



City of Rochester, NH
Preamble for August 18, 2020 City Council Public Hearing,
Special Meeting and Workshop

Good Evening, as Chairperson of the City Council, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

a.) **Providing public access to the meeting by telephone:** At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting. The public can call-in to the below number using the conference code. Some meetings will allow live public input, however you must have pre-registered online, otherwise, the meeting will be set to allow the public to "listen-in" only, and there will be no public comment taken during the meeting. [Public Input Registration](#) (Please note: In order to notify the meeting host that you would like to speak, press 5* to be recognized and unmuted)

Phone number: 857-444-0744 Conference code: 843095

b.) **Public Access Troubleshooting:** If any member of the public has difficulty accessing the meeting by phone, please email PublicInput@RochesterNH.net or call 603-332-1167.

c.) **Public Input:** Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, when permitted, with the City Council (Public Hearing and/or Workshop settings) are encouraged to do so by the following methods:

- **Mail:** City Clerk/Public Input, 31 Wakefield Street, Rochester, NH 03867 (*must be received at least three full days prior to the anticipated meeting date*)
- **email** PublicInput@rochesternh.net (*must be received no later than 4:00 pm of meeting date*)
- **Voicemail** 603-330-7107 (*must be received no later than 12:00 pm on said meeting date in order to be transcribed*)

In addition to the above listed methods, the City Council will be allowing the public to come to City Hall and speak via video conferencing software for Public Input. In an effort to adhere to CDC guideline, please enter only at the front Wakefield Street entrance and exit on the side door closest to the Police Department. We ask that you adhere to 6-foot social distancing

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City Clerk's Office

protocols while inside the building. Hand sanitizer and face masks will be available at the Wakefield Street entrance.

Please include with your correspondence the intended meeting date for which you are submitting. *All correspondence will be included with the corresponding meeting packet (Addendum).*

d.) **Roll Call:** Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their name (and/or ward), also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law. (Additionally, Council members are required to state their name and ward each time they wish to speak.)

**City Council Public Hearing
August 18, 2020
Meeting Conducted Remotely
6:30 PM**

Agenda

- 1. Call to Order**
- 2. Resolution Granting Community Revitalization Tax Relief to the Property Located at 10- 14 North Main Street Under the Provisions of RSA 79-E in Connection with a Proposed Rehabilitation Project**
- 3. Adjournment**

**City Council Special Meeting
August 18, 2020
Meeting Conducted Remotely
*Immediately Following the Public Hearing***

Agenda

- 1. Call to Order**
- 2. Resolution Granting Community Revitalization Tax Relief to the Property Located at 10- 14 North Main Street Under the Provisions of RSA 79-E in Connection with a Proposed**

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Rehabilitation Project *second reading and consideration for adoption*

3. Adjournment

**City Council Workshop
August 18, 2020
Meeting Conducted Remotely
*Immediately Following the Special Meeting***

Agenda

- 1. Call to Order**
- 2. Public Input**
- 3. Communications from the City Manager**
- 4. Communications from the Mayor**
- 5. *Update:* Primary Election Absentee Ballot process**
- 6. Department Reports**
- 7. Other**
- 8. Non-Public**
 - 8.1 Non-Public Session – Land, RSA 91-A:3, II (d)**
- 9. Adjournment**

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City Clerk's Office

Resolution Granting Community Revitalization Tax Relief to the Property Located at 10-14 North Main Street Under the Provisions of RSA 79-E in Connection with a Proposed Rehabilitation Project

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

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

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

Whereas, Scenic Salinger, LLC, owner of the so-called 10-14 North Main Street in downtown Rochester, is desirous of making use of the benefits of RSA Chapter 79-E and it has, therefore, proposed a substantial rehabilitation project with respect to the structure located upon the so-called 10-14 North Main Street; and

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

Now, Therefore, the Mayor and City Council of the City of Rochester, by adoption of this resolution, hereby make the following findings and determinations with respect to the proposed substantial rehabilitation proposal for the so-called 10-14 North Main Street property contemplated by the owner’s Community Revitalization Tax Relief Application dated July 29, 2020, to wit:

(1) Any tax relief under the provisions of RSA Chapter 79-E or this resolution that is to be accorded with respect to the so-called 10-14 North Main Street property project shall be accorded only after the property owner grants to the City a covenant pursuant to the provisions of RSA 79-E:8 ensuring that the structure shall be maintained and used in a manner that furthers the public benefits for which the tax relief was granted and in accordance with the requirements of RSA 79-E:8; and

(2) The Mayor and City Council find public benefits under RSA 79-E:7 in the proposed revitalization project proposed with respect to the so-called 10-14 North Main Street property project; and

(3) The proposed substantial rehabilitation project with respect to the aforesaid 10-14 North Main Street provides the following public benefits to downtown Rochester:

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

(4) The specific public benefit is preserved through a covenant under RSA 79-E:8 if the project is implemented consistent with (a) the aforementioned application; (b) compliance with the recommendation to the City Council approved by the Community Development Committee on August 17, 2020; (c) the terms of this resolution; and (d) any other applicable requirements of Chapter 79-E; and

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

Furthermore, as a result of making such determinations and findings, and subject to the owner's compliance therewith, and with the provisions of RSA Chapter 79-E, the Mayor and City Council hereby grant the requested tax relief for a period of seven (7) years beginning with the completion of the substantial rehabilitation of the structure upon the so-called 10-14 North Main Street property.



City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT

RSA 79-E 10-14 North Main Street

COUNCIL ACTION ITEM ☒
INFORMATION ONLY ☐

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

RESOLUTION REQUIRED? YES ☒ NO ☐

FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	August 4, 2020		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	July 29, 2020		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	46	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

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

SUMMARY STATEMENT

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

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

10-14 North Main Street

These buildings requires a substantial amount of renovation. Chinburg properties will rehabilitate the existing commercial space in the Scenic Theatre and Salinger Block. The intent is to keep the front facades of both buildings as long as there are no unforeseen circumstances. The two buildings will then be interconnected behind the commercial space and the owner will be adding 50 residential units with some parking on the rear facing first level.

RECOMMENDED ACTION

Approve the application for RSA 79-E for 10-14 North Main Street, allowing tax relief for this building for a period of time determined by the Rochester City Council in accordance with Section 79-Ef. Economic Development recommends the full 7 years that are applying for.

Section 79-E:5 Duration of tax relief period

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



08/13/2020

City of Rochester, New Hampshire

Division of Community Development

31 Wakefield Street, Rochester NH 03867

(603) 335-7522 www.thinkrochester.biz

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

Building Name (if any): <u>Scenic Theater and Salinger Block</u> Building Address: <u>10, 12 & 14 North Main Street</u> Owner Name(s): <u>Eric J. Chingburg</u> Owner Address(es): <u>3 Penstock Way, Newmarket, NH 03857</u>	Map# <u>0120</u> Lots# <u>0361 and 0010</u> Zoning: <u>DTC</u> Overlay District: <u>Special Downtown</u> Year Built <u>1900 and 1912</u> Square Footage of Building <u>12,175 and 7,667</u>
Contact Name: <u>Eric Chinburg</u> Phone # <u>603-819-3183</u> Email address: <u>jduchesne@chinburg.com</u>	Applicant Name(s) (if different from owner): <u>SAME</u> Applicant Address: _____ Phone # _____ Email address: _____
Existing Uses (describe number of units by type and size). 2 vacant buildings that contain both commercial and residential space. Is there a change of use associated with this project? <u>Yes</u> <u>X</u> <u>No</u> If so, please describe:	Application Fee Paid: <u>X</u> Yes <u> </u> No Is the building eligible or listed on the State or National Register of Historic Places or located in a Local, State, or Federal Historic District? Yes <u>X</u> No <u> </u> Provide historic district name:
Will the project include rehabilitation of residential units? <u>x</u> Yes <u> </u> No If yes, how many: <u>50</u> If yes, please describe: The Salinger portion of the project has 2 existing residential units and the Scenic with zero units. The finished project will interconnect the two buildings with a total of 50 residential units.	Will the project involve affordable residential units? <u> </u> Yes <u>x</u> No If yes, please describe: 10 No Main – The Salinger Block 12-14 No Main – The Scenic Theatre
Other Review & Comment (if necessary) Historic District Review: <u>Approved May 3, 2020</u> Special Downtown Review: <u>No</u> Minor Site Review: <u>No</u> Planning Board Review: <u>Approved May 4, 2020</u> Special Exception: <u>Approved May 4, 2020</u> Zoning Board of Adjustment: <u>No</u>	Section 79:E-4 Application Date: <u>July 29, 2020</u> Complete: Yes Staff Review: <u>July 29, 2020</u> City Council First Reading: <u>August 4, 2020</u> Post Public Hearing : <u>by August 8, 2020</u> Public Hearing Date: <u>August 18, 2020</u> *Required within 60 days of receipt of application City Council Second Reading <u>August 18, 2020</u> *Required within 45 days of Public Hearing

Does this application meet the appropriate tests?Is it a qualifying structure located in a designated downtown zone? x Yes NoPre-rehabilitation assessed value (from most recent City Assessment): \$ 157,800 and 100,800
Total: \$258,600

Total estimated cost of rehabilitation (from application): \$6,131,000

Percentage of rehabilitation costs to assessment valuation: 2,370 %Does the estimated cost of rehabilitation exceed 15% of pre-rehabilitation assessed valuation, or \$75,000, whichever is lower? YES X NO **Is there public benefit?** Must satisfy at least 1 of the conditions below. (Section 79-E:7) X It enhances the economic vitality of the Downtown District. X It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district. X It promotes development of municipal centers, providing for efficiency, safety, and a greater sense of community. X It increases residential housing in urban or town centers. X In a Local, State, or Federal Historic District?**Are other funding programs being applied to this project?** Yes X No**Other Programs.** – The provisions of this chapter shall not apply to properties whose rehabilitation or construction is subsidized by state or federal grants or funds that do not need to be repaid totaling more than 50 percent of construction costs from state or federal programs.ELIGIBILITY: Yes X No

1) Substantial Rehabilitation Tax Relief Incentive (Up to 5 Years)

 5

2) Additional Tax Relief Incentive for New Residential Units (Up to 2 Years)

 2

3) Additional Tax Relief Incentive for Affordable Housing (Up to 4 Years)

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

* Rehabilitation in accordance with the in accordance with Secretary of Interior's Standards for Rehabilitation.

 7
(Total)**Name & Title:** Jennifer Marsh, ED Specialist**Date:** 7/29/2020

City Council Review/Decision

Public Hearing Posting: _____ Public Hearing Date: _____

City Council Meeting Date: _____

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

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

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

IF DENIED, REASON(S) FOR DENIAL

Number of Yea: _____ Number of Nay: _____

Follow Up Letters Sent to:

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

COVENANTS

Completed By: _____ Date: _____

Filed at Strafford County: _____ Date: _____

Copies to:

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

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

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

Comments from Historic District Commission:

Name & Title: _____

Meeting Date: _____

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

79-E:1 Declaration of Public Benefit. –

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

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

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

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

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

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

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

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

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

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

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

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

VI. "Tax relief" means:

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

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

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

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

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

Section 79-E:3

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

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

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

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

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

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

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

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

Section 79-E:4

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

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

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

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

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

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

- (1) The governing body finds a public benefit under RSA 79-E:7; and
- (2) The specific public benefit is preserved through a covenant under RSA 79-E:8; and

(3) The governing body finds that the proposed use is consistent with the municipality's master plan or development regulations; and

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

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

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

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

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

- (a) The development program or financing plans for such tax increment finance districts; or
- (b) The ability to satisfy or expedite repayment of debt service obligations incurred for a tax increment financing district; or
- (c) The ability to satisfy program administration, operating, or maintenance expenses within a tax increment financing district.

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

Section 79-E:5

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

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

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

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

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

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

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

Section 79-E:6

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

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

Section 79-E:7

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

- I. It enhances the economic vitality of the downtown;
- II. It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district, town center, or village center in which the building is located;
 - II-a. It promotes the preservation and reuse of existing building stock throughout a municipality by the rehabilitation of historic structures, thereby conserving the embodied energy in accordance with energy efficiency guidelines established by the U.S. Secretary of the Interior's Standards for Rehabilitation.
- III. It promotes development of municipal centers, providing for efficiency, safety, and a greater sense of community,

consistent with RSA 9-B; or

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

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

Section 79-E:7-a

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

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

Section 79-E:8

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

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

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

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

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

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

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

Section 79-E:9

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

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

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

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

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

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

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

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

Section 79-E:10

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

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

Section 79-E:11

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

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

Section 79-E:12

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

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

Section 79-E:13

79-E:13 Extent of Tax Relief. –

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

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

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

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

Section 79-E:14

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

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

10-14 North Main Street; RSA-79:E Application Summary

Applicant: Eric J. Chinburg

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

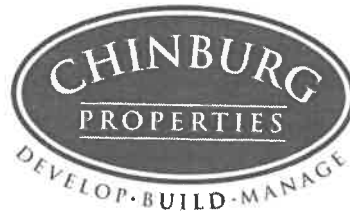
Project: Rehabilitate the existing commercial space in the Scenic Theatre and Salinger Block. The intent is to keep the front facades of both buildings as long as there are no unforeseen circumstances. The two buildings will then be interconnected behind the commercial space and the owner will be adding 50 residential units with some parking on the rear facing first level.

Exterior Changes: The owners will be adding a large interconnected building to the rear of the commercial space. Elevations will change on the sides and rear while keeping the front facades of the building. The project has already been approved by both Planning Board and Historic District.

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

Qualifications:

1. A qualifying property must provide a public benefit. Public benefits could be restoring a historic building, promoting downtown development, increasing downtown housing, or increasing the economic vitality of downtown. 10-14 North Main meet all of these criteria.
2. A qualifying project must have substantial rehabilitation costs of at least 15% of the pre-rehabilitated assessed value, or costs of \$75,000 whichever is less. 10-14 North Main exceeds both of these baselines. Total estimated costs of the project are \$6,131,000 which is approximately an increase of 2,370% of the pre-assessed value.



July 29, 2020

City of Rochester, New Hampshire
Division of Community & Economic Development
31 Wakefield Street, Rochester NH 03867

RE: 10 & 12-14 N. Main Street, Rochester, NH 79-E Application

This letter is respectfully submitting a request for Community Revitalization Tax Relief per RSA 79-E.

Scenic Salinger, LLC is requesting 7 years of tax relief in accordance with the requirements of RSA 79-E.

To support our request, please find enclosed the following materials:

1. Completed Application form with signatures.
2. Application Fee made payable to City of Rochester
3. Documentation and photos of Historic Information
4. Copy of Property Record Cards
5. Description of Public Benefit
6. Site plans, diagrams, elevations associated with the Project
7. Cost Estimates associated with the Project
8. Documentation of State of Federal Funds- Not Applicable
9. Notice of Decision for Other Reviews

Sincerely,

Eric J. Chinburg
President, Chinburg Properties
on behalf of Scenic Salinger, LLC



08/13/2020

City of Rochester, New Hampshire
Division of Community & Economic Development
31 Wakefield Street, Rochester NH 03867

Application Revised August 15, 2019
Community Revitalization Tax Relief (per RSA 79E)
City of Rochester, New Hampshire

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

Date of Preparation: 6/25/20

Property information

Property address/location: 10 & 12-14 N. Main Street, Rochester, NH

Name of building (if any): Scenic Theatre and Salinger Block

Tax map & lot #: Map 120 Lot 361 & Map 121 Lot 10 Year built: 1900 & 1912

Square Footage: 12,175 & 7,667 (adj. building area per tax cards) Condition: Very poor

Zoning: DTC

Vacant, how long: approximately > 5 years

Is this structure eligible or listed on the State or National Register of Historic Places, or located in a local, state or federal Historic District? Yes X No

Name of District: Downtown Commercial & Historic District

Existing Uses: Describe the units by type and size, how many floors Both buildings are vacant. Salinger Block is 4 stories and Scenic Theatre is 3 stories.

Change of Use?: Applicant proposes to convert the properties to mixed-use with commercial uses on a portion of the 1st floor and rental apartments on the upper floors.

Property Owner

Name (include name of individual): Eric J. Chinburg, Manager

Company: Scenic Salinger, LLC

Mailing address: 3 Penstock Way, Newmarket, NH 03857

Telephone #: 603-868-5995 x11 Email: echinburg@chinburg.com

Applicant or Agent Contact:

Name (include name of individual): Eric J. Chinburg, Manager

Company: Scenic Salinger, LLC

Mailing address: 3 Penstock Way, Newmarket, NH 03857

Telephone #: 603-819-3183 Email: jduchesne@chinburg.com

EXHIBIT**Proposed Project Information**

Name of Architect (if known): CJ Architects, Portsmouth, NH

Name of Licensed Contractor (if known): Chinburg Builders, Inc.

Will the project include rehabilitation of residential units? Yes If yes, how many
50 residential units (14 in existing buildings; 36 in new addition).

Are the residential units defined as "affordable"? Yes _____ No X

(The current affordable rents in the City of Rochester are available at www.NHHFA.org)

Describe the commercial space, square footage, uses and conditions: The project creates 2,700 square feet of commercial or retail space in the existing North Main Street sections of the buildings.

Please describe in detail the public benefits associated with this project? You may attach pages to the application for this and the following question. (RSA 79-E:7)

The project restores a historically important structure in the city, increases downtown housing and creates jobs and opportunity for the local businesses (please see attached for a complete list of benefits to the public).

Explain the project in your own words: The project creates 50 market rate apartments and 2,700 sf of commercial space by restoring the handsome North Main Street sections of both buildings and constructing a new, interconnected 4-story-over-parking addition to their rear.

Pre-Rehabilitation Ad Velorum Tax Valuation \$157,800 (10 N. Main) & \$100,800 (12-14 N. Main) --- Total of \$258,600. Please obtain a Property Record Card from the Rochester Assessing Department, and include a copy with the application. ATTACHED.

Does the estimated cost of rehabilitation exceed 15% of pre-rehabilitation valuation, or \$75,000, whichever is lower? YES X NO _____ % _____

Note: This program is available for projects where the rehabilitation cost equals or exceeds 15% of the pre-rehabilitation assessed valuation or \$75,000, whichever is lower. If your project does not meet this standard, it is not eligible for Tax Relief under RSA 79e.

Project costs

Describe work that will constitute the substantial rehabilitation and estimated/projected costs.
See enclosed narrative and budget

Historic Restoration: _____ Cost: \$ _____
 Sustainability/Efficiency: _____ Cost: \$ _____
 Interior Alterations: _____ Cost: \$ _____
 Exterior Alterations: _____ Cost: \$ _____
 Structural: _____ Cost: \$ _____
 Electrical: _____ Cost: \$ _____
 Plumbing: _____ Cost: \$ _____
 Mechanical: _____ Cost: \$ _____
 Safety/Fire Protection: _____ Cost: \$ _____
 Other: _____ Cost: \$ _____

Expected construction dates. Start: September 1, 2020; Finish: August 31, 2021

Total project cost: \$ _____

Please attach written estimates whenever possible.

Will any state or federal grants or funds be used in this project? Yes _____ No X
 If yes, please provide information in detail on an additional sheet.

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

Other Approvals and Information

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

Project Narrative or Letter of Intent to Planning: Site Plan and Conditional Use Permit

Date: May 4, 2020 (date of Planning Board approval of application)

Historic District Review: _____ Date: _____

(Required only if replacing a qualified structure)

Other (please specify): _____ Date: _____

Application Checklist

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

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

fm
7/29/2020

Request for Community Revitalization Tax Relief

- ☒ Substantial Rehabilitation Tax Relief Incentive (Up to 5 Years)
- ☒ Additional Tax Relief Incentive for New Residential Units (Up to 2 Years)
- ☐ Additional Tax Relief Incentive for Affordable Housing (Up to 4 Years)
- ☐ Additional Tax Relief for rehabilitation of historic places* (Up to 4 Years)

* Rehabilitation in accordance with the in accordance with Secretary of Interior's Standards for Rehabilitation.

Please explain your request for the above tax relief categories. You may attach an additional sheet. The Applicant is requesting 7 years of tax relief. 1. The rehabilitation of the existing buildings will have costs exceeding \$75,000 and therefore the project satisfies the Substantial Rehabilitation Tax Relief Incentive (5 years). 2. The project will create 50 new residential units and therefore the Project satisfies the requirement for New Residential Units incentive (2 years)

Submission of Application

This application must be signed by the property owner. Please submit an electronic version and /or a complete package of information to:

Rochester Community & Economic Development
Mail: 31 Wakefield St, Rochester, NH 03867
michael.scala@rochesternh.net

A \$150.00 application fee (payable to "City of Rochester") must be submitted in order for this application to be considered complete. Please follow up at 603-335-7522 to insure all information and payments have been received.

I (we) hereby submit this application under the Community Revitalization Tax Relief Incentive Statute (NH RSA 79-E) and attest that to the best of my (our) knowledge all of the information herein and in the accompanying materials is true and accurate. I (we) have reviewed the statute and understand that: a) there will be a public review process and public hearing to evaluate the merits of this application; b) I (we) will need to enter into a covenant with the City; and c) I (we) may be required to pay reasonable expenses associated with the creation and recording of the covenant to the Strafford County Registry of Deeds.

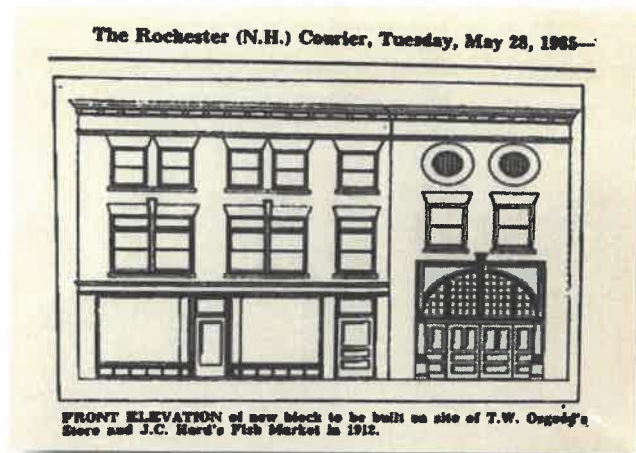
Signature of property owner (1): 

Printed Name: Eric J. Chinburg, Manager Date: 06/25/20

Signature of property owner (2): _____ N/A _____

Printed Name: _____ N/A _____ Date: _____ N/A _____

Historic Information



Left image: view shows the planned elevation for the Scenic Theater before construction.

Lower image: Looking south, view shows early image of Scenic Theater with retail in the east bays and the theater entrance in the west bay.

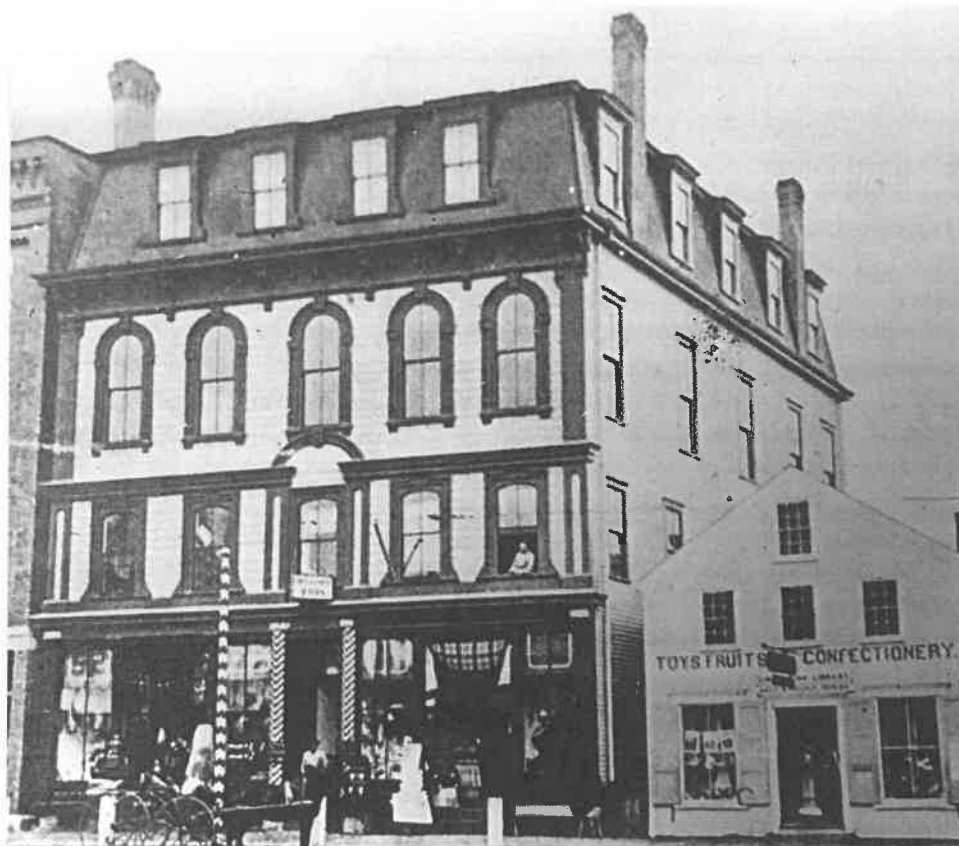


Each of the four streets extending from Central Square exhibits a character determined by their building types and periods of development. Along North Main Street the streetscape consists primarily of low-scale commercial structures with simple, Georgian-Revival facades. Wakefield Street, historically a prominent residential street is now the focus of the city's municipal activity. The Rochester City Hall an eclectic blend of Neoclassical and Renaissance-Revival motifs now dominates the area. Hanson Street, which extends west from Central Square is a narrow, open-block street created by a continuous row of wooden Victorian-period commercial blocks on the south side. South Main Street runs southeasterly from Central Square and differs from the other streets owing to a wider variety of building types. Originally a fashionable residential street featuring several large mansions, its character was changed with the construction of large commercial blocks at the end of the 19th century, and new public buildings in the beginning of the 20th century.

6. SALINGER BLOCK

6.1 History of the Salinger Block

The Salinger Block was originally built by Charles K. Chase in 1879 on the site of his earlier and much smaller brick store that had burned in 1878. In 1885, the dry goods merchant Isadore Salinger bought the four-story wooden building for \$23,000 and remodeled it, later building off the rear elevation to create a substantial addition. Born in Mecklenburg-Schwerin, Germany in 1843, Mr. Salinger had arrived in the United States at the age of 24 with no money and unable to speak English. His determination and knowledge of the dry goods business led to a flourishing business and eventually with the means to buy the block known historically by his name.



Looking south; view shows Salinger Block ca. 1880 in its original, 3-story plus mansard design with symmetrical façade and wood siding. The early wood-framed store posting "Toys Fruits & Confectionery" on its sign is located adjacent west, later relocated to make way for the Scenic Theater in 1912.

Note all windows were 2/2, four chimneys with decorative corbelled caps, twin symmetrically designed storefronts with centered door to upper floors.

Property Record Cards

0120 0361 0000
Map Block Lot

Building Location
10 NO MAIN ST

MULTI FAMILY

Acct: 197

City of Rochester

APPRaised:
USE VALUE:
ASSESSED:

Total Card 157,800 /
USE VALUE: 0 /
ASSESSED: 157,800 /

Total Parcel 157,800 /
0 /
157,800 /



Property Location

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

Ownership

Owner	Unit No.
Owner 1	CITY OF ROCHESTER
Owner 2	
Owner 3	
Street 1	31 WAKEFIELD ST
Street 2	
Town/City	ROCHESTER
St/Prov	NH Country
Postal	03867 Type

Previous Owner

Owner	Unit No.
Owner 1	KELLY GEORGE
Owner 2	
Street 1	39 SO MAIN ST
Town/City	ROCHESTER
St/Prov	NH Country
Postal	03867-2755

Narrative Description

This parcel contains 0.20000 AC of land mainly classified as CITY OF ROCH with a MIX USE BLDG Building built about 1880, having primarily BRICK Exterior and 12,175 Square Feet, with 2 Residential Units and 1 Commercial Unit, 2 Baths, 11 Rooms, and 5 Bedrooms.

Other Assessments

Code	Description	Amount	Com Int

Property Factors

Item	Code	Description	%	Item	Code	Description
Zone 1	DTC	DOWNTOWN	100	Utility 1	2	CITY SEWER
Zone 2				Utility 2	4	NONE
Zone 3				Utility 3	9	CITY WATER C
Census Tract				Exempt		
Flood Hazard						
District 1	RO	ROCHESTER	0	Typo	1	LEVEL
District 2				Street	1	PAVED
District 3				Traffic	5	HEAVY

Land Section (First 9 Lines Only)

Use Code	Description	LUC Factor	No of Units	Depth/Price/Unit	Unit Type	Land Type	LT Factor	Base Value	Unit Price	Adjusted Unit Price	Neigh	Neigh Int	Neigh Modifier	Int 1	%	Int 2	%	Int 3	%	Appraised Value	Alt Class	%	Spec Land	Juris	Land Factor	Assessed Value	Notes
903	CITY OF ROCH	1.0000	0.2000		PRIMARY ACRE	SITE	1.0000	96,000.00	428,500.00	3003	1.000									85,700					1.0000	85,700	
Total AC/HA			0.20000		Total SF/ISH		8,712,000.00		Parcel LU	903	CITY OF ROCH		Prime NB Desc	COMMERCIAL						Total	85,700.00	Total			Total		85,700

In Process Appraisal Summary (First 4 Lines Only)

Use Code	Land Size	Building Value	Yard Items	Land Value	Total Value	
903	0.20	72,100.00	0.00	85,700.00	157,800.00	
Total Card	0.20	72,100.00	0.00	85,700.00	157,800.00	
Total Parcel	0.20	72,100.00	0.00	85,700.00	157,800.00	
Source	Mkt Adj Cost	Total Value per Sq Unit	Card	12.96	/Parcel	12.96

Previous Assessment (First 9 Lines Only)

Year	Use	Code	Bldg Value	Yrd Items	Land Size	Land Value	Total Value	Assessed Value	Notes	Date
2020	903	FV1	72,100	0	0.2000	85,700	157,800	157,800		05/01/2020
2019	903	FV	72,100	0	0.2000	85,700	157,800	157,800		10/30/2019
2018	013	FV	100,900	0	0.2000	85,700	186,600	186,600	Year End Roll	09/19/2018
2017	013	FV	111,400	0	0.2000	85,700	197,100	197,100	Year End Roll	09/07/2017
2016	013	FV	127,600	0	0.2000	85,700	213,300	213,300	Year End Roll	09/08/2016
2015	013	FV	182,200	0	0.2000	85,700	267,900	267,900	Year-end	10/01/2015
2014	013	FV	182,200	0	0.2000	85,700	267,900	267,900	Year End Roll	08/29/2014
2013	013	FV	191,800	0	0.2000	85,700	277,500	277,500	Year End Roll	09/04/2013
2012	013	FV	191,800	0	0.2000	85,700	277,500	277,500	Year End Roll	09/20/2012

Sales Information (First 5 Lines Only)

Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	V	TSF	Verification	Notes
KELLY GEORGE	4579-788	99	06/28/2018	Quiet Title	0.00	No	No	OTHER	CORRECTS PREVIOUS DEED REF IN BK-4576, PG-1
KELLY GEORGE M	4576-100	1	06/13/2018	Government	0.00	No	No	OTHER	
KELLY GEORGE M &	2230-423		09/07/2000	Convenience	23,500.00	No	No	PA-34	
KELLY GEORGE	2162-742		12/09/1999	Farm/Rel/Aff	4,000.00	No	No	OTHER	
KELLY GEORGE M & THEODORE	1156-641		01/15/1985		0.00	No	No		

Building Permits (First 8 Lines Only)

Date	Number	Description	Amount	Orig	Last Visit	Fed Code	F. Description	General Notes
08/12/2020	B-20-341	DEMOLITION	0.00	C		5	EXEMPT CONST	selective demolition for re
05/11/2016	P-16-60	PLUMBING	400.00	C		3	COM CONST	INSTALL BACKFLOW DE
01/25/2016	E-12750	ELECTRIC	2,000.00	C	05/04/2016	3	COM CONST	CORRECT MISCELLANE
12/15/2015	B-12444	REPAIRS	1,200.00	C	01/31/2016	3	COM CONST	EXPIRED/NOT DONE R
12/05/2014	9470	STG TANK	100.00	C	03/29/2015	3	COM CONST	
11/13/2013	6814	STG TANK	950.00	C	12/17/2013	3	COM CONST	
10/21/2011	1213	STG TANK	1,000.00	C	12/12/2011	3	COM CONST	
11/14/2006	06-1640	WINDOWS	4,000.00	CE	03/20/2007			

Activity Information (First 11 Lines Only)

Date	Result	By	Name
07/02/2018	DEED CHANGE	DM	DARCY
08/14/2018	DEED CHANGE	DM	DARCY
09/01/2018	CORRECTION	TG	THERESA
05/02/2018	CORRECTION	JR	JON
05/09/2018	MEAS-INSPCTD	RV	RICK
04/17/2015	OWN ADD CHG	LA	LEONA
09/08/2011	CORRECTION	TM	TOM
11/01/2007	OWN ADD CHG	VB	VERNA
08/16/2007	OWN ADD CHG	VB	VERNA
04/14/2006	OWN ADD CHG	VW	VIRGINIA
01/20/2005	ZONE CHANGE	TM	TOM

Sign:

Exterior Information				Bath Features				Comments				Sketch																																																	
Type	40M - MIX USE BLDG			Full Bath	2	Rating	INFERIOR	SALINGER BLOCK - NO ELEVATOR ADJ INCL IN FUNCT DEPR																																																					
Story Height	3 - 3			A Bath		Rating																																																							
(Liv) Units	2	Total	3	3/4 Bath		Rating																																																							
Foudation	1 - CONCRETE			A 3/4 Bath		Rating																																																							
Frame	01 - WOOD			1/2 Bath		Rating																																																							
Prime Wall	7 - BRICK			A HBath		Rating																																																							
Sec Wall	ASBESTOS 20%			Other Fix		Rating																																																							
Roof Struct	4 - FLAT			Other Features																																																									
Roof Cover	11 - MEMBRANE			Kitchen	2	Rating	INFERIOR																																																						
Color	WHITE			A Kitchen		Rating																																																							
View/Desir	NONE			Fireplace		Rating																																																							
Bld Name				WSFlues		Rating																																																							
General Information				Condo Information				Remodeling Mobile Home																																																					
Grade	C+ - AVG. (+)			Location				Exterior	Make																																																				
Year Blt	1880	Eff Yr Blt		Total Units	0			Interior	Model																																																				
Alt LUC		Alt %	49	Floor				Additions	Serial #																																																				
Jurisdct		Fact	1.00000	% Own				Kitchen	Year																																																				
Const Mod				Name				Baths	Color																																																				
Lump Sum Adj				Depreciation				Plumbing	0120-0391-0000																																																				
Interior Information				Avg H/W				Parcel ID																																																					
Prime Int Wall	6 - AVERAGE			Phys Cond	VP - Very Poor	88%		Electric																																																					
Sec Int Wall				Functional	D - DESIGN	25%		Heating																																																					
Partition	T - TYPICAL			Economic				General																																																					
Prim Floors	8 - AVERAGE			Special				Comparable Sales (First 7 Only)																																																					
Sec Floors				Override				Sub Area (First 8 Only)																																																					
Basement Floors				Total	9%			Sub Area Detail (First 10 Only)																																																					
Subfloor				Calc Summary				<table border="1"> <thead> <tr> <th>Rating</th> <th>Parcel ID</th> <th>Type</th> <th>Date</th> <th>Sale Price</th> </tr> </thead> <tbody> <tr> <td>WAV4/SQ</td> <td></td> <td>AvRate</td> <td></td> <td></td> </tr> <tr> <td>Ind Val</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Rating	Parcel ID	Type	Date	Sale Price	WAV4/SQ		AvRate			Ind Val																																							
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Special Features/Yard Items (First 20 Lines Only)				Depreciation	697,200			<table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> <th>Area - SQ</th> <th>Rate - AV</th> <th>Underpr Value</th> </tr> </thead> <tbody> <tr> <td>FFL</td> <td>1ST FLOOR</td> <td>7,011.00</td> <td>58.490</td> <td>410,073.39</td> </tr> <tr> <td>SFL</td> <td>2ND FLOOR</td> <td>2,582.00</td> <td>58.490</td> <td>151,021.18</td> </tr> <tr> <td>TFL</td> <td>3RD FLOOR</td> <td>2,582.00</td> <td>52.840</td> <td>135,916.48</td> </tr> <tr> <td>UFL</td> <td>UPPR FLOOR</td> <td>2,582.00</td> <td>23.390</td> <td>60,392.98</td> </tr> <tr> <td>BMT</td> <td>BASEMENT</td> <td>7,011.00</td> <td>14.620</td> <td>102,500.82</td> </tr> <tr> <td colspan="2">Net Sketched Area</td> <td>21,768.00</td> <td></td> <td></td> </tr> <tr> <td colspan="2">Total</td> <td></td> <td></td> <td>859,904.85</td> </tr> <tr> <td colspan="2">Size Adj</td> <td>12,175.00</td> <td>Gross Area</td> <td>21,768.00</td> </tr> <tr> <td colspan="2"></td> <td></td> <td>Fin Area</td> <td>12,175.00</td> </tr> </tbody> </table>				Code	Description	Area - SQ	Rate - AV	Underpr Value	FFL	1ST FLOOR	7,011.00	58.490	410,073.39	SFL	2ND FLOOR	2,582.00	58.490	151,021.18	TFL	3RD FLOOR	2,582.00	52.840	135,916.48	UFL	UPPR FLOOR	2,582.00	23.390	60,392.98	BMT	BASEMENT	7,011.00	14.620	102,500.82	Net Sketched Area		21,768.00			Total				859,904.85	Size Adj		12,175.00	Gross Area	21,768.00				Fin Area	12,175.00
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Code	Description	A	Y/S	Qty	Size/Dim	Qual	Con	Year	Unit Price	D/S	Dep	LUC	Fact	NB	Fact	Appr Value	J Code	J Fact	Juris Value																																										
More	N																																																												
Total Yard Items										Total Special Features										Total SPFY																																									

Image



0121 0010 0000
Map Block Lot

Building Location
12-14 NO MAIN ST

COMMERCIAL

Acct: 236

APPAISED:
USE VALUE:
ASSESSED:

Total Card 100,800 /
Total Parcel 100,800 /
0 /
100,800 /

Property Location

No.	Alt No.	Direction/Street/City
12	14	NO MAIN ST, ROCHESTER

Ownership

Owner 1	CITY OF ROCHESTER
Owner 2	
Owner 3	
Street 1	31 WAKEFIELD ST
Street 2	
Town/City	ROCHESTER
St/Prov	NH Country
Postal	03867
Type	

Previous Owner

Owner 1	AKERMAN HEIDI
Owner 2	
Street 1	252 BUNKER HILL RD
Town/City	NEW BOSTON
St/Prov	NH Country
Postal	03070

Narrative Description

This parcel contains 0.17000 AC of land mainly classified as CITY OF ROCH with a MIX RETAIL Building built about 1900, having primarily BRICK Exterior and 7,667 Square Feet with 2 Commercial Units, 1 Half Bath.

Other Assessments

Code	Description	Amount	Com Int

Property Factors

Item	Code	Description	%	Item	Code	Description
Zone 1	DTC	DOWNTOWN	100	Utility 1	2	CITY SEWER
Zone 2				Utility 2	4	NONE
Zone 3				Utility 3	9	CITY WATER C
Census Tract				Exempt		
Flood Hazard						
District 1	RO	ROCHESTER	0	Topo	1	LEVEL
District 2				Street	1	PAVED
District 3				Traffic	5	HEAVY

Land Section (First 9 Lines Only)

Use Code	Description	LUC Factor	No of Units	Depth/ Price/Unit	Unit Type	Land Type	LT Factor	Base Value	Unit Price	Adjusted Unit Price	Neigh	Neigh Int	Neigh Modifier	Int1	%	Int2	%	Int3	%	Appraised Value	Alt Class	%	Spec Land	Jur's	Land Factor	Assessed Value	Notes
903	CITY OF ROCH	1.0000	0.1700		PRIMARY ACRE	SITE	1.00000		90,000.00	450,000.00	3003	1.000								76,500	0				1.00050	76,500	
Total AC/HA			0.17000		Total SF/SM		7,405,200.00		Parcel LUC	903	CITY OF ROCH		Prime NB Desc	COMMERCIAL		Total				76,500.00	Total				Total		76,500

In Process Appraisal Summary (First 4 Lines Only)

Use Code	Land Size	Building Value	Yard Items	Land Value	Total Value
903	0.17	24,300.00	0.00	76,500.00	100,800.00
Total Card	0.17	24,300.00	0.00	76,500.00	100,800.00
Total Parcel	0.17	24,300.00	0.00	76,500.00	100,800.00
Source	Mkt Adj Cost	Total Value per Sq Unit /Card	13.15	/Parcel	13.15

Previous Assessment (First 9 Lines Only)

Tax Yr	Use	Cal	Bldg Value	Yrd Items	Land Size	Land Value	Total Value	Assessed Value	Notes	Date
2020	903	FV1	24,300	0	0.1700	76,500	100,800	100,800		05/01/2020
2019	903	FV	24,300	0	0.1700	76,500	100,800	100,800		10/30/2019
2018	903	FV	27,500	0	0.1700	76,500	104,400	104,400	Year End Roll	08/19/2018
2017	325	FV	27,500	0	0.1700	76,500	104,400	104,400	Year End Roll	09/07/2017
2016	325	FV	27,500	0	0.1700	76,500	104,400	104,400	Year End Roll	09/08/2016
2015	325	FV	27,500	0	0.1700	76,500	104,400	104,400	Year-end	10/01/2015
2014	325	FV	27,500	0	0.1700	76,500	104,400	104,400	Year End Roll	09/29/2014
2013	325	FV	64,900	0	0.1700	76,500	141,400	141,400	Year End Roll	09/04/2013
2012	325	FV	64,900	0	0.1700	76,500	141,400	141,400	Year End Roll	09/20/2012

Sales Information (First 5 Lines Only)

Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	TSF	Verification	Notes
AKERMAN HEIDI	4529-888	11	11/21/2017	Government	0.00	No	No	OTHER
EJARQUE PETER W &	4520-250	6	10/11/2017	Foreclosure	85,000.00	No	No	OTHER
SPLAINE M PATRICIA	3535-401	1	05/30/2007	Not 100%int	70,000.00	No	No	OTHER
VERRES FINANCIAL CORP	2176-708		02/15/2000	Val Lnd&Bldg	80,000.00	No	No	OTHER
SOWA ROBERT	2176-702		02/15/2000	Business Aff	80,000.00	No	No	OTHER

Building Permits (First 8 Lines Only)

Date	Number	Description	Amount	C/O	Last Visit	Fed Code	F. Description	Generat/Notes
08/19/2020	B-20-338	DEMOLITION	0.00	O		5	EXEMPT CONST	selective demolition for rec
12/11/2015	12429	PLUMBING	200.00	C	05/03/2016	3	COM CONST	NVC
03/11/2015	9950	ELECTRIC	800.00	C		3	COM CONST	NVC
03/10/2015	9947	SIGN	20.00	C		3	COM CONST	NVC
02/23/2015	9783	SIGN	105.00	C	03/23/2015	3	COM CONST	
09/03/2014	8658	BATH	300.00	C		3	COM CONST	
09/03/2014	8659	ELECTRIC	500.00	C		3	COM CONST	
08/01/2014	8475	SIGN	100.00	C		3	COM CONST	

Activity Information (First 11 Lines Only)

Date	Result	By	Name
11/21/2017	DEED CHANGE	DM	DARCY
10/19/2017	DEED CHANGE	DM	DARCY
10/05/2015	DEED CHANGE	RV	RICK
06/22/2015	OWN ADD CHG	VK	VERNA
06/04/2014	CORRECTION	TM	TOM
02/01/2013	OWN ADD CHG	GN	GAYE
06/06/2012	NAME CHG	VK	VERNA
08/13/2007	DEED CHANGE	GN	GAYE
02/23/2006	MEAS-INSPECT	TM	TOM
01/20/2005	OWN ADD CHG	VW	VIRGINIA
01/20/2005	ZONE CHANGE	TM	TOM

Sign:

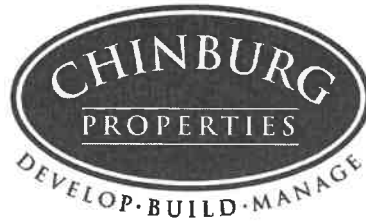
Alt Class	%	Spec Land	Jur's	Land Factor	Assessed Value	Notes
0				1.00050	76,500	
Total				Total	Total	



ASR Map
Factor District
Reval District
Market Area
Year
Change Reason

Card
1 of 1

Public Benefits



City of Rochester, New Hampshire
Division of Community & Economic Development
31 Wakefield Street, Rochester NH 03867

RE: 10 & 12-14 N. Main Street, Rochester, NH 79E Application- 79-E:7 Public Benefit

This project benefits the public of Rochester by:

- Enhancing the economic vitality of the downtown
- Enhancing and improving a structure that is culturally and historically important on a local level
- Promoting the preservation and reuse of an existing building stock by the rehabilitation of a historic structure, thereby conserving the embodied energy in accordance with energy efficiency guidelines established by the U.S. Secretary of the Interior's Standards for Rehabilitation.
- Promoting development of municipal centers, providing for efficiency, safety, and a greater sense of community, consistent with RSA 9-B
- Increasing residential housing in a town center

Eric J. Chinburg
Chinburg Properties
on behalf of Scenic Salinger, LLC

Cost Estimates

Construction Narrative & Estimated Costs

Scenic Salinger, Rochester

Rev.: July 22, 2020



Narrative:

Prior to taking ownership, the city will demolish the rear additions to the Scenic Theater and Salinger Block. The project will create a single building that combines a new 4-story addition and the remaining portions of the existing buildings.

The existing buildings will receive new windows, new roof, and gut renovations to create 14 apartments and a 1st floor shell commercial space. The scope will include new sprinkler, fire alarm, HVAC, plumbing, and electric systems.



The new addition will include an elevator and stairs to serve the joined buildings. The newly construction addition will create 36 apartments over basement level parking.

Estimate of Direct Construction Costs:

<u>Category</u>		<u>Estimate</u>
Project Management + General Conditions & Requirements	\$	450,000.00
Sitework & Utilities	\$	264,000.00
Concrete Work	\$	164,000.00
Masonry & CMU	\$	102,000.00
Steel & Railings	\$	161,000.00
Cabinets & Countertops	\$	166,000.00
Framing & Finish Carpentry	\$	721,000.00
Roofing & Insulation	\$	750,000.00
Doors & Windows	\$	331,000.00
Drywall & Finishes	\$	875,000.00
Appliances & Apartment Accessories	\$	150,000.00
Elevator	\$	175,000.00
Plumbing, HVAC, Sprinkler	\$	1,250,000.00
Electrical Wiring, Fixtures, Data/Phone, Access Control	\$	572,000.00
Estimate Total: \$		6,131,000

Site Plans



<p>10 & 12-14 NORTH MAIN ST. ROCHESTER, NEW HAMPSHIRE</p>	<p>AERIAL VIEW HISTORIC DISTRICT COMMISSION: 05/04/2020</p>	<p> </p>	<p>1.0</p>
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A - VIEW FROM SOUTH MAIN STREET



B - VIEW FROM WAKEFIELD STREET



C - VIEW FROM NORTH MAIN STREET



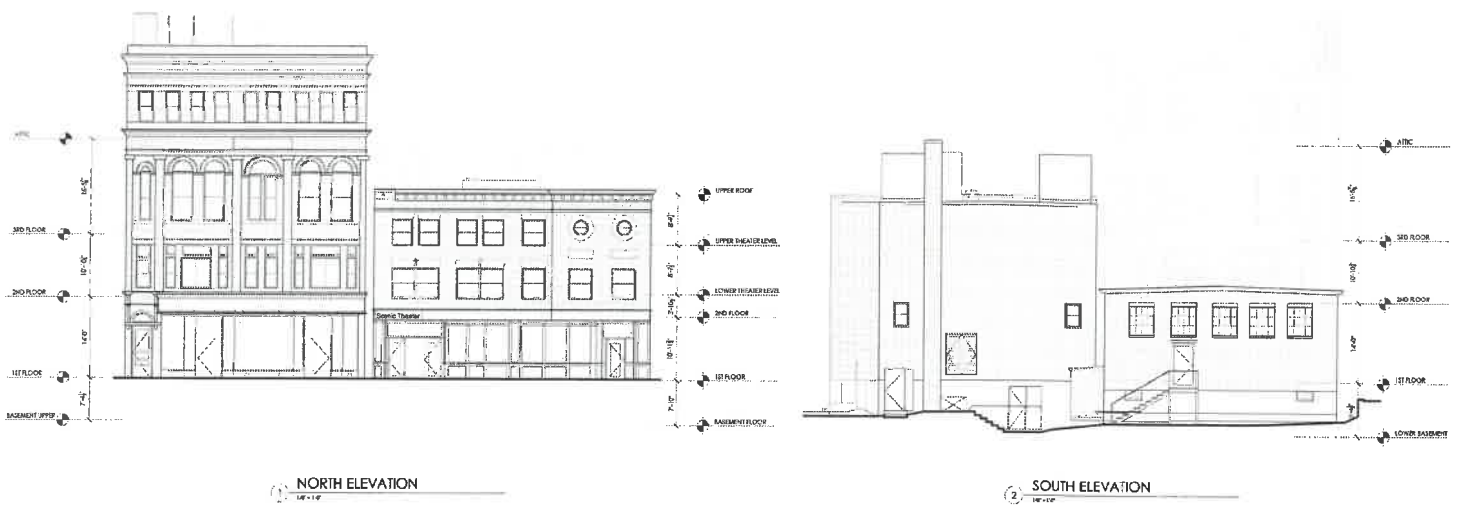
D - VIEW FROM CONGRESS STREET

10 & 12-14 NORTH MAIN ST.
ROCHESTER, NEW HAMPSHIRE

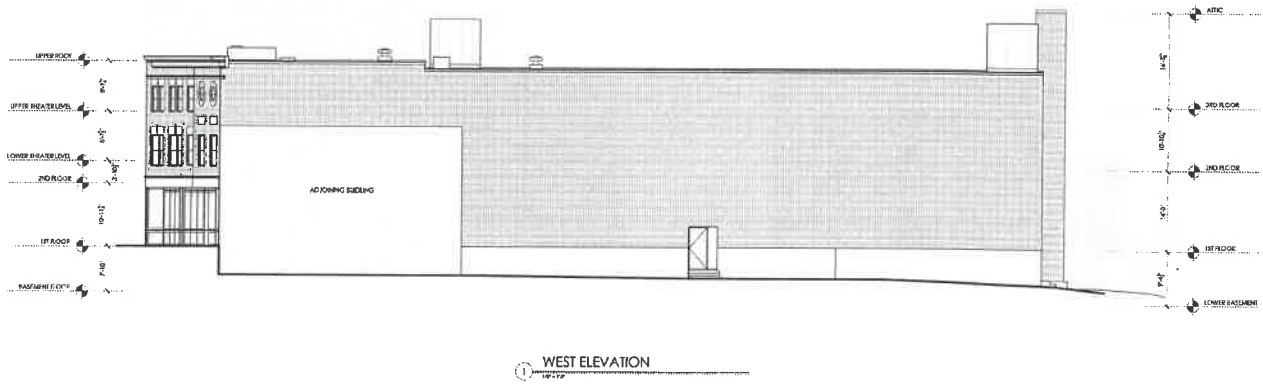
VIEWS TOWARD SITE
HISTORIC DISTRICT COMMISSION: 05/04/2020



2.0



<p>10 & 12-14 NORTH MAIN ST. ROCHESTER, NEW HAMPSHIRE</p>	<p>EXISTING NORTH AND SOUTH ELEVATIONS HISTORIC DISTRICT COMMISSION: 05/04/2020</p>	<p>CJ CJ ARCHITECTS</p> <p>CHINBURG PROPERTY DEVELOP. BUILD. MAINT.</p>	<p>3.0</p>
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<p>10 & 12-14 NORTH MAIN ST. ROCHESTER, NEW HAMPSHIRE</p>	<p>EXISTING WEST ELEVATION HISTORIC DISTRICT COMMISSION: 05/04/2020</p>	<p>CJ ARCHITECTS</p> <p>CHINBURG PROPERTIES DESIGN • BUILD • MAINTAIN</p>	<p>3.1</p>
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EAST ELEVATION
1/8" = 1'-0"

10 & 12-14 NORTH MAIN ST.
ROCHESTER, NEW HAMPSHIRE

EXISTING EAST ELEVATION
HISTORIC DISTRICT COMMISSION: 05/04/2020




3.2



EXISTING



PROPOSED FOOTPRINT

<p>10 & 12-14 NORTH MAIN ST. ROCHESTER, NEW HAMPSHIRE</p>	<p>PROPOSED PLAN HISTORIC DISTRICT COMMISSION: 05/04/2020</p>			<p>4.0</p>
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10 & 12-14 NORTH MAIN ST.
ROCHESTER, NEW HAMPSHIRE

PROPOSED EXTERIOR VIEW
HISTORIC DISTRICT COMMISSION: 05/04/2020



5.0



<p>10 & 12-14 NORTH MAIN ST. ROCHESTER, NEW HAMPSHIRE</p>	<p>PROPOSED NORTH AND SOUTH ELEVATIONS HISTORIC DISTRICT COMMISSION: 05/04/2020</p>	<p>CJ ARCHITECTS</p>	<p>CHINBURG PROPERTY DEVELOPMENT, LLC</p>	<p>6.0</p>
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10 & 12-14 NORTH MAIN ST.
ROCHESTER, NEW HAMPSHIRE

PROPOSED WEST ELEVATION
HISTORIC DISTRICT COMMISSION: 05/04/2020



6.1



10 & 12-14 NORTH MAIN ST.
ROCHESTER, NEW HAMPSHIRE

PROPOSED EAST ELEVATION
HISTORIC DISTRICT COMMISSION: 05/04/2020



6.2

Notices of Decision



PLANNING & DEVELOPMENT DEPARTMENT
City Hall Annex
33 Wakefield Street
Rochester, New Hampshire 03867-1917
(603) 335-1338 - Fax (603) 330-0023
Web Site: www.rochesternh.net

Planning Board
Conservation Commission
Historic District Commission
Arts & Culture Commission

NOTICE OF DECISION

May 11, 2020

Matt Assia
Chinburg Properties
3 Penstock Way
Newmarket, NH 03857

Re: Site plan and Conditional Use Permit for 51 residential units with 2,300 s.f. for commercial space. Case# 121 – 10 & 120 – 361 – DTC – 20

Dear Applicant:

This is to inform you that the Rochester Planning Board at its May 4, 2020 meeting **APPROVED** your application referenced above.

"Applicant", herein, refers to the property owner, business owner, individual(s), or organization submitting this application and to his/her/its agents, successors, and assigns.

Precedent Conditions [Office use only. Date certified: _____; CO signed off? _____;

As- Builts received? _____; All surety returned? _____]

The Planning Board hereby grants the following waivers:

1) Site Plan Regulation Article III Section 10 (Parking and Circulation) tabulates that 52 parking spaces are required for this proposal. The applicant is providing 14 spaces onsite. They are requesting a waiver for the other 38 parking spaces. The applicant has a legal agreement to lease 45 parking spaces from the City, within one or more of the City's adjacent parking lots on Congress Street. The agreement states, "The parking lease shall be for an initial base term of twenty (20) years and shall include three 5-year extension options to be exercised at Chinburg's sole discretion".

The Planning Board grants this waiver because the applicant has secured 45 offsite parking spaces for at least 20 years, and will have 14 onsite spaces; totaling 59 spaces when only 52 are required.

All of the precedent conditions below must be met by the applicant, at the expense of the applicant, prior to the plans being certified by the Planning Department. Certification of the plans is required prior to issuance of a building permit or recording of any plans. Once these precedent conditions are met and the plans are certified the approval is considered final.

Please note If all of the precedent conditions are not met within 3 calendar months to the day of the board's approval – by August 4, 2020 - the board's approval will be considered to have lapsed and resubmission of the application will be required.* It is the sole responsibility of the applicant (or his/her agent) to ensure that these conditions are met by this deadline. We urge the applicant to carefully track his/her progress in meeting the individual conditions. See RSA 674:39 on vesting.

- 1) Plan modifications. The plan drawings are to be modified as follows:
 - a) None at this time.
- 2) Plan notes. Add the following notes (or equivalent) to the plan drawings:
 - a) None at this time.
- 3) Architectural design review is being reviewed by the Historic District Commission. The applicant shall meet with Planning Staff before submitting their application and ensure that rear façade look good because this may become a second frontage in the near future.
- 4) Exterior lighting details and photometric plans are needed, for the rear of the garage and rear of the building and along the side of the garage (where the sidewalk is located).
- 5) Final determination of where roof runoff will tie in must be noted/shown on the plans. Additionally, the condition of the existing downstream systems and proposed connection points must be evaluated and upgraded (if needed) and agreements regarding ownership and maintenance drafted. The applicant shall work with the Department of Public Works engineers on this.
- 6) Final determination of watermain/water service extensions, design, and hydrants shall be discussed and designed closely with the Department of Public Works engineers and the Assistant/Deputy Fire Chief. Final design/requirements are to be noted/shown on the plans.
- 7) If the dumpsters are to be located outside, the applicant shall add a pad detail to the plans that include Positive Limiting Barriers (V-grooves) around the pad's perimeter.
- 8) The Planning & Development Department shall receive a copy of the Developer's Parking Agreement with the City and will be made part of the file.

- 9)# Current Use. The subject property or a portion of it is not presently in Current Use.
- 10) State plane coordinates. The plans are to be tied into the State Plane Coordinate System.
- 11) Inspections. Inspections will be made by City Staff during construction but there are no costs to the applicant associated with these inspections.
- 12) Pre-Construction Meeting. The pre-construction meeting agreement is to be signed by the property owner.
- 13) Other Permits. All required state and federal permits must be obtained – including any water and sewer, as appropriate – with copies of permits or confirmation of approvals delivered to the Planning Department.
- 14) Drainage Maintenance. A drainage maintenance agreement approved by the Department of Public Works must be executed. In addition, a stormwater operations and maintenance plan and schedule shall be submitted.
- 15) Final Drawings. (a) three sets of large black-line plus (b) one set of 11"x17" final approved site plan drawings plus (c) one electronic version by pdf or flash drive must be on file with the City. *Each individual sheet in every set of drawings must be stamped and signed by the land surveyor, engineer, or architect responsible for the site plans.* (The applicant need only submit additional black-line sets of drawings or individual sheets, as needed to make four complete sets – consult the Planning Department). At the discretion of the Planning Department minor changes to drawings (as required in precedent condition, above) may be marked by hand. Note: If there are significant changes to be made to the plans, as specified above, one full size paper check print must be sent to the Planning Department for review prior to producing these final drawings. (The primary set of plans was last received April 3, 2020).

General and Subsequent Conditions

All of the conditions below are attached to this approval.

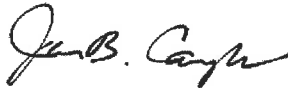
- 1) Lot pins are to be set and a letter stating such be submitted by a licensed surveyor to the Planning Department prior to a CO being issued.
- 2) The City will assign a new property address when a final plan/building permit plan is presented. Address identifiers will need to be placed at the front and rear of the structure prior to Certificate of Occupancy. Temporary address identifiers must be utilized during construction.
- 3) At time of building permit application submission, the applicant shall include a narrative list on what Energy/Water Conservation measures have been incorporated into the design.
- 4) Recycling receptacles must be onsite and available for utilization, in addition to trash receptacles.
- 5) Video security shall be installed at exterior doors.

- 6) All deeds should be reviewed by the City before they get recorded at the Registry, to avoid any errors.
- 7) North Main Street is under a roadway Moratorium until 2023. Any disturbance to the paved travel way requires approval of the Public Works & Building Committee as well as City Council.
- 8) DPW Permits Required: Demolition, Excavation, Drainage, Water Connection (if New), Sewer Connection (if New) and Sewer Assessment. Fees to be waived.
- 9)# Site Work. **No site work may be undertaken until: a) all of the precedent conditions are met; b) the pre-construction meeting with City Staff has taken place; c) the limits of the proposed tree line are marked; and d) all appropriate erosion and sedimentation control structures are in place.** These erosion and sedimentation control measures and the orange fence must be in place prior to the pre-construction meeting in order that they may be inspected at the meeting. Contact the City of Rochester Planning Department to arrange for the pre-construction meeting.
- 10) Performance Guarantee. Not applicable.
- 11) Erosion Control. If needed as determined by the City Engineer, all erosion and sedimentation control structures must remain in place and be maintained until vegetation is established or ground surface is suitably stabilized. Note that the filter fabric on silt fences must be buried at least 12" below the ground surface in order to function properly. Best management practices must be followed for wetlands protection.
- 12) As-Builts. Three sets of full size (measuring at least 22"x34") or black line paper plus one set of 11"x17" plus one digital pdf copy of the as-built site plans (or "record drawings") stamped and signed by the Engineer or Surveyor are to be submitted to the Planning Department prior to issuance of the Certificate of Occupancy (or use/occupancy of the site where no CO is required). The as-built drawings must include the following language or equivalent: "This as-built drawing substantially conforms with the final plans approved by the City of Rochester Planning Board and certified by the Planning and Development Department except for the following significant modifications: ...". If no significant modifications were made simply state "none". Otherwise, itemize the modifications on the as-built or on an accompanying letter. The Department relies on the good judgement and good faith of the Engineer/Surveyor in determining which modifications should be considered significant (for example, minor adjustments in locations of plant materials would not be significant whereas relocation of a catch basin would be).
- 13) Execution. The project must be built and executed exactly as specified in the approved application package unless changes are approved by the City.
- 14) Approval. All of the documentation submitted in the application package by the applicant and any requirements imposed by other agencies are part of this approval unless otherwise updated, revised, clarified in some manner, or superseded in full or in part. In the case of conflicting information between documents, the most recent documentation and this notice herein shall generally be determining.

- 15) Violations. In the event of any violations of these conditions of approval or of any pertinent local, state, or federal laws – such as those regarding erosion and sedimentation control, wetlands, stormwater management, and general site development standards – the City of Rochester reserves the right to take any appropriate permissible action, including, but not limited to, withholding of driveway permits, revocations of permits/approvals, referring violations to other agencies, and calling of bonds.
- 16) Other Permits. It is the responsibility of the applicant to obtain all other local, state, and federal permits, licenses, and approvals which may be required as part of this project. Contact the City of Rochester's Building, Zoning, and Licensing Department at 332-3508 regarding building permits. Please also contact the City of Rochester Fire Department at 330-7182 to ensure that the proposed building meets all Fire Codes. Finally, please contact the Department of Public Works for any stormwater, sewer, or water permits or fees that are required.

(Note: in both sections above, the numbered condition marked with a # and all conditions below the # are standard conditions on all or most applications of this type).

Sincerely,



James B. Campbell, AICP,
Director of Planning & Development

cc: Allen & Major Assoc.
Viewpermit
File



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

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

City of Rochester
Historic District Commission
CERTIFICATE OF APPROVAL

May 21, 2020

RE: 10&14 North Main Street, Rochester, NH Map 120 Lot 361, Downtown Commercial Zone & Historic Overlay District

Dear: Scenic and Salinger LLC., Chinberg Properties:

I am pleased to inform you that the Historic District Commission (HDC) approved your application for the above referenced project at the meeting on May 12, 2020. The application for Certificate of Approval for demolition rear of the building, rehabilitation of existing Scenic and Salinger facades on Main Street portions, and four story addition of apartments in the rear of the building as approved as submitted to the Planning and Development Department.

Please note that this approval is valid for two years from the date of the HDC meeting. Substantial work on the project must commence by May 12, 2022 or this approval will become null and void. Contact the City of Rochester Building, Zoning, Licensing, and Licensing Services Department at 332-3508 for any permits you may need including: demolition, building and mechanical, and sign permit. You will need Special Downtown Review for the parking and potential driveway changes.

It is the applicant's responsibility to obtain any other applicable permits from local, state, and federal agencies. Contact the following City of Rochester Departments:

- Building, Zoning, and Licensing Services Department at 332-3508
- Fire Department at 335-7545
- Department of Public Works at 332-4096.

Thank you for meeting with me and please feel free to contact the Planning and Development Department if you have any questions.

Sincerely,

Michelle Mears, AICP

Senior Planner, City of Rochester

cc: Building, Zoning & Licensing Services
View Permit TPL-20-51
File

July Department Reports:

- 6.1 Assessor's Office P. 59**
- 6.2 Building, Zoning, and Licensing Services P. 61**
- 6.3 City Clerk's Office P. 67**
- 6.4 Department of Public Works P. 71**
- 6.5 Economic & Community Development P. 79**
- 6.6 Finance Office P. 85**
- 6.7 Planning & Development Department P. 91**
- 6.8 Recreation & Arena P. 93**
- 6.9 Rochester Fire Department P. 95**
- 6.10 Rochester Police Department P. 99**
- 6.11 Rochester Public Library P. 121**
- 6.12 Tax Collector's Office *forthcoming***
- 6.13 Welfare Department P. 125**

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City Clerk's Office



City of Rochester, New Hampshire

Assessor's Office

19 Wakefield Street

Rochester, New Hampshire 03867-1915

(603) 332-5109

Email: assessor@rochester.net

Web Site: www.rochesternh.net

August 6, 2020

To: City Manager/Council

From: Jonathan Rice, Chief Assessor

Subject: July Council Report

Revenue Received/Collection Warrants issued:

Property Record Cards & Map Copies	\$	0.00
Current Use Warrants	\$	97,812.00
Timber Warrants	\$	1,385.29

- CAMA software conversion with Vision Government Solutions Inc. is ongoing
- Our office continues to qualify and process timely filed applications for exemption and credits. There were a total of 86 new elderly/disabled exemption applications received, to date 64 have been approved and 5 have been denied. There were a total of 129 new Veterans service and disabled Veterans credit applications, with 107 granted and 22 denials.
- Two Assessing staff members attended a virtual program, called *Roadmap for Supervisor Success* provided by Primex.
- All map related changes (subdivisions, lot line revisions, lot combinations, site plans, etc.) for the 2020 tax year have been processed and sent to mappers for map revisions.
- All Rochester sales continue to be validated in preparation of conducting a ratio study for equalization this fall.

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City Clerk's Office

End of Month Council Report

08/13/2020

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

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

- **Disclaimer Due to a new software implemented on 7/30/20 the totals of this report may vary slightly for July and August.**

Department Revenue

Permit Type	July 2020	Year to Date
Building Permits	\$30,954.00	\$29,880.00
Electrical Permits	\$2,294.00	\$2,238.00
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$2,093.00	\$1,983.00
Zoning Permits	\$207.40	\$207.40
FireSuppression Permits	\$0.00	\$0.00
FireAlarm Permits	\$0.00	\$0.00
Sprinkler Permits	\$479.00	\$579.00
Mechanical Permits	\$1,649.00	\$1,424.00
Food_Milk Licenses	\$2,025.00	\$2,025.00
Taxi Licenses	\$0.00	\$0.00
General Licenses	\$70.00	\$70.00
Net Revenue	\$39,771.40	\$38,406.40

End of Month Council Report

08/13/2020

Building Permit Detail

New Permits		July 2020		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Non-Residential	0	\$0.00	0	\$0.00
	Addition - Residential	1	\$36,250.00	1	\$36,250.00
	Alteration - Residential	12	\$311,671.00	12	\$311,671.00
	Alterations- Non Residential	3	\$249,000.00	3	\$249,000.00
	Apartment	0	\$0.00	0	\$0.00
	Barn	0	\$0.00	0	\$0.00
	Building - Non-Residential	0	\$0.00	0	\$0.00
	Condo	11	\$990,000.00	11	\$990,000.00
	Deck	9	\$39,333.00	9	\$39,333.00
	Demolition	0	\$0.00	0	\$0.00
	Fence	14	\$53,849.59	14	\$53,849.59
	Footing/ Foundation	9	\$10,000.00	9	\$10,000.00
	Garage	2	\$37,000.00	2	\$37,000.00
	Impact Fees	2	\$0.00	2	\$0.00
	Manufactured Home	2	\$140,000.00	2	\$140,000.00
	New Home	2	\$290,000.00	2	\$290,000.00
	Other	0	\$0.00	0	\$0.00
	Pool - Above Ground	5	\$53,600.00	5	\$53,600.00
	Pool - In Ground	1	\$12,500.00	1	\$12,500.00
	Repair/Replace - Non-Residential	1	\$50,000.00	1	\$50,000.00
	Repair/Replace - Residential	3	\$21,750.00	3	\$21,750.00
	Roofing	11	\$95,985.00	11	\$95,985.00
	Shed	6	\$24,325.00	6	\$24,325.00
	Siding	3	\$25,100.00	3	\$25,100.00
	Sign	3	\$1,955.00	3	\$1,955.00
	Windows	4	\$23,903.00	4	\$23,903.00
Electrical Permits	Electrical Underground	0	\$0.00	0	\$0.00
	Generator	2	\$20,406.00	2	\$20,406.00
	Low Voltage	0	\$0.00	0	\$0.00
	Meters	2	\$1.00	2	\$1.00
	Service	5	\$12,390.00	5	\$12,390.00
	Solar Electric System	3	\$41,046.00	3	\$41,046.00

End of Month Council Report

08/13/2020

	Temp Service	0	\$0.00	0	\$0.00
	Wiring	30	\$135,180.00	30	\$135,180.00
FireAlarm Permits	Fire Alarm Permit	0	\$0.00	0	\$0.00
FireSuppression Permits	Fixed Fire Suppression System	0	\$0.00	0	\$0.00
Mechanical Permits	Air Conditioning	7	\$48,291.00	7	\$48,291.00
	Furnace/Boiler	7	\$69,208.00	7	\$69,208.00
	Gas Line	0	\$0.00	0	\$0.00
	Gas Piping	1	\$1,395.00	1	\$1,395.00
	Heating	0	\$0.00	0	\$0.00
	Hot Water Heater	1	\$15,000.00	1	\$15,000.00
	Mechanical Underground	0	\$0.00	0	\$0.00
	Other	0	\$0.00	0	\$0.00
	Pressure Testing	1	\$500.00	1	\$500.00
	Propane Tank	6	\$3,895.00	6	\$3,895.00
	Sheet Metal Work	0	\$0.00	0	\$0.00
	Tank Installation	0	\$0.00	0	\$0.00
	Ventilation	1	\$10,000.00	1	\$10,000.00
Plumbing Permits	Plumbing	16	\$568,293.00	16	\$568,293.00
	Water Heater	3	\$14,345.00	3	\$14,345.00
Sprinkler Permits	Fire Sprinkler Systems	2	\$14,500.00	2	\$14,500.00
	Total Permit Issued	191	\$3,420,671.59	191	\$3,420,671.59

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City Clerk's Office



City of Rochester, New Hampshire

Department of Building, Zoning & Licensing Services

ZONING MONTHLY REPORT - JULY 2020

Motion to Rehear:

Z-20-9 EIP Communications I, LLC applicant seeks *Special Exception* to permit construction, operation and maintenance of wireless communications facility including without limitation 150' tower, associated radio communications equipment and fenced compound in the Agricultural Zone

Location: 133 Blackwater Rd, Rochester, NH 03867, MLB 0257-0024-0000 in the Agricultural Zone

Motion to Rehear was DENIED

Variance Extension Request:

Z-18-12 717 Columbus Avenue, LLC applicant for a *Variance* to permit a gas station, convenience store and restaurant with a drive-through in the Neighborhood Mixed Use Zone. According to Article 42, Table 18-B and Table 18-C.

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

Variance Extension was APPROVED

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City Clerk's Office



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



City Clerk's Report July 2020

Vital Statistics

As reported in the revenue chart below, the City Clerk's staff issued 166 initial copies of vital records, and 137 subsequent copies of vital records in the month of July. The City Clerk's staff issued 23 Marriage Licenses.

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

- 16 births were reported in Rochester during the month of June, 7 of these children were born to Rochester residents.
- 25 resident deaths were reported in Rochester.
- 6 couples celebrated their wedding ceremonies in Rochester during the month of June.

Revenue – Vital Records/Marriage Licenses

	2019		2020	
	State	City	State	City
Initial/Subsequent copies:	\$3,248	\$2,972	\$2,013	\$1,847
Marriage Licenses:	\$1,118	\$182	\$989	\$161
Total:	\$4,366	\$3,154	\$3,002	\$2,008

The City Clerk's Office is open for walk-in business. Our office is open between the hours of 8:00 AM – 5:00 PM. We intend for the hours of 8:00AM – 9:00 AM to be reserved for seniors and high risk populations. We will be closed between the hours of 1:00 PM – 2:00 PM.

Dog Licensing

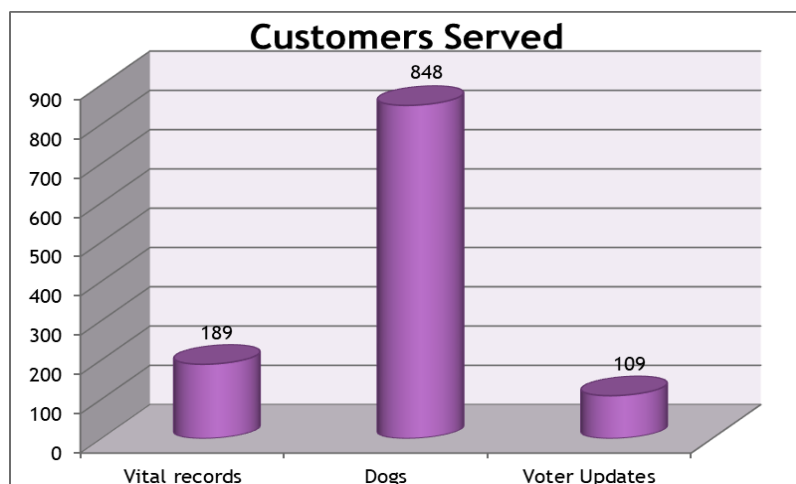
The City Clerk's office licensed 848 dogs during the month of June. There were \$75 in Civil Forfeiture fees collected for dogs unlicensed from the prior fiscal year. As of July 1st, there was an additional \$1 penalty fee added to the \$1 penalty fee from June 1st. The Animal Control officer has been working diligently to contact owners of unlicensed dogs in order to facilitate their licensing prior to the civil forfeiture fees being issued. All dogs who remain unlicensed through the end of July will receive this civil forfeiture fee of \$25 per dog as well as a summons from the Animal Control Officer.

All Rochester residents owning dogs are required to have their dog updated on rabies vaccination and have their dog licensed with the City by April 30 of each year as mandated by RSA 466:1. The State of NH announced there would be no extension of the dog licensing deadline due to COVID-19. The City is unable to waive any penalty fees because said fees are issued by the State. Those residents needing to have their dogs vaccinated have multiple options as low-cost clinics have begun to reopen. Although the City or Rochester did not host our annual rabies clinics this year due to COVID-19, the Pope Memorial Humane Society has hosted drive-thru rabies clinics with more scheduled for the future. The majority of local veterinarians have also continued to operate throughout the pandemic to offer vaccinations and medical care.

Residents needing to license their dog(s) who would prefer to avoid coming to City Hall can license in one of several other ways:

- Visit our online dog licensing portal [Dog Licensing](#) for payment via credit card or ACH
- Send check or money order to the City Clerk's office
- Drop off a payment utilizing the drop box on the Revenue Building at 19 Wakefield Street
- Licensing over the phone via credit card during office hours Monday through Friday 9 am – 5pm

Customers Served during the month of July 2020



Elections

The City Clerk's Office continues to be incredibly busy preparing for the upcoming September 8, 2020 State Primary as well as the November 3, 2020 General election amid the uncertainty caused by COVID-19. City Clerk Kelly Walters and Deputy City Clerk Cassie Givara have been attending regular informational sessions hosted by the Secretary of State Election Division and the Attorney General's Office. These sessions are designed to keep all clerks and election officials up to date on the latest guidance for operating our elections during COVID. Our office is working with the State to ensure that our six polling places will be safe and manageable for both voters and staff. The State will be supplying each municipality within the state with adequate amounts of sanitizer, masks, gloves, and other relevant PPE to outfit each polling place. Voters will also receive their own new pen for marking their ballots which they will then take with them upon leaving the polls to avoid cross contamination. While the physical polling locations will be open and available in all 6 of our City wards, the procedures and appearance will be slightly altered to allow for social distancing and voter safety.

Due to the Governor's executive order allowing COVID-19 to be used as an option for voting absentee, the City Clerk's office has seen a great increase in requests for absentee ballots. We are currently dealing with an extremely high volume of election inquiries, paperwork and absentee requests coming into our office. The Clerk's office has brought on additional part-time staff members solely to handle the high election-related workload, such as new voter registrations and processing of absentee ballot requests. The absentee ballots for the September 8 Primary were received into our office at the end of July and with the help of our additional staff, we were able to send out over 400 ballots within our first two weeks. The City Clerk's Office is closely following new proposed legislation which may modify the way absentee ballots are allowed to be received and processed prior to the election.

A listing of all candidates for the September 8, 2020 Primary can be found on the Secretary of State's website [September 8, 2020 State Primary](#)

Voter registration summary by party as of July 31, 2020:

Ward	Democrats	Republicans	Undeclared	Totals
1	1,154	1,190	1,426	3,770
2	1,082	1,143	1,562	3,787
3	1,176	1,258	1,315	3,749
4	1,006	830	1,588	3,424
5	1,042	1,133	1,389	3,564
6	1,169	849	1,191	3,209
Totals:	6,629	6,403	8,471	21,503

Respectfully submitted,

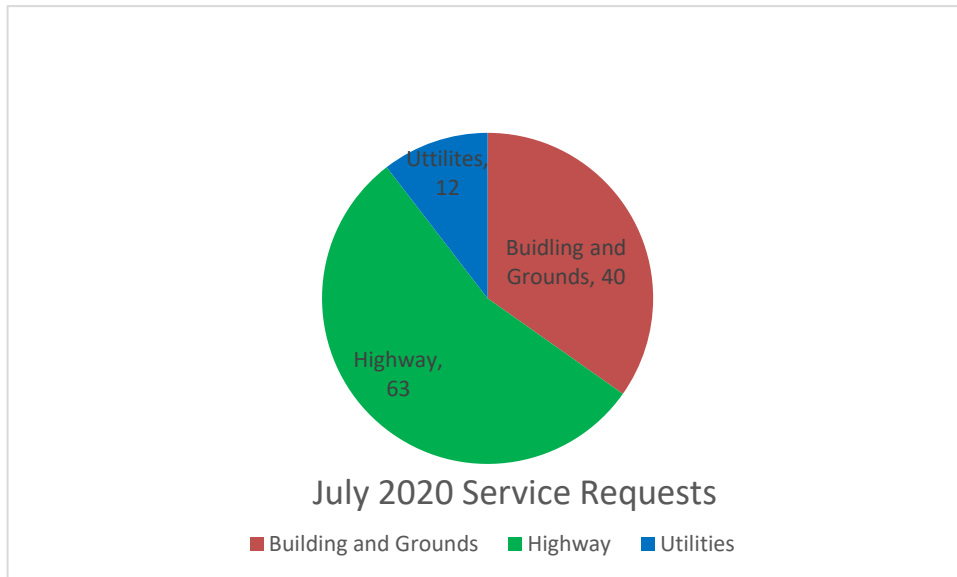
Cassie Givara, Deputy City Clerk

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City Clerk's Office

ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT July 2020

In addition to the scheduled work performed, the Department of Public Works responded to approximately 115 requests for service in the month of July. The Highway Division had 63 requests that ranged from pothole repairs, traffic light maintenance, clean storm drain, repair culverts, replace missing street signs and trash that was dumped on the side of the road. The Utilities Division responded to 12 requests including sewer concerns, water and sewer inspections, and daily dig safe mark outs. Buildings and Grounds Department completed 40 service requests including street-light repairs, filling janitorial supply orders for departments, unclogging drains, fixing leaky pipes, repair a water fountain, replace light bulbs, cleaning and disinfecting buildings, water and mulch Adopt A Spots and mowing city maintained property.



HIGHWAY & FLEET MAINTENANCE WORK COMPLETED:

- Patch pot holes
- Repaired 6 catch basins and cleaned 50 catch basins
- Swept streets in the city
- Continue to trim sides of roads with the flail mower
- Continue to paint crosswalks and intersections
- Finished installing way finding signs in the down town area
- Cleaned out three Vortech units
- Graveled Shaw Drive, Sampson Road, Chestnut Hill Road, Ten Rod Road and Cross Road
- Hydro seed Thomas Street and Franklin Street
- Paved Bradley Street
- Replaced 200' of 12" drain line on Thomas Street
- Repaired and installed street signs through-out the City
- Installed drain culvert and ditch line on Franklin Street
- Repaired drain line on Columbus Avenue
- Brush trimming overhang through-out the City
- Repaired hydraulic system on street sweeper #13
- Replaced bearings and mount plate on the flail mower #38
- Repaired exhaust pipe on six wheel dump #17
- Replaced door bracket on one ton dump #23
- Replaced springs on six wheel dump #17
- Replaced springs on six wheel dump #10
- Repaired hole in the cab of six wheel dump #16
- Replaced bucket couplers on backhoes #36 and #46

- Repaired water plant walk behind mower
- Replaced brakes and LOF truck #1
- Repaired generator at the Gonic fire
- Small repairs on some of the small generators
- Started state inspection (9 completed)
- Lube, oil and filter service on 5 vehicles
- Several minor repair on several vehicles
- Several minor repair on several small equipment



Culvert Work



Gravel Work



Gravel Work



Columbus Avenue Culver

UTILITIES DIVISION

Utilities Division completed 12 service requests which included performing monthly maintenance on sewer cleaning in problematic areas. There was 243 utility mark outs for dig safe, staff responded to emergency sewer backups and water main repairs. The continuity the yearly hydrant painting. Staff replaced and adjusted 21 sewer manhole frames and covers for DOT paving projects on Washington Street and Rochester Hill Road. Staff also cut and capped waterlines that run under the RR tracks from Old Farm Lane to Museum Way. A new fire hydrant at the end of Old Farm Lane on Signal Street by Dynasty parking lot was installed. A new light equipment operator has been hired and will start August 10, 2020.



New Fire Hydrant at the end of Old Farm Lane

BUILDING AND GROUNDS DIVISION

Building and Grounds Division completed 40 work requests including street-light repairs, filling janitorial supply orders for departments, changing light bulbs, unclogging drains, fixing leaky pipes and ceiling tiles. Staff has completed many projects including painting the exterior of the Hanson Pines, Gonic and East Rochester Pool buildings. Renovations were made to business office and IT locations. Benches were installed outside of the Revenue Office so people would have a place to sit while waiting for their turn to be helped. Staff have been watering and mulching the Adopt A Spots and continue lawn maintenance on the City's maintained properties.



East Rochester Pool



Hanson Pines Pool



Gonic Pool



Business Office & IT Renovations



Benches installed in front of the Revenue Office

WASTEWATER TREATMENT DIVISION

Items that were completed during the month of July: We continue to work closely with a number of Great Bay watershed communities in response to EPA's Draft Great Bay Total Nitrogen Permit. Dewatering and Chemical storage buildings continue to move forward – albeit very slow. Route 11 pump station upgrade – utility poles have been placed still waiting for Eversource to run power lines. Working with industries on various issues. Herbicide application on rip-rap completed. NHDES Underground Storage Tank and Dam Bureau inspections completed. CO2 fire suppression system maintenance started. Generator repairs completed at Airport Dr pump station. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation at the WWTF and pump stations. All required testing for EPA and DES completed and submitted. Average effluent flow for the month was 1.870 million gallons per day (MGD). Percent of design flow = 37.2%. Percent of design flow for 2020 = 68.1%. Precipitation for the month = 2.45". Precipitation for the 2020 = 20.81".

WATER TREATMENT DIVISION

Treated water volume for the month of July was approximately 73.5 million gallons from the surface water treatment facility and 4.4 million gallons from the well for a total of 77.9 million gallons delivered to our customers. All water quality testing and monitoring was completed in accordance with NHDES requirements. We are pleased to report that the City of Rochester again met all State and Federal standards for drinking water. Watershed inspections were conducted throughout the entire reservoir system. We found evidence of Huckleberry Finn in the area and commandeered his raft. The Tufts Pond Dam and intake pipelines were inspected by professional divers; report is pending. Weather instruments recorded 1.5 inches of rainfall at the reservoir. Our storage remains at healthy levels though the US Drought Monitor has continued to categorize our region as being in a moderate drought. We are fighting beaver activity downstream of the diversion structure which is affecting our Kristy Lane flow gage accuracy. Equipment and grounds maintenance was performed at the plant, well and tanks/stations. Exterior inspections of the tanks, overflows, altitude valves, and foundation elastomers was conducted. Maintenance at the well included electrical repairs to the PLC rack and terminal buss, grounds keeping and raw water line flushing. Maintenance at the WTF included boiler and pressure vessel inspections, repairs to the permanganate system and phosphate day tank, pilot media replacement project for the sand filter, cleaning of telescoping valve box #1, replacement of the carbon filter chemical wash injection pump and cleaning of the clear well and effluent channels. Finish water output remained high this month. Our treatment optimization continues as we manage increased dissolved color and organic carbon due to the lack of precipitation. Staff participated in a webinar on Arsenic and Manganese treatment. Development and review of the water audit and demand analysis continued this month. Lead and Copper Sampling reminder letters were distributed for collection in August. Seasonal distribution system valving and water age mitigation continued.



Picking up our new raft graciously donated by Huckleberry Finn



Beaver blockage downstream of Kristy Lane

ENGINEERING

- **Asset Management:** The City continues to work with the selected vendor for the new Asset Management software for implementation; the software is now available for use by staff and a formal “go live” date will likely be set in the coming months. Efforts continue to improve the GIS data layers for City infrastructure, including the City’s stormwater network and catchment areas, which are required by the MS4 Permit. Staff continue to populate more detailed information such as asset age, material and condition on all of our assets and coordinate with our consultants to develop baseline information related to our water, sewer, stormwater systems' “level of service”, “likelihood of failure”, “consequence of failure” and “life cycle cost analysis”.
- **Colonial Pines Sewer Extension:** Phase 2 includes extension of the sewer from Birch Drive across Old Dover Road to Juniper Street, Towle Street, Vinewood Lane, Susan Lane, Hickory Lane, and a portion of Hillside Drive. The scope of the Phase 2 construction has now been modified to include sewer on Wildwood Lane and a portion of Tingley Street, as well as drainage improvements within the project area. All of the sewer main and drain pipe installation work in Phase 2 has now been completed and more than 85% of the homes have been connected to the new public sewer mains. Most of the roadway in the project area has now been base-paved as of the end of July. Substantial completion of Phase 2 is expected in the next month or two. Funding for Phase 3 of this multi-phased sewer extension program has been approved in the FY20 & FY21 CIP budgets. Additional funding for a final phase of sewer extension and drainage improvements will be requested in the FY22 CIP budget.
- **Gonic Brickyard – Soil Remediation:** The NHDES Petroleum Reimbursement Fund has approved funding for soil remediation at the City-owned Gonic Brickyard site on Pickering Road. Bids were received in July. Contract is anticipated to be awarded in August. Work is expected to be completed in 2020.
- **10-16 Wallace Street – Soil Remediation:** The City has been awarded NHDES Brownfields Grant funds for soil remediation at the 10-16 Wallace Street – Former Advanced Recycling site. This project was advertised for bids in July; bids will be received and opened in August. Work is expected to be completed in 2020.
- **Four Rod Road Culvert Rehabilitation:** This 6’-11”x10’8” arched corrugated metal pipe is considered a “Red-Listed Bridge” by NHDOT and in need of repair. This rehabilitation project proposes the application of a geopolymer liner on the inside of the existing pipe. This project was advertised for bids in July; bids will be received and opened in August. Work is expected to occur in 2020.
- **Portland Street Twin Culvert Replacement:** This twin 36” corrugated metal pipe culvert is at end of life and in need of replacement. This project will replace these culvert pipes with twin 36” reinforced concrete pipes that are re-aligned with the stream and will provide a widened shoulder for future sidewalk

installation. This project was advertised for bids in July; bids will be received and opened in August. Work is expected to occur in 2020.

- **Pavement Maintenance & Rehabilitation:** The FY20 Paving list includes: Chapman, Huckins, Jonathan, and portions of Columbus, Cross and Salmon Falls Road. Paving work is anticipated to begin on Salmon Falls Road in mid-August of 2020.
- **Strafford Square Roundabout:** Final design continues. Bidding of the roundabout construction contract is now anticipated for winter of 2020/2021. Prior to that contract and in preparation for that construction, a utility infrastructure contract is anticipated to be bid and constructed beginning in 2020. Right-of-way and easement negotiations are close to being finalized in preparation for the construction contracts.
- **Granite Ridge Development – Phase 2:** NHDOT has responded to the revised traffic impact analysis study of November 2019 and has requested further revisions. Further discussion with NHDOT and Waterstone in the coming months will direct the development of a design package for bidding of the public infrastructure to be constructed with TIF funds per the Developers Agreement. Construction is currently anticipated in 2021.
- **Granite State Business Park Water Main Interconnection:** Construction of the water main in Shaw Drive began in January 2020. Installation of the water main was completed in April; and testing, acceptance and water service installation work were completed in May. A substantial completion walk-through was completed in early June. Final paving for the project was completed in July. The contractor is completing final punch list items.
- **Water Treatment Plant Residuals Disposal:** An evaluation of alternatives has determined that the most cost effective method of disposal of residuals generated at the Surface Water Treatment Plant is an upgrade of the existing pipeline and addition of an attenuation tank. Design of the attenuation tank has begun. Funds for the implementation of this upgrade have either been approved in CIP budgets previously or will be requested in upcoming CIP budgets over the next few years.
- **WWTF Biosolids Dewatering Facility & Carbon Storage and Feed Building:** Construction of this project commenced in October 2019. Construction is expected to continue through 2020 and into 2021, with Final Completion currently anticipated in March 2021.
- **River Street Sewer Pump Station Upgrade:** Construction has begun and is expected to be substantially completed in early 2021.
- **Route 11 Sewer Pump Station Upgrade:** The 90% design documents have been reviewed. This project is expected to be ready for bid advertisement in the next couple of months. Construction duration is anticipated to be one year.
- **WWTF Upgrades (various projects):** There are several projects on-going at the WWTF: Soda Ash System Replacement, Aeration System Automation, Aeration Basin Sidewall Blower Tie-in (Iris Valve), Mechanical Mixers and Programmable Logic Controllers (PLC) Replacement. All of these projects are expected to be completed in 2020.
- **Wastewater Interceptor Upgrades:** A Basis of Design Report has been received from the design consultant. This report summarizes alternatives and recommends a sewer collection system master plan before proceeding with final design. Funding for a Sewer System Master Plan was approved with the FY19 CIP Budget; consultant selection process will commence in the coming months.
- **NPDES Permits - Wastewater Treatment Facility & MS4 Permit (Stormwater):**
 - In January 2020, USEPA Region 1 published in the Federal Register a draft General Permit for total nitrogen (TN) loading in the Great Bay Estuary watershed. This draft permit would add a TN load limit to the WWTF effluent, require a Nitrogen Optimization Plan and require contribution to the cost of a monitoring program in the estuary, as well as an optional non-point source/stormwater point source reduction pathway. Comments on the draft general permit were submitted to EPA in early May 2020. In July, Rochester officials had a video conference call with the USEPA Region 1 Administrator and other EPA and NHDES staff to express concerns with the General Permit as drafted.
 - As far as the City's individual National Pollutant Discharge Elimination System (NPDES) Permit for the Wastewater Treatment Facility (WWTF), a new draft permit has not yet been issued by USEPA Region 1.

- And, as far as the Municipal Separate Storm Sewer System (MS4) NPDES General Permit for stormwater, the 2017 NH Small MS4 General Permit, issued by USEPA Region 1, became effective on July 1, 2018; on September 28, 2018, the City submitted a Notice of Intent (NOI) to comply with this MS4 General Permit; and on June 12, 2019, the City was granted authorization by USEPA Region 1 to discharge stormwater from Rochester's MS4 under this permit. The first annual report for the MS4 permit was submitted to EPA in September 2019. With the end of Year 2 in June 2020, a second annual report is now being prepared for submission in September 2020.
- **New DPW Facility:** The construction contract was awarded in January 2020. A pre-construction meeting was held in early May and construction began in late May. A Groundbreaking ceremony was held on June 30th. Construction of the facility is anticipated to continue through September 2021.

Economic & Community Development



7/31/2020

MANAGEMENT REPORT



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

Community Development Report, Written by Julian Long



ECONOMIC DEVELOPMENT DEPARTMENT

MICHAEL SCALA, DIRECTOR OF ECONOMIC DEVELOPMENT

PROJECTS IN THE PIPELINE

Director Scala and Specialist Marsh continue to attend weekly economic development update meetings coordinated by Strafford Regional Planning where Seacoast ED groups discuss strategies and programs beneficial to local businesses during the current crisis.

MICROLOAN PROGRAM

We have not been approached by any businesses that would require assistance from this program, but ED still has capacity to fund another round if required.

SCENIC/SALINGER

The demolition of the Scenic / Salinger was completed on July 29. Transfer of title was completed shortly thereafter. Chinburg Properties plans on beginning work the first week of September.

GRANITE RIDGE DEVELOPMENT DISTRICT – WATERSTONE PROPERTIES GROUP, PHASE II

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

WAYFINDING (Phase II)

Specialist Marsh and Director Scala continue to work out the details of Phase II of the Wayfinding project. This phase will include both vehicular and pedestrian directional targeting various locations in and around downtown.

GRANITE STATE BUSINESS PARK

The sale of 145 Airport Drive to LDI Solutions was completed on July 30. LDI/REDC loan documents signed the same day. Construction to begin within the next few weeks.

Prep Partners has submitted an offer for Lot 21-2 adjacent to their recent purchase. Their plan is to construct a 25k sf. logistics center. Site work on their first lot should begin by next

month.

55 Main (Hoffman Building)

Phase I completed with no findings. Market Study set to begin in August. Both the Phase I and Market Study will be funded through Brownfields money from the EPA.

A market study is being conducted by Sullivan and Associates with an estimated delivery date of October 2020.

JENN MARSH, ECONOMIC DEVELOPMENT SPECIALIST

INCENTIVES

Economic Revitalization Zones (ERZ): The Governor signed omnibus bill HB 1558 which extends the ERZ program through January 1, 2028. Rochester has 6 designated zones and businesses have taking advantage of these credits. LDI and Prep Partners will most likely be applying for these credits in 2022 for the 2021 calendar year.

RSA 79E: Jenn has been working closely with Chinburg Properties on their application for 10-14 North Main Street. Chinburg Properties will be presenting to the Community Development Committee on August 17th before the August 18th City Council public hearing and second reading.

RIVERWALK

Jenn worked with the Recreation Department and Public Works to prepare for the installation of the Kayak Launch. Public Works will be installing dam warning signs before the launch goes in on the arched bridge. Once installed the Recreation Department will be overseeing the launch area and working with the Riverwalk Committee on future projects on city property. Jenn will be presenting a draft list of rules and regulations to the Public Safety Committee in August.

ROCHESTER FARMERS MARKET

The location of the Farmers Market will be changing for the month of September. The Community Center parking lot has worked out great however, with school reopening in September the lot will be needed for parking. In September the Farmers Market will open at the Common. This year they will be on the infield closer to Arthur's Market. The farmers can drive onto the infield and unload their goods without the assistance of volunteers and minimizing the number of people handling the products.

OUTDOOR DINING

Staff is still working to bring more edits to the outdoor dining ordinance to the Codes and Ordinance Committee. The plan is to have staff review the entire ordinance and bring recommended changes to Codes and Ordinance this fall for review.

JULIA LIBBY, EXECUTIVE SECRETARY

VIEWPIONT CLOUD – SOFTWARE IMPLEMENTATION

Over the course of July Julia worked on getting the software ready for go live. There was a second End User training for employees and Julia also met with other City employees looking for additional training on numerous occasions.

The heavy user testing period lasted six weeks and View Point Cloud went live on July 30th. Since then it has been helping other City employees if they need it and fixing minor issues that have come up.

MARKETING

Julia worked on putting together a few different options of a logo for the REDC committee which they will decide on at their next meeting.

OTHER

Secretary Julia created new purchase orders for anticipated purchases and renewals for the new fiscal year.

JULIAN LONG, CDBG COORDINATOR & GRANTS MANAGER

CDBG PROGRAM

COVID-19: There are a number of weekly conference calls organized by HUD, national homeless coalitions, and other organizations about the ongoing response to the COVID-19 pandemic. The Community Development Coordinator has been attending these calls and forwarding guidelines and resources to Rochester CDBG subrecipient and other regional social services providers. The Community Development Coordinator also continues to track potential funding opportunities for both the city and regional social services providers.

FY 2020-2025 Consolidated Plan: HUD has approved the City of Rochester's FY 2020-2025 Consolidated Plan, along with the FY 2021 and CDBG CARES Act funding allocations. The Community Development Coordinator has had the City Manager sign the required HUD grant documents and returned to HUD.

FY 2020 Consolidated Annual Performance and Evaluation Report (CAPER): Per HUD rules and regulations, the CAPER must be submitted within 90 days of the end of the program year (that is, by September 30th). The draft CAPER is attached to this report as an electronic attachment. The public service agency performance goals and housing rehabilitation performance goals were met or exceeded during FY 2020, but there are several delayed and postponed public facilities projects. HUD is anticipating unmet or undermet performance goals for FY 20 due to the

ongoing COVID-19 pandemic, and it is anticipated that the delayed and postponed public facilities projects will be completed within FY 2021.

FY 2020 CDBG Projects: A few FY 2020 construction projects have been delayed due to the ongoing COVID-19 pandemic and other factors. The Riverwalk Committee kayak launch was installed the week of August 2nd and covered in Foster's Daily Democrat. The Rochester Child Care Center fire sprinklers project is on hold while the Fire Department and the project contractor discuss the required specifications for the project. The Historic District Commission Façade Improvement Grants project has awarded funding for three downtown improvement projects but still has funds remaining; the Commission would like to use these funds in FY 2021 to pursue further downtown projects. The My Friend's Place generator project has been placed on hold while the agency obtains necessary electrical engineering designs, which the agency is coordinating with the City of Dover's CDBG program.

New England Housing Forum: The Community Development Coordinator attended a New England-specific housing forum online conference hosted by HUD in late July. The conference covered topics related to homelessness, eviction prevention, fair housing, and veterans' housing needs.

HUD August 2019 Site Monitoring: HUD has requested another round of revisions to the draft CDBG financial policies and procedures drafted as part of the City of Rochester's corrective action. The Community Development Coordinator is revising the financial policy accordingly.

NON-CDBG ACTIVITIES

Federal and State COVID-19 Grants: The Community Development Coordinator has been tracking COVID-19 grant opportunities and sharing information with relevant city departments. The Community Development Coordinator has also been working with Deputy City Manager Katie Ambrose to submit the July reimbursement request for state GOFERR municipal funding and supporting documentation and to accept the Bureau of Justice Assistance grant for Police Department funding.

NH State Council for the Arts: The Community Development Coordinator assisted the Planning Department to draft and submit a grant application to the New Hampshire State Council for the Arts. The grant application requests funding for downtown public art.

EMPG Grant: The Community Development Coordinator submitted the July 2020 quarterly progress report. This grant has funded Emergency Operations Center technology for the Fire Department.

VOCA Grant: The Community Development Coordinator submitted the July quarterly financial report for July. This grant has funded the Legal Department's victim witness advocacy program.

REPORT ATTACHMENTS

Draft FY 2020 Consolidated Annual Performance and Evaluation Report –

https://www.rochesternh.net/sites/g/files/vyhlf1131/f/uploads/py_2019_caper_rochester_nh_draft1.pdf

“New accessible kayak, canoe launch opens in Rochester,” *Foster’s Daily Democrat* –
<https://www.fosters.com/news/20200806/new-accessible-kayak-canoe-launch-opens-in-rochester>

79 E Application – 10-14 North Main St.

<https://www.rochesternh.net/sites/g/files/vyhlf1131/f/agendas/cc20200804agpkt.pdf> (pp. 155-200)

FINANCE COMMITTEE

Agenda Item

08/13/2020

Agenda Item Name: Monthly Financial Statements Summary – as of July 31, 2020

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

Name of Person Submitting Item: Mark Sullivan Deputy Finance Director

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

Meeting Date Requested: August 11, 2020

Issue Summary Statement

The July 31, 2020 financial summary reports are attached. Below are the revenues Finance will continue to track and provide updates during FY21.

Motor Vehicle Registrations

Waste Management Host Fees

Building Permits

Interest Income

Interest on Delinquent Taxes

State of NH Rooms & Meals

Water-Sewer User Fee payment

Highway Block Subsidy

Summary: The budget freeze has ended, our cash holdings are in a good position. Finance will monitor all FY21 revenue and expense activities.

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YEAR-TO-DATE BUDGET REPORTP 1
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FOR 2021 01

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
<hr/> 1000 GENERAL FUND <hr/>						
11011 ECONOMIC DEVELOPMENT REVENUE	0	0	0	401.70	-401.70	100.0%
11031 CITY CLERK REVENUE	124,850	0	124,850	12,036.35	112,813.65	9.6%
11061 BUSINESS OFFICE REVENUE	250,000	0	250,000	2,159.42	247,840.58	.9%
11062 BUSINESS OFFICE REVENUE	1,000	0	1,000	.00	1,000.00	.0%
11071 TAX COLLECTOR REVENUE	33,409,885	0	33,409,885	448,969.84	32,960,915.16	1.3%
11072 TAX COLLECTOR REVENUE	3,308	0	3,308	2,971.00	337.00	89.8%
11081 GENERAL OVERHEAD REVENUE	3,460,991	0	3,460,991	52,126.96	3,408,864.04	1.5%
11082 GENERAL OVERHEAD REVENUE	2,186,077	0	2,186,077	.00	2,186,077.00	.0%
11101 PLANNING	18,250	0	18,250	.00	18,250.00	.0%
11201 REV LEGAL OFFICE	50,000	0	50,000	.00	50,000.00	.0%
12011 POLICE CITY REVENUE	363,479	0	363,479	13,368.90	350,110.10	3.7%
12021 FIRE CITY REVENUE	25,500	0	25,500	485.00	25,015.00	1.9%
12022 FIRE STATE REVENUE	41,812	0	41,812	.00	41,812.00	.0%
12031 DISPATCH CENTER	60,982	0	60,982	.00	60,982.00	.0%
12041 CODE ENFORCEMENT REVENUE	244,210	0	244,210	26,465.40	217,744.60	10.8%
13011 PUBLIC WORKS REVENUE	35,400	0	35,400	917.00	34,483.00	2.6%
13012 STATE HIGHWAY SUBSIDY	519,175	0	519,175	.00	519,175.00	.0%
14011 WELFARE REVENUE	2,500	0	2,500	22.99	2,477.01	.9%
14021 RECREATION REVENUE	60,050	0	60,050	200.00	59,850.00	.3%
14031 LIBRARY REVENUE	10,800	0	10,800	182.11	10,617.89	1.7%
TOTAL GENERAL FUND	40,868,269	0	40,868,269	560,306.67	40,307,962.33	1.4%
<hr/> 5001 WATER ENTERPRISE FUND <hr/>						
510001 WATER WORKS REVENUE	6,710,052	0	6,710,052	463,986.07	6,246,065.93	6.9%
TOTAL WATER ENTERPRISE FUND	6,710,052	0	6,710,052	463,986.07	6,246,065.93	6.9%
<hr/> 5002 SEWER ENTERPRISE FUND <hr/>						
520001 SEWER WORKS REVENUE	7,945,222	0	7,945,222	370,586.00	7,574,636.00	4.7%
520002 SEWER WORKS REVENUE	396,081	0	396,081	.00	396,081.00	.0%
TOTAL SEWER ENTERPRISE FUND	8,341,303	0	8,341,303	370,586.00	7,970,717.00	4.4%
<hr/> 5003 ARENA ENTERPRISE FUND <hr/>						

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 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

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FOR 2021 01

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
530001 ARENA REVENUE	416,031	0	416,031	.00	416,031.00	.0%
TOTAL ARENA ENTERPRISE FUND	416,031	0	416,031	.00	416,031.00	.0%
6000 COMMUNITY CENTER SP REV FUND						
600001 COMMUNITY CENTER REVENUE	889,241	0	889,241	63,340.42	825,900.58	7.1%
TOTAL COMMUNITY CENTER SP REV FUND	889,241	0	889,241	63,340.42	825,900.58	7.1%
GRAND TOTAL	57,224,896	0	57,224,896	1,458,219.16	55,766,676.84	2.5%

** END OF REPORT - Generated by Mark Sullivan **

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YEAR-TO-DATE BUDGET REPORTP 1
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FOR 2021 01

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1000 GENERAL FUND							
11000051 CITY MANAGER	409,559	0	409,559	28,607.02	11,797.11	369,154.87	9.9%
11012351 ECONOMIC DEVELOPMENT	512,693	0	512,693	43,749.61	31,515.80	437,427.59	14.7%
11020050 IT SERVICES	897,327	0	897,327	72,573.32	100,131.96	724,621.72	19.2%
11030051 CITY CLERK	334,501	0	334,501	24,647.62	44,031.45	265,821.93	20.5%
11040050 ELECTIONS	70,168	0	70,168	3,235.24	10,294.00	56,638.76	19.3%
11050070 ASSESSORS	570,520	0	570,520	37,561.44	29,563.83	503,394.73	11.8%
11060051 BUSINESS OFFICE	608,770	0	608,770	72,179.30	7,793.45	528,797.25	13.1%
11063151 HUMAN RESOURCES	225,528	0	225,528	16,043.42	18,126.86	191,357.72	15.2%
11070070 TAX COLLECTOR	379,761	0	379,761	46,149.78	6,490.00	327,121.22	13.9%
11080050 GENERAL OVERHEAD	1,169,916	-50,000	1,119,916	200,769.06	185,192.69	733,954.25	34.5%
11090050 PB CITY WIDE 50	687,246	0	687,246	43,488.09	8,242.52	635,515.39	7.5%
11090051 PB CITY HALL 51	65,698	0	65,698	146.90	56,272.00	9,279.10	85.9%
11090052 PB OPERA HOUSE 52	48,769	0	48,769	311.01	34,808.03	13,649.96	72.0%
11090054 PB CENTRAL FIRE 54	10,945	0	10,945	.00	6,414.00	4,531.00	58.6%
11090055 PB GONIC FIRE 55	10,787	0	10,787	.00	7,470.63	3,316.37	69.3%
11090056 PB LIBRARY 56	19,313	0	19,313	.00	15,924.42	3,388.58	82.5%
11090057 PB DPW GARAGE 57	12,155	0	12,155	.00	10,180.00	1,975.00	83.8%
11090061 PB HISTORICAL MUSEUM 61	1,320	0	1,320	.00	1,247.00	73.00	94.5%
11090063 PB HANSON POOL 63	6,700	0	6,700	.00	250.00	6,450.00	3.7%
11090064 PB GONIC POOL 64	1,100	0	1,100	.00	100.00	1,000.00	9.1%
11090065 PB EAST ROCHESTER POOL 65	800	0	800	.00	100.00	700.00	12.5%
11090068 PB GROUNDS 68	10,880	0	10,880	147.94	1,219.11	9,512.95	12.6%
11090069 PB DOWNTOWN 69	17,000	0	17,000	.00	4,467.20	12,532.80	26.3%
11090070 PB REVENUE BUILDING 70	21,368	0	21,368	84.89	13,423.00	7,860.11	63.2%
11090071 PB PLAYGROUNDS 71	3,000	0	3,000	.00	1,800.00	1,200.00	60.0%
11090075 PB NEW POLICE STATION	24,066	0	24,066	476.00	15,040.50	8,549.50	64.5%
11090077 PB ANNEX	11,140	0	11,140	.00	2,037.00	9,103.00	18.3%
11102051 PLANNING	427,669	0	427,669	21,571.31	7,252.50	398,845.19	6.7%
11200051 LEGAL OFFICE	611,159	0	611,159	39,248.24	9,584.20	562,326.56	8.0%
12010053 PD ADMINISTRATIVE SERVICES	2,076,031	0	2,076,031	125,585.54	128,687.76	1,821,757.70	12.2%
12012453 PD PATROL SERVICES	5,463,738	0	5,463,738	368,544.37	.00	5,095,193.63	6.7%
12012553 PD SUPPORT SERVICES	417,396	0	417,396	29,101.13	.00	388,294.87	7.0%
12020054 FIRE DEPARTMENT	4,991,261	0	4,991,261	330,799.26	49,901.35	4,610,560.39	7.6%
12020055 FIRE DEPT 55 GONIC SUBSTAT	28,592	0	28,592	552.29	.00	28,039.71	1.9%
12020754 CALL FIRE	29,890	0	29,890	.00	.00	29,890.00	.0%
12023354 EMERGENCY MANAGEMENT	42,101	0	42,101	.00	.00	42,101.00	.0%
12030153 DISPATCH CENTER	869,310	0	869,310	65,838.82	19,470.76	784,000.42	9.8%
12040051 CODE ENFORCEMENT	593,170	0	593,170	42,162.74	8,910.09	542,097.17	8.6%
12050050 AMBULANCE	282,321	0	282,321	.00	64,641.00	217,680.00	22.9%
13010057 PUBLIC WORKS	2,412,336	0	2,412,336	148,445.59	650,434.43	1,613,455.98	33.1%

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YEAR-TO-DATE BUDGET REPORTP 2
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FOR 2021 01

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13010957 WINTER MAINTENANCE	530,920	0	530,920	.00	.00	530,920.00	.0%
13020050 CITY LIGHTS	218,000	0	218,000	.00	89,250.00	128,750.00	40.9%
14010051 WELFARE	480,831	0	480,831	20,429.60	7,041.50	453,359.90	5.7%
14022072 RECREATION ADMINISTRATION	671,686	0	671,686	43,884.60	7,376.69	620,424.71	7.6%
14022150 RECREATION PLAYGROUNDS/CAM	101,305	0	101,305	6,765.31	3,526.11	91,013.58	10.2%
14022250 RECREATION POOLS	94,924	0	94,924	18,441.24	16,409.54	60,073.22	36.7%
14030056 LIBRARY	1,342,026	0	1,342,026	136,849.47	105,827.02	1,099,349.51	18.1%
15000051 COUNTY TAX	6,941,353	0	6,941,353	.00	.00	6,941,353.00	.0%
17010051 TRANSFERS/PAYMENTS DEBT SV	4,471,220	0	4,471,220	.00	.00	4,471,220.00	.0%
17030050 OVERLAY	350,000	0	350,000	.00	.00	350,000.00	.0%
17040051 TRANSFER TO CIP & OTHER FU	1,290,000	50,000	1,340,000	1,340,000.00	.00	.00	100.0%
TOTAL GENERAL FUND	40,868,269	0	40,868,269	3,328,390.15	1,792,245.51	35,747,633.34	12.5%
5001 WATER ENTERPRISE FUND							
51601057 WATER WORKS EXPENSE	5,353,392	0	5,353,392	357,746.43	75,142.22	4,920,503.35	8.1%
51601073 WATER TREATMENT PLANT	1,287,559	0	1,287,559	38,022.81	176,208.59	1,073,327.60	16.6%
51601570 WATER REVENUE OFFICE	69,101	0	69,101	6,716.56	.00	62,384.44	9.7%
TOTAL WATER ENTERPRISE FUND	6,710,052	0	6,710,052	402,485.80	251,350.81	6,056,215.39	9.7%
5002 SEWER ENTERPRISE FUND							
52602057 SEWER WORKS EXPENSE	4,106,648	0	4,106,648	1,319,929.62	46,536.36	2,740,182.02	33.3%
52602074 SEWER TREATMENT PLANT	4,167,052	0	4,167,052	62,982.59	362,724.43	3,741,344.98	10.2%
52602470 SEWER REVENUE OFFICE	67,603	0	67,603	6,668.81	.00	60,934.19	9.9%
TOTAL SEWER ENTERPRISE FUND	8,341,303	0	8,341,303	1,389,581.02	409,260.79	6,542,461.19	21.6%
5003 ARENA ENTERPRISE FUND							
53603060 ARENA EXPENSE	416,031	0	416,031	17,669.49	113,865.06	284,496.45	31.6%
TOTAL ARENA ENTERPRISE FUND	416,031	0	416,031	17,669.49	113,865.06	284,496.45	31.6%
6000 COMMUNITY CENTER SP REV FUND							

08/05/2020 10:43
 mark.sullivan

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 3
 glytdbud

FOR 2021 01

6000	COMMUNITY CENTER SP REV FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6070572	COMMUNITY CENTER EXPENSE	889,241	0	889,241	42,429.06	80,031.74	766,780.20	13.8%
	TOTAL COMMUNITY CENTER SP REV FUND	889,241	0	889,241	42,429.06	80,031.74	766,780.20	13.8%
	GRAND TOTAL	57,224,896	0	57,224,896	5,180,555.52	2,646,753.91	49,397,586.57	13.7%

** END OF REPORT - Generated by Mark Sullivan **



Planning Board
Conservation Commission
Historic District Commission
Arts & Culture Commission

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

PLANNING & DEVELOPMENT DEPARTMENT MONTHLY REPORT FOR JULY 2020

I'm grateful to work with Crystal Galloway and Michelle Mears in the Planning & Development Department. Both have gone above and beyond to keep things on track and reviewed quickly while our department has been short staffed without a director for the last two plus months. Thank you Crystal and Michelle! We are all looking forward to being fully staffed again, which is scheduled to occur on August 17th with the arrival of new Planning & Development Director Shanna Saunders. To this end we have been squeezing in minutes here and there to comb through filing cabinets and desks in the director's office so that the new director has what she needs and can land quickly and start running.

We continued to stay super busy as we reviewed Planning Board application's (these included a: new gas station/convenience store, small subdivisions, conversion of commercial space downtown into residential space, a new cell tower, a discussion about a proposed 56-lot subdivision, etc.). We also reviewed lots of Project Narratives, fielded dozens and dozens of internal and external questions, wrapped up and presented the Downtown Masterplan Chapter to the City Council, continued work on upcoming zoning amendments, began reviewing the Outdoor Dining ordinance, collaborated with boards and commissions, etc....

APPLICATIONS REVIEWED BY THE PLANNING BOARD

Birchwood Pond, LLC, Chesley Hill Road Request for a waiver from Impact Fees. Case# 137 – 9&10 – R1 – 17 **GRANTED**

Thomas & Diane Aubert, Carole Court Request for an extension to meet precedent condition to an approved subdivision. Case# 107-54 & 108-53 – R1 – 20 **GRANTED**

Tropic Star Development, LLC, 717 Columbus Avenue (by Greenman-Pedersen, Inc.) Site plan and conditional use permits to construct a 4,350 sf convenience store and retail motor fueling facility. Case# 131 – 7 – NMU – 20 **APPROVED**

Groen Construction, Inc., 124 Meaderboro Road (by Berry Surveying & Engineering) 3-Lot subdivision. Case# 232 – 13 – A – 20 **WITHDRAWAL**

Paul Delisle, 28 North Main Street Conditional Use Permit to convert a portion of commercial space to residential units. Case # 121 – 12 – DTC – 20 **APPROVED**

Boudreau Living Trust, 68 Ten Rod Road (by Norway Plains Assoc.) 2-Lot subdivision. Case# 221 – 49 – A – 20 **APPROVED**

Prep Partners Group, LLC, 0 Innovation Drive (by Norway Plains Assoc.) Site plan to construct a 150,000 s.f. warehouse and distribution facility. Case# 255 – 21 – I – 20 **APPROVED**

EIP Communications I, LLC, 133 Blackwater Road (by Pro Terra Design Group) Site plan to construct a wireless communication tower. Case# 257 – 24 – A – 20 **APPROVED**

Thomas & Dianne Aubert, 828 Portland Street (by Berry Surveying & Engineering) 56-Lot subdivision. Case # 108 – 53 – R1 – 20 **CONTINUED TO 8/6/2020**

APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION

The Conservation Commission did not hold a meeting for the month of July. The next scheduled meeting is August 26, 2020.

APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION

The Historic District Commission did not meet in July.

ARTS AND CULTURE COMMISSION ACTIVITIES

The Arts and Culture Commission did not meet in July.

Respectfully submitted,

Seth Creighton, AICP
Interim Director of Planning & Development/Chief Planner



Rec & Arena Monthly Report

08/13/2020

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

From: Lauren Krans, Asst. Director Recreation & Arena
Date: August 12, 2020
Re: July 2020 Monthly Report

July Programs	Participants
Concert on the Common	150
Senior Cookout	30
Family Swim: Hanson Pines Pool	651
Family Swim: East Rochester Pool	550
Family Swim: Gonic Pool	491
Rec en Route	101
Total July Program Participation	1,973
July Facebook Engagement	
Post Reach	10,217
(Number of people who saw our posts.)	
Post Engagement	6,068
(Number of people who interact with our posts.)	
Video Engagement	
(Number of times our videos were played.)	8,035

Outdoor Pools-Family Swim

This summer, Family Swim replaced our traditional Public Swim program. Family Swim allows individual Rochester households to reserve 45-minute swim blocks at one of the outdoor pools up to three times a week. Swim reservations began on July 6 and totaled 1,692 swimmers for the month of July. All team members, from lifeguards to pool attendants, who are part of this program are returning staff members. Given the complexities of COVID19 related guidelines and protocols for an aquatics facility, experienced employees play an integral role. Several surrounding communities continue to struggle to hire part time seasonal staff, especially for their aquatics facilities, which limits their program offerings. Our department's high retention of part time employees is a testament to the City's commitment to competitive part time pay and a supportive, enjoyable, safe working environment.

Like us on Facebook!



Rochester NH
Recreation & Arena



rochester_rec

Customer Experience and Feedback

This has truly been the "Summer Like No Other". COVID19 has challenged us to re-create and tweak our traditional summer offerings to meet the new guidelines of this global pandemic. An online Program Feedback Survey for the month of July revealed that our department has risen to the occasion! Ninety percent of July Program Feedback Survey Participants rated their overall program experience as "Excellent" and the remaining 10% rated it as "Good". The same results were true for "Overall Experience With Staff". Below are some excerpts from our customers this past month:

- "We're a high risk family and the safety and signups were a creative solution to the summer of COVID!"
- "Thanks for finding ways to keep serving the community." "It is so nice to have the pool to ourselves. I think the staff are doing an excellent job of cleaning and keeping us safe."
- "The Gonic pool is always so clean and the staff is friendly and helpful and take the sanitizing process seriously to keep patrons safe in this pandemic."
- Thank you so much for keeping the pools open this year. It has made a big difference in our 2020 summer.
- "The staff is amazing to assist everyone and go the extra mile when anyone needs it."
- The [Rec En Route] games they bring are fun, they are well organized and my daughter can't wait for them to come each week.

Planning for Fall

Our team has been maintaining summer operations while diligently preparing for the unique fall and winter season ahead. Management continues to engage in NEISMA (North East Ice Skating Managers Association) and NHRPA (NH Recreation and Parks Association) meetings to stay informed on the latest best practices and trends in recreation, specifically in light of COVID19.

The Rochester Arena is scheduled to open for contracted ice use in late September. This is slightly later than the traditional early September opening to accommodate for additional planning and preparations due to the pandemic. In addition to learning and sharing information with local ice arenas, we're working closely with City safety officials to establish rink specific COVID19 practices and guidelines that will keep patrons and staff safe. Our team remains in close contact with contracted ice user groups, updating them on all of our anticipated plans.

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City Clerk's Office



ROCHESTER FIRE DEPARTMENT

MARK E KLOSE
CHIEF OF DEPARTMENT



37 Wakefield Street

Rochester NH, 03867
www.rochfd.org

Tel (603) 335-7545

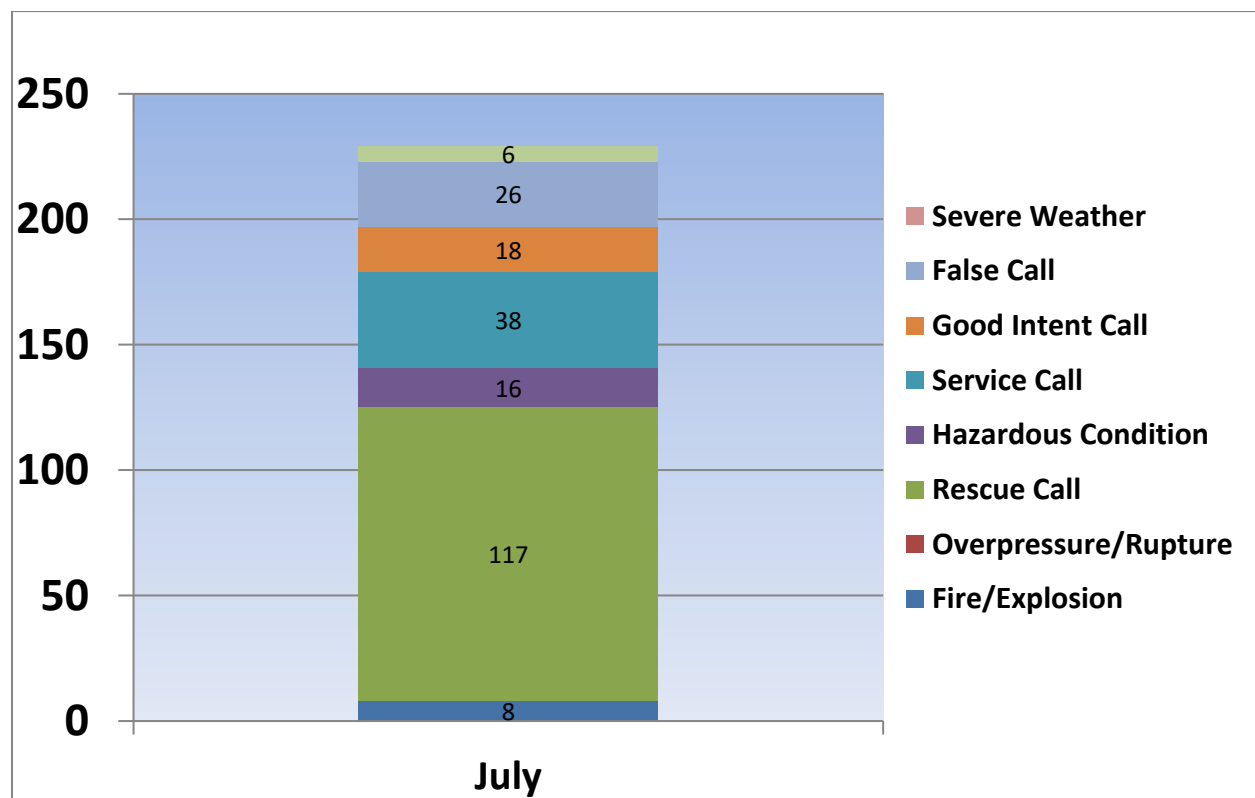
To: Blaine Cox, City Manager

From: Mark E Klose, Fire Chief

Date: August 1, 2020

Ref: Monthly Report for July 2020

On behalf of the Rochester Fire Department, I am pleased to provide you with the following report. The report serves as a summary of the activities, incidents, projects and programs underway within the department.



The above graph shows our runs for Fiscal Year 2021 with July's data shown individually with their respective totals. For the month of July there were 229 calls for service. Rochester Fire has responded to a total of **229** calls for Fiscal Year 2021.

FIRE DEPARTMENT OPERATIONS

Managed shift coverage assignments during the COVID 19 pandemic

Managed and organized equipment and supply purchases as needed

Managed apparatus repairs as needed

Managed COVID PPE distribution to members of the department

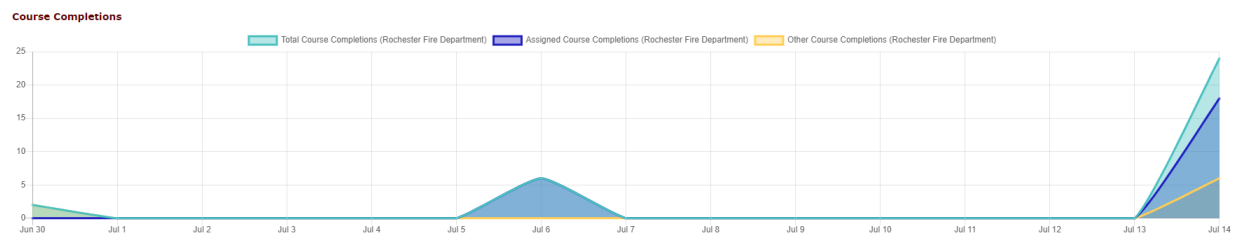
FIRE PREVENTION BUREAU

Fire Prevention continues to see a steady flow of requests for various types of inspections and permitting throughout the city. Deputy Chief Hughes has worked with the school district, private schools and larger childcare facilities to implement exterior door number as part of the Center for Safe Schools guidelines to assist emergency responders in gaining more accurate access to the incident during an emergency. The COVID-19 team worked with the Rochester Fair to assist them with their Demolition Derby event, the Fair hired an Engine company to stand by for life safety and fire related issues during the event. DC Hughes also continues to work various COVID-19 reopening plans.

TRAINING DIVISION

Date From
07/01/2020

Date To
07/31/2020



Total Hours of Training Completed in IMC: 285.25

Total Courses Completed & Reported to IMC: 154

Total Hours Completed in FR1: 40

Total Courses Completed in FR1: 36

Continued to develop standard lesson plans for RFD

Continued to review/edit SOG's, and GO's for RFD

DEPARTMENT INFORMATION:

Administration completed necessary shift transfers to equal out shifts to help with overtime.

- 3 Shifts at 9 Firefighters (1 Captain, 1 Lieutenant and 7 Firefighters)
- 1 Shifts at 10 Firefighters (1 Captain, 1 Lieutenant and 8 Firefighters)
- Manning Station 1 and Gonic Station

PERSONNEL:

Captain Eric Lenzi celebrated 20 years of service to the City of Rochester on July 30, 2020

CIP UPDATE:

Washer Extractor has been ordered through Bergeron Protective Clothing

First of two pickup trucks has been procured. Delivery to be late August

Committees are still working diligently to finalize the department's needs for the purchase of a new Engine and Ladder Truck

RESPONSE ACTIVITY:

July 2 – Dover – Building Fire. Engine 2 and Engine 7 responded to Dover for a building fire. Engine 7 supplied water and Engine 2 assisted with overhaul. Once tasks completed, crews released and returned to the City.

July 4 – Rochester – Gas Grill Fire. Engine 5, Truck 1, Engine 2 and Engine 7 responded to a gas grill fire. Upon arrival, a small fire was showing from the valve area, tank was turned off and fire extinguished. Crews returned to their stations

July 14 – Berwick, ME – Building Fire. Engine 3, Engine 4, Car 2 and Utility 1 responded to the scene of a building fire in Berwick. Crews served as RIT initially, provided size up and manned ground monitors. As soon as the fire was under control, crews were released back to the City.

July 14 – Milton, NH – Demolition Fire. Engine 7 responded to Milton for a demolition fire. Crews provided water and assisted other Mutual Aid Communities in wetting down the debris pile. Crews returned to the City.

BOAT INCIDENTS

Engine 5 & Utility 1, with boat, responded to the Cocheco River in search of a possible missing person. Boat deployed on Hillsdale Street, area checked, boat returned to Hillsdale Street.

Engine 2, Engine 5, Utility 1 (with boat) and Chief 1 responded to Baxter Lake Boat Ramp for a water rescue. Boat operator and occupant were rescued by another boat on the lake. Confirmation of no medical issues.

Respectfully submitted,

Mark E Klose

Mark E Klose, Fire Chief

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City Clerk's Office



PAUL R. TOUSSAINT
Chief of Police

ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET
ROCHESTER NH, 03867-1933

BUSINESS (603) 330-7127
FAX (603) 330-7159
www.rochesterpd.org
"Dedication, Pride, Integrity"

POLICE COMMISSION

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

August 12, 2020



TO: City Manager Blaine Cox

RE: Monthly Report – July 2020

OPERATIONS: All ward meetings remain on hold during the pandemic.

The investigations bureau had 21 cases submitted for review. There are currently 67 cases assigned. There were two detective call outs, and one evidence call out. There were two background investigations and one polygraph. There were 367 pieces of evidence logged in, and 44 items returned to owners.

COMMUNITY ENGAGEMENT OFFICER/PROBLEM ORIENTED POLICING UNIT: All POP/CEO members worked shifts on July 3 and July 4 responding to and enforcing fireworks related complaints. We responded to more than 60 fireworks related calls for service and issued 15 fireworks related summonses.

The unit continues to build drug cases in problem areas and to look for solutions. We have re-kindled the cross agency meetings with Fire, Code Enforcement and the City Attorney to give us more tools when dealing with problem properties.

Homeless camps have been a focus with follow-ups and getting the Crime Analyst the info needed to map areas and potentially link criminal behavior in the vicinity.

Downtown continues to see positive activity increasing and less criminal behavior occurring, which could be attributed to the outside dining. Officer Danie is problem solving the old Ben Franklin building and has set up a meeting with the owners and a potential business.

COMPSTAT: Field activities have increased from the recent months, and are approximately in line with where they were at this time last year. The majority of traffic stops continue to be focused in the downtown area as well as major routes into and out of the city. Motor vehicle enforcement is still not at the level that it was prior to staffing issues – which have improved – so supervision is working to reestablish a culture of proactive enforcement. Motor vehicle collisions have increased slightly from previous months, potentially due to the lifting of restrictions by the Governor, which has resumed local traffic as well as opening up commuting the Lakes Region, through the North Main Street/Farmington Road corridor, which shows the highest concentration crashes.

An increase was shown in thefts from motor vehicles. There was one overnight spree in the Fillmore Boulevard area, and there is potentially a connection to Portsmouth, as a wallet stolen from that jurisdiction was recovered nearby. A campsite has been identified in the woods near that area which could be contributing to the increase in events. A separate overnight spree was identified in the Punch Brook Way area where suspects were identified and will be charged. As we typically see in these crimes, the victim vehicles were mostly left unlocked. An increase in vandalism was also noted, yet no trends were uncovered.

Drug offenses are increasing compared to previous months, and are more consistent with this same time last year. Overdoses year-to-date have been trending downwards since 2017, yet overdose fatalities are increasing. This is potentially due to the abundance of naloxone available to the general public, and a possibility that emergency services are not being called for some overdoses and we are only becoming aware of the most serious cases.

Violent crime statistics showed a slight decrease for the month, and year-to-date figures are essentially consistent with last year. No trends or issues were identified.

COMMUNICATIONS: Our last trainee was released from training to solo headset. As of now, we are fully staffed in Communications. The center is still closed to all to maintain social distance.

The new radios were cut over the second week of July. We installed two additional valor CAD systems through 911, which will allow us to map according to the call NH 911 receives in their Centers. We have officially switched over to the State's CODE Red account and new information for the public to sign up for alerts from our department is available on the Police Department's website.

<https://www.rochesterpd.org/>

DIVERSION: Nicole continues to work on the Juvenile Probation Transformation Certificate Program with the State team and given the current climate around racial disparities, the focus of the group is concentrating in making sure the juvenile justice system is accounting for any inequities. Due to current restrictions, the work is slow moving.

Rochester's Diversion program achieved Re-Accreditation for Diversion Programming through 2022.

Nicole has been asked to present next spring for the DCYF Annual Conference.

Nicole presented with the NHJCD Network's Evaluator to the Service to Science team to cross the first stage of Promising Practice and will continue to work in establishing the measures to obtain Evidence – based Practice.

Nicole met with the coordinating parties at Strafford County CAP who will be establishing Family Resource Center services in Rochester. As well, Staff has met with the Program Director for Waypoint that oversees their Teen Centers and Street Out-reach, as they are looking to support these efforts in Rochester. The next steps are establishing a location and funding the plan.

Nicole has been working with Strafford County Addiction Task Force and our Data Analyst in identifying the need for mental health/substance services around suicidality. She is working with the POP Unit to share resources as needed and will work with the County in developing services where there are gaps.

Nicole has been working on mental health resources and identifying screening tools and practices that will assist the juveniles that are in diversion, as there has been an increase in youth presenting with mental illness.

Nicole has also been working with the Strafford County Diversion Program as they work on hiring a new coordinator and work on achieving accreditation.

Nicole has been working with SHS in developing their own restorative justice based program for vaping cases, as these do not go through Diversion. She is also working on identifying counseling resources around LGBTQ populations and suicidality.

Nicole continues to work with the Fire Department and City partners on plans for this fall's National Night Out and Fire Prevention Week possibly to be held October 3rd.

EMD USE: Display and Deploy: One

Display Only: One

FINANCIAL/PURCHASING: The bid for front line cruisers is scheduled for opening on August 6. The backline cruiser bid, despite being sent to seven different vendors received just one bid, from Rochester Ford. They have the vehicles on the lot.

During the month of July, there were several purchases over the \$5000 threshold, including annual contracts such as Verizon, Eversource, 2-Way, IMC, Lexis Nexis, and the Taser 60 payment.

This month the Bureau of Justice notified us of eligibility for the FY2020 JAG grant for \$25,634.00. The City Manager approved our request to apply. There are no local matching funds. We are discussing projects for this funding.

Work on the radio replacement project continues. Currently 2-Way is waiting on approval from the Water Division of DPW for locations of new radio shelters and antennas at the water towers sites. We still expect to have the majority of the system up and running in September.

As mentioned last month the city received a Covid relief grant through the DOJ. After a meeting of various city staff, a proposal for a mobile backup dispatch center was submitted. The City Council did accept the grant and project after some initial resistance. We are currently in the planning stages and reviewing specifications for a trailer for the project, so that bid documents can be prepared.

FORFEITURE SPENDING: There was no forfeiture spending this period.

HIRING: The background and paperwork has been completed for Officer Rummo who will start August 9. He is candidate 72 of 67 slots available for the academy. In order for him to make this session, five other candidates would need to fail the physical agility test. The second background is still active.

HONOR GUARD: All HG events that were planned have been postponed, and there are no events scheduled at this time.

HOUSING: There were 28 police related calls. None of the calls presents a pattern or warrant alarm. The activity seems low based on the weather and people being out of doors. We have a request to provide more bicycle helmets at ColdSpring. We continue our community policing approach interacting with the children and giving out free ice cream cards.

The Housing Office remains closed due to Covid-19. Officer Blair regularly checks in with the housing managers. Sgt. Babine continues to provide a presence during off hours. There were six background checks completed for new residents.

K-9: This month the Rochester K-9 Unit responded to 6 calls for service. All 6 calls were for tracks in Rochester.

PROSECUTION - ADULT: Due to limitations in operations being imposed/mandated by the Court, court cases are still being heard in limited numbers.

PROSECUTION - JUVENILE: Juvenile prosecution had 41 petitions, and 1 Diversion. The following hearings were also held: 5 arraignments set for trial, 3 arraignments resolved by plea, 2 show cause hearings, 1 Emergency placement, 1 review hearing, 1 violation hearing, 3 dispositional hearings, 12 trials resolved by plea. There were six motions to impose suspended sentences and a complaint and warrant for bail jumping.

Lt. Gould covered hearings on June 25th for Attorney Mitrushi. She also participated in the training review boards prior to release to solo patrol for Officer Knox and Officer Colson.

RENTAL PROPERTY OWNERS ASSOCIATION: Lt. Bossi was not able to attend the last RPOA meeting due to a scheduling conflict. There is no new information to report. It is unknown at this time if the next meeting will be held in person or via zoom.

SCHOOL RESOURCE OFFICERS: SRO Jackson and SRO Porfido are assigned to Patrol. Sgt. Deluca is assisting with any school related issues for the district.

Explorer Post: No meetings were held this period.

TRAINING: It appears that the next scheduled police academy will take place at the facility, with a very different format. In service trainings hosted at the academy look like they will not be held through the remainder of 2020.

Officers Matt Kimball, Nicole Knox and Brendan Colson all successfully completed their field training program and have now been released to solo patrol.

Sgt. Cost identified several training modules in our online training through Policeone Academy for CIT officers to enroll in for annual required 8 hours of CIT training. Throughout the month, officers have been working on completing the online training towards these hours.

Officers assigned to our crime scene unit all took part in a 3-day review training here at the department in preparation for their upcoming certification test in August.

Respectfully Submitted,

Paul R. Toussaint
Chief of Police

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City Clerk's Office

Rochester Police Department

July 2020 Comp Stat Report



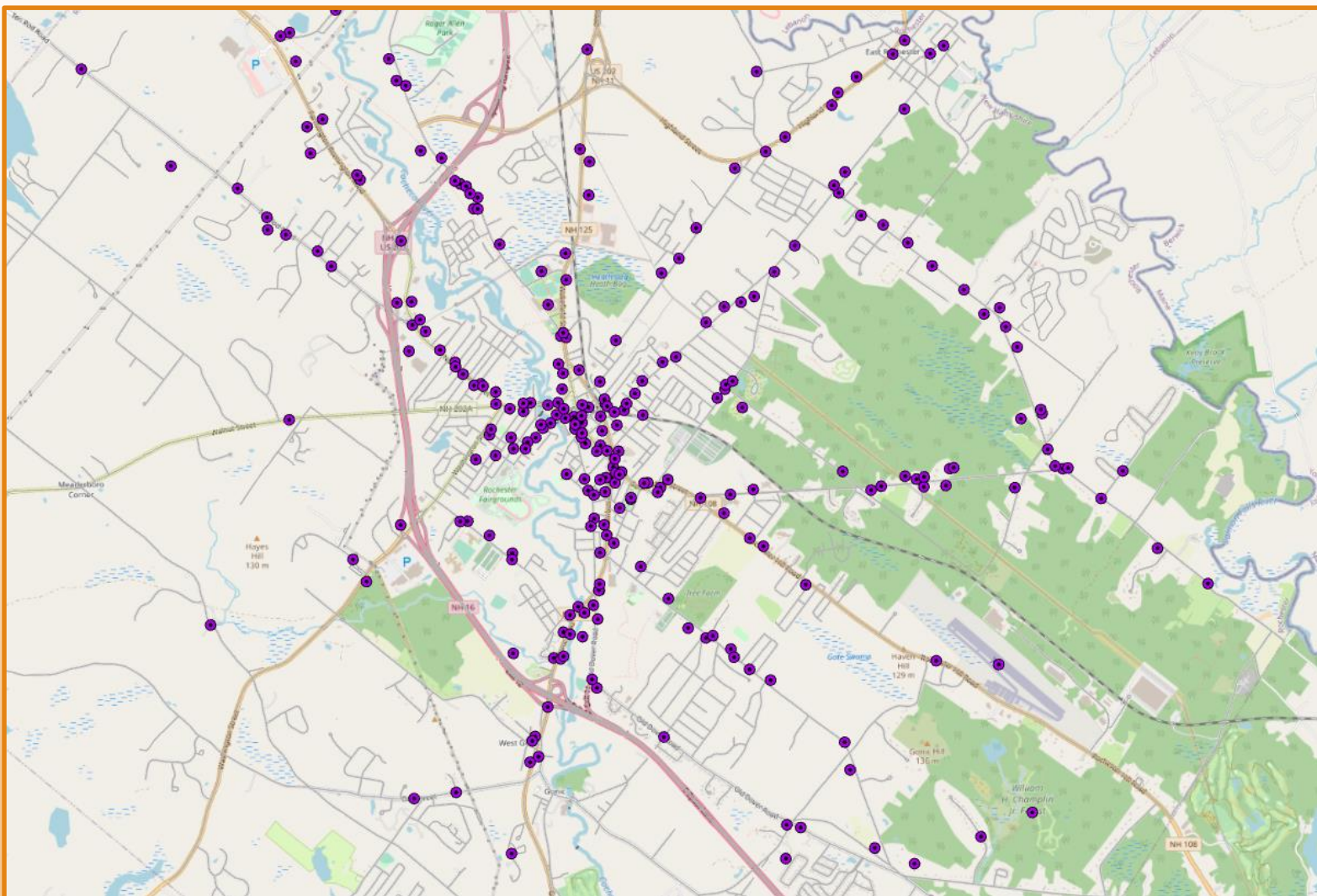
Field Activities

Specific Crimes	Jul-20	Jul-19	% Change	Jun-20	% Change	May-20	YTD 20	YTD 19	% Change	YTD 18
Traffic Stops	620	273	127%	326	90%	120	2568	2909	-12%	6905
Arrests from Stops	21	19	11%	16	31%	9	92	136	-32%	275
Summons	17	25	-32%	18	-6%	13	113	131	-14%	450
Warnings	565	212	167%	284	99%	93	2301	2524	-9%	5961
No Action	15	12	25%	6	150%	2	47	100	-53%	180
Accidents	68	81	-16%	86	-21%	66	585	540	8%	709
Summons from ACs	0	2	-100%	3	100%	0	11	13	-15%	23
Arrests from ACs	8	3	167%	10	-20%	3	35	32	9%	43
Field Interviews	25	18	39%	10	150%	11	75	67	12%	64
DWI	7	8	-13%	7	0%	6	44	50	-12%	55
Narcotics	2	1	100%	3	-33%	4	16	13	23%	15
Alcohol	5	7	-29%	4	25%	2	28	37	-24%	40
DWI from Accidents	2	2	0%	2	0%	1	12	13	-8%	16

Traffic Stops

- 620 Total Traffic Stops
 - 21 Arrests
 - 17 Summons
 - 565 Warnings

The number of traffic stops almost doubled from the previous month. As can be seen in the adjacent map, the majority of traffic stops continue in the town center and along major routes into the city.



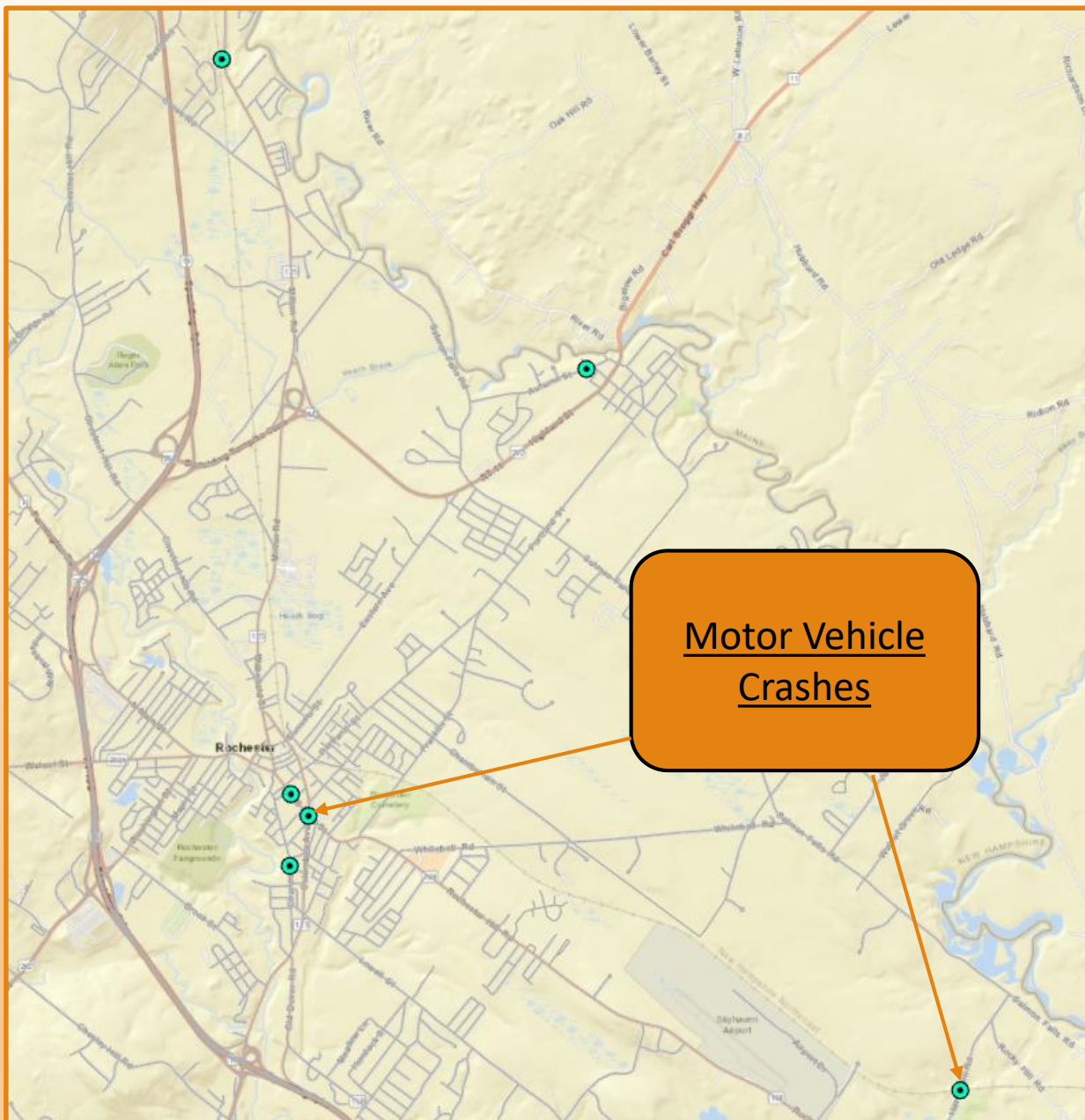
Motor Vehicle Crashes

08/13/2020

- 68 total crashes
- 2 reported crashes that resulted in DWI arrest
- Noted decrease in parking lot accidents
- High Volume Roads:
 - North Main St – 10
 - South Main St - 7
 - Spaulding Tpk – 5
 - Portland St/Farmington Rd -4 each

ADDRESS	DATE/TIME	Total
NORTH MAIN ST, ROCHESTER, NH	07/03/2020 09:15 PM	1
	07/05/2020 12:19 AM	1
	07/06/2020 12:17 PM	1
	07/07/2020 01:12 PM	1
	07/08/2020 06:57 PM	1
	07/10/2020 02:44 PM	1
	07/10/2020 09:10 AM	1
	07/13/2020 08:20 PM	1
	07/20/2020 02:11 PM	1
	07/31/2020 07:48 PM	1
NORTH MAIN ST, ROCHESTER, NH Total		10
SOUTH MAIN ST, ROCHESTER, NH	07/03/2020 03:24 PM	1
	07/04/2020 04:56 PM	1
	07/08/2020 09:02 PM	1
	07/09/2020 11:26 PM	1
	07/13/2020 11:19 AM	1
	07/22/2020 02:52 PM	1
	07/31/2020 01:18 PM	1
SOUTH MAIN ST, ROCHESTER, NH Total		7
SPAULDING TPKE, ROCHESTER, NH	07/09/2020 03:25 PM	1
	07/10/2020 03:25 PM	1
	07/14/2020 05:21 PM	1
	07/30/2020 04:51 PM	1
	07/31/2020 07:23 PM	1
SPAULDING TPKE, ROCHESTER, NH Total		5
PORTLAND ST, ROCHESTER, NH	07/06/2020 12:29 PM	1
	07/10/2020 03:03 PM	1
	07/14/2020 03:58 PM	1
	07/31/2020 09:12 PM	1
PORTLAND ST, ROCHESTER, NH Total		4
FARMINGTON RD, ROCHESTER, NH	07/03/2020 01:00 PM	1
	07/14/2020 12:30 PM	1
	07/19/2020 06:11 PM	1
	07/22/2020 05:32 PM	1
FARMINGTON RD, ROCHESTER, NH Total		4





DWI Incidents

- 7 Total Incidents
 - 2 BOLO's
 - 2 Crashes
 - 2 M/V Stop
 - 1 Welfare Check
- 2 Drug / 5 Alcohol related incidents
- 7 Arrests

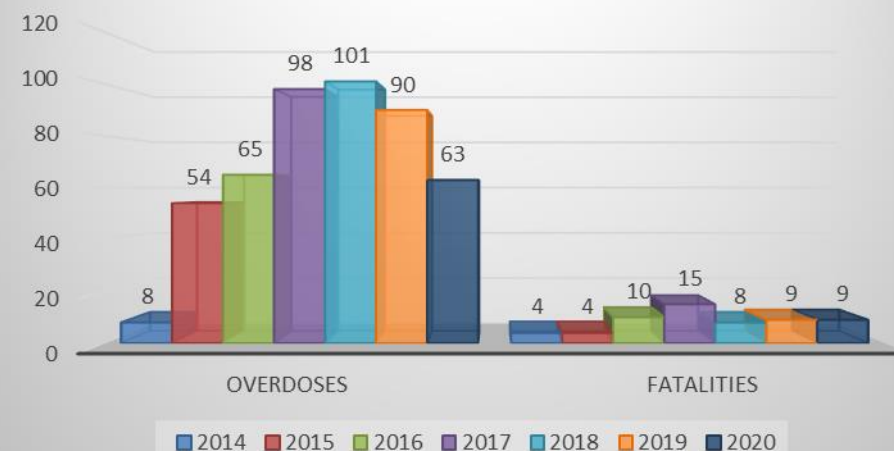
Property Crimes

Specific Crimes	Jul-20	Jul-19	%Change	Jun-20	%Change	May-20	YTD-20	YTD 19	%Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate	YTD 18
Burglary	2	21	-90%	1	100%	2	31	71	-56%	13%	15%	51
Shoplifting	23	15	53%	8	188%	13	117	136	-14%	66%	82%	161
Theft from a Building	8	18	-56%	8	0%	10	86	110	-22%	26%	28%	108
Theft from M/V (including Parts)	12	33	-64%	17	-29%	4	59	131	-55%	0%	4%	72
All Other Theft	16	31	-48%	14	14%	17	95	94	1%	7%	7%	77
M/V Theft	2	3	-33%	4	-50%	5	23	21	10%	13%	18%	17
Vandalism	30	39	-23%	51	-41%	31	239	223	7%	25%	28%	231
Total Property	93	160	-42%	103	-10%	82	650	786	-17%	23%	28%	717
Arrests												
Specific Crimes	Jul-20	Jul-19	%Change	Jun-20	%Change	May-20	YTD-20	YTD 19	%Change			YTD 18
Burglary	0	4	-100%	0	0%	0	4	15	-73%			10
Shoplifting	8	7	14%	3	167%	5	77	132	-42%			125
Theft from a Building	0	3	-100%	0	0%	3	22	20	10%			15
Theft from M/V (including Parts)	0	2	-100%	0	0%	0	0	8	-100%			2
All Other Theft	0	0	0%	0	0%	2	7	4	75%			5
M/V Theft	0	0	0%	0	0%	0	3	6	-50%			5
Vandalism	7	11	-36%	10	-30%	8	59	90	-34%			80
Total Property	15	27	-44%	13	15%	18	172	275	-37%			242

Drug Incidents

- Types of drugs seized: Heroin/Fentanyl, Methamphetamine, Cocaine, Suboxon, Assorted Prescription Pills. *(All awaiting final analysis from state lab for verification.)*

Overdoses/Fatalities by Year



All Incident Reports												
Specific Crimes	Jul-20	Jul-19	%Change	Jun-20	%Change	May-20	YTD-2020	YTD 2019	%Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate	YTD 18
Possession	13	13	0%	14	-7%	8	87	85	2%	59%	72%	86
Drug Events	5	15	-67%	7	-29%	2	34	94	-64%			21
Overdoses	7	12	-42%	12	-42%	4	63	81	-22%			101
Fatal Overdoses	0	2	-100%	0	0%	3	9	9	0%			8
Total Drug	25	42	-40%	33	-24%	17	193	269	-28%			216
Arrests												
Specific Crimes	Jul-20	Jul-19	%Change	Jun-20	%Change	May-20	TYD-20	YTD 19	%Change			YTD 18
Possession	9	10	-10%	4	125%	4	51	61	-16%			79

Violent Crimes

All Incident Reports												
Specific Crimes	Jul-20	Jul-19	% Change	Jun-20	% Change	May-20	YTD 20	YTD 19	% Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate	YTD 18
Homicide	0	0	0%	0	0%	0	0	0	0%	0%	0%	1
Robbery	0	1	-100%	0	0%	1	7	5	40%	71%	80%	10
Aggravated Assault	4	5	-20%	3	33%	5	22	40	-45%	59%	60%	40
<i>from DV*</i>	2	3	-33%	3	-33%	2	12	12	0%	83%	75%	17
Simple Assault	25	35	-29%	33	-24%	38	232	223	4%	50%	65%	283
<i>from DV*</i>	10	15	-33%	17	-41%	20	126	106	19%	67%	74%	130
Total Violent	29	41	-29%	36	-19%	44	261	268	-3%	45%	76%	334
Arrests												
Specific Crimes	Jul-20	Jul-19	% Change	Jun-20	% Change	May-20	YTD 20	YTD 19	% Change			YTD 18
Homicide	0	0	0%	0	0%	0	0	1	-100%			1
Robbery	0	0	0%	0	0%	0	5	4	25%			5
Aggravated Assault	1	0	0%	3	-67%	3	13	24	-46%			24
<i>from DV*</i>	0	0	0%	3	-100%	2	10	9	11%			12
Simple Assault	13	14	-7%	16	-19%	20	116	144	-19%			144
<i>from DV*</i>	8	10	-20%	12	-33%	15	84	78	8%			82
Total Violent	14	14	0%	19	-26%	23	134	173	-23%			174

Domestic Violence Related Calls

July 2020

08/13/2020

Misdemeanor – 18

Felony - 2

90F* - 27

2020 Monthly Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul
Misdemeanor	23	14	24	19	25	21	18
Felony	6	1	4	2	2	3	2
90F*	11	14	16	9	25	22	27

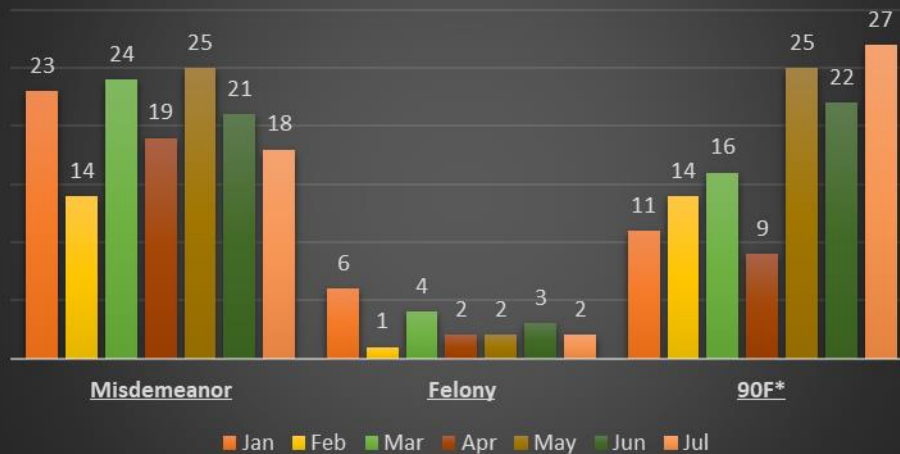
* denotes Domestic Disturbance

3-Year Comparison

	July 2018	July 2019	July 2020
Misdemeanor	23	24	18
Felony	3	2	2
90F*	30	19	27

* denotes Domestic Disturbance

2020 Monthly Comparison



3 Year Comparison



Domestic Violence Related Calls, (cont.)

5 Year Comparison

	2020 YTD	2019 YTD	2018 YTD	2017 YTD	YTD 2016
Misdemeanor	144	110	100	92	125
Felony	20	10	14	8	9
90F *	124	90	103	108	141

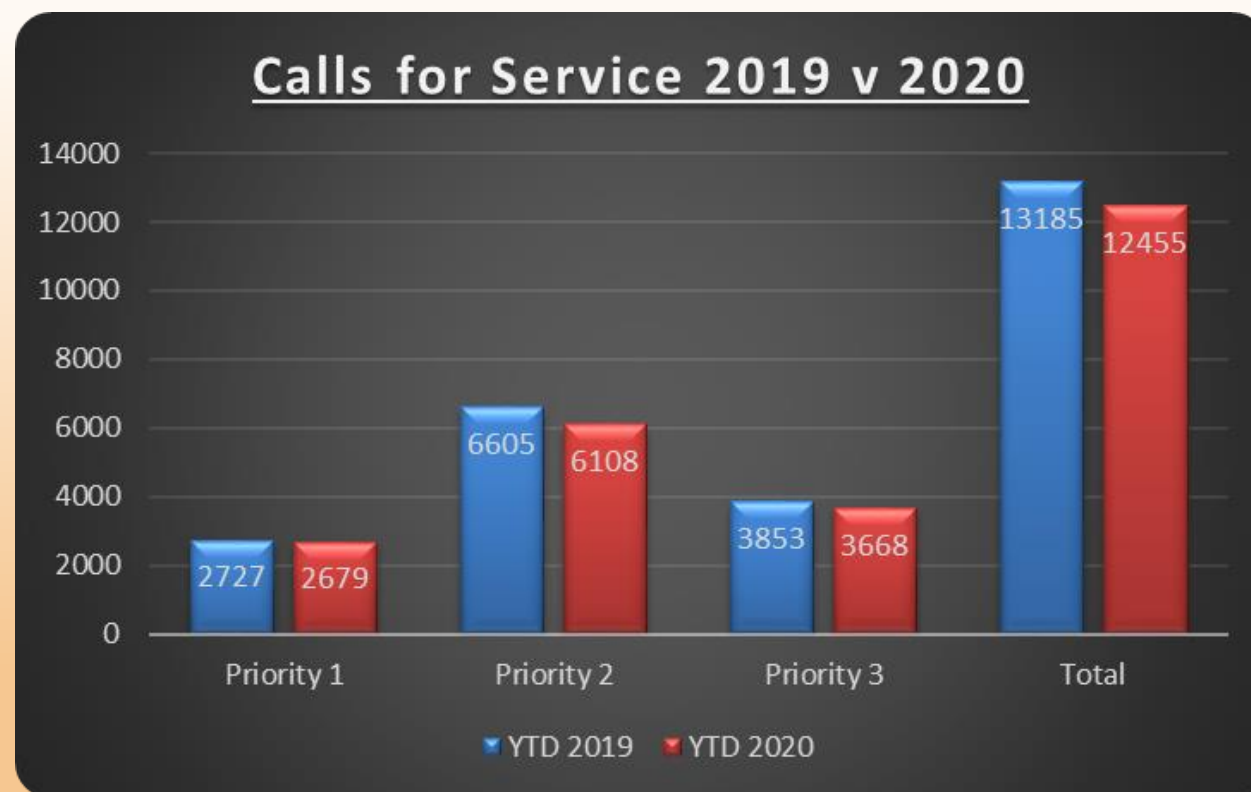
* denotes, Domestic Disturbance



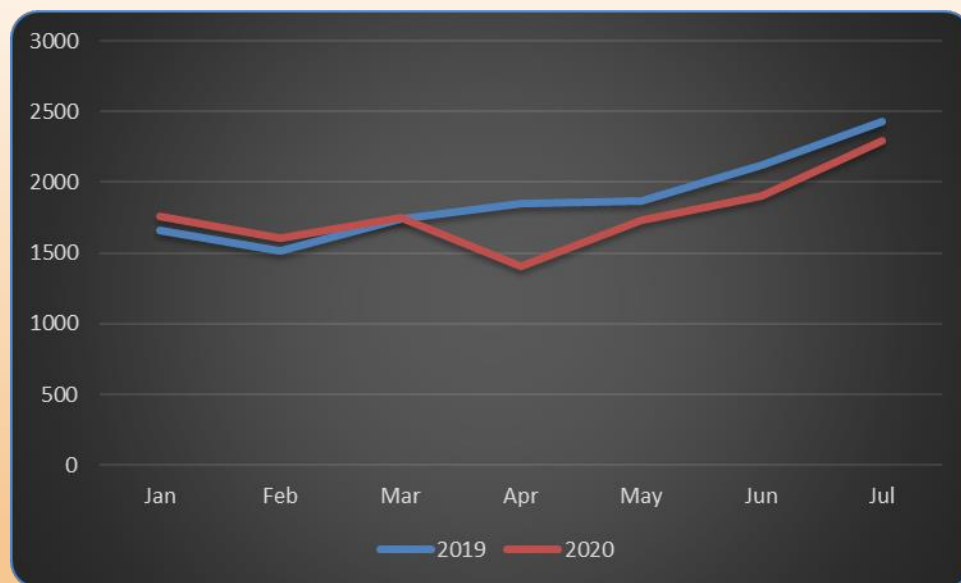
Threshold

Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	85	69-101	68	Moderately Low
Traffic Stop	733	377-1089	620	Normal
DWI	7	4-10	7	Normal
Robbery	2	0-3	0	Normal
Aggravated Assault	6	3-8	4	Normal
Simple Assault	38	30-47	25	Moderately Low
Burglary	9	5-12	2	Moderately Low
Shoplifting	23	16-31	23	Normal
Theft from Building	17	11-24	8	Moderately Low
Theft from MV	16	7-24	12	Normal
MV Theft	3	1-5	2	Normal
Vandalism	35	27-43	30	Normal
Possession	15	10-21	13	Normal
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	46	36-55	29	Moderately Low
Property	120	91-148	93	Normal

Calls for Service 2019 v 2020



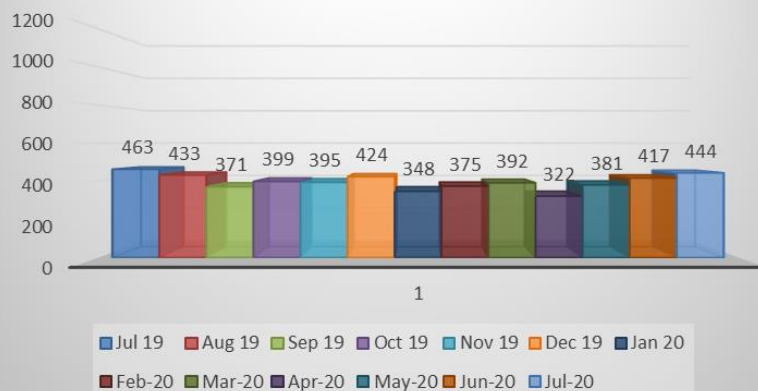
APPARENT COVID-19 IMPACT ON CALLS FOR SERVICE



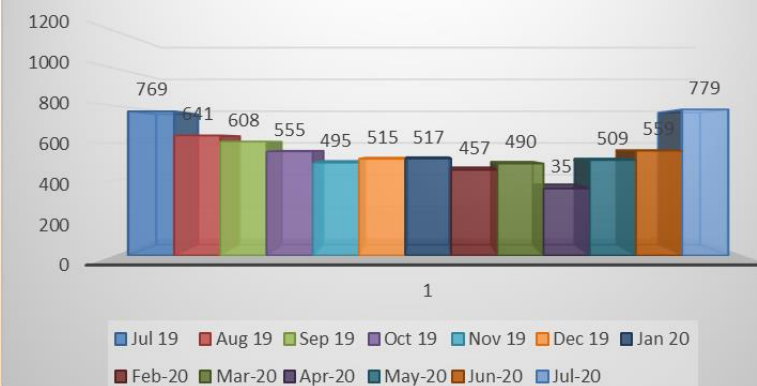
	Jan	Feb	Mar	Apr	May	Jun	Jul
2019	1661	1516	1738	1854	1864	2122	2430
2020	1761	1602	1753	1410	1728	1909	2292

Calls for Service by Priority

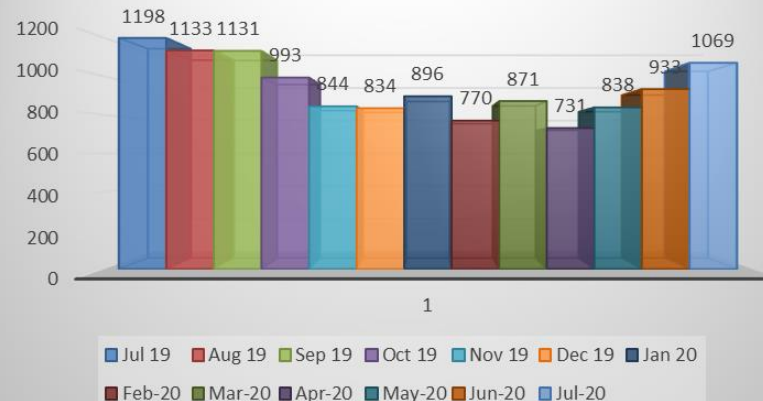
Priority 1 Calls For Service



Priority 3 Calls For Service



Priority 2 Calls For Service



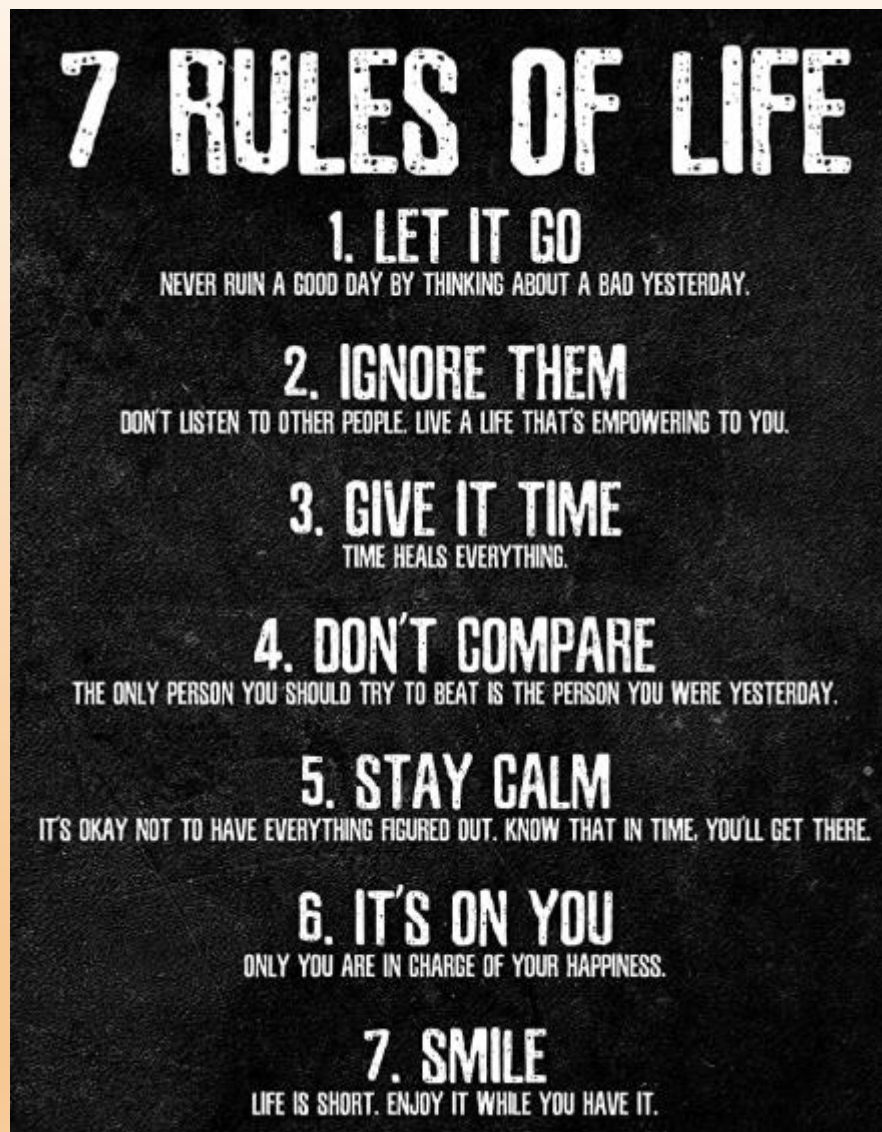
Proactive Hours by Shift

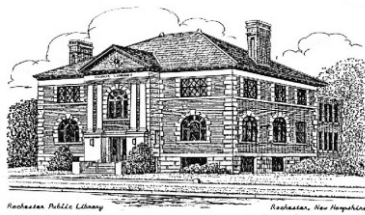
July 2020



4-year Comparison by Month







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

08/13/2020

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

MONTHLY REPORT

July 2020

The Library staff continued throughout the month of July to post interactive content to social media pages and the library's website daily. The Children's Summer Reading Program "Imagine Your Story" continued throughout the month ending on July 31st. This year's program, while different than years past being completely online, was still a success. Children logged books, earned digital badges and read a total of 20,531 minutes! Congrats to all our young readers.

The Children's Room staff continued posting fun crafts with instructions on social media for patrons with children. Throughout the month of July, the Children's Room Blog contained craft instructions for Super Hero and Fairy Paper Plate Masks, Pool Noodle Dragons, Finger Painting with a Twist, Dragon-Fly Crafts and Fairy/Gnome Homes.

Adult Circulation Services continued the Adult Summer Reading Program "Summer Escape". Each week a different staff member made reading recommendations with an "Escape" theme. The first week of July was Assistant Librarian Abby with an "Escape into History" theme. Assistant Librarian Stephanie chose "Escape to the World" for her recommendations. This continues each week through August 14th. Any patron that would like to sign-up through the library website will receive five "Escape-Themed" book recommendations as well as suggestions for free virtual summer fun. Each email address signed up for the program will be entered to win a Barnes and Noble Nook randomly chosen on Monday, August 17th.

Over a hundred people enjoyed the Guided Meditation & Home Yoga Practice videos by Naomi Kaplan that were posted weekly on the library website in July.

Our very own Lazy Gardener had several helpful postings in the month of July. From "Musing on Weeds", Mulching Techniques and Growing Your Own Mushrooms the Lazy Gardener offers advice for beginner to the more advanced growers.

"RPL to Go" continued throughout the month of July. Patrons select items online, through email or over the phone and staff members check-out these items and call with a designated pick-up time. Items are packaged in bags and a contactless pick-up is in the ground floor lobby. Over 850 appointments for pick-up were made throughout the month.

The library computers, printers, photocopiers and Wi-Fi became available to patrons by appointment this month. Over one hundred and ten patrons took advantage of this service with more signing up every day.

This library is committed to keeping our staff and patrons safe. Masks are strongly recommended and must be worn when receiving help from a staff member. Masks and hand sanitizer are available for patrons when needed.

Three hundred and thirty-two of our library patrons downloaded 1,652 e-books to media devices through the library's web site this month. The RPL website also enabled 13 patrons access to the Mango Languages, Chilton, and Legal Forms databases along with 474 digital downloads from Hoopla.

Trustees will be meeting in the library on August 18th at 6pm.

Forthcoming: Tax Collector's Report...

City Clerk's Office

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left blank...*

City Clerk's Office

Rochester, New Hampshire

Inter office Memorandum

TO: Blaine Cox
City Manager

FROM: Todd M. Marsh
Director of Welfare



SUBJECT: Analysis of Direct Assistance for July 2020.

DATE: August 4, 2020

This office reported 59 formal case notes for the month of July.

Voucher amounts issued were as follows:

	<u>1</u> <u>Families</u> <u>1 new</u>	<u>6</u> <u>Single</u> <u>1 new</u>
Burial00	1,300.00
Dental00	.00
Electricity00	.00
Food.....	.00	.00
Fuel heating00	.00
Mortgage00	.00
Prescriptions00	.00
Rent00	202.50
Temporary Housing.....	399.00	1,095.00
Transportation	<u>.00</u>	<u>.00</u>
TOTAL	\$399.00	\$2,597.50

General Assistance above represents an average cost per case/family of \$399.00 and case/Individual of \$432.90 for this month.

Total vouchers issued: \$2,996.50

There was a decrease of \$15,539.03 in assistance issued this month compared to July 2019. There was a decrease of \$1,188.50 in vouchers issued this month compared to last month.

We received reimbursements from the Interim Assistance Program SSI, State Medicaid and Personal Reimbursements totaling \$.00

NOTES

July budget impact includes the Covid-19 Pandemic situation, including Governor Sununu's executive orders regarding temporary prohibition on evictions, foreclosures and utility disconnects resulting in less assistance inquires. Also, expanded unemployment, stimulus money and the recent Covid-19 Housing Relief program coordinated by Community Action has minimized inquires and need.