City of Rochester
ANNUAL REPORT 2012-13

Providing services which contribute to a sense of community and the overall quality of life.

www.RochesterNH.net

PUBLIC NOTICE

If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status.

Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:

- During your ownership, without your consent; or
- Prior to your ownership, if no previous owners consented to the merger.

To restore your property to pre-merger status, you must:

- Make a request to the local governing body
- No later than December 3, 2016

Once restored:

- Your properties will once again become separate lots; however they must still conform to applicable land use ordinances. Restoration does not cure non-conformity.

This notice must be:

- *Posted continuously in a public place from January 1, 2012 until December 31, 2016, and*
- *Published in the 2011 through 2015 Annual Report*

Read the full statute at:
http://www.gencourt.state.nh.us/rsa/html/LXIV/674/674-mrg.htm

Welcome to the City of Rochester Annual Report 2012-2013

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Chapter One
At a glance

1.1 Our highlights

Performance

1st Annual Author's Fair was held at the Rochester Public Library. Plans are now underway for the next event to be held in the Spring of 2014.

Our 1st Annual Wings & Wheels event was a huge success. This community event, organized by the Police Department POP Officer, and held at Skyhaven Airport provided a direct benefit to Gerry's Food Pantry.

The biggest construction news for this year was the new Safran advanced aerospace technology plant. In December, the new bridge in the Granite State Business Park was unveiled, with a distinguished group of guests including Governor Hassan.

The first START UP business competition was held in June with thirty-seven contestants and seven finalists. This event was a partnership with the ABI Hub from Manchester and is a catalyst for identifying and nurturing new companies and potential businesses.

Financial

Fiscal Year 2012-2013 Sources of Revenue

Program Revenues
- Charges for services
- Operating grants
- Capital grants and contributions

General Revenues
- Property taxes
- Licenses and permits
- Other general revenues

Fiscal Year 2012-2013 Expenses

- General government
- Public safety
- Public works
- Health and welfare
- Culture and recreation
- Community Development
- Community services
- Education
- Food services
- Debt service
- Intergovernmental
- Water
- Sewer
- Arena

1.2 Introduction

Our City Council

Rochester is divided into six (6) wards of as equal as practicable population. Each ward has two (2) council representatives. Our City Council consists of the Mayor and twelve (12) City Councilors.

Our Location

Rochester, New Hampshire, known as the Lilac City, is located in Strafford County, with a population of almost 30,000. Rochester is one of the largest cities in New Hampshire, encompassing over 44 square miles of rolling hills and rivers. Conveniently located only a short distance from New Hampshire's famous Lakes Region, the White Mountains with its ski resorts and the Seacoast with its superb beaches. Only 32 miles NE of Manchester, New Hampshire and 65 miles N of Boston, Massachusetts.

Whether covered with its famous lilacs in the spring, flowers blooming in the summer, spectacular autumn foliage or fresh-fallen snow, the Rochester area is a scenic delight.

Our History

Originally inhabited by Abenaki Indians of the Pennacook tribe, the town was granted to settlers by Colonial Governor Samuel Shute. It was officially incorporated in 1722, named in honor of the Earl of Rochester. Actual settlement of Rochester was delayed until 1728 because of conflict with the Indian tribes.

Traditions of strong family values, strong work ethic and lasting community spirit sustain the lasting pride among residents and businesses in Rochester. Awareness of Rochester's many natural assets and its recent industrial growth contributes to that pride. A great sense of volunteerism exists that is second to none. Whatever the need, whether for an individual or organization, Rochester opens its heart each and every time to help with a worthwhile cause.

Our Environment

Rochester enjoys many of the conveniences of a prospering city combined with the delights of small-town New England traditions. Due to the restoration of the historic Rochester Opera House, cultural and civic activities are offered to residents in the area. Rochester celebrates the arts with Factory Court concerts annually in the spring, a summer festival at the Rochester Commons, a Fourth of July celebration complete with activities and fireworks in the summer, over 120 years of the Rochester Fair (an old fashioned agricultural fair) held in the fall, and a holiday parade in the winter.

One of Rochester's many attributes is its excellent air, highway, rail and water transportation connections. Major highways include routes 11, 108, 125, 202 and the Spaulding Turnpike (Route 16), a four lane, limited access highway with six exits to the City. This expressway provides easy access to Interstate 95, the Pease International Tradeport, Boston's Logan Airport, Manchester International Airport, the Portland International Jetport and the Port of Portsmouth. The New Hampshire Northcoast rail line and Skyhaven Airport also serve Rochester.

Our City Vision

Rochester's commitment to economic development has spurred major growth of manufacturing and high-tech companies. The City continues to diversify, strengthen and grow as business and industrial expansions attract new residents to the area.

Excellent educational advantages are available to residents. The Richard W. Creteau Regional Technology Center trains students for well-paid positions and assures companies in the area of a skilled workforce.

Shopping in Rochester provides residents in the city and surrounding communities with an attractive downtown area and several malls and plazas. Antiques, footwear, appliances, pharmacies, restaurants and a variety of services are found in downtown Rochester and small boutiques to large department and grocery stores are found at several plazas and malls located throughout the City.

Cultural and recreational activities include plays at the Rochester Opera House, theater, the Rochester Country Club golf course, ball fields, hiking, walking paths, rivers, ponds and lakes.

Combined with its natural beauty, easy access and many opportunities, Rochester is The Place To Be.

Our Mission

Our mission is to provide services which contribute to a sense of community and the overall quality of life.

Our Principles

As a City Council we will demonstrate our commitment for our city by seeking to adhere to the principles of:

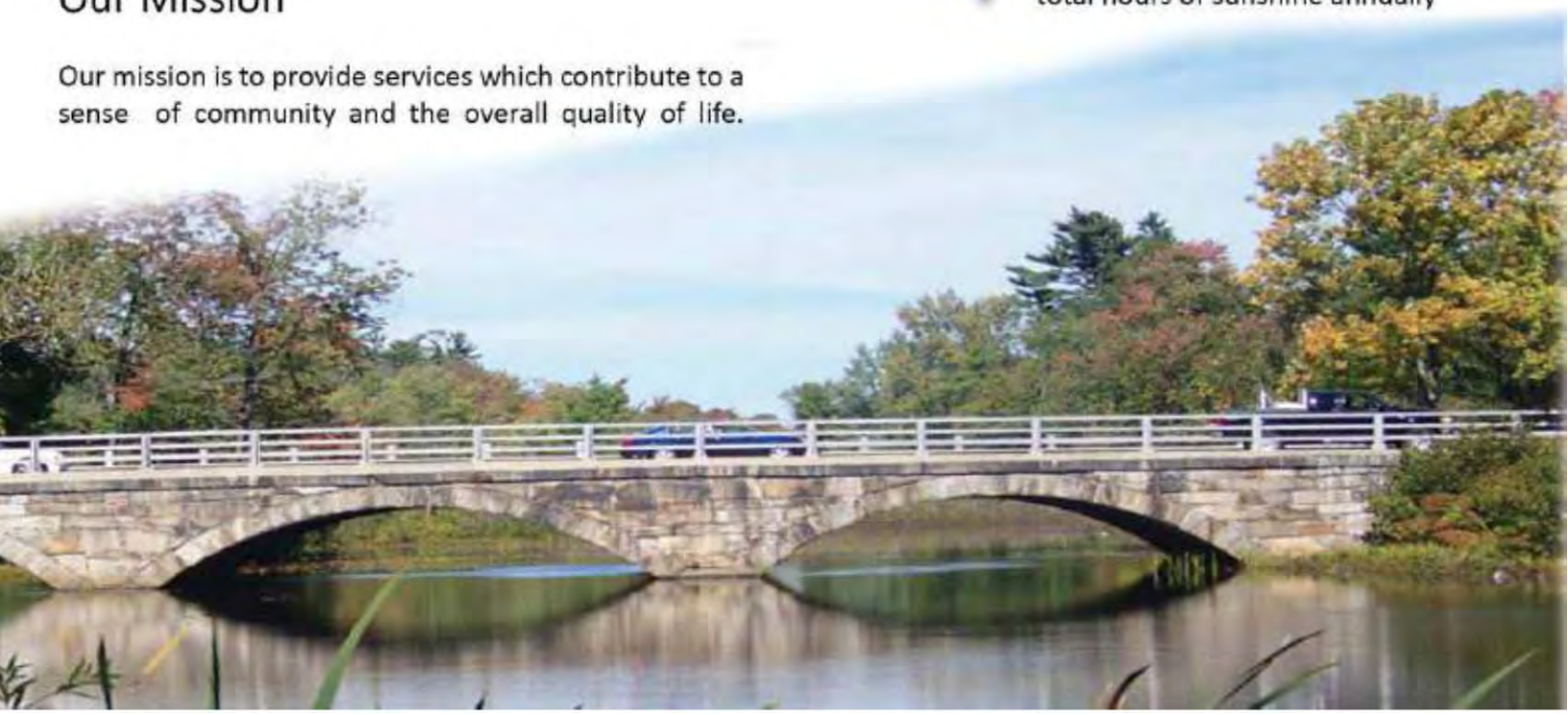
- City Charter
- General Ordinances of the City of Rochester

Our Community

- Our community, including residents, visitors and ratepayers
- Business and investors
- Local service providers
- Community groups
- State and federal government agencies, and other local governments, and
- Professional organizations including industry

$110m
Rochester City Council Budget 2012-2013

2,519 hours
total hours of sunshine annually



1.3 Facts and Figures

Rochester Fast Facts

- Incorporated in 1722
- Rochester is the 5th most populated city in the state of New Hampshire out of 96 cities.
- The largest Rochester racial/ethnic groups are White (94.3%) followed by Hispanic (1.8%) and Two or more races (1.4%).

29,823

Estimated residents in Rochester, NH

- The median household income of Rochester residents was $52,401. *Rochester household made slightly more than Hampton Beach households ($52,023) and New London households ($51,733).*
- The median age for Rochester residents is 40.7 years young.

Location

Latitude: 43.298493
Longitude: -70.977006

- 43 miles from Manchester, NH
- 54 miles from Portland, ME
- 75 miles from Boston, MA
- 286 miles from New York City, NY
- 271 miles from Montreal, Quebec

Land and trails

45.40

Land area in square miles

- There are approximately 655.3 persons per square mile.
- There are 0.4 square miles of inland water area.
- Gonic Trails - 3 various trails, up to 3.5 miles
- Pickering Ponds - 2+ miles of trails

Roads, sidewalks and bridges

- 235 miles of road *(205 miles paved, 30 miles unpaved)*
- 176 city streets
- 60 private
- 28 miles of sidewalks
- 16 city bridges

Water

- 1,437 water customers
- 5,604 water and sewer customers
- 15 sewer only customers
- 3,000,000 average daily gallons of wastewater treated

2,000,000

Average daily gallons of drinking water produced

- 120 miles of water pipe distribution
- 80 miles of sewer pipe distribution
- 4 water pump stations

City-owned facilities

- 11 buildings
- 380,000 square feet

Recreation facilities

- 3 pools
- 3 fields
- Roger Allen Park with 10 baseball, 5 softball, 1 football, 5 soccer and 1 buddy ball fields
- 1 ice arena
- 1 community center

Schools

- 8 elementary schools - 2,015 students
- 1 middle school - 1,038 students
- 1 high school - 1,680 students
- 2 private schools - 222 students
- 1 Regional Technology Center

1.4 Employee recognition and achievements

Recognition for Years of Service

35 Years

Norm Sanborn, Jr. , Fire

20 Years

Dennis Duchesneau, Police
Theresa Hervey, Assessing
Mark Avery, Fire
Chris Sheing, Fire
Stephen Johnson, Fire
Melissa Ayers, Fire

30 Years

Gail Galloway, Welfare
Anne May, Recreation

10 Years

Steven Wheeler, Public Works
Michael George, Fire
Andrew Jackson, Police
Linnette Richardson, Police
Micah Ruel, Fire
Mark Dixon, Public Works
Keith MacKenzie, Police

25 Years

Kristen Henderson, Public Works
Dominick Bellio, Fire
Sidney Bean, Public Works
Donovan Funk, Police
Roland Connors, Finance
Angela Gray, Finance
Diane Hoyt, Finance

New Employees

Sheldon Perkins, Code
Sarah Bailey, Communications
James Reinert, Communications
Samuel Currier, Public Works
Stephen Gingras, Public Works
Samantha Juneau, Public Works
Joshua Laurent, Public Works
Christopher McKenney, Public Works
Samantha Rivera, Public Works
Gretchen Young, Public Works
Mary Ellen Humphrey, Economic Develop.
Kaitlin Olsen, Fire
Jennifer Bent, Library
Kelsey Fleming, Library
Meredith Leno, Library
Shannon Perry, Library
Stephanie Piro Nolan, Library
Brian Sylvester, Library
James Campbell, Planning
Elena Engle, Planning
Karen Bonneau, Police
Matthew DuChemin, Police
Adam Ducharme, Police
Geoffrey Moore, Police
Charles Pendlebury, Police
Justin Worthley, Police
Kari Inglis, Recreation
Deborah Millspaugh, Tax Collector

FY13 Retirees

David Dubois, Police
Sid Bean, Public Works
John Fuchs, Library
Pat Clement, Library

Chapter Two
Our City Council

2.1 Mayor's Report

T. J. was elected mayor in 2009 at the age of 31 and became the youngest mayor to serve the City of Rochester. Since then, the city has experienced tremendous growth with Safran USA and Albany Engineered Composites selecting Rochester as the site of their new, 350,000 square foot advanced manufacturing facility. The facility will manufacture composite aircraft engine components for a new line of jet engines coming to the market in the next several years. This development is expected to bring approximately 450 new jobs to the greater Rochester area.

First and foremost, I am driven by my profound love and passion for the City of Rochester. There is nothing more I endeavor than to see Rochester enjoy success, growth, and a renewed sense of community pride. This can only be achieved by strong leadership which drives a productive and affordable agenda.

It is important to realize that we are all taxpayers. As such, I am extremely cognizant that our city must work within an affordable budget for all citizens. More importantly however, our city must govern more efficiently and seek alternative and cost effective ways to deliver critical services to our residents.

As mayor, I work closely with the city manager and department leaders to ensure our city is equipped with the tools and resources needed to perform the jobs at the highest level of efficiency possible. It is through collaboration and constant dialogue that we can best identify areas to improve the way we do business.

I am excited by the opportunities that lie ahead and will make sure we work hard for our community. There has never been a better time to live, work or play in the City of Rochester.

Specific areas of focus include:

Water and Sewer Services *We must do an immediate and complete review of our water and sewer operations. Recent and projected rate increases are unacceptable. In addition to controlling operational expenses, we must look at alternative ways of treating and disposing our waste water. Federal regulations (relative to element monitoring and removal in treated waste water) are becoming more and more restrictive with our disposal into the Cocheco River. I will make the improvement of our water and sewer rates a council priority and will work with city leadership to ensure this is addressed in our immediate and long term strategic planning.*

Infrastructure Repair *The City of Rochester will have many infrastructure-related projects that will need to be addressed in the coming years. Maintaining our city's aging infrastructure can be costly and impact our citizens and businesses negatively if not properly planned and executed.*

Public Safety *We must continue to provide the finest public safety to our citizens. This will be achieved by maintaining a highly skilled firefighting and police force to protect our residents and their property. It is paramount that the mayor and city council work closely with the city manager and department leaders to ensure they have the tools and resources necessary to perform their duties safely, effectively, and efficiently.*

Education *The education we provide to our students is extremely important to me and my family. I am a proud graduate of Rochester schools and hold our faculty and staff in very high regard. There is certainly tremendous opportunity for improvement in how we deliver a quality and affordable education to our students.*

City of Rochester
Mayor TJ Jean

2.2 Our City Council

Front row from left to right: Councilor Alan Reed-Erickson, Councilor Peter Lachapelle, Mayor Thomas J. Jean, Deputy Mayor A. Raymond Varney, Jr, *Councilor Raymond Lundborn

Back row from left to right: Councilor Stephen Hervey, Councilor David Walker, Councilor Brian LaBranche, Councilor Sandra Keans, Councilor Ralph Torr, Councilor Elaine Lauterborn, Councilor John Larochelle, Councilor Julien Savoie.

**Beloved City Councilor Raymond Lundborn passed away on August 6, 2012. On October 2, 2012 David Hynes (not pictured) was appointed to fill this vacancy.*

2.3 Mayor & City Council Committees

Mayor's Committees

Comprehensive Rezoning
Energy & Sustainability Committee
RiverWalk Committee
Route 125 Corridor Study Committee
Historic Document Preservation

Our mission is :

To provide services which contribute to a sense of community and the overall quality of life.

City Council Committees

Appointments Review Committee
John Larochelle, Chairman
Sandra Keans, Vice-Chair
Alan Reed-Erickson
Stephen Hervey
David Hynes

Building Needs Committee
Ralph Torr, Chairman
Elaine Lauterborn, Vice-Chair
Brian LaBranche
A. Raymond Varney, Jr.

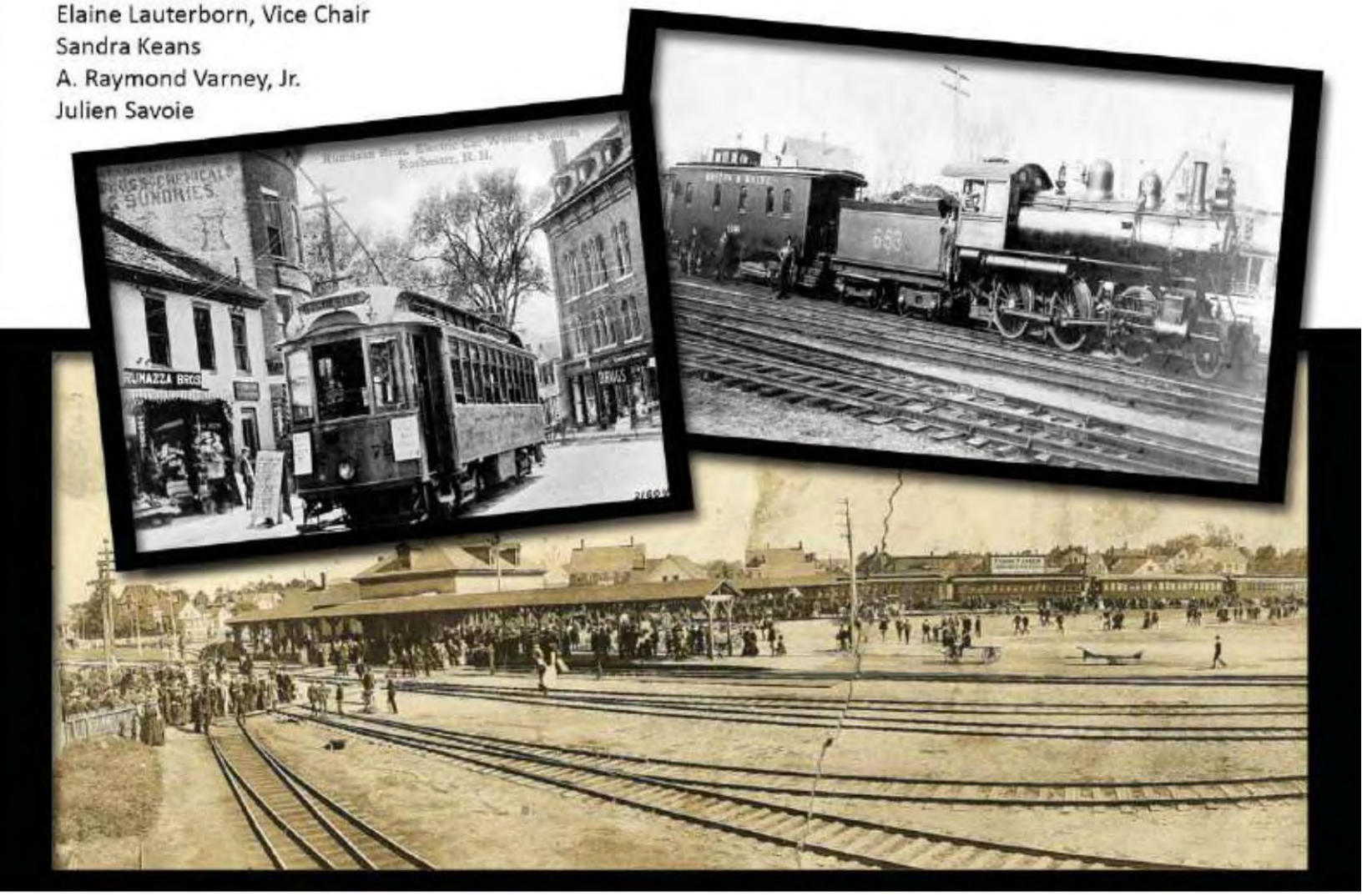
Community Development Committee
Elaine Lauterborn, Chairman
Alan Reed-Erickson, Vice-Chair
Brian LaBranche
Stephen Hervey
David Hynes

Codes & Ordinances Committee
Peter Lachapelle, Chairman
Elaine Lauterborn, Vice Chair
Sandra Keans
A. Raymond Varney, Jr.
Julien Savoie

Finance Commiittee
Mayor Thomas J. Jean, Chairman
A. Raymond Varney, Jr., Vice Chair
Ralph Torr
Sandra Keans
John Larochelle
David Walker
Elaine Lauterborn

Public Safety Committee
David Walker, Chairman
Peter Lachapelle, Vice Chair
Stephen Hervey
Brian LaBranche
Julien Savoie

Public Works and Building Committee
Ralph Torr, Chairman
A. Raymond Varney, Jr., Vice Chair
John Larochelle
Brian LaBranche
David Walker



2.4 Appointed Boards & Commissions

Arena Commission

Staff Representative - Chris Bowlen, Recreation & Arena Director

Dale Bickford
Richard Clough
David Colson
Robert W. Brown
Joan Cadorette-Strogen
David Anctil
Randy Willard

Board of Assessors

Staff Representative - Tom Mullin, Assessor

Robert Goldstein
Marybeth Walker
Victoria Lambert

Conservation Commission

Staff Representative - Seth Creighton, Staff Planner

Deborah Shigo
Jeffey Winders
John (Jack) Hackett
Meredith (Merry) S. Linewebber
Mark Jennings
Michael Dionne
2 - vacancies

Arts & Culture Commission

Staff Representative - Michelle Mears, Staff Planner

Pam Hubbard
Patricia O'Brien
Martha Fowler
Peter Ejarque
Cristina Danielle Dorvillier
Peg Johnson
Michael Provost
Matthew Wyatt
1 - vacancy

Historic District Commission

Staff Representative - Michelle Mears, Staff Planner

Molly Meulenbroek
Martha Wingate
Peter Bruckner
Nancy Dibble
Marilyn Jones
Sandra Keans
1- vacancy

Library Trustees

Staff Representative - Brian Sylvester, Library Director

Joanne V. Pallas
Steven Maimes
Natalie Wensley
Anne May
Pamela J. Hubbard
Jennifer Stimac
Martha Ortmann

Planning Board

Staff Representative - Jim Campbell

Nel Sylvain
Derek Peters
Gregory Jeanson
Tim Fontneau
Rick Healey
Charles Grassie, Jr.
Robert Jaffin
Matthew Kozinski
Mark Sullivan
David Walker
James Gray
3 - vacancies (alternates)

Recreation Commission

Staff Representative - Chris Bowlen

Sheila Colson
Peter Lachapelle
Paul Lynch
Tamara Hewitt
Paul Roberts
Jeffrey Turgeon

Rochester Economic Development Commission

Staff Representative - Karen Pollard

Richard Lundborn
Janet Davis
Susan DeRoy
Kevin Ryan
Ron Poulin
Timothy Cremmen
Mayor T.J. Jean
John Larochelle
Heather Tacconi
Jonathan Shapleigh

Trustees of the Trust Fund

David Oullette
Robert Pallas
R. Bradley Trafton

Utility Advisory Board

Staff Representative - Blaine Cox, Deputy City Manager/ Director of Finance

George Lewis
Arthur Hoffman
Sharon Parshley
Daniel Peterson
Shawn Libby
1 - vacancy

Zoning Board of Adjustment

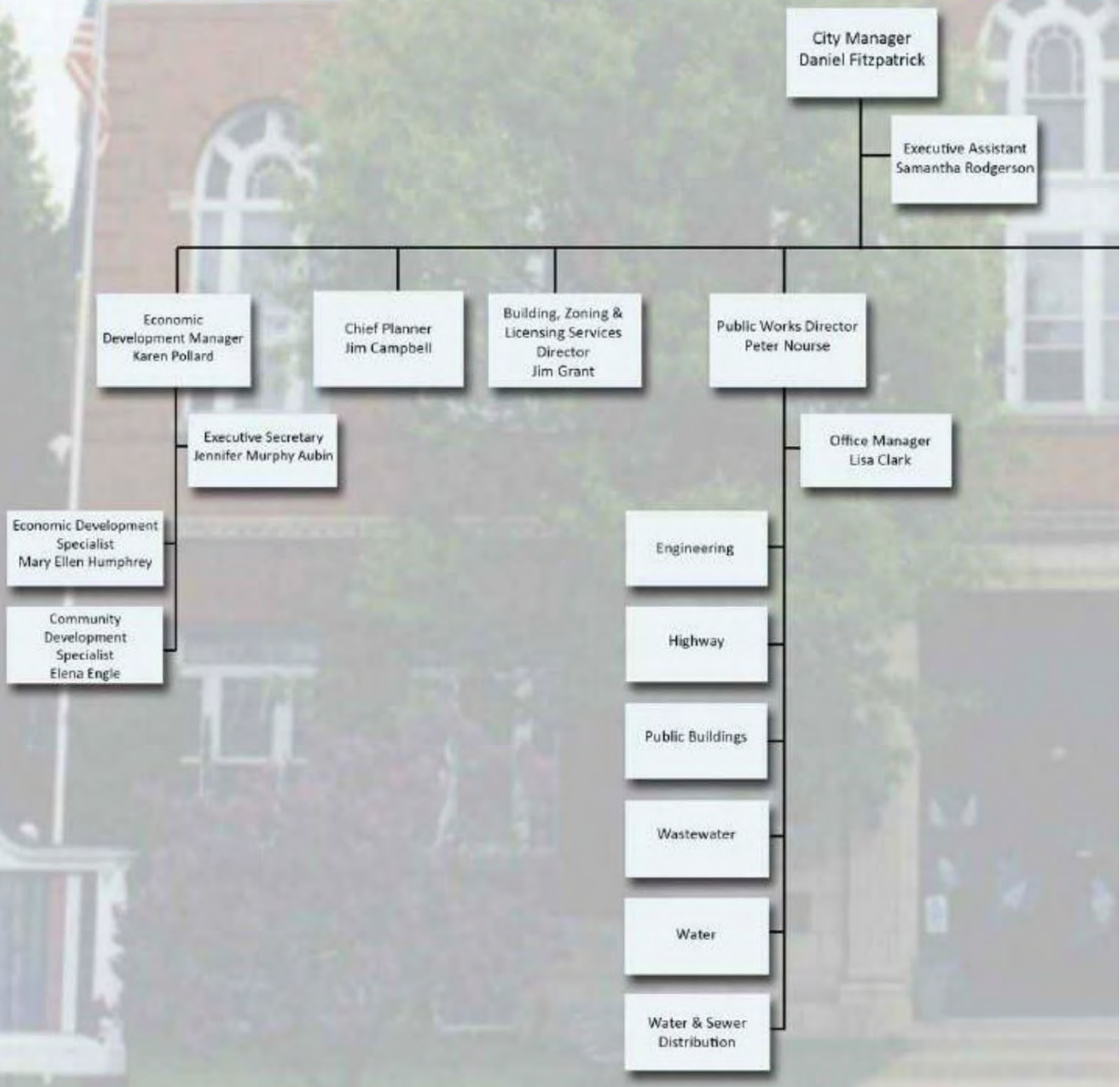
Staff Representative - Jim Grant, Code Enforcement Director

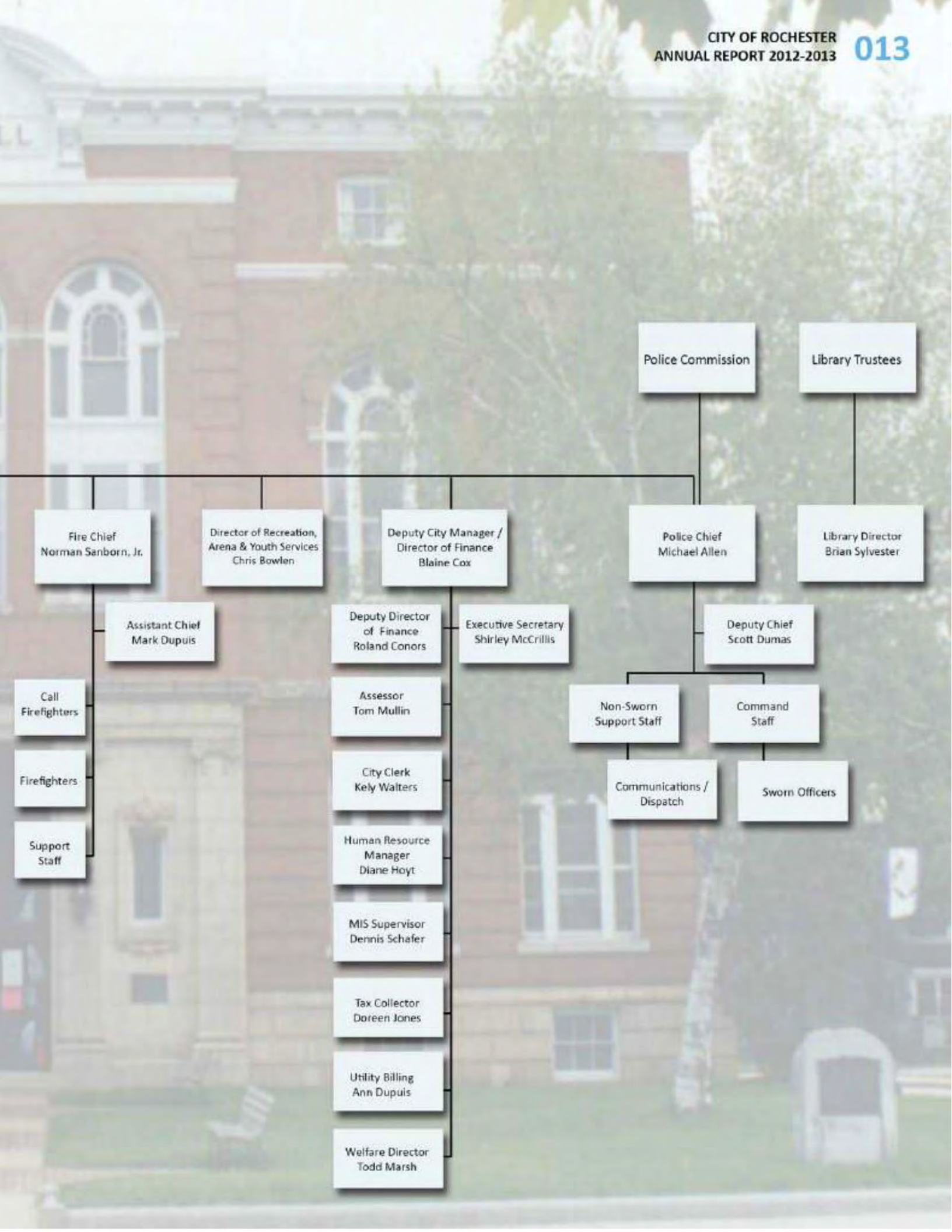
Ralph Torr
Rose Marie Rogers
Larry Spector
Robert Goldstein
2 - vacancies
Fidae C. Azouri
Leo Brodeur
Randy Lavallee
Robert Gates

Chapter Three

Our Organization

3.1 Organizational chart *(current at time of publication)*




Police Commission
Library Trustees
Fire Chief
Norman Sanborn, Jr.
Director of Recreation, Arena & Youth Services
Chris Bowlen
Deputy City Manager / Director of Finance
Blaine Cox
Police Chief
Michael Allen
Library Director
Brian Sylvester
Assistant Chief
Mark Dupuis
Deputy Director of Finance
Roland Conors
Executive Secretary
Shirley McCrillis
Deputy Chief
Scott Dumas
Call Firefighters
Firefighters
Support Staff
Assessor
Tom Mullin
City Clerk
Kely Walters
Human Resource Manager
Diane Hoyt
MIS Supervisor
Dennis Schafer
Tax Collector
Doreen Jones
Utility Billing
Ann Dupuis
Welfare Director
Todd Marsh
Non-Sworn Support Staff
Command Staff
Communications / Dispatch
Sworn Officers

3.2 City Manager's Report

Daniel Fitzpatrick was hired as City Manager in May of 2011. New Hampshire is the fifth state where Fitzpatrick has worked as a city manager, with previous stops in Englewood; Peekskill, N.Y.; Oak Park, Mich.; Augusta, Maine; Ogdensburg, N.Y;. and Poughkeepsie, N.Y.; dating back to 1979.

An award winning City Manager, Fitzpatrick is the recipient of the National Public Service Award and five (5) International City/County Manager Association Awards. In addition, he is an instructor at Aikido of Portsmouth and Vice President of the Rotary Club of Rochester. A registered parliamentarian, he serves as City of Rochester Parliamentarian and Parliamentarian for Rotary District 7780.

Rochester is a vibrant community. Our success is due to a team effort between our Mayor, City Council and Boards and Committees and the hard-working City employees that continue to deliver quality services.

The City is a service-oriented organization. Police, Fire, Communications and Public Works service to protect the public. The Rochester Library and Recreation Department greatly enhance the quality of life. The School Department educates our young people and prepares them for the rapidly changing world.

While the annual report contains some of the highlights of Rochester's efforts to assist our citizens, there is much more to what is happening through customer service, enhancing the environment, or maintaining our infrastructure.

As the recession continues to affect the nation, Rochester has seen its share of ups and downs. Our employment rate has slowly decreased. The City has put enormous effort into economic development. This effort is proving effective. Rochester has the State's largest industrial announcement in October of 2010 with Albany International announcing the relocation of their corporate headquarters moving to our fine City. The City's infrastructure is substantially complete and the private investment is well on its way toward completion.

Rochester is a great place to live, work and play. The municipal government is working hard to help enhance our community with quality service delivered efficiently and effectively.

Several Key Financial Reports indicate that the City's Finances are strong:

- Bond Ratings
- Commercial Tax Base/ Assessments
- Annual Financial Audits
- Annual Budgeting Process

The just completed FY2013 Audit revealed the continued financial strength of the City. There are three key measurements contained in the Annual Financial Audit that indicate the City's overall financial health:

- Statement of Net Assets
- Statement of Activities
- Fund Balance

Fund Balance

By spending less than what is taken in as revenues, the City has a positive "fund balance." The fund balance is what is available to manage the City's tax rate as well as provides cash flow to pay it's bills.

The LGC recommends that a City maintain as a fund balance an amount equal to 8% to 17% of its total gross appropriations. Rochester's percentage now stands at 16.2%.

In 2008 a Tax Cap was approved by voters which holds the growth of the tax levy to:

- Increase in rate of inflation
- Plus net new construction
- City Council has never overridden tax cap

Our Property Tax Levy increases have been held below the tax cap limitation every year since it was adopted by the voters, without loss of City services.

City of Rochester
City Manager
Daniel W. Fitzpatrick

Chapter Four

Our Departments

4.1 Assessing
4.2 City Clerk
4.3 Community Development Division
- 4.3a Code Enforcement & Building Safety Dept.
- 4.3b Economic Development Department
- 4.3c Planning Department

4.4 Finance Office
4.5 Fire Department
4.6 Legal Department
4.7 Library
4.8 MIS Department (Municipal Information Services)
4.9 Police Department
4.10 Public Works Department
4.11 Recreation, Arena & Youth Services Department
4.12 Superintendent of Schools
4.13 Tax Collector's Office
4.14 Welfare Department

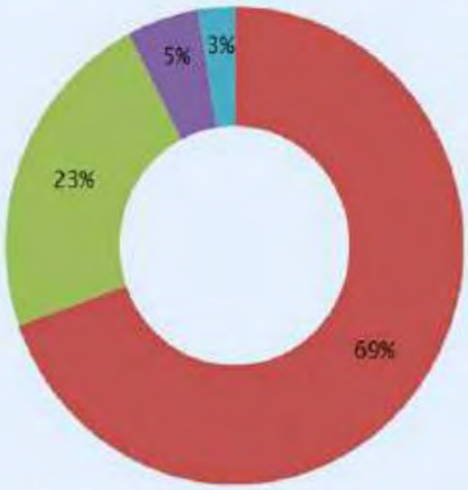
4.1 Assessing Department

The Mission of the Assessing Department is to: *In accordance with state assessing standards, annually value all properties in the City of Rochester so that all assessments are reasonably proportional.*

Net Valuation on which the tax rate for the Municipal, County & local Education Tax is computed	**2,021,637,412**
Less Public Utility Valuations	**52,186,300**
Net Valuation without Utilities on which the tax rate for State Education Tax is computed	**1,969,451,112**

Assessing Department staff (*pictured below*): from left to right: Theresa Hervey, Verna Ketel, Tom Mullin, Nancy Miller and Ruth Lawrence.

TOTAL OF TAXABLE PROPERTIES 2,048,617,212



- Current Use Land
- Residential Land and Buildings
- Commercial/Industrial Land & Buildings
- Manufactured Housing
- Public Utilities

ASSESSOR'S INVENTORY

Current Use Land	1,064,235
Residential Land	447,929,813
Commercial/Industrial Land	175,494,189
Residential Buildings	976,692,034
Commercial/Industrial Buildings	290,198,566
Manufactured Housng	105,024,400
Public Utilities Land & Buildings	52,186,300

EXEMPTIONS USED

Blind (29)	1,171,700
Elderly (369)	22,380,100
Disabled (100)	3,428,000

TOTAL AMOUNT OF EXEMPTION 26,979,800

Assessing Department Report respectfully submitted by:
Thomas A. Mullin, CNHA City Assessor

4.2 City Clerk's Office

The City Clerk's office is known as the keeper of the records and serves as the local registrar in the issuance of vital records. The office is responsible for recording and issuing certified copies of birth, divorce, death, and marriage certificates. The City

Clerk's office is also responsible for issuing marriage licenses. The City Clerk submits reports to the State of New Hampshire and other authorities as required by law. The City Clerk is responsible for the repair, binding, maintenance, and proper storage of all permanent records in compliance with local and state laws. The Clerk's office staff often researches older vital records for customers conducting genealogical studies.

The City Clerk's office staff prepares the following material for the City Council: agendas, informational packets, and the permanent record of all meeting minutes for all City Council meetings. In addition, the City Clerk's staff prepares the same material for the Codes and Ordinances Committee, Historical Documents Preservation Committee, and the Records Retention Committee.

Dogs

The City Clerk's office issued 5,081 dog licenses during Fiscal Year 2013. There were 1,265 dog owners listed on the Dog Licensing Warrant of 2013, which is 309 fewer than the last fiscal year, and a total of 1,632 unlicensed dogs, which is 409 fewer than the last fiscal year.

The City Clerk updates the City Clerk's Department Webpage and the Deputy City Clerk updates the City Clerk's Department Facebook and Twitter accounts.

Kelly Walters was appointed as the City Clerk in December of 2012 and Marcia Roddy was appointed as the Deputy City Clerk in 2012. Special recognition goes to Nancy Carignan, Assistant City Clerk, Diane Moses, Assistant City Clerk, and all Election Officials who assisted with the State Primary and State Election during fiscal year 2013.

Vital Statistics and Related Revenues

The following statistics have been generated for the City of Rochester from reports from the State Bureau of Vital Records from July 1, 2012 to June 30, 2013: There were 406 babies born in the City of Rochester, 255 of which were from Rochester residents. There were 161 marriages reported for the City of Rochester and 262 deaths.

E. Nicholl Marshall, Division of Vital Records Administration, Concord, New Hampshire, provided interesting statistics for the City of Rochester. The heaviest baby weighed 10 pounds 12 ounces. The top two baby names for the City of Rochester for fiscal year 2013 are as follows:

Girls	Boys
Emma	Landon
Isabella and Arianna [tied]	Eli

4.1 City Clerk's Office (...continued)

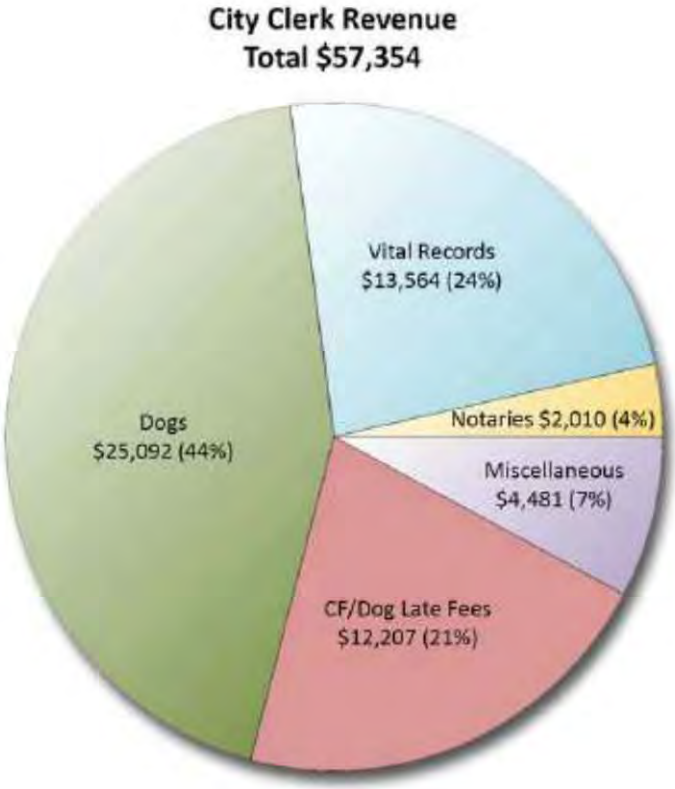
Adam's Fund / Pray Fund

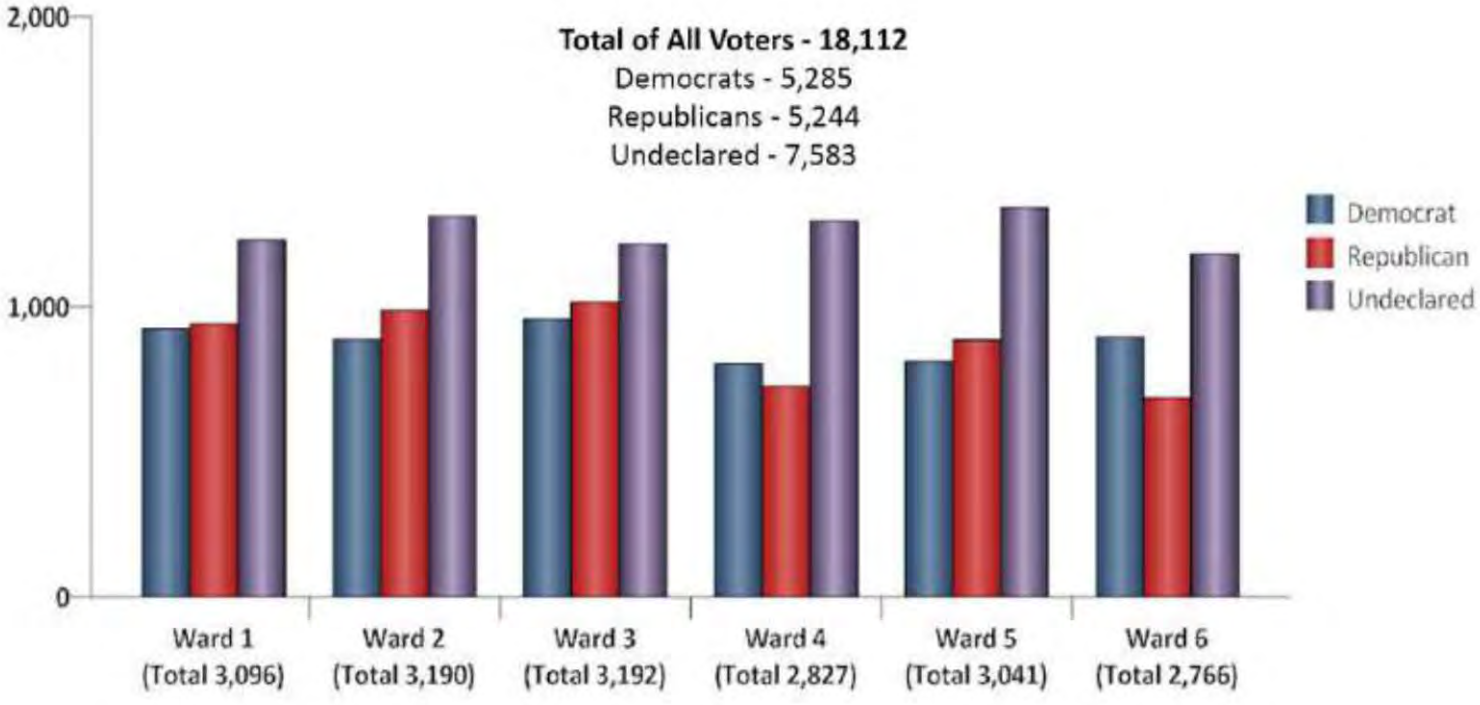
The Deputy City Clerk submitted four applications to the Adam's Fund/Pray Fund to Charter Trust Company. The total amount awarded between the four applicants was $1,237.89.

Elections

The City Clerk supervised two elections during Fiscal Year 2013: The September 11, 2012, State Primary Election and the November 6, 2012, State General Election. City Clerk's office assisted with accepting new voter registrations, address changes, and party affiliation changes. The City Clerk's staff attended election training, coordinated each Supervisors' Session and Moderators' Session. The City Clerk's staff provided in-home voter registration for the elderly and disabled.

The City Clerk's staff communicated with other town and city clerks throughout New England in order to keep the Election Database up to date. All checklists and warrants were posted according to State Law. As of June 30, 2013, there were a total of 18,112 registered voters in Rochester, New Hampshire and the breakdown to party affiliation is as follows:





FY 2013 Resolutions
July 1, 2012 to June 30, 2013

Resolution 1: Resolution Authorizing Transfers from the So-Called General Fund, Deferred Revenue Account to the So-Called Sewer Works Miscellaneous Revenue Account and to the So-Called Economic Development Fund, Miscellaneous Revenue Account. **Adopted on July 17, 2012 [Book AAA Page 6]**

Resolution 2: Resolution Approving Grant Application by the City of Rochester Fire Department of up to $10,855.00, for the Purpose of Purchasing Fire Gear – FEMA Assistance. **Adopted on July 17, 2012 [Book AAA Page 11]**

Resolution 3: Resolution Authorizing the Rochester Police Department Application for, and to Accept, Grant for Ballistic Vests, and Making a Supplemental Appropriation in Connection Therewith. **Adopted on July 17, 2012 [Book AAA Page 11]**

Resolution 4: Resolution Authorizing Supplemental Appropriation to the Fiscal Year 2012-2013 Capital Budget of the City of Rochester for the Purpose of Providing Funds, for and/or Related to, the So-Called Brock Street Reconstruction Project. **Adopted on July 17, 2012 [Book AAA Page 12]**

Resolution 5: Resolution Determining that Amendment(s) to the Rochester City Charter is/are Necessary and Ordering a Public Hearing in Connection with such Proposed Amendment(s) **Adopted on July 17, 2012 [Book AAA Page 15]**

Resolution 6: Resolution Authorizing City Manager to Address Potential Title Issue with Respect to Property Situate at 20 Summer Street in the City of Rochester. **Adopted on July 17, 2012 [Book AAA Page 16]**

Resolution 7: Resolution Authorizing Transfer of Funds in the Amount of $12,027. **Adopted on [July 17, 2012 Book AAA Page 17]**

Resolution 8: Resolution Accepting the Polling Locations for the State Primary and State General Election. **Adopted on August 7, 2012 [Book AAA Page 56]**

Resolution 9: Resolution Ordering that the Proposed Amendment(s) to the Rochester City Charter Referred to in Paragraph I Above be Placed on the Next Regular State Biennial Election Ballot Required under the Provisions of RSA 49-B:5, IV (b). **Adopted Exhibit A, B, C, D, and E, on August 7, 2012 [Book AAA Page 57]**

Resolution 10: Resolution Authorizing Supplemental Appropriation to the 2012-2013 Capital Budget of the City of Rochester, Water Works, for the So-Called Rochester Hill Water Tower Repair Project and Authorizing Bonding in Connection Therewith. **Adopted on August 7, 2012 [Book AAA Page 58]**

Resolution 11: Resolution De-Authorizing Portion of Internet Crimes Against Children [ICAC] Task Force Grant Supplemental Appropriation in Connection Therewith. **Adopted on August 7, 2012 [Book AAA Page 59]**

Resolution 12: Resolution De-Authorizing Portion of Filter Backwash Rule Investigation Appropriation. Amended and **Adopted on August 7, 2012 [Book AAA Page 60]**

Resolution 13: Resolution De-Authorizing Portion of Business Office Folder Inserter Appropriation. **Adopted on August 7, 2012 [Book AAA Page 61]**

Resolution 14: Resolution De-Authorizing Portion of Water Bulk Storage Tank Replacement Appropriation. **Amended and Adopted on August 7, 2012[Book AAA Page 62]**

Resolution 15: Resolution De-Authorizing Portion of Water Distribution System Upgrade Appropriation. **Adopted on August 7, 2012 [Book AAA Page 63]**

Resolution 16: Resolution De-Authorizing Portion of Water Treatment Plant Pavement Overlay Appropriation. **Adopted on August 7, 2012 [Book AAA Page 64]**

Resolution 17: Resolution Adopting Amendments/Revisions to the Granite State Business Park Tax Increment Financing District: Development Program and Financing Plan and Amending/Revising the Granite State Business Park Tax Increment Finance District. **Amended and Adopted on September 4, 2012 [Book AAA Page 84]**

Resolution 18: Resolution Authorizing Supplemental Appropriation to the 2012-2013 Capital Budget of the City of Rochester, Water Works, for the So-Called Rochester Hill Water Tower Repair Project and Authorizing Bonding in Connection Therewith [$558,000] **Adopted on September 4, 2012 [Book AAA Page 91]**

Resolution 19: Resolution Authorizing the City Manager to Enter into a Lease Agreement with Arts Rochester, Inc. D/B/A Sole City Dance Relative to Space in the Rochester Community Center. **Adopted on September 4, 2012 [Book AAA Page 92]**

Resolution 20: Resolution Approving Contract and Cost Items Associated with Proposed Rochester School Board, City of Rochester, Multi-Year Collective Bargaining Agreement, with Federation of State, County, and Municipal Employees [AFSCME] Council 93 Local #863 Bargaining Unit [Head Custodians, Custodians, Ground-Keepers, Utility Persons, and Maintenance Persons. **Adopted on September 4, 2012 [Book AAA Page 94]**

FY 2013 Resolutions (continued...)

Resolution 21: Resolution De-Authorizing a Portion of the North Main Street Water Main Project and Making a Supplemental Appropriation. **Adopted on September 4, 2012 [Book AAA Page 94]**

Resolution 22: Resolution De-Authorizing a Portion of the So-Called Brock Street Clean Water State Revolving Fund Appropriation in the Amount of $2,200,000. **Adopted on September 4, 2012 [Book AAA Page 95]**

Resolution 23: Resolution De-Authorizing a Portion of the So-Called Brock Street Drinking Water State Revolving Fund Appropriation in the Amount of $30,000. **Adopted on September 4, 2012 [Book AAA Page 97]**

Resolution 24: Resolution De-Authorizing a Portion of the So-Called Brock Street Drinking Water State Revolving Fund Appropriation in the Amount of $600,000. **Adopted on September 4, 2012 [Book AAA Page 98]**

Resolution 25: Resolution De-Authorizing a Portion of the So-Called Rochester Housing Authority Paving Project and Making a Supplemental Appropriation in Connection Therewith. **Adopted on September 4, 2012 [Book AAA Page 99]**

Resolution 26: Resolution Approving Accounts Receivable Write-off for the Opera House Utilities in the Amount of $3,356.19. **Adopted on September 4, 2012 [Book AAA Page 100]**

Resolution 27: Resolution Authorizing a Supplemental Appropriation to the 2012-2013 Capital Budget of the City of Rochester for the So-Called EDA Salmon Falls Road to NH Route 125 Water and Sewer Main Extension Project and Authorizing Bonding and/or Borrowing in Connection Therewith. **Adopted on September 4, 2012 [Book AAA Page 103]**

Resolution 28: Resolution Accepting a Grant to the City of Rochester, Rochester Public Library, from the Wal-Mart Foundation and Making a Supplemental Appropriation in Connection Therewith. **Adopted on September 4, 2012 [Book AAA Page 105]**

Resolution 29: Resolution Directing That the Printing of Ballots for the Special City Election, Relative to the Five (5) Proposed Amendments to the Rochester City Charter, in the form Approved by the State Officials Specified in RSA 49-B:5-a II, and to be Held in Connection with the November 6, 2012, Regular State Biennial Election. **Adopted on September 18, 2012 [Book AAA Page 123]**

Resolution 30: Resolution Conditionally Accepting Conservation Easement with Respect to Property Owned by Dr. Alexander Smith and Mrs. Edna Smith Situate on Estes Road in Rochester, New Hampshire. **Adopted on October 2, 2012 [Book AAA Page 134]**

Resolution 31: Resolution Authorizing City Manager to Take Actions to Enforce Conditions of Subdivision Approval with Respect to Anderson Lane. **Adopted on October 2, 2012 [Book AAA Page 135]**

Resolution 32: Resolution Authorizing City Manager to Take Actions to Enforce Conditions of Subdivision Approval with Respect to Channing Lane. **Adopted on October 2, 2012 [Book AAA Page 136]**

Resolution 33: Resolution De-Authorizing a Portion of the Rochester Police Department Justice Assistance Grant [JAG] Appropriation. **Adopted on October 2, 2012 [Book AAA Page 137]**

Resolution 34: Resolution Authorizing the Police Department to Apply for a NH Highway Safety Grant [DWI Enforcement Patrols] in the Amount of $5,100.24. **Adopted on October 2, 2012 [Book AAA Page 138]**

Resolution 35: Resolution Authorizing Police Department Application for the New Highway Safety Grant [Red Light Enforcement Patrols] in the Amount of $5,100.24. **Adopted on October 2, 2012 [Book AAA Page 138]**

Resolution 36: Resolution Authorizing a Supplemental Appropriation in the Amount of $1,832.50 for the Programming of Forty-Six (46) Portable Radios - US Department of Homeland Security Grant. **Adopted on October 2, 2012 [Book AAA Page 139]**

Resolution 37: Resolution Authorizing a Police Department Application for the New Hampshire Highway Safety Grant [Pedestrian Enforcement Patrols] in the Amount of $4,986.91. **Adopted on October 2, 2012 [Book AAA Page 140]**

Resolution 38: Resolution De-Authorizing Portions of the Internet Crimes Against Children [ICAC] Task Force Grant and Making a Supplemental Appropriation in the Amount of $54. **Adopted on October 2, 2012 [Book AAA Page 140]**

Resolution 39: Resolution Authorizing the Police Department Application for the Working Dog Foundation Grant to be used in Connection with the Acquisition of Replacement for the Rochester Police Department K-9 Working Dog [Fina]. **Adopted on October 2, 2012 [Book AAA Page 142]**

Resolution 40: Resolution Accepting a Department of Justice, Justice Assistance Grant, to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith in the Amount of $20,574.90. **Adopted on October 2, 2012 [Book AAA Page 143]**

Resolution 41: Resolution Authorizing to City Manager to Submit an Application to the Commissioner of DRED to have the So-Called Granite Ridge Development District as a So-Called Economic Revitalization Zone Pursuant to the Provisions of RSA 162-N. **Adopted on October 2, 2012 [Book AAA Page 144]**

Resolution 42: Resolution Accepting a Grant to the City of Rochester, Rochester Public Library, From the New Hampshire Library Association/MacDonald Fund, and Making a Supplemental Appropriation in Connection Therewith. **Adopted on October 2, 2012 [Book AAA Page 145]**

Resolution 43: Resolution Authorizing Discontinuance of Portions of Old Milton Road. Amended and **Adopted on November 13, 2012 [Book AAA Page 160]**

Resolution 44: Resolution From the Planning Board Authorizing the Issuance of A Building Permit off Two Rod Road [Class VI Road]. **Adopted on November 13, 2012 [Book AAA Page 161]**

Resolution 44: Resolution From the Planning Board Authorizing the Issuance of A Building Permit off Two Rod Road [Class VI Road]. **Adopted on November 13, 2012 [Book AAA Page 161]**

Resolution 45: Resolution Approving a Supplemental Appropriation in the Amount of $55,000 For The Purpose of Constructing a Restroom Facility on the Rochester Common and to Fund said Appropriations From Undesignated General Fund Balance. **NOT ADOPTED - November 13, 2012 [Book AAA Page 163]**

Resolution 46: Resolution Accepting a Grant From the Working Dog Foundation for the Purpose of Purchasing a New Police K-9. **Adopted on November 13, 2012 [Book AAA Page 164]**

Resolution 47: Resolution Accepting a Grant from Internet Crimes Against Children [ICAC] in the Amount of $2,672.30 for the Purpose of Associated Overtime. **Adopted on November 13, 2012 [Book AAA Page 165]**

Resolution 48: Resolution Accepting a Grant from Internet Crimes Against Children [ICAC] in the Amount of $3,575 for the Purpose of Associated Overtime. **Adopted on November 13, 2012 [Book AAA Page 166]**

Resolution 49: Resolution Accepting a Donation from Bank of New Hampshire in the Amount of $1,500 for the Purpose of Covering Costs Associated with the Rochester Economic Development Commission Investment Group Guest Speaker Event. **Adopted on November 13, 2012 [Book AAA Page 167]**

Resolution 50: Resolution Authorizing Supplemental Appropriation Brock Street Project Highway Portion $700,000. **Adopted on November 13, 2012 [Book AAA Page 170]**

Resolution 51: Resolution Accepting a DWI Enforcement Patrols Grant in the Amount of $5,850. **Adopted on November 13, 2012 [Book AAA Page 171]**

Resolution 52: Resolution Accepting a Red Light Grant in the Amount of $5,850. **Adopted on November 13, 2012 [Book AAA Page 172]**

Resolution 53: Resolution De-Authorizing $700,000 of the Brock Street Project. **Adopted on November 13, 2012 [Book AAA Page 173]**

Resolution 54: Resolution Accepting a Supplemental Appropriation to the Rochester Economic Development Department Staff Development Account in the Amount of $425.00. **Adopted on November 13, 2012 [Book AAA Page 174]**

Resolution 55: Resolution Authorizing a Supplemental Appropriation in Connection with the Easement Acquisition for Axe Handle Brook Bridge and for Related Project Activities. **Adopted on November 13, 2012 [Book AAA Page 176]**

Resolution 56: Resolution Accepting a Purchase and Sales Agreement Relative to First Street, Map 120, Lot 177-1. **Adopted on November 20, 2012 [Book AAA Page 184]**

Resolution 57: Resolution Authorizing the City Manager to Negotiate and Enter into a Purchase and Sales Agreement to Purchase and Sales Agreement to Purchase Certain Land Located on First Street. **Adopted on November 20, 2012 [Book AAA Page 184]**

FY 2013 Resolutions (continued...)

Resolution 58: Resolution De-Authorizing Portions of Project #10536 Internet Crimes Against Children [ICAC] in the Amount of $111.89. **Adopted on November 20, 2012 [Book AAA Page 185]**

Resolution 59: Resolution De-Authorizing Funds in the Amount of $654.52 from the DWI Hunter Grant # 309-09A-083. **Adopted on November 20, 2012 [Book AAA Page 186]**

Resolution 60: Resolution De-Authorizing Portions of Project 11528 – USDA Feasibility Study in the Amount of $100. **Adopted on November 20, 2012 [Book AAA Page 187]**

Resolution 61: Resolution De-Authorizing Funds in the Amount of $124.86 From the US Marshall's Overtime Detail Grant. **Adopted on November 20, 2012 [Book AAA Page 188]**

Resolution 62: Resolution De-Authorizing Funds in the Amount of $975 from the Duval Park Fountain Fund Project. **Adopted on November 20, 2012 [Book AAA Page 190]**

Resolution 63: Resolution Accepting a Donation from Liberty Mutual in the Amount of $1,000 for the Purpose of the Recreation and Arena Tennis Court Rehab Project. **Adopted on November 20, 2012 [Book AAA Page 191]**

Resolution 64: Resolution Accepting a State of New Hampshire Department of Justice, Drug Forfeiture Distribution to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith in the Amount of $689.63. **Adopted on November 20, 2012 [Book AAA Page 192]**

Resolution 65: Resolution Conditionally Accepting a Conservation Easement with Respect to the Property Owned by Jonathan W. Clement and Holly A. Clement Situate on So-Called Bickford Road in Rochester, New Hampshire. **Adopted on December 4, 2012 [Book AAA Page 206]**

Resolution 66: Resolution Accepting So-Called Channings Lane as a City Street. **Adopted on December 4, 2012 [Book AAA Page 209]**

Resolution 67: Resolution Accepting a Grant to the Rochester Police Department for Enforcement Patrols and Making a Supplemental Appropriation in Connection Therewith in the Amount of $5,850 **Adopted on December 4, 2012 [Book AAA Page 209]**

Resolution 68: Resolution Accepting a Grant to the Rochester Police Department [Pedestrian Patrols] and Making a Supplemental Appropriation in Connection Therewith in the Amount of $5,720. **Adopted on December 4, 2012 [Book AAA Page 210]**

Resolution 69: Resolution Authorizing the City Manager to Institute Process to Discontinue Portions of the Currently Existing Airport Drive. **Adopted on December 4, 2012 [Book AAA Page 212]**

Resolution 70: Resolution Accepting Certain Drainage, Slope, and Construction Easements in the Vicinity of the Intersection of NH Route 11 and the Two Rod Road: Tractor Supply Project **Adopted on December 18, 2012 [Book AAA Page 220]**

Resolution 71: Resolution Authorizing Discontinue Portions of So-Called Airport Drive, and Dedicating and Accepting Portions of Newly Reconfigured Airport Drive Right-of-Way and of the So-Called Innovation Drive Right-of-way as a City Street. **Adopted on December 18, 2012 [Book AAA Page 221]**

Resolution 72: Resolution to Increase the Current COPS Grant in the Amount of $14,000. **Adopted on January 8, 2013 [Book AAA Page 241]**

Resolution 73: Resolution Accepting a PSNH Donation for the Conservation Fund in the Amount of Approximately $115,000.00. **Adopted on January 8, 2013 [Book AAA Page 242]**

Resolution 74: Resolution Authorizing a Supplemental Appropriation in the Amount of $2,695.00 for the Purpose of Additional Equipment for Apparatus [New Pumper] Replacement Purposes. **Adopted on January 8, 2013 [Book AAA Page 244]**

Resolution 75: Resolution Accepting a Grant from the Local Government Center for Health and Safety Wellness Related Programs to the Rochester Fire Department and Making a Supplemental Appropriation in the Amount of $500. **Adopted on January 8, 2013 [Book AAA Page 245]**

Resolution 76: Resolution Accepting So-Called Channings Lane as a City Street and Making a Supplemental Appropriation in Connection Therewith. **Adopted on January 8, 2013 [Book AAA Page 247**

Resolution 77: Resolution De-Authorizing Portion of the New Hampshire Attorney General's Rochester Police Department Drug Task Force [DTC] in the Amount of $2,588.64. **CONSENT CALENDAR ADOPTED on January 8, 2013 [Book AAA Page 248]**

Resolution 78: Resolution De-Authorization Funds Left in the Hose Replacement CIP Project and Repurpose Those Funds in the Amount of $7,124.00. **CONSENT CALENDAR ADOPTED on January 8, 2013 [Book AAA Page 248]**

Resolution 79: Resolution Accepting US Justice Assistance [JAG] Homeland Security Grant in the Amount of $22,900.80. **Adopted on February 5, 2013 [Book AAA Page 259]**

Resolution 80: Resolution Authorizing Grant Application by the City of Rochester Police Department the New Hampshire Department of Safety Competitive Homeland Security Grant in the Amount of up to $75,000. **Adopted on February 5, 2013 [Book AAA Page 260]**

Resolution 81: Resolution Authorizing an Application to Commissioner of DRED to have the So-Called Cocheco Revitalization Zone Designated as a So-Called Economic Revitalization Zone Pursuant to the Provisions of RSA 162-N, 1 **Adopted on February 5, 2013 [Book AAA Page 261]**

Resolution 82: Resolution Regarding City Manager's Review and Evaluation. **Adopted on February 5, 2013 [Book AAA Page 262]**

Resolution 83: Resolution Authorizing the Issuance of Refunding Bonds dated as of February 19, 2013. **Adopted on February 19, 2013 [Book AAA Page 265] VOTE RATIFIED on March 19, 2013 [Book AAA Page 326]**

Resolution 84: Resolution Accepting a Rebate Check in the Amount of $57,000 from PSNH, Approving Change of Funding from Cash to Grant [PSNH Rebate Check], and Approving a Transfer [$57,000] back to the Sewer Fund **Adopted on February 19, 2013 [Book AAA Page 266]**

Resolution 85: Resolution Accepting a Federal Emergency Management Agency Grant and Making a Supplemental Appropriation and a Related Budget Transfer in Connection Therewith. **Adopted on February 19, 2013 [Book AAA Page 270]**

Resolution 86: Resolution De-Authorization in the Amount of $1,395.90 from the Strafford County Sheriff's Department Grant "Underage Drinking" **CONSENT CALENDAR ADOPTED on February 19, 2013 [Book AAA Page 272]**

Resolution 87: Resolution De-Authorization Funds in the Amount of $854.10 from the Strafford County Sheriff's Department Grant for "Party Dispersal" **CONSENT CALENDAR ADOPTED on February 19, 2013 [Book AAA Page 272]**

Resolution 88: Resolution Authorizing the Acceptance of a Donation to the Rochester Public Library From Mary Kibbe in Memory of Jeannette Renaud Richard and Making a Supplemental Appropriation in Connection Therewith and in Accordance with the provisions of RSA 202-A: 4-c, and Authorizing the Rochester Public Library to Accept Certain Unanticipated Moneys. **Adopted on March 5, 2013 [Book AAA Page 285]**

Resolution 89: Resolution Authorizing the Issuance of Refunding Bonds dated as of March 5, 2013. **Adopted on March 5, 2013 [Book AAA Page 290] VOTE RATIFIED on March 19, 2013 [Book AAA Page 326]**

Resolution 90: Resolution Accepting and Adopting the Rochester, New Hampshire, "All-Hazard Mitigation Plan Update 2013." **Adopted on March 5, 2013 [Book AAA Page 292]**

Resolution 91: Resolution Authorizing Grant Application by the City of Rochester Fire Department for a Competitive New Hampshire Homeland Security Grant in the Amount of up to $31,749.07. **Adopted on March 5, 2013 [Book AAA Page 292]**

Resolution 92: Resolution Accepting Funds from the Sale of Granite State Business Park Lot 1 and Assigning such Funds to the So-Called Economic Development Fund. **Adopted on March 5, 2013 [Book AAA Page 293]**

Resolution 93: Resolution Authorizing the Rochester Police Department a Supplemental Appropriation Relative to Outside Details and Making a Supplemental Appropriation in Connection Therewith in the Amount of $80,000. **Adopted on March 5, 2013 [Book AAA Page 311]**

Resolution 94: Resolution De-Authorizing Fiscal Year Capital Improvement Funds for Water Treatment Plant Flouridation Process Modifications. **Adopted on March 5, 2013 [Book AAA Page 312]**

Resolution 95: Resolution Transferring Funds to the Department of Public Works Fiscal Year 2012-2013 Capital Improvements Budget from the Unencumbered Fiscal Year 2012-2013 Contingency Account for the purpose of paying for the costs of road/and or infrastructure construction and related work road with respect to Channing's Land. **Amended and Adopted on March 19, 2013 [Book AAA Page 322]**

FY 2013 Resolutions (continued...)

Resolution 96: Resolution Adopting a 2013-2014 Rochester CDBG "Action Plan" for the City of Rochester, New Hampshire and Approving and Appropriating the 2013-2014 Community Development Budget for the City of Rochester. First Reading took place on April 2, 2013; Public Hearing took place on April 2, 2013. **Adopted on April 16, 2013 [Book AAA Page 393] ORIGINAL RESOUTION HAS BEEN REPLACED WITH THE FINAL ACTION PLAN FOR THE CITY OF ROCHESTER and was APPROVED on June 4, 2013. [Book AAA Page 455]**

Resolution 97: Resolution Accepting a New Hampshire Department of Environmental Services Grant in Connection with the 2014 Household Hazardous Waste Day and Authorizing the City Manager to Enter into a Contract with the New Hampshire Department of Environmental Services with Respect to the 2014 Household Hazardous Waste Day. **Adopted on April 2, 2013 [Book AAA Page 372]**

Resolution 98: Resolution De-Authorizing Portions of the Fiscal Year 2007-2008 CIP Budget Appropriation for the So-Called Chesley Hill Road Bridge Project, in the Amount of $1,552.18, and Cash Transfer in the Amount of $193.90. **Adopted on April 2, 2013 [Book AAA Page 373]**

Resolution 99: Resolution Authorizing the Reallocation of Funds in the Amount of $2,614.22 within CDBG Grant Funds for the Purpose of the Catherine Street Sidewalk Project. **Adopted on April 2, 2013 [Book AAA Page 375]**

Resolution 100: Resolution Authorizing the Reallocation of Funds in the Amount of $18,000 within the CDBG Grant funds for the Purpose of Historical Society's Window Installation Project. **ADOPTED - First Reading and Second Reading took place on April 2, 2013 [Book AAA Page 376] RESOLUTION AMENDED AND ADOPTED ON JUNE 4, 2013. [Book AAA Page 458]**

Resolution 101: Resolution Authorizing the Reallocation of Funds in the Amount of $70,000 within the CDBG Grant Funds for the Purpose of the Common Restroom Project. **Adopted on April 2, 2013 [Book AAA Page 378]**

Resolution 102: Resolution Authorizing the Transfer Funds from the Headworks and Associated Projects in the Amount of $74,150. **CONSENT CALENDAR ADOPTED on April 2, 2013 [Book AAA Page 380]**

Resolution 103: Resolution Authorizing the Change of Funding Source in the amount of $79,984.20 from the Clean Water Revolving Funds [CWSRF]. **CONSENT CALENDAR ADOPTED on April 2, 2013 [Book AAA Page 381]**

Resolution 104: Resolution Authorizing Transfer of Funds in the Amount of $5,834.20 From Sewer Cash Account [08534] to the Sewer Project Account [08533]. **CONSENT CALENDAR ADOPTED on April 2, 2013 [Book AAA Page 381]**

Resolution 105: Resolution Authorizing Transfer of Funds in the Amount of $9,165.80 from the Sewer Cash Account [08534] to the Sewer Fund. **CONSENT CALENDAR ADOPTED on April 2, 2013 [Book AAA Page 381]**

Resolution 106: Resolution Authorizing the City Manager to Sign Documents with the Strafford Rivers Conservancy Regarding Land Conservation to Meet Wetland Mitigation Requirements Associated with the Granite State Business Park and Spaulding Turnpike Widening Projects. **CONSENT CALENDAR ADOPTED on April 2, 2013 [Book AAA Page 381]**

Resolution 107: Resolution De-Authorizing Funds in the Amount of $49,186.94 from the Neighborhood Stabilization Program [NSP]. **CONSENT CALENDAR ADOPTED on April 2, 2013 [Book AAA Page 381]**

Resolution 108: Resolution De-Authorizing Funds in the Amount of $74,150 from the Influent Pump Station Upgrades – Headworks. **CONSENT CALENDAR ADOPTED on April 2, 2013 [Book AAA Page 381]**

Resolution 109: Resolution De-Authorizing Funds in the Amount of $15.80 from the Influent Mechanical Bar Screen Project – Headworks. **CONSENT CALENDAR ADOPTED on April 2, 2013 [Book AAA Page 381]**

Resolution 110: Resolution De-Authorizing Funds in the Amount of $15,000 from the Influent Pump Station Hoist Project – Headworks. **CONSENT CALENDAR ADOPTED on April 2, 2013 [Book AAA Page 381]**

Resolution 111: Resolution De-Authorizing Funds in the Amount of $103,496.51 from the Headworks and Associated Projects. **CONSENT CALENDAR ADOPTED on April 2, 2013 [Book AAA Page 381]**

Resolution 112: Resolution Authorizing Supplemental Appropriation from the City of Rochester, Economic Development Fund, for the Purpose of the Art Esprit 2013 Art Project. **Adopted on April 16, 2013 [Book AAA Page 391]**

Resolution 113: Resolution Authorizing Supplemental Appropriation to Address, Complete, Correct, and/or Take Other Appropriate Actions Relative to the So-Called Anderson Lane Subdivision Conditions of Approval. **Adopted on May 7, 2013 [Book AAA Page 412]**

Resolution 114: Resolution Authorizing City Manager to Execute a Lease Purchase Agreement for the Purpose of Refunding and Repurchasing Photocopier Equipment **Adopted on May 7, 2013 [Book AAA Page 413]**

Resolution 115: Resolution Authorizing Supplemental Appropriations to the 2012-2013 Operating Budget of the Rochester Police Department for the Purchase of Three (3) Police Cruisers. **NOT ADOPTED First Reading took place on May 7, 2013, Second Reading and possible adoption FAILED on June 4, 2013 [Book AAA Page 453]**

Resolution 116: Resolution Approving the 2013-2014 Operating Budget for the City of Rochester. First Reading took place on May 7, 2013, Public Hearing took place on June 18, 2013, **Second Reading and Final Amendment and Adoption took place on June 25, 2013 [Book AAA Page 490]**

Resolution 117: Resolution Authorizing and Approving the 2013-2014 Capital Budget for the City of Rochester and Authorizing Borrowing in Connection Therewith. First Reading took place on May 7, 2013, Public Hearing took place on June 18, 2013, **Second Reading and Final Amendment and Adoption took place on June 25, 2013 [Book AAA Page 489]**

Resolution 118: Resolution Accepting a United States Department of Justice Reimbursement of Funds and Authorizing a Supplemental Appropriation to the 2012-2013 Operating Budget of the Rochester Police Department to Reimburse OCDEFTF Related Overtime Expenditures. **CONSENT CALENDAR ADOPTED on May 7, 2013 [Book AAA Page 419]**

Resolution 119: Resolution Accepting Department of Justice, Drug Enforcement, Drug Forfeiture Distribution to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith in the Amount of $4,570. **CONSENT CALENDAR ADOPTED on May 7, 2013 [Book AAA Page 419]**

Resolution 120: Resolution De-Authorizing an Internet Crimes Against Children Overtime Grant in the Amount of $2,672. **CONSENT CALENDAR ADOPTED on May 7, 2013 [Book AAA Page 419]**

Resolution 121: Resolution Accepting United States Marshall's Service, Drug Forfeiture Distribution to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith in the Amount of $1,707.44. **CONSENT CALENDAR ADOPTED on May 7, 2013 [Book AAA Page 419]**

Resolution 122: Resolution Authorizing a Supplemental Appropriation to the 2012-2013 Capital Budget of the City of Rochester, Water Works, for the So-Called Rochester Hill Water Tower Repair Project and Authorizing Bonding in Connection Therewith. **Adopted: First Reading took place on May 7, 2013. Public Hearing took place on May 14, 2013, Second Reading and Adoption took place on May 14, 2013 [Book AAA Page 427]**

Resolution 123: Resolution Accepting and Appropriating Excess Host Community Fees. **Adopted on June 4, 2013 [Book AAA Page 470]**

Resolution 124: Resolution for the Supplemental Appropriations to the Conservation Fund for Fiscal Year 2012-2013 Pursuant to the Provisions of Section 11.21 (c) of the General Ordinances of the City of Rochester. **Adopted on June 25, 2013 [Book AAA Page 481]**

FY 2013 Amendments to the Rochester City Ordinances July 1, 2012 to June 30, 2013

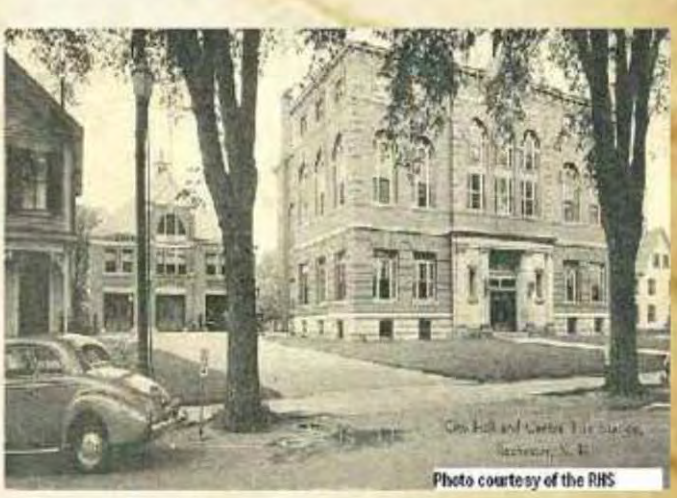
AMEMDMENT 1: Amendment to Chapter 17.34 of the City Ordinances Relative to the Water Rates. **ADOPTED – Page 182 First Reading took place on November 13, 2012; Public Hearing took place on November 20, 2012, Second Reading and Adoption on November 20, 2012.**

AMEMDMENT 2: Amendment to Chapter 16.25 of the City Ordinances Relative to the Sewer Rates **ADOPTED – Page 183 First Reading took place on November 13, 2012; Public Hearing took place on November 20, 2012, Second Reading and Adoption on November 20, 2012.**

AMENDMENT 3: Amendment to Chapter 42.8 (f) (9) of the City Ordinances Relative to Political Advertising **ADOPTED as FURTHER AMENDED – Page 240 First Reading took place on December 4, 2012. Public Hearing took place on December 18, 2012, Amendment and Adoption took place on January 8, 2013.**

AMENDMENT 4: Amendment to Chapter 23.13 of the City Ordinances Relative to the Regulation of Permissible Fireworks. **ADOPTED Page 353 First Reading took place on March 5, 2013, Public Hearing was held on March 19, 2013, and Adopted on April 2, 2013. [Book AAA Page 353]**

AMENDMENT 5: Amendment to Chapter 18 of the City Ordinances Relative to the Creation of Regulation of Cross-Connections to Prevent Backflow between Potable and Non-Potable Water Systems. **ADOPTED Page 355 - First Reading took place on March 5, 2013, Public Hearing took place on March 7, 2013 [Codes and Ordinances Committee], Second Reading and ADOPTION on April 2, 2013 [Book AAA Page 355]**



AMENDMENT 6: Amendment to Chapter 17 of the City Ordinances Relative to the Utility Advisory Board Term of Office. **ADOPTED Page 454 –June 4, 2013 [Book AAA Page 454]**

AMENDMENT 7: Amendment to Chapter 31 of the City Ordinances Relative to Panhandling. **First Reading took place on June 4, 2013.**

AMENDMENT 8: Amendment to Chapter 23 of the City Ordinance Relative to Permissible Fireworks. **ADOPTED as FURTHER AMENDED on June 4, 2013 [Book AAA Page 469]**

FY 2013 City Charter Amendments
July 1, 2012 to June 30, 2013

The following Charter Amendments were presented [Municipal Ballot] to the registered voters of the City of Rochester at the November 6, 2012, State General Election. Four of the five proposed Charter Amendments were passed as shown below:

AMENDMENT I:
POLICE COMMISSION
FAILED

This Amendment would repeal the provisions of the Rochester City Charter dealing with the Police Commission, thereby abolishing the Rochester Police Commission.

AMENDMENT II:
BOARD OF ASSESSORS
PASSED

This Amendment would increase the number of Deputy Assessors from two (2) to three (3), and would also require that all assessors appointed pursuant to the Charter, prior to their appointment, shall have demonstrated knowledge of property appraisal or assessment and of the laws governing the assessment and collection of property taxes. The amendment would also provide that the Board of Assessors would be comprised of the City Assessor and the three (3) Deputy Assessors, who would elect one of their own to serve as Chairman. The City Assessor would provide advice and assistance to the Board as needed, but would have no vote in the Board's deliberations.

AMENDMENT III:
SCHEDULING OF MEETINGS OF
SCHOOL BOARD
PASSED

This amendment would eliminate the requirement that the Rochester School Board hold a January meeting immediately following each municipal election"...on the second Thursday of such January", thereby giving the School Board greater flexibility scheduling such meeting.

AMENDMENT IV:
MERIT PLAN RULES AND REGULATIONS
PASSED

This amendment would insert language in the Rochester City Charter making amendment(s) to the "Merit Plan" proposed by the City Manager become effective only upon a majority vote of the City Council taken within sixty (60) days of amendment submittal rather than (30) days after their submission by the City Manager unless vetoed by the City Council.

AMENDMENT V:
VOTING TO FILL VACANCIES IN OFFICE OF
ELECTED CITY OFFICIALS
PASSED

This amendment would delete the requirement in the current Rochester City Charter that votes to fill vacancies in the offices of City Council, School Board, and Police Commission be"...by secret ballot" and require that vacancy be filled "...by majority vote."

4.3 Community Development Division

4.3a Code Enforcement & Building Safety Department

4.3b Economic Development Department

4.3c Planning Department

The Purpose of creating the Division of Community Development, and joining Economic Development, Planning, Zoning, Code Enforcement and Building Safety is - To approach community development services as a full spectrum of activity, providing comprehensive support and professional assistance, and attracting sustainable investments in business, housing and community projects.

DIVISION VALUES

- Mission and Results Directed
- Team and Network Driven – Communicate!
- Accountable for Performance
- Add Value – Be a Problem Solver
- Educate and Inform – Subject Matter Experts
- Focus on What's Best for Citizens and Clients

COMMUNITY DEVELOPMENT ACTIVITY

The Community Development Division will become even more effective when we have the ability to provide the full spectrum of services in one location, both to meet staff performance objectives as well as offer one-stop service to citizens, investors, developers and other clients. Joining forces has already paid dividends by improving communication, collaboration and cross-training in several critical areas – such as code compliance and Downtown development standards. Partner organizations such as Rochester Main Street, Strafford County Board of Realtors and NHCIBOR have commented upon the experience and about the professional team we've put together to meet the city's growing needs. The Departments still have individual responsibilities, but our focus is on the same horizon.

PERFORMANCE OBJECTIVES

Actions in FY 13

- Monthly Division Staff Meetings, Bi-Monthly Management Team Meetings
- Communications – Monthly Management Reports, other reports, memos, e-mails
- Staff replacement, hiring and shared training
  - 4 Staff Promotions
  - 3 New Hires
- Problem Solving – Joint team review and addressing of complaints, problems and challenges.
- Increase Staff ROI – Change Technical Review Structure, evaluate other meetings
- Collaborative input and feedback on Chapter 42 Revisions
- Standardizing HR forms and performance evaluautions
- Share Industry Best Practices
- Implementation of shared software and technology – not yet complete
- **Major obstacle – divided location of offices and staff works against effective communication, collaboration and one-stop customer service.**

Seacoast Dental Implant & Oral Surgery Center
DAVE C. PAK, DMD, MD, PA

4.3 Community Development Division

FY13 was a year of staff investment and adjustments. During the year just completed the city benefitted from the promotion of six of thirteen professional staff and four new employees selected to join the division. Complaints have dropped across the board and customer satisfaction has noticeably increased. Morale has improved and even the office areas are cleaner and more organized.

Although improvements in Planning were an important initial goal, the first outwardly noticeable improvements were in Code Enforcement, now to be called Building, Zoning and Licensing Services. Creation of a full-time Code Enforcement Officer position, promotion of Jim Grant to Director and promotion of Don Graves to Assistant Director has made the Department more successful in their primary functions as well as customer service. Future areas of improvement include software replacement, digitation of paper files, issuance of building permits 5 days a week, successful transition of Zoning Board responsibilities.

The second half of FY13 enabled the restructuring of Planning, with replacement of professional staff in one position and two retirements. This enabled shifting individual and department responsibilities to improve the efficiency of Planning functions, and to focus activity directly on core activities until performance levels increase and accuracy is satisfactory. This activity will be active and ongoing in FY14. The two new Planning hires will start in September. Future areas of improvement include staff training and implementation of performance measures. Comprehensive rezoning is also an ongoing activity that has significant impact on staff priorities and perception of customer service.

Economic Development had a very successful year for attracting private investment, increasing the tax base by more than $65 Million, establishing public/private partnerships, attracting more than $2 Million in grant funds and the increasing prominence of Rochester in the Seacoast and in New Hampshire as one of the most successful communities in the state.

KEY ECONOMIC DEVELOPMENT ACTIVITY

- Completion of public improvement construction in the Granite State Business Park
- Revision of the GSBP TIF District & establishment of the Advisory Board
- Announcement of the first major Granite Ridge Shopping Center by Grossman Development
- Redevelopment of the former Thompson Center Arms site
- Start-UP Rochester Business Plan Competition and Business Accelerator
- Monthly ThinkRochester Newsletter and Public Access TV Show – Metrocast Channel 12
- Economic Development Specialist is Chair of Technical Review Group
- Three JOB Loans to local start-ups or expansions, improved reporting
- Sale of additional lot in Granite State Business Park – Newport Computers
- Results and promotion of the Economic Impact of the Arts Survey
- Opening of Buffalo Wild Wings, PetSmart, Joanne Fabrics, others
- ATAC Great Bay Community College Rochester location, construction & opening
- Apply for and receive a $1.9 Million EDA grant to expand water and sewer to Stonewall Kitchen and Market Basket, to create more than 300 new jobs.
- Two spin offs, creating 150+ jobs from the former Thompson Center Arms closure
- Two new medical facilities at the Frisbie satellite campus on Rochester Hill Road
- Workforce housing with proposals at Highfield Commons, Clark Brook and Chesley Hill.
- Collaboration with Rochester Main Street and Greater Rochester Chamber
- Awards: Business Facilities Excellence in Economic Development Organizations

4.3a Code Enforcement Department

The Code Enforcement Department has been extremely active. As the population of the City of Rochester has grown to approximately over 30,000 residents, so does the responsibility of the department to assist residents and visitors in the City of Rochester. This office remains dedicated to this responsibility and will continue its proactive approach, ensuring the health and safety of the citizens of Rochester.

BUILDING INSPECTION

The major duties of the department include the administration of National Codes, the review and issuance of building permits, and the inspection of construction sites to ensure conformance of these codes; additionally enforcing compliance of the Zoning Ordinance and Planning Board approvals.A total of one thousand nine hundred twenty nine (1,929) permits were issued with an estimated building cost of $66,737,535.00. With the combination of building, health, and miscellaneous inspections and activities, there were three thousand four hundred forty five (3,445) inspections completed. Additionally there were one thousand nine hundred eleven (1,911) plans reviewed.

The major health related duties of the department continue to be the licensing and inspections of one hundred ninety eight (198) of the City's food service establishments. We have worked closely with the owners and operators to ensure compliance with the New Hampshire rules for the sanitary production and distribution of food. During the year each food establishment was inspected a minimum of twice, generating approximately three hundred ninety six (396) health related inspections. As a whole, Rochester's food establishments are in full compliance.

The Board of Health is comprised of the following members:

Dr. Thomas Moon, Regular Member
John Larochelle, Regular Member (term expired)
Dr. Terry Bennett, City Physician/ Member (term expired)
Regular Member, Vacant
Mr. James Grant, Health Officer and Director of Code Enforcement

The department also performed inspections of day care and foster home facilities. In addition to our regular staffing, the department's new compliance officer has investigated four hundred sixty five (465) housing code complaints. These include exterior and interior buildings, including motor vehicle, signs, zoning, rubbish, work performed without permits and agricultural nuisances.

Other general activities by the department include:

Inspections and licensing of twenty four (24) mobile home parks,sixteen (16) amusement licenses, eighteen (18) taxi licenses (company, drivers, and vehicles), a combination of seven (7) motor vehicle junk yards, junk dealer licenses combined thirty one (31) second hand dealers, four (4) pawnbrokers sand four (4) hawkers & peddlers. The department also investigates written housing complaints and zoning infractions throughout the city.

The **TOTAL REVENUE COLLECTED** is categorized as follows:

Food Establishment Licenses	23,944.50
Miscellaneous Permits & Licenses	4,290.00
Junk, 2nd Hand & Pawn Licenses	1,782.00
Building Permits	430,113.50
Miscellaneous Fees	20.50
TOTAL $460,150.50	
Less Refunds, Waived Fees (Veteran & Municipal Status)	<9,271.00>
TOTAL $ 450,879.50	

The **TOTAL AMOUNT EXPENDED** by the department was $ 419,992.54.

4.3b Economic Development Department

With the $130 Million dollar Spaulding Turnpike expansion finally completed, Rochester has seen an resurgence of new commercial development. Traffic now flows smoothly and people have become accustomed to the new entrance and exit patterns. Most immediately impacted by the turnpike is the Route 11 corridor, and especially the Granite Ridge Development District. The old Thompson Center Arms site has been purchased and cleaned up by a developer who has plans for future commercial expansion of this prime location. Several notable redevelopments have occurred next to the Exit 14 intersection, including the new Cumberland Farms, Zinga! and Dominos next to the Globe Plaza. Permits were pulled for a new Tractor Supply Company store next to Walmart, and the Rochester Marketplace has begun preliminary steps for a 300,000 square foot shopping center in that location. To provide further investment incentives, the city applied for and was granted a new ERZ (Economic Revitalization Zone) designation for the Granite Ridge district. This will allow companies in this zone to take advantage of BET and BPT tax credits when investing in job-creating projects.

Of course the biggest construction news for this year was the new Safran advanced aerospace technology plant. In December, the new bridge in the Granite State Business Park was unveiled, with a distinguished group of guests including Gov. Hassan.

Other industrial investments brought The Rubber Group to Rochester, taking ownership and expanding the Odyssey Press facility bringing over fifty jobs to the area.

The city awarded the largest to date JOB loan to a spin-off manufacturing company, LHR sporting Arms. Four principals from Thompson Center Arms put their collective skills together to set up a new company with the goal to re-employ many of the 200 craftspeople who lost their jobs when Smith and Wesson moved their company to Springfield, Mass in 2010. LHR set up shop on Wallace Street and went to work developing their first patented black powder firearm, The Redemption, which received national recognition by being awarded Field and Stream Magazines' Best of the Best Award as "Muzzleloader of the Year" in their first year of operation. They are well on their way to achieving their goals.

An ad hoc City Branding committee reviewed five proposals and selected the Glen Group to conduct a city branding effort which is a key urban development tool that will help Rochester get noticed and connected with our target audience. A strong brand, like a compass, helps stakeholders stay on course, be consistent in message, and effective in marketing.

Our office provided the Chamber of Commerce with an updated two-page ad to include in their annual magazine. (see photo) We partnered with the State Department of cultural Resources and other local communities to unveil the Americans for the Arts Survey, sharing the news that our city's nonprofits actually stimulate over seven million dollars of annual economic activity!

Investment in infrastructure is one of the most effective ways that local government can spur economic development. With that in mind, the city applied for and was awarded an EDA grant for nearly $2 Million dollars for the expansion of water and sewer on Salmon Falls Road and part of Rt 125, enabling two existing businesses to pursue their expansion projects and encouraging other new projects in this underutilized corridor. This was a private, city and federal government partnership that is projected to lead to the creation of several hundred new jobs. It will also allow current residents the opportunity to tie in to city water and sewer.

As part of the city organization restructuring, Karen Pollard became Deputy City Manager, Director of Community Development, bringing the three departments of Economic Development, Planning, and Code Enforcement under one umbrella. The concept of customer service and the notion that city staff serve as process facilitators and not simply regulation enforcers has been implemented with the result that the permitting process is simplified and streamlined. This is an ongoing process, but already positive results have been seen.

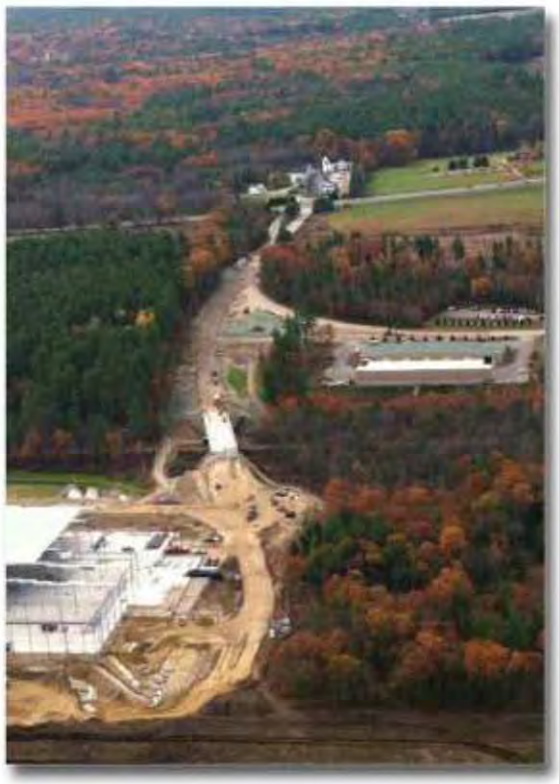
The monthly Business Round Table meetings brought business people to City Hall to discuss issues of concern and help build collaborative efforts, network, share ideas and interact with city personnel. This event fosters positive attitudes about dealing with the city. Meetings are held at City Hall on the 3rd Tuesdays of each month from 7:30 AM to 9 AM.

4.3b Economic Development Department (continued...)

Comprehensive Rezoning continued to be worked on throughout the year. Members of the Technical Review Group reviewed drafts and offered suggestions and corrections.

Economic development comes from business retention, expansion, attraction, creation and transition. Our office focuses on each of these areas. Staff meets frequently with local manufacturing firms to evaluate their status and needs. Many companies expressed positive movement this year with plans for expansion, purchasing of new equipment, and open positions waiting to be filled with qualified and skilled workers. We put these companies together with financial resources, and with the various state job training programs.

The first START UP business competition was held in June with thirty-seven contestants and seven finalists. This event was a partnership with the ABI Hub from Manchester and is a catalyst for identifying and nurturing new companies and potential businesses. Rochester can claim the position of Seacoast Hub of Manufacturing and Innovation, evidenced by the new aerospace company, Safran, locating here, and our energetic and robust activities designed to encourage economic investment in our city.



Working together with other economic development offices in the seacoast region, as well as the State Department of Economic Resources, we were represented at the Paris Air show with a rack card in June. Recognizing the need to work regionally, to pool limited resources, and to promote the area as a whole, throughout the year our office participated in joint advertising and strategy meetings to attract advanced manufacturers to the area.

Fiscal Year 2012-2013 was busy. Over $60 Million dollars of new building permits were issued. New projects entered the pipeline positioning Rochester as an economic bright spot in New Hampshire, promising much more economic development in the upcoming year. The results are an increased commercial and industrial tax base stabilizing our property tax rates, more jobs for area residents, and investment in those things that add to our quality of life.

4.3c Planning Department

OUR MISSION

The mission of the Planning and Development Department is to promote orderly growth in a manner sensitive to community values and to enhance environmental, economic, and social sustainability.

Orderly growth. Through the application of carefully crafted regulations and diligent stewardship, the Department works to facilitate smart growth, including development that creates value and is compact, efficient in its use of infrastructure, pleasing, and sensitive to its surroundings.

Community values. The Department seeks to serve the wide range of short and long-term stakeholder interests in Rochester and to understand community values through the use of surveys and other information-gathering techniques. Specific proposals are evaluated within the context of those values and the Master Plan.

Environmental sustainability. The Department carefully weighs costs and benefits in order to provide reasonable protection for our natural resources, including air, land (fields, forests, open space, and various habitats), and water (wetlands, aquifers, rivers, ponds, and flood plains), while encouraging responsible development.

Economic sustainability. The Department especially embraces businesses which make a commitment to the community's vitality by providing well-paying jobs, adding to the value of the built environment, offering choices for consumers, and participating in Rochester's civic life.

Social sustainability. The Department works to preserve Rochester's distinctive identity and to advance quality of life by encouraging investment in social capital and facilitating the health, safety, education, and cultural expression of our citizens.

OUR APPROACH

The Planning Board, Historic District Commission, Zoning Board of Adjustment, Conservation Commission, and staff reviewed a great number of projects. The Planning Board and Historic District Commission approved most applications with conditions. We work hard with applicants to find an approach or design that serves the objectives of the applicant while also supporting the public interest and meeting legitimate concerns of abutters. Happily, we find most applicants are willing and able to modify projects as appropriate.

The major responsibilities of the Planning Division include:

- Policy development
- Drafting of ordinances and regulations
- Overseeing the zoning ordinance and processing applications for variances, special exceptions, and amendments
- Reviewing and processing applications for subdivisions and site plan review
- Strategic planning
- Master Planning
- Transportation planning
- Infrastructure planning
- Developing ordinances for the protection of natural and cultural resources
- Coordinating the E911 addressing system
- Coordination of, and service to, land use boards:
  Planning Board, Zoning Board of Adjustment, Conservation Commission, and Historic District Commission
- Acquiring proper surety to insure that projects are built in accordance with City standards and the approved plan.

HIGHLIGHTS

Here are a few highlights from the year.

Sakuntala, LLC/Newport Computers
48 Airport Drive 45,438 sf. manufacturing facility to be constructed in two (2) phases. Phase 1 will include 30,438 sf. As well as appurtenant parking and loading areas. Phase 2 will entail a 15,000 sf. addition.

Development projects: Some of the more significant projects, approved by the Planning Board, included the following:

NH Bureau of Turnpikes, c/o HNTB Corp. / Paul Danforth / Louise J. Brown – 121 Chestnut Hill Road Subdivision for a 2-lot subdivision. The NHDOT-Bureau of Turnpikes plans to purchase the proposed new lot for construction of a future maintenance garage.

State of New Hampshire / Ronald Grandmaison – Washington Street Site Plan to construct a Park and Ride facility with approximately 200 spaces and a concrete area for passengers to access the transit buses.

The Villages at Clark Brook Planned Unit Development (PUD) for the Villages at Clark Brook, Old Dover Road Major subdivision and Site plan. PUD amendment plans include 9 duplex lots, 3 live/work lots, 144 apartments in four buildings, and 47 single family lots.

McGroen Partners, LLC, 120 Washington Street Site Plan to build a 20,475 sq ft, 3 story commercial building. The first floor to be retail space and the second and third floors for commercial office space.

The Rubber Group / Rob Pruyn, 22 Nadeau Drive Site plan application for a 6,000 sq ft addition to an existing 20,000 sq ft manufacturing building.

Presidential Estates, Fillmore Boulevard Residential site plan application for phase II of the Highfield Commons development to permit the first 16 residential townhouse units.

Sensible Self Storage, LLC, 201 Highland Street Site plan application for a two phased project consisting of six(6) storage buildings in the first phase and five(5) storage buildings in the second phase.

Waste Management of NH, Inc, 30 Rochester Neck Road Excavation application for borrow areas to be developed to support on-site construction and operations activities.

Charter Foods North, LLC, 280 North Main Street Subdivision and site plan to construct a 1,670 sq ft (28 seat) Taco Bell Restaurant with a drive thru service window.

17 Glenwood Avenue, LLC, 17 Glenwood Avenue Subdivision and site plan construct 24 additional elderly housing units on the property once it is subdivided into two lots.

Sakuntala LLC - 48 Airport Drive

McGroen Partners, LLC - 120 Washington Street

Rochester Toyota - 48 Farmington Road

4.3c Planning Department (continued...)

Tractor Supply, 12 Two Rod Road

Chapter 42 Amendments

The Chief Planner and the Planning Board spent a great deal of time working on the Chapter 42 draft amendments this year. There were times when the Planning Board was meeting three to four times a month. At the beginning of every Planning Board meeting, both regular meetings and workshops, the Board took comments from the public regarding the proposed draft. The Board was working to prepare a draft document that could be recommended and forwarded to the City Council in the Fall of 2013. The following issues were discussed at great length by the Planning Board:

- New draft Zoning Map
- Definitions
- Base Zoning Districts
- Special Zoning Districts
- Table of Uses
- Table of Dimensional Requirements
- Density in the various Zoning Districts
- Multi-Family Housing
- Other Miscellaneous amendments, additions, and deletions

Planning and Zoning Board Activity

The Department and Boards acted upon the following projects.

Planning Board applications (12-13)

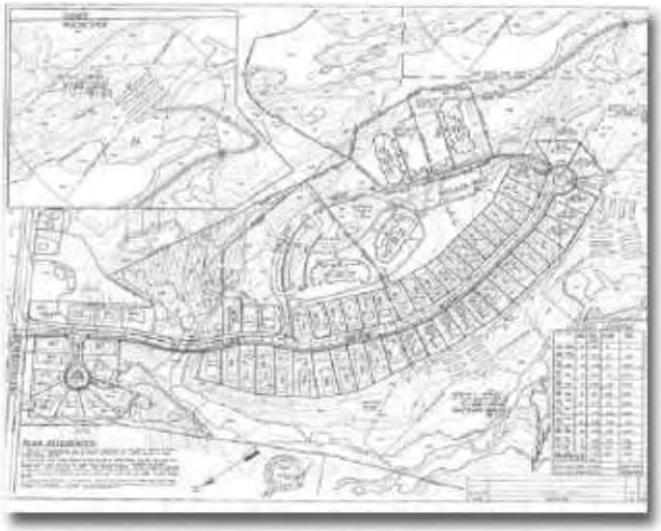
	Total	Approved	Denied	Total Lots	Withdrawn
Subdivision	6	6	0	76	0
Lot Line Revisions	13	13	0	0	0
Site Plans	14	13	0	0	1
TOTAL	**33**	**32**	**0**	**0**	**1**

	Total	Allowed w/o further review	Sent to Planning Board	Withdrawn
Minor Site Plan	6	5	0	1
Special Downtown	22	21	0	1
Day Care	1	0	1	0
Home Occupation	8	8	0	0
TOTAL	**17**	**34**	**1**	**2**

Zoning Board of Adjustment applications (12-13)

	Total	Approved	Denied	Withdrawn
Variances	47	39	4	4
Special Exceptions	3	2	0	1
Equitable Waiver	0	0	0	0
Administrative Appeals (Building Code of Appeal Board)	0	0	0	0
Request for Rehearing	1	0	1	0
TOTAL	51	41	5	5

Sensible Self Storage, 201 Highland St



Village of Clark Brook, Old Dover Road

Master Plans

To date, the City has seven adopted master plans:

1) Land Use, adopted 2001
2) Transportation, adopted 2001
3) Downtown, adopted 2003
4) Economic Development, adopted 2006
5) Natural Resources, adopted 2009
6) Cultural Resources, adopted 2010
7) Recreation, adopted 2011

Possible chapters that might be pursued in the future include:

- Energy and sustainability
- Public facilities
- Natural Hazards
- Utilities and public services
- Regional concerns
- Community design
- Housing and community development
- Strategic planning

The first three chapters - Land Use, Transportation, and Downtown - are the chapters that will be updated in the not too distant future. There are funds in the CIP to help facilitate the completion of these chapters. Once the Chapter 42 amendments are settled, then we can begin work on the Land Use and Downtown chapters. Now that a majority of the Spaulding Turnpike/Route 16 improvements are complete and we have updated traffic count data, we should be able to begin updating the Transportation chapter.

Surety Process

The Planning Staff, along with the City Engineer, began reviewing the spreadsheets for surety that the City is currently holding for approved projects. The review included releasing surety that the City has been holding as well as updating the cost figures used to calculate the surety. The figures are now reviewed and updated twice a year.

Rochester's, the Arts and Culture Commission elected Officers in March 2013, Matthew Wyatt was nominated for Chair, Peg Johnson was nominated for Vice Chair, and Pam Hubbard was nominated as Secretary.

Arts and Culture Commission

The Arts and Culture Commission also completed the website, City of Rochester Commission for Arts and Culture. The website includes: about us, visit Rochester, art walk, arts and culture database, Achievement in the Arts Award, and facebook page. Arts and Culture Inventory – The Commission started a database inventorying all of the wonderful things Rochester has. It would be very helpful for citizens to find out information and for the Commission to use as well.

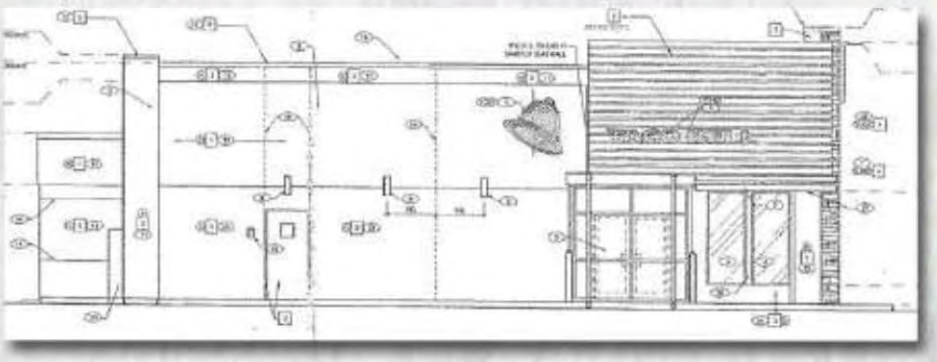
The Arts and Culture Commission formed the first annual awards ceremony/gala to recognize "Achievement in the Arts". The event will be scheduled for August 2013. Projects for next year include: "French Festival", Arts in the Park, the event would most likely take place at the Commons with possible use of the River Walk, and an advertisement on Metrocast Channel 26.

4.3c Planning Department (continued...)

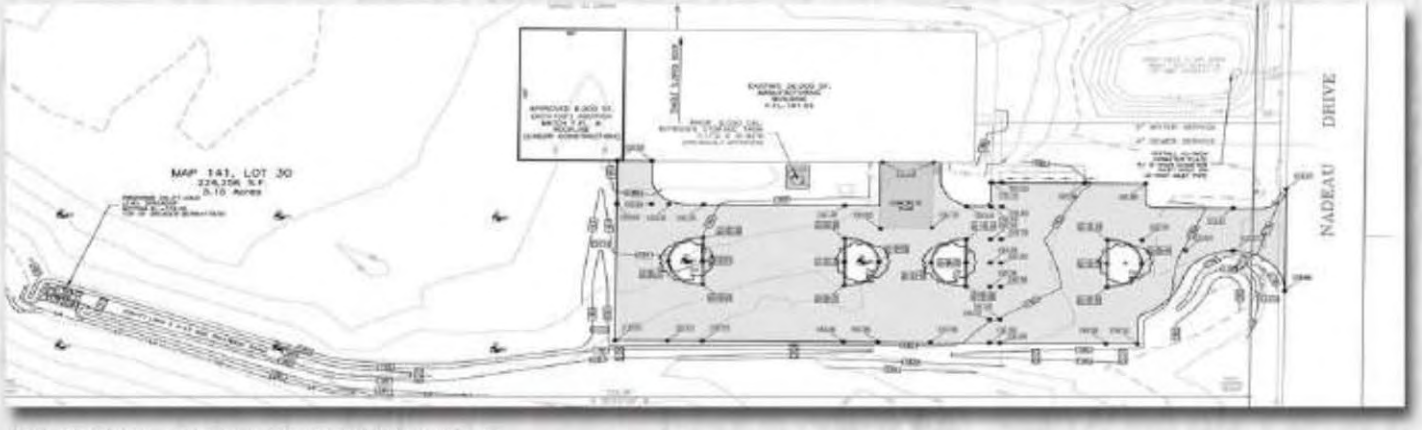
Historic District Commission

The Historic District Commission reviewed the following projectss.

Applicant	Address	Proposed Activity
Better Homes & Gardens/Masiello	90 North Main Street	Sign
Collec-tiques	48 North Main Street	Paint outside building pale yellow, add lettering to windows
Service Credit Union	90 South Main Street	8' green vinyl chain link fence with access gate to an emergency generator
Tri-City Co-op	36 Wakefield Street	Installing a handicap accessible ramp
Liberty Tax	14 North Main Street	Wall sign
Profile Bank	57 Wakefield Street	Expanding drive-up canopy by 1 additional lane, moving HVAC and ATM
Grammy and Grampy's Gift Baskets	18 North Main Street	Sign
Joe Conroy	16-22 North Main Street	Enclose a 9-foot wall door
Hobo's Tattoo Shop	87 North Main Street	Sign
Smoke & Spirits Downtown Cigar Bar LLC	38 North Main Street	Sign
Scenic Theater	12 North Main	Sign and paint
Skele-Tone Records and Clothing	50L North Main Street	Sign
Twice is Nice	19A Hanson Street	Window sign



Proposed Taco Bell, 280 North Main Street



The Rubber Group, 22 Nadeau Drive

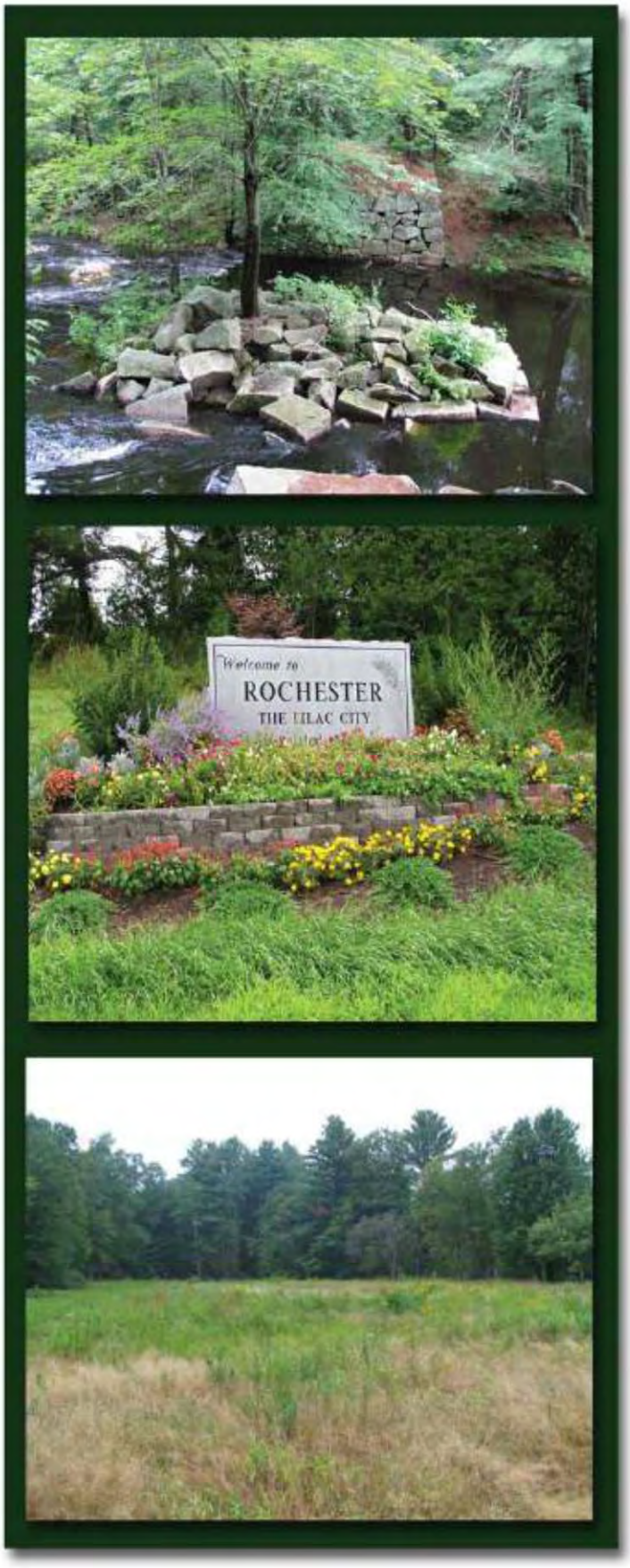
4.3c Planning Department (continued...)

Conservation Commission

The Rochester Conservation Commission has been very active from July 2012 to June 2013. The range of projects and efforts that this group of volunteers has worked on throughout the year has varied greatly, and has included:

- Reviewed the status of the "Summary of Recommendations" (action items) outlined Natural Resource Chapter of the City's Master Plan and noted which had been completed, which were being worked on, and how to work on those ones.
- The Community Development Department and Department of Public Works actively collaborated with the Commission to apply for a sewer and water line expansion grant application as well as a 'green infrastructure' grant application and also on the Aquifer Protection Ordinance.
- Commission members attended workshops that were focused on storm water management, invasive species, energy conservation, land conservation, and planning.
- Commissioners performed site walks to monitor Conservation Easements (including the Smith-Berube and LeClair easements), investigate wetland violations, and review Planning and Zoning Board proposals.
- Several dozen NH DES Alteration of Terrain, Intent to Cut, NH DES Wetland, NH DOT, etc...correspondences were reviewed. Several required follow up action by the Commission.
- The Commission, in cooperation with Stafford Rivers Conservancy, successfully closed on two conservation easements, resulting in 175.5 additional acres of conserved land in the City of Rochester.
- Over the last year approximately eight properties were/are still being considered for conservation easements. The extensive review processes, including meeting with the landowner(s), completing Land Acquisition Criteria Evaluations (LACE), considering funding options, etc...were started for each property too.
- A Request for Qualifications was created and posted by the Commission. The Commission then reviewed and chose a qualified applicant. The consultant will conduct an audit and create an online inventory of conservation lands.
- The Commission also worked on two large wetland mitigation projects.

Respectfully Submitted,
Deborah Shigo
Chair of the Rochester Conservation Commission


Welcome to
ROCHESTER
THE LILAC CITY

4.4 Finance Department

The fiscal year ending June 30, 2013 once again indicates the City's financial position continues to be strong. This has resulted from a combination of conservative revenue estimates, thoughtful and prudent budgeting practices and ongoing close monitoring of expenditures in the General Fund and Enterprise Funds.

FINANCIAL HIGHLIGHTS

Government-wide Highlights

- The City's total assets of 230.9 and deferred outflows of resources of $0.5 million, exceeded total liabilities of $88.1 and deferred inflows of resources of $19.5 million, by $123.8 million. Known as the City's Total Net Position, the $123.8 million is composed of $112.3 million net investment in capital assets, $0.8 million restricted and $10.7 million in unrestricted funds. The unrestricted balance represents the portion available to be used to meet the City's ongoing obligations to its citizens and creditors.
- The City's Total Net Position of $123.8 million represents an increase in fiscal year 2013 of $1.7 million or 1.4% over fiscal year 2012's total of $122.1 million.
- The City's Total Assets and Deferred Outflows of Resources of $231.4 million is a decrease of $2 million or minus 0.9% and Total Liabilities and Deferred Inflows of Resources of $107.6 million is a decrease by $3.7 million or 3.3%.

Fund Balance Highlights

The Fund Balance for all governmental funds decreased by $4.5 million to $10 million for the fiscal year ending June 30, 2013. This amount is the Fund Balance of total Governmental Funds at the end of the year. The General Fund Balance increased by $115 thousand to $14 million; the fund balance for the Capital Projects Fund decreased by $2.4 million and the Nonmajor Governmental Funds decreased by $2.7 million.

THE CITY AS A WHOLE

As stated above, the City's combined total net position is $123.8 million. Separating the net position of Governmental and Business-type Activities, this represents $70.6 million for Governmental Activities and $53.2 million for Business-type Activities.

The largest portion of the City's net position is comprised of its net investment in capital assets such as land, buildings, equipment and infrastructure less any outstanding debt.

The City's 2013 unrestricted net position of governmental activities of $5.3 million represents a decrease from 2012 at $9.0 million of $3.7 million This decrease represents a decrease in the amount of funds available to meet the City's general fund obligations due largely to the cash expended on capital projects. The issuance of bonded debt in early 2014 will replace cash previously expended on capital projects. The City's ability to complete most major capital projects with cash on hand prior to the actual sale of the bonds has been a testament of its strong fiscal health. The fiscal strength of the City is also due to its conservative budgetary practices in past years. It is incumbent on the City to maintain these practices in order to maintain financial strength.

The net position of the City's business-type activities represent investments in water and sewer plants, the related infrastructure, and the arena building/equipment. Unrestricted net position of the business-type activities ("enterprise" funds), however, cannot be used to fund or support other governmental activities. The City, generally, can only use this net position to finance the continuing operations of the Water, Sewer and Arena operations.

The City's overall net position increased by $1.7 million, as presented in Table 1 (to the right). The largest expenses are from Education, Public Safety, Public Works and General Government. The difference in funding between expenses and revenues is made up through property taxes.

Table 1
Changes in Net Position
(in Millions)

	Governmental Activities		Business-Type Activities		Total Primary Government	
Program Revenues:	**2013**	**2012**	**2013**	**2012**	**2013**	**2012**
Charges for services	4.9	2.1	8.6	8.8	13.5	10.9
Operating grants	29.0	30.6	-	-	29.0	30.6
Capital grants and contributions	1.1	1.2	1.9	0.2	3.0	1.4
General Revenues:						
Property taxes	51.6	50.5	-	-	51.6	50.5
Licenses and permits	4.3	4.3	-	-	4.3	4.3
Other general revenues	3.1	5.5	0.1	0.1	3.2	5.6
Total Revenues	**94.0**	**94.2**	**10.6**	**9.1**	**104.6**	**103.3**
Expenses:						
General government	4.2	4.1	-	-	4.2	4.1
Public safety	12.2	12.1	-	-	12.2	12.1
Public works	6.2	5.9	-	-	6.2	5.9
Health and welfare	0.4	0.4	-	-	0.4	0.4
Culture and recreation	1.8	1.8	-	-	1.8	1.8
Community development	2.8	0.7	-	-	2.8	0.7
Community services	0.7	0.7	-	-	0.7	0.7
Education	57.7	56.1	-	-	57.7	56.1
Food services	2.0	1.9	-	-	2.0	1.9
Debt service	1.6	1.6	-	-	1.6	1.6
Intergovernmental	5.6	5.5	-	-	5.6	5.5
Water	-	-	3.5	3.2	3.5	3.2
Sewer	-	-	3.8	3.9	3.8	3.9
Arena	-	-	0.4	0.4	0.4	0.4
Total Expenses	**95.2**	**90.8**	**7.7**	**75**	**102.9**	**98.3**
Excess (deficiency) before transfers	**(1.2)**	**3.4**	**2.9**	**1.6**	**1.7**	**5.0**
Transfers	(0.2)	-	0.2	-	-	-
Increase (decrease) in net position	**(1.4)**	**3.4**	**3.1**	**1.6**	**1.7**	**5.0**

4.4 Finance Department (continued...)

Table 2
Net Position
(in Millions)

	Governmental Activities		Business-Type Activities		Total Primary Government	
	2013	2012	2013	2012	2013	2012
Current and other assets	38.3	40.5	7.2	8.7	45.5	49.2
Capital assets, net	105.0	104.6	80.4	79.3	185.4	183.9
Total assets	**143.3**	**145.1**	**87.6**	**88.0**	**230.9**	**233.1**
Total deferred outflows of resources	**0.4**	**0.3**	**0.1**	**-**	**0.5**	**0.3**
Long-term liabilities	45.5	48.4	33.0	36.4	78.5	84.8
Other liabilities	8.5	8.1	1.1	1.1	9.6	9.2
Total liabilities	**54.0**	**56.5**	**34.1**	**37.5**	**88.1**	**94.0**
Total deferred inflows of resources	**19.1**	**16.9**	**0.4**	**0.4**	**19.5**	**17.3**
Net investment in capital assets	64.5	60.0	47.8	46.0	112.3	106.0
Restricted	0.8	3.0	-	-	0.8	3.0
Unrestricted	5.3	9.0	5.4	4.1	10.7	13.1
Total net position	**70.6**	**72.0**	**53.2**	**50.1**	**123.8**	**122.1**

Governmental Activities

The City recognizes that maintaining a strong financial position is crucial to the City's long-term success. The burden that is placed on citizens and businesses as well as the needs for services must both be taken into consideration with all financial decisions. The major fiscal challenges facing the City continue to be level or decreased State funding for education, health insurance increases, State retirement increases, energy costs, property values and tax rates. Fortunately, other City/School revenues have exceeded expectations and conservative spending has produced balances in many accounts at the end of the year.

The City's assessed property value for taxation for fiscal year 2013 (tax year 2012) increased $15.6 million or 0.8% as of April 1, 2012. The tax rate increased to $25.68, which is 3.3% over the previous year.

The major areas where revenues exceeded projections are taxes of $395 thousand and licenses & permits of $342 thousand. The conservative philosophy of sustainable and steady growth that Rochester has embraced over the years remains as one of the keys to the City's continued financial strength and stability.

Business-type Activities

The Change in Net Position for the City's business-type activities increased by $3.1 million.

- The City's sewer system posted a positive change in net position of $1.2 million. The Sewer Fund's audit report of Statement of Cash Flows Proprietary Funds, reports a decrease of $515 thousand in the cash balance from the beginning of the year, due to the bond funding cycle. Rate reviews and increases in the sewer rate will be necessary to maintain positive operations.
- The City's water system posted a positive change in net position of $1.99 million. The Water Fund's audit report of Statement of Cash Flows Proprietary Funds, reports a decrease of $554 thousand in cash balance from the beginning of the year, due once again to the City's bond funding cycle. In conjunction with the Sewer Fund, rate reviews and increases in the water rate will be necessary to maintain positive operations.
- The City's ice arena has a reported minimal net position decrease of $18,532.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The City's investment in capital assets, net of depreciation, for its Governmental and Business-type Activities as of June 30, 2013 is $185.4 million (see Table 3 below). This investment in capital assets includes land, buildings, equipment, computer software, construction in progress and infrastructure. Infrastructure assets are items that are normally immovable, of value only to the City, and include roads and bridges.

Table 3
Capital Assets at Year-end
(net of Depreciation, in Millions)

	Governmental Activities		Business-type Activities		Total	
	2013	2012	2013	2012	2013	2012
Land	8.0	7.6	3.5	3.5	11.5	11.1
Easements	1.4	1.1	-	-	1.4	1.1
Land improvements	2.3	2.3	-	-	2.3	2.3
Buildings and improvements	41.4	41.9	29.6	28.7	71.0	70.6
Vehicles and equipment	6.0	5.7	3.3	3.2	9.3	8.9
Infrastructure	39.0	41.5	31.3	31.5	70.3	73.0
Construction in progress	6.9	4.5	12.7	12.4	19.6	16.9
Totals	**105.0**	**104.6**	**80.4**	**79.3**	**185.4**	**183.9**

Debt

The City may issue general obligation bonds, receive State Revolving Loan Fund notes in lieu of bonds, and notes in anticipation of such bonds, taxes and other anticipated revenues. As of June 30, 2013, the total debt outstanding for all funds is $73.5 million (See Table 4 below).

The General Obligation bond rating process conducted in February - March of 2012 returned a bond rating from Moody's of A1 and a rating of AA- was received from Standard and Poors. While financial steadfastness is only one of the criteria that bond rating agencies use in assessing overall risk, continued positive performance in this area will help the City to achieve continued increases in bond ratings which in turn mean lower rates and savings to taxpayers.

Table 4
Outstanding Debt at Year-end
(in Millions)

	Governmental Activities		Business-type Activities		Total	
	2013	2012	2013	2012	2013	2012
General obligation bonds (backed by the City) and State revolving notes	40.9	44.9	32.6	36.0	73.5	80.9
Totals	**40.9**	**44.9**	**32.6**	**36.0**	**73.5**	**80.9**

NEXT YEAR'S BUDGETS AND RATES

It is important to the City Council and the community it serves to provide appropriate levels of service to taxpayers, diversify the tax base, and create new investment in the City. The City's elected and appointed officials considered many factors when setting the fiscal year 2014 budget and the resulting impact on tax rates and the service fees that will be charged for business-type activities. The City continues its long standing tradition of fiscal restraint – forecasting realistic anticipated revenues, keeping expenditures in check and directing capital expenditures in an effort to minimize bonded debt while at the same time addressing the service and infrastructure needs of the City. It is also important to note that in November 2008 voters of the City approved a tax cap charter amendment to limit the amount property taxes can increase by a national inflation factor. The City Council has not overridden the tax cap in the five budget cycles since passage of this charter amendment. The City's continued financial strength indicates that a proper balance has been achieved and maintained between all of the above factors.

4.5 Fire Department

MOTTO

Serving the Lilac City with Pride.

MISSION STATEMENT

The primary mission of the Rochester Fire Department is to provide a range of programs designed to protect and maintain the quality of life within the City of Rochester through Fire Prevention, Fire Suppression and Rescue activities.

ORGANIZATION

The City of Rochester Fire Department is a 62-member "combination" organization providing fire, rescue, and public assistance to the Rochester, East Rochester and Gonic sections of this community.

The department serves a community with an estimated population of 32,000 residents in a 49.2 square mile area from two fire stations which are covered 24/7.

The Chief of the Fire Department reports to the Rochester City Manager under the City Manager form of government.

It is my pleasure to present the Rochester Fire Department annual report for 2012-2013. I would like to thank all of our dedicated firefighters, all of our accomplishments are made possible by the efforts of these Firefighters and Fire Officers.

Our department continues to accept the challenges presented by the demands for service. Rochester Firefighters responded to over 2300 incidents in this fiscal year. The numbers represent when one of our citizen's or visitors experience an unexpected or unfortunate event that led them to call for our assistance. Our firefighters continue to provide not only the professional response needed to take care of the emergency, but also show compassion to support the person and families involved in these emergencies.

This fiscal year the Fire Department responded to 2,316 calls for service. This is a slight decrease over fiscal year 2012 which had 2,355 calls. The majority of our calls continue to be medically related with 1,047 calls this last fiscal year which is an increase over FY 2012 with 987 calls.

Although most of our calls include medical and motor vehicle accidents we still continue to respond to structure fires which were up this year over the year prior. In fiscal year 2012 we responded to 106 fires 17 of which were building fires with five of those requiring a first alarm assignment or more to be struck. In FY 2013 we responded to 112 fires, 21 of which were building fires with 14 that were working fires requiring a first alarm assignment or more. In FY 2013 we responded to more working fires than any other year since 1997 in which we had 18 working fires that year. Since last fiscal year this Department had an incredible increase in working fires of 180 %. Although potentially an anomaly these increases are proven to be possible and place our citizens and our firefighters at high risk with our limited manpower.

The increasing demand requires us to continue examining manpower increases and a third station. The City continues to grow and with that, inevitably, more requests for emergency services. Our personnel are required to respond immediately to emergencies without delay. As our incidents increase, so do our calls for simultaneous services at different locations at the same time. These occurrences continue to increase and split our resources making us less effective and slower to respond.

	FY12	FY13	Percentage
Total Runs	2355	2316	-1.7%
Fires	106	112	+5.7%
Working Fires	5	14	+180%
Medical Calls	569	667	+16.7%
Motor Vehicle Accidents	413	370	-10.4%
Total Runs	2355	2316	-1.7%

The future brings many growth opportunities for the Fire Department. As the City of Rochester expands, the department must expand to meet the continually changing needs. The future brings the expansion of service delivery with the goals of adding Fire Station 3.

The department will look to develop our firefighters with progressive mentoring programs and community involvement. At the same time, we continue to develop our operating standards, experience and equipment. As we grow within the community, I see unlimited potential in many areas.

With the support of the Mayor, City Council, our City Manager and his staff, as well as all other City Departments and supporting governmental agencies, we continue to be an exemplary organization that prides itself on being proactive, efficient and exceptionally effective in our delivery of services.

EMERGENCY MEDICAL

Rochester Firefighters are trained and certified in Emergency Medical, most as emergency medical technicians (EMT's) and respond as medical first responders to emergency medical incidents that occur within the City.

With two fully staffed fire stations strategically located, often times firefighters are closer than an ambulance to a medical call, allowing firefighters to reach the scene of such a medical emergency more rapidly to initiate medical care. Frisbie Hospital provides paramedic level ambulance service to the City of Rochester and we continue to assist as needed.

TRAINING

This fiscal year the department continued to secure Homeland Security Grant money for numerous Technical Rescue and Incident Command classes. This grant covered all costs associated with our members attending the class and providing shift coverage while they were out. For FY 2013 there were 3,666.50 hours of training attended by department members. This total includes both in house training and courses taken outside the department.

FIRE PREVENTION

The Fire Prevention Office is responsible for helping promote fire safety within the City of Rochester. This is done through educating people and contractors of the dangers that fire presents. By enforcing current fire safety laws, the Fire Department is able to ensure that citizens have a safe place to live, shop, and worship.

Our inspection and plans review programs have gone digital. We are now able to accept and review plans electronically, as well as streamlining the process. This helps the customer be able to quickly start new projects, or make revisions to in-progress jobs, even if they are based out of state. It further reduces downtime when a change comes up, and provides better archiving for future reference. As far as inspections, new forms and templates have been implemented to reflect the updated codes and software. Of note is that all of these changes are done with software that the city already owns, creating a large cost savings.

4.5 Fire Department (continued...)

Arson investigation has been improved with new state-of-the art computer software from the Department of Homeland Security and ATF. This also came at no cost, and all reports entered into the software are cross-checked in a national database. This allows a very fluid process for bringing offenders to justice, and helping crack hard to solve cases, with the resources of the Federal Government. Finally, it provides a standard platform that numerous jurisdictions are using, providing uniform reports that are accepted nationally.

With the growth in the business and commercial sectors of the City's economy, the Fire Prevention Bureau continues to experience increased responsibilities to insure life safety for employees and customers associated with these enterprises. Fire Prevention also conducted life safety fire drills in cooperation with NH DHHS at various assisted living facilities in Rochester during the past year. Two years ago the Fire Prevention office also initiated annual inspections of the residential motels and the fire suppression systems at all self-service gas stations. Fire Prevention also worked intensively with the vendors who come to the Rochester Fair to bring them up to code with their cooking facilities, and this office continues to assist with the upgrades of the cooking facilities at all concession stands at Roger Allen and the Babe Ruth recreational fields. The Rochester Fire Department lauds the efforts of all the volunteers associated with these youth programs for their outstanding work to improve the safety at these concession stands. The RFD also wishes to recognize the continued dedication to life safety by all the schools in Rochester. During the annual inspection of all schools last November, they were found to be in excellent shape when it comes to life safety for the staff and students. Rochester parents can have every confidence in the safety of their children when they are at our schools. In addition, the Fire Prevention Bureau continues to conduct many training and public education events to a variety of groups in Rochester, including elderly citizens, school children, civic groups and businesses.

HEALTH AND SAFETY

Health and Safety Council of Strafford County
Public Health and Emergency Preparedness Annual Report Summary
For Rochester City Report
Reporting Period: July 1, 2012- June 30, 2013
Submitted by: Tory Jennison RN, MS Executive Director

The Health and Safety Council of Strafford County (HSCSC/the Council) celebrated its 9th year in 2012, including 9 years of partnership with the City of Rochester. Fire Chief Norm Sanborn continued in his role as Secretary on the HSCSC Board of Directors and as the Director of Strafford County's regional Multi-Agency-Coordination-Entity (MACE), which functions as a regional emergency operation center on an as-needed basis when events or incidents affect large portions of Strafford County and require coordination of multiple emergency response jurisdictions. As Rochester's Emergency Management Director (EMD), Chief Sanborn also served as the City's primary representative for regional public health and emergency preparedness planning. Both Chief Sanborn and Assistant Chief Mark Dupuis actively represented the City of Rochester on the Strafford County Public Health Network Regional Coordinating Council (RCC). Assistant Chief Dupuis represented both the Rochester Fire Department and the RCC on the Rochester School District's Emergency Response Crisis Management Team.

The summer of 2012 was a very busy time for Strafford County Public Health Network partners who were called on to stand up a clinic at the Rochester Middle School to provide Hepatitis C screening to 82 exposed Exeter Hospital patients residing in the Greater Rochester region. This rapid-response public health event was made possible by guidance from Rochester Fire Department personnel who provided critical expertise and support to ensure that state Public Health laboratory testing equipment and portable air conditioning units did not overload the Middle School power grid, thus preventing a secondary safety hazard. Assistant Chief Mark Dupuis served as the Incident Commander for this well-executed event while simultaneously preparing an Incident Action Plan for President Obama's visit 48 hours later.

At the direction of public health network partners, the Health & Safety Council began substantive discussion with the Strafford County Commissioners in the late fall of 2012 regarding collaborative partnerships for the regionalization of emergency shelters. This discussion evolved throughout the winter of 2012, culminating in a strong Memorandum of Understanding between the Council and the County demonstrating a commitment to pursue effective efficiencies in emergency and public health preparedness work that would most benefit residents and municipalities across the entire region.

With a strong commitment from the Strafford County Commissioners to partner with the Public Health Network on a number of exciting initiatives, the Health & Safety Council submitted a competitive proposal for continued Public Health Network (PHN) funding. While the Council was not awarded the PHN contract, the County continued to participate in public health and emergency management planning. The Council did receive additional funding to support the ongoing recruitment and training of volunteers to support regional response activities and was able to hire a new staff member as a result. Malone Cloitre joined the HSCSC as the Volunteer Program Coordinator in Spring 2013, allowing Council staff to expand programming and services.

In 2012-2013, HSCSC secured over $180,000 in funding to support public health emergency planning, training, and volunteer programs for the region. The Council continued in its role of fiscal agent for two local programs, administering more than $320,000 in funds for Bridging the Gaps, a community coalition building program funded by the Drug Free Communities program, and Farmington And Middleton Expanding Education (FAMEE), a 21st Century Community Learning Center Project that provides asset building after-school and summer programming to students in grades K-12 in Farmington Schools. The FAMEE program applied for and received an additional 5 years of funding to continue their excellent work in the Farmington High and Henry Wilson Middle Schools and to expand programming to Valley View Elementary.

4.5 Fire Department (continued...)

In addition to the fundamental and ongoing work to support emergency and public health preparedness education and response efforts in Strafford County, Council staff lead or participated in a number of programs that impacted Rochester citizens, providers, and agencies in FY 2013 including:

- Immunized over 70 school children against influenza in the region's inaugural year of school based clinics at two Rochester schools.
- Worked to convene and educate local agencies that conduct business in citizen's homes to promote awareness of health and safety risks and available support via the Healthy Homes program. Invited to join NH Healthy Homes Steering Committee.
- Performed inventory at 5 Public Health Network storage sites including the Rochester-owned POD Trailer deployed to support small shelters and vaccination events.
- Represented the Public Health Network and Medical Reserve Corps on the Board of Rochester Youth Reach.
- Served as a clinical placement/practicum site for Univ. of New Hampshire and Mass. College of Pharmacy and Health Science senior nursing students. Students participated in experiential education rotations with a Rochester homecare agency, an outpatient wound-care program at Frisbie Hospital, and public health preparedness planning with Rochester emergency responders.
- Initiated a School Wellness policy assessment of all school wellness and school emergency preparedness policies.
- Promoted public health preparedness and recruitment of clinical and non-clinical volunteers for Citizen Corps (CERT/MRC) teams in conjunction with the Greater Portsmouth and Greater Exeter Region Public Health Networks.
- Participated on the state of NH Medical Surge Workgroup to improve planning capacity for Alternate Care Sites like Rochester Middle School.
- Provided advanced emergency preparedness training to local first responders including Autism 911, Psychological First Aid, Hinge Points in Cultural Communications and Mass Casualty Triage.

The Council continued to provide subcontractor Community Program and Volunteer Coordination services to both the Greater Exeter and Greater Portsmouth Public Health Regions. These contracts allowed the Council to fund expansion of the role of the Community Program and Volunteer Coordinator and coordinate trainings and educational opportunities for volunteers and responders across three regions, improving attendance and increasing cost effectiveness that allows expanded offerings.

The Strafford County Citizen Corps (SCCC) program continued to grow and restructure to encourage community involvement and improve volunteer preparedness and response capacity. The team has 56 trained and dedicated members to support Strafford County and the City of Rochester during an emergency. SCCC members were activated to assist with traffic control at the Rochester Holiday Parade, School Based Immunization Clinics and a number of additional planned and emergency activations throughout the region.

The success of the SCCC and sustainability of the Council are due in large part to the commitment and generous in-kind support provided by the City of Rochester Fire and Police Departments. Support includes facilitation of meeting space and guest instructors for team trainings, expert consultation on local and regional preparedness and response plans, participation in community and regional conversation around preparedness priorities and an ongoing commitment to service excellence that infuses the Council's work.

Respectfully submitted,

Norman Sanborn, Jr.
Chief of Department

FIRE DEPARTMENT RESPONSE ACTIVITY

EMERGENCY RESPONSE CALLS FY '13

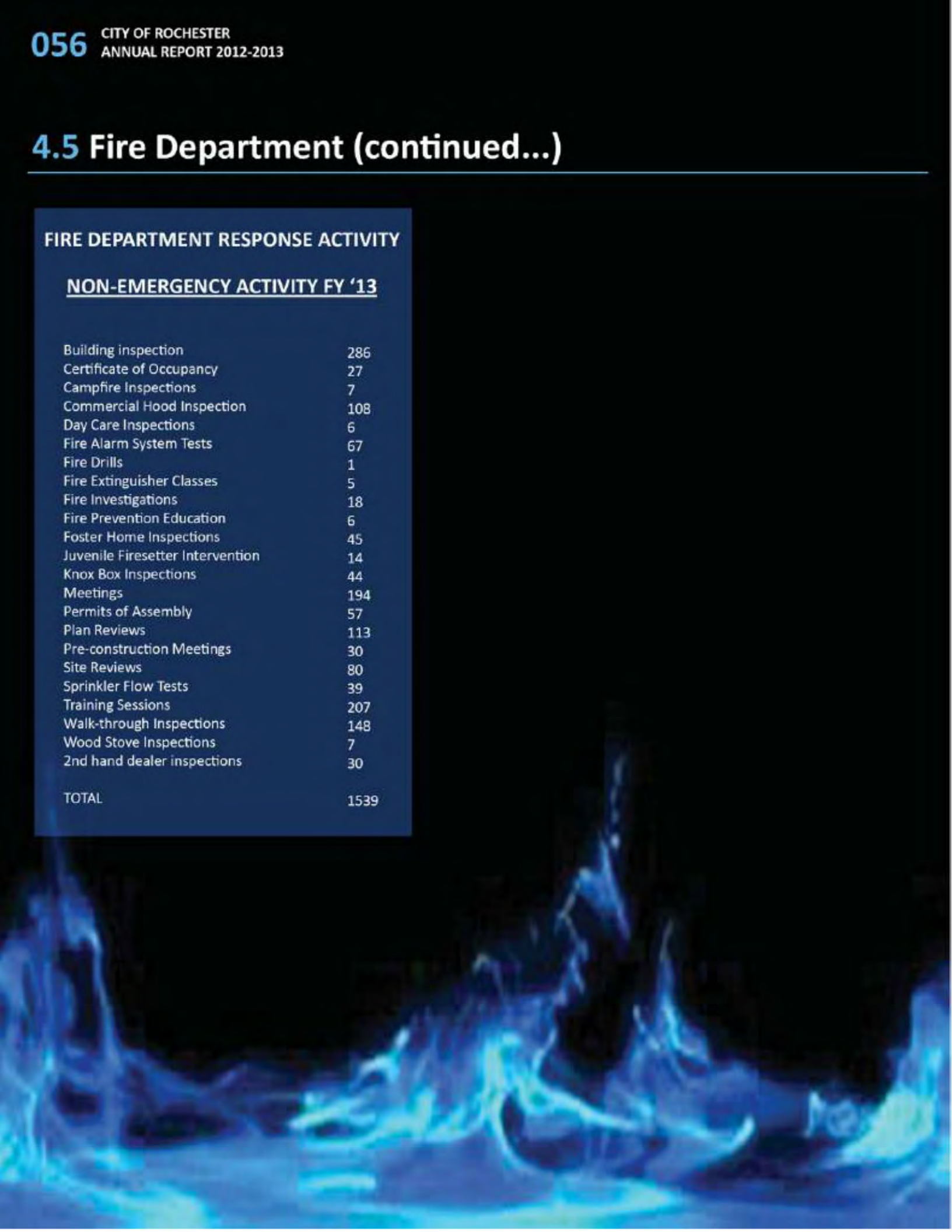
Fire, other	8	Unauthorized burning	48
Building Fire	25	Cover assignment	52
Cooking fire, confined to container	9	Good intent calls	127
Chimney fire	7	No incident found on arrival at dispatch address	9
Fuel burner/boiler malfunction	6	Authorized controlled burning	8
Trash or rubbish fire	1	Smoke scare, odor of smoke	44
Fire in mobile home	2	EMS call, party transported by non-fire agency	49
Passenger vehicle fire	15	Hazmat Investigation w/no hazmat	2
Brush fire	32	False alarm or false call	2
Outside rubbish fire	1	Malicious, mischievous false call	3
Outside rubbish, trash or waste fire	1	Municipal alarm system, malicious false alarm	2
Special outside fire	6	System malfunction	3
Medical assist, assist EMS crew	625	Sprinkler activation-no fire-malfunction	2
EMS call, excluding vehicle accident with injury	36	Smoke detector activation due to malfunction	23
Vehicle accident with injuries	131	Alarm system sounded due to malfunction	115
Motor vehicle/pedestrian accident	10	CO detector activation due to malfunction	17
Motor vehicle accident with no injuries	120	Smoke detector activation, no fire-unintentional	14
Lock-in	3	Alarm system sounded, no fire, unintentional	113
Extrication of victim from vehicle	7	Carbon monoxide detector activation, no CO	16
Removal of victim(s) from stalled elevator	5	Bomb Scare	2
Hazardous condition	9	Citizen Complaint	11
Gasoline or other flammable liquid spill	17	Smoke or odor removal	1
Gas leak (natural gas or LPG)	27	Explosion (no fire)	1
Chemical spill, leak, hazard, oil spill	7	Explosive, Bomb removal	1
Carbon monoxide incident	20	Heat f/short circuit	3
Electrical wiring/equipment problem	12	Overheated motor	2
Power line down	57	Building weakened	2
Arching, shorted electrical equipment	29	Person in distress	1
Vehicle accident, general cleanup	103	Extrication of victim f/building	1
Service call	90	Extrication of victim f/machinery	1
Lockout	104	High angle rescue	1
Water problem	3	Electrocution or potential electrocution	1
Water evacuation	1	Dispatched & cancelled en route	62
Water or steam leak	11	Local alarm system, malicious false alarm	2
Animal rescue	3	Wind storm, tornado/hurricane assessment	2
Public service assistance	1		
Assist police or other governmental agency	20		
Assist invalid	9	**TOTAL**	**2314**

4.5 Fire Department (continued...)

FIRE DEPARTMENT RESPONSE ACTIVITY

NON-EMERGENCY ACTIVITY FY '13

Building inspection	286
Certificate of Occupancy	27
Campfire Inspections	7
Commercial Hood Inspection	108
Day Care Inspections	6
Fire Alarm System Tests	67
Fire Drills	1
Fire Extinguisher Classes	5
Fire Investigations	18
Fire Prevention Education	6
Foster Home Inspections	45
Juvenile Firesetter Intervention	14
Knox Box Inspections	44
Meetings	194
Permits of Assembly	57
Plan Reviews	113
Pre-construction Meetings	30
Site Reviews	80
Sprinkler Flow Tests	39
Training Sessions	207
Walk-through Inspections	148
Wood Stove Inspections	7
2nd hand dealer inspections	30
TOTAL	1539



4.6 Legal Report

The following is a report of the activities of the office of the City Attorney for the fiscal year beginning July 1, 2012 and ending on June 30, 2013:

During the fiscal year 2012-2013, the following cases involving the City of Rochester were concluded:

1. Donald and Ruth Gilbert v. City of Rochester/ Strafford County Case No. 219-2011-CV- 00426;
2. One Heritage St. Development, LLC v. City of Rochester / District 7, Circuit Court Case No. 432-2013-SC-114;
3. Kimberly Campbell v. Rochester Welfare Office, et als / Strafford County Case No. 219-2012-CV-0460

In addition to the above case, as of June 30, 2013, the following actions involving the City of Rochester were pending in various New Hampshire and Federal Courts:

1. City of Rochester v. Rennelda Trust, George Blaisdell and Clay Phalen / Strafford County Case # 219-2008-E-00117;
2. City of Rochester v. Albert Blaisdell and George Blaisdell / Strafford County Case # 219-2010-CV-00338;
3. Franklin Goodale Torr and Ann M. Torr v. Cecilia Torr and the City of Rochester / Strafford County Case #219-2010-CV-00421;
4. FairPoint v City of Rochester/ Strafford County Case No. 219-2013-CV-00343 (consolidated in Merrimack County Superior Court);
5. Northern Utilities, Inc. v. City of Rochester / Strafford County Case No. 219-2012-CV-00428.

It should be noted that the above listing of cases does not include various bankruptcy proceedings pending in various U.S. District Courts across the United States in which the City of Rochester has filed proofs of claims and/or other pleadings with regard to the City's various interests in such bankruptcy estates, workers compensation proceedings, and various litigation in which the City is, or was, represented by counsel provided through the City's various liability carriers, or counsel retained on an individual case basis.

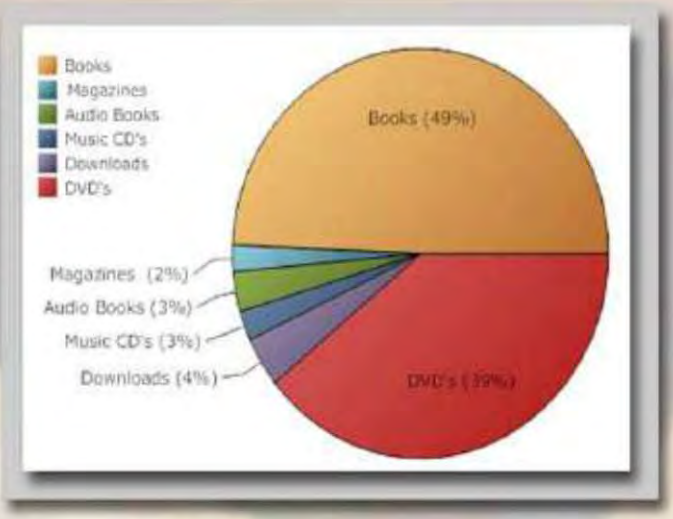
The office of the City Attorney also provided representation to the City in numerous matters before the New Hampshire courts with respect to cases in which the City was a party, as well as before various administrative agencies when necessary. In addition, the City Attorney attended Council meetings, as well as meetings of Council committees and other City boards and commissions upon request. Legal opinions and advice were provided to the City Manager, Mayor and City Council, Department Heads, and City Department Divisions. Legal instruments, including deeds, leases, contracts, ordinances, and amendments to ordinances, resolutions and other similar type documents were drafted and reviewed, as required, during the year and representation of the City was provided with regard to the acquisition and disposition of real estate, as well as the negotiation of various disputes and the drafting and review of agreements concerning the City for numerous purposes.

Respectfully submitted,

Danford J. Wensley, City Solicitor

4.7 Library

2013 was another busy and exciting year for the Rochester Library. The citizens of Rochester continue to make great use of our facility and the resources we offer. In FY 2013 the library circulated 262,401 items, 27% of which were from the Children's Library. The DVD collection continues to be a strong attraction at the library: almost a third of all items that were checked out are movies. We saw more than 144,000 people visit the library over the course of the year - almost 500 a day. Visitors don't just come in person, either – the Library's website racked up just over 82,000 visits this year.



While on the website, Library patrons downloaded more than ten thousand eBooks and audio books through the New Hampshire Downloadable Books Consortium. Computer availability continues to bring thousands of visitors: this year 3,578 people used the public computers for a total of 12,222 hours. More than five hundred people used our popular Mango database to learn foreign language skills.

This year's summer reading program, Dream Big . . . Read! was a great success, with 461 registered children turning in reading logs for more than six thousand five hundred books. The Children's Library was transformed into a night-time setting, complete with batcave. We had excellent turnouts at the events for the program, which included visits from the Little Red Wagon theater troop, Owls of New Hampshire (presented by the Squam Lakes Science Center), and magician Norman Ng. This year the adults got in on the fun too, with a Summer Olympics themed summer reading challenge that offered weekly raffle prizes to readers who turned in scorecards. In the teen room, the theme was "Own the Night", and area teens turned in 123 reading logs, 62 trivia sheets, 29 bingo cards and 28 book reviews, earning prizes from local sponsors for their efforts.

In addition to their regular story times and craft programs, this year the children's library held several "garden day" programs to work in the children's room vegetable garden. Kids learned all about gardening and plants throughout the summer, and all the vegetables grown were donated to the local food pantry. All told, the children's room had 94 story hour programs with just under 1,500 participants, and held an additional 34 special programs with 1,363 participants.

The Library was able to hold many other programs, including our annual booksale, holiday wreathmaking, continuous art displays from local artists and the Rochester Museum of Fine Arts, Free Comic Book Day, the 31st Annual Photography show, and a weekly movie series. Once again the library partnered with the AARP to provide tax aide services for Rochester residents – this year they helped to file 550 federal income tax returns.

One of our biggest new events was the first annual Rochester Author's Fair, presented by the Rochester Times and Rochester Main Street. The program was held at the Library and featured three panels of local authors. Over 150 people attended the day-long event, and Mayor Jean delivered a proclamation to organizer John Nolan naming April 27th 'Author's Day' for the city of Rochester. The Library is pleased to have been able to participate in this event and looks forward to the next Author's Fair this spring.

All of the Library's programs and countless services to the city wouldn't be possible without a dedicated and talented staff. The Rochester Public Library is fortunate to have a team of 9 full time and 17 part time professionals working for our library patrons and for the City of Rochester.

Respectfully submitted,

Brian Sylvester
Director, Rochester Public Library

4.8 MIS (Municipal Information Systems)

COMPUTERS AND NETWORKING

MIS continued support of City operations in FY13. MIS support includes the Local Area Networks (LAN), Wide Area Networks (WAN) and the Institutional Network (I-NET) with all types of user administration, data maintenance and backup, virus and malware prevention, network and personal computer (PC) hardware repairs, upgrades and maintenance, software installation, training and research and development of computer aided procedures.

FY13 included a major upgrade to the City email system involving hardware, software and associated configurations. Also started in FY13 was a project for leasing printers and copier/printers. This provides supplies and support for printing devices in use by the City.

In FY13 the Library's Integrated Library System server was replaced and the system upgraded. This system is central to all Library functions: circulation, acquisitions, cataloging, financials and all online public access.

MIS has the primary responsibility for voice communications and City telephone systems. This includes all related hardware, software, voicemail, auto attendants, cabling for phone lines, equipment configuration as well as being the primary contact for various communications vendors.

MIS does most of the management for the Business System including hardware support, user administration, software upgrades and module updates from the vendor. In FY13 the search for a part time Database Administrator (DBA) did not result in filling the position. The DBA position would have been the primary administrative support for the Business System if it could have been filled.

The upgrading of the Welfare database program began in FY13 with a database programmer contracted on a hourly basis. This upgrade will allow the Welfare employees to use new computers once the legacy system is replaced.

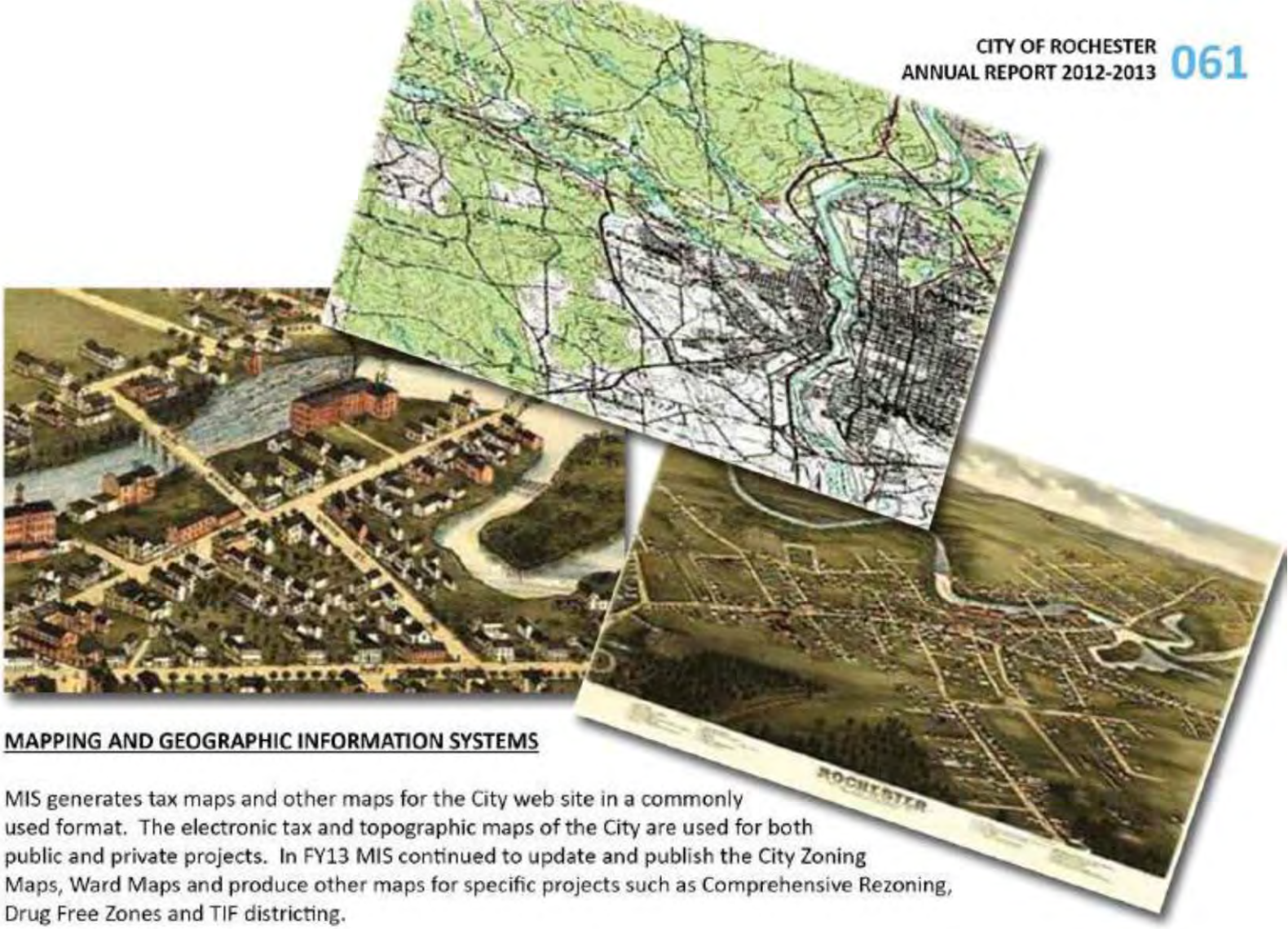
The City of Rochester, NH has its website at http://www.rochesternh.net and MIS is also involved with separate sites for the Police Department (http://www.rochesterpd.org), Fire Department (http://www.rochfd.org) and Rochester Public Library (http://www.rpl.lib.nh.us).

ROCHESTER GOVERNMENT CHANNEL

The Rochester Government Channel (RGC) is Channel 26 on Metrocast Cablevision. In FY13 the RGC continued to follow its mission statement by cablecasting live City Council, Planning Board, Police Commission, Zoning Board of Adjustment and School Board Meetings as well as other special meetings and events as needed.

In FY13 there were equipment upgrades including an additional camera installed in the City Council Chambers. There was an upgrade to the Nexus recording and playback system which also included online Video on Demand (VOD) of recorded City meetings. These meetings can now be found on the Internet at http://rochesternh.pegcentral.com/ for viewing.

The RGC continues to produce informational programming on City departments as well as short Public Service Announcements on various subjects. Many of these are run multiple times on Channel 26 and some of these are also available on the Internet at http://vimeo.com/cityofrochesternhgovtv/. FY13 informational programming included Bike Safety, Stop for that Bus, Lock Your Vehicle Doors, Burn Permits, Granite State Business Park Update, City of Rochester Employee of the Year, NH State Capital Tour and the Library Summer Reading Program.



MAPPING AND GEOGRAPHIC INFORMATION SYSTEMS

MIS generates tax maps and other maps for the City web site in a commonly used format. The electronic tax and topographic maps of the City are used for both public and private projects. In FY13 MIS continued to update and publish the City Zoning Maps, Ward Maps and produce other maps for specific projects such as Comprehensive Rezoning, Drug Free Zones and TIF districting.

The majority of electronic mapping data is also used for GIS viewing and analysis. One of the primary GIS coverages / layers is for roads. This is depicted as the centerlines and is kept current by MIS with new streets, renamed streets and renumbered streets both public and private. The roads coverage is incorporated into Emergency Services specific programs. Parcels and structures coverages are updated on a yearly basis to match with current Assessing information. City GIS coverages are used by various departments for many purposes and is one of the primary features within Pictometry.

E-911 COMMITTEE

MIS participates on the E-911 Committee with coordination of most mapping and data needs. In FY13 the E-911 Committee continued the process of reviewing problem areas, changing or adjusting street numbers administratively as allowed by City Ordinance and recommending street name related changes to the City Council. The E-911 Committee is also responsible for reviewing all new projects relative to street naming and numbering.

The E-911 Committee coordinates street names and numbers for many private roads. When access to multiple homes or parcels is over privately owned property, the owners can agree to follow the City adopted system and no Public Hearing is required. In FY13 new or changed roadways with approved street names included Pondview Lane, Healthcare Drive, Lumber Way and Innovation Drive.

Respectfully Submitted,

Dennis Schafer
Systems Supervisor

4.9 Rochester Police Department

"THE PRIME MISSION OF THE ROCHESTER POLICE DEPARTMENT is the protection of life and property. This is accomplished through fair and equal enforcement, always keeping in mind the rights and dignity of the public. The basis of all Police Action is the law and credibility of the Agency. The measure of our service will be judged by the Public in the way we deliver our service. We will hold all personnel to a high level of ethical practices. This mission can be achieved through crime prevention, public relations and community policing."

Overview

Rochester consists of an approximate area of 46 square miles, with an estimated population of 30,000. Although very separate in their job functions, all of the members of the Police Department work together to produce a high level of service to the citizens. Our staff consists of sworn officers and a civilian support staff. The Department maintains a Police Explorer Post. This nationally recognized division of the Boy Scouts of America "explores" law enforcement careers with young adults.

Our Communications Center operates with enhanced 911 and is staffed 24 hours per day, by specially trained personnel. This combined center dispatches calls for service for police, fire and Frisbie Hospital ambulance.

A three-member-board of Police Commissioner's elected by the citizens, serves the City. Chairman James F. McManus, Jr., Vice Chairman Alan B. Bemis and Commissioner David E. Winship, Jr.

Personnel

The following personnel resigned or retired during this reporting period: Communication Specialist Amy Milam, Communication Specialist Ryan Therrien and Communication Specialist Bruce Daigle, Officer Matthew Young, Officer Michael Miehle, Officer Matthew duChemin, Officer Rachel Roberts, and Officer Anthony Triano, Secretary Marilyn Levesque and Secretary Linnette Richardson.

The following personnel were hired to fill open vacancies during this reporting period: Secretary Karen Bonneau, Secretary Kimberlee Routhier, Communication Specialist Sarah Bailey, Communication Specialist Kayla Rohlof and Communication Specialist Bruce Daigle; Officer Matthew duChemin, Officer Adam Ducharme, Officer Geoff Moore, Officer Kyle Danie and Officer John Bourque.

Major Service Responsibilities

Our major service responsibilities are:

- Protect life and property through an effective partnership with the public and to address the needs and concerns of citizen customers.
- Operation of a uniformed patrol force responsible for routine investigations and the general maintenance of law and order.
- Operation of an Investigations Bureau divided into specialty sections investigating crimes and disorder against persons and property, vice or street crimes, domestic violence, prosecution, motor vehicle offenses, problem oriented policing and maintenance of evidence.
- Prevention and control of juvenile delinquency through a juvenile officer, prosecutor, court diversion coordinator, School Resource Officers, affiliation with Bridging the Gaps Coalition and coordination of community agencies interested in crime prevention.
- Operation of a centralized communications center within the PD that is staffed 24 hours per day specializing in dispatching calls for service for Police, Fire and EMS.

Our philosophy of community policing is accomplished by community engagement through many different programs the department has implemented. Examples include the Rochester United Neighborhoods, National Night Out, DARE, POP Officer, SRO's, and website and social media pages. All of these programs are designed to build partnerships that strengthen relationships and build trust within the community.

Our Compstat process and DDACTS (data driven analysis to crime and traffic safety) involves the scientific analysis of crime data by officers and the crime analyst to direct our resources to crime and disorder hot spots within the six wards of our City.

Service Recognition:

Master Christian Anderson – was recognized with a civilian service award for bravery for getting help when his mother fell ill while on vacation in Washington DC. Christian is 9 years old and bravely left his mother's side at a busy tourist location to find security personnel and led them back to help her.

Jeffrey Reilly was recognized with a civilian service award for lifesaving when without thought for his own safety took quick action to prevent a citizen from causing further harm to himself, ultimately saving his life. This was a tragic and difficult situation. Most people in this situation would not have done what Mr. Reilly did.

Retirement K9 Fina. A proclamation was read highlighting some of Fina's accomplishments as a law enforcement partner for the past nine years, which included more than 75 arrests and several awards. Officer MacKenzie said her hard work makes me look like a rock star. I'm just the guy that holds the leash.

K9 Fina retirement

Retirement - Specialist Bruce Daigle. Specialist Bruce Daigle tendered his retirement papers after 14 years as a communications specialist. In years prior to that he also served as a Rochester Firefighter. Bruce has done a great job dealing with a wide variety of calls. Specialist Daigle said it's been a real fun ride and a pleasure to serve.

Retirement - Captain Anthony Triano. Captain Triano completed 24 years of service to the City of Rochester. He served as a patrol officer, and was a field training officer and a DARE instructor and served as a HUD patrol officer. He received successive promotions to his current rank and has been an integral part of the senior management team. Capt. Triano said it has been an honor and privilege to serve the City of Rochester all these years. He thanked current and prior administrations for advancing him in his career.

Anthony Triano retirement

Willis "Red" Hayes Community Ambassador Award was created to honor the service of Red Hayes to the City. It is given to that officer most closely representing the personage and essence of the late Willis "Red" Hayes, who was a patrol officer for 32 years. The patrol officer is the heart of law enforcement. Red was the friendly cop on the square and a legend in the City. **Officer Tracy Hayes** was presented the award.

Chief Theodore Blair Memorial Award. This annual award was created in memory of former Police Chief Ted Blair to recognize that officer who best exhibits the qualities Chief Blair had, including compassion, commitment, consistent display of respect for others, and sense of humor. Chief Blair passed away in 1995. He dedicated his career to the Department and left his mark on the community. This is one of the most prestigious awards we give. **K9 Off. Keith MacKenzie** was selected as the 11th annual recipient. The Blair family was on hand to assist with this presentation.

Chief Theodore Blair Memorial Award recipeint K9 Officer Keith MacKenzie

Twenty Years of Service – Dennis Duchesneau and Florence Alley

American Legion 40 & 8 Award – Officer Michael Brinkman

Employees of the Year 2012: The awards recognize police staff that show consistent work that goes above and beyond throughout the year, and honors what they do to make the city safe. Candidates are nominated by their peers with the command staff choosing the final recipients. Communications- Keri Devine; Support – Chelsey ZeRuth; Police Officer – Steven Gahan.

Lifesaving Award: Officer Flathers, Sergeant Babine and Officer Swanberry was awarded twice.

Police Memorial Proclamation: Mayor Jean issued a proclamation for National Police Memorial Week in May.

Acknowledgments by Citizens or the Department: The following officers and members were thanked by the Department or by citizens for their assistance in the community. ACO Paradis, Capt. Toussaint, Capt. Triano, Chief Allen, Crime Analyst ZeRuth, Dep. Chief Dumas, Det. Bourque, Det. J. Murphy, Det. Loignon, Det. Mangum, Det. Rousseau, Det. Tapscott, Diversion Coordinator Rodler, Lt. Boudreau, Lt. Gould, Off. Balint, Off. Brinkman, Off. Fina, Off. Funk, Off. Gantert, Off. Garneau, Off. Hayes, Off. Jackson, Off. Kimbrough, Off. Krans, Off. Kusnierz, Off. Lambert, Off. Livingstone, Off. MacKenzie, Off. Ouellette, Off. Porfido, Off. Ricker, Off. Smith, Off. Swanberry, Off. Turner, Off. Worthley, Off. Young, Sec. Bonneau, Sec. Warburton, Sgt. Babine, Sgt. Bossi, Sgt. Burke, Sgt. Cost, Sgt. Deluca, Supervisor Cole.

4.9 Rochester Police Department (continued...)

PERFORMANCE OBJECTIVES and FISCAL YEAR ACCOMPLISHMENTS

Through our goals committee consisting of Department members, community leaders and civilians, we set our goals and objectives for the year.

GOAL #1: Continue development of positive relationships with the community through increased police presence and public education.

GOAL #2: Partner with organizations and other city departments to develop a positive image of Rochester.

GOAL #3: Research and Implement ways to decrease the Police Department's impact on taxpayers

The following highlights some of our progress on these goals.

- The Rochester United Neighborhoods Ward based program is designed so that community or ward meetings are community driven with assistance from police and other city departments. Valuable information is shared with residents regarding their community including crime prevention data and ways to prevent being a crime victim. These meetings promote the use of online reporting and accessing the city website for various information and services.

- Residents worked with the City on addressing an updated fireworks ordinance. Helpful information is continuously posted to our social media sites, including our website, facebook, pinterest, twitter and our new Police App available in the Play Store, as well as through the Department newsletter.

- Foot patrols, bicycle patrols and the use of the unmarked cruiser in the downtown were used for education and enforcement of bicycle laws, pedestrian laws, skateboarding and crosswalk violations. These are areas that the business community and pedestrians have indicated are important to them.

- Work has been done in the DDACTS (data driven analysis to crime and traffic safety) area for prevention and enforcement. We have incorporated the bike patrol into the DDACTS area. There has been an overall decline in calls for service in the downtown.

- We instituted a program with the St. Charles Children's Home to have breakfast once per week with the children. This has been received very well by the children.

- We held another successful joint Citizens Police Academy with the City of Somersworth.

- The POP Officer worked on research relative to panhandling and ultimately a new ordinance was adopted by the Council. Panhandlers were counseled on obtaining available services and educated on the new ordinance. There has been a decrease in these types of complaints.

- Patrol officers maintained presence at all local schools after the tragic shooting in Newtown, Connecticut to provide parents, students and teachers with assurance we are concerned for their safety.

- We worked with the Center for Dyslexic Children following the Newtown, Connecticut tragedy on safety concerns and gave immediate ideas for change via CPTED (crime prevention through environmental design) and are doing ongoing work reviewing their emergency plan.

- The POP Officer represents the Department at community events around the city including home safety and community days, Teen Night, October Festival, the Senior Health and Wellness Expo, and she took the initiative to coordinate and organize the city's first Wings and Wheels community event. She serves on community boards such as Rochester Main Street, Rochester Crime line and the Salvation Army. Goodwill is built through these positive police interactions and increases positive perception of the Department and the City. The POP is now on the board for the Homeless Center of Strafford County, and will join the Rotary Board in the summer of 2013.

- The POP Officer continues to work closely with the Code and Building Safety Department on violations of the ordinances related to quality of life. She has been working with Metrocast to create 30 minute information segments to be aired monthly on community related topics.

- Sgt. Emerson organized a team of Police Department members to participate in community clean up day.

- The Department continues to be involved with Bridging the Gaps and Teen Night.

- The Department worked with a company on a website for retailers to identify shoplifters and organized retail crime.

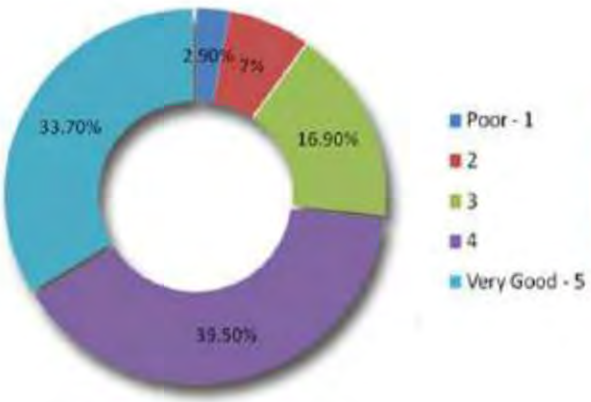
- Once again our School Resource Officers and Off. Balint worked with Bridging the Gaps and participated in a mock DWI crash at the high school. This was in cooperation with the Fire, EMS, funeral home, local judges and the county attorney. Beginning with a crash through a trial and sentencing it is important for the students to get a visual for what really happens in a crash involving alcohol. We hope it will cause students to make good choices.

mock DWI crash at high school

- The Dept. through Lt. Gould and Det. Gahan embarked on an innovative truancy delinquency program under the compulsory attendance law. This program looks at students with chronic absences. The school already works with these students through the truancy officer, parent meetings and principals. Offenders are summonsed to court, where they can pay a fine, or pay to take part in a diversion program with the parents, student and the police. The goal is to get the students in the classroom where they belong and to get an education to compete in today's world. This is an innovative, collaborative effort with the school to address an issue that has been a problem for both agencies.

- The Department conducted a survey to measure our service in meeting the needs of the community. It is important for the Department to know what the community expects from us. Therefore we looked for honest feed back on the service we provide and what the public thinks. We take our motto seriously. We can think all day long that we are doing a good job, but others may disagree. The survey was anonymous and available on our website. We also used an intern to make cold calls. This will help us develop a baseline on our level of service and how we can improve. The survey gave us the following results.

PERFORMANCE



73.2% rated the overall performance above average

IMAGE

67.8% rated the overall image above average

The survey showed people wished us to put more emphasis on:

Drug Enforcement	26.6%
Neighborhood Patrols	31.2%
Crime Prevention/Education	7.5%
Traffic Enforcement	8.1%
Downtown Foot Patrols	15%
Criminal Investigations	6.9%
Other	4.6%

When asked how we could improve this rating 67 people responded with an overwhelming variation of improved response times, more officers, more neighborhood patrols, better response to lower priority calls. We concluded asking what the public would like to see us put more emphasis which mirrored the above results, with addressing drugs and neighborhood patrols being the most common response. This reinforces the DDACTS Programs focus and shows how our efforts with traffic enforcement and patrols of the neighborhoods overlap. It is a great way to show the job we are doing now and where we need to improve moving forward.

4.9 Rochester Police Department (continued...)

Commentary

Our fiscal year accomplishments are a direct credit to the Police Commission and staff. We also recognize the City Council for the funding and support of various projects and programs. Paramount to our success is the support of the citizen's of the City.

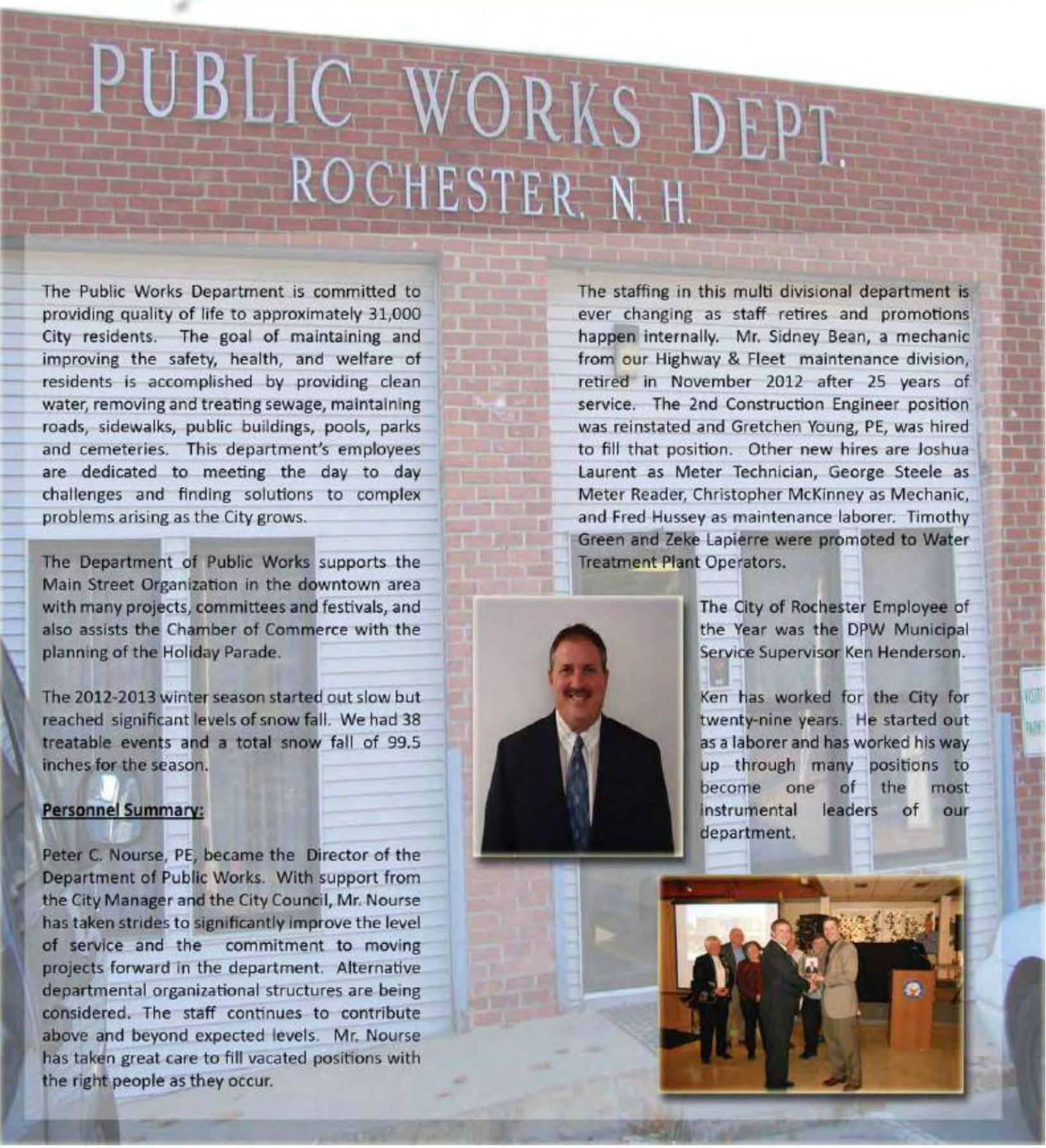
Officers and staff have responded well to the demands of the profession. I publicly thank the men and women of the Rochester Police Department both sworn and civilian for the hard work and dedication over the past year. I am fortunate to lead an agency that remains on the cutting edge of progressive law enforcement.

It is our vision that the Rochester Police Department will continue to be a cornerstone of progress and a model police department in service to our citizens, constantly improving the quality of services that we render. We are committed to offering the best service to the residents and visitors to the City, which can be accomplished through our community policing programs, advanced technology and input from our citizens.

Respectfully Submitted,

Chief Michael J. Allen

4.10 Public Works Department



The Public Works Department is committed to providing quality of life to approximately 31,000 City residents. The goal of maintaining and improving the safety, health, and welfare of residents is accomplished by providing clean water, removing and treating sewage, maintaining roads, sidewalks, public buildings, pools, parks and cemeteries. This department's employees are dedicated to meeting the day to day challenges and finding solutions to complex problems arising as the City grows.

The Department of Public Works supports the Main Street Organization in the downtown area with many projects, committees and festivals, and also assists the Chamber of Commerce with the planning of the Holiday Parade.

The 2012-2013 winter season started out slow but reached significant levels of snow fall. We had 38 treatable events and a total snow fall of 99.5 inches for the season.

Personnel Summary:

Peter C. Nourse, PE, became the Director of the Department of Public Works. With support from the City Manager and the City Council, Mr. Nourse has taken strides to significantly improve the level of service and the commitment to moving projects forward in the department. Alternative departmental organizational structures are being considered. The staff continues to contribute above and beyond expected levels. Mr. Nourse has taken great care to fill vacated positions with the right people as they occur.

The staffing in this multi divisional department is ever changing as staff retires and promotions happen internally. Mr. Sidney Bean, a mechanic from our Highway & Fleet maintenance division, retired in November 2012 after 25 years of service. The 2nd Construction Engineer position was reinstated and Gretchen Young, PE, was hired to fill that position. Other new hires are Joshua Laurent as Meter Technician, George Steele as Meter Reader, Christopher McKinney as Mechanic, and Fred Hussey as maintenance laborer. Timothy Green and Zeke Lapierre were promoted to Water Treatment Plant Operators.

The City of Rochester Employee of the Year was the DPW Municipal Service Supervisor Ken Henderson.

Ken has worked for the City for twenty-nine years. He started out as a laborer and has worked his way up through many positions to become one of the most instrumental leaders of our department.

4.10 Public Works Department (continued...)

The Public Works General Fund Capital Improvement Projects initiated or completed during the Fiscal Year include:

- Linden, Furbush, Fern, King, Farrington, Common and Grant Streets were paved as part of the FY13 Paving appropriation. DPW staff worked with Brox Industries to re-design and pave the parking areas around the Common.
- Concrete Sidewalks were replaced by Northeast Earth Mechanics on North Main Street from Strafford Square to Park Street.
- The following streets had in-house pavement improvements: Pickering Road, Lowell Street, Blackwater Road, Brochu Court, Harrison Street and Morton Avenue.
- The Pine Street Reconstruction project was completed this fiscal year. All water, sewer, drainage, roadway and sidewalks systems were replaced by Northeast Earth Mechanics. Funds from the American Recovery and Reinvestment Act were used to complete portions.
- Salmon Falls Road from Highland Street to Portland Street was reconstructed. SUR Construction Company replaced all water, sewer, drainage, roadway and sidewalk systems.
- Brock Street Reconstruction began in this fiscal year with the majority of the water and sewer structures being replaced. SUR Construction will continue working to complete this project into the next fiscal year.
- The Department of Public Works replaced vehicles in all divisions which can be split across several budgets based on shared use. The vehicles replaced were as follows;

  Highway Division – Two new 6-Wheeled Dump Trucks (#10 & #20), two new 1 Ton dump trucks (#323 & #24), three new snow blowers were purchased for sidewalk tractors, the much needed aerial lift bucket truck was replaced(#22) and a wood chipper was purchased.

  Utilities Division – One new 2-wheel drive 1 Ton utility box truck (#48), One new heavy duty dump body truck (#35) and a utility van (#51) were purchased.

  Water Treatment Plant – New Pickup truck (#33)

  Building & Grounds – New Pickup Truck (#102)

DPW staff reviewed and oversaw privately financed construction of several streets during the year. During this fiscal year, Channing's Lane Subdivision surety account was held and the City took appropriate actions to complete the street with the amount of surety held. The street was accepted as a City Street and all but the final coat of pavement was done at the end of the fiscal year.

Additionally, the department reviewed and issued 29 driveway permits, 88 excavation permits and 28 storm water permits.

The City received a draft MS4 Storm Water Permit issued by the EPA in February 2013. In reference to this permit the City joined a coalition of twenty communities to provide public comment on the permit. Legal council was obtained to represent the coalition to determine costs necessary for permit compliance, to provide comments, to review supporting science, and to expand the group. The comments are scheduled for submission in August 2013.

The Department managed the regional household hazardous waste collection effort. This annual collection event hosts 10 communities and is funded in part by a grant from NHDES.

The actual household hazardous waste collection took place on May 4, 2013, at a site provided by Waste Management of New Hampshire and was staffed by a collaboration of Rochester DPW Office personnel and WM field representatives. Approximately 280 vehicles dropped off waste at the event.

The Christmas tree for our downtown holiday display was donated by Mr. & Mrs. Santiago of 1 Mandella Drive. Urban Tree Service and SUR Construction donated their time and equipment to assist DPW staff to erect the tree downtown. The art students from the Rochester Elementary Schools, St. Elizabeth Seton Academy and Jack & Jill Kindergarten made the laminate decorations that were strung by Monarch School of New England students.

HIGHWAY/FLEET DIVISION

The Highway/Fleet Division is dedicated to ensuring the City's streets are maintained in the best possible condition, within funding constraints. Responsibilities include maintaining all paved and gravel roads, sidewalks, pavement markings, traffic signals, street trees, and drainage facilities, as well as insuring that the public works fleet of vehicles and equipment are in good running order.

Highway crews also shimmed several streets. In support of the pavement rehabilitation program, crews redefined ditch lines and graveled shoulders on several streets. Numerous pavement cuts were repaired. Crews installed culverts at various locations.

BUILDINGS & GROUNDS DIVISION

The Buildings and Grounds Division has the responsibility for maintenance on thirteen city buildings, several parks, and four pools. This staff works hard to keep them all in the best condition possible. The adopt-a-spot program enjoyed another successful year with 38 spots adopted and maintained by individuals, businesses and civic organizations. The Community Center continues to house the NH Department of Health and Human Service, the Rochester School Department Administrative Services, the Alternative School and the Hope School as well as many other private and non-profit agencies.

4.10 Public Works Department (continued...)

WATER DIVISION

The staff at the Water Treatment Facility continues to comply with the State and Federal Drinking Water standards. This is accomplished through teamwork and a dedicated staff. We provide a quality product and service and seek complete customer satisfaction. The Water Treatment Facility staff listens, acknowledges, responds, takes action, reports and follows up with all aspects of operations. The Water Treatment Facility produces high quality drinking water. The Water Treatment Facility at 64 Strafford Road treated and filtered approximately 737 million gallons of water and the new well at 157 Farmington Road produced approximately 23 million gallons.

Capital Projects:

- Rochester Hill Road Water Tank Restoration: City staff worked with Hoyle & Tanner engineers to facilitate the repairs to Rochester Hill Tank. The project is scheduled to finish late summer of 2013.
- The Water line extension on Little Falls Bridge Road was completed this year. The remaining drainage work and pavement improvements will finish next fiscal year.
- Meter Replacements – Meter and Backflow Services (MBS) began the process of changing out the last 1300 older style Neptune meters. This project is also scheduled to be completed over the winter of 2013.

Distribution:

The water distribution staff completed the spring and fall flushing program and continues to maintain the water lines, gates and meters, while handling each emergent situation regarding leaks and repairs due to system age, weather and construction work in the area.

WASTEWATER DIVISION

The Department of Public Works Wastewater Treatment Facility is dedicated to the treatment of wastewater that flows into the facility from Rochester, East Rochester and Gonic and to deliver a clean, clear and safe effluent into the Cocheco River.

The present day advanced Wastewater Treatment Facility is designed to treat an average flow of 5.0 million gallons per day (mgd) with a peak design flow of 16 million gallons per day (mgd). The City operates under the strict effluent limitations and monitoring requirements contained in the July 23, 1997 National Pollution Discharge Elimination System (NPDES) Permit issued by the U.S. Environmental Protection Agency.

Capital Projects:

- We continue to work with and support the efforts of the Cocheco River Coalition by performing E-Coli testing and reporting data.
- Design for the upgrades at the New Rt. 125 Pump Station as well as the Weeping Willow, Sawyer Ave, Kirsten and Autumn Street stations are completed with construction to follow in the FY14 budget year.
- Completed HVAC Controller Upgrade and Replacement.
- Pump Stations at Sterling Drive and Innovation Drive were completed by developers and accepted by the City.
- Wastewater lagoon repairs were completed as required by NH Dam Bureau.
- In-line final effluent dissolved oxygen analyzer/ probe and in-line transmittance analyzer/probe were replaced.
- Headworks Upgrade project was completed on time and on budget. Brown and Caldwell Engineers were the design engineers.
- In stream nutrient testing as required by NHDES & EPA was begun.
- The in-house EPA DMR QC blind samples for laboratory analysis testing were completed. The facility passed all testing parameters.

The EPA and NHDES have notified the City that they have identified Rochester's NPDES permit as a priority for permit re-issuance as soon as the State completes its Waste Load Allocation Study for the Great Bay Estuary Watershed and develops Water Quality Standards for total nitrogen and total phosphorous. The City is working with control authorities and other municipalities, as part of the Southeast Watershed Alliance, on issues involving wastewater, storm water and land use management in the Great Bay Estuary Watershed area. The City has a peer review document with NHDES.

The sewer division continues to work in coordination with other divisions and consultants on many projects throughout the City to include wastewater treatment, collection systems, storm water and the industrial pretreatment program. The employees in this division have done an outstanding job this year on increasing their knowledge and certification levels in both treatment and collection systems. The facility hosted a Fat, Oil and Grease training course that was sponsored by NHDES.

The Wastewater Treatment Facility continues to operate at or below projected O&M costs for power, chemicals, equipment maintenance and plant staffing levels. The staff continues to put forth an outstanding effort and dedication to achieve permit compliance through operational control, preventative/corrective maintenance, teamwork and training. The Wastewater Treatment Facility treated 1,064,721,000 gallons of wastewater. The average daily effluent flow was 2,917,044 gallons. The facility continues to produce a high quality effluent and is running extremely well as we have removed 367,245 pounds of CBOD (97.4%) and 786,894 pounds of TSS (96.8%). We have also received and treated 1,689,250 gallons of septage.

4.11 Recreation Arena & Youth Services Department

The Vision Statement for Rochester Recreation and Arena is as follows: *The Department of Recreation and Arena is committed to providing recreational and community programming aimed at enriching the quality of life in Rochester. We strive to maintain meaningful connections with the community by providing programs, services and facilities that foster a healthy community.*

The YMCA vacated the front part of the Arena facility early in the fall. Planning started immediately for extensive building renovations. In the summer of 2013, the four room structure against the back wall consisting of warm room, pro shop, conference room and office was demolished. The bleachers were removed and the entire back wall was replaced. Custom bleachers will be ordered for installation in spring 2014. Temporary bleachers have been installed for the 2013-14 season.

The tennis court renovations began in October when the old footings and posts were removed and replaced and the cracks were filled. The courts were closed for the winter. New windscreens, posts and nets were installed prior to the high school spring tennis season. The project was finished in June when a special membrane was applied to the court surface and touch up painting was done.

The sport of disc golf was introduced to the department last fall by a committed group of players. The establishment of an 18 hole disc golf course at Squamanagonic Recreation Area was supported by the Recreation Commission and the City Council. Work on the course was begun by volunteers from Granite Disc Golf in June.

New programs included three volleyball programs: Fall Youth Volleyball followed up by early summer High School Beach Volleyball League and Rec Youth Volleyball League. A total of 151 youth participated.

Two new programs geared to seniors were provided at no charge: Senior Indoor Tennis and Painting Harmony. Other new programs/events included Parent Child Dance, Easter Egg Hunt, High School Coed and 30+ Adult Basketball League and Express Yourself Art Class. The new programs in 2012-13 served 918 participants.

The Hershey Track and Field team numbers increased by 62% over the previous year. Two members qualified for the national meet in Hershey Park, PA where they earned 4th and 6th places in the long jump in their age groups.

Teen Night, a collaborative program with Rochester Recreation, Rochester Police Department and Juvenile Court Diversion Program and Bridging the Gaps, continued for the third year. Attendance skyrocketed with a total of 2266 youth in attendance, a 57% hike over the previous year. With the increased attendance numbers, more space at the Community Center was allocated for the event, including Conference Room 1 and the Community Room. The Rochester business community continues to support this program by providing food or funds to feed the crowd. Juvenile crime statistics have shown a decrease.

4.12 Superintendent of Schools

To the School Board and Citizens of Rochester:
The Rochester School Department works everyday to reach our mission of ensuring quality educational experiences for all students. This aspiration for high quality learning led us to undertake a monumental shift in how we teach, assess and grade our students K – 12. Over the past two years and currently, our school community is experiencing both the benefits and challenges that come with embarking on such a significant change in how we educate our students. This change although difficult at times has caused us to be reflective of all of our educational practices and forced us to define our philosophy for assessing and grading students. The Rochester School District Assessment and Grading Philosophy Statement adopted by the Rochester School Board in March 2013 defines this for each level and provides a unifying framework for our district. It is our hope that these quality experiences develop engaged and passionate learners K – 12. Curriculum, Instruction and Assessment, Accountability and functional and safe Facilities are requisite ingredients in pursuit of engaging our learners and elevating the educational outcomes. Over the past year, the entire school community has been engaged in efforts in all of these areas. Below are highlights of our accomplishments.

Facilities

Ensuring that students have safe and appropriate learning environments continues to be a high priority. In 2013, a Joint Building Committee was established for the purpose of reinvigorating the outdated open concept East Rochester School. As a result of these efforts a 13.1 million dollar renovation is in development with plans for the new facility to be open in September 2015. Throughout the 2012 – 2013 school year, each school was outfitted with controlled access systems. In addition, during the summer 2013, improvements were made to Nancy Loud School, Maple Street Magnet School, Gonic School and Rochester Middle School. The district is currently preparing for significant safety upgrades to Spaulding High School.

Curriculum, Instruction and Assessment

While the cause and effect at the physical level described above are perhaps easier to visualize and quantify, the preponderance of effort and impact lies at the instructional level. The Rochester School Department has adopted a competency-based learning model for students in grades K – 12. This means that student learning is driven by clear learning targets (competencies) that students are expected to master by the end of each grade-level/course. In addition, students receive feedback on their habits of engaged learners. These habits are the essential personal and interpersonal skills that are not only necessary for a successful educational experience, but are essential for lifelong skills.

The high school level implemented this model in 2011-2012. During the 2012 – 2013 school year, planning for this transition in learning took place at the K – 8 levels and the full implementation began with the opening of the 2013 – 2014 school year. This effort has taken considerable collaboration and efforts from all members of our educational team.

Teachers have been working tirelessly to develop common summative assessments, which are used to measure a student's level of achievement for each competency. These assessments provide for consistency in learning experiences from classroom to classroom and school to school.

We recognize the importance of sharing this change with parents and the greater community. To that end, we hosted a number of parent forums throughout last year and continue to engage families in discussions about their children's learning and progress.

The district has entered the third year of implementation of our Student Engagement & Learning Plan. This Plan focuses on having consistent instructional and classroom management strategies in place K – 12. These identified strategies have been proven to impact student learning and behavior. In addition, the strategies support a common language for all educators, which helps to increase our ability to collaborate and share effective instructional practices.

Research supports and we know that early education has a considerable impact on student learning. In 2012 – 2013, the district through partnerships with Head Start, Rochester Childcare Center and Storybook Hollow opened up more opportunities for the three and four year olds in the City to participate in an established learning environment and begin building their essential foundation for learning. These partnerships continue today with the hopes of expanding more opportunities for our early learners and their parents.

Today's students are considered to be "digital natives", i.e., they were born into digital technology and it is part of their lives and needs to be part of their learning experiences. Much effort was expended last year to get a projector and interactive whiteboard

installed in each classroom. In an effort to have technology at the fingertips of our learners, the district has established 12 classrooms that utilize a one-to-one iPad student to device ratio. The teachers and students involved in this initiative are helping to lead the way on how technology can be used effectively to impact student learning.

Accountability

The district continues to set high standards for learning and regularly evaluates where we are in meeting these standards. Annually, each school in the district reports to the Instruction Committee the progress being made towards meeting the district's 90% Reading & Mathematics Goals, which is measured through the Northwest Evaluation Association – Measures of Academic Progress in Reading and Mathematics. School level reports are available on the district's website. In addition, the Superintendent reports out bi-annually to the Rochester School Board district level results in reaching these goals. The May 2013 elementary level results were at or above grade-level by 76 percent in reading and 78 percent in mathematics .

Through careful analysis of our data, we know that "summer slide" is a concern. Our historical data shows that our district has a trend toward increasing where we end the school year, however, at the start of each school year, our students fall back to a similar starting point, we define this as "summer slide". In an effort to reduce this annual regression, we implemented My Learning ROCKS! for students in grades K – 8 this past summer. My Learning ROCKS! provides all students with an online teacher and activities. The lessons are designed to keep the students' minds and skills current throughout the summer months, so that they can start the new school year primed and ready for learning. This initiative is in its infancy, however, it shows promise and we hope to increase the use next summer, so that we have more significant results to report next autumn.

Rochester Special Education Revenues and Expenditures
As required by RSA 32:11-a

Table 1: Special Education Revenue

	2010-2011	2011-2012	2012-2013
Tuition from other districts	$ 504,230.36	$ 360,966.49	$ 184,934.11
Tuition for foster children	0.00	0.00	0.00
Catastrophic Aid (State)	396,396.92	352.946.14	294,925.44
Medicaid Reimbursement (Federal)	563,075.47	499,969.55	609,280.46
Special Education Grants (Federal)	1,634,090.96	1,095,349.92	1,205,109.44

Table 2: Special Education Expenditures

	2010-2011	2011-2012	2012-2013
Salaries and Benefits	$ 11,873,199.35	$ 11,380,682.17	$ 11,682,810.63
Tuition and Contracted Services	1,670,002.77	1,006,967.38	1,312,269.40
Supplies and Equipment	62,700.12	63,071.37	68,558.03
Other expenses	107,444.85	73,928.93	101,983.82
Special Area Administrative Services	662,139.19	1,062,151.18	1,800,975.76
Transportation	788,775.14	738,336.90	853,090.72

Table 3: Revenue to Expenditure Analysis

	2010-2011	2011-2012	2012-2013
Total Revenues	$ 3,097,793.71	$ 2,309,232.10	$ 2,294,249.45
Total Expenditures	15,164,261.42	14,325,137.93	15,819,688.36
Net Local Cost	12,066,467.71	12,015,905.83	13,525,438.91

Table 4: Sources of Revenue as Percent of Total

	2010-2011	2011-2012	2012-2013
Federal Sources	14.49%	11.14%	11.47%
State Sources	2.61%	2.46%	1.86%
Other Sources	3.32%	2.51%	1.17%
Local Property Tax	79.57%	83.88%	85.50%

4.12 Superintendent of Schools (continued...)

SCHOOL BOARD MEMBERSHIP AND STAFFING
ROCHESTER SCHOOL DEPARTMENT

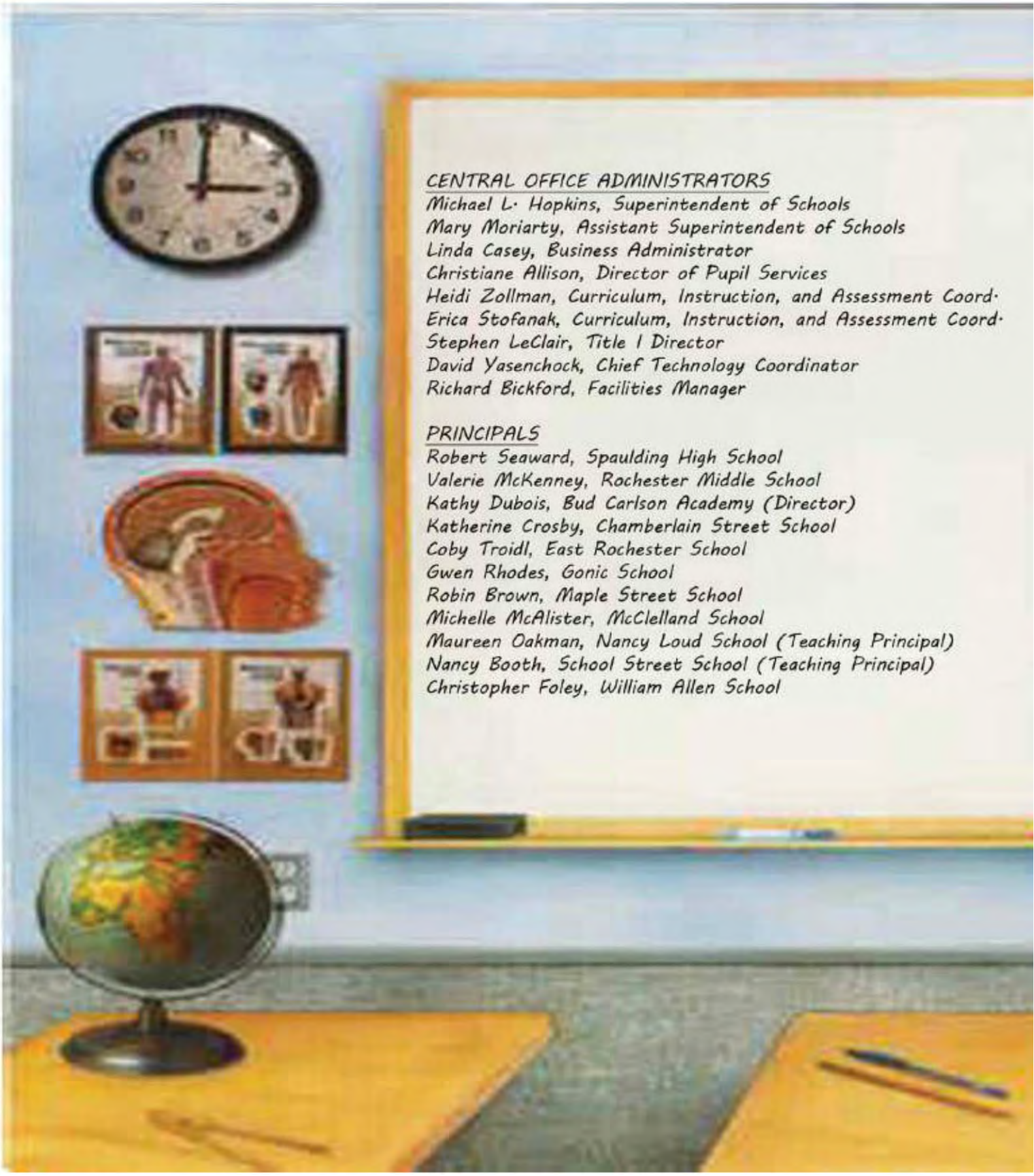
July 1, 2012 to December 31, 2012		January 1, 2013 to June 30, 2013	
Seat	Member	Seat	Member
Ward 1	Laurie Beaulieu Audrey Stevens	Ward 1	Laurie Beaulieu* Jake Collins** Audrey Stevens
Ward 2	Daniel Harkinson Caroline McCarley	Ward 2	Daniel Harkinson Caroline McCarley
Ward 3	Julie Brown Matthew Pappas	Ward 3	Julie Brown Matthew Pappas
Ward 4	Anthony Pastelis Susan O'Connor	Ward 4	Anthony Pastelis Susan O'Connor
Ward 5	Karen Stokes Paul Lynch	Ward 5	Karen Stokes Paul Lynch
Ward 6	James Gray Robert Watson	Ward 6	James Gray Robert Watson
At-Large	Anne Grassie	At-Large	Anne Grassie

*resigned 2/14/13
** sworn in 4/2/13

STANDING COMMITTEES

July 1, 2012 to December 31, 2012		January 1, 2013 to June 30, 2013
	BUILDING	
Caroline McCarley, Chair		Caroline McCarley, Chair
Anthony Pastelis, Vice-Chair		Anthony Pastelis, Vice-Chair
James Gray		James Gray
Matthew Pappas		Matthew Pappas
Audrey Stevens		Audrey Stevens
	DISCIPLINE	
Daniel Harkinson, Chair		Daniel Harkinson, Chair
Julie Brown, Vice-Chair		Julie Brown, Vice-Chair
Rotating Third Member		Rotating Third Member
	FINANCE	
Robert Watson, Chair		Robert Watson, Chair
Anne Grassie, Vice-Chair		Anne Grassie, Vice-Chair
Julie Brown		Julie Brown
James Gray		James Gray
Daniel Harkinson		Daniel Harkinson
Paul Lynch		Paul Lynch
Caroline McCarley		Caroline McCarley
Anthony Pastelis		Anthony Pastelis
Audrey Stevens		Audrey Stevens
	INSTRUCTION	
Anne Grassie, Chair		Anne Grassie, Chair
Daniel Harkinson, Vice-Chair		Daniel Harkinson, Vice-Chair
Laurie Beaulieu		Laurie Beaulieu/Jake Collins
Susan O'Connor		Susan O'Connor
Anthony Pastelis		Anthony Pastelis
	PERSONNEL	
Audrey Stevens, Chair		Audrey Stevens, Chair
Paul Lynch, Vice-Chair		Paul Lynch, Vice-Chair
Anne Grassie		Anne Grassie
Susan O'Connor		Susan O'Connor
Karen Stokes		Karen Stokes
	POLICY	
Anthony Pastelis, Chair		Anthony Pastelis, Chair
James Gray, Vice-Chair		James Gray, Vice-Chair
Daniel Harkinson		Daniel Harkinson
Susan O'Connor		Susan O'Connor
Matthew Pappas		Matthew Pappas
	SPECIAL SERVICES	
Julie Brown, Chair		Julie Brown, Chair
James Gray, Vice-Chair		James Gray, Vice-Chair
Laurie Beaulieu		Laurie Beaulieu/Jake Collins
Anne Grassie		Anne Grassie
Karen Stokes		Karen Stokes

4.12 Superintendent of Schools (continued...)



CENTRAL OFFICE ADMINISTRATORS

Michael L. Hopkins, Superintendent of Schools
Mary Moriarty, Assistant Superintendent of Schools
Linda Casey, Business Administrator
Christiane Allison, Director of Pupil Services
Heidi Zollman, Curriculum, Instruction, and Assessment Coord.
Erica Stofanak, Curriculum, Instruction, and Assessment Coord.
Stephen LeClair, Title I Director
David Yasenchock, Chief Technology Coordinator
Richard Bickford, Facilities Manager

PRINCIPALS

Robert Seaward, Spaulding High School
Valerie McKenney, Rochester Middle School
Kathy Dubois, Bud Carlson Academy (Director)
Katherine Crosby, Chamberlain Street School
Coby Troidl, East Rochester School
Gwen Rhodes, Gonic School
Robin Brown, Maple Street School
Michelle McAlister, McClelland School
Maureen Oakman, Nancy Loud School (Teaching Principal)
Nancy Booth, School Street School (Teaching Principal)
Christopher Foley, William Allen School