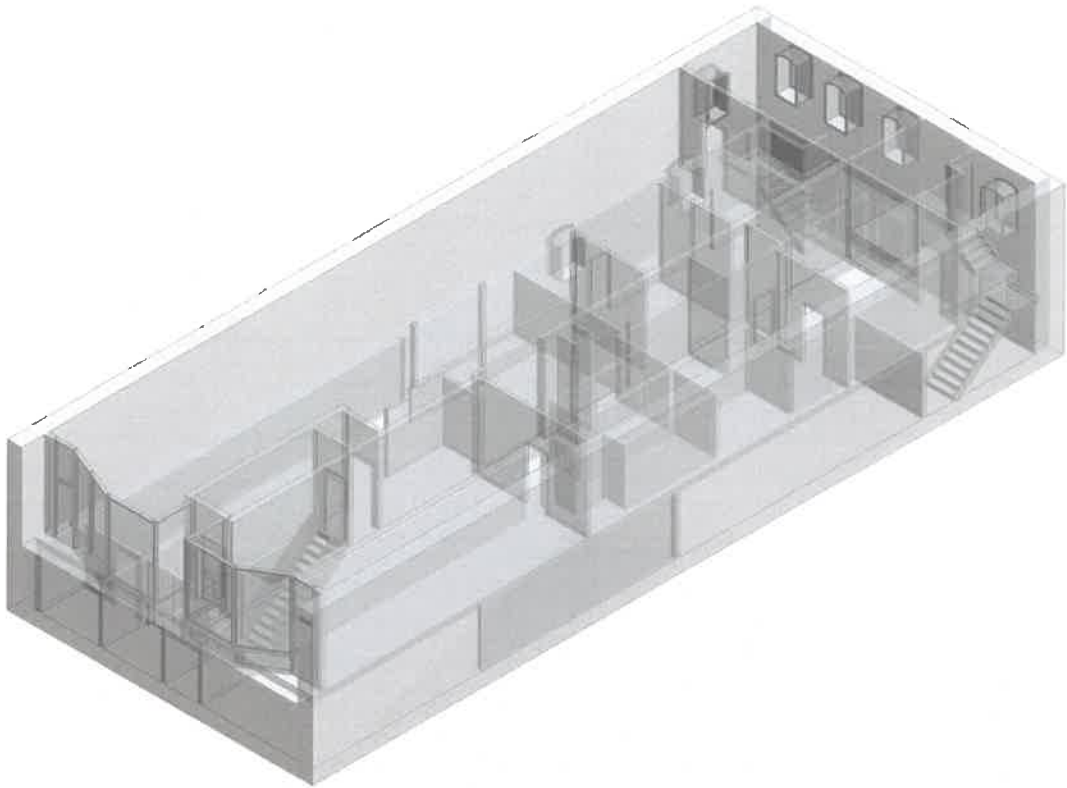
102

Scale 1/16" = 1'-0"

8/16/2018 6:14:40 AM







VENTINA LLC

JAM's Mechanical Advantage

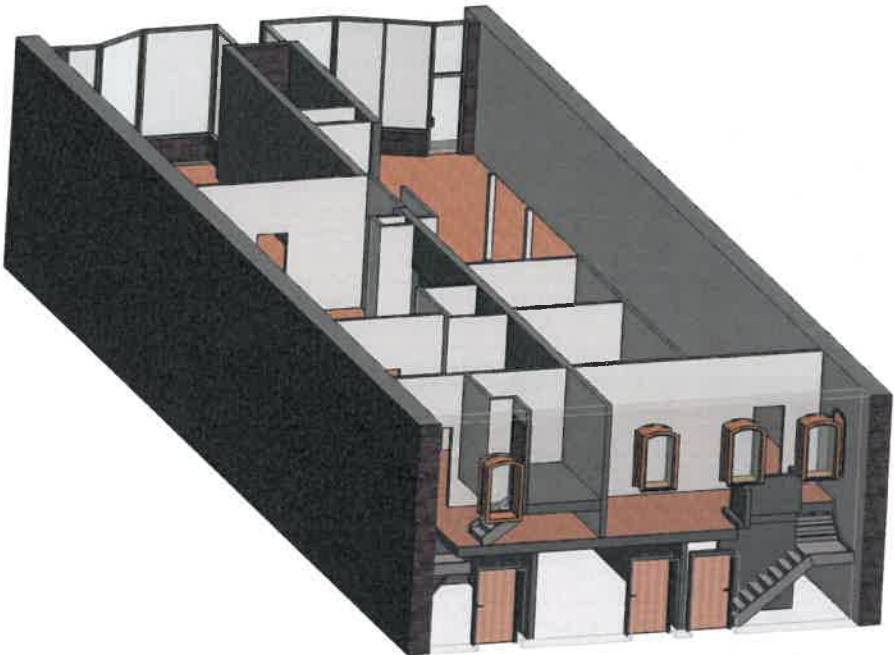
Existing Dims
26-30 N. Main
St.

STORE FRONT

Project number	VENT-1
Date	8/15/18
Drawn by	JAMMA
Checked by	Checker

105

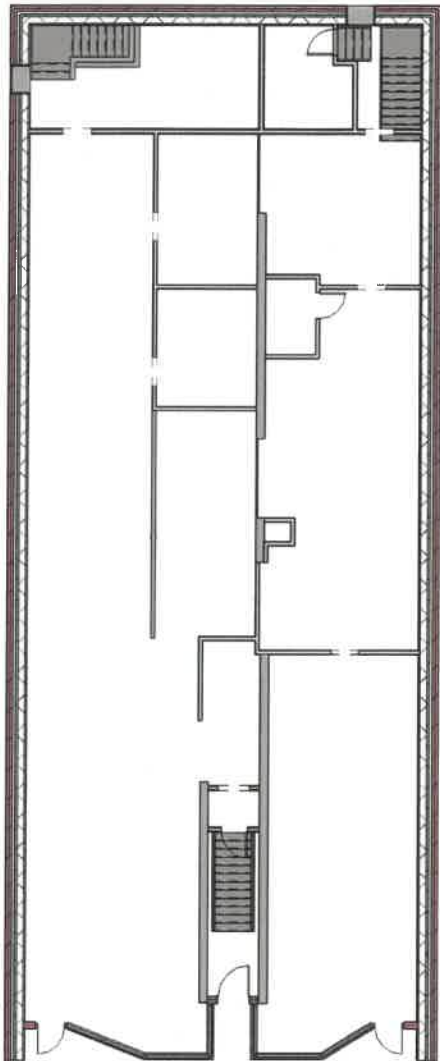
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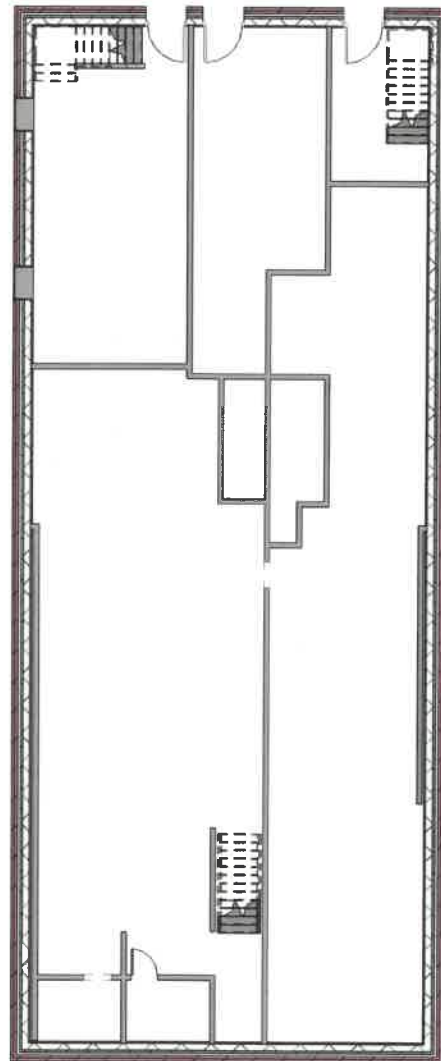
1 rear 3d for sheet

VENTINA LLC		
Consultant Address Address Phone Fax e-mail		
No.	Description	Date
Existing Dims 26-30 N. Main St. REAR VIEW		
Project number		VENT-1
Date		8/15/18
Drawn by		JAMMA
Checked by		Checker
106		
Scale		

8/16/2018 6:14:44 AM



② MAIN ST. LEVEL 1 BLANK
1/16" = 1'-0"



① Level 03 - T.O. Basement Slab BLANK
1/16" = 1'-0"

VENTINA LLC

JAM's Mechanical Advantage

Existing Dims
26-30 N. Main
St.

EXISTING LAYOUT

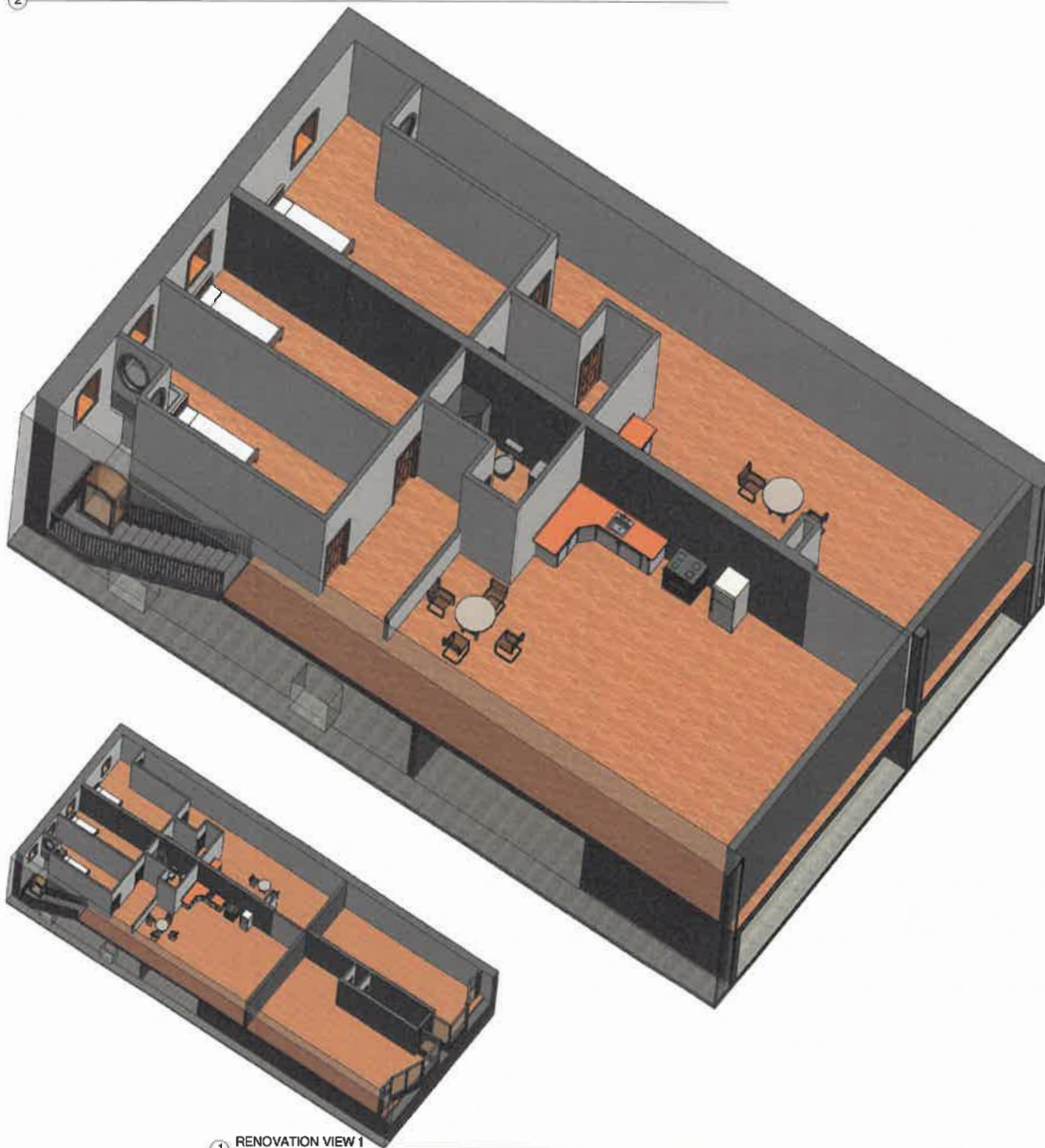
Project number	VENT-1
Date	8/15/18
Drawn by	Author
Checked by	Checker

107

Scale 1/16" = 1'-0"

8/16/2018 6:14:45 AM

2 RENOVATION VIEW 1 A



1 RENOVATION VIEW 1

VENTINA LLC

Consultant
Address
Address
Phone
Fax
e-mail

No.	Description	Date

MAIN LEVEL

26-30 N. Main St.

RENOVATION LAYOUT

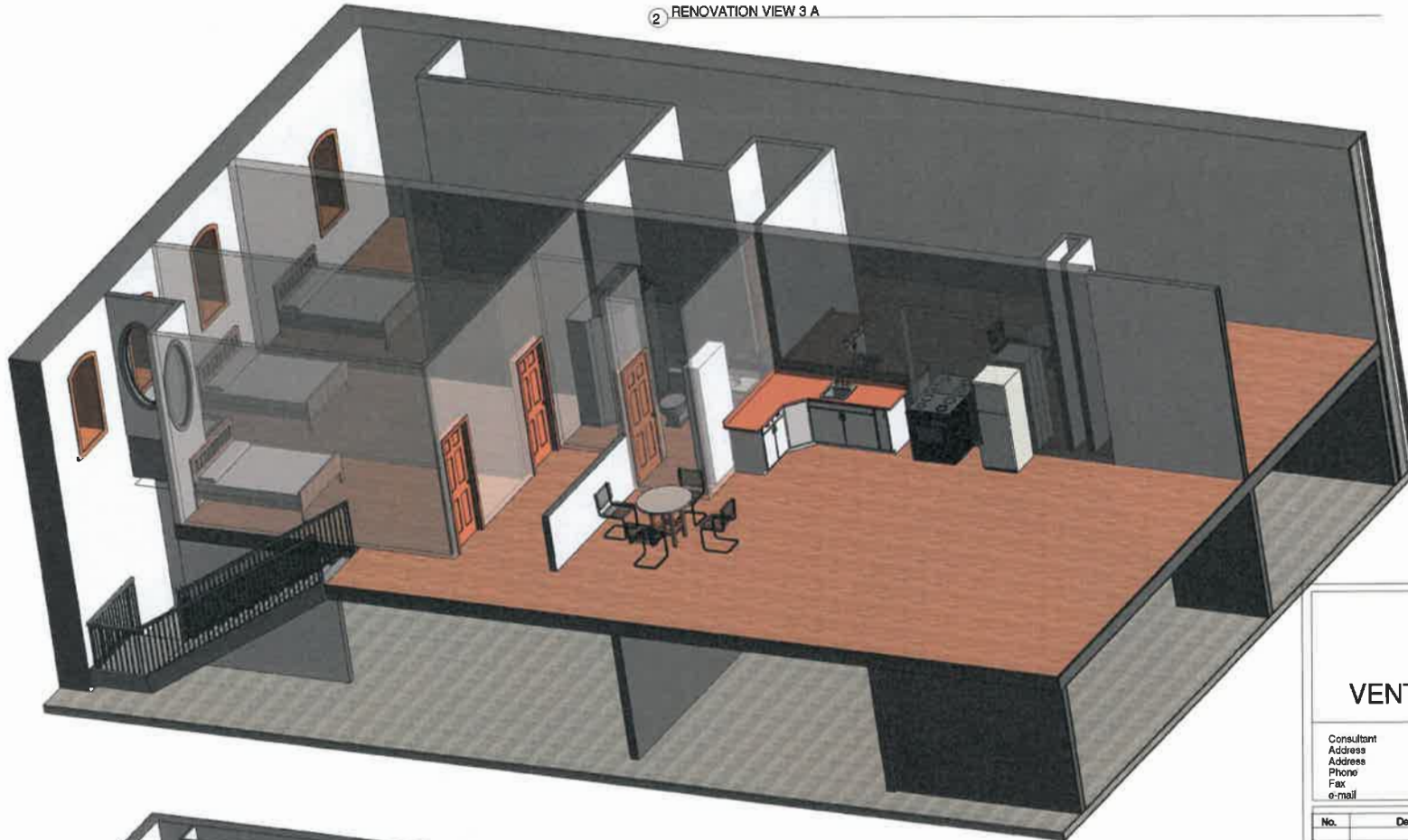
Project number VT-2
Date 9/15/18
Drawn by JAMMA
Checked by Checker

204

Scale

9/15/2018 11:35:17 AM

2 RENOVATION VIEW 3 A



VENTINA LLC

Consultant
Address
Address
Phone
Fax
e-mail

No.	Description	Date

MAIN LEVEL
26-30 N. Main St.
RENOVATION
LAYOUT

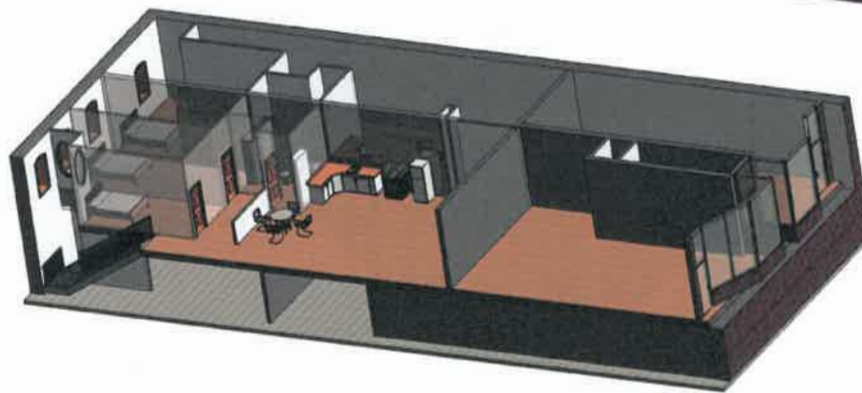
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Date 9/15/18
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Checked by Checker

205

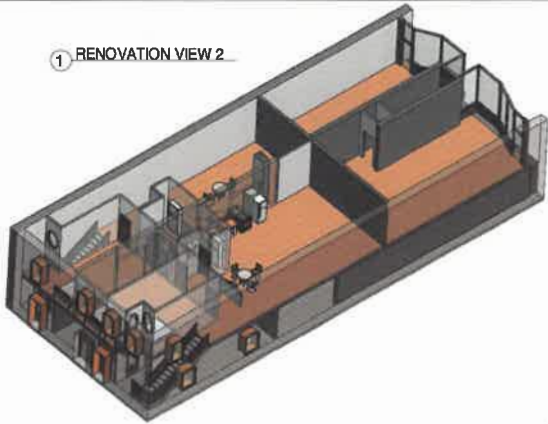
Scale

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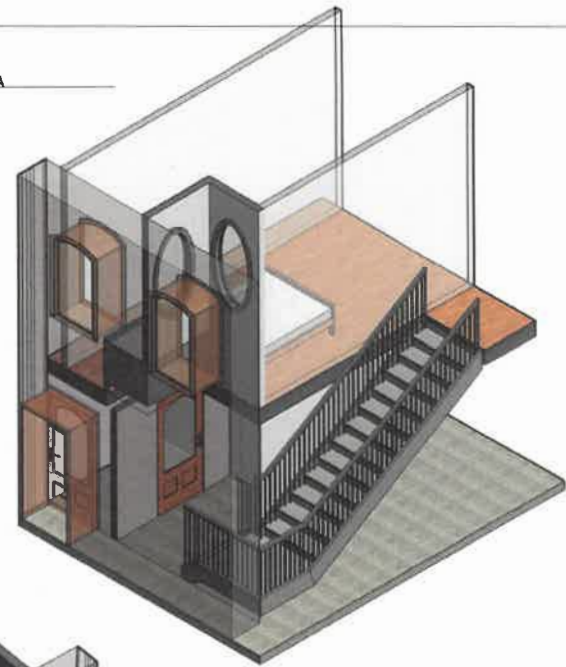
1 RENOVATION VIEW 3



① RENOVATION VIEW 2



② RENOVATION VIEW 2A



③ RENOVATION VIEW 2B

VENTINA LLC

Consultant
Address
Address
Phone
Fax
e-mail

No.	Description	Date

MAIN LEVEL 26-30 N. Main St. RENOVATION LAYOUT

Project number VT-2
Date 9/15/18
Drawn by JAMMA
Checked by Checker

206

Scale

9/15/2018 11:33:20 AM

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City Clerk's Office

Resolution Authorizing Transfer from the General Fund Unassigned Fund Balance to the School Building Capital Reserve Fund in the amount of \$1,664,787.00

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

Pursuant to New Hampshire RSA Chapter 34, that One Million Six Hundred Sixty Four Thousand Seven Hundred Eighty Seven Dollars (\$1,664,787.00) be, and hereby is, transferred from the General Fund Unassigned Fund Balance to the School Building Capital Reserve Fund, which was created by the City Council by way of Resolution on December 15, 2015.

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 Clerk's Office



12/03/2020

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 - School Building Capital Reserve Fund

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

AGENDA DATE	03/03/2020		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	01/31/2020		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

COMMITTEE SIGN-OFF

COMMITTEE	NA
CHAIR PERSON	NA

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE DEPARTMENT APPROVAL	
SOURCE OF FUNDS	General Fund Unassigned Fund Balance
ACCOUNT NUMBER	17040051-593011-205xx
AMOUNT	\$1,664,787.00
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITYCity Council Action Required
Public Hearing Required

RSA 34:1 (Capital Reserve Funds) and School Building Fund resolution adopted by City Council on December 15, 2015.

SUMMARY STATEMENT

Transfer of funds from the City's General Fund "Unassigned Fund Balance" to the City's School Building Capital Reserve Fund.

The General Fund Unassigned Fund Balance "surplus" for Fiscal Year 2019 was \$4,742,193 as confirmed by the Independent Auditor and set forth on page 46 of the FY19 audited financial statements.

The School Building Fund stipulates "The City Council ... may ... transfer to such fund ...not more than 1/2 of its ... surplus ... after the annual audit presentation by the independent auditor ..."

1/2 of the Fiscal Year 2019 surplus is \$2,371,096.

RECOMMENDED ACTION

Council authorization to transfer \$1,664,787 from the General Fund Unassigned Fund Balance to the City's School Building Capital Reserve Fund.

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 ☒ **School Building Capital Reserve Fund**Fund Type: Annual Lapsing ☒ Multi-year Non-Lapsing ☐**Deauthorization**

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

Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	17040051	593011	205xx	-	-	1,664,787.00
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	11081	406101		-	-	1,644,787.00
2				-	-	-
3				-	-	-
4				-	-	-

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced ☐Funds will be returned ☐

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City Clerk's Office

Resolution for Supplemental Appropriation and Authorizing Borrowing Authority
Pursuant to RSA 33:9 to the Department of Public Works (DPW) Sewer Capital
Improvements Plan (CIP) Fund for NPDES Permit Technical and Legal Assistance in an
amount not to exceed \$300,000.00

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

That the Mayor and City Council of the City of Rochester hereby appropriate an amount not to exceed Three Hundred Thousand Dollars (\$300,000.00) to the DPW Sewer CIP Fund for the purpose of paying costs associated with procuring technical and legal assistance related to the NPDES Permit, and further;

In accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, be, and hereby is authorized to borrow the sum of Three Hundred Thousand Dollars (\$300,000.00) through the issuance of bonds and/or notes, and/or through other legal form(s), 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. Such borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter to the extent required, necessary and/or appropriate

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 Clerk's Office



12/03/2020

City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT

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

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

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

--

SUMMARY STATEMENT

RECOMMENDED ACTION

AGENDA BILL - FUNDING RESOLUTION**EXHIBIT**Project Name: Date: Fiscal Year:

Fund (select):

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

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

Appropriation

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

Revenue

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

DUNS # CFDA # Grant # Grant Period: From
To

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

Reimbursement Request will be reduced Funds will be returned

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City Clerk's Office

Resolution Authorizing the Issuance of
Refunding Bonds in accordance with RSA 33:3-d

WHEREAS, the City of Rochester, New Hampshire (the "City") has issued certain \$9,263,000 General Obligation Bonds dated January 15, 2010 (the "2010 Bonds"), which 2010 Bonds that mature on January 15 of the years 2021 through 2030, inclusive, currently outstanding in the aggregate principal amount of Three Million Four Hundred Fifty Thousand Dollars (\$3,450,000.00) are eligible to be refunded at par on any interest payment date on or after January 15, 2020 (the "Refunded Bonds"); and

WHEREAS, it appears likely that bonds issued today would have a net interest cost less than the net interest cost on the Refunded Bonds; and

WHEREAS, the City may be able to realize debt service savings by issuing certain refunding bonds (the "Refunding Bonds"), the proceeds of which would be utilized to current refund the Refunded Bonds and to pay certain other costs relating thereto;

NOW THEREFORE, BE IT RESOLVED that the City, acting by and through its Mayor and City Council, hereby authorizes the issuance of Refunding Bonds pursuant to the provisions of RSA 33:3-d, the proceeds of which shall be utilized to current refund the Refunded Bonds, to pay the redemption premium, if any, applicable thereto, any principal and interest coming due on the Refunded Bonds prior to any redemption date, and to pay the costs of issuance of the Refunding Bonds, including any costs of credit enhancement; provided, however, that such refunding is only authorized to the extent that the same will achieve a net present value debt service savings in an amount equal to at least three percent (3%) of the outstanding principal amount of the Refunded Bonds; and

IT IS FURTHER RESOLVED that the City Treasurer, with the approval of the City Manager, is hereby authorized to issue the aforesaid Refunding Bonds by entering into a Bond Purchase Contract with such bond purchaser or underwriter as they may deem appropriate in connection with the issuance of the Refunding Bonds to evidence the City's approval of the terms and conditions of the Refunding Bonds; and

IT IS FURTHER RESOLVED that an Escrow Contract and such other documents as shall be required in connection with the issuance of the Refunding Bonds shall be signed on behalf of the City by the aforementioned individuals, or such other individuals as may be required by state law or as may be specified by bond counsel; and engage such other professionals (including a Municipal Advisor, Escrow Agent, Verification Agent and Paying Agent), and to do such other things as are necessary to consummate the aforesaid refunding; and

IT IS FURTHER RESOLVED that all actions heretofore taken by the City consistent with the foregoing are hereby confirmed, ratified and approved.

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City Clerk's Office



12/03/2020

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 REFUNDING 2010 SERIES A GENERAL OBLIGATION BONDS - OUTSTANDING PRINCIPAL \$3,450,000	
COUNCIL ACTION ITEM <input checked="" type="checkbox"/> INFORMATION ONLY <input type="checkbox"/>	FUNDING REQUIRED? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> * IF YES ATTACH A FUNDING RESOLUTION FORM
RESOLUTION REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

AGENDA DATE	03/03/2020	
DEPT. HEAD SIGNATURE		
DATE SUBMITTED	02/25/2020	
ATTACHMENTS YES <input type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

COMMITTEE SIGN-OFF

COMMITTEE	NA
CHAIR PERSON	NA

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

FINANCE DEPARTMENT APPROVAL	
SOURCE OF FUNDS	REFUNDING BONDS
ACCOUNT NUMBER	NA
AMOUNT	\$3,450,000
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

CITY COUNCIL (RSA 33:3-d)

SUMMARY STATEMENT

THIS REQUEST IS FOR THE CITY COUNCIL OF THE CITY OF ROCHESTER TO AUTHORIZE THE CITY MANAGER AND CITY TREASURER TO PROCEED WITH THE ISSUANCE OF REFUNDING BONDS WITH RESPECT TO THE 2010 GENERAL OBLIGATION BONDS THAT WERE ISSUED IN JANUARY 2010. THE 2010 BONDS THAT MATURE ON JANUARY 15 OF THE YEARS 2021 THROUGH 2030, INCLUSIVE, IN THE AGGREGATE OUTSTANDING PRINCIPAL AMOUNT OF \$3,450,000 ARE ELIGIBLE TO BE REFUNDED AT PAR ON ANY INTEREST PAYMENT DATE ON OR AFTER JANUARY 15, 2020.

THIS REFUNDING IS ONLY AUTHORIZED TO THE EXTENT THAT THE SAME WILL ACHIEVE A NET PRESENT VALUE DEBT SERVICE SAVINGS IN AN AMOUNT EQUAL TO AT LEAST THREE PERCENT (3%) OF THE OUTSTANDING PRINCIPAL. WHILE THE ACTUAL SAVINGS CANNOT BE DETERMINED UNTIL THE BIDS ARE RECEIVED ON THE DAY OF THE BOND SALE, THE CURRENT ESTIMATED PRESENT VALUE SAVINGS (NET OF ALL EXPENSES) IS APPROXIMATELY \$342,000.

RECOMMENDED ACTION

RECOMMEND COUNCIL APPROVAL TO ISSUE REFUNDING BONDS.

12/03/2020

PERMIT APPLICATION
ROCHESTER, NEW HAMPSHIRE
LICENSE BOARD APPROVAL

RECEIVED

MAR 6 2020

City Manager's Office
City of Rochester

Name of Organization: FRONT ROW WRESTLING
Street/Mailing Address 84 CONANT ST
City/Town DANVERS MA 01923

Non-Profit Identification Number: _____

Contact Person ANTONIO CIRUOLO
Telephone 978-766-8549 E-Mail Address: ANTONIO.CIRUOLO@GMAIL.COM

Information About the Event:

Type of Event WRESTLING Date & Time MAY 2, 2020
Location of Event 94 EXETER AVE Approximate number of people expected: 200
Will Security Service be Provided: Y

***Alcohol Waiver for Non Profit Groups**

Type of Alcohol to be Served: _____
Are you in compliance with all State Liquor Licensing Laws? Yes ___ (Provide Copies) No ___

Parade/Race (if necessary, you may attach a map of the route)

Requested Route: _____

Banners

Location(s) requested: _____ Dates Requested: _____

****Raffle**

Prizes to be Awarded _____ Amount of Donation _____
Date & Time of Drawing _____ Place of Drawing _____

Solicitation

Name _____ Vehicle Make & Model _____
Name _____ Vehicle Make & Model _____

Wrestling/Boxing

State of New Hampshire Boxing Commission Application must accompany the City Application. A fee of \$25.00 will be charged for this permit

I CERTIFY THAT THE STATEMENTS ABOVE ARE TRUE AND CORRECT. I understand that my misrepresentation of information on this form may result in denial of permit by the Licensing Board.

Signature Antonio Ciruolo Date 28 FEB 20

*Under Chapter 21 – Recreation, Parks, and Youth Services (21.2J) alcohol may be served in City parks only upon approval of this waiver request by the Rochester City Council. Only non-profit organizations are eligible to apply for this waiver.

**A raffle is to be conducted in accordance with RSA 287-A:7 of the New Hampshire Revised Statutes Annotated.

-----Office Use Below-----

Request Approved: _____ Request Denied _____
Date of Council Decision _____
Conditions: _____

Comments from Police/Other Staff (If Appropriate): _____

Staff Signature _____

COPY

ck #1197 rec'd 8ER

State of New Hampshire
Boxing and Wrestling Commission

APPLICATION FOR PROMOTER'S PERMIT

The undersigned hereby applies for a permit to hold a fighting sports competition in accordance with RSA 285 and N.H. Code Admin. Rules Box 100-800:

NAME OF ORGANIZATION: FRONT ROW WRESTLING
 ADDRESS: 84 CONANT ST
DANVERS MA 01923

NAME OF CONTACT PERSON: ANTONIO CIRUOLO
 ADDRESS: 84 CONANT ST
DANVERS MA 01923
 TELEPHONE: 978-766-8549
 E-MAIL: ANTONIO.CIRUOLO@GMAIL.COM

LOCATION OF EVENT: 94 EASTERN AVE ROCHESTER NH

DATE OF EVENT: MAY 2, 2020

ATTACH THE FOLLOWING TO THIS FORM:

- 1) Preliminary list of fighters;
- 2) Description of planned public safety measures, including law enforcement, private security guards, fire department and emergency medical staff;
- 3) Description of promoter's qualifications and experience; and
- 4) Application fee of \$100.

SIGNATURE OF AUTHORIZED AGENT: _____
 DATE: _____

NOTE TO APPLICANTS-Promoters are required to pay a tax of 5% of the gross receipts of paid admissions to an event. Promoters, fighters, officials and all event participants are required to comply with all of the provisions of Box 300-800, available at www.nh.gov/boxing.

COMMISSION ACTION: GRANTED _____
 DENIED _____
 DATE _____

February Department Reports:

- 5.1 Assessor's Office P. 69**
- 5.2 Building, Zoning, and Licensing Services P. 71**
- 5.3 City Clerk's Office P. 75**
- 5.4 Department of Public Works P. 79**
- 5.5 Economic & Community Development P. 85**
- 5.6 Finance Office P. 91**
- 5.7 Planning & Development Department P. 99**
- 5.8 Recreation & Arena P. 103**
- 5.9 Rochester Fire Department (*forthcoming*) P. 105**
- 5.10 Rochester Police Department P. 107**
- 5.11 Rochester Public Library P. 127**
- 5.12 Tax Collector's Office P. 129**
- 5.13 Welfare Department P. 131**

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City Clerk's Office



City of Rochester, New Hampshire

Assessor's Office

19 Wakefield Street

Rochester, New Hampshire 03867-1915

(603) 332-5109

Email: assessor@rochester.net

Web Site: www.rochesternh.net

March 11, 2020

To: City Manager/Council

From: Theresa Hervey, Assessing

Subject: January/February Council Report

Revenue Received/Collection Warrants issued:

Property Record Cards & Map Copies	\$	81.50
Added List Tax Bills Warrant	\$	8,356.44
Timber Tax	\$	577.62

- The field staff continues to inspect properties that have been issued building permits this year and any that were not complete last year (as of 4/1/2019).
- 150 tax year 2019 abatement applications have been received and are being reviewed (approximately 1% of the 13,700 City parcels).
- Staff is in the process of reviewing 120 (new and renewing) elderly and disabled exemption applications.

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City Clerk's Office

End of Month Council Report

12/03/2020

To the Honorable Mayor and City Council of the City of Rochester, the following is a summary of the revenue collected and the activities performed by the Department of Building, Zoning and Licensing Services for the month of February 2020 with the fiscal Year to Date

The following data is subject to adjustment & revision pending further review and analysis as well as year-end closing adjustments.

Department Revenue

Permit Type	February 2020	Year to Date
Building Permits	\$9,074.00	\$248,793.80
Electrical Permits	\$2,448.00	\$28,537.00
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$1,234.00	\$12,333.00
Zoning Permits	\$195.00	\$2,400.00
FireSuppression Permits	\$0.00	\$337.00
FireAlarm Permits	\$83.00	\$2,240.00
Sprinkler Permits	\$37.00	\$7,915.00
Mechanical Permits	\$2,703.00	\$27,224.00
Food_Milk Licenses	\$175.00	\$5,676.50
Taxi Licenses	\$200.00	\$800.00
General Licenses	\$425.00	\$2,880.00
Net Revenue	\$16,574.00	\$339,136.30

End of Month Council Report

12/03/2020

Building Permit Detail

New Permits		February 2020		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Non-Residential	1	\$130,000.00	2	\$138,500.00
	Addition - Residential	0	\$0.00	5	\$179,000.00
	Alteration - Residential	10	\$430,777.00	53	\$1,580,193.00
	Alterations- Non Residential	2	\$101,000.00	20	\$1,930,932.00
	Apartment	0	\$0.00	10	\$8,056,022.00
	Barn	1	\$95,000.00	3	\$180,000.00
	Building - Non-Residential	0	\$0.00	4	\$16,454,207.00
	Condo	0	\$0.00	0	\$0.00
	Deck	1	\$5,000.00	53	\$298,940.00
	Demolition	2	\$21,000.00	21	\$116,840.00
	Fence	2	\$14,094.00	31	\$159,141.61
	Footing/ Foundation	2	\$0.00	40	\$294,421.00
	Garage	0	\$0.00	14	\$350,300.00
	Impact Fees	0	\$0.00	0	\$0.00
	Manufactured Home	0	\$0.00	13	\$924,500.00
	New Home	1	\$200,000.00	28	\$4,779,287.00
	Other	0	\$0.00	7	\$143,256.00
	Pool - Above Ground	0	\$0.00	4	\$41,750.00
	Pool - In Ground	0	\$0.00	3	\$92,350.00
	Repair/Replace - Non-Residential	1	\$1,283,350.00	8	\$1,512,700.00
	Repair/Replace - Residential	3	\$56,566.17	23	\$208,566.17
	Roofing	5	\$75,951.00	71	\$1,038,234.00
	Shed	1	\$600.00	27	\$86,035.00
	Siding	2	\$28,000.00	10	\$68,748.92
	Sign	1	\$800.00	14	\$82,820.00
	Windows	3	\$5,155.00	33	\$273,406.00
Electrical Permits	Electrical Underground	1	\$1,200.00	4	\$422,200.00
	Generator	1	\$2,200.00	18	\$119,085.00
	Low Voltage	0	\$0.00	3	\$79,000.00
	Meters	0	\$0.00	4	\$76,500.00
	Service	3	\$102,500.00	23	\$349,957.97
	Solar Electric System	0	\$0.00	12	\$204,388.00

End of Month Council Report

12/03/2020

	Temp Service	0	\$0.00	0	\$0.00
	Wiring	22	\$176,794.98	243	\$3,390,892.97
FireAlarm Permits	Fire Alarm Permit	1	\$5,000.00	3	\$32,815.00
FireSuppression Permits	Fixed Fire Suppression System	0	\$0.00	2	\$23,600.00
Mechanical Permits	Air Conditioning	3	\$17,018.00	27	\$309,717.00
	Furnace/Boiler	23	\$197,486.00	142	\$1,566,433.00
	Gas Line	3	\$2,760.00	20	\$21,570.00
	Gas Piping	3	\$18,931.00	41	\$119,910.00
	Heating	3	\$7,043.00	44	\$861,436.00
	Hot Water Heater	2	\$4,530.00	17	\$50,464.00
	Mechanical Underground	0	\$0.00	0	\$0.00
	Other	1	\$5,800.00	6	\$288,000.00
	Pressure Testing	0	\$0.00	16	\$6,100.00
	Propane Tank	9	\$5,690.00	86	\$40,532.00
	Sheet Metal Work	0	\$0.00	0	\$0.00
	Tank Installation	2	\$8,810.00	52	\$118,673.08
	Ventilation	1	\$4,300.00	11	\$77,620.00
Plumbing Permits	Plumbing	14	\$83,574.00	110	\$1,398,099.00
	Water Heater	0	\$0.00	9	\$18,420.00
Sprinkler Permits	Fire Sprinkler Systems	0	\$0.00	6	\$98,735.00
	Total Permit Issued	130	\$3,090,930.15	1396	\$48,664,297.72



City of Rochester, New Hampshire

Department of Building, Zoning & Licensing Services

ZONING MONTHLY REPORT - FEBRUARY 2020

New Cases:

Z-20-01 717 Rochester Holdings, LLC applicant seeks *Variance* from section 5.5(b)(3) and 5.5(c)(3) of the Zoning Ordinance to permit off-street parking spaces in the front yard of property in the NMU Zone.

Location: 717 Columbus Ave, Rochester NH 03867, MLB 0131-0007-0000 in the NMU Zone.

Variance was denied

Z-20-02 Rochester Assembly of God DBA Revolution Church applicant seeks *Variance* from Table 18-B of the Zoning Ordinance to permit Office Professional offices in an R1 Zone.

Location: 87 Lowell St, Rochester NH 03867, MLB 0133-0044-0000 in the R1 Zone

Variance was denied



City Clerk's Office
 City Hall - First Floor
 31 Wakefield Street, Room 105
 ROCHESTER, NEW HAMPSHIRE 03867-1917
 (603) 332-2130 - Fax (603) 509-1915
 Web Site: <http://www.rochesternh.net>



City Clerk's Report February 2020

Vital Statistics

As reported in the revenue chart below, the City Clerk's staff issued 294 initial copies of vital records, and 149 subsequent copies of vital records in the month of February. The City Clerk's staff issued 13 Marriage Licenses.

The New Hampshire Division of Vital Records Administration generated the following report of statistics for the City of Rochester:

- 9 births were reported in Rochester during the month of February, none of these children were born to Rochester residents.
- 25 resident deaths were reported in Rochester.
- 5 couples celebrated their wedding ceremony in Rochester during the month of February.

Revenue – Vital Records/Marriage Licenses

	2019		2020	
	State	City	State	City
Initial/Subsequent copies:	\$3,360	\$3,074	\$3,097	\$2,083
Marriage Licenses:	\$430	\$70	\$559	\$91
Total:	\$3,790	\$3,144	\$3,656	\$2,894

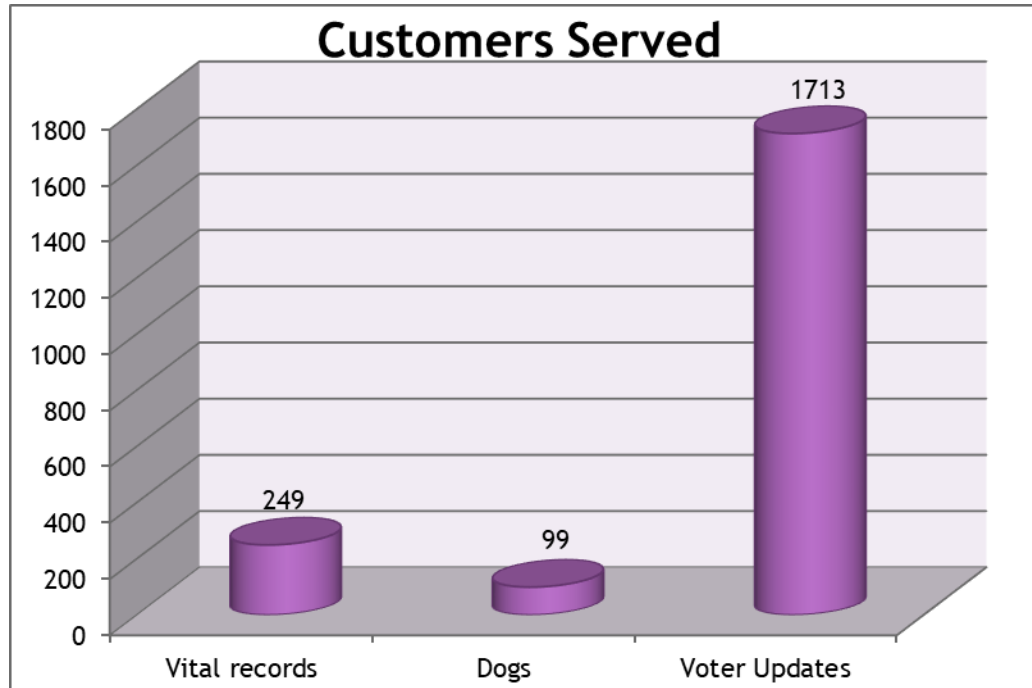
Dog Licensing

The City Clerk's office licensed 99 dogs during the month of February. There were \$50 in Civil Forfeiture fees collected.

All Rochester residents owning dogs are required to have their dog updated on rabies vaccination and have their dog licensed with the City by April 30, 2019. The fiscal year 2020 dog tags

are now available in the City Clerk's office. The online portal for dog registrations will be available in early March for residents wishing to register their dog(s) online.

Customers Served during the month of February 2020



The Supervisors of the Checklist held a session on February 5, 2020 in the City Clerk's Office. This session was held to approve all new voter registrations received by the Clerk's office, to make changes and removals to the voter checklist, and also to allow residents a last opportunity to register to vote prior to the closing of the checklist. Unregistered residents wishing to vote who missed the cutoff were able to register at the polls on Election Day.

The large volume of voter registrations changes listed in the chart above include the changes accepted by the Supervisors of the Checklist at their February 5 session as well as new voter registrations on Election Day

Voter registration summary by party as of February 29, 2020:

Ward	Democrats	Republicans	Undeclared	Totals
1	1,455	1,305	1,025	3,785
2	1,037	1,121	1,642	3,800
3	1,140	1,226	1,409	3,775
4	953	803	1,682	3,438
5	984	1,110	1,483	3,577
6	1163	841	1,225	3,229
Totals:	6,732	6,406	8,466	21,604

Elections

The Presidential Primary Election was held on Tuesday, February 11, 2020. Citywide voter turnout came in around 40% and there were a total of 997 new voters registering on Election Day.

The Republican winner was Donald J. Trump who received 2898 of a total 3343 votes cast in the field of 17 candidates. The next closest Republican candidate was Bill Weld with 191 votes. The Democratic winner was Bernie Sanders who received a total of 1479 of a total of 5468 votes cast in the field of 33 candidates. The next closest Democratic candidate was Pete Buttigieg with 1246 votes.

The next election will be the New Hampshire State Primary to be held on September 8, 2020.

Respectfully submitted,

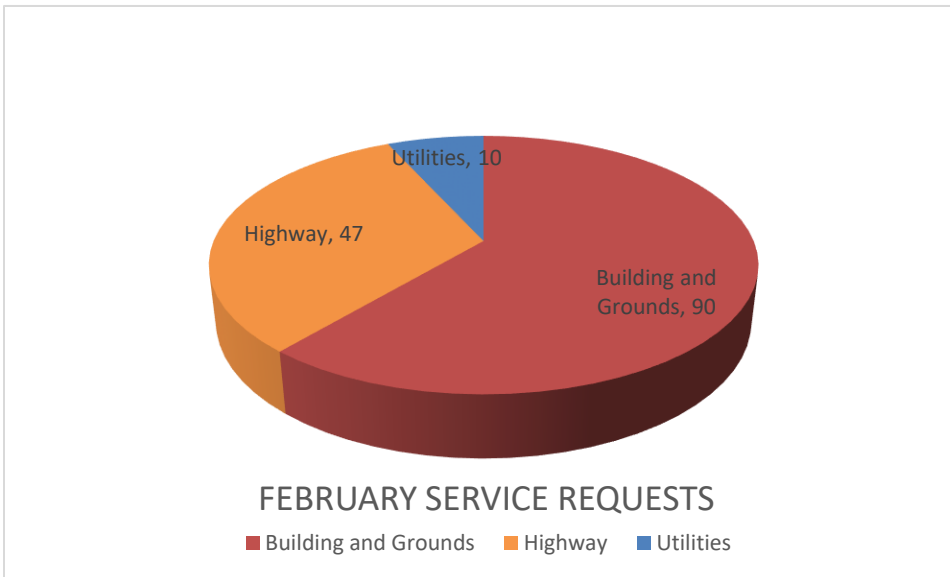
Cassie Givara
Deputy City Clerk

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City Clerk's Office

ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT FEBRUARY 2020

In addition to the scheduled work performed, the Department of Public Works responded to approximately 147 requests for service in the month of January. The Highway Division had 47 requests that ranged from pothole repairs, traffic light maintenance, clean storm drains Repair Street signs, repair mailboxes from plow damage during winter snow maintenance and plowed sidewalks. The Utilities Division responded to 10 requests including sewer concerns, water and sewer inspections, daily digsafe mark outs and discolored water complaints. Buildings and Grounds Department completed 90 service requests including street-light repairs, repair leaky toilets and roof, changed ballasts and fluorescents bulbs, filling janitorial supply orders for departments, replacing light covers, clean buildings, replace ceiling tiles and scrubbing stairwells.



HIGHWAY & FLEET MAINTENANCE WORK COMPLETED:

- Patched pot holes
- Repaired a couple catch basins thought out the city
- Cleaned 46 catch basins
- Repaired mail boxes
- Plow and treat 7 winter storm events 12" of snow, sleet and freezing rain
- Open storm drain for rain events
- Removed 3,249 yards of snow
- Worked on GIS all street signs
- Repaired and installed street signs thought the City
- Brush trimming through-out the city
- Changed serval plow blades
- Replaced starter on Gonic fire generator
- Repaired sander on side walk tractor #7
- Repaired fuel line on dump truck #17
- Repaired side mirror on six wheel dump #8
- Replaced sander grates on ten wheel dump #12 and #9
- Rebuilt rear end in side walk tractor #4
- New tires on the hot box
- Replaced 2 sander bearing
- Replaced back up alarm on six wheel dump #18
- Changed out blades on several plows
- Replaced pins and bushing oncCat loader #38
- Repaired bucket on Dae-Woo excavator

- Prepped new six wheel dump #19
- Replaced tires on six wheel dump #8
- Repaired wing pole on six wheel dump #55
- Replaced heater motor on one ton truck #49
- Lube, oil and filter service on 6 vehicles
- Several minor repairs on several vehicles

UTILITIES DIVISION

Utilities Division completed 10 service requests which included performing monthly maintenance on sewer cleaning in problematic areas. In addition to daily utility mark outs for digsafes, staff responded to emergency sewer backups and did water and sewer inspections and had some water discoloration calls. Utilities Division removed snow removal from the fire hydrants. Staff introduced smoke with the smoke machine to the sewer near Maple Street School area to locate a sewer line break in the schools basement. Light equipment operator continues with his 10 week training for water systems through New Hampshire Water Works Association. George Steele was promoted to Heavy Equipment Operator.



Smoke Testing

BUILDING AND GROUNDS DIVISION

Building and Grounds Division completed 90 work requests including street-light repairs, repair leaky toilets and roofs, changed ballasts and fluorescent bulbs, filling janitorial supply orders for departments, replacing light covers, clean buildings, removed snow from sidewalks, unlocked doors, filled sand bins and set up for voting. Building and Grounds worked on projects including stripped and waxing floors at City Hall, painted stairwells and hallways at the Police Department, the handicap lift was installed at City Hall, 7 new light poles were installed in the Congress Street parking lot. Two projects were done at the Gonic Fire Station, in the basement an interior perimeter drain system was installed to keep the basement from flooding and in the kitchen new flooring was installed and the kitchen was painted, ceiling tiles were replaced, new cabinets, appliances and countertops were installed.



Drainage System-Gonic Fire Basement



Kitchen Remodel-Gonic Fire



Light Installation-Congress Street



Stripped and Waxed-City Hall Floors

WASTEWATER TREATMENT DIVISION

The Wastewater Treatment Facility is working closely with a number of communities in response to EPA's Draft Great Bay Total Nitrogen General Permit, comment period has been extended to April 8th, 2020. Dewatering and Chemical Storage facility upgrade continues to move forward – the lion's share of work this month has been on concrete and rebar. The automation project has started a trial run of a new computer program. Staff attended state sponsored training classes. The preconstruction meeting for the River Street Pump Station Upgrade Project was held, project to start ASAP. The Route 11 Pump Station Project is expected to have 90% plans to be submitted first part of March for City review and comment. The conceptual design are completed for Tara Estates Pump Station. They are continuing to work with the consultant to correct underground storage tank noncompliance issues and working with Eversource on rebate for automation project. Two industrial pretreatment inspections were scheduled. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation at the WWTF and pump stations. All required testing for the EPA and NHDES has been completed and submitted. Average effluent flow for the month was 3.510 Million Gallons per Day (MGD). Percent of design flow for the month = 69.8%. Percent of design flow for 2020 = 73.3%. Precipitation for the month = 3.16". Precipitation for 2020 = 5.96".



WWTF Upgrade Dewatering Building

WATER TREATMENT DIVISION

Treated water volume for the month of February was approximately 45.6 million gallons from the surface water treatment facility and 9.5 million gallons from the well for a total 55.1 million gallons delivered to our customers. All water quality testing and monitoring was completed in accordance with NHDES requirements. We are pleased to report that the City of Rochester again met all State and Federal standards for drinking water. UCMR4 assessment monitoring 1&2 for disinfection byproducts commenced this month. Watershed inspections were conducted at the Crown Point Crossing, Round Pond, Rochester Reservoir, Berry Pond, Tufts Pond, and the diversion dam/pipelines. Additional snow fence was installed at Berry Pond. The stream gage batteries and desiccants were inspected and maintained. Warm weather and rain has removed some of the snow cover and increased runoff into the reservoir. All reservoirs are filled to capacity. Equipment and grounds maintenance was performed at the plant, well and tanks/stations. General housekeeping and preventative maintenance procedures were undertaken at the stations and the Cochecho Well. Maintenance at the WTF included continuation of the sedimentation basin cleaning cycle: number three has been drained and cleaning is underway; sludge turbidity/tootsie roll profiling using our new solitax instruments has started for basin #1; housekeeping was performed campus wide; and staff have begun mechanical/process improvements related to the filter backwash recycle system. The HVAC improvement project continued this month. Auxiliary boiler installation and propane conversion is underway. Staff are engaged in monitoring upcoming regulations, particularly the lead and copper rule, and have participated in stakeholder meetings, discussions and webinars. Staff attended a Public Water Fluoridation Symposium. Alum sludge lagoon B hydrosolids were stockpiled this month. Many thanks to the WWTF and SUR construction.



Hydrosolids



New Solitax Submersible Sludge Turbidimeter

ENGINEERING

- **Asset Management:** The City is working with the selected vendor for the new Asset Management software for implementation; the software is now available for use by staff and a formal “go live” date will likely be set for early May. Efforts continue to improve the GIS data layers for City infrastructure, including the City’s stormwater network, which is required by the MS4 Permit. The City has incorporated sidewalk condition assessment data from SRPC. In addition to inventory work, staff continue to populate more detailed information such as asset age, material and condition on all of our assets and coordinate with our consultants to develop baseline information related to our water, sewer, stormwater systems’ “level of service”, “likelihood of failure”, “consequence of failure” and “life cycle cost analysis”.
- **Colonial Pines Sewer Extension:** Final paving of Railroad Avenue was postponed until until completed some planned gas main installation work; this paving work will be completed in spring 2020. Phase 2 includes extension of the sewer from Birch Drive across Old Dover Road to Juniper Street, Towle Street, Vinewood Lane, Susan Lane, Hickory Lane, and a portion of Hillside Drive. The scope of the Phase 2 construction has now been modified to include sewer on Wildwood Lane and a portion of Tingley Street, as well as drainage improvements within the project area. A majority of the sewer installation work has been completed and about half of the homes have been connected to the new public sewer mains. Given the additional work, construction of Phase 2 will continue through the 2020 construction season. Funding for a future phase of this multi-phased sewer extension program has been approved in

the FY20 CIP budget. Additional funding for a final phase of sewer extension and drainage improvements in future phases will be requested in upcoming CIP budgets.

- **Pavement Maintenance & Rehabilitation:** The City's 2019 paving rehabilitation program is essentially complete, with only final minor work remaining, including some striping and painting to be completed in the spring of 2020. The FY20 Paving list has now been approved and includes: Chapman, Huckins, Jonathan, and portions of Columbus, Cross and Salmon Falls; paving work is anticipated to begin on these streets in the spring of 2020.
- **Strafford Square Roundabout:** Final design continues. Bidding of the roundabout construction contract is now anticipated for late 2020. Prior to that contract and in preparation for that construction, a utility infrastructure contract is anticipated to be bid and constructed in 2020. Right-of-way and easement negotiations are being completed in preparation for the construction contracts.
- **Granite Ridge Development – Phase 2:** A scoping meeting was held in July between the City, Waterstone, and NHDOT; as a result of this meeting, a revised traffic impact analysis study was completed in November 2019. Further meetings with NHDOT and Waterstone in early 2020 will direct the development of a design package for bidding of the public infrastructure to be constructed with TIF funds per the Developers Agreement.
- **Granite State Business Park Water Main Interconnection:** Construction of the water main in Shaw Drive began in January 2020.
- **Water Treatment Plant Residuals Disposal:** An evaluation of alternatives has determined that the most cost effective method of disposal of residuals generated at the Surface Water Treatment Plant is an upgrade of the existing pipeline and addition of an attenuation tank. Design of the attenuation tank has begun. Funds for the implementation of this upgrade have either been approved in CIP budgets previously or will be requested in upcoming CIP budgets over the next few years.
- **WWTF Biosolids Dewatering Facility & Carbon Storage and Feed Building:** Construction of this project commenced in October 2019. Installation of steel piles to support the foundations of the two buildings was completed in January 2020. Pouring of concrete foundations is planned for March. Construction is expected to continue through 2020 into 2021.
- **River Street Sewer Pump Station Upgrade:** The construction contract was awarded in November 2019. Construction is anticipated to be completed within one year of Notice to Proceed.
- **Route 11 Sewer Pump Station Upgrade:** The 90% design documents are anticipated from the design consultant in March. This project is anticipated to be advertised for bids by June 2020, with construction occurring in 2020 and 2021.
- **WWTF Upgrades (various projects):** There are several projects on-going at the WWTF: Soda Ash System Replacement, Aeration System Automation, Aeration Basin Sidewall Blower Tie-in (Iris Valve) and Mechanical Mixers, Standby Power Interconnection for Aeration Blowers and Programmable Logic Controllers (PLC) Replacement. All of these projects are on schedule and moving toward completion in 2020.
- **Wastewater Interceptor Upgrades:** A Basis of Design Report has been received from the design consultant. This report summarizes alternatives and recommends a sewer collection system master plan before proceeding with final design. Funding for a Sewer System Master Plan was approved with the FY19 CIP Budget; consultant selection process will commence in the coming months.
- **NPDES Permits - Wastewater Treatment Facility & MS4 Permit (Stormwater):** In January 2020, USEPA Region 1 published in the Federal Register a draft General Permit for total nitrogen (TN) loading in the Great Bay Estuary watershed. This draft permit would add a TN load limit to the WWTF effluent, require a Nitrogen Optimization Plan and require contribution to the cost of a monitoring program in the estuary, as well as an optional non-point source/stormwater point source reduction pathway. Comments on the draft general permit are now due to EPA by April 8, 2020. A new draft individual National Pollutant Discharge Elimination System (NPDES) Permit for the Wastewater Treatment Facility (WWTF) has not yet been issued by USEPA Region 1. As far as the Municipal Separate Storm Sewer System (MS4) NPDES General Permit for stormwater, the 2017 NH Small MS4 General Permit, issued by USEPA Region 1, became effective on July 1, 2018; on September 28, 2018, the City submitted a Notice of Intent (NOI) to comply with this MS4 General Permit; and, on June 12, 2019, the City was granted authorization by USEPA Region 1 to discharge stormwater from Rochester's MS4 under this permit. The first annual report for the MS4 permit was submitted to EPA in September 2019.
- **New DPW Facility:** The construction contract was awarded in January 2020. Construction of the facility is anticipated to begin in the spring of 2020 and continue through June 2021. Trees are anticipated to be cut on site in early March in preparation for site work to begin once permitting is finalized.

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City Clerk's Office

Economic & Community Development



2/29/2020

MANAGEMENT REPORT



Economic Development Report, Written by Mike Scala, Jenn Marsh, and Julia Libby

Community Development Report, Written by Julian Long



ECONOMIC DEVELOPMENT DEPARTMENT

MICHAEL SCALA, DIRECTOR OF ECONOMIC DEVELOPMENT

PROJECTS IN THE PIPELINE

Director Scala, Specialist Marsh, and Planner Mears continue to work with Strafford Regional Planning, the EPA, and the Norbitt Company, on a plan to conduct the Phase I and II Environmental Reviews on the Scenic and Salinger buildings as well as the development of the Water Street area.

Director Scala has been in discussion with a development company concerning the purchase and redevelopment of the Scenic/Salinger block. Discussions are going well.

Director Scala, along with Specialist Marsh, met with a real estate developer interested in the Middle-Market housing needs of the area.

Earlier in the month, Director Scala attended a 2-day training focused on Economic Development Strategic Planning.

ED hosted a Work-based Learning luncheon put on by the NH Dept. of Education that discussed the training and education needs of new and transitioning workers.

Director Scala and Specialist Marsh took part in a Federal Funders Workshop held in the RPAC building.

GRANITE RIDGE DEVELOPMENT DISTRICT – WATERSTONE PROPERTIES GROUP, PHASE II

Director Scala continues to discuss Phase II with Waterstone Properties Group, including future tenant and infrastructure needs.

WAYFINDING RFP

Advantage Signs was selected as the Awardee for Phase I of the Wayfinding Project. Specialist Marsh has been working with Advantage on specific sign placement and mounting needs. Phase I has an expected completion date of late April.

GRANITE STATE BUSINESS PARK

Director Scala attended a Pre-Proposal Meeting for RFP 20-35 (LDI Project). There were 15 companies in attendance and most said they were planning on submitting a bid. Bids are scheduled to be opened on March 12 with interviews of prospective contractors to commence on March 26.

Director Scala continues to work with another company interested in purchasing land and constructing a building in the GSBP. Norway Plains and DPW continue to discuss road layout and infrastructure needs for this project.

JENN MARSH, ECONOMIC DEVELOPMENT SPECIALIST

ROCHESTER ECONOMIC DEVELOPMENT COMMISSION (REDC)

The committee is working with the Workforce Housing Coalition to discuss holding a developers meeting in regards to Rochester's housing needs sometime in the late spring. The committee will be working with the Planning Department, Julian Long and others to ensure this meeting has the most up to date housing data for Rochester to present to developers. We want to discuss the range of housing options that are available or needed in the Rochester area. The Committee is looking at late spring to have the finalized versions of the downtown master plan and land use chapters complete to be able to reference the documents.

MAIN STREET

RSA 79E PROJECTS

Jenn worked closely with Keith Frizzell owner of 10 South Main Street on his application for RSA 79E. She received a new application for 28 North Main Street and owner Paul Delisle. This application will be going before City Council in March and April.

SBDC

Warren Daniels from the Small Business Development Center continues to hold office hours in Rochester the second Wednesday of the month. The SBDC also held a Federal Roundtable meeting in Rochester on February 19th. At this meeting multiple Federal offices were represented and the group discussed different topics and provided updates including the speaker who gave a presentation on Opportunity Zones.

ROCHESTER MAIN STREET

Main Street held their first ever Fire and Ice fundraiser at the RPAC on February 27th. The event was well attended and was a successful evening. This event will replace the Wine in the Garden Beer in the Woods summer event that was losing attendance numbers over the past few years.

ROCHESTER FARMERS MARKET

Rochester Farmers Market is partnering with the Rochester Recreation Department for "Beer in the Barn" event to be held on May 9, 2020. Plans are underway to host 30 craft brewers in the Rochester Ice Arena for a craft beer event. The plans are to have some of our downtown restaurants involved and selling food during the event. Tickets will be on sale the middle to end of January and 20 craft brewers are already secured. The event will go to pay for operating costs and help enhance the market with more special events during the 2020 season. Vicky Poland is the Market Manager and Rochester Main Street is the fiscal sponsor of the market.

JULIA LIBBY, EXECUTIVE SECRETARY

VIEWPIONT CLOUD – SOFTWARE IMPLEMENTATION

Julia continues to work with View Point Cloud to set up and implement the new version of the City's permitting and licensing software. She met with the City's Customer Success Manager from View Point on a weekly basis to review progress in the software set up.

Julia has met with staff in other departments over the last month to show them how to administer the program as well as to ensure their specific needs will be met.

Various applications have been completed within the new software.

GRAPHIC DESIGN / MARKETING

Julia helped Director Scala put together a half page ad to promote the Granite State Business Park for the Red Sox Year Book magazine running in April.

The Economic Development department also had the chance to utilize a free full page ad in Expansion Solutions, Julia created another advertisement to promote the Granite State Business Park.

Julia also put together a banner for the 2020 Wings and Wheels event.

OTHER

Secretary Julia helped complete an updated, more comprehensive Special Event application that is still being reviewed by various departments. She has also been working on familiarizing herself with different programs being used in the department.

JULIAN LONG, CDBG COORDINATOR & GRANTS MANAGER

COORDINATOR REPORT

Prepared by the Community Development Coordinator

January 2020

CDBG PROGRAM

FY 2020-2025 Consolidated Plan: The Community Development Coordinator has completed the consultation and drafting processes for the FY 2020-2025 Consolidated Plan. The plan will be due concurrent with the FY 2020-2021 Annual Action Plan in May 2021. The first public hearing for the Consolidated Plan was held on November 19, 2019. No comments were received at the hearing. The draft FY 2020-2025 Consolidated Plan is included with this report as an electronic attachment.

FY 2021 Annual Action Plan: The Community Development Coordinator has completed drafting the FY 21 Annual Action Plan, although there are a few final consultations left to be conducted. The first public hearing for the FY 21 Action Plan was held on November 19, 2019. No comments were received at the hearing.

Riverwalk Committee Kayak Launch: The Community Development Coordinator has draft bid documents and advertised the bid invitation for the project. The bid opening is scheduled for March 12th. Per the state, construction on the project may not begin prior to May 15th.

Historic District Commission Facade Improvements Grant Program: Grant payments have been sent to Freedom Beauty Salon, RiverStones Custom Framing and Franklin Gallery, and Stitches Alterations and Needlework.

Rochester Child Care Center Fire Sprinklers: The Community Development Coordinator posted the bid invitation for the project on January 31st in *Foster's Daily Democrat*. Bids are due by February 27th.

My Friend's Place Generator: My Friend's Place is working on obtaining architectural drawings for the project.

Gonic Pool Recreation Area: Work on this project is on hold until spring.

Rochester Opera House Chairlift: The parts for the second-floor chairlift are currently being manufactured. Installation is anticipated to begin mid-February.

HUD Site Monitoring: Personnel from the Boston regional HUD office conducted on-site monitoring at the City's offices on August 7th and August 8th. The official post-site review letter and list of corrective action items are included as attachments to this report. The Community Development Coordinator has worked with Finance Department staff and Economic Development Office staff to respond to HUD's corrective action, and the full list of corrective action items was submitted to HUD for review and approval in November 2019. HUD has requested some revisions to submitted corrective action items, which are in progress.

NON-CDBG ACTIVITIES

VOCA Grant: The Community Development Coordinator has drafted and submitted the FY 2021 Victims of Crime Act (VOCA) continuation grant application for the Legal Department's victim-witness advocacy program, and the State has awarded FY 21 funds to the City of Rochester in the amount of \$25,836.00.

Census 2020 Preparation: The Community Development Coordinator is participating in the City of Rochester's Census 2020 committee that is seeking to encourage Rochester responses in the upcoming census, which is important as census data is used in federal grant applications and grant formulas. The committee has planned an outreach workshop for the morning of February 7th hosted at the Frisbie Memorial Hospital Conference Center.

REPORT ATTACHMENTS

HUD August 2019 Site Visit Corrective Action Letter

HUD August 2019 Site Visit Corrective Action - **electronic only** –

<https://www.dropbox.com/sh/vqcyxutsiz83gr6/AAAaGoKikATzPe9njFQlwbGa?dl=0>

Draft FY 2020-2025 Consolidated Plan – **electronic only** -

https://www.rochesternh.net/sites/rochesternh/files/uploads/fy_20-25_cdbg_consolidated_plan_full_plan_draft1_0.pdf

Draft FY 2021 Annual Action Plan – **electronic only** –

https://www.rochesternh.net/sites/rochesternh/files/uploads/rochester_fy_20_aap_draft2_0.pdf

FY 2021 Grant Applications – **electronic only** -

https://rochesternhnet.sharepoint.com/:f:/s/EconDev/Ega4jGsZMINli9jI7_aAKdlB2XzdDRjjfhPTir8s1JeqoA?e=XwEnxQ

FY 21 Grant Application Summaries

FINANCE COMMITTEE

Agenda Item

12/03/2020

Agenda Item Name: Monthly Financial Statements Summary – as of February 29, 2020

For the full detail report, click here: [February 2020 Financial Detail Report](#)

Name of Person Submitting Item: Mark Sullivan Deputy Finance Director

E-mail Address: mark.sullivan@rochesternh.net

Meeting Date Requested: February 18, 2020

Issue Summary Statement

The February 29, 2020 financial summary reports are attached. We are approximately 67% through fiscal year 2020. General Fund expenses are trending to budget, and revenues are slightly above budget. Contingency balance is adequate at \$148K. Overall General Fund Salary and Benefits are trending slightly below budget. However, on the expenditure side Fire Regular OT and Winter Maintenance are nearing 100% expended.

Regarding General Fund Revenues, Motor Vehicle, Host Community Fee, Building Permits and Interest Income revenues remain strong, and we likely exceed budgeted amounts. We will continue to monitor budget performance and advise of any concerns.

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	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
1000 GENERAL FUND						
11011 ECONOMIC DEVELOPMENT REVENUE	0	1,000	1,000	2,602.25	-1,602.25	260.2%
11031 CITY CLERK REVENUE	105,920	0	105,920	68,649.21	37,270.79	64.8%
11051 ASSESSORS REVENUES	0	0	0	220.50	-220.50	100.0%
11061 BUSINESS OFFICE REVENUE	350,000	0	350,000	355,553.09	-5,553.09	101.6%
11062 BUSINESS OFFICE REVENUE	1,000	0	1,000	.01	999.99	.0%
11071 TAX COLLECTOR REVENUE	32,271,384	531,787	32,803,171	32,826,343.82	-23,172.82	100.1%
11072 TAX COLLECTOR REVENUE	0	3,308	3,308	.00	3,308.00	.0%
11081 GENERAL OVERHEAD REVENUE	4,080,748	5,522,508	9,603,256	3,420,813.32	6,182,442.76	35.6%
11082 GENERAL OVERHEAD REVENUE	1,548,683	14,074	1,562,757	2,248,834.70	-686,077.70	143.9%
11091 PUBLIC BLDGS REVENUE	0	0	0	6,523.97	-6,523.97	100.0%
11101 PLANNING	16,250	0	16,250	23,333.69	-7,083.69	143.6%
11201 REV LEGAL OFFICE	50,000	0	50,000	33,673.21	16,326.79	67.3%
12011 POLICE CITY REVENUE	325,400	0	325,400	225,185.75	100,214.25	69.2%
12021 FIRE CITY REVENUE	25,500	0	25,500	23,266.23	2,233.77	91.2%
12022 FIRE STATE REVENUE	41,812	0	41,812	3,375.00	38,437.00	8.1%
12031 DISPATCH CENTER	60,290	0	60,290	.00	60,290.00	.0%
12041 CODE ENFORCEMENT REVENUE	394,175	0	394,175	335,733.30	58,441.70	85.2%
13011 PUBLIC WORKS REVENUE	33,700	0	33,700	23,484.89	10,215.11	69.7%
13012 STATE HIGHWAY SUBSIDY	634,612	14,563	649,175	519,340.37	129,834.63	80.0%
14011 WELFARE REVENUE	2,500	0	2,500	5,131.24	-2,631.24	205.2%
14021 RECREATION REVENUE	120,000	0	120,000	107,759.59	12,240.41	89.8%
14031 LIBRARY REVENUE	14,200	0	14,200	6,968.82	7,231.18	49.1%
TOTAL GENERAL FUND	40,076,174	6,087,240	46,163,414	40,236,792.96	5,926,621.12	87.2%
5001 WATER ENTERPRISE FUND						
510001 WATER WORKS REVENUE	6,607,310	0	6,607,310	2,201,846.78	4,405,463.22	33.3%
TOTAL WATER ENTERPRISE FUND	6,607,310	0	6,607,310	2,201,846.78	4,405,463.22	33.3%
5002 SEWER ENTERPRISE FUND						
520001 SEWER WORKS REVENUE	8,017,640	0	8,017,640	2,636,538.80	5,381,101.20	32.9%
520002 SEWER WORKS REVENUE	411,989	0	411,989	61,613.00	350,376.00	15.0%
TOTAL SEWER ENTERPRISE FUND	8,429,629	0	8,429,629	2,698,151.80	5,731,477.20	32.0%

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 CITY OF ROCHESTER
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	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
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5003 ARENA ENTERPRISE FUND						
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530001 ARENA REVENUE	402,865	0	402,865	291,083.78	111,781.22	72.3%
TOTAL ARENA ENTERPRISE FUND	402,865	0	402,865	291,083.78	111,781.22	72.3%
6000 COMMUNITY CENTER SP REV FUND						
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600001 COMMUNITY CENTER REVENUE	861,466	0	861,466	577,669.14	283,796.86	67.1%
TOTAL COMMUNITY CENTER SP REV FUND	861,466	0	861,466	577,669.14	283,796.86	67.1%
GRAND TOTAL	56,377,444	6,087,240	62,464,684	46,005,544.46	16,459,139.62	73.7%

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 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1000 GENERAL FUND							
11000051 CITY MANAGER	470,894	0	470,894	292,778.21	16,146.45	161,969.34	65.6%
11012351 ECONOMIC DEVELOPMENT	510,030	1,000	511,030	332,340.67	27,680.27	151,009.06	70.5%
11020050 IT SERVICES	797,462	6,200	803,662	484,292.65	56,180.68	263,188.67	67.3%
11030051 CITY CLERK	334,803	0	334,803	206,932.69	-2,159.44	130,029.75	61.2%
11040050 ELECTIONS	54,479	0	54,479	36,695.64	-2,286.44	20,069.80	63.2%
11050070 ASSESSORS	569,498	0	569,498	355,813.12	6,685.46	206,999.42	63.7%
11060051 BUSINESS OFFICE	543,461	0	543,461	343,722.42	3,760.26	195,978.32	63.9%
11063151 HUMAN RESOURCES	213,071	10,000	223,071	143,893.79	17,469.54	61,707.67	72.3%
11070070 TAX COLLECTOR	382,295	0	382,295	242,503.82	3,239.03	136,552.15	64.3%
11080050 GENERAL OVERHEAD	1,021,733	-143,533	878,200	393,362.69	122,731.89	362,105.42	58.8%
11090050 PB CITY WIDE 50	668,503	11,639	680,142	410,198.35	60,852.61	209,091.04	69.3%
11090051 PB CITY HALL 51	66,066	0	66,066	42,827.65	13,898.16	9,340.19	85.9%
11090052 PB OPERA HOUSE 52	48,551	0	48,551	27,279.70	15,044.26	6,227.04	87.2%
11090054 PB CENTRAL FIRE 54	10,979	0	10,979	7,758.26	2,297.25	923.49	91.6%
11090055 PB GONIC FIRE 55	10,594	0	10,594	5,606.27	2,119.75	2,867.98	72.9%
11090056 PB LIBRARY 56	18,893	0	18,893	12,997.50	4,466.51	1,428.99	92.4%
11090057 PB DPW GARAGE 57	11,874	0	11,874	7,594.72	3,057.25	1,222.03	89.7%
11090059 PB ER FIRE STATION 59	775	0	775	157.43	167.57	450.00	41.9%
11090061 PB HISTORICAL MUSEUM 61	1,520	0	1,520	396.34	631.00	492.66	67.6%
11090063 PB HANSON POOL 63	5,100	0	5,100	1,839.38	50.00	3,210.62	37.0%
11090064 PB GONIC POOL 64	2,900	0	2,900	928.88	.00	1,971.12	32.0%
11090065 PB EAST ROCHESTER POOL 65	2,600	0	2,600	928.88	.00	1,671.12	35.7%
11090068 PB GROUNDS 68	12,160	0	12,160	4,093.78	-363.78	8,430.00	30.7%
11090069 PB DOWNTOWN 69	17,000	0	17,000	6,246.12	.00	10,753.88	36.7%
11090070 PB REVENUE BUILDING 70	22,331	0	22,331	12,681.02	8,943.19	706.79	96.8%
11090071 PB PLAYGROUNDS 71	3,000	0	3,000	.00	1,073.78	1,926.22	35.8%
11090075 PB NEW POLICE STATION	24,252	0	24,252	13,275.46	5,853.81	5,122.73	78.9%
11090077 PB ANNEX	4,260	0	4,260	1,287.59	1,522.15	1,450.26	66.0%
11102051 PLANNING	433,139	0	433,139	265,729.96	6,344.86	161,064.18	62.8%
11200051 LEGAL OFFICE	597,718	0	597,718	342,788.14	5,290.31	249,639.55	58.2%
12010053 PD ADMINISTRATIVE SERVICES	1,976,055	0	1,976,055	1,316,243.69	72,602.74	587,208.57	70.3%
12012453 PD PATROL SERVICES	4,951,564	0	4,951,564	3,017,191.98	.00	1,934,372.02	60.9%
12012553 PD SUPPORT SERVICES	4,425,815	0	4,425,815	248,180.26	.00	1,777,634.74	58.3%
12020054 FIRE DEPARTMENT	4,669,781	10,000	4,679,781	3,143,705.37	12,163.54	1,523,912.09	67.4%
12020055 FIRE DEPT 55 GONIC SUBSTAT	28,735	0	28,735	14,780.01	-11,377.95	25,332.94	11.8%
12020754 CALL FIRE	31,373	0	31,373	6,799.01	1,627.67	22,946.32	26.9%
12023354 EMERGENCY MANAGEMENT	41,812	0	41,812	2,072.97	450.00	39,289.03	6.0%
12030153 DISPATCH CENTER	882,328	0	882,328	515,096.11	6,402.17	360,829.72	59.1%
12040051 CODE ENFORCEMENT	606,553	0	606,553	367,657.62	11,490.33	227,405.05	62.5%
12050050 AMBULANCE	61,832	0	61,832	30,916.04	30,916.05	-.09	100.0%

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FOR 2020 08

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13010057 PUBLIC WORKS	2,301,219	82,284	2,383,503	1,412,731.28	-164,765.14	1,135,536.86	52.4%
13010957 WINTER MAINTENANCE	518,492	0	518,492	338,703.52	93,061.62	86,726.86	83.3%
13020050 CITY LIGHTS	218,000	0	218,000	108,332.85	79,393.15	30,274.00	86.1%
14010051 WELFARE	469,070	0	469,070	297,107.94	9,230.15	162,731.91	65.3%
14022072 RECREATION ADMINISTRATION	650,242	-800	649,442	432,257.35	7,871.83	209,312.82	67.8%
14022150 RECREATION PLAYGROUNDS/CAM	98,951	0	98,951	85,019.33	-6,424.50	20,356.17	79.4%
14022250 RECREATION POOLS	83,588	800	84,388	66,040.65	-4,438.02	22,785.37	73.0%
14030056 LIBRARY	1,299,148	23,410	1,322,558	849,320.44	27,056.72	446,180.84	66.3%
15000051 COUNTY TAX	6,610,000	104,406	6,714,406	6,714,406.00	.00	.00	100.0%
17010051 TRANSFERS/PAYMENTS DEBT SV	4,159,335	0	4,159,335	3,235,272.40	.00	924,062.60	77.8%
17030050 OVERLAY	92,000	455,495	547,495	14,564.58	.00	532,930.42	2.7%
17040051 TRANSFER TO CIP & OTHER FU	3,040,340	5,526,339	8,566,679	8,566,679.08	.00	.00	100.0%
TOTAL GENERAL FUND	40,076,174	6,087,240	46,163,414	34,780,029.61	545,956.74	10,837,427.73	76.5%
5001 WATER ENTERPRISE FUND							
51601057 WATER WORKS EXPENSE	5,294,828	0	5,294,828	2,801,227.05	50,468.81	2,443,132.14	53.9%
51601073 WATER TREATMENT PLANT	1,250,396	0	1,250,396	698,532.39	145,063.39	406,800.22	67.5%
51601570 WATER REVENUE OFFICE	62,086	0	62,086	42,437.89	-1,204.13	20,852.24	66.4%
TOTAL WATER ENTERPRISE FUND	6,607,310	0	6,607,310	3,542,197.33	194,328.07	2,870,784.60	56.6%
5002 SEWER ENTERPRISE FUND							
52602057 SEWER WORKS EXPENSE	4,513,071	0	4,513,071	3,727,461.74	9,386.61	776,222.65	82.8%
52602074 SEWER TREATMENT PLANT	3,855,328	0	3,855,328	1,009,954.09	306,876.10	2,538,497.81	34.2%
52602470 SEWER REVENUE OFFICE	61,230	0	61,230	42,280.51	-1,204.12	20,153.61	67.1%
TOTAL SEWER ENTERPRISE FUND	8,429,629	0	8,429,629	4,779,696.34	315,058.59	3,334,874.07	60.4%
5003 ARENA ENTERPRISE FUND							
53603060 ARENA EXPENSE	402,865	0	402,865	272,119.94	-28,304.63	159,049.69	60.5%
TOTAL ARENA ENTERPRISE FUND	402,865	0	402,865	272,119.94	-28,304.63	159,049.69	60.5%
6000 COMMUNITY CENTER SP REV FUND							

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6000	COMMUNITY CENTER SP REV FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6070572	COMMUNITY CENTER EXPENSE	861,466	0	861,466	453,455.08	149,289.10	258,721.82	70.0%
	TOTAL COMMUNITY CENTER SP REV FUND	861,466	0	861,466	453,455.08	149,289.10	258,721.82	70.0%
	GRAND TOTAL	56,377,444	6,087,240	62,464,684	43,827,498.30	1,176,327.87	17,460,857.91	72.0%

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ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
511001 SALARIES - FULL TIME	11,609,178	22,858	11,632,036	7,305,041.44	.00	4,326,994.22	62.8%
511002 SALARIES - PART TIME	1,178,363	8,610	1,186,973	760,416.26	22.00	426,534.74	64.1%
511003 SALARIES - EARLY REPORTING	92,769	0	92,769	39,002.92	.00	53,766.08	42.0%
511004 SALARIES - HOLIDAY PAY	251,185	0	251,185	158,063.70	.00	93,121.30	62.9%
511005 SALARIES - OUTSIDE DUTIES	212,000	0	212,000	158,069.20	.00	53,930.80	74.6%
511009 SALARIES - ELECTED OFFICIALS	45,300	0	45,300	31,667.30	.00	13,632.70	69.9%
511099 SALARIES - ADJUSTMENT	66,358	0	66,358	.00	.00	66,358.00	.0%
513001 OVERTIME - REGULAR	577,910	0	577,910	474,976.76	.00	102,933.24	82.2%
513002 OVERTIME - TRAINING	67,940	0	67,940	25,076.80	.00	42,863.20	36.9%
514000 EDUCATION INCENTIVE	55,450	0	55,450	41,326.21	.00	14,123.79	74.5%
515001 ON CALL	11,241	0	11,241	9,696.75	.00	1,544.25	86.3%
516000 LONGEVITY	39,608	1,125	40,733	33,547.45	.00	7,185.55	82.4%
519000 TRAVEL ALLOWANCE	16,200	0	16,200	7,976.91	.00	8,223.09	49.2%
521100 HEALTH	2,189,794	0	2,189,794	1,391,754.15	.00	798,039.85	63.6%
521200 DENTAL	45,390	0	45,390	28,486.89	.00	16,903.11	62.8%
521300 LIFE	13,384	0	13,384	10,003.78	.00	3,380.22	74.7%
522000 SOCIAL SECURITY	613,982	0	613,982	388,205.92	.00	225,776.08	63.2%
523000 RETIREMENT	2,698,148	0	2,698,148	1,676,460.25	.00	1,021,687.75	62.1%
526000 WORKERS' COMPENSATION	264,564	0	264,564	279,476.94	53,269.38	-68,182.32	125.8%
528001 DISABILITY INSURANCE	66,497	0	66,497	44,485.80	.00	22,011.20	66.9%
TOTAL GENERAL FUND	20,115,261	32,593	20,147,854	12,863,735.43	53,291.38	7,230,826.85	64.1%

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City Clerk's Office



Planning & Development Department
 City Hall Annex
 33 Wakefield Street
 ROCHESTER, NEW HAMPSHIRE 03867-1917
 (603) 335-1338 - Fax (603) 330-0023
 Web Site: <http://www.rochesternh.net>

Planning Board
 Conservation Commission
 Historic District Commission
 Arts & Culture Commission

PLANNING & DEVELOPMENT DEPARTMENT MONTHLY REPORT FOR FEBRUARY 2020

The Planning Board, Conservation Commission, and the Historic District Commission held their regular meetings in January. The Arts & Culture Commission did not meet in February. You will find the summaries of the agendas and discussions further down in this report. In addition to the applications listed below, the Planning Board held a workshop in February. At the workshop meeting they granted an extension to Nantucket Beadboard, discussed and recommended against an amendment to Chapter 275 regarding Temporary Use Shelters, discussed amendments to the Site Plan Regulations, released escrow for Secretariat Estates Phase II, and reviewed the inspection and surety reports.

The Planning & Development Department remains busy holding meetings with citizens, developers, applicants, and the processing of new or amended applications. We continued working on the Downtown Master Plan Chapter with our consultants and reviewed the draft document and have given the consultants our feedback so they can revise the draft. We will be bringing the next draft to the Steering Committee in March. I also participated in the monthly meeting of the Leadership Committee for the Economic Development Division of the American Planning Association, which I am a member. I attended the monthly COAST Board meeting as the representative for the City as well as the COAST Legislative Policy Committee, which I am a member. I also attended the TAC meeting with the Strafford Municipal Planning Organization (MPO). Staff also participated in the TRG meetings, pre-construction meetings, and performed inspections on projects that have been approved by the Planning Board.

APPLICATIONS REVIEWED BY THE PLANNING BOARD

Waste Management of NH, 214 Rochester Neck Road Extension request to meet precedent conditions for an approved site plan and Conditional Use Permit for expansion of a container storage area. Case# 268 – 2 – A – 19 **APPROVED**

Morgan & Kimberlyn Edgerly, 142 Tebbetts Road (by Norway Plains Assoc.) 6-Lot subdivision. Case# 244 – 5 – A – 20 **APPROVED**

119 Flagg Road Development, LLC, Matildas Way (by Norway Plains Assoc.) Amendment to change the stormwater management system for the 2nd phase of the subdivision.

Case# 259 – 38 – A – 20 **APPROVED**

Nantucket Beadboard, 109 Chestnut Hill Road (by Norway Plains Assoc.) Request for an extension to meet precedent conditions to a site plan to construct two 10,000 s.f. manufacturing & materials storage buildings in phases. Case# 222 – 16 – I – 19 **APPROVED**

APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION

1. Non-Public Session pursuant to RSA 91-A:3 II(d): Discussion of acquisition of real property and/or recent site walks and LACE sheets.

2. Conservation Overlay District: None.

3. NH DES Wetland/Shoreland Applications: None.

4. Discussion: Open.

5. Notice of Intent to Cut Wood or Timber / Intent to Excavate:

a) Notice of Intent to Excavate - Tax Map 268-5 Rochester Neck Rd

There were no concerns with this application because the permit is basically an annual renewal of an existing gravel pit (Brox Industries).

6. New Business:

a) Several members showed interest in an annual conference called “Saving Special Places” that will be held in April in Alton, NH.

7. Reports:

a) Technical Review Group.

b) Planning Board.

Summaries of recent TRG and PB meetings were briefly mentioned.

8. Old Business:

a) The members discussed the high costs being quoted for several public projects (such as wetland/brook crossings). Some members voiced their desire for the City to go out to bid for these designs/builds, and to consider using surplus used military materials (culverts, bridges, etc...) which typically cost a fraction of the cost of new.

b) A member suggested that a ravine area running along Congress St be cleaned up of years of trash and large debris; using student Americorps members was considered. Staff stated that nearly all of this area is composed of several privately owned lots, and as such requesting liability and permissions from each would be needed.

9. Minutes: Meeting Minutes of January 22, 2019 were reviewed and approved.

APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION

The Historic District Commission met on February 12, 2020. They approved the following application at the meeting:

69 Wakefield Street, Certificate of Approval for demolition and addition. Case# HDC 116-204–DTC – 20

The Historic District Commission also applied for a Certified Local Government Grant with NH Division of Historical Resources to identify properties with the National Registry. The HDC also toured the Hilltop School in on February 24, 2020. This project utilized federal and local 79E credits. This was an adaptive reuse project of a school in which the city partnered with Chinberg Properties.

ARTS AND CULTURE COMMISSION ACTIVITIES

The ACC did not meet in the month of February because of the Poetry Out Loud competition on the same night.

Respectfully submitted,
James B. Campbell,
Director of Planning & Development

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City Clerk's Office

Rec & Arena Monthly Report

To: Blaine Cox, City Manager
Mayor McCarley
Members of the City Council

From: Lauren Krans, Asst. Director Recreation & Arena
Date: March 11, 2020
Re: February Monthly Report

Adult Co-Ed Pick-Up Basketball Resident	55
Adult Open Gym 30+	20
Adult 30+ Basketball League	61
Adult Rec Ice Hockey League	98
Adult Volleyball	104
Wee Ones Playgroup	15
Community Coffee	15
February Vacation Camp	12
Learn To Skate	20
Parent/Child Dance	130
Parent Child Open Gym	508
Public Ice Skating	575
Senior Art	37
Senior Breakfast	93
Senior Dance Lessons	17
Senior Pickleball	462
Senior Power Hour	114
Senior Table Tennis	8
Senior Trips	10
Senior Yoga Chair	32
Senior Yoga Gentle	49
Senior Zumba Gold	62
Skate with a Cop	300
All Ages Pickleball	52
Teen Night	237
Youth Rec Ball 1st and 2nd	63
Youth Rec Ball 3rd and 4th Boys	71
Youth Rec Ball 3rd and 4th Girls	31
Youth Rec Ball 5th and 6th Boys	62
Youth Rec Ball 5th and 6th Girls	18
Youth Rec Ball 7th and 8th Co-ed	45
Youth Rec Ball High School	65
Coach Smart Classes	4
MONTHLY TOTAL	3445

Dave Ancil Cup

At the Spaulding v Dover hockey game February 29 we honored long time Rec & Arena Commission member Dave Ancil. Dave has volunteered as a rink advocate and commission member for 30 years. This celebration marked the creation of the Dave Ancil Cup, which will be a tradition at the Spaulding v Dover hockey games played at the Rochester Arena.

Community Coffee

February's Community Coffee, the monthly meeting of Community Center tenants, was well attended. Representatives from Bud Carlson Academy, RPD, SOS, Rec, Family Justice Center, Senior Center, Share Fund, Community Development and Strafford Regional Planning Commission attended. The meeting was another great opportunity for RCC neighbors to share information and resources.

February Vacation Camp

Our annual February Vacation Camp was a blast! Hosted at the Community Center, campers enjoyed a fun filled week of sports, crafts and learning about their community. Special activities included a trip to the RMFA's Bernier Room, a visit from the Rochester Fire department and a first aid themed obstacle course!

Summer Camp & Swim Information

All of our Summer Camp, Teen Travel Camp, Public Pool and Swim Lesson information was published in February. Publishing this information early allows our customers to plan accordingly for the summer months. It also gives customers the opportunity to review camp documents, like handbooks, to make sure summer camp is a good fit for their family. Registration for Summer Camp, Teen Travel Camp & Swim Lessons open on April 1st!

Like us on Facebook!



**Rochester NH
Recreation & Arena**



Dave Ancil's ceremonial puck drop at the SHS v Dover hockey game.

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City Clerk's Office

Forthcoming: Rochester Fire Department Report

City Clerk's Office

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City Clerk's Office



PAUL R. TOUSSAINT
Chief of Police

ROCHESTER POLICE DEPARTMENT

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www.rochesterpd.org
"Dedication, Pride, Integrity"

POLICE COMMISSION

DEREK J. PETERS
Chairman
DAVID R. STEVENS
Vice Chairman
LISA M. STANLEY
Commissioner



March 5, 2020

TO: City Manager Blaine Cox

RE: Monthly Report – February 2020

OPERATIONS: Ward 6 was the only ward that met this period. There were no major issues. There was a review of the crime map from Lexis Nexis. The remaining wards are scheduled to meet as follows:

Ward 1: Scheduled for April 8th 7pm at the City Hall Annex.

Ward 2: Scheduled for April 27th at 6:30pm at the City Hall Annex.

Ward 3: Scheduled for April 22nd at 6:30pm at the Briar Ridge Estates Community Room.

WARD 4: Scheduled for April 13th 7pm at the City Hall Annex.

Ward 5: Scheduled for April 15th at 6pm—location change to the City Hall Annex.

The investigations bureau had 47 cases submitted for review. There are currently 83 cases assigned. There were 20 cases presented to the Grand Jury all with true bills. There were three detective call outs, (1 death investigation, 1 stabbing and a storage unit burglary.) There was one evidence call out. There was one polygraph and one background completed. There were four compliance checks for sex offenders. There were 276 pieces of evidence logged in, and 55 items returned to owners.

CEO/ COMMUNITY ENGAGEMENT OFFICER: Officer Danie and Sgt. Babine have been working closely with Nashua PD and Somersworth PD gathering information on establishing POP units. Two new officers will be joining the POP unit at the next shift rotation. The Skate With a Cop event and largest to date attendance with over 250 youth. Officer Danie is also working on Wings and Wheels, National Night Out and Community Coffee at the Community center.

COMPSTAT: In field activity traffic stops are consistent with past months and are taking place in the higher density areas, and main roads in and out of the city. Arrests from traffic stops, two were drug related, one vehicle had drugs (meth) found after a search warrant was completed.

The accidents are consistent with no major locations or trends. Most accidents took place on North Main Street and Farmington Road. 61% happened on a dry surface, 20% on a wet surface, and only 13% were on snow or slush. We did have one fatal accident when a vehicle struck a parked car and rolled over.

We had two DWI's for the month - one was an accident, and one was a stop after a reported erratic operation complaint. One was drugs, and the other was alcohol. There are no trends or patterns in DWI's for this reporting period.

In property crimes we had 4 burglaries, and half of those are storage units where a suspect and others involved have been identified. The other two have suspects and are not common to each other or a trending factor. There were five thefts from motor vehicles. These were sporadic and no trends were identified.

In drug related matters we had 17 possession cases. The drugs ranged from meth, heroin, suboxone, adderall, methadone, mushrooms, fentanyl, and marijuana. Of the 9 over doses they were from heroin or fentanyl. There were no fatal over doses.

In violent crime we had one isolated robbery involving three females that were known to each other. There were two aggravated assaults. One was domestic violence related and the other a self-inflicted stab wound which was originally reported as a assault.

COMMUNICATIONS: The newest dispatcher will be starting in March. The dispatch supervisor attended training related to evaluations. We are looking to have SPOTS installed on all of the consoles to streamline operations. The radio project is set to begin in the next few weeks in dispatch. Upcoming trainings for dispatch include a certified training officer as well as a tactical operator with SPOTS via NCIC.

DIVERSION: February Teen night had the highest attendance this school year with 237 youth. Our partner service agency was Seacoast Youth Services. Nicole completed additional work on the Juvenile Justice Summit and the Justice Transformation project. She also assisted the POP Unit with the Skate with a Cop event promoting pro-social youth relationships.

EMD USE: Display and Deploy: None

Display Only: None

FINANCIAL/PURCHASING: We are 66% through the fiscal year and overall where we should be in our spending.

During our FY21 budget presentation to the City Manager we proposed funding one of our CIP Projects with surplus FY20 funding. This project is the upgrade and replacement of the detective division furniture and carpeting. All of the furniture was hand-me-down from the former Cabletron buildings and original to our 2004 move in date. We made a presentation regarding this to the Council finance committee and it was recommended to go to full council for approval.

The online crime reporting software project has moved into the testing phase. We sent emails out to various individuals asking them to be part of the testing and to provide feedback on the process.

Purchases of \$5000 or more requiring a signature from the Commission included the Watchguard Systems in car video system for new cruiser; payment for equipment on the radio project; new mobile radios (two) for cruisers

FORFEITURE SPENDING: We spent \$59.99 for cruiser equipment.

HIRING: We still have one full time police position remaining to be filled. Sgt. Cost has mapped out our next hiring process to create an eligibility list. We have received the list of people who took the most recent Great Bay College police entrance exam and have sent invitations to our process. We also will be starting advertisement with Indeed.com which we have had good luck with. We have requested two new positions in the FY21 budget. If they are approved we are targeting attendance in the August academy.

HONOR GUARD: The Honor Guard will participate in the Battle of the Badges, C.H.a.D. game on March 13, 2020.

HOUSING: We had 28 Police related calls for service this month. There has been a concern about some homeless people getting into the Wyandotte building. We are working on target hardening with the maintenance and parking the cruiser there to deter activity. One person was trespassed from the property. There were six background checks for new applicants.

K-9: This month the Rochester K-9 unit responded to four tracks, all in Rochester.

PROSECUTION - ADULT: There were 322 new cases with 343 charges. There were 99 guilty pleas, 90 not guilty, 40 cases nol prossed. There were 94 who failed to appear, 5 found guilty by the court, 7 cases dismissed by the court and 4 cases placed on file. There were 4 cases continued.

PROSECUTION - JUVENILE: Juvenile prosecution had 17 petitions. There were 21 arraignments (6 were rescheduled). There were nine trials (5 pleas, 4 continued). There were 5 hearings, (1 review, 3 violation, 1 dispositional). One charge nol prossed for juvenile aging out. There were 3 investigations or complaints/warrant for bail jumping, and 2 motions to impose suspended sentences or motions to bring case forward for trial.

Lt. Gould attended a meeting for Ryan Home Project to discuss ideas related to teens in need of housing and services.

RENTAL PROPERTY OWNERS ASSOCIATION: Lt. Bossi was unable to attend the meeting due to a schedule conflict. The next meeting will be on March 5, 2020 at the Hellenic Center on Long Hill Road in Dover.

SCHOOL RESOURCE OFFICERS:

High School Highlights: Officer Jackson attended Teen Night. He completed some LEADS classes. He filed a complaint and warrant for an issue involving an adult student. He did daily checks on the external doors, Hanson Pines and related parking lots. He performed a “secured campus drill” with staff and students. He counseled students on issues of fighting. He completed 2 offense and 2 arrest reports.

Middle School Highlights: Sgt. Deluca completed the LEADS lesson 5 with 150 students. He attended Teen Night. He worked with guidance and students on societal and emotional stress issues. He assisted the William Allen School with an issue involving a parent and also assisted with a re-entry meeting at School Street. He completed a texting lesson with 7th graders. He had one offense report and five arrest reports.

Elementary School Highlights: Officer Porfido did daily checks with all schools throughout the week for safety issues and school lunch. He did a check in at Maple street for two students and also met with the William Allen principal and a student regarding a face book post. He conducted crossing guard responsibilities at a couple of locations in the City where there are vacancies. He worked with Officer Danie regarding Skate-with-a-Cop, and also skated with the Rochester Team for the Granite Cannons. He monitored the William Allen school for traffic issues. He chaperoned a field trip to the Museum of Science in Boston. Officer Porfido also visited Hope Program on a regular basis and coordinated a public skate event for the students with the Rochester Ice Arena.

Explorer Post: Officer Jackson held two Explorer meetings this month. He is working on setting up a post meeting at Pease Air Force Base.

TRAINING: Officers' Colson and Knox are through eight weeks of the Academy, with no concerns. Officer Marshal has been released to solo patrol. Officers' Miller and Flathers are moving into their final observation period prior to being released to solo patrol. During the month we sent personnel to various training classes which included search and seizure mobile enforcement training. And a LEAD Conference in New Jersey.

Sgt. Cost and Off. Root are working on a basic criminal investigation course to be taught in house. With their combined experience our goal is to further develop the abilities of some of our younger officers in investigating criminal cases.

Respectfully Submitted,

Paul R. Toussaint
Chief of Police

Rochester Police Department

January 2020 Comp Stat Report



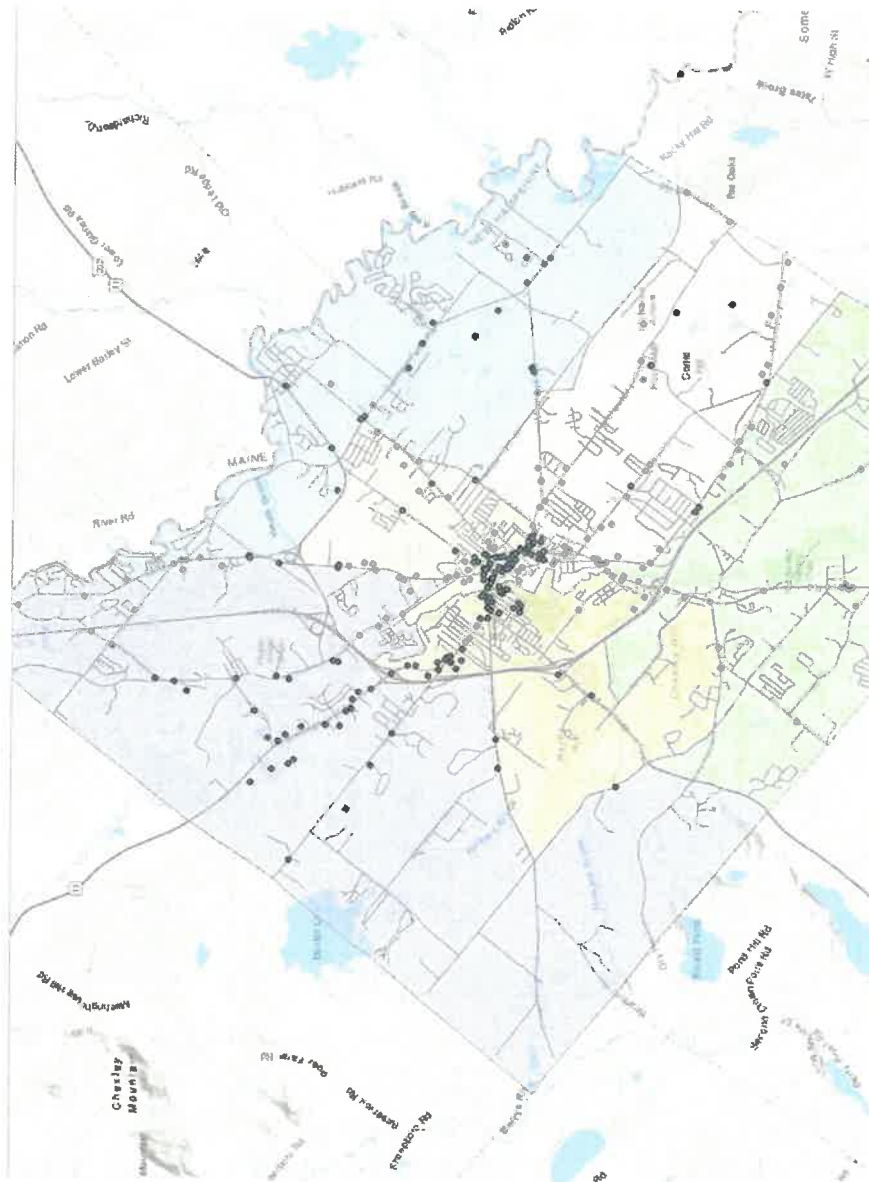
Field Activities

Specific Crimes	Jan-20	Jan-19	% Change	Dec-19	% Change	Nov-19	YTD 20	YTD 19	% Change	YTD 18
Traffic Stops	549	286	92%	498	10%	555	549	286	92%	937
Arrests from Stops	25	17	47%	18	39%	32	25	17	47%	30
Summons	12	10	20%	6	100%	9	12	10	20%	49
Warnings	500	252	98%	457	9%	494	500	252	98%	827
No Action	10	7	43%	10	0%	14	10	7	43%	24
Accidents	81	86	-6%	121	-33%	102	81	86	-6%	82
Summons from ACs	0	2	-100%	4	0%	6	0	2	-100%	3
Arrests from ACs	5	7	-29%	1	400%	6	5	7	-29%	8
Field Interviews	8	8	0%	6	33%	3	8	8	0%	4
DWI	3	3	0%	6	-50%	13	2	3	-33%	6
Narcotics	2	1	100%	0	0%	4	1	1	0%	0
Alcohol	1	2	-50%	6	-83%	9	1	2	-50%	3
DWI from Accidents	2	0	0%	5	-60%	5	1	0	0%	3

Traffic Stops

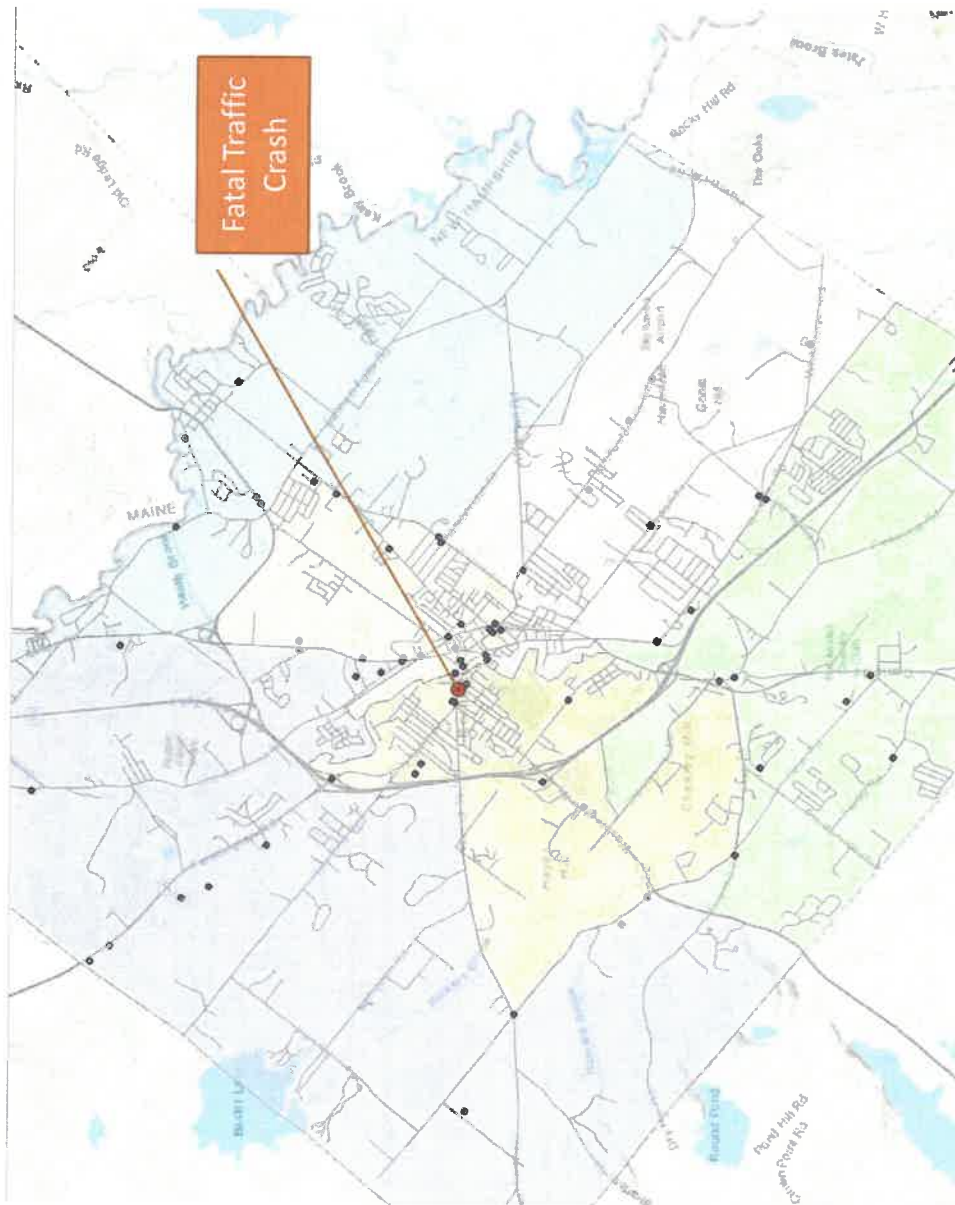
- 549 Traffic Stops
- 25 Arrests
- 12 Summons
- 500 Warnings

The majority of traffic stops this month continues the recent trend of activity in the high-density enforcement area downtown and along main roads that lead into that area.



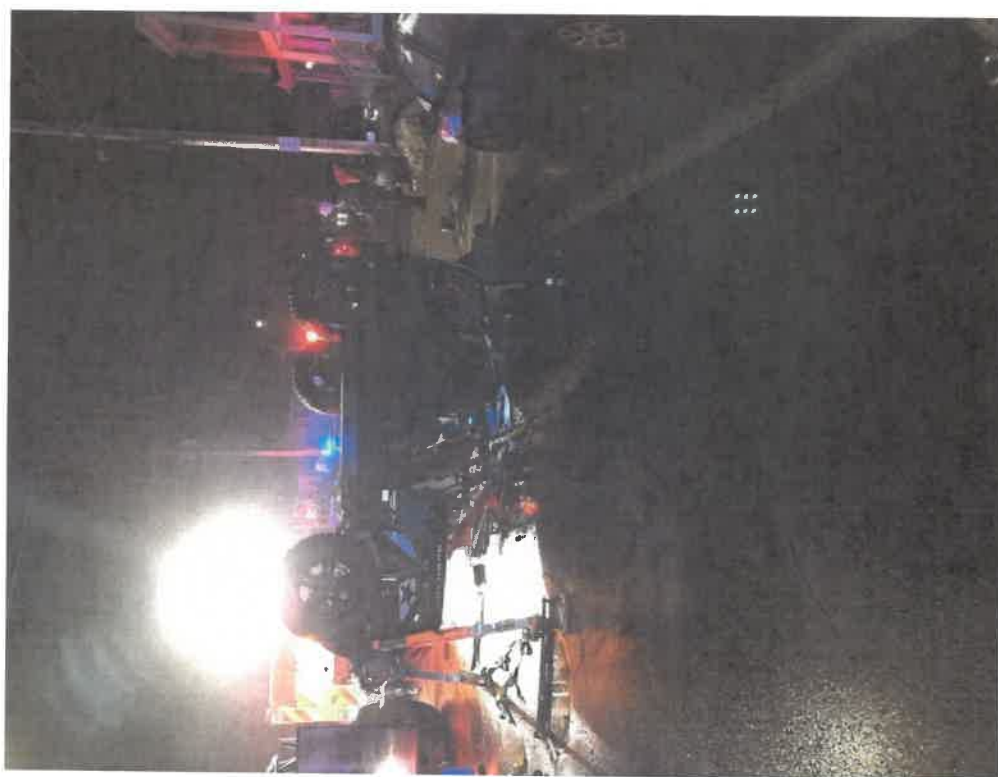
Motor Vehicle Crashes

- 81 total crashes
- 1 fatal crash (alcohol related)
- 1 (possibly 2) reported crashes that resulted in DWI arrests.
- Parking lot trend w/minor crashes continues.
- Roads with highest crashes:
 - North Main St (10)
 - Farmington Rd (7)
 - Wakefield St (6)



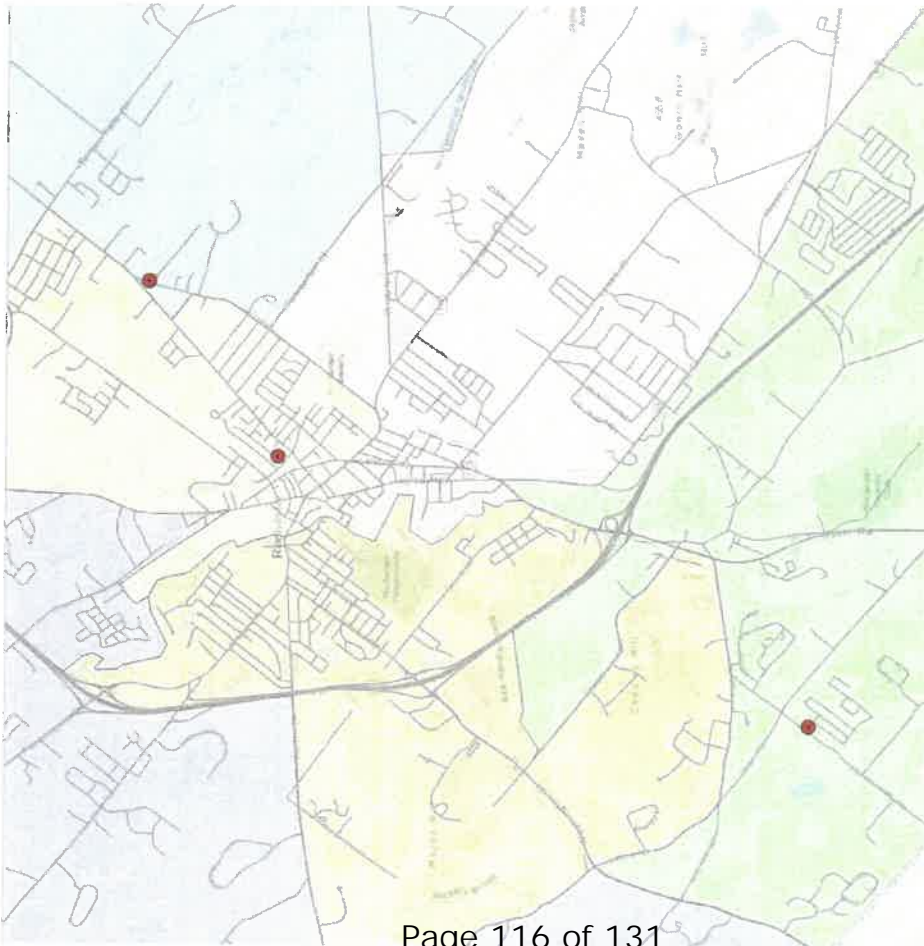
January 15, 2020 Fatal Crash

- Location: North Main St/Maple St
- Time of day: 3:26 a.m.
- Driver/lone occupant: Glenn Patch, 30 yrs. of age
- Details: Patch was driving south on North Main St, his vehicle crossed over the northbound lane striking a parked vehicle causing his vehicle to roll over. He was subsequently killed in the crash.
- Contributing factors: Patch had been drinking alcohol, toxicology reports are pending.



3 DWI arrests

- 2 arrests result of traffic accident
- 1 individual was arrested after his erratic driving was reported by another motorist. He had been using a narcotic.
- No identifiable trend this month with DWI's



Property Crimes

All Incident Reports												
Specific Crimes	Jan-20	Jan-19	% Change	Dec-19	% Change	Nov-19	YTD-20	YTD 19	% Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate	YTD 18
Burglary	4	3	33%	7	-43%	4	4	3	33%	25%	15%	9
Shoplifting	23	26	-12%	27	-15%	11	23	26	-12%	143%	82%	16
Theft from a Building	17	11	55%	11	55%	22	17	11	55%	35%	28%	20
Theft from M/V (including Parts)	4	5	-20%	9	-56%	27	4	5	-20%	0%	4%	10
All Other Theft	8	5	60%	10	-20%	10	8	5	60%	38%	7%	8
M/V Theft	2	8	-75%	2	0%	2	2	8	-75%	100%	18%	4
Vandalism	27	31	-13%	27	0%	28	27	31	-13%	52%	28%	21
Total Property	85	89	-4%	93	-9%	104	85	89	-4%	61%	28%	88
Arrests												
Specific Crimes	Jan-20	Jan-19	% Change	Dec-19	% Change	Nov-19	YTD-20	YTD 19	% Change			
Burglary	1	1	0%	1	0%	1	1	1	0%	YTD 18		
Shoplifting	33	26	27%	17	94%	10	33	26	27%	1		
Theft from a Building	6	6	0%	2	200%	12	6	6	0%	16		
Theft from M/V (including Parts)	0	1	-100%	0	0%	0	0	1	-100%	3		
All Other Theft	3	0	0%	0	0%	0	3	0	0%	1		
M/V Theft	2	1	100%	0	0%	0	2	1	100%	0		
Vandalism	14	17	-18%	6	133%	10	14	17	-18%	10		
Total Property	59	52	13%	26	127%	33	59	52	13%	31		

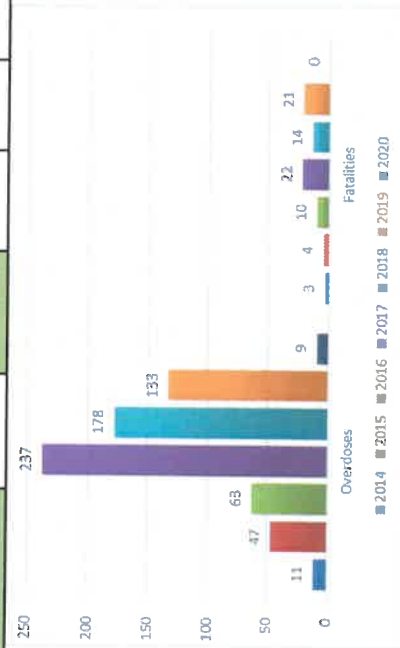
Storage Unit Thefts

- **On-going Investigation**
- 1-25-20 / 11:00 a.m. Officers responded to a storage facility on Spaulding Ave and found an individual in the act of stealing property from a storage unit.
- Further investigation found the individual had been recruited by a third party who had been taking locks off of storage units at night and replacing the locks with own. recruited individuals to remove property from the units.
- Research back to November 2019 found several thefts from storage units that may be related.
- Investigators are continuing with the investigation that result in charges against multiple individuals.

Case_Number	Date	Type_Case	Location_Name	Address	Victim	Method	Items_Stolen
19-4246-OF	11/5/2019	Burglary	Blue Bird Storage	201 Highland St	Multiple	Broke lock	Several Coach handbags
19-4377-OF	11/19/2019	Criminal Mischief	603 Storage	40 Cross Rd	Multiple	Pry tool used	3 units damaged
19-4538-OF	11/30/2019	Theft	PIP Storage	46 Farmington Rd	_____	lock removed	antique sewing machine
20-7-OF	1/1/2020	Criminal Mischief	603 Storage	40 Cross Rd	603 Storage	lock damaged	fence/unit damaged
20-54-OF	1/1/2020	Criminal Mischief	603 Storage	7 Spaulding Ave	603 Storage	Lock and mechanism cut	3 units damaged
20-147-OF	1/12/2020	Burglary	603 Storage	7 Spaulding Ave	Several	Broke lock	See Report
20-175-OF	1/14/2020	Theft/Crim Misch	603 Storage	11 Jarvis Ave	603 Storage	Cut lock	bag of unk materials
20-242-OF	1/17/2020	Criminal Mischief	603 Storage	237 Pickering Rd	603 Storage	Pry tool used	4 units damaged
20-323-OF	1/25/2020	Burglary	603 Storage	7 Spaulding Ave	603 Storage	Broke lock	See Report

Drug Incidents

All Incident Reports											
Specific Crimes	Jan-20	Jan-19	% Change	Dec-19	% Change	Nov-19	YTD-2020	YTD 19	% Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate
Possession	17	7	143%	14	21%	12	17	7	143%	71%	114%
Drug Events	14	11	27%	23	-39%	14	14	11	27%		
Overdoses	9	4	125%	10	-10%	13	9	4	125%		
Fatal	0	0	0%	5	-100%	2	0	0	0%		
Total Drug	31	18	72%	37	-16%	26	31	18	72%		
					Arrests						
Specific Crimes	Jan-20	Jan-19	% Change	Dec-19	% Change	Nov-19	YTD-2020	YTD 19	% Change		
Possession	12	8	50%	7	71%	9	12	8	50%		
											YTD 18
											3



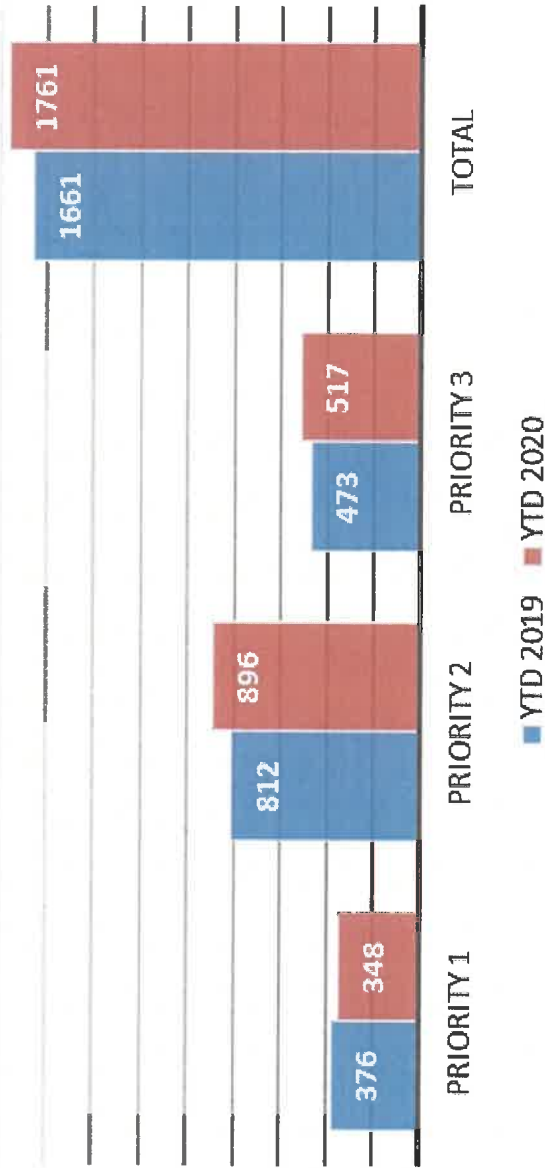
Violent Crimes

All Incident Reports											
Specific Crimes	Jan-20	Jan-19	%Change	Dec-19	%Change	Nov-19	YTD 20	YTD 19	%Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate
Homicide	0	0	0%	0	0%	0	0	0	0%	0%	0%
Robbery	1	1	0%	0	0%	2	1	1	0%	0%	300%
Aggravated Assault	2	2	0%	6	-67%	3	2	2	0%	100%	100%
from DV*	1	2	-50%	5	-80%	1	1	2	-50%	100%	50%
Simple Assault	32	28	14%	38	-16%	22	32	28	14%	50%	64%
from DV*	14	13	8%	28	-50%	8	14	13	8%	71%	69%
Total Violent	35	31	13%	44	-20%	27	35	31	13%	38%	116%
Arrests											
Specific Crimes	Jan-20	Jan-19	%Change	Dec-19	%Change	Nov-19	YTD 20	YTD 19	%Change		YTD 18
Homicide	0	0	0%	0	0%	0	0	0	0%		0
Robbery	0	3	-100%	0	0%	2	0	3	-100%		1
Aggravated Assault	2	2	0%	4	-50%	1	2	2	0%		3
from DV*	1	1	0%	3	-67%	1	1	1	0%		3
Simple Assault	16	18	-11%	19	-16%	12	16	18	-11%		21
from DV*	10	9	11%	17	-41%	6	10	9	11%		21
Total Violent	18	23	-22%	23	-22%	15	18	23	-22%		25

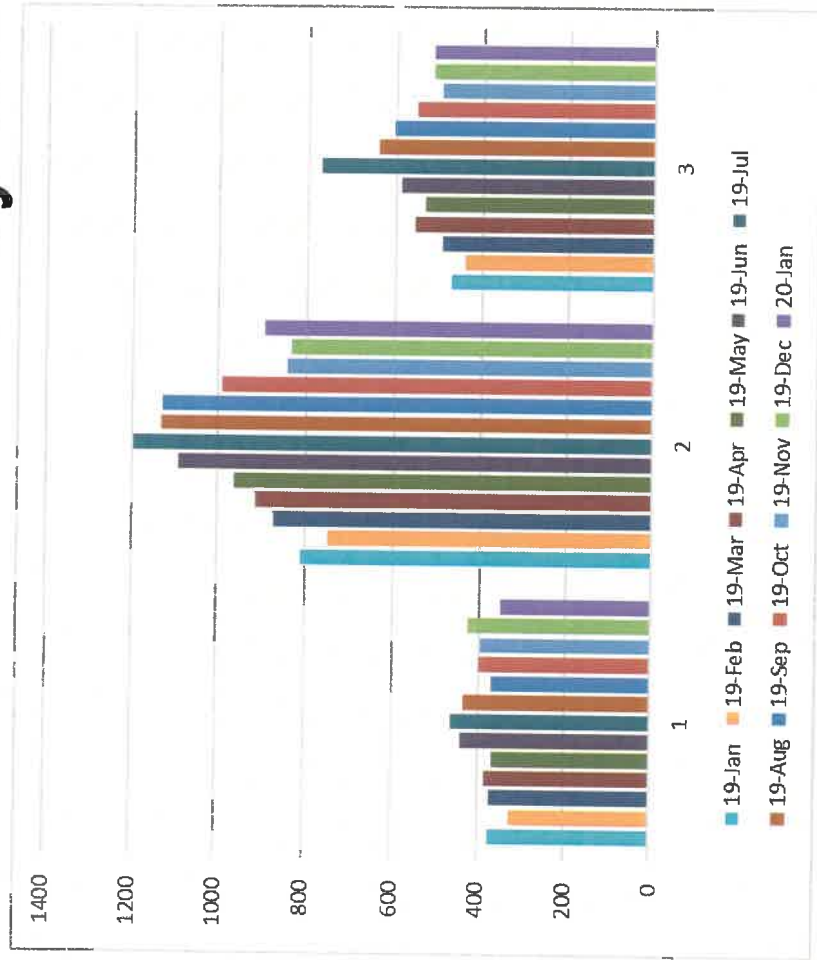
2020 Threshold

Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	87	72-101	81	Normal
Traffic Stop	765	420-1110	549	Normal
DWI	7	4-10	2	Low
Robbery	2	0-3	1	Normal
Aggravated Assault	6	3-8	2	Low
Simple Assault	39	30-47	32	Normal
Burglary	9	5-13	4	Low
Shoplifting	24	17-31	23	Normal
Theft from Building	18	11-25	17	Normal
Theft from MV	16	7-25	4	Low
MV Theft	3	1-5	2	Normal
Vandalism	35	27-43	27	Normal
Possession	16	10-21	17	Normal
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	46	36-56	35	Low
Property	122	93-150	85	Low

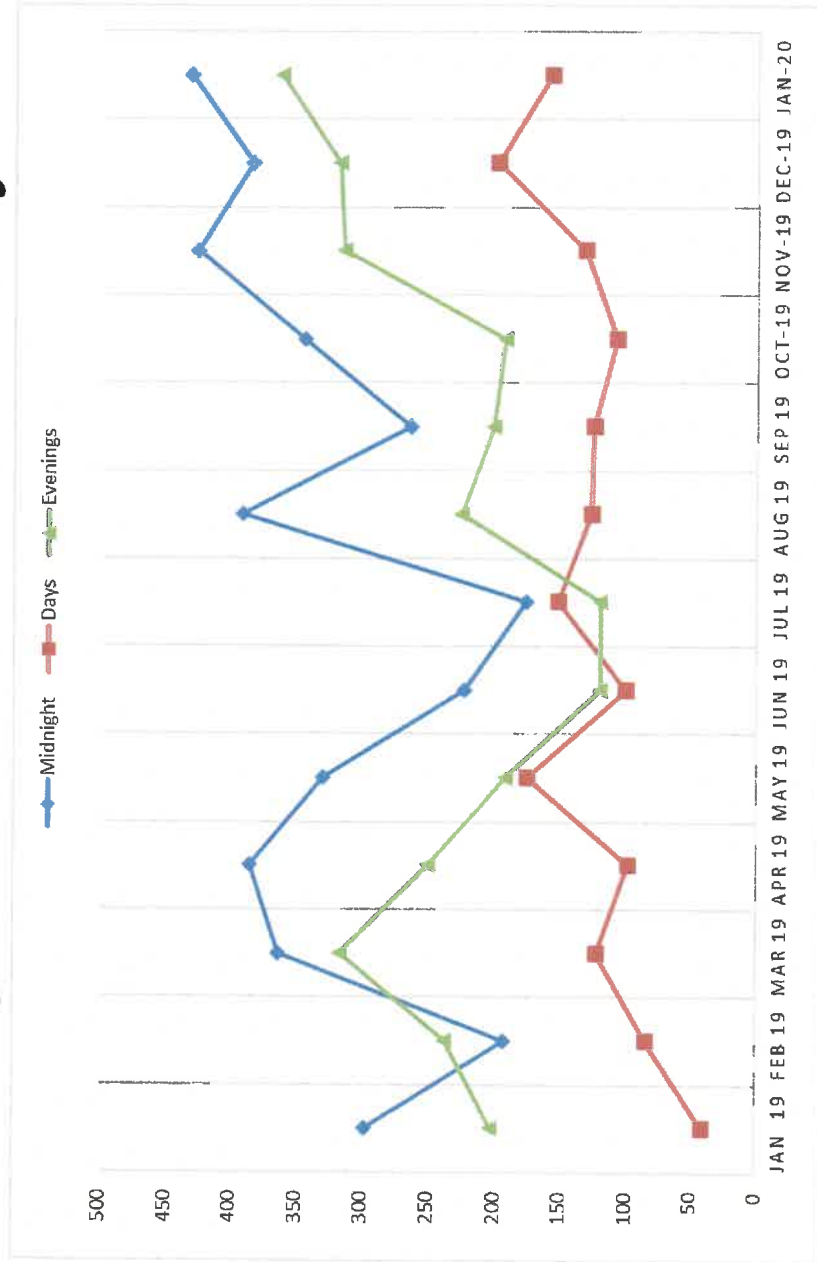
Calls for Service 2019 v 2020



Calls for Service by Month



Monthly Proactive Hours by Shift



Domestic Violence Related Statistics

January 2020

Breakdown of Domestic Violence cases for the month of January:

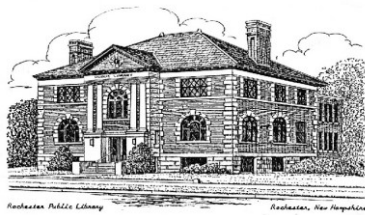
Misdemeanor Arrests: 23. Of those 23, two cases involved non-arrest calls for service in the preceding 12 months. Both were intimate partner cases.

Felony Arrests: 6. Of those arrests, none involved a non-arrest call for service in the preceding 12 months.

Total Cases: 40

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City Clerk's Office



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

12/03/2020

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

MONTHLY REPORT

February 2020

There were a total of 14,453 items circulated with 11,960 people visiting the library in the month of February. Current number of patron registrations is 39,560. Interlibrary loan activity included 105 materials borrowed from other libraries and 209 loaned to other libraries.

Winter story times continued in the month of February. Seven story times were held throughout the month with over eighty-five children in attendance. The busy Children's Room staff also held a fun "Make-It and Take-It" program creating "Foam Shape & Bead Necklaces" with 45 enthusiastic children.

The week of February school vacation the Children's Room offered several new programs for children to enjoy. Tuesday, February 25th was an evening of virtual adventure. Kids were encouraged to "choose" their own extreme winter climbing adventure and try to survive a winter climb on various mountains around the world. Wednesday children met in the story time room for stories, songs and a variety of finger plays. Friday was a day of creative experimenting. Sets of Snap Circuits were available for kids to build projects and see the results in action. Saturday 37 children attended an "Art Workshop" to create more large panels of Art to be displayed in the Children's Room.

The library was pleased to present the artwork of Bob Farrell during the month of February. Farrell started doing lettering and graphics at a young age then began painting abstract and surreal paintings with oils as he grew older. He attended the School of Visual Arts in NYC for graphic design. Farrell is a member of the Berwick Art Association, MODspoke, Wrong Brain and Blackbird Studio and Gallery.

Library patrons and staff collected 13 bags of food for Gerry's Food Pantry in January.

In addition to the print versions of available books, 280 of our library patrons downloaded 1,456 e-books to media devices through the library's web site this month. The RPL website also enabled 26 patrons access to the Mango Languages, Chilton, and Legal Forms databases along with 291 digital downloads from Hoopla.

Trustees meet on Tuesday, March 17th in the Rose Room of the library at 6pm.

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City Clerk's Office

City of Rochester Tax Collector's Office
February 29, 2020

Tax Year		Annual Warrant	Collected		Uncollected	
			Amount	%	Amount	%
2019	Warrant	66,169,796	64,187,781.75	97.00%	1,982,014.25	3.00%
2018		63,834,824	63,107,996.84	98.86%	726,827.16	1.14%
2017		60,524,791	60,166,891.87	99.41%	357,899.13	0.59%
2016		58,196,003	58,019,891.60	99.70%	176,111.40	0.30%
2015		56,938,119	56,820,605.57	99.79%	117,513.43	0.21%
2014		55,068,779	54,996,845.42	99.87%	71,933.58	0.13%
2013		53,324,262	53,263,140.57	99.89%	61,121.43	0.11%
2012		50,952,912	50,917,698.38	99.93%	35,213.62	0.07%
2011		48,856,892	48,823,001.68	99.93%	33,890.32	0.07%
2010		47,308,832	47,281,387.69	99.94%	27,444.31	0.06%
2009		46,898,827	46,871,990.40	99.94%	26,836.60	0.06%
2008		46,522,769	46,508,467.57	99.97%	14,301.43	0.03%
2007		42,964,450	42,952,684.42	99.97%	11,765.58	0.03%
2006		40,794,160	40,787,509.45	99.98%	6,650.55	0.02%
2005		38,024,453	38,019,001.03	99.99%	5,451.97	0.01%
2004		36,065,496	36,059,946.10	99.98%	5,549.90	0.02%
2003		33,310,579	33,306,755.65	99.99%	3,823.35	0.01%
2002		29,725,878	29,722,554.10	99.99%	3,323.90	0.01%
2001		26,943,136	26,940,170.75	99.99%	2,965.25	0.01%
2000		25,415,248	25,413,243.68	99.99%	2,004.32	0.01%
1999		22,973,308	22,971,980.41	99.99%	1,327.59	0.01%
1998		30,592,529	30,590,734.68	99.99%	1,794.32	0.01%
1997		29,835,914	29,834,230.90	99.99%	1,683.10	0.01%
1996		27,726,424	27,724,777.67	99.99%	1,646.33	0.01%
1995		27,712,029	27,711,835.43	100.00%	193.57	0.00%
					3,679,286.39	

Tax Collector
Doreen Jones, CTC

CSS Count FY 20		
Month	Total \$\$	# of Payments
July	\$ 832,265.53	656
Aug	\$ 86,735.97	451
Sept	\$ 133,727.95	391
Oct	\$ 99,634.76	446
Nov	\$ 55,408.66	288
Dec	\$ 349,963.17	584
Jan	\$ 895,412.34	645
Feb	\$ 233,759.07	426
Mar		
Apr		
May		
June		
Totals	\$ 2,686,907.45	3887

Online Credit Card Payments (Citizen Self Service)

Doreen Jones, CTC
Tax Collector

Rochester, New Hampshire Inter office Memorandum

TO: Blaine Cox
City Manager

FROM: Todd M. Marsh
Director of Welfare

SUBJECT: Analysis of Direct Assistance for February 2020.

DATE: March 3, 2020

This office reported 117 formal case notes for the month of February.

Voucher amounts issued were as follows:

	<u>20</u> <u>Families</u> <u>5 new</u>	<u>13</u> <u>Single</u> <u>6 new</u>
Burial.....	650.00	650.00
Dental.....	.00	.00
Electricity.....	140.87	.00
Food00	.00
Fuel heating.....	.00	51.58
Mortgage.....	.00	.00
Prescriptions00	.00
Rent.....	7,149.00	2,425.00
Temporary Housing	730.00	0.00
Transportation.....	<u>.00</u>	<u>456.99</u>
TOTAL	\$8,669.87	\$3,583.57

This represents an average cost per case/family of \$433.49 and case/Individual of \$275.65 for this month.

Total vouchers issued: \$12,253.44

There was an increase of \$845.97 in assistance issued this month compared to February 2019. There was a decrease of \$1,576.11 in vouchers issued this month compared to last month.

We received reimbursements from the Interim Assistance Program SSI, State Medicaid and Personal Reimbursements totaling \$0

NOTES

Increased Rochester market rental costs and decreased family homeless shelter availability has resulted in increased rental and temporary housing assistance (motels.) The Welfare Department continues to work internally to minimize outside factor increases.