



**City Council Workshop  
June 21, 2016  
Council Chambers  
7:00 PM**

**Agenda**

1. Call to Order
  2. Public Input
  3. Communications from the City Manager
    - 3.1. **AB 179** New Staff Positions – Classifications P. 3
    - 3.2 City Manager Citation
  4. Communications from the Mayor
    - 4.1 **AB 181** Tri City Coalition - **Discussion** P. 17
    - 4.2 City Council Meeting in July, 2016 - **Discussion**
  5. Final Budget Deliberations
  6. Department Reports P. 19
  7. Other
  8. Adjournment
- 

**Special City Council Meeting  
June 21, 2016  
Council Chambers  
(Immediately following the City Council Workshop)**

**Agenda**

1. Call to Order
2. **AB 180** Resolution Authorizing the Rochester Police Department to Apply for a Justice Assistance Grant (JAG) P. 103

3. **AB 152** Resolution Approving the 2016-2017 Operating Budget for the City of Rochester P. 109
4. **AB 153** Resolution Approving the 2016-2017 Capital Budget for the City of Rochester and Authorizing Borrowing in Connection Therewith **P.113**
5. Non-Public Session
  - 5.1. Non-Public Session, Land, RSA 91-A:3,II (d)
6. Other
7. Adjournment



6/16/16

## City of Rochester Formal Council Meeting

### AGENDA BILL

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

AGENDA SUBJECT **New Staff Positions - Classifications**

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	June 21, 2016		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	June 13, 2016		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	12	

#### COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

#### DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

#### FINANCE & BUDGET INFORMATION

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

#### LEGAL AUTHORITY

City Charter Sections 60, 61 and 62.

**SUMMARY STATEMENT**

The City Manager proposes an amendment to the City of Rochester Compensation & Classification Plan (“merit plan”) with the creation of two new position classifications. These are the positions of (1) GIS/ASSET MANAGEMENT TECHNICIAN and (2) VICTIM/WITNESS ADVOCATE.

The respective Department Heads working with the Human Resources Manager, created written a job description for each position (see attached). The Human Resources Manager then graded these positions using the Municipal Position Rating and Classification Manual. The job descriptions and grading results were then reviewed by the Personnel Advisory Board (see attached PAB meeting minutes).

Per the City Charter, the City Manager now submits these positions (merit plan amendments) to the City Council for review & approval. Per the Charter, the City Council shall vote within 60 days.

**RECOMMENDED ACTION**

Review & Approval.



## **GIS/ASSET MANAGEMENT TECHNICIAN**

### **Statement of Duties**

This work involves skilled and technical work in the office and in the field to survey, map, and interpret various public infrastructure, land, and parcel features to support Department of Public Works (DPW) projects, GIS locational mapping, Asset Management, and other City functions. The position utilizes specialized computer software, including Esri ArcGIS and AutoCAD, to map City infrastructure, to track condition assessments (field inspection reports and CCTV inspections), and to help formulate recommendations to prioritize City construction projects.

Works in an ongoing fashion to developing mapping and to track and maintain condition assessments of all DPW infrastructure. Information will support ongoing master plans for the water distribution system, sewer collection system, stormwater collection systems, public buildings & grounds, road reconstruction program, and pavement rehabilitation program.

### **Supervision**

Works under the general direction of the City Engineer. May temporarily supervise Public Works staff engaged in the inspection, locational mapping, surveying, data gathering, or data tracking of infrastructure or assets.

Performs responsible work of a specialized and technical nature compiling, mapping, tracking information for municipal services; requires the exercise of a degree of professional judgment in analyzing facts and circumstances of generally routine technical projects to determine the appropriate course of action.

### **Job Environment**

Works in office and field locations, which, on a recurring basis, requires the ability to walk across rough or potentially hazardous terrain with exposure to variable weather, conditions, hazards associated with construction sites and fumes or airborne particles.

Operates computers, standard office equipment and surveying equipment; operates light truck and an automobile.

Makes periodic contact with the general public involving complex information requiring accuracy, tact, discretion and judgment; makes periodic contact with all other city departments, utilities, businesses, and local and state agencies.

Errors may result in time and monetary loss, poor public relations, reduced services to citizens, damage to buildings, equipment, and facilities, personal injury, injury to colleagues, danger to public health and safety, environmental damage, and legal repercussions.

## Essential Functions

*The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

Incorporates advanced level technology into the data collection, development, analysis and mapping work flow (i.e., ESRI and AutoCAD Software, use of scanners, georeferencing, GPS and GIS).

Creates and maintains mapping information to document critical public infrastructure conditions and land & parcel features.

Coordinates field GPS survey work to map infrastructure and updates GIS.

Creates and implements web and mobile applications for DPW employees to use for collecting data in the field. The applications may be utilized by iPads, smart phones, tablets, or laptops.

Ability to utilize ESRI software to manage and analyze the impervious surface layer, and maintain the individual impervious surfaces in relation to all parcels throughout the City.

Collects and analyzes data, writes reports, performs special projects as assigned. Maintains tracking of system information and provides analysis of asset information to evaluate asset conditions, maintenance priorities, and future capital improvement projects.

Works in close cooperation with various City staff in the preparation of data, maps, engineering documents, boundary surveys, etc. to insure that geographic data is consistently gathered as an ongoing effort and can be added to the City's Geospatial Database

Aids in the dissemination of geospatial data and technology by helping to train other employees in the use of ESRI software and maps.

May perform related engineering office and field work.

## Recommended Minimum Qualifications

### Education and Experience

Demonstrated proficiency, via relevant work experience, with personal computers, Microsoft Office platforms, Esri ArcGIS, AutoCAD, or asset management software. Applicants for this position must have an associated degree in drafting, engineering technology, information management or other technically related field; and at least five years of applicable technical or computer based work experience.

### Special Requirements

Drivers License: Valid Operator license required

### Knowledge, Ability and Skill

**Knowledge:** Considerable knowledge of the principles and practices of developing and maintaining a GIS including proficiency using CAD software and database software, knowledge of the methods, materials and equipment used in public works construction; considerable knowledge of surveying, engineering design and map preparation; general knowledge of the design and implementation of ongoing database maintenance programs. Working knowledge of municipal operations, related to water, sewer, and roadway systems. Experience with various database software platforms.

**Ability:** Ability to operate computerized surveying, drafting, and mapping equipment including but not limited to, GPS equipment, data collectors, computers, digitizers, scanners, mobile devices, and other miscellaneous technology. Ability to prepare specifications and technical reports. Ability to collect, track and maintain data related to system condition assessments. Ability to establish and maintain effective working relationships with associates, contractors, the public and employees in other municipal departments and City officials.

**Skill:** Excellent communication skills, both oral and written. Good computer skills using engineering software, word processing, spreadsheets and databases.

## Physical Requirements

Work is primarily of an intellectual nature but requires the lifting of equipment and materials up to 30 pounds and the ability to walk across rough or potentially hazardous terrain. The employee must be able to hear normal sounds, distinguish sound as voice patterns and communicate through human speech.

*This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.*

## **VICTIM/WITNESS ADVOCATE**

### **Statement of Duties**

Primary responsibility for the provision of support services to victims and witnesses at the district court level of the justice system; provides administrative and clerical support to all prosecutorial efforts of the office.

### **Supervision**

Works under the general direction of the City Prosecutor, establishing own work plan and priorities in accordance with standard practices with substantial responsibility for determining the sequence and timing of action; only unusual cases are referred to the supervisor.

Incumbent has substantial independence in planning and organizing the work activities, must be self motivated and is expected to solve through experienced judgment most problems of detail by adapting methods or interpreting instructions to resolve the particular problem.

No direct supervisory responsibility.

### **Job Environment**

Work is performed under typical office and court room conditions, with regular interruptions from the general public and other city employees. Routinely works after normal working hours.

Operates a computer and general office equipment, such as calculator, copier, facsimile machine, and telephone.

Makes frequent contacts requiring perceptiveness with persons at all levels of the justice system and must possess the skills and abilities necessary to gain the confidence and trust of persons with whom they interact. Works closely with the prosecutor, police officers and victims/witnesses during all phases of the investigative and legal process.

Contacts are by phone, correspondence and in person, and require some persuasiveness and resourcefulness to influence the behavior of others.

Has access to a large amount of department-wide confidential information, including law suits and investigations.

Errors could result in delay and confusion and could have direct legal, monetary, and serious public relations repercussions for the city.

DRAFT

## Essential Functions

*The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.*

The victim/witness advocate position performs the following duties, functions and responsibilities:

- Notify victims regarding bail conditions following the arraignment of defendants.
- Keep victims and witnesses regularly updated regarding their case.
- Educate victims/witnesses about court procedures and their roles in those procedures.
- Provide support to victims/witnesses throughout the legal process.
- Make referrals for the victims to appropriate agencies and professionals.
- Contact individuals who have requested police intervention in domestic disturbance situations not resulting in criminal charges to offer report referral information.
- Assist victims in obtaining restraining orders when requested or necessary.
- Advise victims in developing plans for their continued safety and support.
- Attend court hearings to keep victims and witnesses abreast as to the status of those phases of the legal process when the victim/witness is not present.
- Obtain victim input for the purpose of determining appropriate disposition for a case and provide victim input to prosecutors.
- Research restitution issues and advise the prosecutor of any restitution due to victim.
- Advocate for victims throughout the legal process.
- Maintain records as to the services provided to victims and witnesses.
- Monitor bail conditions of defendants when necessary and provide this information to victims.
- Make referrals for defendants to appropriate treatment agencies when no other referral agent is available.
- Attend court hearings with victim/witnesses as their advocate.
- Facilitate review of written statements by victims/witnesses prior to testifying.
- Advise victim/witnesses as to the various roles of the individuals in Court.
- Provide victim/witness services in juvenile cases.
- Provides general administrative and clerical support to the office.
- Performs other similar or related work as required or as the situation dictates.

## **Recommended Minimum Qualifications**

### **Education and Experience**

Preferred qualifications include a 4-year college level education with demonstrated experience in court or social service agencies that interact with victims of crimes. Counseling experience strongly preferred.

Must possess a valid driver's license.

### **Knowledge, Ability and Skill**

#### **Knowledge of:**

- Must possess a detailed understanding of both the adult and juvenile justice systems.
- Must possess an appropriate educational background and must have experience in dealing with the victims of crime.
- Extensive knowledge of the support systems available to victims in the State of New Hampshire.
- Thorough knowledge of office terminology, procedure and equipment.

#### **Ability to:**

- Maintain complete and total professional confidentiality with regard to their role and their access to confidential documents and situations.
- Use tact, discretion, initiative, and independent judgment within established guidelines.
- Organize work, set priorities, meet critical deadlines, and follow up on assignments with a minimum of direction.
- Apply logical thinking to solve problems or accomplish tasks and to understand, interpret, and communicate complicated policies, procedures, and protocols.

#### **Skill in:**

- Superior communication skills, orally and in writing and be able to deliver information in an easy to understand and professional manner.
- Must be able to successfully interact, both verbally and in writing, with a wide variety of individuals.
- Skilled in the planning, organizing and reviewing of cases in a timely manner to coordinate with arraignment and/or trial dates.
- Must possess sufficient computer skills to perform the documentary functions of the position.



## Physical Requirements

Minimal physical effort generally required in performing duties under typical office conditions. Position requires the ability to operate a keyboard and standard office equipment at efficient speed. The employee is frequently required to use hands to finger, handle, or feel objects, tools, or controls; and reach with hand and arms. The employee is frequently required to sit and talk and hear. Specific vision requirements include close vision, distance vision, and the ability to adjust focus.

*This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.*

### Classification Schedule

Grade	Position Title
1	Library Page
2	No positions in this grade.
3	Custodian (part-time)
4	Legal Assistant I
5	Lead Custodian (inactive position)
6	Legal Assistant II
6	Victim/Witness Advocate
7	Financial Analyst (inactive position)
7	Payroll/Human Resource Specialist
8	Executive Secretary
9	Accountant I
9	Executive Assistant
9	GIS/Asset Management Technician
10	Deputy Assessor (inactive position)
11	DPW Operations Manager (inactive position)
11	Assistant City Engineer
12	No positions in this grade.
13	Human Resource Manager
13	Lieutenant Prosecutor
13	Police Lieutenant
13	Police Prosecuting Attorney
14	Deputy Finance Director/Deputy Treasurer
14	Police Captain
15	No positions in this grade.
16	Deputy Police Chief
17	Director of Finance (inactive position)
18	Chief of Police
18	City Attorney
18	Deputy City Manager - Community Development (inactive)
18	Deputy City Manager - Finance & Administration
18	Director of City Services
19	No positions in this grade

## Non-Union Pay Plan

Full and Part-time regular employees

Grade	FY17		FY17 Annual	
	Min	Max	Min	Max
1	10.14	13.63	21,086.21	28,349.24
2	13.18	17.70	27,412.07	36,826.32
3	14.23	19.13	29,605.89	39,786.91
4	15.37	20.65	31,970.10	42,960.49
5	16.60	22.31	34,526.00	46,410.96
6	17.93	24.12	37,294.90	50,159.62
7	19.36	26.03	40,276.79	54,142.57
8	20.91	28.10	43,492.97	58,445.00
9	22.58	30.33	46,964.74	63,088.23
10	24.38	32.76	50,713.40	68,136.14
11	26.33	35.38	54,760.24	73,588.74
12	28.44	38.22	59,147.88	79,488.61
13	30.71	41.26	63,876.30	85,814.48
14	33.17	44.56	68,988.11	92,694.12
15	35.82	48.14	74,504.60	100,127.54
16	38.69	51.99	80,467.35	108,136.04
17	41.78	56.16	86,900.74	116,804.81
18	45.12	60.62	93,844.28	126,091.26
19	48.69	65.47	101,341.59	136,187.08



**Personnel Advisory Board  
May 31, 2016, 4:30  
City Hall Conference Room**

**Members present:**

Joanne Sylvain  
David Dubois  
David Stevens

**Others Present:**

Diane Hoyt, Human Resource Manager  
John Storer, Director of City Services  
Terence O'Rourke, City Attorney  
Andrea Mitrushi, Prosecutor

Review of new/amended classifications

1. Victim/Witness Advocate; David Dubois **moved** to recommend pay grade 6. David Stevens **seconded** the motion. The **motion carried** by a unanimous vote.
2. GIS/Asset Management Technician; David Dubois **moved** to recommend pay grade 9. David Stevens **seconded** the motion. The **motion carried** by a unanimous vote.

Meeting adjourned at 5:10.



6/16/16

**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

Tri City Coalition

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

AGENDA DATE	June 21, 2016	
DEPT. HEAD SIGNATURE	NA	
DATE SUBMITTED	8 June 2016	
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

**COMMITTEE SIGN-OFF**

COMMITTEE	Tri-City coalition
CHAIR PERSON	

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

**FINANCE & BUDGET INFORMATION**

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

**LEGAL AUTHORITY**

City Council policy statement

**SUMMARY STATEMENT**

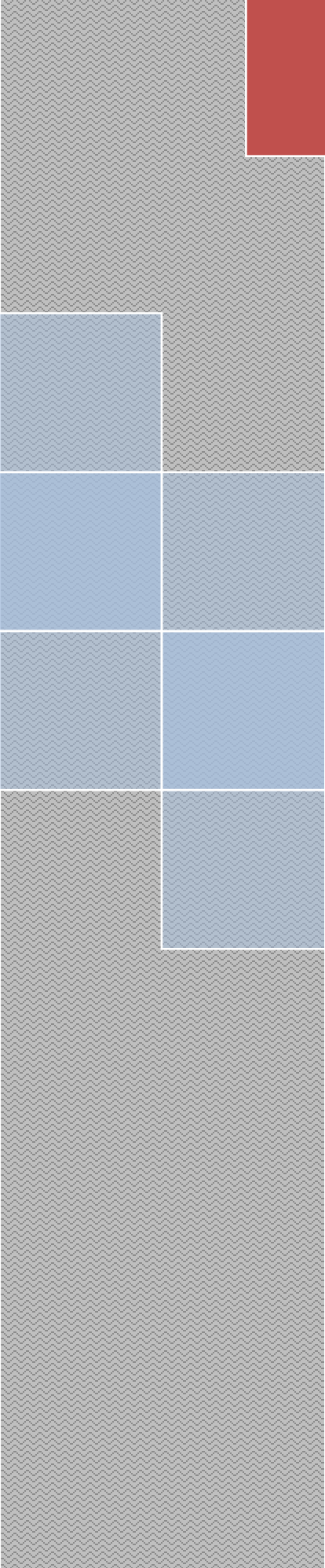
The mission of the Tri-City Coalition is to foster dialog, exploration and implementation of joint policies and programs which would benefit the member communities of Dover, Somersworth and Rochester.

**RECOMMENDED ACTION**

Resolution : To authorize the City Manager to engage in discussions with the city Managers of member communities to explore the feasibility of joint city fire administrative services.

May 2016  
Department Reports

- Assessing P. 21
- City Clerk's Office P. 23
- Department of Building, Zoning, and Licensing Services P. 25
- Economic Development Department P. 31
- Finance Department P. 49
- Fire Department P. 53
- Library P. 75
- Planning Department P. 77
- Police Department P. 81
- Public Works Department P. 93
- Recreation and Arena P. 97
- Tax Collector P. 99
- Welfare P. 101



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## City of Rochester, New Hampshire

### Assessor's Office

19 Wakefield Street

Rochester, New Hampshire 03867-1915

(603) 332-5109

Email: [assessor@rochester.net](mailto:assessor@rochester.net)

Web Site: [www.rochesternh.net](http://www.rochesternh.net)

June 14, 2016

To: City Manager/Council

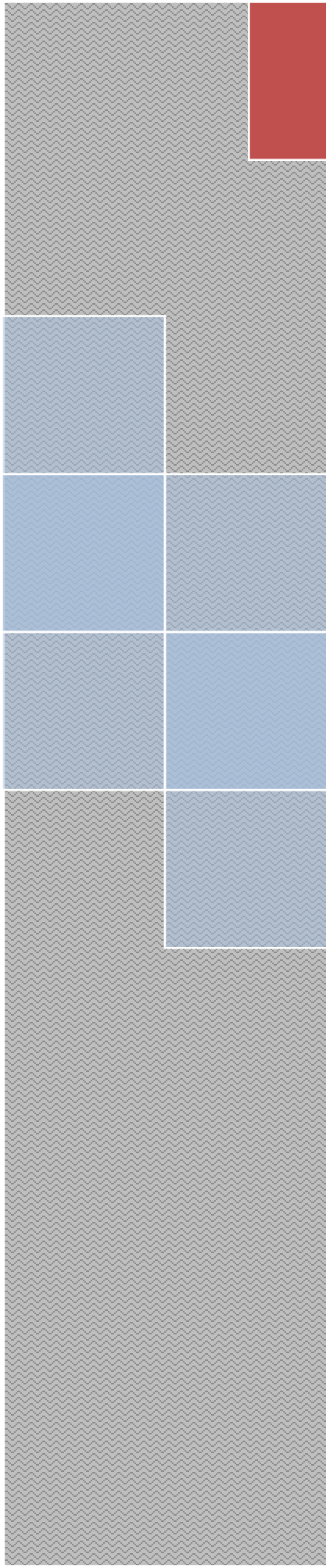
From: Rick Vincent, Assessing

### **Subject: May Council Report**

#### Revenue Received/Collection Warrants issued:

Timber Tax	\$7,042.92
Property Record Cards, Maps & Copies	\$ 16.00

- During May, work commenced on the 2016 tax year with the transfer of values, exemptions and credits to the Munis Financial Software System for the Preliminary June bill.
- The assessing staff completed the building permit inspection process and resumed the annual cyclical inspection program.



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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>

Clerk of the Council  
 Elections  
 Vital Records  
 Dog Licensing  
 Notary Public Services

## City Clerk's Report 2016

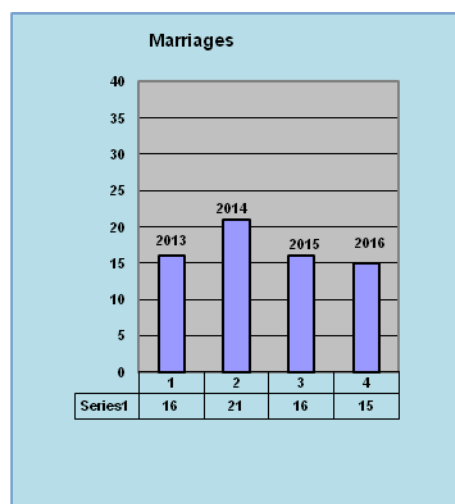
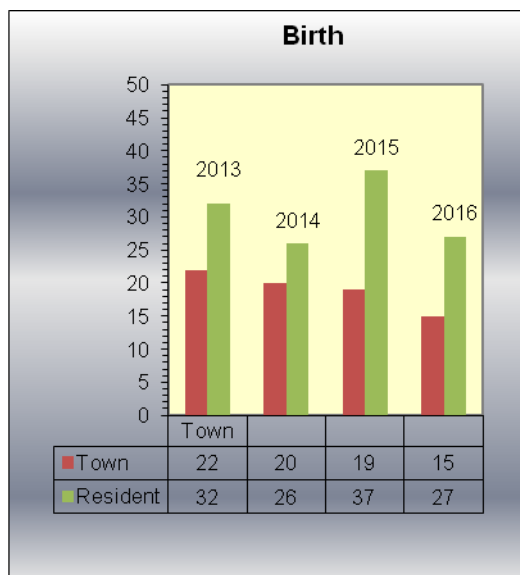
June 21, 2016

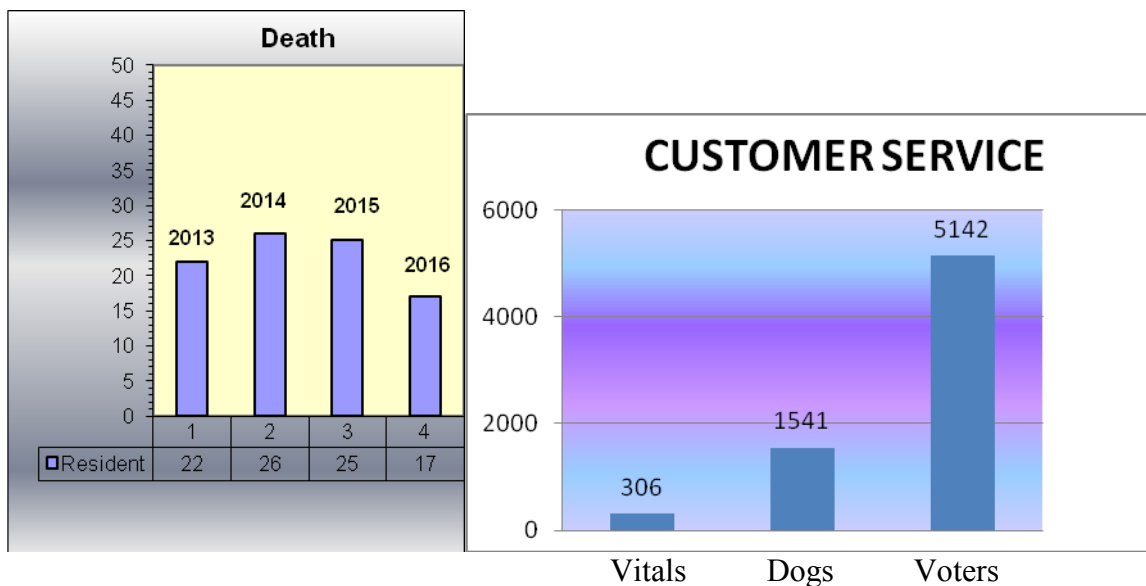
### Vital Statistics

The City Clerk's staff issued 202 initial copies of vital records, 83 subsequent copies of vital records, and 21 marriage licenses in May. The New Hampshire Division of Vital Records Administration generated the following report of statistics for the City of Rochester: there were 27 babies born in Rochester during the month of May, 15 of which were of Rochester residents; a total of 17 resident deaths occurred in Rochester during the month of May.

### Revenue – Vital Records/Marriage Licenses

	State	City
Initial/Subsequent copies	\$1,616	\$1,414
Marriage Licenses	\$ 903	\$ 147
	\$2,519	\$1,561





### Dog Licensing

The City Clerk's office licensed 1,541 dogs during the month of May.

### Elections

#### [Voter registration summary by party as of May 31, 2016:](#)

	<u>Democrats</u>	<u>Republicans</u>	<u>Undeclared</u>	<u>Total</u>
<u>Ward 1</u>	1,028	1,122	1,119	3,269
<u>Ward 2</u>	957	1,072	1,336	3,365
<u>Ward 3</u>	1,012	1,166	1,113	3,291
<u>Ward 4</u>	851	778	1,333	2,962
<u>Ward 5</u>	931	1,062	1,174	3,167
<u>Ward 6</u>	978	769	1,072	2,819
<u>Total</u>	5,757	5,973	7,147	18,877

Respectfully submitted,

*Marcia H. Roddy*

Marcia H. Roddy  
Deputy City Clerk

6/16/16

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 May 2016 with the fiscal Year to Date

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

**Department Revenue**

Permit Type	May 2016	Year to Date
Building Permits	\$17,064.00	\$364,730.00
Electrical Permits	\$2,565.00	\$55,800.00
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$808.00	\$21,905.80
Zoning Permits	\$839.32	\$2,967.56
FireSuppression Permits	\$0.00	\$4,621.00
FireAlarm Permits	\$0.00	\$3,439.00
Sprinkler Permits	\$456.00	\$4,039.00
Mechanical Permits	\$2,053.00	\$53,241.00
Food_Milk Licenses	\$775.00	\$6,500.00
Taxi Licenses	\$160.00	\$1,350.00
General Licenses	\$100.00	\$4,845.00
<b>Net Revenue</b>	<b>\$24,820.32</b>	<b>\$523,438.36</b>

## Building Permit Detail

New Permits		May 2016		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Residential	6	\$298,100.00	14	\$517,420.00
	Alteration - Residential	3	\$46,500.00	27	\$285,987.00
	Alterations- Non Residential	4	\$241,365.00	44	\$12,202,488.00
	Apartment	2	\$200.00	4	\$820,180.00
	Building - Non-Residential	0	\$0.00	7	\$8,099,015.00
	Commercial - Alteration	0	\$0.00	2	\$849,465.00
	Condo	0	\$0.00	9	\$451,050.00
	Deck	5	\$24,690.00	13	\$60,093.00
	Demolition	7	\$67,450.00	43	\$191,700.00
	Demolition Permit	0	\$0.00	1	\$500.00
	Fence	9	\$40,609.00	24	\$97,258.00
	Footing	7	\$22,000.00	17	\$257,000.00
	Foundation Only	0	\$0.00	3	\$380,000.00
	Garage	3	\$74,750.00	10	\$254,921.00
	Manufactured Home	5	\$255,725.00	14	\$596,014.00
	New Home	3	\$136,856.00	69	\$9,562,103.00
	Other	7	\$70,300.00	93	\$712,893.00
	Pool	0	\$0.00	1	\$1,350.00
	Pool - Above Ground	2	\$9,000.00	2	\$9,000.00
	Pool - In Ground	0	\$0.00	2	\$49,000.00
	Pool Permit	0	\$0.00	1	\$4,732.00
	Repair / Replace NonRes	0	\$0.00	3	\$200,620.00
	Repair / Replace Res	0	\$0.00	44	\$302,266.00
	Repair/Replace - Non-Residential	0	\$0.00	1	\$1,000.00
	Repair/Replace - Residential	2	\$1,800.00	6	\$27,929.00
	Residential - Addition	0	\$0.00	18	\$286,886.00
	Residential - Alteration	0	\$0.00	139	\$1,057,276.00
	Roofing	1	\$4,150.00	18	\$136,203.00
	Shed	4	\$10,967.00	57	\$159,840.00
	Siding	0	\$0.00	0	\$0.00
	Sign	2	\$6,250.00	15	\$88,031.00

6/16/16

	Sign Permit	0	\$0.00	27	\$189,574.00
	Windows	0	\$0.00	3	\$13,953.00
Electrical Permits	Electrical Permit	0	\$0.00	240	\$1,968,140.00
	Electrical Permit - Alteration	0	\$0.00	2	\$1,100.00
	Electrical Permit - New	0	\$0.00	80	\$2,169,012.00
	Electrical Permit - Repair	0	\$0.00	1	\$625.00
	Electrical Underground	0	\$0.00	1	\$500.00
	Generator	0	\$0.00	2	\$8,000.00
	Meters	1	\$75.00	2	\$175.00
	Service	10	\$24,499.00	30	\$63,449.00
	Solar Electric System	3	\$19,300.00	10	\$103,064.00
	Temp Service	0	\$0.00	1	\$250.00
	Wiring	28	\$225,642.00	104	\$1,524,283.01
FireAlarm Permits	Fire Alarm	0	\$0.00	12	\$90,485.00
	Fire Alarm Permit	3	\$90,000.00	11	\$168,190.00
FireSuppression Permits	Fire Protection	0	\$0.00	36	\$509,595.00
	Fixed Fire Suppression System	0	\$0.00	1	\$24,840.00
Mechanical Permits	Air Conditioning	4	\$32,795.00	7	\$684,795.00
	Furnace/Boiler	8	\$40,480.00	51	\$762,678.00
	Gas Line	7	\$2,790.00	14	\$13,114.00
	Gas Piping	2	\$2,300.00	12	\$42,550.00
	Heating	2	\$10,030.00	10	\$30,641.00
	Hot Water Heater	2	\$820.00	13	\$15,240.00
	Mechanical Permit	0	\$0.00	396	\$3,564,965.00
	Pressure Testing	0	\$0.00	2	\$1,100.00
	Propane Tank	6	\$3,850.00	23	\$18,484.00
	Sheet Metal Work	0	\$0.00	1	\$25,000.00
	Tank Installation	3	\$2,990.00	17	\$23,991.00
	Ventilation	0	\$0.00	1	\$359.00
Plumbing Permits	Plumbing	17	\$82,748.00	175	\$1,956,065.00
	Plumbing - New	0	\$0.00	52	\$235,185.00
	Plumbing - Relocation	0	\$0.00	1	\$500.00
Sprinkler Permits	Fire Sprinkler Systems	6	\$127,352.00	14	\$216,552.00
	<b>Total Permit Issued</b>	<b>174</b>	<b>\$1,976,383.00</b>	<b>2090</b>	<b>\$52,088,674.01</b>

**CODE VIOLATION TYPE & OCCURRENCES****Month of: May 2016****Code Compliance Deficiencies**

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There are up to four steps of actions being used to deal with complaints/ violations: The first being verbal contact. The next method is a written notice of violation. This consists of a notice that is mailed first class as well as certified mail giving the property owner or violator a detailed description of the deficiencies and a date to make the appropriate corrections. The requested date depends on the time that is considered reasonable for the requested action that needs corrected, for instance, a minor repair to a fence may warrant a couple of days, while replacing an entire fence may require a few weeks. If there has been no contact made by the recipient of the notice, a follow up inspection is then made. If the violation(s) still exist, a second notice of violation is mailed with a new correction date on it. This process is then followed through again with a final notice. If the violation has still not been corrected after these notices, the paper work will be forwarded to the City Attorney for legal/court action to be taken. If the violation was a time sensitive issue, such as trash piling up, we would skip the second notice and go straight to a final notice to help expedite the process.

**RUBBISH & GARBAGE:**

- One recent in Ward 1
  - One recent in Ward 4
  - Three recent in Ward 6
- One in ward 6 is pending. All others were resolved and closed

**INTERIOR VIOLATIONS:**

- One recent in Ward 4
- resolved and closed

**EXTERIOR VIOLATIONS:**

- Two recent in Ward 1
  - Two recent in Ward 4
- Both were resolved and closed

**VEHICLE VIOLATIONS:**

- One recent in Ward 3
  - One recent in Ward 5
  - Three recent in Ward 6
- Two in Ward 6 are pending further action

**SIGNS:**

- Four recent in Ward 3
- All of the above were snipe signs that were removed



**SITE PLAN/ZONING VIOLATIONS:**

- One recent in Ward 1
  - One recent in Ward 3
  - One recent in Ward 4
  - Five recent in Ward 5
  - Two recent in Ward 6
- Two in Ward 6 are pending and others were resolved and closed

**PERMITS:**

- One recent in Ward 3
  - Four recent in Ward 5
  - Two Recent in Ward 6
- All of the above have filed for required permits

**COURT:**

Complaints filed and pending mediation or trial:

One recent court complaint filed Ward 5

Four motions filed to bring forward and impose suspended fines

One subpoena served Re: Bleaisdell Case

Other pending Court papers from Legal Depart served in hand To George Blaisdell



6/16/16

**City of Rochester, New Hampshire**  
**Department of Building, Zoning and Licensing**  
**Services**

31 Wakefield Street \* Rochester, NH 03867  
(603) 332-3508 \* Fax (603) 509-1912

May 2016

**APPLICATIONS REVIEWED BY THE ZONING BOARD**

**2016-13** June F. Kulakowski, applicant for a Special Exception to allow a Home Occupation in the Downtown Commercial Zone. This is according to the City's Zoning Ordinance Chapter 42, Table 18-A Dimensional Standards-Residential Districts. **Location:** 3 Summer St. Map 0120 Lot 0418, Block 0000, Downtown Commercial Zone. **APPROVED**

**2016-14** June F. Kulakowski, applicant for a Variance to allow a sign for the Home Occupation larger than the three (3) square feet per side in the Downtown Commercial Zone. This is according to the City's Zoning Ordinance Chapter 42.24 c.3. Home Occupation Signs. **Location:** 3 Summer St. Map 0120 Lot 0418, Block 0000, Downtown Commercial Zone. **APPROVED**

**2016-15** Attorney F. X. Bruton representing David R. Lemieux, owner of Apple Ridge Estates, LLC, for a Variance to the terms of Article 42.5 Section (b) (2) (a) and ask that said terms be waived to permit parking in the front of the structures in this development. According to the City's Zoning Ordinance. **Location:** 114 Rochester Hill Rd. Map 0134 Lot 0005, Block 0000, Residential 2 Zone. **APPROVED**

# Economic & Community Development Management Report

May 31

# 2016

The City of Rochester is one of the fastest-growing cities in the Seacoast region. As a growing retail and entertainment destination, our dynamic and expanding business climate is attributed to the proud industrial history of the area, a renewed downtown district and the expanding aerospace and advanced composites manufacturing sectors.

City of  
Rochester,  
New  
Hampshire

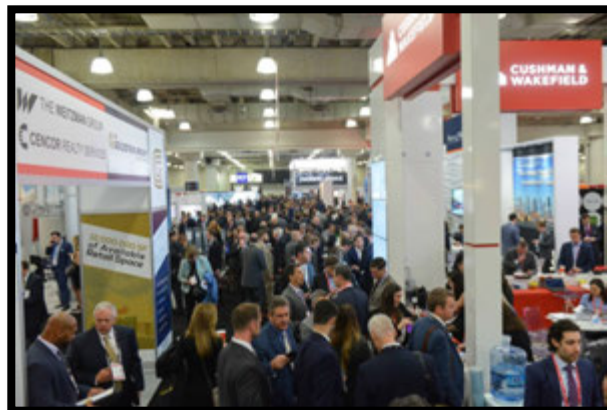
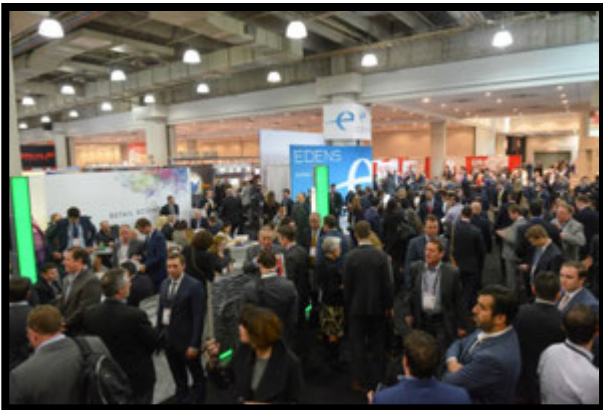


**Karen Pollard, Economic Development Manager**

**2016 International Council of Shopping Centers (ICSC) RECon Las Vegas, NV**

Jennifer Marsh and I traveled to the ICSC (International Council of Shopping Centers) RECon (Real Estate Convention) 2016 held May 22 through 25. This year's

convention was back to pre-recessionary levels with *more than 36,000 people registered in advance and +1,000 exhibitors.*



The goal Jenn and I established when preparing for RECon months ahead of time was to target restaurants and apparel retailers, support the retail development companies of all of our centers, and to give Jenn the training and experience to manage a large scale trade show in the future.

**1. Target Restaurants and Retailers: In**

preparation for RECon we contacted by e-mail, IM (instant message), and by phone 108 national restaurants and retailers from our list of past prospects and newly developed targets. We scheduled specific appointment times to meet with several, "drop in" times where a range is given, and one appointment in conjunction with Waterstone Retail where we joined their leasing team in a scheduled meeting. One of the obstacles to setting appointments this year was that the retailer had already determined that the Rochester market was desirable, and now needed to meet with the shopping center leasing team to make a deal.

In addition to scheduled appointments we participated in several less formal events where retail companies were available for discussion. On Sunday we participated in a networking event hosted by the Boston law firm Brown & Rudnick, with Mayor Marty Walsh as the guest speaker. This event traditionally has many Boston-based development companies and retailers in attendance, as it did this year. Following that, Jenn and I were invited to a dinner hosted by Waterstone Retail to meet casually with the retailers they are trying to secure for The Ridge and other locations as well. This dinner was very successful for Waterstone.

2. **Support Retail Developments:** While there we met with Jim Kempner, owner of the Lilac Mall; Chris McMahon, agent for the Globe Plaza; John Mathews, broker for Market Basket Real Estate; Tom Wilder, owner of the Wilder Company. These discussions were to share data and information about the growing retail scene in Rochester, offer assistance, and to discuss tenant changes or center changes that may be needed. These discussions were also productive, and we have shared the updated Buxton data with all of them to support attracting new retail tenants and restaurants to their centers.
3. **Training and Experience:** This was my ninth RECon trade show and Jenn Marsh's first. She was able to learn firsthand how to prepare, manage and implement a major trade show strategy. She learned how to overcome objections in a business meeting in very positive ways, present Rochester as a premier outer-tier location, and organize follow up as you proceed along.

Buxton invited Jenn and myself to a dinner with all of their community clients who were participating in RECon, and we were able to meet others to discuss how we all utilize and make the

most of our data that we get from the company. It was a very interesting discussion with communities from all over the U.S.

Since our return to Rochester we have followed up with our personal contacts from RECon. One of our advertisers, Business Xpansion Solutions, has also supplied us with a list of leads that they solicited from RECon that we will also follow up with. Buxton has supplied us with additional data that has successfully secured another regional chain restaurant for The Ridge, and we continue to work on retail apparel and outdoor recreation concepts.



**Jenn Marsh, Economic Development Specialist**

#### **Downtown Attraction Initiatives**

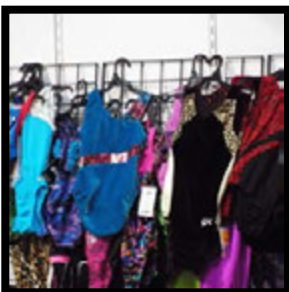
Planning is starting for National Night Out events are starting. More details to come in the next few weeks.

#### **Cultivating Future Workforce**

Spaulding High School held its second annual Career Fair, which the Economic Development Department was a partner in hosting and presenting resources about the business communities.

#### **JOB Loan Updates**

Seacoast Gymnastics Grand celebrated a successful



grand opening. With owner, Susan, thanking the strong parent and client base to lend many hands, the business completely revitalized the space, complete with balance beams/uneven bars, vaults, trampolines, mats, training

equipment, cupboard for gear, a retail area for costumes and a family and friends viewing area to watch the gymnasts practice!



#### **Business Development Strategies - Buxton Analytics Presentation for REDC**

The Rochester Economic Development Commission (REDC), held a well attended and success presentation by Buxton Analytics, an industry leader helping companies and communities, like the City of Rochester, NH, since 2007, to identify the customers and opportunities for growth. Featured Speakers, Eric Brown & Matt Tate, will shared their perspectives and examples from across the country about the strategies that businesses of all sizes can deploy to identify, approach and capture market share.

#### **Community Partnerships & Networking**

Economic Development Specialist Marsh and Executive Secretary Aubin attended the Strafford County Regional Planning Commission annual meeting. It was a beneficial networking event for community partners as well as members of the business community. A follow up meeting with another participant of the event regarding a new business opportunity in Rochester is in planning stages.

**New Markets**

You're Invited – Rochester Farmers Market Soft and Grand Opening events!

The Rochester Farmers Market will be opening at the Commons this Tuesday June 7<sup>th</sup> from 3:30-6:30pm. Entertainment for opening day will be provided by "Just By Chance".

June 14<sup>th</sup> will be the Grand Opening and Ribbon Cutting at 3:30pm with the Rochester Chamber and entertainment provided by "Cedar Mountain Bluegrass Band".

The market will be open on the Rochester Common every Tuesday (weather permitting) from 3:30-6:30 from June 7<sup>th</sup> through October. Like the Facebook Page: <https://www.facebook.com/Rochester-Farmers-Market-743799162419933/?fref=ts>

<b>Full Time Vendors</b>	<b>Part Time Vendors</b>
Claire's Bakery	Berry Best Farm
McKenzie's Farm	Soapscents
Farmer Tom's	Studley's Flower
Fit Foods	Gardens
Hackleboro	Sylvanities
Orchards	
Leaven	
Line Hill Farm	
MLC Catering	
Sanborn Hope Farm	
RJ Hill Farm	
Spirit Wind Farm	
HeBe-g-bee's	




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**Economic Development Executive Secretary**

***Communication Strategies for Local, Regional, National & International Audience, including social media, Facebook and Twitter***

**Project Management**

**Website:** [www.THINKROCHESTER.biz](http://www.THINKROCHESTER.biz)

Photo shoots are completed for the beauty location shots of the website.

Photographer Russell French will be sending images by the end of the month, featuring the retail, industrial and commercial zones, along with our advanced manufacturing corridor and downtown districts.

The website home page content, along with all of the other content, articles, and links are in the editing process.

**Community & Business Development Education**

**Business Workshops & Special Events**

Secretary Aubin created press releases for an upcoming Ribbon Cutting to celebrate the \$4.7 M infrastructure project, funded by the EDA, City of Rochester and Market Basket on Milton Road.

**Press Release: Groundbreaking Celebration Planned for \$4.7 M Infrastructure Grant Project in the City of Rochester, NH**

Rochester, NH – The City of Rochester, along with Wright-Pierce, an environmental engineering firm, are thrilled to announce a groundbreaking ceremony at Market Basket, 96 Milton Road, Rochester, NH 03867. This event marks the celebration of the Economic Development Authority (EDA) grant project summer start, to construct 8,000 feet of municipal sewer and construct/replace 9,000 feet of expanded water capacity to service an industrial park and commercial center. Public Works and EDA officials will be on hand for the groundbreaking.

Market Basket, a financial contributor of \$550,000 to this project, is committed to create more job opportunities in manufacturing, distribution, management and service positions. Company officials have been invited to participate in the event.

City of Rochester Economic Development Manager Karen Pollard states, “This timely project represents the culmination of strategic infrastructure investments that will benefit our community for years to come, bolstering growth and development in a thoughtful way. We are so pleased to have the strong support from the business community, the collaboration across municipal departments, and a strong partner providing excellent engineering expertise. But for the water and sewer expansion made possible by this EDA grant of \$1,946,100, Market Basket would not be able to expand their building or their employment. This is a ‘win-win’ all around.”

The water infrastructure will extend from the intersection of Woodland Green and Salmon Falls Road north to the intersection of Milton Road (New Hampshire Route 125). The water infrastructure project increases flow capacity, and improves water system redundancy through the installation of new water lines as well as upgrades to existing water lines. The sewer infrastructure will be constructed from the Salmon Falls Road Pump Station to the intersection of Milton Road and Salmon Falls Road. The sewer main will extend from Salmon Falls Road across to Kodiak Court and Denali Drive to Rochester Market Place at 96 Milton Road (Market Basket) and then extend 0.3 miles North on Milton Road to Amarosa Drive, where the sewer line will terminate.

Construction is planned for twelve to fifteen months to final completion. The City of Rochester will contribute \$2,203,900 to the project.

*The City of Rochester, NH, is one of the fastest-growing cities in the Seacoast region. As a growing retail and entertainment destination, our dynamic and expanding business climate is attributed to the cultural heritage of industrial past, a renewing downtown district and the expanding aerospace and advanced composites manufacturing sectors. For more information, visit [www.ThinkROCHESTER.biz](http://www.ThinkROCHESTER.biz)*

Planning is starting for a 2 part business fundamentals workshop, Grow Your Business Right, designed for start up businesses, with a special focus to attract low to moderate income participants.



### **Community Development Coordinator Report**

**Prepared and submitted by the Community Development Coordinator**

#### ***Continuing Projects***

**May 2016**

- ***Continuing Projects***

- RHA Ramps and Bathroom Accessibility Improvements: This project has been completed, and eight units have received handicap-accessible bathroom showers. During an on-site monitoring visit, the Community Development Coordinator was able to view several of the showers and speak with RHA residents. RHA residents have stated that the showers have been very helpful. Photographs of some of the showers are included as an attachment to this report.
- Rochester Public Library: The installation of handicap-accessible main doors at the Rochester Public Library has been completed. Photographs of the new doors are



included as an attachment to this report.

- Bicycle Racks: Three of the eight bicycle racks have been installed. Racks have been installed at Hanson Pines Park, City Hall, and the Community Center. The remaining racks (East Rochester Pool, Cocheco River Walk, Central Square, Rochester Commons, and Rochester Public Library) will be installed throughout the summer. Photographs of the installed bicycle racks are included as an attachment to this report.
- Economic Development Small Business Development Program: The Economic Development Department held a small business development workshop on May 19<sup>th</sup>.

Although intended for low-income residents, as per CDBG regulations, attendance was mostly by those outside the low to moderate income bracket. Another workshop for late June is being planned, and extensive outreach to low-income service providers is being conducted to ensure attendance by low to moderate income residents.

- ***CDBG Program***

- Hope on Haven Hill: The Community Development Coordinator has continued work on the environmental review for this project, coordinating with the State Historic Preservation Office and relevant City departments. The environmental review for Hope on Haven Hill has been unusually complex as the home is listed on the state historic register.
- CAP Weatherization: The Community Development Coordinator has conducted the Quarter 3 progress update phone call with CAP personnel. This is a required component to the CAP corrective action plan. Progress continues to be made.
- FY 2016-2017 Contracts: The Community Development Coordinator has sent out the draft contract for FY 2016-2017 CDBG subrecipients and is coordinating contract signing. A little under half of the contracts have been completed signed, thus far.
- FY 2016-2017 Environmental Reviews: The Community Development Coordinator has started the process of conducting environmental reviews for FY 2016-2017 CDBG-funded activities and projects. So far, the reviews for the public service agency activities, economic development activities, CAP weatherization, and Rochester Main Street façade program have been completed.
- End of Year On-Site Monitoring: The Community Development Coordinator has scheduled end of year on-site monitoring visits with the FY 2015-2016 CDBG subrecipients. These visits will occur before the start of the next fiscal year, with the exception of monitoring of New Hampshire Legal Assistance; to accommodate the scheduled surgeries of key personnel, this monitoring visit will be conducted in July. At these visits, general program success, CDBG regulatory compliance, financials, and related topics are discussed with the sub-recipients.

- ***Assessment of Fair Housing***

- Memorandum of Understanding: The finalized Memorandum of Understanding between the City of Rochester and the Rochester Housing Authority to draft a joint Assessment of Fair Housing has been signed by the City of Rochester and by Rochester Housing Authority. It has been submitted to the U.S. Department of Housing and Urban Development (HUD) to notify HUD of the City's intention to submit a joint Assessment of Fair Housing.

- ***NH Division of Historical Resources***

- Programmatic Agreement: The Programmatic between the NH Division of Historical



Resources (NH DHR) and the City of Rochester has been signed by the City Manager and submitted to NH DHR for signature by the agency's director.

- ***USDA Rural Community Development Initiative***

- Grant Opportunity: The U.S. Department of Agriculture's Rural Community Development Initiative provides support to enhance the capacity of housing and community development organizations, low-income rural communities, and federally recognized tribes to undertake projects related to housing, community facilities, or community and economic development in rural areas. The grant recipient must use the received funds to provide technical assistance to eligible community development organizations, community-based housing organizations, etc., and there is a fifty-fifty match requirement. Preliminary assessment indicates that the City of Rochester is considered a "rural area" for purposes of this grant program. The application deadline is July 22, 2016. The Notice of Funding Availability is attached to this report.

- ***Other Activities***

- City Hall Annex: The City of Rochester has been awarded a grant in the amount of \$25,400 from the Certified Local Government (CLG) grant program. The Community Development Coordinator drafted and submitted the grant application for this project. The Community Development Coordinator has been drafting a grant application to submit to the Land & Community Heritage Investment Program (LCHIP), as well, which will be submitted if City Council approves.
- COPS Hiring Grant: At the request of the Police Department, the Community Development Coordinator has reviewed the Notice of Funding Availability for the COPS Hiring Grant. If City Council approves submission of a grant application, the Community Development Coordinator will assist the Police Department in drafting a grant application.

- ***Report Attachments***

- Photographs of RHA Accessible Showers
- Photographs of Rochester Public Library Accessible Main Doors
- Photographs of Bicycle Racks
- Notice of Funding Availability for USDA's Rural Community Development Initiative

Photographs of RHA Accessible Showers





**Photographs of Rochester Public Library Main Doors**









Photographs of Bicycle Racks









## *City of Rochester, New Hampshire*

OFFICE OF THE MAYOR

31 Wakefield Street • Rochester, NH 03867

(603) 332-1167

[www.RochesterNH.net](http://www.RochesterNH.net)

### PROCLAMATION

**WHEREAS**, the International Economic Development Council is celebrating its 90<sup>th</sup> anniversary in 2016; and

**WHEREAS**, the International Economic Development Council is the largest professional economic development organization dedicated to serving economic developers; and

**WHEREAS**, the International Economic Development Council provides leadership and excellence in economic development for communities, members, and partners through conferences, training courses, advisory services and research, in-depth publications, public policy advocacy, and initiatives such as the Accredited Economic Development Organization program and the Certified Economic Developer designation; and

**WHEREAS**, economic developers promote economic well-being and quality of life for their communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

**WHEREAS**, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of the American economy; and

**WHEREAS**, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions; and

**WHEREAS**, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

**WHEREAS**, economic developers work in the City of Rochester within the State of New Hampshire; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of Rochester do hereby—

- 1) commend the International Economic Development Council and its officers, staff, and members on its 90<sup>th</sup> anniversary;
- 2) recognize 2016 as “The Year of the Economic Developer”
- 3) recognize May 8-14, 2016 as Economic Development Week

in the City of Rochester and remind individuals of the importance of this profession in expanding career opportunities and improving quality of life.

**BE IT FURTHER RESOLVED** that the City Council is authorized and directed to transmit an appropriate copy of this proclamation to the Rochester Economic Development Department and the International Economic Development Council.

**IN WITNESS WHEREOF**, I have set my hand and caused to be affixed the Seal of the City of Rochester this the 3<sup>rd</sup> Day of May in the year of our Lord, Two Thousand and Sixteen.

*Caroline McCarley*  
Caroline McCarley  
Mayor





# THE LAST STOP

RETAIL TRENDS AT A GLANCE

Men and women shop differently.  
Here's proof.

## Mall spending by gender

SPENDING	MALES	FEMALES	EITHER
Average total dollars spent per visit	\$89.40	\$101.25	\$97.30
Average dollars spent per visit at department stores	\$37.80	\$55.30	\$49.80
Average dollars spent per visit at mall shops	\$63.40	\$60.40	\$61.40
Average dollars spent per visit at restaurants/food shops	\$7.90	\$7.70	\$7.80
Average dollars spent per month	\$321.84	\$344.25	\$330.82

## Number of Mall Visits by Gender

TRIP FREQUENCY	MALES	FEMALES	EITHER
Average Number of Visits Per Month	3.6	3.4	3.5

## Number of minutes spent in malls by gender

TRIP DURATION	MALES	FEMALES	EITHER
Average Minutes Spent Per Trip	76.9	87.4	84
Average Minutes Spent Per Month	276.84	297.16	286

## Percent of Total Mall Shoppers by Gender

SHOPPER COMPOSITION	MALES	FEMALES
Percent of Total Mall Shoppers	33%	67%





# LET THE GAMES BEGIN!

Celebrate our team and all your smart commuting efforts! Share the fun on social media by posting pictures using the #CommuteToWin and company name. For more information visit [commuteSMARTseacoast.org/challenge/2016](http://commuteSMARTseacoast.org/challenge/2016)

## #CommuteToWin

commuteSMART



SEACOAST

**BUSINESS2BUSINESS**



## Does your company have what it takes to win? June 13<sup>th</sup> – 24<sup>th</sup>, 2016



### BIKE. CARPOOL. TELEWORK. RIDE THE BUS. WIN!

Commute Smart Seacoast B2B Challenge invites all employers in Seacoast New Hampshire to compete for the honor of having the smartest, greenest commuting workforce. There are great prizes, a trophy to display in your workplace, social media buzz, and the exhilarating thrill of victory!

This competition is all about getting more people logging more trips using sustainable transportation like biking, walking, riding the bus, carpooling to work, or teleworking. There are a number of prizes, and EVERYONE WINS by saving money, lowering stress and doing something good for the environment. The teamwork feels great, too!

### HOW TO ENTER

Any seacoast employer is invited to enter. There's no fee, just a participant agreement and contest rules to read and sign. For more information or to register online, visit [commuteSMARTseacoast.org/events](http://commuteSMARTseacoast.org/events) Or, contact Anne Rugg, manager of commuteSMARTseacoast and the Challenge's head cheerleader. [arugg@commuteSMARTseacoast.org](mailto:arugg@commuteSMARTseacoast.org).

### WHY DO IT?

Compared to driving alone, it saves money and does wonders for employees' mental and physical health. The teamwork of competition can be a big boost to morale, team spirit and job satisfaction.

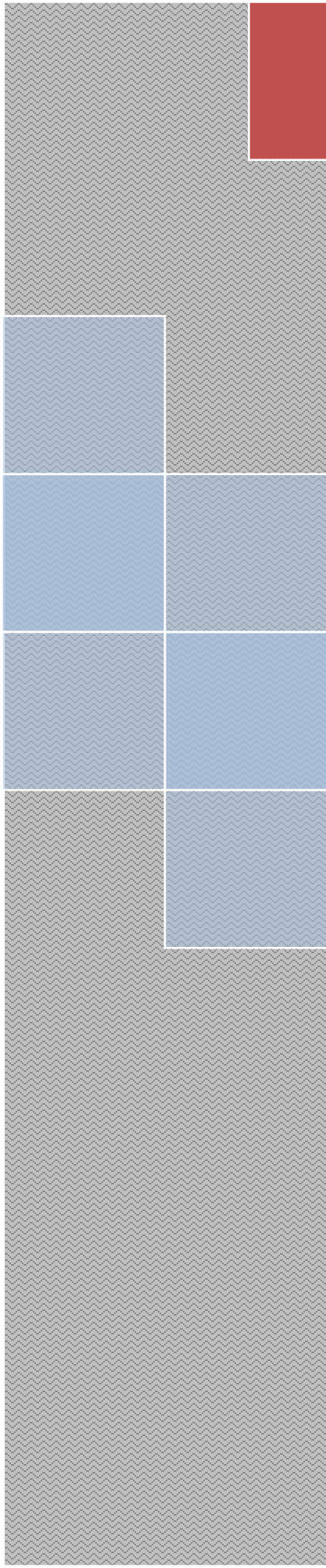
### Comments from 2015 team captains:

"It brings people together and helps create team spirit."

"Motivated us to meet our sustainability goals."

"It made us feel part of the community."

"Gets people to try a different mode that they didn't know about before."



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# FINANCE COMMITTEE

## Agenda Item

6/16/16

**Agenda Item Name:** Monthly Financial Statements Summary

For the full detail report, click here: [MAY 2016 Monthly Detailed Financial Report](#)

### **General Fund Revenues**

<b><u>ACCOUNT DESCRIPTION</u></b>	<b><u>REVISED ESTIM REV</u></b>	<b><u>ACTUAL YTD REVENUE</u></b>	<b><u>REMAINING REVENUE</u></b>	<b><u>% COLL</u></b>
11011 ECONOMIC DEVELOPMENT REV	\$ -	\$ 125	\$ (125)	100.0
11031 CITY CLERK REVENUE	\$ 106,420	\$ 99,508	\$ 6,912	93.5
11051 ASSESSORS REVENUES	\$ -	\$ 313	\$ (313)	100.0
11061 BUSINESS OFFICE REVENUE	\$ 55,000	\$ 59,628	\$ (4,628)	108.4
11062 BUSINESS OFFICE REVENUE	\$ 1,000	\$ -	\$ 1,000	0.0
11071 TAX COLLECTOR REVENUE	\$ 28,908,379	\$ 58,766,885	\$ (29,858,506)	203.3
11081 GENERAL OVERHEAD REVENUE	\$ 4,339,842	\$ 2,495,509	\$ 1,844,333	57.5
11082 GENERAL OVERHEAD REVENUE	\$ 1,434,205	\$ 1,434,205	\$ (0)	100.0
11091 PUBLIC BLDGS REVENUE	\$ -	\$ 14,539	\$ (14,539)	100.0
11101 PLANNING	\$ 15,250	\$ 59,202	\$ (43,952)	388.2
11201 REV LEGAL OFFICE	\$ 50,000	\$ 45,833	\$ 4,167	91.7
12011 POLICE CITY REVENUE	\$ 351,845	\$ 193,633	\$ 158,212	55.0
12021 FIRE CITY REVENUE	\$ 11,825	\$ 12,270	\$ (445)	103.8
12022 FIRE STATE REVENUE	\$ 40,000	\$ 14,203	\$ 25,797	35.5
12031 DISPATCH CENTER	\$ 62,044	\$ 59,166	\$ 2,878	95.4
12041 CODE ENFORCEMENT REVENUE	\$ 323,125	\$ 523,811	\$ (200,686)	162.1
13011 PUBLIC WORKS REVENUE	\$ 35,200	\$ 41,309	\$ (6,109)	117.4
13012 STATE HIGHWAY SUBSIDY	\$ 591,229	\$ 605,374	\$ (14,145)	102.4
14011 WELFARE REVENUE	\$ 8,500	\$ 4,638	\$ 3,862	54.6
14021 RECREATION REVENUE	\$ 129,800	\$ 165,278	\$ (35,478)	127.3
14031 LIBRARY REVENUE	\$ 13,458	\$ 11,989	\$ 1,469	89.1
<b>1000 GENERAL FUND</b>	<b>\$ 36,477,122</b>	<b>\$ 64,607,419</b>	<b>\$ (28,130,297)</b>	<b>177.1</b>

**Note: The Tax Collector Revenue is overstated in that the School Department's portion of semi-annual tax billing receipts had not yet been moved over to School side before this report was run.**

**Enterprise Fund Revenues**

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
5001 WATER ENTERPRISE FUND	\$ 5,468,531	\$ 2,752,112	\$ 2,716,419	50.3

Note: Water Fund Revenues collected appear to fall short each year until final quarterly billings are posted in September.

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
5002 SEWER ENTERPRISE FUND	\$ 6,825,394	\$ 3,538,689	\$ 3,286,705	51.8

Note: Sewer Fund Revenues collected appear to fall short each year until final quarterly billings are posted in September.

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
5003 ARENA ENTERPRISE FUND	\$ 586,067	\$ 498,040	\$ 88,027	85.0

**General Fund Expenditures**

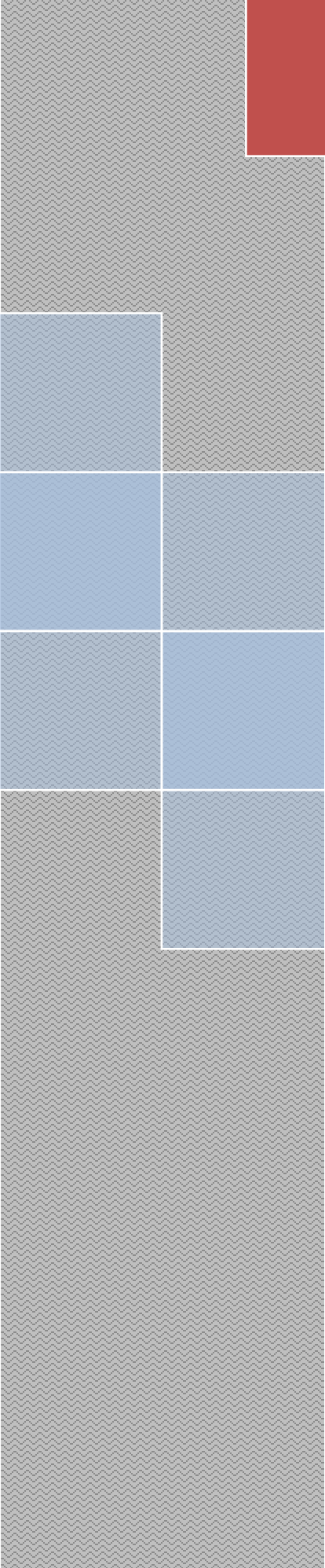
<u>ACCOUNT DESCRIPTION</u>	<u>REVISED BUDGET</u>	<u>YTD EXPENDED</u>	<u>ENCUMBRANCE</u>	<u>AVAILABLE BUDGET</u>	<u>% USED</u>
11000051 CITY MANAGER	\$ 278,414	\$ 235,927	\$ 3,882	\$ 38,605	86.10
11012351 ECONOMIC DEVELOPMENT	\$ 296,187	\$ 269,605	\$ 2,627	\$ 23,955	91.90
11020050 MUNICIPAL INFORMATION	\$ 444,691	\$ 340,612	\$ 9,071	\$ 95,008	78.60
11030051 CITY CLERK	\$ 297,290	\$ 232,535	\$ 30,752	\$ 34,003	88.60
11040050 ELECTIONS	\$ 44,016	\$ 41,976	\$ 2,413	\$ (373)	100.80
11050070 ASSESSORS	\$ 387,319	\$ 354,286	\$ (28)	\$ 33,061	91.50
11060051 BUSINESS OFFICE	\$ 515,644	\$ 442,064	\$ 1,453	\$ 72,127	86.00
11063151 HUMAN RESOURCES	\$ 127,107	\$ 124,945	\$ 923	\$ 1,239	99.00
11070070 TAX COLLECTOR	\$ 336,758	\$ 291,486	\$ 992	\$ 44,279	86.90
11080050 GENERAL OVERHEAD	\$ 675,267	\$ 602,723	\$ 111,747	\$ (39,203)	105.80
11090050 PB CITY WIDE 50	\$ 568,064	\$ 514,884	\$ 3,229	\$ 49,950	91.20
11090051 PB CITY HALL 51	\$ 76,000	\$ 54,020	\$ 1,897	\$ 20,084	73.60
11090052 PB OPERA HOUSE 52	\$ 34,176	\$ 38,020	\$ 1,169	\$ (5,013)	114.70
11090054 PB CENTRAL FIRE 54	\$ 33,523	\$ 32,246	\$ 717	\$ 560	98.30
11090055 PB GONIC FIRE 55	\$ 17,843	\$ 16,799	\$ 826	\$ 217	98.80
11090056 PB LIBRARY 56	\$ 21,920	\$ 19,021	\$ 256	\$ 2,643	87.90
11090057 PB DPW GARAGE 57	\$ 10,887	\$ 10,503	\$ 100	\$ 284	97.40
11090059 PB ER FIRE STATION 59	\$ 750	\$ 242	\$ -	\$ 508	32.30
11090061 PB HISTORICAL MUSEUM	\$ 1,600	\$ 471	\$ 600	\$ 530	66.90
11090063 PB HANSON POOL 63	\$ 5,005	\$ 2,346	\$ 1,792	\$ 867	82.70
11090064 PB GONIC POOL 64	\$ 2,880	\$ 1,435	\$ 640	\$ 805	72.10
11090065 PB EAST ROCHESTER POO	\$ 2,650	\$ 1,226	\$ 619	\$ 805	69.60
11090068 PB GROUNDS 68	\$ 16,600	\$ 16,134	\$ 304	\$ 162	99.00
11090069 PB DOWNTOWN 69	\$ 12,700	\$ 5,479	\$ 7,221	\$ -	100.00
11090070 PB REVENUE BUILDING 7	\$ 19,860	\$ 18,188	\$ 143	\$ 1,529	92.30
11090071 PB PLAYGROUNDS 71	\$ 1,850	\$ 1,762	\$ 88	\$ -	100.00
11090075 PB NEW POLICE STATION	\$ 26,423	\$ 24,751	\$ 1,311	\$ 362	98.60
11102051 PLANNING	\$ 348,964	\$ 312,497	\$ 5,306	\$ 31,161	91.10
11200051 LEGAL OFFICE	\$ 559,899	\$ 414,608	\$ 5,306	\$ 139,986	75.00
12010053 PD ADMINISTRATIVE SER	\$ 1,856,391	\$ 1,589,379	\$ 20,933	\$ 246,079	86.70
12012453 PD PATROL SERVICES	\$ 4,493,854	\$ 3,982,026	\$ -	\$ 511,828	88.60
12012553 PD SUPPORT SERVICES	\$ 395,656	\$ 353,521	\$ -	\$ 42,135	89.40
12020054 FIRE DEPARTMENT	\$ 4,200,614	\$ 3,690,144	\$ 23,086	\$ 487,384	88.40

**General Fund Expenditures**

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED BUDGET</u>	<u>YTD EXPENDED</u>	<u>ENCUMBRANCE</u>	<u>AVAILABLE BUDGET</u>	<u>% USED</u>
12020055 FIRE DEPT 55 GONIC SU	\$ 28,556	\$ 19,197	\$ -	\$ 9,359	67.20
12020754 CALL FIRE	\$ 29,926	\$ 4,668	\$ -	\$ 25,258	15.60
12022754 FOREST FIRES	\$ 861	\$ 124	\$ -	\$ 737	14.40
12030153 DISPATCH CENTER	\$ 735,861	\$ 636,972	\$ 4,851	\$ 94,038	87.20
12040051 CODE ENFORCEMENT	\$ 527,429	\$ 475,324	\$ 1,720	\$ 50,385	90.40
12050050 AMBULANCE	\$ 54,913	\$ 41,185	\$ 13,728	\$ -	100.00
13010057 PUBLIC WORKS	\$ 2,014,232	\$ 1,728,412	\$ 135,528	\$ 150,292	92.50
13010957 WINTER MAINTENANCE	\$ 463,666	\$ 357,850	\$ 7,325	\$ 98,491	78.80
13020050 CITY LIGHTS	\$ 257,500	\$ 231,576	\$ 420	\$ 25,504	90.10
14010051 WELFARE	\$ 451,998	\$ 327,422	\$ 1,491	\$ 123,085	72.80
14022072 RECREATION ADMINISTRA	\$ 548,365	\$ 524,212	\$ 1,638	\$ 22,515	95.90
14022150 RECREATION PLAYGROUND	\$ 81,451	\$ 72,530	\$ 1,095	\$ 7,825	90.40
14022250 RECREATION POOLS	\$ 74,760	\$ 51,796	\$ 2,587	\$ 20,377	72.70
14030056 LIBRARY	\$ 1,117,622	\$ 998,245	\$ 7,083	\$ 112,294	90.00
15000051 COUNTY TAX	\$ 5,980,421	\$ 5,980,421	\$ -	\$ -	100.00
17010051 TRANSFERS/PAYMENTS DE	\$ 4,535,036	\$ 4,481,816	\$ -	\$ 53,220	98.80
17030050 OVERLAY	\$ 225,203	\$ 84,160	\$ -	\$ 141,043	37.40
17040051 TRANSFER TO CIP & OTH	<u>2,780,520</u>	<u>2,780,520.02</u>	<u>0.00</u>	<u>0</u>	<u>100.00</u>
1000 GENERAL FUND	36,019,122	32,832,291.28	416,840.87	2,769,990	92.30

**Enterprise Fund Expenditures**

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED BUDGET</u>	<u>YTD EXPENDED</u>	<u>ENCUMBRANCE</u>	<u>AVAILABLE BUDGET</u>	<u>% USED</u>
5001 WATER ENTERPRISE FUND	\$ 5,468,531	\$ 3,862,087	\$ 112,396	\$ 1,494,047	72.70
<u>ACCOUNT DESCRIPTION</u>	<u>REVISED BUDGET</u>	<u>YTD EXPENDED</u>	<u>ENCUMBRANCE</u>	<u>AVAILABLE BUDGET</u>	<u>% USED</u>
5002 SEWER ENTERPRISE FUND	\$ 6,825,394	\$ 4,809,510	\$ 138,481	\$ 1,877,403	72.50
<u>ACCOUNT DESCRIPTION</u>	<u>REVISED BUDGET</u>	<u>YTD EXPENDED</u>	<u>ENCUMBRANCE</u>	<u>AVAILABLE BUDGET</u>	<u>% USED</u>
5003 ARENA ENTERPRISE FUND	\$ 586,067	\$ 466,176	\$ 2,948	\$ 116,943	80.00



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

Norman Sanborn Jr.  
Chief of Department

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

June 6, 2016

TO: City Manager Dan Fitzpatrick  
Mayor Caroline McCarley & City Council Members

**MONTHLY REPORT  
MAY 2016**

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

**DEPARTMENT INFORMATION:**

During the month of May the Department responded to 213 calls for service. This represents a 21% increase over last month with 176 calls. Of the calls in May, 4 calls were for brush fires, 1 for a vehicle fire and there were 3 other fires inside structures.

Crews also responded to 29 calls for vehicle accidents, and 70 medical calls. 10 of those medical calls were overdoses of which all were revived. May so far accounts for 19% of this year's fire department response to overdoses.\* We also responded to 8 calls for mutual aid assistance. The remaining calls included everything from alarm activations, good intent calls, and public service calls, as well as a multitude of various other type calls.

These overdoses are only those that could be confirmed. Other overdoses are suspected but could not be confirmed. Those are not counted in this statistic.

**ADMINISTRATIVE STAFF:**

Staff met with new Firefighter Joe Polozzi who comes to us from the Virginia Beach Fire Department.

I conducted interviews for the Lieutenants testing.

Staff attended the Department Heads meeting which was held at Station 1.

I attended a Ribbon Cutting for the new Revolution outside dining area.

Staff attended a Ribbon Cutting at the new Hobby Lobby.

**FIRE PREVENTION:**

The month of May was busy with over twenty inspections at The Ridge Marketplace. We were successful in aiding the tenants of The Ridge meet their deadlines for Grand Openings. Hobby Lobby, Famous Footwear, Petco and Marshalls opened without delay while working in concert with city officials. We worked on a safety campaign with the American Red cross distributing flyers to homeowners in targeted areas offering the free installation of smoke alarms for those homes without them. Deputy Chief Wilder spent a week this month at ST Anselm's College working with the ATF on Arson investigation Techniques. Captain Dube completed his Fire Inspector I course and is settling in to his new role in fire prevention just fine. The upcoming months look to be busy with a number of events happening at the Fairgrounds and The Ridge continuing to finish tenant build outs.

**DUTY SHIFT:**

All fulltime firefighters received the scheduled monthly medical training. Each shift trained on hose testing for the month. All Call Firefighters trained on the testing of fire attack hose.

**EMERGENCY MANAGEMENT:**

Staff met with Liz Lufkin from NH Emergency Management to discuss grants.

Sincerely,

Norman G. Sanborn, Jr.  
Fire Chief

6/16/16

06/06/2016  
cindiCITY OF ROCHESTER  
OPERATING BUDGETP 1  
glytdbud

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET -----	USED
1000 GENERAL FUND							
12021 FIRE CITY REVENUE							
12021 402111 OUTSIDE SERVICES REVE	10.000	10,000	4,067.24	890.16	.00	5,937.7	.70*
12021 402157 00505 TANK REMOVAL		-25	-100.00	.00	.00	75.00	400.
12021 402157 00506 BLASTING		25	-275.00	.00	.00	250.00	1100.
12021 402157 00507 INCIDENT REPORT		-25	55.00	5.00	.00	.00	220.0%
12021 402157 00508 F M REPORT		25	100.00	.00	.00	75.00	400.0%
12021 402157 00509 PHOTOGRAPHS		0	-15.00	.00	.00	15.00	100.0%
12021 402157 00510 CD PHOTOS		25	-15.00	.00	.00	10.00	60.0%*
12021 402157 00511 FIRE ALARM PLAN		500	-1,373.00	50.00	.00	73.00	274.6%
12021 402157 00512 SPRINKLER PLAN		1,000	-4,498.00	.00	.00	3,000.00	449.8%
12021 402157 00513 COMM HFS/CA		-100	350.00	.00	.00	250.00	350.0%
12021 402157 00514 RE-INSPECTION		50	.00	.00	.00		.0%*
12021 402157 00515 FINE		50	.00	.00	.00		.0%*
12021 406201 MISCELLANEOUS REVENUE		0	-1,421.43	-363.41	.00		100.0%
TOTAL FIRE CITY REVENUE		,825	-12,269.67	1,308.57		444.	1
TOTAL GENERAL FUND	5	11,825	-12,269.67	1,308.57		444.	103.
TOTAL REVENUES		-11,825	12,269.67	1,308.57		.6	
GRAND TOTAL		-11,825	12,269.67	-1,308.57	.00		

\*\* REPORT - Generated by Cindi Potts \*\*

# Rochester Fire Department

## Office of Fire Prevention

30-May

Building Fire Code Inspections	18
Building Site Consultation	9
Construction Plan Review	2
Fire Drills	1
Fire Investigations	
Fire Permits Issued	S
Fire Prevention Education and Training	1
Foster Care / Day Care Inspections	2
Outdoor Burning Inspections	49
Permit of Assembly Inspections	2
Tank Removal /Installation Inspections	
Training Sessions	14
Woodstove / Pelletstove Appliance Inspection	
<b>Total</b>	<b>103</b>

## FIRE DEPARTMENT CALLS

	April-16		May-16	
	Occurences	Percentage	Occurences	Percentage
Fire/Explosion	14	8.0%	8	3.8%
Overpressure Rupture	0	0.0%	0	0.0%
Rescue Call	79	44.9%	92	43.2%
Hazardous Condition	13	7.4%	19	8.9%
Service Call	28	15.9%	46	21.6%
Good Intent Call	21	11.9%	20	9.4%
False Call	20	11.4%	26	12.2%
Undetermined	1	0.6%	2	0.9%
TOTAL	176	100.0%	213	100.0%

Incident	Incident Date	Alarm Time	Incident Type
16-872-IN 1st Action: Location:	05/01/2016 Investigate 31 BUNKER DR	0154	Service Call, other
16-876-IN 1st Action: Location:	05/01/2016 Investigate	1523	Medical assist, assist EMS crew
16-878-IN 1st Action: Location:	05/01/2016 Cancelled en route 9 BLAINE ST	2013	Dispatched & canceled en route
16-879-IN 1st Action: Location:	05/01/2016 Assistance, other 227 NORTH MAIN ST	2128	Assist police or other governmental agency
16-880-IN 1st Action: Location:	05/02/2016 Investigate 65 CHAMBERLAIN ST CHAMBERLAIN STREET SCHOOL	0139	Alarm system sounded due to malfunction
16-881-IN 1st Action: Location:	05/02/2016 Investigate 65 CHAMBERLAIN ST CHAMBERLAIN STREET SCHOOL	0246	Alarm system sounded due to malfunction
16-882-IN 1st Action: Location:	05/02/2016 Assistance, other	0312	Medical assist, assist EMS
16-883-IN 1st Action: Location:	05/02/2016 Refer to proper authority 65 CHAMBERLAIN ST CHAMBERLAIN STREET SCHOOL	0542	Alarm system sounded due to malfunction
16-884-IN 1st Action: Location:	05/02/2016 Assistance, other TEBBETTS RD	0702	Motor vehicle accident with no injuries
16-887-IN 1st Action: Location:	05/02/2016 Investigate 2 HIGHLAND ST CUMBERLAND FARMS STORE	1340	Motor vehicle accident with no injuries
16-888-IN 1st Action: Location:	05/02/2016 Investigate 11 DREYER WAY FAIRPOINT	1457	Alarm system sounded due to malfunction
16-889-IN 1st Action: Location:	05/02/2016 Investigate 24 LAFAYETTE	732	Unauthorized burning
16-890-IN 1st Action: Location:	05/03/2016 Investigate	0703	Medical assist, assist EMS crew
16-891-IN 1st Action: Location:	05/03/2016 Investigate 24 SIGNAL ST FRISBIE HOSPITAL LAB SERVICE CENTER		Alarm system sounded due to malfunction

Incident	Incident Date	Alarm Time	IncidentType
16-892-IN <b>1st Action:</b> <b>Location:</b>	05/03/2016	0151	Medical assist, assist EMS crew
16-893-IN <b>1st Action:</b> <b>Location:</b>	05/03/2016	0131	Medical assist, assist EMS crew
16-894-IN <b>1st Action:</b> <b>Location:</b>	05/03/2016	1030	Good intent call, other
16-895-IN <b>1st Action:</b> <b>Location:</b>	05/03/2016	0835	Electrical wiring/equipment problem, other
16-896-IN <b>1st Action:</b> <b>Location:</b>	05/04/2016	0027	Medical assist, assist EMS
16-897-IN <b>1st Action:</b> <b>Location:</b>	05/04/2016	0044	Medical assist, assist EMS
16-898-IN <b>1st Action:</b> <b>Location:</b>	05/04/2016	0927	Motor vehicle accident with injuries
16-899-IN <b>1st Action:</b> <b>Location:</b>	05/04/2016	1508	Lock-out
16-900-IN <b>1st Action:</b> <b>Location:</b>	05/04/2016	1711	Lock-out
6-901-IN <b>1st Action:</b> <b>Location:</b>	05/04/2016	1435	Arcing, shorted electrical equipment
6-902-IN <b>1st Action:</b> <b>Location:</b>	05/04/2016	1705	Fuel burner/boiler malfunction, fire confined
16-903-IN <b>1st Action:</b> <b>Location:</b>	05/04/2016		Fuel burner/boiler malfunction, fire confined
16-904-IN <b>1st Action:</b> <b>Location:</b>	05/04/2016	2346	Smoke detector activation due to malfunction
16-905-IN <b>1st Action:</b> <b>Location:</b>	05/05/2016	0423	Medical assist, assist EMS crew

Incident	Incident Date	Alarm Time	Incident Type
16-906-IN 1st Action: Location:	05/05/2016 Assistance, other	2208	Medical assist, assist EMS crew
16-919-IN 1st Action: Location:	05/05/2016 Investigate	2158	Medical assist, assist EMS
16-920-IN 1st Action: Location:	05/05/2016 Provide first aid & check for injuries	2128	Medical assist, assist EMS crew
16-907-IN 1st Action: Location:	05/06/2016 Assistance, other	0316	Medical assist, assist EMS
16-908-IN 1st Action: Location:	05/06/2016 Forcible entry 25 SPLIT ROCK DR	1018	Lock-out
16-909-IN 1st Action: Location:	05/06/2016 Investigate	1516	Medical assist, assist EMS crew
16-910-IN 1st Action: Location:	05/06/2016 Investigate 58 OLD DOVER RD	1641	Motor vehicle accident with injuries
16-911-IN 1st Action: Location:	05/06/2016 Cancelled en route 15 SIGNAL ST ROCHESTER LAUNDROMAT	1700	Dispatched & canceled en
16-912-IN 1st Action: Location:	05/06/2016 Investigate SPAULDING TPKE NB EXIT 16 ON-RAMP	1724	No incident found on arrival at dispatch address
6-913-IN 1st Action: Location:	05/06/2016 Investigate 16 FRANKLIN HGTS	2202	Gas leak (natural gas or LPG)
6-915-IN 1st Action: Location:	05/07/2016 Investigate	1316	Medical assist, assist EMS crew
16-916-IN 1st Action: Location:	05/07/2016 Provide manpower	1247	Medical assist, assist EMS crew
16-917-IN 1st Action: Location:	05/07/2016 other SOUTH MAIN ST CORRINES SCHOOL OF DANCE	2308	Lock-out
16-918-IN 1st Action: Location:	05/08/2016 Assistance, other 77 FARMINGTON RD HOLIDAY INN EXPRESS HOTEL & SUITES	0053	Motor vehicle accident with no injuries



Incident	Incident Date	Alarm Time	Incident Type
16-922-IN 1st Action: Location:	05/08/2016 Investigate	1044	Medical assist, assist EMS crew
16-923-IN 1st Action: Location:	05/08/2016 Provide manpower	1204	Medical assist, assist EMS
16-924-IN 1st Action: Location:	05/08/2016 Assistance, other	1207	Medical assist, assist EMS
16-925-IN 1st Action: Location:	05/08/2016 Investigate 19 NORWAY PLAINS RD	1701	Alarm system activation, no fire - unintentional
16-926-IN 1st Action: Location:	05/08/2016 Provide manpower	1806	Medical assist, assist EMS crew
16-927-IN 1st Action: Location:	05/08/2016 Hazardous materials spill control and confinement 17 FRANKLIN HGTS	2042	leak (natural gas or
16-929-IN 1st Action: Location:	05/09/2016 Investigate 656 COLUMBUS AVE LIU'S GARDEN	0846	Service Call, other
16-930-IN 1st Action: Location:	05/09/2016 Investigate 96 MILTON RD MARKET BASKET	0935	Motor vehicle accident no injuries.
16-931-IN 1st Action: Location:	05/09/2016 Cancelled en route 1190 PARKER MTN RD	1421	Dispatched & canceled en route
16-932-IN 1st Action: Location:	05/09/2016 Assistance, other	1450	Medical assist, assist EMS crew
16-933-IN 1st Action: Location:	05/09/2016 Investigate GOOSEBERRY CIR	1920	Service Call, other
16-934-IN 1st Action: Location:	05/09/2016 Cancelled en route 44 LAFAYETTE ST	48	Dispatched & canceled en route
16-959-IN 1st Action: Location:	05/09/2016 Provide manpower	0611	Medical assist, assist EMS crew
16-935-IN 1st Action: Location:	05/10/2016 Hazardous materials spill control and confinement 201 GONIC RD CIRCLE K	0706	Gasoline or other flammable liquid spill

Incident	Incident Date	Alarm Time	Incident Type
16-936-IN 1st Action: Location:	05/10/2016 Provide manpower	1434	Medical assist, assist EMS crew
16-937-IN 1st Action: Location:	05/10/2016 Cancelled en route 2 JAN CT	1416	Dispatched & canceled en route
16-938-IN 1st Action: Location:	05/10/2016 Investigate 8 FARRINGTON ST	1226	Service Call, other
16-939-IN 1st Action: Location:	05/10/2016 Provide manooer	0950	Medical assist, assist EMS crew
16-940-IN 1st Action: Location:	05/10/2016 Provide manpower PROSPECT HILL RD CEMETARY	1352	Cover assignment, standby, moveup
16-941-IN 1st Action: Location:	05/10/2016 Provide manooer	1618	Medical assist, assist EMS crew
16-942-IN 1st Action: Location:	05/10/2016 Investigate 5 CEDARBROOK VILL	0947	Service Call, other
16-944-IN 1st Action: Location:	05/10/2016 Investigate 113 HIGHLAND ST AROMA JOES	1924	Motor vehicle accident with injuries
16-945-IN 1st Action: Location:	05/10/2016 Investigate 2 BARKER CT	1958	Service Call, other
16-943-IN 1st Action: Location:	05/11/2016 Investigate 61 EASTERN AVE MONARCH SCHOOL OF NEW ENGLAND	1102	Alarm system activation, no fire unintentional
16-946-IN 1st Action: Location:	05/11/2016 Investigate 81 GONIC RD 15 OAK ST	1539	Motor vehicle accident with injuries
16-947-IN 1st Action: Location:	05/11/2016 Investigate 70 TEBBETTS RD 187 OLD DOVER RD	1031	Vehicle accident, general cleanup
16-948-IN 1st Action: Location:	05/11/2016 Fill-in, other 15 LUCAS POND RD	1349	Cover assignment, standby, moveup
16-949-IN 1st Action: Location:	05/11/2016 Investigate 25 SPLIT ROCK DR	1943	Carbon monoxide detector activation, no CO

Incident	Incident Date	Alarm Time	Incident Type
16-950-IN 1st Action: Location:	05/11/2016 Forcible entry 14 LIGHTHOUSE LN	1836 SAKS MHP	Assist police or other governmental agency
16-964-IN 1st Action: Location:	05/11/2016 Investigate 36 SAMPSON RD	2236	Motor vehicle accident with no injuries.
16-969-IN 1st Action: Location:	05/11/2016 Provide manpower 372 NUTES RD	2223	Cover assignment, standby, moveup
16-970-IN 1st Action: Location:	05/11/2016 Investigate 106 CHESTNUT HILL RD	1917	Citizen complaint
16-971-IN 1st Action: Location:	05/11/2016 Extinguishment by fire service personnel 96 MILTON RD	1923 MARKET BASKET	Brush or brush-and-grass mixture fire
16-972-IN 1st Action: Location:	05/11/2016 Extinguishment by fire service personnel GLENWOOD AVE	2118 CONSTRUCTION AREA	Brush or brush-and-grass mixture fire
16-951-IN 1st Action: Location:	05/12/2016 Extinguishment by fire service personnel 160 WASHINGTON ST	1244 CLEMENTO'S PIZZERIA AND BREW	Fire, other
16-952-IN 1st Action: Location:	05/12/2016 Investigate 130 WAKEFIELD ST	1348 SPAULDING HIGH SCHOOL	Alarm system activation, no fire - unintentional
16-953-IN 1st Action: Location:	05/12/2016 Enforce codes 46 LAFAYETTE ST	1824	Unauthorized burning
16-954-IN 1st Action: Location:	05/12/2016 Extricate, disentangle 107 ENGLAND RD	1920	Extrication, rescue, other
6-955-IN 1st Action: Location:	05/12/2016 Fire control or extinguishment, other 123 NORTH MAIN ST	2047 JUST PAST COVE CT	Unauthorized burning
16-956-IN 1st Action: Location:	05/12/2016 Investigate 106 CHESTNUT HILL RD	2154	Good intent call, other
16-957-IN 1st Action: Location:	05/12/2016 Investigate 18 DEWEY ST	2006	Water or steam leak
16-965-IN 1st Action: Location:	05/12/2016 Investigate 41 OLD DOVER RD	011	Alarm system activation, no fire - unintentional

Incident	Incident Date	Alarm Time	Incident Type
16-966-IN 1st Action: Location:	05/12/2016 Investigate 71 LOWELL ST	0610  ST MARY CHURCH	Alarm system sounded due to malfunction
16-968-IN 1st Action: Location:	05/12/2016 Forcible entry 11 GREEN ST	0006  	Lock-out
16-958-IN 1st Action: Location:	05/13/2016 Provide mannnwPr	0537  	Medical assist, assist EMS
16-960-IN 1st Action: Location:	05/13/2016 Investigate 130 WAKEFIELD ST	1102  SPAULDING HIGH SCHOOL	Service Call, other
16-961-IN 1st Action: Location:	05/13/2016 Investigate LILAC MALL	1201  LILAC MALL	Vehicle accident, general cleanup
16-962-IN 1st Action: Location:	05/13/2016 Provide manpower 219 NORTH MAIN ST	1237  	Motor vehicle accident with injuries
16-963-IN 1st Action: Location:	05/13/2016 Provide manpower 9 DAFFODIL HILL LN	2228  @ 228 MILTON RD	Motor vehicle accident with injuries
16-967-IN 1st Action: Location:	05/14/2016 Investigate 4 FOREST PARK DR	0754  @ 175 MILTON RD	Motor vehicle accident with injuries
16-973-IN 1st Action: Location:	05/14/2016 Forcible entry 37 SAGAMORE LN	1333  	Lock-out
6-974-IN 1st Action: Location:	05/14/2016 Investigate 25 OLD DOVER RD	1505  BEHIND SHERWIN WILLIAMS	Smoke scare, odor of smoke
16-975-IN 1st Action: Location:	05/14/2016 Salvage & overhaul 76 BETTS RD	1846  	Brush or brush-and-grass mixture fire
16-976-IN 1st Action: Location:	05/14/2016 Investigate SCHULTZ ST	2057  9 OR 10	Citizen complaint
16-977-IN 1st Action: Location:	05/14/2016 Provide manpower	2208  	Medical assist, assist EMS crew
16-978-IN 1st Action: Location:	05/14/2016 Investigate 47 BROCK ST	2322  ROCHESTER MIDDLE SCHOOL	Alarm system sounded due to malfunction

Incident	Incident Date	Alarm Time	Incident Type
16-979-IN 1st Action: Location:	05/14/2016 Shut down system 19 GRANT ST	2224	Extinguishing system activation due to malfunction ST CHARLES CHILDRENS HOME
16-980-IN 1st Action: Location:	05/15/2016 Assistance. other 27 FERNALD LN	0636	Medical assist, assist EMS crew
16-981-IN 1st Action: Location:	05/15/2016 Investigate 27 FERNALD LN	1451	Service Call, other
16-982-IN 1st Action: Location:	05/15/2016 Investigate 35 HIGHLAND ST	1043	Unauthorized burning
16-983-IN 1st Action: Location:	05/15/2016 Investigate 6 WHITEHALL RD	1233	Service Call, other
16-998-IN 1st Action: Location:	05/15/2016 ProvicIP m"3nnmMi:>r 12 FLAT ROCK BRIDGE RD	1939	Medical assist, assist EMS
16-985-IN 1st Action: Location:	05/16/2016 Provide manpower 142 BROCK ST	0842	Medical assist, assist EMS crew
16-986-IN 1st Action: Location:	05/16/2016 Assistance, other 142 BROCK ST	1216	Power line down
16-987-IN 1st Action: Location:	05/16/2016 Assistance, other 505 PICKERING RD	1544	Service Call, other
16-988-IN 1st Action: Location:	05/16/2016 Investigate 11 HOOVER ST	0957	Power line down
16-989-IN 1st Action: Location:	05/16/2016 Forcible entry 16 SPLIT ROCK DR	1822	Lock-out
16-990-IN 1st Action: Location:	05/16/2016 Fire or 12 FLAT ROCK BRIDGE RD	1849	Unauthorized burning other
16-991-IN 1st Action: Location:	05/16/2016 Provide manpower 12 FLAT ROCK BRIDGE RD	2030	Medical assist, assist EMS crew
16-992-IN 1st Action: Location:	05/17/2016 Provide manpower	1100	Medical assist, assist EMS crew

Incident	Incident Date	Alarm Time	IncidentType
16-993-IN <b>1stAction:</b> <b>Location:</b>	05/17/2016 Assistance. other	0946	Medical assist, assist EMS crew
16-994-IN <b>1stAction:</b> <b>Location:</b>	05/17/2016 Investigate 102 CHESTNUT HILL RD	1358	Unauthorized burning
16-995-IN <b>1stAction:</b> <b>Location:</b>	05/17/2016 Investigate 4 FRONT ST	1512	Power line down
16-996-IN <b>1st Action:</b> <b>Location:</b>	05/17/2016 Provide manpower	1443	Medical assist, assist EMS crew
16-1036-IN <b>1st Action:</b> <b>Location:</b>	05/17/2016 Investigate	0412	Medical assist, assist EMS
16-997-IN <b>1st Action:</b> <b>Location:</b>	05/18/2016 Assistance, other	0133	Medical assist, assist EMS crew
16-999-IN <b>1st Action:</b> <b>Location:</b>	05/18/2016 Investigate 245 ROCHESTER HILL RD	1245	Vehicle accident, general cleanup
16-1000-IN <b>1st Action:</b> <b>Location:</b>	05/18/2016 Investigate 64 STRAFFORD RD WATER TREATMENT PLANT	1639	Alarm system activation, no fire unintentional
16-1001-IN <b>1stAction:</b> <b>Location:</b>	05/18/2016 Investigate	1818	Medical assist, assist EMS crew
16-1050-IN <b>1stAction:</b> <b>Location:</b>	05/18/2016 Provide manpower	1952	Medical assist, assist EMS crew
16-1002-IN <b>1stAction:</b> <b>Location:</b>	05/19/2016 Provide manpower	0125	Medical assist, assist EMS crew
16-1003-IN <b>1st Action:</b> <b>Location:</b>	05/19/2016 Investigate 28 SIGNAL ST SALVATION ARMY THRIFT STORE	0923	Building or structure weakened or collapsed
16-1004-IN <b>1st Action:</b> <b>Location:</b>	05/19/2016 Investigate 134 TEN ROD RD BROADVIEW ANIMAL HOSPITAL	1323	Alarm system sounded due to malfunction
16-1005-IN <b>1st Action:</b> <b>Location:</b>	Investigate 21 PUNCH BROOK WAY BROOKSIDE PLACE		Smoke detector activation, no fire - unintentional

Incident	Incident Date	Alarm Time	Incident Type
16-1006-IN 1st Action: Location:	05/20/2016	2105	EMS call, excluding vehicle accident with injury Emergency medical services, other
16-1007-IN 1st Action: Location:	05/20/2016	1347	Dispatched & canceled en route Cancelled en route COMMON ST COMMONS
16-1008-IN 1st Action: Location:	05/20/2016	1448	Service Call, other Provide manpower 48 HARDING ST
16-1009-IN 1st Action: Location:	05/20/2016	1734	Good intent call, other Investigate SPAULDING TURNPIKE CONN
16-1037-IN 1st Action: Location:	05/20/2016	1928	Alarm system activation, no fire - unintentional Investigate 5 LEONARD ST
16-1010-IN 1st Action: Location:	05/21/2016	0357	Dispatched & canceled en route Cancelled en route 259 OLD DOVER RD @ 4 WHITEHOUSE RD
16-1011-IN 1st Action: Location:	05/21/2016	1313	Medical assist, assist EMS crew Assistance, other
16-1012-IN 1st Action: Location:	05/21/2016	1111	lock-out Forcible entry 160 WASHINGTON ST LOWES
16-1013-IN 1st Action: Location:	05/21/2016	1158	Vehicle accident, general cleanup Investigate 90 SOUTH MAIN ST SERVICE CREDIT UNION
16-1014-IN 1st Action: Location:	05/21/2016	1323	Medical assist, assist EMS crew Provide basic life support (BLS)
015-IN 1st Action: Location:	05/21/2016	1238	Vehicle accident, general cleanup Investigate WAKEFIELD ST FIRE STATION
16-1016-IN 1st Action: Location:	05/21/2016	253	Good intent call, other Investigate 7 FARMINGTON RD LITTLE MISS SOPHIE'S
16-1017-IN 1st Action: Location:	05/21/2016	1658	Vehicle accident, general cleanup Investigate 59 SALMON FALLS RD
16-1018-IN 1st Action: Location:	05/21/2016	2018	Unauthorized burning Investigate 29 LOWELL ST

Incident	Incident Date	Alarm Time	Incident Type
16-1019-IN 1st Action: Location:	05/21/2016 Assistance, other	2229	Medical assist, assist EMS crew
16-1042-IN 1st Action: Location:	05/21/2016 Assistance, other WINNACUNNET HAMPTON	0559	Cover assignment, standby, moveup
16-1020-IN 1st Action: Location:	05/22/2016 Provide manpower	0751	Medical assist, assist EMS
16-1021-IN 1st Action: Location:	05/22/2016 Provide apparatus 90 OLD LEDGE RD	1414	Cover assignment, standby, moveup
16-1022-IN 1st Action: Location:	05/22/2016 Investigate 204 PICKERING RD	1444	Electrical wiring/equipment problem, other
16-1023-IN 1st Action: Location:	05/22/2016 Provide basic life support (BLS)	2250	Medical assist, assist EMS crew
16-1035-IN 1st Action: Location:	05/22/2016 Cancelled en route 30 FRONT ST	0211	Dispatched & canceled en route
16-1024-IN 1st Action: Location:	05/23/2016 Investigate	0110	Medical assist, assist EMS
16-1025-IN 1st Action: Location:	05/23/2016 Investigate UNION ST	1030	Motor vehicle accident with no injuries.
16-1026-IN 1st Action: Location:	05/23/2016 Forcible entry 40 LAFAYETTE ST [RP]	1421	Lock-out
16-1027-IN 1st Action: Location:	05/23/2016 Investigate 5 SIGNAL ST SMOKE SHOW	1452	Alarm system activation, no fire - unintentional
16-1028-IN 1st Action: Location:	05/23/2016 Investigate 171 NORTH MAIN ST	2003	Motor vehicle accident with no injuries.
16-1029-IN 1st Action: Location:	05/23/2016 other	1939	Medical assist, assist EMS crew
16-1030-IN 1st Action: Location:	05/23/2016 Provide basic life support (BLS)	2017	EMS call, excluding vehicle accident with injury



Incident	Incident Date	Alarm Time	Incident Type
16-1031-IN 1st Action: Location:	05/23/2016 Investigate SALMON FALLS RD AFTER WHITEHALL	2040	Good intent call, other
16-1032-IN 1st Action: Location:	05/24/2016 Assistance, other 470 PICKERING RD	0010	Service Call, other
16-1033-IN 1st Action: Location:	05/24/2016 Assistance, other	0046	Medical assist, assist EMS crew
16-1034-IN 1st Action: Location:	05/24/2016 Assistance, other SPAULDING TPKE EXIT 16	0512	Motor vehicle accident with no injuries.
16-1038-IN 1st Action: Location:	05/24/2016 Investigate NORTH MAIN ST	0725	Service Call, other
16-1039-IN 1st Action: Location:	05/24/2016 Provide first aid & check for injuries 38 MAIN ST EMS CAUTION	0806	vehicle accident with no injuries.
16-1040-IN 1st Action: Location:	05/24/2016 Assistance, other OLD DOVER RD	1132	Assist or other governmental agency
16-1041-IN 1st Action: Location:	05/24/2016 Forcible entry 23 LINCOLN ST	1744	Assist police or other governmental agency
16-1043-IN 1st Action: Location:	05/25/2016 Investigate 47 SPAULDING TURNPIKE CONN NH DOT ROCHESTER MAINTENANCE FACILITY	0654	Alarm system activation, no fire unintentional
16-1044-IN 1st Action: Location:	05/25/2016 Assistance, other NADEAU DR	1201	Motor vehicle accident with injuries
045-IN 1st Action: Location:	05/25/2016 Investigate 694 COLUMBUS AVE NORTHEAST CREDIT UNION	1134	Alarm system activation, no fire - unintentional
16-1046-IN 1st Action: Location:	05/25/2016 Assistance, other 163 RIDGE RD	1314	Cover assignment, standby, moveup
16-1047-IN 1st Action: Location:	05/25/2016 other	1956	Medical assist, assist EMS crew
16-1048-IN 1st Action: Location:	05/26/2016 Investigate 20 INDUSTRIAL WAY LAARS HEATING SYSTEMS COMPANY	0039	Alarm system activation, no fire - unintentional

Incident	Incident Date	Alarm Time	Incident Type
16-1049-IN 1st Action: Location:	05/26/2016 Refer to proper authority	1113	05/28/2016 0802 16-1049-IN 1113 Refer to proper authority
16-1051-IN 1st Action: Location:	05/26/2016 Provide manpower	1438	Medical assist, assist EMS crew
16-1052-IN 1st Action: Location:	05/26/2016 Provide manooover	1858	Medical assist, assist EMS
16-1053-IN 1st Action: Location:	05/26/2016 Provide manpower	1514	Medical assist, assist crew
16-1054-IN 1st Action: Location:	05/26/2016 Investigate 32 MILL ST [RP]	1438	Alarm system sounded due to malfunction
16-1055-IN 1st Action: Location:	05/27/2016 Investigate 32 LITTLE FALLS BRIDGE RD	0707	Medical assist, assist injuries
16-1056-IN 1st Action: Location:	05/27/2016 Investigate 22 UNION ST HERVEY'S TIRE CO,	0839	Motor vehicle accident with
16-1057-IN 1st Action: Location:	05/27/2016 Provide basic life suoport (BLS)	1442	16-1060-IN EMS
16-1058-IN 1st Action: Location:	05/27/2016 Provide manpower	1750	16-1061-IN
16-1094-IN 1st Action: Location:	05/27/2016 Investigate 77 SOUTH MAIN ST FRIENDLY'S RESTAURANT	0639	Service Call, other
059-IN 1st Action: Location:	05/28/2016 Provide basic life support (BLS)	0336	Medical assist, assist EMS crew
Medical assist, assist EMS crew 1st Action: Location:	05/28/2016 other	0607	Medical assist, assist EMS crew
Good intent call, othe 1st Action: Location:	05/28/2016 Investigate SPAULDING TPKE EXIT 13 ON RAMP	0642	16-1062-IN 05/28/2016 0642 SPAULDING TPKE EXIT 13 ON RAMP
injuries			Medical assist, assist EMS crew

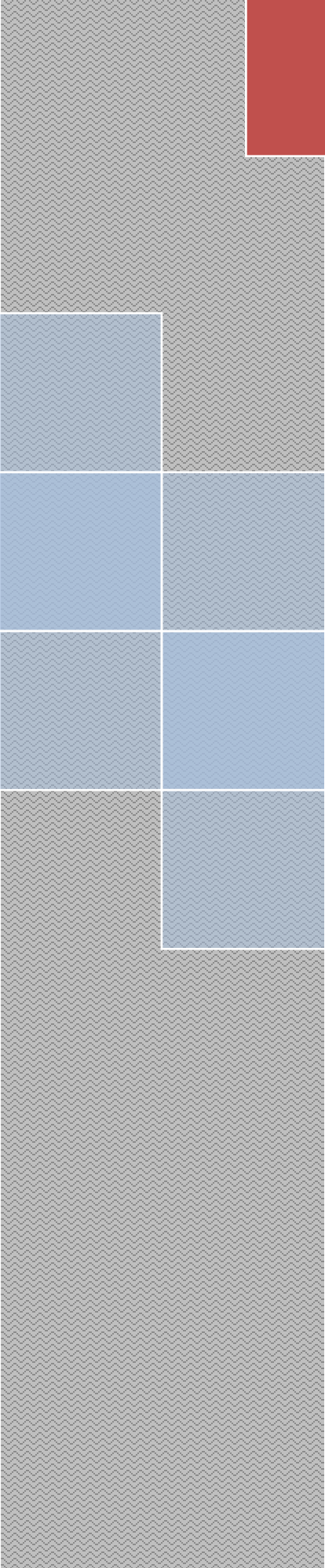
Incident	Incident Date	Alarm Time	Incident Type
16-1063-IN 1st Action: Location:	05/28/2016	1132	Medical assist, assist EMS crew Provide first aid & check for injuries
16-1064-IN 1st Action: Location:	05/28/2016	1122	Motor vehicle accident with no injuries. Investigate 20 FARMINGTON RD VOLKSWAGEN OF ROCHESTER
16-1065-IN 1st Action: Location:	05/28/2016	1207	Medical assist, assist EMS crew Assistance, other
16-1066-IN 1st Action: Location:	05/28/2016	1614	Alarm system sounded due to malfunction Investigate 47 BROCK ST ROCHESTER MIDDLE SCHOOL
16-1067-IN 1st Action: Location:	05/28/2016	1501	Good intent call, other Investigate 12 WHITEHOUSE RD
16-1068-IN 1st Action: Location:	05/28/2016	1529	Gas leak (natural gas or Investigate 6 HUNTER CT
16-1069-IN 1st Action: Location:	05/28/2016	2004	Good intent call, other Investigate STAIR FALLS DR
16-1070-IN 1st Action: Location:	05/28/2016	2114	Medical assist, assist EMS crew Assistance, other
16-1071-IN 1st Action: Location:	05/28/2016	2052	Lock-out Standby 6 WESTVIEW DR
16-1081-IN 1st Action: Location:	05/28/2016	0612	Medical assist, assist EMS crew Provide manpower
072-IN 1st Action: Location:	05/29/2016	0024	Cover assignment, standby, moveup Fill-in, standby, other COURT PORTSMOUTH STATION 1
16-1073-IN 1st Action: Location:	05/29/2016	0923 other	Medical assist, assist EMS crew
16-1074-IN 1st Action: Location:	05/29/2016	1124	Natural vegetation fire, other Extinguishment by fire service personnel 160 WASHINGTON ST CLEMENTO'S PIZZERIA AND BREW
16-1075-IN 1st Action: Location:	05/29/2016	0915	Medical assist, assist EMS crew Provide manpower

Incident	Incident Date	Alarm Time	Incident Type
16-1076-IN 1st Action: Location:	05/29/2016	1127	Medical assist, assist EMS crew Provide basic life support (BLS)
16-1077-IN 1st Action: Location:	05/29/2016	1257	Cover assignment, standby, moveup Extricate, disentangle 945 CARL BROGGI HWY
16-1078-IN 1st Action: Location:	05/29/2016	1553	Medical assist, assist EMS crew Provide basic life support (BLS)
16-1079-IN 1st Action: Location:	05/29/2016	1956	Vehicle accident, general cleanup Investigate 59 BETTS RD @ 80 CROSS RD
16-1080-IN 1st Action: Location:	05/29/2016	1906	Smoke scare, odor of smoke Investigate 8 FLAGG RD ROCHESTER TRUCK REPAIR LLC
16-1082-IN 1st Action: Location:	05/30/2016	1506	Dispatched & canceled en route Cancelled en route 73 CHESTNUT HILL RD
16-1083-IN 1st Action: Location:	05/30/2016	1528	Medical assist, assist EMS crew Assistance, other
16-1084-IN 1st Action: Location:	05/30/2016	1548	Lock-out Assistance, other 6 PUNCH BROOK WAY BROOKSIDE PLACE
16-1085-IN 1st Action: Location:	05/30/2016	1750	Service Call, other Assistance, other 4 NORTH DEWBERRY LN
16-1086-IN 1st Action: Location:	05/30/2016	2154	Carbon monoxide incident Remove hazard 24 WELLSWEEP CIR
087-IN 1st Action: Location:	05/30/2016	2216	EMS call, excluding vehicle accident with injury Provide basic life support (BLS)
16-1088-IN			Medical assist, assist EMS crew
16-1089-IN			Medical assist, assist EMS crew
16-1090-IN 1st Action: Location:	05/31/2016	0200	CO detector activation due to malfunction Investigate 22 TRADE WIND LN

**Rochester Fire Department**  
Incident Status

6/16/16

Incident	Incident Date	Alarm Time	IncidentType
16-1091-IN <b>1st Action:</b> <b>Location:</b>	05/31/2016	0525	Medical assist, assist EMS crew
	Provide manpower		
16-1092-IN <b>1st Action:</b> <b>Location:</b>	05/31/2016	0822	Motor vehicle accident with injuries
	Investigate		
	732 SALMON FALLS RD		
16-1093-IN <b>1st Action:</b> <b>Location:</b>	05/31/2016	1515	Mobile property (vehicle) fire, other
	Extinguishment by fire service personnel		
	PARTRIDGE GREEN APTS		



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

6/16/16  
Main Desk: (603) 332-1428  
Reference: 335-7550  
Children's: 335-7549  
Fax: 335-7582  
[www.rpl.lib.nh.us](http://www.rpl.lib.nh.us)

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## **MONTHLY REPORT**

### **May 2016**

There were a total of 18,668 items circulated with 12,996 people visiting the library in the month of May. Visitors to the library's web site numbered 9,137. Current number of patron registrations is 36,192. Interlibrary loan activity included 72 materials borrowed from other libraries and 228 loaned to other libraries.

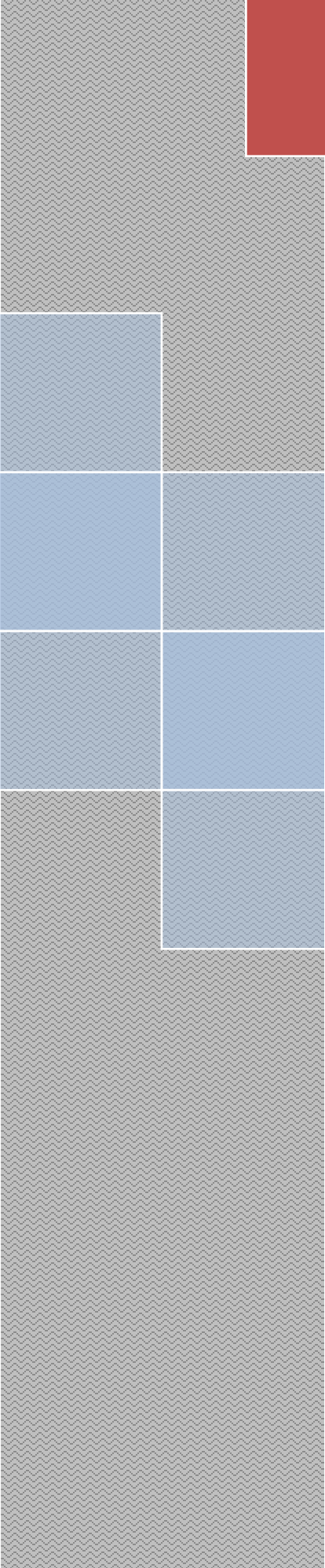
Children's Room Librarian, Marie Kelly and the rest of the talented Children's Room staff were busy preparing for the Children's Summer Reading Program. "Treasure a Good Book!" will be the theme this summer. A calendar of all summer events is available at the Children's Room desk and the library website.

Wednesday, May 4<sup>th</sup> the library was happy to present a workshop on Meditation with Healthy Lifestyle Coach Cindy Simon. Participants learned how to bring meditation into everyday life and discover deeper relaxation, sleep, and patience. Meditation can be used to create inner calm with less anger, anxiety and depression.

Free Comic Book Day was celebrated throughout many shops and businesses in downtown Rochester on May 7<sup>th</sup>. The Library was happy to participate again this year, allowing patrons to be treated to a free comic book when visiting the library. This was a fun family event located throughout downtown Rochester with special guests, graphic novel creators, costume characters, and of course free comic books.

The Library and UNH Cooperative Extension were proud to present Container Gardening on Wednesday, May 18<sup>th</sup>. Growing vegetables in containers is an enjoyable and easy way of producing fresh food in limited space. Master Gardener, Roz Mason discussed the different varieties of containers available for growing vegetables as well as how to maintain and care for them in your own backyard.

In addition to the print versions of available books, 261 of our library patrons downloaded 1,327 e-books to media devices through the library's web site this month. The RPL website also enabled 5 patrons access to Mango Languages and 504 songs were downloaded from Freegal Music along with 7 videos from Freegal Movies.



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

Planning & Development Department  
City Hall - Second Floor  
31 Wakefield Street  
ROCHESTER, NEW HAMPSHIRE 03867-1917  
(603) 335-1338 - Fax (603) 335-7585  
Web Site: <http://www.rochesternh.net>

## PLANNING & DEVELOPMENT DEPARTMENT MONTHLY REPORT FOR MAY 2016

The Planning Board, Conservation Commission, and Historic District Commission (HDC) held their regular meetings in May. The Arts & Culture Commission planned on meeting but did not have a quorum to hold an official meeting. The Planning Board also held its workshop meeting in May. At the workshop meeting the Board approved the application for David Thayer that is listed below, were given an update on surety and performance guarantees, reviewed the proposed FY2017 CIP, and discussed possible amendments to the Zoning Ordinance for an Entertainment District. They will be continuing that discussion at their June meeting. The Planning Board also held a site visit on Saturday, May 14, 2016 for a proposed fifty-three (53) lot subdivision off Jeremiah Lane and Portland Street. The discussions/agendas from the regular meetings and workshop meeting of the Planning Board, Conservation Commission, and HDC are summarized below. The Arts & Culture Commission did not have an official meeting in May.

The Planning Staff attended various meetings throughout the month of May including preconstruction meetings, TRG meetings, minor site plans, a Special Downtown application review, Granite Ridge meetings, the Recreation Zoning District Committee meeting, meeting with consultants, developers, citizens, and other City staff. The Chief Planner also attended the New Hampshire Planners Association Spring Conference. We received additional new applications to the Planning Board for their June meeting and began review of those applications and preparing them for hearings by the Board.

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### APPLICATIONS REVIEWED BY THE PLANNING BOARD

**Anna/Ervin Fazekas Revocable Trusts, Flat Rock Bridge/Milton Road** (by Berry Surveying & Engineering) Subdivision to create six lots.  
Case# 210 – 50,51,64,71 – HC/R1 – 16 **CONTINUED TO 7/11/2016**

**Anna/Ervin Fazekas Revocable Trusts, Flat Rock Bridge/Milton Road** (by Berry Surveying & Engineering) Site plan to construct 3 & 4 unit buildings, totaling 31 dwelling units. Case# 210 – 50,51,64,71 – HC/R1 – 16 **CONTINUED TO 7/11/2016**

**Robert DiBerto, 319 Rochester Hill Road** (Berry Surveying & Engineering) Major subdivision to create five separate lots. Case# 255-13-OC-15 **CONTINUED TO 6/6/2016**

**Real Estate Advisors, Inc., 24 Jeremiah Lane** (by Berry Surveying & Engineering) Preliminary subdivision for 65-70 single family, duplex, and three-four unit buildings.

Case# 223 – 21 – A – 16 **DESIGN REVIEW**

**Michael & Sabrina Kirwan & Wayne Grant, 5 & 11 Spring Street** Lot line revision to add .566 acres from Lot 184 to Lot 185. Case # 103 – 784&185 – R2 – 16 **APPROVED**

**David Thayer, 22 Farmington Road** (by Berry Surveying & Engineering) Site plan for a 1,350 sq.ft. addition to existing building and construction of a 9,600 sq.ft. building for shooting range. Case# 216 – 2&3 – GRD – 16 **APPROVED**

**APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION**

**1) Dredge and Fill Application/Wetland Permit Application:** 0 Dry Hill Rd, Map-Lot 248-14, Modifications to east end of municipal dam and outlet.

*The Commission had no concern with this application.*

**2) Notice of Intent to Cut Wood or Timber / Intent to Excavate:**

- a) Notice of Intent to Cut - Tax Map# 241-5, Salmon Falls Rd, Fowler
- b) Notice of Intent to Cut - Tax Map# 247-64&64.1, Rt 202, Gilbert
- c) Notice of Intent to Cut - Tax Map# 246-33, Chesley Hill Rd, Gilbert
- d) Notice of Intent to Cut - Tax Map# 215-59, Milton Rd, Jarvis
- e) Notice of Intent to Cut – Tax Map# 25-38, 80 Dry Hill Rd, Berube
- f) Notice of Intent to Cut – Tax Map#219-1, Meaderboro Rd, Scruton

The Commission asked Staff to obtain a copy of the ‘forest management plan’ for 80 Dry Hill Rd because this property is subject to a conservation easement.

The Commission also asked Staff to contact the owners of item “f” and request that they avoid timbering in the wetland area. There were no other concerns.

**3) Reports:** Two members explained that they had walked the Jeremiah Lane property that is currently slated for subdivision. The members said they didn’t notice any egregious logging practices.

A Conservation member who is also a Planning Board brought attention to the CIP report and noted that most of the improvements money being requested is for roads, pavement, stormwater, and groundwater. The Commission said that less taxes and time could be spent on these items if there better development standards were adopted; Staff stated that some existing development standards need improving, but most of them are good but they just need to be enforced and supported by the decision makers, the Commission agreed. The Commission then discussed whether the CIP requests adhere to the Master Plan goals, and decided that many do not.

**4) Old Business:**

a) Current Use Information – The Commission reviewed Chapter 11.21 of the General Ordinance. There were many questions about how the collected current use penalty monies are supposed to be distributed. The Commission asked Staff to seek a legal opinion.

b) Status of The Ridge Phase 2's NH DES Wetland Application – Staff explained that NH DES had issued a letter stating that parts of the proposal does not conform to the State wetland rules and NH DES also requested additional information from the applicant.

**5) New Business:** Staff explained that Nantucket Beadboard (on Chestnut Hill Rd) obtained State and Federal permission to impact wetlands in order to improve an old woods road so that they can access the back of their property. The work has not yet been completed because the proposal needs local approvals. The Commission discussed what they would need in order to review this project.

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

#### **APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION**

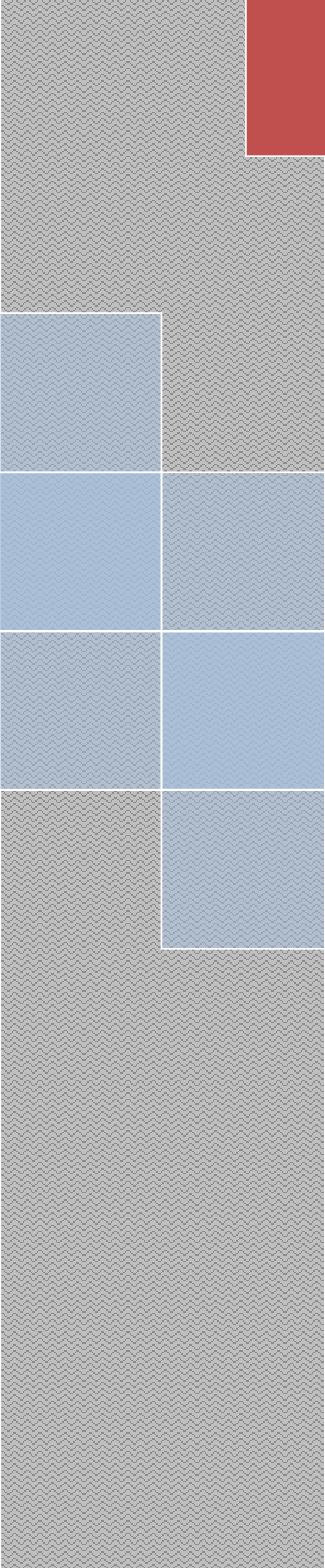
**William Ohlson, 24 Museum Way** Application for Certificate of Approval to construct a permanent structure for takeout food business. Case# 120 – 401 – DC – 16 **APPROVED**

#### **ARTS AND CULTURE COMMISSION ACTIVITIES**

The Commission did not have a quorum in order to hold an official meeting.

Respectfully submitted,

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



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6/16/16



## ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET  
ROCHESTER NH, 03867-1933

BUSINESS (603) 330-7127  
FAX (603) 330-7159  
[www.rochesterpd.org](http://www.rochesterpd.org)

*"Dedication, Pride, Integrity"*

POLICE COMMISSION

DEREK J. PETERS  
*Chairman*

BRUCE E. LINDSAY  
*Vice Chairman*

LUCIEN G. LEVESQUE  
*Commissioner*

MICHAEL J. ALLEN  
*Chief of Police*



June 7, 2016

TO: City Manager Daniel Fitzpatrick

RE: Monthly Report – May 2016

**OPERATIONS:** Four of six wards met this period with good attendance at all meetings. Topics of discussion included road projects in the city, including sewer extensions, the tax cap, vigilance at home, particularly if you plan to be away by securing doors, windows and AC units to prevent thefts. Also discussed was preventing thefts from motor vehicles, phone scams, such as the IRS and viruses on computers, the opioid crisis, use of Narcan and counseling centers, Rochester Youth Reach mentoring program on Torr Avenue.

The Citizens Academy graduated 16 from this session. Feedback was overwhelmingly positive both from participants and officers presenting. Suggestions for improvement will be evaluated.

The investigations bureau had 40 cases sent from patrol for review or investigation. There are currently 81 cases assigned. There were 20 cases presented to the Grand Jury and all returned true bills. We logged in 288 pieces of evidence and returned 56 pieces. Detectives conducted compliance checks on pawn shops and sex offender registrants with no violations noted. There were four detective call outs this period, two for death investigations and two for robbery/burglary investigations.

**BRIDGING THE GAPS:** Planning has begun for National Night Out in August. The Middle School Youth empowerment team finished their film short on the social consequences of drug use. Bridging the Gaps participated in the Rochester Community Expo on May 12. Molly attended some grant training and also a cultural competency training.

**COMMUNITY ENGAGEMENT OFFICER:** Off. Miehle attended a crime line meeting. An award was authorized for a drug tip received in March. Wings and Wheels is on schedule for June 4. Face book continues to be a valuable resource. We identified three of the five people posted this period from tips by followers. Off. Miehle represented the Department at Armed Forces Day at the Lilac Mall. Officer Miehle, Sgt. Aucoin and Lt. Pinkham attended a career day at Spaulding speaking with students interested in a law enforcement career.

**COMP STAT:** Self initiated activities remain high. We are logging more than 1,000 traffic stops each month. Arrests from traffic stops are up. We continue to monitor property crimes as they are up year to date. We have linked some people to burglaries and thefts which accounts for some of this increase. We also are actively working leads for rock and BB gun vandalism.

**DIVERSION:** The numbers for May were down, but it was still a successful night. This is the last Teen night until fall. Because of all the great work, the NH Bar Association awarded the Judge Richard F. Cooper Fund in the amount of \$2004.00 to Rochester. Nicole worked with Officer Jackson and Lt. Gould to recruit Rochester teens to be part of a DMS/RED video to be used in the Rochester Youth and Police Interactions training. Nicole with assistance from Lt. Gould presented at the Governor's Opiate Summit about how juvenile diversion helps identify teen substance abuse. Nicole was voted in to her third term as chair of the NH State Juvenile Court Diversion Network by her peers.

**HONOR GUARD:** We had a flag and rifle detail at the NH Police Memorial May 20<sup>th</sup> for ceremonies honoring the fallen during Police Memorial Week. The Honor Guard is preparing to participate in the Memorial Day parade.

**K9:** There were three tracks and three drug searches in town. There were other calls out of town.

**PROSECUTION:** We provided 72 additional hours of support this period. In adult court this reporting period there were 203 new cases with 313 charges. Of those there were 102 guilty pleas, 69 not guilty pleas and 31 failed to appear. Of the cases that went before the court there were 12 administrative guilty findings, 29 charges nol prossed as part of plea agreements and 64 cases were continued.

In juvenile prosecution Lt. Gould had 11 new petitions; 7 arraignments, 5 review hearings, 2 violation hearings and 8 trials scheduled. There were two continuances, two trials and four closed by plea. She also had two ex-parte hearings, one emergency placement hearing and one emergency arraignment.

**SCHOOL RESOURCE OFFICERS:** Off. Jackson's seatbelt challenge team came in 5<sup>th</sup> of 19 competing teams. Off. Funk started the DARE program on May 3.

**ADMINISTRATIVE:** The FY16 overall budget projection looks to be in the black. We obtained permission to move forward with the purchase of the cruiser camera systems for all 11 front line vehicles from the operating budget, transferring about \$38,000., which is the amount projected to be in the black. There were additional funds authorized by the Council. This will eliminate the FY17 CIP request of \$58,000 for this project.

Several officers attended various training courses this period; including polygraph recertification, annual mandatory use of force classes, OC spray instructors and Monadnock Expandable Baton instructor. We will be working to increase our field training officers as a result of recent promotions. The officers at the academy are progressing well. Graduation is slated for August 19, 2016.

**EMD USE:**

There were three Taser displays but no Taser deploys this period.

**FORFEITURE FUND SPENDING:**

There was no forfeiture spending this period.

Respectfully Submitted,

*Michael J. Allen*  
Michael J. Allen  
Chief of Police

PC: Rochester Police Commission  
File

# **Rochester Police Dept.**

Compstat – May 2016



FIELD ACTIVITIES										
	05/01/2016 - 05/31/2016	05/01/2015 - 05/31/2015	% Change	04/01/2016 - 04/30/2016	03/1/2016 - 03/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 14
Traffic Stops	1045	909	15%	1207	1368	-12%	5954	5828	2%	3071
Arrests from Stops	35	31	13%	45	43	5%	197	178	11%	97
Summons	83	75	11%	134	87	54%	493	493	0%	374
Warnings	907	789	15%	1014	1215	-17%	5157	5049	2%	2498
No Action	19	23	-17%	21	26	-19%	126	155	-19%	97
Accidents	72	94	-23%	78	81	-4%	391	483	-19%	388
Summons from Accidents	7	8	-13%	7	5	40%	33	45	-27%	16
Arrests from Accidents	1	3	-67%	1	3	-67%	12	11	9%	7
Field Interviews	22	13	69%	20	25	-20%	88	74	19%	198
DWI	4	9	-56%	4	8	-50%	29	34	-15%	27
Narcotics	0	3	300%	2	3	300%	8	8	0%	6
Alcohol	4	6	-33%	2	5	-60%	21	26	-19%	22
DWI from Accidents	1	3	-67%	2	4	-50%	12	8	50%	5

PROPERTY CRIME - OF's by Incident												
Specific Crimes	05/01/2016 - 05/31/2016	05/01/2015 - 05/31/2015	% Change	04/01/2016 - 04/30/2016	03/1/2016- 03/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Shoplifting	32	13	146%	29	24	21%	136	92	48%	82%	74%	162
Theft from M/V	11	15	-27%	4	6	-33%	39	58	-33%	3%	5%	72
All Other Theft	19	26	-27%	20	14	43%	90	70	29%	18%	27%	183
M/V Theft	1	1	0%	6	2	300%	12	9	33%	42%	33%	11
Vandalism	44	34	29%	51	46	11%	200	146	37%	26%	45%	152
Burglary	16	6	167%	8	12	-33%	54	38	42%	13%	26%	43
<b>Total Property</b>	<b>123</b>	<b>95</b>	<b>29%</b>	<b>118</b>	<b>104</b>	<b>13%</b>	<b>531</b>	<b>413</b>	<b>29%</b>	<b>30%</b>	<b>35%</b>	<b>623</b>
PROPERTY CRIME - AR's by Incident												
Specific Crimes	05/01/2016 - 05/31/2016	05/01/2015 - 05/31/2015	% Change	04/01/2016 - 04/30/2016	03/1/2016- 03/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Shoplifting	22	8	175%	31	23	35%	111	68	63%	82%	74%	129
Theft from M/V	0	0	0%	0	0	100%	1	3	-67%	3%	5%	1
All Other Theft	3	3	0%	1	3	-67%	16	19	-16%	18%	27%	32
M/V Theft	3	0	300%	1	0	100%	5	3	67%	42%	33%	2
Vandalism	11	4	175%	12	15	-20%	52	66	-21%	26%	45%	59
Burglary	2	0	0%	1	1	0%	7	10	-30%	13%	26%	10
<b>Total Property</b>	<b>41</b>	<b>15</b>	<b>173%</b>	<b>46</b>	<b>42</b>	<b>10%</b>	<b>192</b>	<b>169</b>	<b>14%</b>	<b>30%</b>	<b>35%</b>	<b>233</b>
DRUG CRIME - OF's by Incident												
Specific Crimes	05/01/2016 - 05/31/2016	05/01/2015 - 05/31/2015	% Change	04/01/2016 - 04/30/2016	03/1/2016- 03/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Possession	13	17	-24%	16	25	-36%	89	112	-21%	83%	79%	48
DRUG CRIME - AR's by Incident												
Specific Crimes	05/01/2016 - 05/31/2016	05/01/2015 - 05/31/2015	% Change	04/01/2016 - 04/30/2016	03/1/2016- 03/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Possession	11	17	-35%	11	23	-52%	74	88	-16%	83%	79%	37

VIOLENT CRIME - OF's by Incident												
Specific Crimes	05/01/2016 - 05/31/2016	05/01/2015 - 05/31/2015	% Change	04/01/2016 - 04/30/2016	03/1/2016- 03/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Homicide	0	0	0%	0	0	0%	1	0	100%	100%	0%	1
Robbery	2	1	100%	2	0	0%	8	4	100%	38%	25%	4
Aggravated Assault	5	5	0%	4	7	-43%	23	33	-30%	61%	70%	31
<i>from DV</i>	3	0	0%	3	3	0%	13	11	18%			20
Simple Assault	37	57	-35%	38	47	-19%	194	198	-2%	55%	61%	159
<i>from DV</i>	19	24	-21%	18	27	-33%	107	103	4%			77
<b>Total Violent</b>	<b>44</b>	<b>63</b>	<b>-30%</b>	<b>44</b>	<b>54</b>	<b>-19%</b>	<b>226</b>	<b>235</b>	<b>-4%</b>	<b>63%</b>	<b>39%</b>	<b>195</b>
VIOLENT CRIME - AR's by Incident												
Specific Crimes	05/01/2016 - 05/31/2016	05/01/2015 - 05/31/2015	% Change	04/01/2016 - 04/30/2016	03/1/2016- 03/31/2016	% Change	YTD 16	YTD 15	% Change	YTD 2016 Closure Rate	YTD 2015 Closure Rate	YTD 14
Homicide	0	0	0%	0	0	0%	1	0	0%	100%	0%	0
Robbery	0	0	100%	1	1	0%	3	1	200%	38%	25%	2
Aggravated Assault	3	2	50%	2	4	-50%	14	23	-39%	61%	70%	23
Simple Assault	24	32	-25%	19	25	-24%	106	120	-12%	55%	61%	105
<b>Total Violent</b>	<b>27</b>	<b>34</b>	<b>-21%</b>	<b>22</b>	<b>30</b>	<b>-27%</b>	<b>124</b>	<b>144</b>	<b>-14%</b>	<b>63%</b>	<b>39%</b>	<b>67</b>

**DV COMPSTAT****May 2016**

<b>Dates</b>	<b>2/1/16- 2/29/16</b>	<b>3/1/16- 3/31/16</b>	<b>4/1/16 - 4/30/16</b>	<b>5/1/16- 5/31/16</b>	<b>Prior Verbal (PV)</b>	<b>YTD 2016</b>	<b>PV YTD</b>	<b>YTD 2015</b>
<b>Misdemeanor Arrests</b>	<b>18</b>	<b>24</b>	<b>23</b>	<b>19</b>	<b>2</b>	<b>104</b>	<b>15</b>	<b>95</b>
<b>Felony Arrests</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>8</b>	<b>1</b>	<b>8</b>
<b>Verbal Cases</b>	<b>27</b>	<b>27</b>	<b>26</b>	<b>24</b>		<b>119</b>		<b>92</b>
<b>Total Cases</b>	<b>46</b>	<b>54</b>	<b>51</b>	<b>45</b>	<b>3</b>	<b>231</b>	<b>16</b>	<b>195</b>

**2016 FJC Clients**

<b>Month</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
New Clients	15 (20*)	7 (14)	11 (7)	13 (6)	25 (1)	
LE Referrals**	3	1	2	1	2	
	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
New Clients						
LE Referrals						

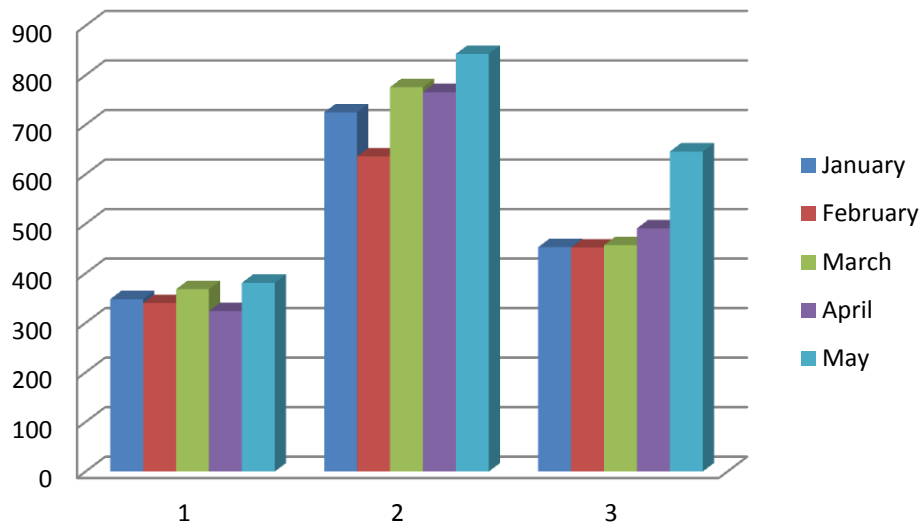
**2015 FJC Clients (new clients only)**

<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
15	15	23	19	22	17
<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
14	21	16	21	22 (6*)	20* (15*)

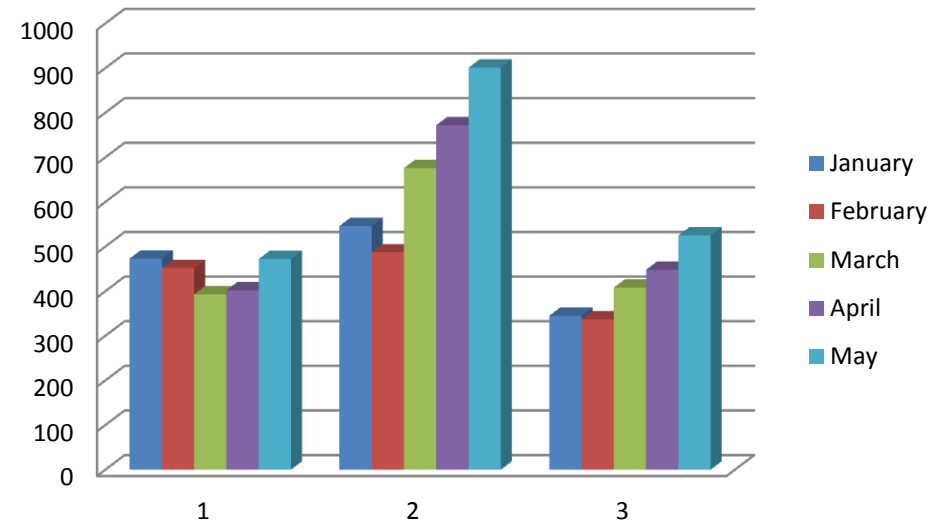
\*Additional clients that obtained services at the FJC but whether they were new or repeat was not tracked.

\*\*The tracking and screening method for this statistic is still a work in progress so the actual number may be higher.

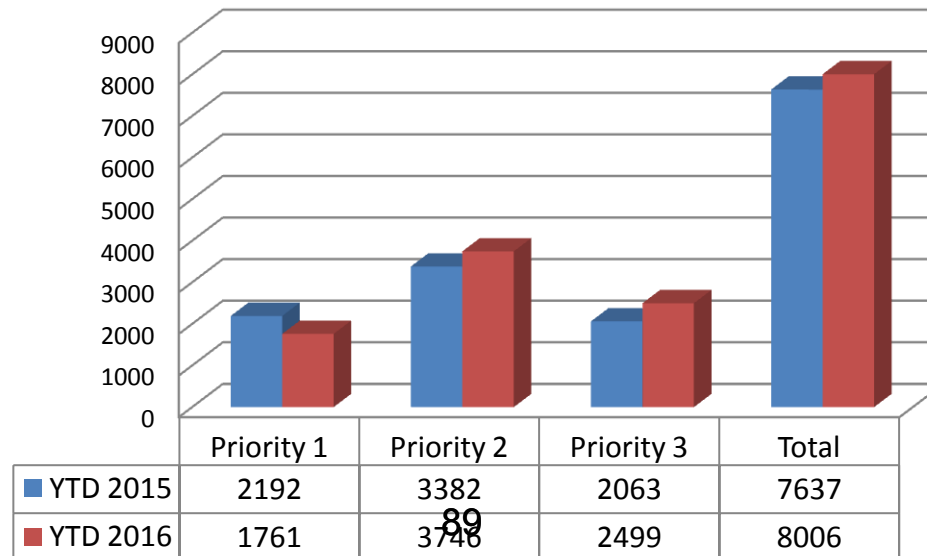
## 2016 CFS Trends



## 2015 CFS Trends <sup>6/16/16</sup>

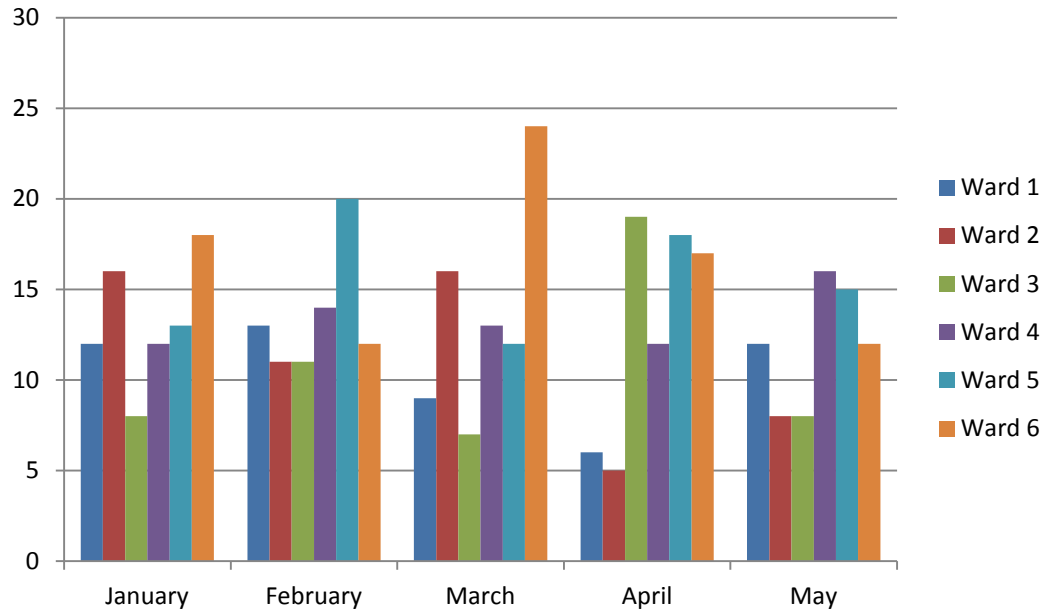


## Calls for Service 2015 v 2016

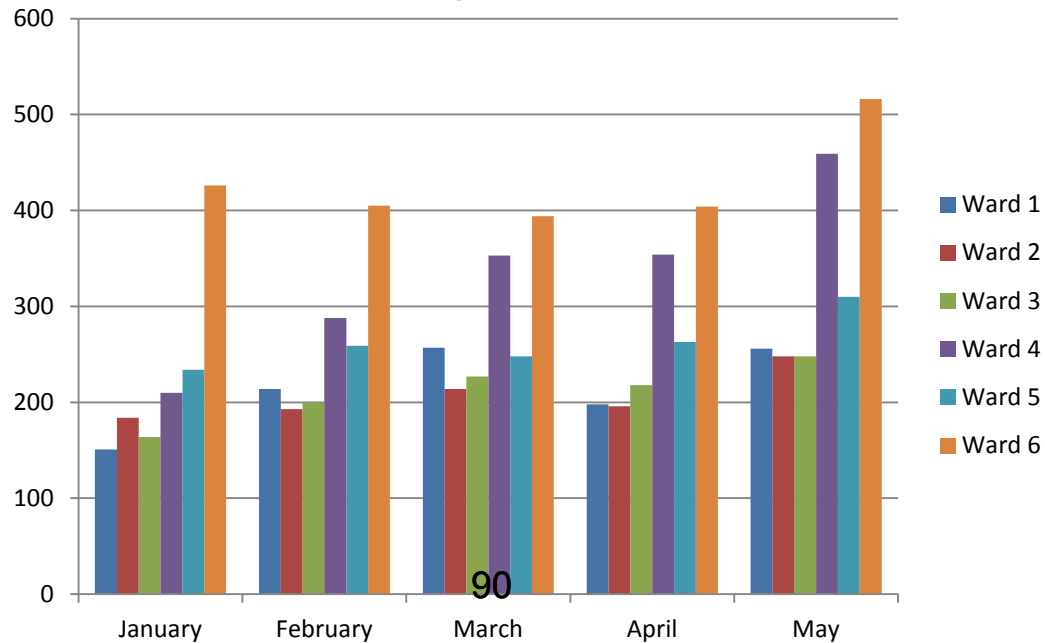


# Accidents by Ward

6/16/16

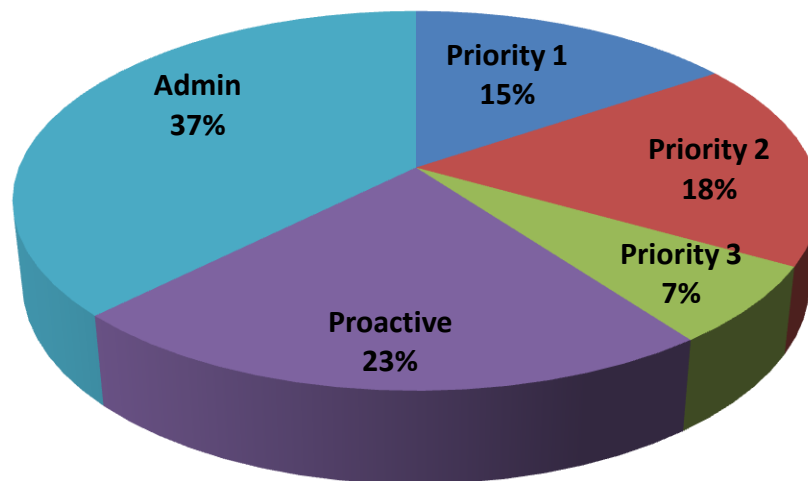


# CFS by Ward

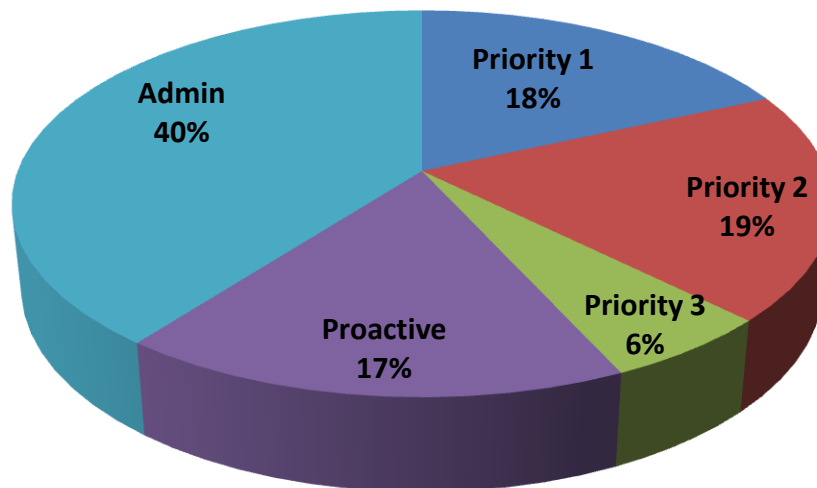


## Manpower Hours May 2016

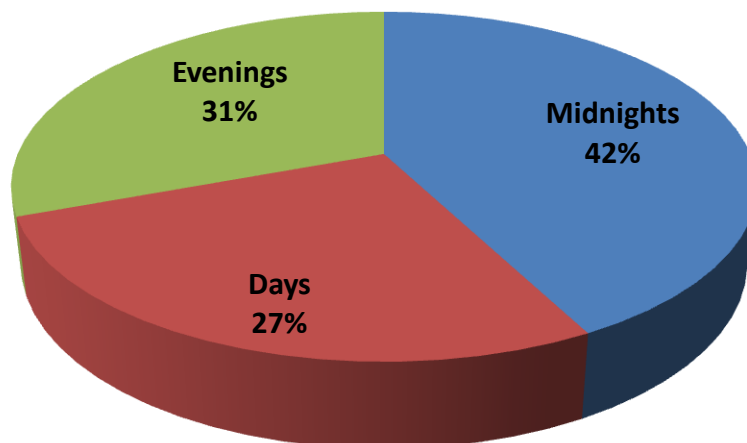
6/16/16



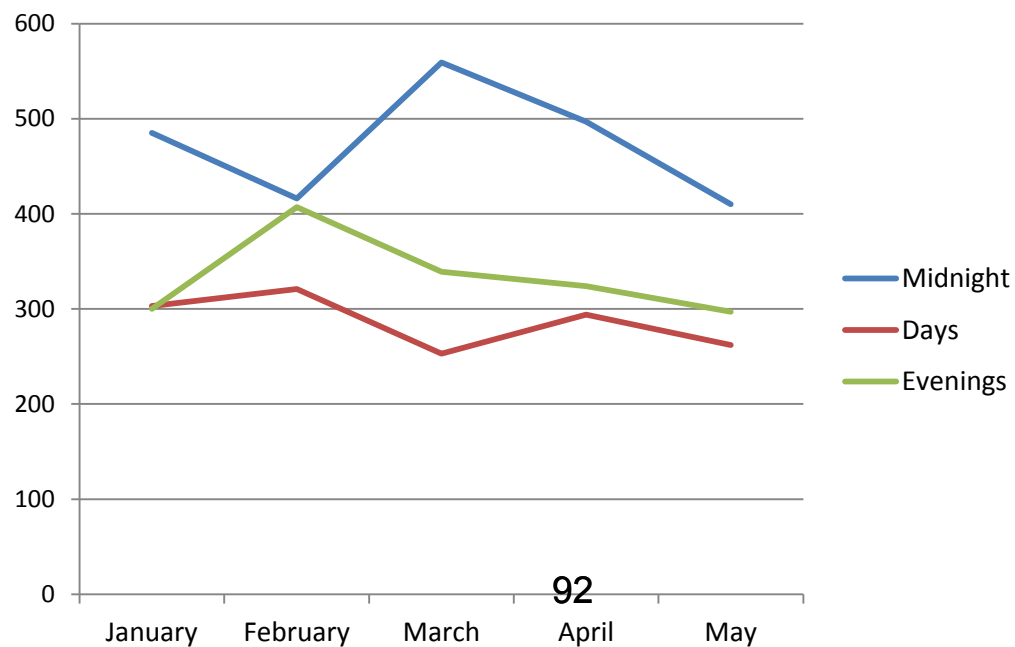
## Manpower Hours May 2015



## Proactive by Shift May 2016



## Proactive by Shift YTD 2016





## **ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT FOR MAY 2016**

### **HIGHWAY, FLEET MAINTENANCE AND UTILITIES**

Highway Division responded to an average number of 41 service calls which were either completed or scheduled for repair. Service calls for the month included potholes, dead animal pickup, traffic light issues, foliage trimming, and drainage problems. Staff worked on street sweeping, line painting, grading dirt roads, roadside mowing, graveling pavement edges and brush trimming. Four storm drain basins were completely repaired along with replacing a storm drain and 70 feet of 12" pipe on Patton Street. Staff ground out the most of the cuts on Salmon Falls Road and repaved them. They will continue into June to finish the paving. Staff also hydro seeded and performed some residential lawn repair on Salmon Falls between Portland and Highland Street. Staff has been working with the engineering consultants to locate infrastructure in preparation of the GIS program. Ditch maintenance was performed on Westview Drive and Betts Road. The highway division assisted the WWTP staff and paved the access to the Ryan Circle pump station and they assisted at the WTP by paving a 30'x30' pad. New guardrail was installed at the access point on Two Rod Road. The highway division assisted the utilities staff by completing a water main repair on Nutter Street. The mechanics have repaired the plow equipment and put it away for the season. They have also repaired the rusted dump body on truck #55, a six wheel truck and they pulled the radiator off the Washington street water pump station generator and made the necessary repairs. The Utilities Division responded to 25 Service Calls in the month of May which included requests for water and sewer inspections, discolored water, and sewer backups. We've continued to flush hydrants for our spring flushing program. There were water main breaks both on Nutter Street and Corson Street which were repaired.

### **BUILDINGS AND GROUNDS**

Buildings and Grounds completed 55 work orders in the month of May which included general repairs of electrical, carpentry, equipment repairs and plumbing related issues. The work at Central Square is complete, including the relocation of the stage and removal of curbing and installation of railing for easy access to the lawn area. Spring clean up is complete and we are now on our regular mowing schedule. We have 8 new bike racks that were purchased with CDBG funds. They will be installed at different City locations. To date we have installed one at City Hall, one at the Community Center and one at Hanson Pine pool. We have completed the maintenance and pool start up at East Rochester, Gonic and Hanson Pines pools. Staff spent a considerable amount of time at the East Rochester pool replacing siding and trim, and painting the building. All of the American Flag banners have been installed on City light poles. Staff has hung the hanging flower baskets and delivered the flower pots in the island areas downtown. All of the planters, baskets and the six recently planted trees will be watered daily Monday through Friday. The installation of wall pads in the Community Center gym is schedule to begin the week of May 27<sup>th</sup> and should take about a week to complete the project.

### **WATER TREATMENT PLANT**

Treated water volume for the month of May 2016 was approximately 66.2 million gallons from the surface water treatment plant and 3.6 million gallons from groundwater. 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 and exceeded all State and Federal standards for drinking water. Watershed inspections were conducted on Rochester Reservoir, Round Pond, Tufts Pond, and the Whaleback Ponds. A leak in the upper control valve for Tufts Pond has been identified and plans for

repair are underway. All reservoirs remain filled to capacity. Upstream flows in Berry River have ranged between 12-31cfs. Equipment and grounds maintenance was performed at the plant, well, and tanks/stations. The Washington Street generator radiator was repaired in house. Thanks to the DPW mechanics for their considerable assistance. A follow-up load bank test is scheduled for June. The Gina Drive booster pumps were rebuilt. Spring cleanup and equipment inspections are expected to continue into June. Maintenance at the Water Treatment Plant included inspection and cleaning of the raw water intake screen; draining and cleaning of sedimentation basin #1; removal of flocculator drive motor #1 for repair; painting of the filter room and offices; and repairs to the bicarbonate volumetric feeder. Maintenance at the well included analyzer feed line cleaning, wellhead inspection, and chlorine feed pump repairs. Online and bench top instruments were inspected and calibrated by a factory technician. Staff conducted several backflow/cross connection surveys. A second significant leak on the alum sludge line was identified and repaired. Hydrant flushing is expected to conclude by the end of the month. Thank you to all who helped with and attended the open house.

### WASTEWATER TREATMENT FACILITY

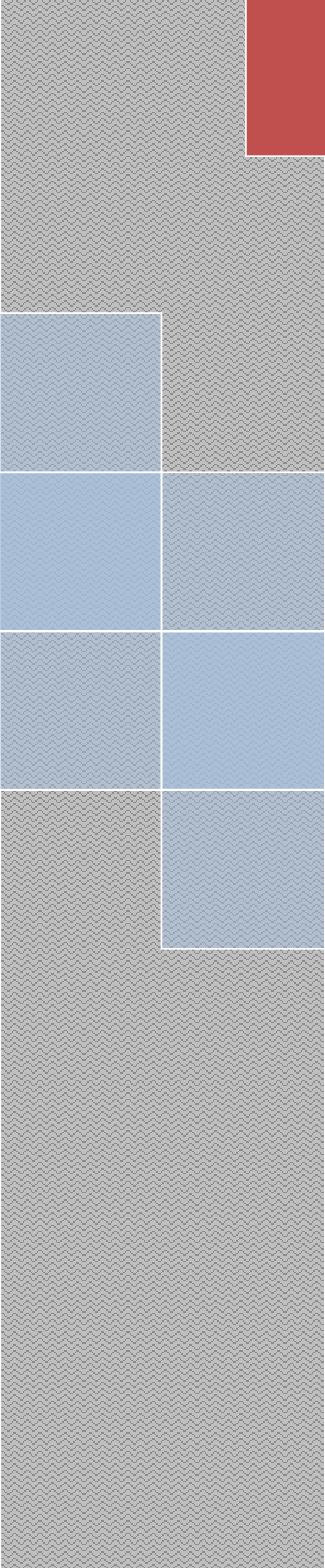
Staff continues to work with the coalition of communities on related wastewater and Great Bay Estuary issues. We are in receipt of NHDES sampling and monitoring plan for the Cocheco River this summer. New RPZ backflow preventers have been installed at the WWTF. We cleaned filter room channels and processes in preparation for stringent summer limits. We have been working with industries on various issues regarding industrial pretreatment. Staff attended state sponsored training classes. Pump station monitoring and alarm system upgrades are in process. We paved the Ryan Circle pump station access driveway. Staff worked with the Fire Department to deliver spent foaming agent to hazardous waste day drop-off location. Staff is working on the development of bid spec's for security camera installation through the Homeland Security Grant. We attended a walkthrough of Pickering Ponds walking trail with the Recreation Dept. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation. All required testing for the EPA and State has been completed and submitted. Average effluent flow for the month = 3.210 Million Gallons per Day (MGD). Percent of design flow = 63.8%. Percent of design flow for 2016 = 74.4%. Precipitation for the month = 2.01". Precipitation for 2016 = 15.98".

### ENGINEERING

- **Granite Ridge Public Outlay:** Buried infrastructure is completed. Water booster station is operational. All work for the City's construction contract is scheduled to be substantially complete in June 2016.
- **Surface Water Treatment Plant Upgrades:** Construction is substantially complete. Final items to be completed over the next couple of months.
- **Catherine St./Sheridan Ave./Knight St. Area Improvements:** All buried infrastructure improvements and most surface improvements are completed. Final pavement overlays and project completion are planned once school is released for summer break.
- **Salmon Falls Road/Milton Road Water and Sewer (EDA Project):** Construction began in May 2016. A groundbreaking ceremony is scheduled for Tuesday, June 7<sup>th</sup>, 2016. Project completion is scheduled for summer of 2017.
- **Franklin St./Western Ave. Area Improvements:** The construction project was advertised for bids in May 2016 and bid are due in June 2016. Construction is anticipated to start in summer 2016. Project scope includes rebuilding the roadway and utilities in portions of Franklin St. and Western Ave. and constructing the new Western Ave. sewer pump station. Rebuilding the

roadway and utilities in First-Fifth Streets and Adams Avenue will be proposed for the next construction phase in a future project.

- **Milton Road/Flat Rock Bridge Road Intersection Improvements:** This construction project is scheduled to be advertised for bids in early June 2016. Construction is anticipated in 2016.
- **Columbus Avenue Parking Lot Expansion:** This construction project is scheduled to be advertised for bids in early June 2016. Construction is anticipated in 2016.
- **Howard Brook Culverts Replacement:** Finalizing design, permitting, and easement negotiations. Construction is anticipated in 2016.
- **Salmon Falls Rd. HSIP Curve Softening Project:** All necessary temporary and permanent construction easements have been agreed to and signed. Final plans, specifications, and other paperwork was submitted to NHDOT for review and approval in April 2016. Federal funding is available for this project in FFY17, which begins on October 1, 2016; therefore, construction of this project is now anticipated in 2017.
- **Strafford Square Roundabout:** Design continues. Based on the current status, bidding of the roundabout construction is anticipated in late 2016, with a spring 2017 construction start date. Prior to that contract, a utility infrastructure contract will likely be undertaken during the 2016 construction season. Approval for demolition of the building at 2-4 Walnut Street is still pending.
- **Wakefield Street Reconstruction:** 30% design documents completed. A Final Design Proposal has been received by the consultant and is under review by City staff.
- **Colonial Pines Sewer Extension:** Finalizing design, permitting, and easement negotiations on the first phase of this multi-phase sewer extension program. Anticipate advertising for bids in late June or July 2016. Construction funds are proposed in the CIP budget over the next few years for future phases.
- **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.
- **Lowell Street Culvert:** Drainage infrastructure improvements have been completed. Further improvements to the culvert are being contemplated for construction in 2016.
- **Dewey Street Pedestrian Bridge:** Bridge inspection, rating, and evaluation has been completed. Design of a replacement bridge structure is underway.
- **Columbus Avenue (Rte. 125) Pedestrian Bridge:** The new pedestrian bridge was opened in February 2016. Temporary sidewalk approaches to the bridge are planned to be replaced with more permanent sidewalk and railings in 2016.
- **NPDES Permit - Wastewater & MS4 Permit - Stormwater:** Early in 2015, Rochester agreed to certain conditions with USEPA in exchange for additional time before a new NPDES permit is issued for its Wastewater Treatment Facility. The terms of the conditions include such activities as sampling, conducting studies, and development of plans related to nutrient reduction. The City continues to comply with the conditions. The City continues to await issuance of a new MS4 permit for stormwater. USEPA is currently reviewing comments submitted on their draft MS4 permit language; issuance of the MS4 permit is anticipated for summer 2016 or later.



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# Memorandum

6/16/16

**To:** Dan Fitzpatrick, City Manager  
Mayor McCarley  
Members of the City Council

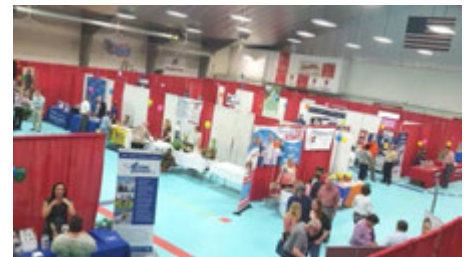
**From:** Lauren Colanto, Recreation & Arena  
**Date:** June 8, 2016  
**Re:** May Department Report

## Teen Programming

Public Roller Skating at the Rochester Arena has become a very popular activity for Rochester teens. Staff observations indicate that the group of youth who return to roller skating each week is a similar crowd to our Teen Night participants. We are proud that this activity provides Rochester teens a fun, safe place to hang out. In May we had 404 roller skating participants. Arena Supervisor Steve, Arena Attendant Ryan and staff have done a wonderful job at managing these events and tending to the large crowds that arrive. The Rochester Police Department has increased patrols during our Friday evening skates so they can interact with our patrons and get in some community policing. We very much appreciate their support!

The 2015-2016 Teen Night season was a huge success. Our last Teen Night was held in May and 200 youth attended. Over the course of this season we hosted a total of 1,425 youth. The partnership between the Rec, RPD, Bridging the Gaps, Child and Family Services, Goodwin Community Health and Wildcat Youth Mentors grows stronger each year.

Adult Volleyball	109
Cardio Fitness with Heidi	24
Concert on the Common	n/a
Collaborative Open Gym	88
Hershey Track & Field	64
Public Roller Skating	404
Rec Talks	13
Senior Art	27
Senior Meditation	31
Senior Open Gym	21
Senior Power Hour	212
Senior Walking Tours	9
Senior Yoga Gentle	69
Senior Yoga Chair	24
Senior Nature Yoga	24
Stay and Play	12
Teen Night	200
Youth Indoor Golf	10
<b>May Total</b>	<b>1,141</b>



## Arena Update

Office space at the Arena is quickly materializing. Currently finish work is being initiated. The space is clearly defined as an office with dry wall and mudding all completed. The vision is coming together!

## Serve With Liberty

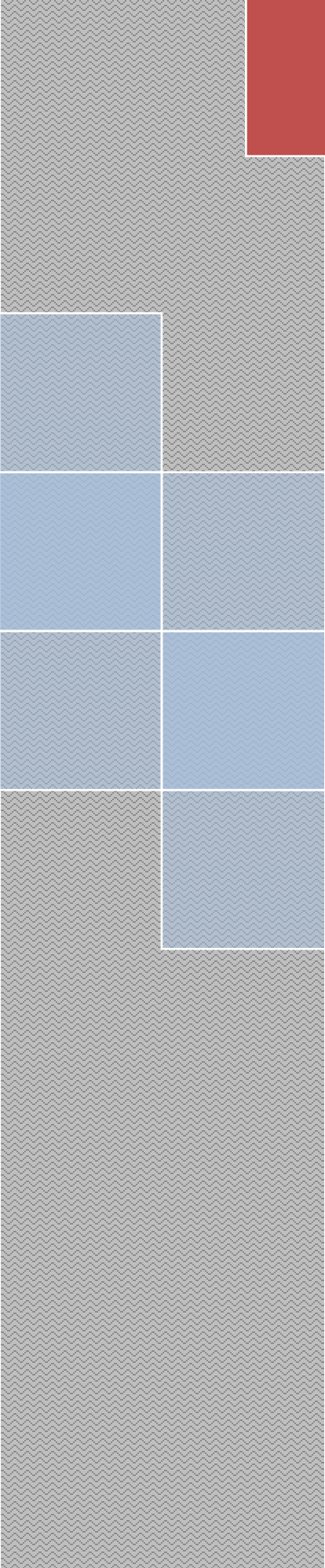
Once again our department hosted 40+ volunteers for Liberty Mutual's Serve With Liberty program. These volunteer spent two days at the Squamanagonic Recreation Area tending to paths, cleaning the entrance installing a new park sign. Recreation Supervisor Art and Program Coordinator Roy managed these projects and oversaw all volunteers. Director Chris also got in on the action by helping to install new parking barriers at the park entrance. Squamanagonic looks fabulous!

## Governor's Summit on Substance Misuse

A team from Rochester attended the Governor's Summit in May and hosted a presentation titled "Supporting Children of Substance Misusing Parents". Assistant Director Lauren was part of this team and presented on the successful programs hosted by Rochester Rec to the 100+ audience.

## Greater Rochester Chamber of Commerce Expo

The Arena was once again transformed into a function hall to host the annual Chamber Expo. As always, this event was a huge success and hosted over 70 businesses and organizations.



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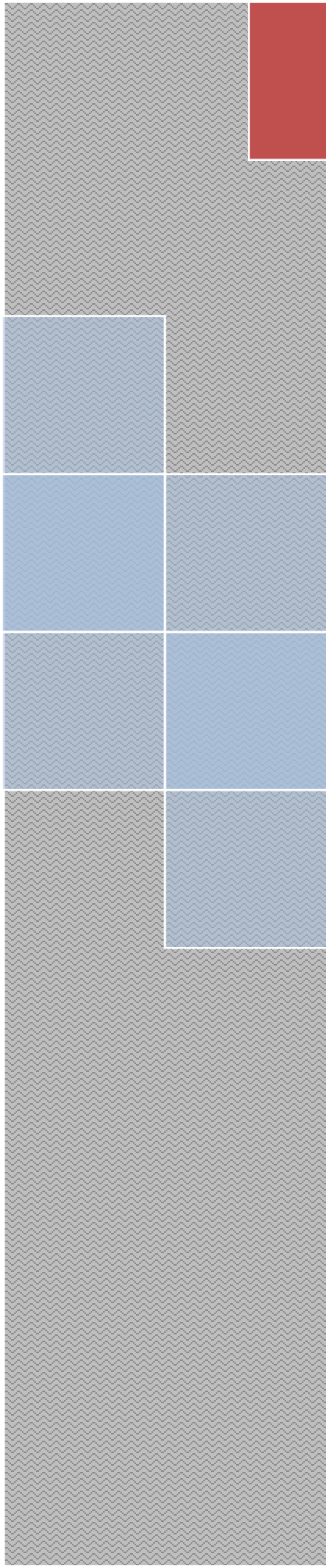
## City of Rochester Tax Collector's Office

May 31, 2016

Tax Year		Annual Warrant	Collected		Uncollected	
			Amount	%	Amount	%
2015	Warrant	56,938,119	55,522,159.77	97.51%	\$ 1,415,959.23	2.49%
2014		55,068,779	54,120,980.41	98.28%	947,798.59	1.72%
2013		53,324,262	52,777,569.62	98.97%	546,692.38	1.03%
2012		50,952,912	50,666,496.56	99.44%	286,415.44	0.56%
2011		48,856,892	48,621,539.30	99.52%	235,352.70	0.48%
2010		47,308,832	47,112,989.30	99.59%	195,842.70	0.41%
2009		46,898,827	46,746,228.34	99.67%	152,598.66	0.33%
2008		46,522,769	46,403,090.94	99.74%	119,678.06	0.26%
2007		42,964,450	42,867,832.26	99.78%	96,617.74	0.22%
2006		40,794,160	40,695,836.85	99.76%	98,323.15	0.24%
2005		38,024,453	38,003,418.66	99.94%	21,034.34	0.06%
2004		36,065,496	36,046,293.69	99.95%	19,202.31	0.05%
2003		33,310,579	33,300,397.48	99.97%	10,181.52	0.03%
2002		29,725,878	29,716,717.95	99.97%	9,160.05	0.03%
2001		26,943,136	26,935,673.46	99.97%	7,462.54	0.03%
2000		25,415,248	25,409,541.77	99.98%	5,706.23	0.02%
1999		22,973,308	22,969,413.75	99.98%	3,894.25	0.02%
1998		30,592,529	30,587,165.88	99.98%	5,363.12	0.02%
1997		29,835,914	29,830,583.34	99.98%	5,330.66	0.02%
1996		27,726,424	27,722,073.99	99.98%	4,350.01	0.02%
1995		27,712,029	27,709,191.61	99.99%	2,837.39	0.01%
1994		26,989,803	26,987,206.62	99.99%	2,596.38	0.01%
1993		25,611,050	25,608,622.48	99.99%	2,427.52	0.01%
1992		24,746,736	24,744,940.64	99.99%	1,795.36	0.01%
1991		24,296,285	24,294,507.32	99.99%	1,777.68	0.01%
					<b>4,198,398.01</b>	

Tax Collector

Doreen Jones, CTC



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# Rochester, New Hampshire

## Inter office Memorandum

**TO:** Daniel Fitzpatrick  
City Manager

**FROM:** Todd M. Marsh  
Director of Welfare

**SUBJECT:** Analysis of Direct Assistance for May, 2016.

**DATE:** June 2, 2016

This office reported 98 formal client notes for the month of May.

Voucher amounts issued for May, 2016 were as follows:

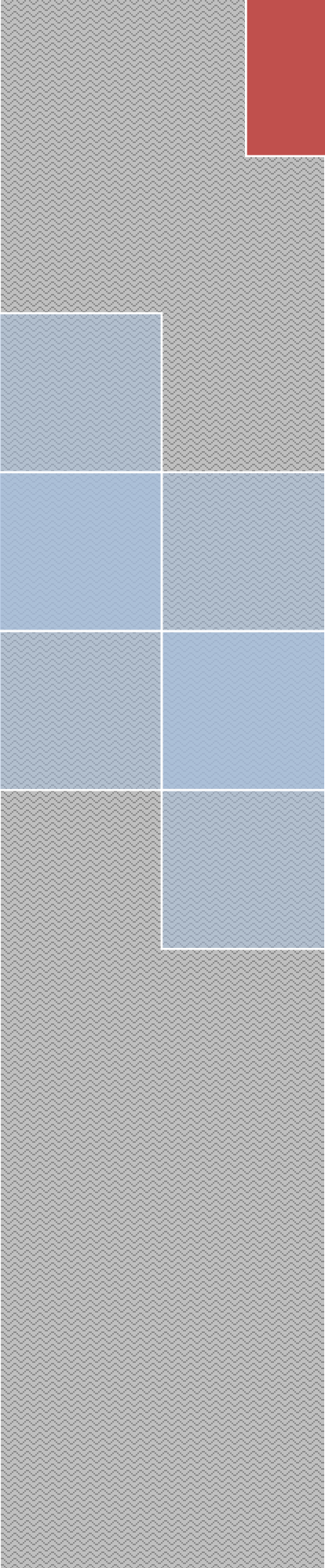
	23 <u>Families</u> 10 new	8 <u>Single</u> 2 new
Burial .....	650.00	650.00
Dental .....	.00	.00
Electricity .....	516.80	142.77
Food.....	.00	.00
Fuel heating .....	.00	135.00
Mortgage .....	.00	.00
Medical .....	.00	.00
Prescriptions .....	.00	.00
Rent .....	2,837.00	800.00
Temporary Housing .....	1,177.50	235.00
Transportation .....	<u>.00</u>	<u>6.00</u>
<b>TOTAL</b>	<b>\$5,181.30</b>	<b>\$1,968.77</b>

This represents an average cost per case/family of \$225.27 and case/Individual of \$246.10 for this month.

Total vouchers issued: \$7,150.07

There was a decrease of \$2,821.74 in assistance issued this month compared to May 2015. There was an increase of \$463.54 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.



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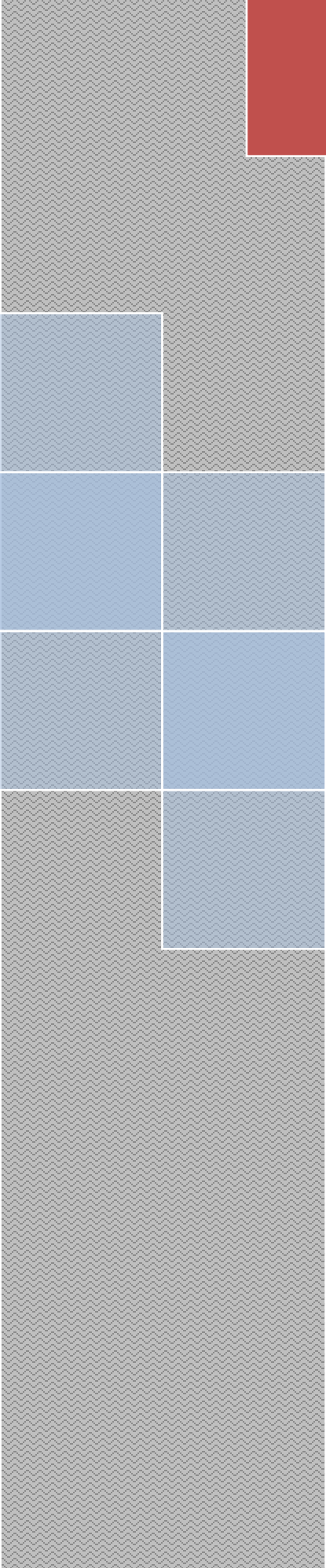


**RESOLUTION AUTHORIZING THE ROCHESTER POLICE DEPARTMENT TO  
APPLY FOR A JUSTICE ASSISTANCE GRANT (JAG)**

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

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, authorize the Rochester Police Department to apply for a Justice Assistance Grant (JAG). The City of Rochester's portion of the total JAG award will be Twenty Three Thousand Eight Hundred Seven Dollars (\$23,807.00) to be used towards the purchase of mobile data terminals including mounting hardware, licensing and installation for half of the front line motor vehicle fleet. In the event that the grant application is approved and City Council accepts the funds, the City of Somersworth will act as fiscal agent in exchange for Five Percent (5%) of Rochester's portion of the JAG award.

CC FY 15 06-16 AB 180



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6/16/16

**City of Rochester Formal Council Meeting****AGENDA BILL****NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.****AGENDA SUBJECT**

Seeking permission from Council to enter into an inter-local agreement with the City of Somersworth to apply for a Justice Assistance Grant.

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

AGENDA DATE	June 21, 2016		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	6/13/16		
ATTACHMENTS	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	

**COMMITTEE SIGN-OFF**

COMMITTEE	
CHAIR PERSON	

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

**FINANCE & BUDGET INFORMATION**

FINANCE OFFICE APPROVAL	Signature on file
SOURCE OF FUNDS	Federal
ACCOUNT NUMBER	TBD
AMOUNT	\$22,617.00
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

**LEGAL AUTHORITY**

Council action required.

**SUMMARY STATEMENT**

Seeking permission from Council to enter into an inter-local agreement with the City of Somersworth to apply for a Justice Assistance Grant. Rochester's share of the total JAG award totals \$23,807.00. Somersworth will act as the fiscal agent for the grant in exchange for 5% of Rochester's grant funding. See the breakdown below.

\$23,807.00 total award to Rochester

\$ 1,190.00 less the 5%

\$22,617.00 total grant

These funds will be used to purchase mobile data terminals including mounting hardware, licensing and installation for half of the front line fleet.

**RECOMMENDED ACTION**

Allow the Police Department to enter into this agreement with the City of Somersworth.

## AGENDA BILL - FUNDING RESOLUTION

## EXHIBIT

Project Name: Justice Assistance Grant inter-local agreement with the City of Somersworth.

Date: 6/10/16

Fiscal Year: FY16

Fund (select):

GF ☐Water ☐Sewer ☐Arena ☐CIP ☐Water CIP ☐Sewer CIP ☐Arena CIP ☐Special Revenue ☒Fund Type: Lapsing ☐Non-Lapsing ☒

## Deauthorization

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

## Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	61XX2010	573900	165XX	\$22,617.00	-	-
2				-	-	-
3				-	-	-
4				-	-	-

## Revenue

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

DUNS # TBD

CFDA # TBD

Grant # TBD

Grant Period: From FY16  
To TBD

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

Reimbursement Request will be reduced ☐Funds will be returned ☐



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**RESOLUTION APPROVING 2016-2017 OPERATING BUDGET  
FOR THE CITY OF ROCHESTER**

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

That a twelve (12) month operating budget for the City of Rochester be, and hereby is, approved and appropriated for the period beginning July 1, 2016 and ending June 30, 2017 in the amounts and for the purposes more particularly set forth in the City of Rochester, Proposed Budget, Fiscal Year 2017 (July 1, 2016 - June 30, 2017), as amended, the provisions of which are incorporated herein by reference thereto by attached **Exhibit A**.

This budget may be reconsidered before the tax rate is set if City, School and/or County revenues are changed by the State of New Hampshire or by the Federal Government. The budget appropriations contained in this Resolution are predicated upon projected revenues as more particularly set forth in the City of Rochester, Proposed Budget, Fiscal Year 2017 (July 1, 2016 - June 30, 2017), as amended, the provisions of which are incorporated herein by reference thereto.

## 2016-2017 CITY OF ROCHESTER OPERATING BUDGET RESOLUTION-EXHIBIT A

<b>Operations</b>	<b>FY17 Proposed</b>	<b>FY17 Adopted</b>
Operating Budgets		
City Operations	23,395,809	23,402,813
County Taxes	6,075,141	6,075,141
Debt Service	3,431,440	3,431,440
Capital Projects Transfers	2,088,400	<u>2,021,400</u>
<b>Total City General Fund Operations</b>	<b>34,990,790</b>	<b>34,930,794</b>
School Operating Budget	58,878,599	59,678,599
School State Education Tax	4,825,327	4,825,327
School Grants & Special Rev Funds	5,371,000	5,371,000
Community Center	810,954	810,954
City Grants & Special Rev Funds	436,052	436,052
<b>Total Operating Budgets</b>	<b>105,312,722</b>	<b>106,052,726</b>
Water Operating Budget	5,785,363	5,795,841
Sewer Operating Budget	6,885,179	6,877,157
Arena Operating Budget	581,453	581,453
Tax Incremental Financing Districts	875,722	877,722
<b>Total Enterprise Operating Budgets</b>	<b>14,127,717</b>	<b>14,132,173</b>
<b>Total Operations all Funds</b>	<b>119,440,439</b>	<b>120,184,899</b>



6/16/16

## City of Rochester Formal Council Meeting

## AGENDA BILL

Original Agenda Bill from May 3, 2015

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

AGENDA SUBJECT FY17 CITY MANAGER PROPOSED OPERATING BUDGET RESOLUTION

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

AGENDA DATE	05/03/2016		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	04/27/2016		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2	

**COMMITTEE SIGN-OFF**

COMMITTEE	NA
CHAIR PERSON	NA

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

**FINANCE & BUDGET INFORMATION**

FINANCE DEPARTMENT APPROVAL	Signature on file
SOURCE OF FUNDS	VARIOUS - SEE RESOLUTION EXHIBIT A
ACCOUNT NUMBER	TBD
AMOUNT	\$119,440,439
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

**LEGAL AUTHORITY**

CITY COUNCIL

**SUMMARY STATEMENT**

FIRST READING OF THE FY17 CITY MANAGER PROPOSED OPERATING BUDGET  
RESOLUTION.

**RECOMMENDED ACTION**

RECOMMEND FIRST READING.

**RESOLUTION AUTHORIZING AND APPROVING 2016-2017 CAPITAL  
BUDGET FOR THE CITY OF ROCHESTER AND AUTHORIZING  
BORROWING IN CONNECTION THEREWITH**

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

That the capital budget for the City of Rochester for the July 1, 2016 to June 30, 2017 fiscal year in the total amount specified in **Exhibit A** annexed hereto, be, and hereby is, authorized and appropriated, and, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, is hereby authorized to arrange borrowing to finance a portion of said capital budget appropriation as identified on Exhibit A annexed hereto.

The aforementioned borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter. The useful lives of the capital projects for which borrowing is authorized by this resolution shall be more particularly set forth in the "City of Rochester, New Hampshire, Proposed CIP Budget, Fiscal Year 2017 (July 1, 2016 –June 30, 2017), as amended.

## 2016-2017 CAPITAL IMPROVEMENTS REVENUE SUMMARY-RESOLUTION EXHIBIT A

	PROJECT AMOUNT	BOND PROCEEDS	O&M CASH	FUND BAL RET EARN	TIF BOND	GRANTS
<b><u>GENERAL FUND</u></b>						
CITY*	5,386,400	3,310,000	2,021,400	0	0	55,000
SCHOOL	3,351,646	3,251,146	100,500	0	0	0
<b>TOTAL GENERAL FUND</b>	<b>8,738,046</b>	<b>6,561,146</b>	<b>2,121,900</b>	<b>0</b>	<b>0</b>	<b>55,000</b>
<b><u>ENTERPRISE FUNDS</u></b>						
WATER	4,522,000	4,355,000	167,000	0	0	0
SEWER	9,428,500	9,285,000	143,500	0	0	0
ARENA	575,000	575,000	0	0	0	0
<b>TOTAL ENTERPRISE FUNDS</b>	<b>14,525,500</b>	<b>14,215,000</b>	<b>310,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>TIFS</u></b>						
GRANITE STATE BUSINESS PARK	100,500	0	100,500	0	0	0
GRANITE RIDGE DEVELOPMENT	1,500	0	1,500	0	0	0
	<b>102,000</b>	<b>0</b>	<b>102,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ALL CIP</b>	<b>23,365,546</b>	<b>20,776,146</b>	<b>2,534,400</b>	<b>0</b>	<b>0</b>	<b>55,000</b>

\* Includes Community Center CIP's



6/16/16

## City of Rochester Formal Council Meeting

## AGENDA BILL

Original Agenda Bill from May 3, 2016

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

AGENDA SUBJECT FY17 CITY MANAGER PROPOSED CIP BUDGET RESOLUTION

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

AGENDA DATE	05/03/2016		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	04/27/2016		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2	

**COMMITTEE SIGN-OFF**

COMMITTEE	NA
CHAIR PERSON	NA

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

**FINANCE & BUDGET INFORMATION**

FINANCE DEPARTMENT APPROVAL	
SOURCE OF FUNDS	VARIOUS - SEE RESOLUTION EXHIBIT A
ACCOUNT NUMBER	TBD
AMOUNT	\$49,406,173
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

**LEGAL AUTHORITY**

CITY COUNCIL

**SUMMARY STATEMENT**

FIRST READING OF THE FY17 CITY MANAGER PROPOSED CIP BUDGET RESOLUTION.

**RECOMMENDED ACTION**

RECOMMEND FIRST READING.