



City Council Workshop
May 17, 2016
Council Chambers
7:00 PM

Agenda

1. Call to Order
 2. Public Input
 3. Communications from the City Manager
 - 3.1. Mid-Month Report P. 5
 4. Communications from the Mayor
 5. Proclamation: Police Memorial Week [May 15th – 21st] P. 7
 6. Department Reports P. 9
 7. Other
 8. Adjournment
-

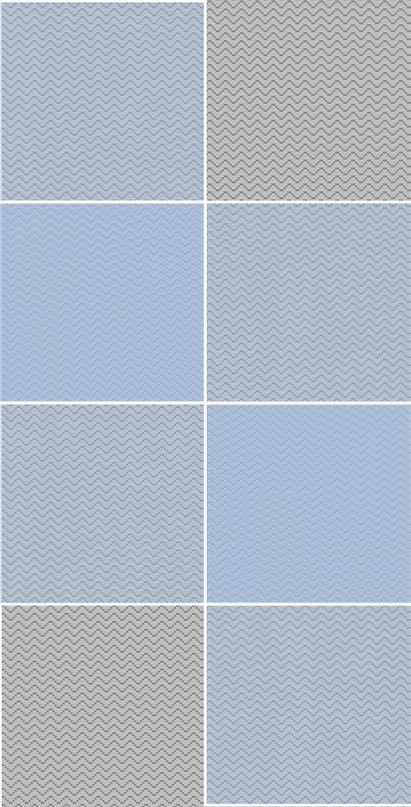
Non-Meeting
Consultation with Legal Counsel RSA 91-A
May 17, 2016
Council Chambers
(Immediately following the City Council Workshop)

Special City Council Meeting
May 17, 2016
Council Chambers
(Immediately following the Non-Meeting)

1. Call to Order
2. **AB 160** Resolution Establishing Policy Regarding City Charter Section 43-a **First Reading and Adoption P. 97**
3. **AB 158** Resolution Approving Cost Items Associated with Proposed City of Rochester Multi-Year Collective Bargaining Agreement with New England Police Benevolent Association Local 23 (Police Patrol Personnel) **First Reading, Second Reading, and Adoption P. 109**



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4. **AB 157** Resolution Approving Cost Items Associated with Proposed City of Rochester Multi-Year Collective Bargaining Agreement with New England Police Benevolent Association Local 123 (Communications Personnel) **First Reading, Second Reading, and Adoption P. 113**
5. **AB 161** Resolution Authorizing Supplemental Appropriation to the 2015-2016 Rochester Police Department CIP Fund for Cruiser Camera Systems Replacement **First Reading, Second Reading, and Adoption P. 117**
6. **AB 159** Resolution Authorizing US Department of Justice "COPS" Grant Application on Behalf of the Rochester Police Department **First Reading and Adoption P. 123**
7. **AB 162** Memorandum of Understanding with the Rochester Housing Authority **Motion to Approve the City of Rochester Entering into a Memorandum of Understanding with the Rochester Housing Authority to jointly Prepare and Submit an Assessment of Fair Housing to the US Department of Housing and Urban Development P. 127**
8. **AB 163** Programmatic Agreement with the New Hampshire Division of Historical Resources **Motion to Approve P. 133**
9. Resolution Ordering the Elimination of a Hazardous Building at 13 Magic Avenue in Rochester, New Hampshire **First Reading and Adoption P. 143**
10. Non-Public Session
 - 10.1. Non-Public Session, RSA 91-A:3,II (a) Personnel
11. Adjournment

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City of Rochester, New Hampshire

OFFICE OF THE CITY MANAGER

31 Wakefield Street • Rochester, NH 03867

(603) 332-1167

CITY MANAGER'S REPORT

May 17, 2016

City Manager's Citations to be presented to the following:

- Julian Long, Community Development Specialist – helping other departments secure increased resources

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City of Rochester, New Hampshire

OFFICE OF THE MAYOR

31 Wakefield Street • Rochester, NH 03867

(603) 332-1167

www.RochesterNH.net

**PROCLAMATION
POLICE MEMORIAL WEEK
MAY 15 - 21, 2016**

WHEREAS, Police Officers are given the awesome responsibility to protect the lives and safety of the Citizens of the United States each day; and

WHEREAS, *By order of our 35th President John F. Kennedy,* May 15 of each year is declared Peace Officers Memorial Day, to honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty; and

WHEREAS, To date there are forty-seven (47) names for inclusion on the Memorial to recognize New Hampshire Police Officer's who have given their lives in the line of duty, the first in 1889, the most recent in 2014.

NOW, THEREFORE, I, Caroline McCarley, Mayor of the City of Rochester, do hereby designate the week of May 15 through May 21, 2016 as Police Memorial Week in Rochester, New Hampshire in conjunction with State and National ceremonies. All flags on Municipal Buildings shall be flown at half-staff on National Peace Officer's Day, May 15, 2016, in solemn recognition of those Officers' who have given the ultimate sacrifice.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Rochester to be affixed on the 17th day of May in the year of our Lord, Two Thousand Sixteen.

Caroline McCarley
Mayor of Rochester

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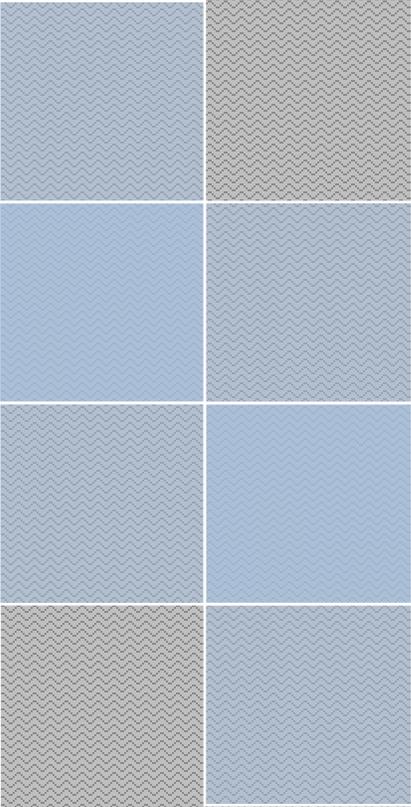


April
Department Reports

- Assessing P. 11
- City Clerk's Office P. 13
- Department of Building, Zoning, and Licensing Services P. 15
- Economic Development Department P. 21
- Finance Department P. 29
- Fire Department P. 59
- Library P. 77
- Planning Department P. 79
- Police Department P. 83
- Public Works Department P. 87
- Recreation and Arena P. 91
- Tax Collector P. 93
- Welfare P. 95



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City of Rochester, New Hampshire
Assessor's Office
19 Wakefield Street
Rochester, New Hampshire 03867-1915

5/12/16

Telephone
(603) 332-5109

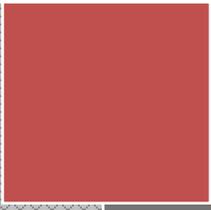
May 10, 2016

To: City Manager/Council
From: Rick Vincent, Assessor
Subject: April Council Report

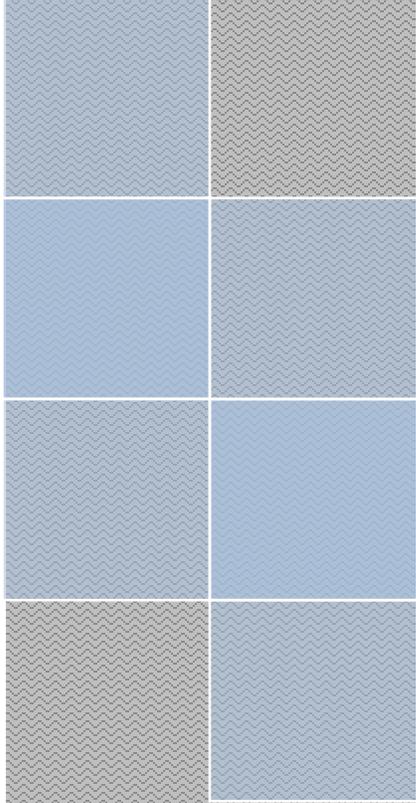
Revenue Received/Collection Warrants issued:

Excavation Tax	\$ 3,372.06
Property Records, Maps & Copies	\$ 34.00

- We have completed a total of 497 interviews for Elderly and Disabled Exemptions and approved 477 of those that applied.
- There have been 99 new Veteran Tax Credits approved.
- There have been 62 new Elderly, Blind and Disabled Exemptions approved.
- We have completed our review of religious, charitable and educational exemptions.



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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

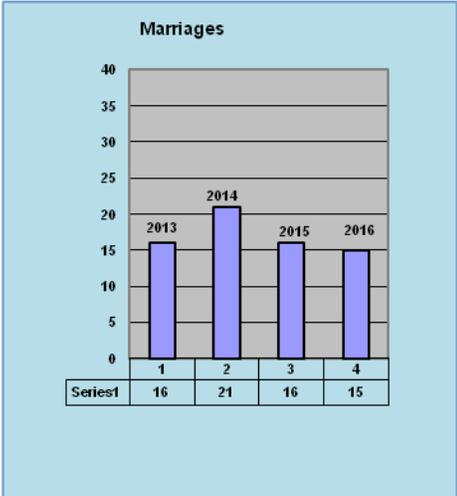
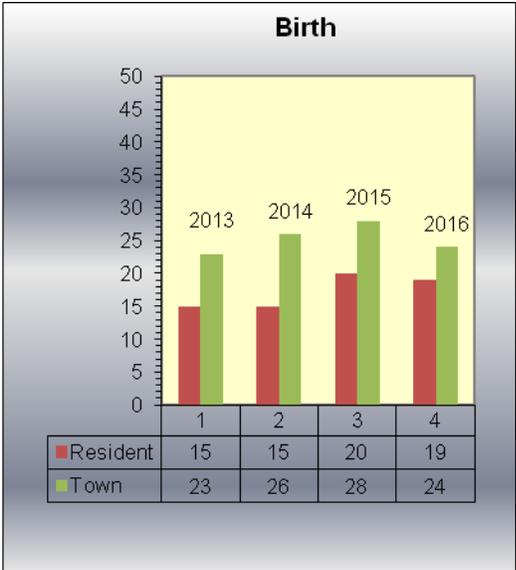
May 17, 2016

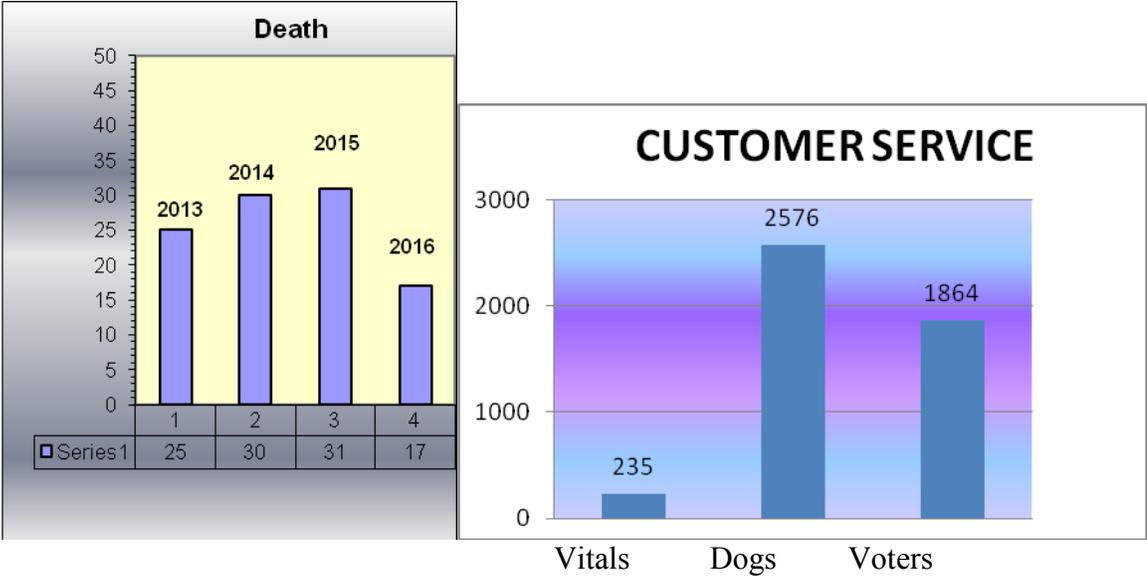
Vital Statistics

The City Clerk's staff issued 235 initial copies of vital records, 103 subsequent copies of vital records, and 15 marriage licenses in April. The New Hampshire Division of Vital Records Administration generated the following report of statistics for the City of Rochester: there were 24 babies born in Rochester during the month of April, 19 of which were of Rochester residents; a total of 17 resident deaths occurred in Rochester during the month of April.

Revenue – Vital Records/Marriage Licenses

	State	City
Initial/Subsequent copies	\$2,395	\$2,160
Marriage Licenses	<u>\$ 570</u>	<u>\$ 105</u>
	\$2,965	\$2,265





Dog Licensing

The City Clerk’s office licensed 2,576 dogs during the month of April.

Elections

[Voter registration summary by party as of April 30, 2016:](#)

	<u>Democrats</u>	<u>Republicans</u>	<u>Undeclared</u>	<u>Total</u>
<u>Ward 1</u>	1,160	1,280	827	3,267
<u>Ward 2</u>	968	1078	1,314	3,360
<u>Ward 3</u>	1,097	1,282	883	3,262
<u>Ward 4</u>	776	726	1,464	2,966
<u>Ward 5</u>	1,084	1,215	869	3,168
<u>Ward 6</u>	928	727	1,162	2,817
<u>Total</u>	6,013	6,308	6,519	18,840

Respectfully submitted,

Marcia H. Roddy

Marcia H. Roddy
Deputy City Clerk

End of Month Council Report

5/12/16

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 April 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	April 2016	Year to Date
Building Permits	\$28,908.00	\$347,476.00
Electrical Permits	\$7,565.00	\$53,235.00
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$2,974.00	\$21,097.80
Zoning Permits	\$619.56	\$2,128.24
FireSuppression Permits	\$0.00	\$4,621.00
FireAlarm Permits	\$1,004.00	\$3,439.00
Sprinkler Permits	\$2,224.00	\$3,583.00
Mechanical Permits	\$3,146.00	\$51,188.00
Food_Milk Licenses	\$100.00	\$5,725.00
Taxi Licenses	\$110.00	\$1,190.00
General Licenses	\$50.00	\$4,745.00
Net Revenue	\$46,700.56	\$498,428.04

End of Month Council Report

5/12/16

Building Permit Detail

New Permits		April 2016		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Residential	5	\$164,500.00	8	\$219,320.00
	Alteration - Residential	6	\$44,725.00	24	\$239,487.00
	Alterations- Non Residential	6	\$149,500.00	40	\$11,961,123.00
	Apartment	1	\$819,000.00	2	\$819,980.00
	Building - Non-Residential	0	\$0.00	7	\$8,099,015.00
	Commercial - Alteration	0	\$0.00	2	\$849,465.00
	Condo	9	\$451,050.00	9	\$451,050.00
	Deck	7	\$33,253.00	8	\$35,403.00
	Demolition	4	\$2,500.00	36	\$124,250.00
	Demolition Permit	0	\$0.00	1	\$500.00
	Fence	7	\$29,200.00	15	\$56,649.00
	Footing	3	\$30,000.00	10	\$235,000.00
	Foundation Only	0	\$0.00	3	\$380,000.00
	Garage	0	\$0.00	7	\$180,171.00
	Manufactured Home	5	\$254,527.00	9	\$340,289.00
	New Home	4	\$412,644.00	66	\$9,425,247.00
	Other	5	\$26,500.00	86	\$642,593.00
	Pool	0	\$0.00	1	\$1,350.00
	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	1	\$1,000.00	1	\$1,000.00
	Repair/Replace - Residential	1	\$15,000.00	4	\$26,129.00
	Residential - Addition	0	\$0.00	18	\$286,886.00
	Residential - Alteration	0	\$0.00	139	\$1,057,276.00
	Roofing	10	\$68,700.00	17	\$132,053.00
Shed	2	\$6,900.00	53	\$148,873.00	
Sign	4	\$39,482.00	13	\$81,781.00	

End of Month Council Report

5/12/16

	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	1	\$500.00	1	\$500.00
	Generator	1	\$5,800.00	2	\$8,000.00
	Meters	0	\$0.00	1	\$100.00
	Service	10	\$22,450.00	20	\$38,950.00
	Solar Electric System	4	\$68,364.00	7	\$83,764.00
	Temp Service	0	\$0.00	1	\$250.00
	Wiring	34	\$850,524.00	76	\$1,298,641.01
	FireAlarm Permits	Fire Alarm	0	\$0.00	12
Fire Alarm Permit		3	\$32,200.00	8	\$78,190.00
FireSuppression Permits	Fire Protection	0	\$0.00	36	\$509,595.00
	Fixed Fire Suppression System	1	\$24,840.00	1	\$24,840.00
Mechanical Permits	Air Conditioning	0	\$0.00	3	\$652,000.00
	Furnace/Boiler	17	\$136,548.00	43	\$722,198.00
	Gas Line	1	\$6,000.00	7	\$10,324.00
	Gas Piping	4	\$9,350.00	10	\$40,250.00
	Heating	3	\$10,800.00	8	\$20,611.00
	Hot Water Heater	4	\$5,860.00	11	\$14,420.00
	Mechanical Permit	0	\$0.00	396	\$3,564,965.00
	Pressure Testing	0	\$0.00	2	\$1,100.00
	Propane Tank	4	\$3,350.00	17	\$14,634.00
	Sheet Metal Work	0	\$0.00	1	\$25,000.00
	Tank Installation	1	\$1,641.00	14	\$21,001.00
	Ventilation	1	\$359.00	1	\$359.00
Plumbing Permits	Plumbing	22	\$301,750.00	158	\$1,873,317.00
	Plumbing - New	0	\$0.00	52	\$235,185.00
	Plumbing - Relocation	0	\$0.00	1	\$500.00
Sprinkler Permits	Fire Sprinkler Systems	3	\$68,500.00	8	\$89,200.00
	Total Permit Issued	194	\$4,097,317.00	1916	\$50,112,291.01

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

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:

- Five recent in Ward 4
 - One recent in Ward 5
 - One recent in Ward 6
- All were resolved and closed

INTERIOR VIOLATIONS:

- Three recent in ward 6
- All were resolved and closed

EXTERIOR VIOLATIONS:

- One recent in Ward 4
- Resolved and closed

VEHICLE VIOLATIONS:

- One recent in ward 6
- Pending application and site review by Planning

SIGNS:

- One recent in Ward 2
 - One recent in Ward 3
 - One recent in ward 6
- Temporary signs in Ward 3 are pending further action snipe signs were removed

SITE PLAN/ZONING VIOLATIONS:

- One recent in Ward 1
- Two recent in Ward 2
- One in Ward 6

- Wards 1 & 2 were resolved and one in Ward 6 remains open pending planning review

PERMITS:

- Three recent in Ward 2
 - One recent in Ward 3
 - Two recent in Ward 5
- All have filed for or received the required permits

Assistance was provided to the Legal department in obtaining statement and service of Subpoenas in preparation for 13x Magic Ave (Blaisdall) case

Four hour Deposition Re: Amazon case

16.5 Admin hours in office return calls, enter complaints etc.



5/12/16

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

April 2016

APPLICATIONS REVIEWED BY THE ZONING BOARD

2016-06 Application by Wayne Linscott for a Variance to allow a deck closer to the back property setback than what is allowed in the Residential 2 Zone. This variance request is according to the City's Zoning Ordinance, Article 42, Table 19-A Dimensional Standards-Residential Districts.

Location: 1 Coxeter Square. Map 0120, Lot 0054, Block 0000, Residential 2 Zone. **APPROVED**

2016-07 Attorney Jerry Grossman representing application by Edward K. Nelson, for an Equitable Waiver that said terms be waived to permit the existing addition to be equitably allowed where as a small corner of the deck is 8.4' from the front lot line and a small corner of the addition is 2.2' from the front lot line where 10' is the required setback. This is to the terms of RSA 674:33-a, Sections I (a)-(d).

Location: 109-111 Whitehall Rd. Map 0240 Lots 0065, Block 0000, Residential 1 Zone. **APPROVED**

2016-08 Attorney Jerry Grossman representing application by Edward K. Nelson, for a Special Exception to extend the existing "farmers porch" along the front side of the house that extends not more than 2.2 feet into the existing setback. This request is according to the City's Zoning Ordinance Article 42.22 b.1-5.

Location: 109-111 Whitehall Rd. Map 0240 Lots 0065, Block 0000, Residential 1 Zone. **APPROVED**

2016-09 Application by Richard J Menard III, for a Variance that said terms be waived to permit the side setback for the farmers porch to be closer than allowed ten (10) feet. This is according to the City's Zoning Ordinance Chapter 42, Table 19-A Dimensional Standards-Residential Districts.

Location: 7 Sidney St. Map 0128 Lot 0255 Block 0002, Residential 1 Zone. **WITHDRAWN**

2016-10 Packy Campbell, representing application by Susan Swasey, for a Variance that said terms be waived to permit a subdivision of a residential house lot to be subdivided into two lots with less lot area than what is required. This is according to the City's Zoning Ordinance Chapter 42, Table 19-A Dimensional Standards-Residential Districts.

Location: 6 Roberts Rd. Map 0254 Lot 0001, Block 0000, Agricultural Zone. **POSTPONED**

2016-11 Application by Don Booth of NH Signs, for a Variance that said terms be waived to permit a sign larger than the allowed square feet, illuminated with an electronic message center. This is according to the City's Zoning Ordinance Chapter 42.29, n.2.B

Location: 750 Columbus Ave. Map 0131 Lot 0005, Block 0000, Neighborhood Mixed Use Zone. **APPROVED**

Economic &
Community
Development
Management
Report

April 30

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

Media Relationships

Seacoast Media Group Asks Manager Pollard to Board of Directors

Manager Pollard was asked by the leadership of the Seacoast Media Group to serve on the Board of Directors, a volunteer role she gladly accepted, to articulate the goals, the vision and the positive reality of the City of Rochester, including the building/infrastructure projects, the ongoing renewal of the downtown district, the strong expansion of the composites and advanced manufacturing sectors; and the future retail/entertainment destination of The

Ridge Marketplace.

A timely editorial from Seacoast Media Group is a welcome step forward:



Time for Rochester to reclaim its reputation

Posted Apr. 28, 2016 at 3:15 AM, www.SeacoastOnline.com

Officials in Rochester want to take control of the city's image — an image they say has been unfairly tarnished for years even in the minds of its own residents.

The city hopes to begin the process of reclaiming its reputation by taking control of the message. We think it's more than a good idea. The city's image is critical to its positive growth and progress. Mayor Caroline McCarley fully understands that. Upgrading Rochester's image was one of the cornerstones of her election campaign last fall.

We share the city's goal of improving its reputation and are committed to helping deliver balanced and positive news that truly reflects the community with our three newspapers devoted to Rochester coverage: Foster's Daily Democrat; the weekly Rochester Times; and monthly Rochester Radar. To begin turning things around, City Manager Daniel Fitzpatrick has proposed spending \$31,500 a year to publish a newsletter. That relatively modest amount is included in the city's proposed \$34.9 million operating budget. The newsletter will address what city officials see as Rochester being "poorly represented in the various press and media avenues." Officials say the city needs the resources to create its own news and positive portrayal of city accomplishments.

Newsletters aren't cheap to produce and distribute. The \$31,500 would be used to pay an outside contractor to generate four press releases per month and four newsletters per year. The ambitious objective would be to mail the newsletter to every Rochester address and make it available online. According to city documents, the newsletter "will allow the city to be proactive regarding its public image and not at the whim of third party actors."

In our view, the \$31,500 Rochester officials are seeking to boost its reputation is reasonable. In fact, the request is so modest, we wonder if it is enough. Some local communities spend more money to get their messages out. For example, Dover has a full-time media specialist in charge of filming public meetings to ensure transparency and public access, writing press releases and compiling and distributing a weekly e-newsletter called "Dover Downloads." Pushing out information and providing transparency has helped



to elevate public discourse in Dover and move the city forward, even during the past decade when the region was in the grips of recession. The proper messaging could have a similar effect in Rochester. In the realm of economic development, a city's image is everything. Businesses locate and stay in communities that have positive reputations where people believe the schools are solid, the streets are safe and life is good. That description — of a nice, clean, pleasant city — fits Rochester well. It's time to make the rest of the world see it.

It's hard to say exactly how the message turned negative over the years, but the roots of the problem run deep. Thirty-five years ago the city was digging out from decades of neglect under the rule of iron-fisted Mayor John Shaw. Rochester had to spend a lot of money to fix so many things that were falling apart. Then, the recession hit hard and some residential properties rimming the city's core fell into disrepair in the hands of absentee landlords — not an uncommon problem in local communities other than Rochester, but one that creates pockets of blight and a negative impression.

Even the police department's commendable campaign to crack down on shoplifters hurt the city's reputation. With so many press releases sent out about those arrested, it appeared that Rochester had somehow become a haven for petty thieves. So untrue and unfair. Some locals joined the feeding frenzy of bad publicity by creating web pages devoted to Rochester's underbelly, a completely inaccurate and disreputable portrayal of a proud and hard-working community.

Perhaps a newsletter won't cure all of Rochester's reputation problems, but it's a good place to start. We urge Rochester residents to join the conversation and talk proudly about their community. It's time to take control of the message.

<http://www.fosters.com/article/20160428/NEWS/160429409/14325/OPINION>

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

Manager Pollard is making appointments with developers, agencies and potential tenants to attract business to the City.



Jenn Marsh, Economic Development Specialist

New Markets

The Rochester Farmer's Market (RFM) is welcoming 12 vendors to the inaugural season, with a soft opening planned for June 7th and a formal ribbon cutting June 14th, featuring a live bluegrass band. Check out the Facebook Page:

<https://www.facebook.com/Rochester-Farmers-Market-743799162419933/?fref=ts>

Holy Rosary Credit Union becomes Rochester Farmer's Market Sponsor, and another new vendor accepted! We are happy to announce Holy Rosary Credit Union has become a Rochester Farmers Market sponsor at the \$1,000 level. They join Frisbie Memorial Hospital, Northeast ENT & Allergy, Lilac City Park & Sales, Chris Hooper -Edward Jones Investment, Bernier Insurance, NH Department of Agriculture, Markets & Foods, Benedict's Grill, Dr. Wittner and Bill Bourbon of Totally Wired Studios as sponsors for the new market.



Totally Wired Studios has donated a beautiful amethyst tree sculpture valued at \$1,200, which is to be raffled off to benefit the market. Tickets are \$1 each or 6 for \$5 and are available at Benedict's Grill. Committee members are actively seeking sponsors to ensure that we will be able to work with Seacoast Local to fund the SNAP/EBT program for the first year of the new market.

The Rochester Farmers Market will open on June 7 and run until October 25, every Tuesday from 3:30-6:30 pm on the Rochester Common. Applications for vendors are now available for review by the committee, and may be found online at www.rochestermainstreet.org/farmers market. <http://www.fosters.com/article/20160419/NEWS/160419316/0/SEARCH>

Staff Development & Training

Diversity and Culture training

Specialist Marsh attended a session regarding the role of diversity and culture in the community, including identifying differences between diversity and culture, and attitudes about communication, time, health, authority and work habits.

Food Safety & Training Materials

Specialist Marsh worked with the Health Inspector to provide Food Safety binders in multiple languages to local restaurants. We are proactively helping businesses to overcome a language barrier to ensure of the proper preparation of food and safety in the kitchen.

Granite State Business Park Annual Meeting

The GSBP held their yearly meeting on April 15th. The previous minutes, 2015 financials and financial reports are approved and on the City's website, visit the Economic Development's Department page, and under the Links Section: <http://www.rochesternh.net/economic-development>

Author's Fair

Rochester Main Street is a non-profit organization focused on bringing together stakeholders in the downtown to aid in downtown revitalization. By focusing on historic preservation, community events and economic development, this self-help program helps build a stronger future for the entire community. Main Street and Economic Development partnered on this event to celebrate the talent of the local and regional writers. <http://www.fosters.com/article/20160501/NEWS/160509920>

Proactive Business Relationship Building - Lending

REDC hosted a meeting to discuss the lending gap affecting some of our local business. While planning new construction, lenders are finding a gap between the amount of the construction costs and the appraised asset value of the completed project, resulting in an unexpected large cost to the businesses. We invited local appraisers, Strafford Economic Development Corporation (SEDC), local bankers and the Business Finance Authority (BFA) to have a discussion about the disparity between cost and value and ways to fill those gaps in today's market.

All in attendance were very positive that the lending world is adjusting to the change in value even though we are still recovering from the recession. There is confidence that values will even out in the next few years. In the meantime, SEDC and BFA are working together to find a diversity of banks/financing entities that are more risk tolerant to come up with financing strategies to help local businesses deal with these issues.



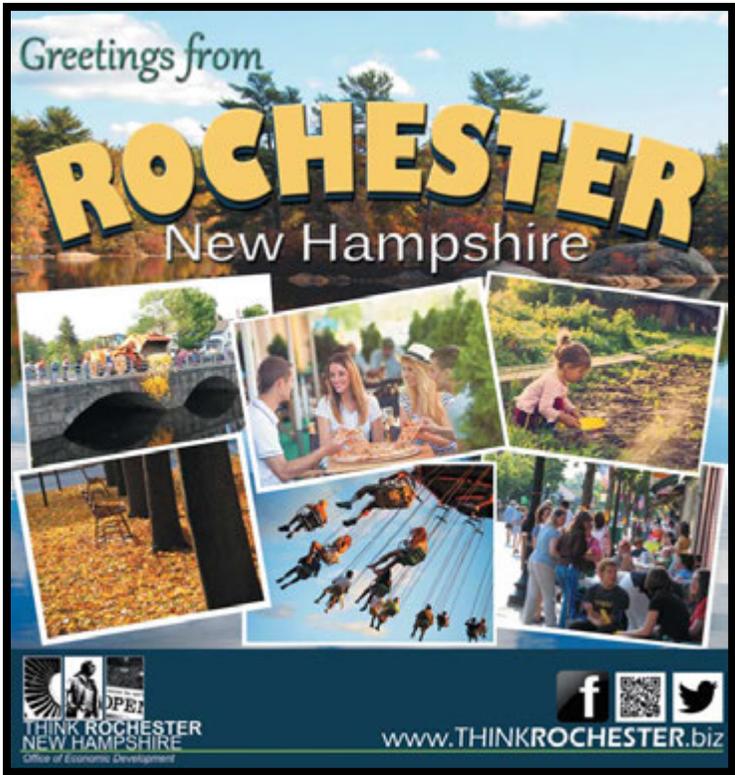
Economic Development Executive Secretary
Communication Strategies for Local, Regional, National & International Audience, including social media, Facebook and Twitter

Public Relations – Social Media
 Successfully reached over 5,000 people regarding The RIDGE Marketplace opening celebrating Marshall’s, PetCo., and Famous Footwear.

Responds consistently to a variety of community concerns or feedback, whether it be regarding the priorities of downtown development or wanting to know more about the tenants coming to town, Secretary Aubin is able to reply back to their perspectives, even if there is criticism, and to gain supporters with an increase of new subscribers to department online newsletter, ThinkROCHESTER.

Click the following link to subscribe,
<http://us9.campaign-archive1.com/?u=a3dad7db0baea672f95329165&id=898bba9c9a>

Graphic Design Projects
 Secretary Aubin designed an ad to be featured in **USA Today, Go Escape – New England** publication.





Project Management

Website: www.THINKROCHESTER.biz

Scouting for photo opportunities is planned, to featuring the retail, industrial and commercial zones, along with our advanced manufacturing corridor and downtown district.

Communications

Americans for the Arts Survey

The Americans for the Arts survey is cultural survey which analyzes the economic development contributions of arts & culture in a community. Secretary Aubin designed a template to enable participants to complete the survey online using QR Code scans.

Community & Business Development Education

Business Workshop

Secretary Aubin wrote the invitation for workshop, *Accelerating Business Growth, Buxton Analytics*, hosted by the Rochester Economic Development Commission.

MEMO

TO: Rochester Businesses

FROM: Karen Pollard, Economic Development Manager

DATE: Thursday, May 19th 2016, 4 – 6 PM, Frisbie Memorial, Conference/Education Center, 11 Whitehall Road, Rochester, NH 03867

RE: Presentation: Accelerating Your Business Growth, Buxton Analytics

A handwritten signature in blue ink that reads 'Karen Pollard'.



On behalf of the Rochester Economic Development Commission (REDC), we are inviting you to a special 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 share 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!



Please RSVP: <https://www.eventbrite.com/e/accelerating-business-growth-buxton-analytics-tickets-24843522645>

Buxton's Story

During his two-decade long career at consumer electronics giant Tandy/RadioShack, Tom Buxton began to observe something seemingly simple, but ultimately profound – most people don't have any idea who their customer is. **This core business premise – who, where, value – led Buxton to become an industry force within its first year, with top retail brands using Buxton's data and analytics for site selection.** Fast forward more than 20 years and 3,500 clients later and Buxton is still the leader in growth strategies across numerous industries, thanks to its vast data resources and proprietary technologies.

We look forward to seeing you there – please note, the Education/Conference Center is located behind the hospital.

Staff Development & Training

Secretary Aubin and Coordinator Long attended Active Shooter training, provided by the Police Department



Community Development Coordinator Report

Prepared and submitted by the Community Development Coordinator

Continuing Projects

- **April 2016**

Continuing Projects

- Spaulding High School Elevator Project: The Community Development Coordinator has submitted the invoice for 50% deposit for this project.
- RHA Ramps and Bathroom Accessibility Improvements: This project to install handicap-accessible ramps and bathroom showers is funded through the City's Accessibility Improvements Grants Program. The Community Development Coordinator has continued to check in with Rochester Housing Authority staff to find out when the project start date will be determine.
- Bicycle Racks Project: The order for the bicycle racks has been placed by the Department of Public Works.
- New Hampshire Legal Assistance: New Hampshire Legal Assistance (NHLA)'s Housing Justice Project received a CDBG grant to provide fair housing education to landlords, tenants, and other residents of Rochester. The one-day conference, originally planned for Fall 2015, has been rescheduled for April 22nd. The Community Development Coordinator has worked with NHLA to help provide outreach for this event.
- **CDBG Program**
 - FY 2016-2017 Annual Action Plan: The FY 2016-2017 Annual Action Plan, as approved by the Community Development Committee, has been submitted to the full City Council for review and approval. The public hearing has been scheduled for Tuesday, April 19th. Minor edits to the approved draft have been made, correcting a few errors in total



numbers of persons to be assisted with CDBG funds in the goals section of the plan. These revisions will be submitted to the full City Council for its second review and adoption of the action plan, and these revisions can be viewed here:

<https://www.dropbox.com/sh/2n8m2eyk7xkblp2/AAAOgH6nPjJRR3Nnx2pkZsWea?dl=0>.

- Hope on Haven Hill: The Community Development Coordinator has started the environmental review for this project, even though it has not yet been approved for funding, in order to accommodate Hope on Haven Hill's ambitious construction timeline. The Community Development Coordinator has made clear to Hope on Haven Hill that starting the environmental review does not mean that funding is guaranteed or that, if and when approved, funding can be obtained prior to July 2016.
- JOB Loans Program: The Spring 2016 quarterly report on the JOB Loans Program is attached.
- **Other Items**
 - Bridging the Gaps: The Community Development Coordinator has been assisting Bridging the Gaps' Coalition Coordinator in preparing the DFC Evaluation Report for August 2014 through March 2016.
 - Other Grant Activity: The Community Development Coordinator has been working on grant applications and letters of intent for historic restoration of the City Hall Annex, at the request of the Planning Department, and for bridge construction work, at the request of the Department of Public Works.
- **Report Attachments**
 - New Hampshire Legal Assistance Conference Flyer
 - Draft FY 2016-2017 Annual Action Plan:

<https://www.dropbox.com/sh/2n8m2eyk7xkblp2/AAAOgH6nPjJRR3Nnx2pkZsWea?dl=0> (electronic only)
 - Spring 2016 JOB Loans Program Report



**LANDLORD/TENANT LAW UNDER THE FAIR HOUSING ACT - FREE FORUM
FRIDAY, APRIL 22, 2016, FROM 10:00 AM - 12:00 PM**

ROCHESTER PUBLIC LIBRARY, 65 South Main Street, Rochester, NH 03867

For: Landlords and Tenants

Learn About: Landlord Entitlements and Responsibilities, Tenants Protections and Obligations Under the Fair Housing Act.

Presented by: The Fair Housing Project of New Hampshire Legal Assistance

For more information or to reserve a seat please call or email Maria Eveleth at 603-668-2900 Ext. 2904 or Email: meveleth@nhla.org

FINANCE COMMITTEE

Agenda Item

5/12/16

Agenda Item Name: Monthly Financial Statements Summary

For the full detail report, click here: [APRIL FINANCIAL STATEMENTS DETAIL REPORT](#)

Revenues

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
11011 ECONOMIC DEVELOPMENT REV	\$ -	\$ 125	\$ (125)	100.0
11031 CITY CLERK REVENUE	\$ 106,420	\$ 84,753	\$ 21,667	79.6
11051 ASSESSORS REVENUES	\$ -	\$ 293	\$ (293)	100.0
11061 BUSINESS OFFICE REVENUE	\$ 55,000	\$ 51,906	\$ 3,094	94.4
11062 BUSINESS OFFICE REVENUE	\$ 1,000	\$ -	\$ 1,000	0.0
11071 TAX COLLECTOR REVENUE	\$ 28,908,379	\$ 29,454,922	\$ (546,543)	101.9
11081 GENERAL OVERHEAD REVENUE	\$ 4,274,842	\$ 2,492,628	\$ 1,782,214	58.3
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	\$ 40,902	\$ (25,652)	268.2
11201 REV LEGAL OFFICE	\$ 50,000	\$ 41,667	\$ 8,333	83.3
12011 POLICE CITY REVENUE	\$ 351,845	\$ 176,529	\$ 175,316	50.2
12021 FIRE CITY REVENUE	\$ 11,825	\$ 10,961	\$ 864	92.7
12022 FIRE STATE REVENUE	\$ 40,000	\$ 10,309	\$ 29,691	25.8
12031 DISPATCH CENTER	\$ 62,044	\$ 59,166	\$ 2,878	95.4
12041 CODE ENFORCEMENT REVENUE	\$ 323,125	\$ 496,343	\$ (173,218)	153.6
13011 PUBLIC WORKS REVENUE	\$ 35,200	\$ 39,624	\$ (4,424)	112.6
13012 STATE HIGHWAY SUBSIDY	\$ 591,229	\$ 472,983	\$ 118,246	80.0
14011 WELFARE REVENUE	\$ 8,500	\$ 4,638	\$ 3,862	54.6
14021 RECREATION REVENUE	\$ 129,800	\$ 146,806	\$ (17,006)	113.1
14031 LIBRARY REVENUE	\$ 13,458	\$ 10,574	\$ 2,884	78.6
1000 GENERAL FUND	\$ 36,412,122	\$ 35,043,876	\$ 1,368,246	96.2
<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	\$ 2,445,072	\$ 3,023,459	44.7
<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	\$ 3,098,988	\$ 3,726,406	45.4
<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	\$ 493,306	\$ 92,761	84.2

Expenditures

ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE BUDGET	% USED
11000051 CITY MANAGER	\$ 278,414	\$ 217,918	\$ 5,432	\$ 55,064	80.20
11012351 ECONOMIC DEVELOPMENT	\$ 296,187	\$ 248,637	\$ 3,156	\$ 44,395	85.00
11020050 MUNICIPAL INFORMATION	\$ 444,691	\$ 312,537	\$ 9,132	\$ 123,022	72.30
11030051 CITY CLERK	\$ 297,290	\$ 212,684	\$ 32,580	\$ 52,027	82.50
11040050 ELECTIONS	\$ 44,016	\$ 41,976	\$ 1,413	\$ 627	98.60
11050070 ASSESSORS	\$ 387,319	\$ 326,423	\$ 827	\$ 60,069	84.50
11060051 BUSINESS OFFICE	\$ 515,644	\$ 402,882	\$ 4,422	\$ 108,340	79.00
11063151 HUMAN RESOURCES	\$ 127,107	\$ 114,554	\$ 1,634	\$ 10,919	91.40
11070070 TAX COLLECTOR	\$ 336,758	\$ 257,681	\$ 8,171	\$ 70,905	78.90
11080050 GENERAL OVERHEAD	\$ 695,267	\$ 586,614	\$ 68,574	\$ 40,080	94.20
11090050 PB CITY WIDE 50	\$ 568,064	\$ 474,138	\$ 4,365	\$ 89,561	84.20
11090051 PB CITY HALL 51	\$ 76,000	\$ 50,492	\$ 1,237	\$ 24,271	68.10
11090052 PB OPERA HOUSE 52	\$ 34,176	\$ 35,170	\$ -	\$ (994)	102.90
11090054 PB CENTRAL FIRE 54	\$ 33,523	\$ 32,246	\$ 722	\$ 555	98.30
11090055 PB GONIC FIRE 55	\$ 17,843	\$ 16,799	\$ 613	\$ 430	97.60
11090056 PB LIBRARY 56	\$ 21,920	\$ 18,842	\$ 503	\$ 2,575	88.30
11090057 PB DPW GARAGE 57	\$ 10,887	\$ 10,441	\$ 163	\$ 284	97.40
11090059 PB ER FIRE STATION 59	\$ 750	\$ 219	\$ -	\$ 531	29.20
11090061 PB HISTORICAL MUSEUM	\$ 1,600	\$ 471	\$ 480	\$ 650	59.40
11090063 PB HANSON POOL 63	\$ 5,005	\$ 2,166	\$ 889	\$ 1,950	61.00
11090064 PB GONIC POOL 64	\$ 2,880	\$ 1,099	\$ 420	\$ 1,361	52.70
11090065 PB EAST ROCHESTER POO	\$ 2,650	\$ 1,098	\$ 420	\$ 1,133	57.30
11090068 PB GROUNDS 68	\$ 16,600	\$ 13,194	\$ 1,307	\$ 2,099	87.40
11090069 PB DOWNTOWN 69	\$ 12,700	\$ 3,921	\$ 6,592	\$ 2,187	82.80
11090070 PB REVENUE BUILDING 7	\$ 19,860	\$ 17,179	\$ 130	\$ 2,551	87.20
11090071 PB PLAYGROUNDS 71	\$ 1,850	\$ 1,454	\$ 328	\$ 67	96.40
11090075 PB NEW POLICE STATION	\$ 26,423	\$ 19,306	\$ 6,276	\$ 841	96.80
11102051 PLANNING	\$ 348,964	\$ 287,026	\$ 4,990	\$ 56,949	83.70
11200051 LEGAL OFFICE	\$ 559,899	\$ 382,394	\$ 5,727	\$ 171,778	69.30
12010053 PD ADMINISTRATIVE SER	\$ 1,862,816	\$ 1,460,410	\$ 51,690	\$ 350,716	81.20
12012453 PD PATROL SERVICES	\$ 4,525,429	\$ 3,646,775	\$ -	\$ 878,654	80.60
12012553 PD SUPPORT SERVICES	\$ 395,656	\$ 326,102	\$ -	\$ 69,554	82.40
12020054 FIRE DEPARTMENT	\$ 4,200,614	\$ 3,397,696	\$ 23,652	\$ 779,266	81.40
12020055 FIRE DEPT 55 GONIC SU	\$ 28,556	\$ 17,217	\$ -	\$ 11,339	60.30
12020754 CALL FIRE	\$ 29,926	\$ 4,668	\$ -	\$ 25,258	15.60
12022754 FOREST FIRES	\$ 861	\$ 106	\$ -	\$ 755	12.40
12030153 DISPATCH CENTER	\$ 735,861	\$ 585,732	\$ 3,254	\$ 146,875	80.00
12040051 CODE ENFORCEMENT	\$ 527,429	\$ 438,560	\$ 1,890	\$ 86,980	83.50
12050050 AMBULANCE	\$ 54,913	\$ 41,185	\$ 13,728	\$ -	100.00
13010057 PUBLIC WORKS	\$ 2,014,232	\$ 1,567,236	\$ 193,672	\$ 253,323	87.40
13010957 WINTER MAINTENANCE	\$ 463,666	\$ 354,979	\$ 1,722	\$ 106,964	76.90
13020050 CITY LIGHTS	\$ 257,500	\$ 208,980	\$ 45	\$ 48,475	81.20
14010051 WELFARE	\$ 451,998	\$ 298,156	\$ 3,962	\$ 149,880	66.80
14022072 RECREATION ADMINISTRA	\$ 550,335	\$ 482,811	\$ 2,821	\$ 64,703	88.20
14022150 RECREATION PLAYGROUND	\$ 81,451	\$ 71,888	\$ -	\$ 9,563	88.30
14022250 RECREATION POOLS	\$ 72,790	\$ 51,639	\$ 373	\$ 20,778	71.50
14030056 LIBRARY	\$ 1,117,622	\$ 923,412	\$ 13,570	\$ 180,640	83.80
15000051 COUNTY TAX	\$ 5,980,421	\$ 5,980,421	\$ -	\$ -	100.00
17010051 TRANSFERS/PAYMENTS DE	\$ 4,535,036	\$ 4,451,593	\$ -	\$ 83,443	98.20
17030050 OVERLAY	\$ 225,203	\$ 84,160	\$ -	\$ 141,043	37.40
17040051 TRANSFER TO CIP & OTH	\$ 2,657,520	\$ 2,657,520	\$ -	\$ -	100.00
1000 GENERAL FUND	\$ 35,954,122	\$ 31,140,806	\$ 480,880	\$ 4,332,436	88.00
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE BUDGET	% USED
5001 WATER ENTERPRISE FUND	\$ 5,468,531	\$ 3,689,905	\$ 102,764	\$ 1,675,862	69.40
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE BUDGET	% USED
5002 SEWER ENTERPRISE FUND	\$ 6,825,394	\$ 4,544,037	\$ 185,734	\$ 2,095,624	69.30
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE BUDGET	% USED
5003 ARENA ENTERPRISE FUND	\$ 586,067	\$ 447,286	\$ 4,177	\$ 134,605	77.00

**City and Enterprise Funds
Revenue
For Period Ending
04/30/2016**

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10							
ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT	
1000 GENERAL FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL	
11011 ECONOMIC DEVELOPMENT REVENUE	0	0	0	125.00	-125.00	100.0%	
11031 CITY CLERK REVENUE	106,420	0	106,420	84,753.13	21,666.87	79.6%	
11051 ASSESSORS REVENUES	0	0	0	293.00	-293.00	100.0%	
11061 BUSINESS OFFICE REVENUE	55,000	0	55,000	51,906.15	3,093.85	94.4%	
11062 BUSINESS OFFICE REVENUE	1,000	0	1,000	.00	1,000.00	.0%	
11071 TAX COLLECTOR REVENUE	28,488,365	420,014	28,908,379	29,454,922.33	-546,543.33	101.9%	
11081 GENERAL OVERHEAD REVENUE	3,476,133	798,709	4,274,842	2,492,628.13	1,782,213.89	58.3%	
11082 GENERAL OVERHEAD REVENUE	1,441,166	-6,961	1,434,205	1,434,205.14	-.14	100.0%	
11091 PUBLIC BLDGS REVENUE	0	0	0	14,539.45	-14,539.45	100.0%	
11101 PLANNING	15,250	0	15,250	40,902.17	-25,652.17	268.2%	
11201 REV LEGAL OFFICE	50,000	0	50,000	41,666.60	8,333.40	83.3%	
12011 POLICE CITY REVENUE	351,845	0	351,845	176,528.92	175,316.08	50.2%	
12021 FIRE CITY REVENUE	11,825	0	11,825	10,961.10	863.90	92.7%	
12022 FIRE STATE REVENUE	26,400	13,600	40,000	10,309.18	29,690.82	25.8%	
12031 DISPATCH CENTER	62,044	0	62,044	59,166.34	2,877.66	95.4%	
12041 CODE ENFORCEMENT REVENUE	323,125	0	323,125	496,342.82	-173,217.82	153.6%	
13011 PUBLIC WORKS REVENUE	35,200	0	35,200	39,624.33	-4,424.33	112.6%	
13012 STATE HIGHWAY SUBSIDY	530,930	60,299	591,229	472,983.01	118,245.99	80.0%	
14011 WELFARE REVENUE	8,500	0	8,500	4,638.45	3,861.55	54.6%	
14021 RECREATION REVENUE	129,800	0	129,800	146,806.21	-17,006.21	113.1%	
14031 LIBRARY REVENUE	13,383	75	13,458	10,574.30	2,883.70	78.6%	
TOTAL GENERAL FUND	35,126,386	1,285,736	36,412,122	35,043,875.76	1,368,246.26	96.2%	

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10						
ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
5001 WATER ENTERPRISE FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
510001 WATER WORKS REVENUE	5,403,531	65,000	5,468,531	2,445,071.85	3,023,459.15	44.7%
TOTAL WATER ENTERPRISE FUND	5,403,531	65,000	5,468,531	2,445,071.85	3,023,459.15	44.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10							
ACCOUNTS FOR:		ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
5002	SEWER ENTERPRISE FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
520001	SEWER WORKS REVENUE	6,354,842	0	6,354,842	3,008,460.33	3,346,381.67	47.3%
520002	SEWER WORKS REVENUE	470,552	0	470,552	90,528.00	380,024.00	19.2%
	TOTAL SEWER ENTERPRISE FUND	6,825,394	0	6,825,394	3,098,988.33	3,726,405.67	45.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10							
ACCOUNTS FOR:		ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
5003	ARENA ENTERPRISE FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
530001	ARENA REVENUE	586,067	0	586,067	493,306.36	92,760.64	84.2%
	TOTAL ARENA ENTERPRISE FUND	586,067	0	586,067	493,306.36	92,760.64	84.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10									
ACCOUNTS FOR:				ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
1501	CAPITAL PROJECTS	GENERAL FUND		ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
150000	CIP REVENUE	BONDING		63,174,885	-6,678,274	56,496,610	33,270,986.25	23,225,624.05	58.9%
150001	CIP REVENUE	CASH		11,652,811	319,999	11,972,811	12,019,233.07	-46,422.51	100.4%
150002	CIP REVENUE	STATE		3,929,831	-309,923	3,619,908	3,621,908.14	-2,000.00	100.1%
150003	CIP REVENUE	FUND BAL/RET EAR		3,723,938	441,238	4,165,176	4,203,685.19	-38,509.54	100.9%
150004	CIP REVENUE	DEDICATED REVENU		2,314,779	9,908	2,324,687	2,493,630.23	-168,943.73	107.3%
150005	CIP REVENUE	GRANTS		7,192,329	277,127	7,469,457	5,753,320.19	1,716,136.65	77.0%
TOTAL CAPITAL PROJECTS GENERAL FUND				91,988,573	-5,939,925	86,048,648	61,362,763.07	24,685,884.92	71.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10							
ACCOUNTS FOR:	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL	
5501 CAPITAL PROJECTS WATER FUND							
550101 CIP REVENUE CASH	2,829,341	-812,338	2,017,003	2,578,340.00	-561,337.46	127.8%	
550102 CIP REVENUES STATE	290,000	24,500	314,500	314,500.00	.00	100.0%	
550103 CIP REVENUE FUND BAL/RET EAR	236,903	-14,671	222,232	236,903.00	-14,670.86	106.6%	
550104 OTHER REVENUES	30,000	0	30,000	30,000.00	.00	100.0%	
550105 WATER CIP REVENUE GRANTS	2,546,100	13,349	2,559,449	15,000.00	2,544,448.50	.6%	
TOTAL CAPITAL PROJECTS WATER FUND	5,932,344	-789,161	5,143,183	3,174,743.00	1,968,440.18	61.7%	

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10								
ACCOUNTS FOR:			ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
5502	CAPITAL PROJECTS SEWER FUND		ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
550201	CIP REVENUE CASH		3,862,336	-539,746	3,322,591	3,670,251.16	-347,660.43	110.5%
550202	CIP REVENUE STATE		390,000	-390,000	0	.00	.00	.0%
550203	CIP REVENUE FUND BAL/RET EAR		593,018	-55,340	537,678	593,018.00	-55,339.57	110.3%
550205	CIP REVENUE FUND		2,557,326	-4,600	2,552,726	1,035,860.00	1,516,866.00	40.6%
	TOTAL CAPITAL PROJECTS SEWER FUND		7,402,680	-989,685	6,412,995	5,299,129.16	1,113,866.00	82.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10							
ACCOUNTS FOR:		ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
5503	CAPITAL PROJECTS ARENA FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
550301	CIP REVENUE CASH	40,000	-12,046	27,954	23,089.54	4,864.46	82.6%
550305	CIP REVENUE FUND	64,356	0	64,356	64,356.00	.00	100.0%
	TOTAL CAPITAL PROJECTS ARENA FUND	104,356	-12,046	92,310	87,445.54	4,864.46	94.7%

**City and Enterprise Funds
Expenses
For Period Ending
04/30/2016**

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10

ACCOUNTS 1000	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11000051	CITY MANAGER	278,414	0	278,414	217,917.76	5,432.22	55,064.02	80.2%
11012351	ECONOMIC DEVELOPMENT	296,187	0	296,187	248,636.71	3,155.56	44,394.73	85.0%
11020050	MUNICIPAL INFORMATION SYST	444,691	0	444,691	312,537.02	9,132.05	123,021.93	72.3%
11030051	CITY CLERK	290,790	6,500	297,290	212,683.55	32,579.92	52,026.53	82.5%
11040050	ELECTIONS	44,016	0	44,016	41,976.00	1,413.09	626.91	98.6%
11050070	ASSESSORS	387,319	0	387,319	326,423.44	826.81	60,068.75	84.5%
11060051	BUSINESS OFFICE	515,644	0	515,644	402,882.01	4,422.49	108,339.50	79.0%
11063151	HUMAN RESOURCES	127,107	0	127,107	114,553.87	1,634.07	10,919.06	91.4%
11070070	TAX COLLECTOR	336,758	0	336,758	257,681.44	8,171.07	70,905.49	78.9%
11080050	GENERAL OVERHEAD	713,467	-18,200	695,267	586,613.76	68,573.60	40,079.64	94.2%
11090050	PB CITY WIDE 50	563,464	4,600	568,064	474,138.16	4,365.15	89,560.69	84.2%
11090051	PB CITY HALL 51	76,700	-700	76,000	50,492.06	1,237.00	24,270.94	68.1%
11090052	PB OPERA HOUSE 52	34,176	0	34,176	35,170.00	.00	-994.00	102.9%
11090054	PB CENTRAL FIRE 54	27,523	6,000	33,523	32,245.62	722.01	555.37	98.3%
11090055	PB GONIC FIRE 55	23,843	-6,000	17,843	16,799.38	613.23	430.39	97.6%
11090056	PB LIBRARY 56	21,170	750	21,920	18,842.39	503.00	2,574.61	88.3%
11090057	PB DPW GARAGE 57	10,887	0	10,887	10,440.54	162.84	283.62	97.4%
11090059	PB ER FIRE STATION 59	750	0	750	218.64	.00	531.36	29.2%
11090061	PB HISTORICAL MUSEUM 61	1,600	0	1,600	470.50	480.00	649.50	59.4%
11090063	PB HANSON POOL 63	5,005	0	5,005	2,166.13	889.10	1,949.77	61.0%
11090064	PB GONIC POOL 64	2,880	0	2,880	1,099.41	419.55	1,361.04	52.7%
11090065	PB EAST ROCHESTER POOL 65	2,650	0	2,650	1,097.60	419.55	1,132.85	57.3%
11090068	PB GROUNDS 68	8,950	7,650	16,600	13,194.10	1,307.07	2,098.83	87.4%
11090069	PB DOWNTOWN 69	16,500	-3,800	12,700	3,920.76	6,591.76	2,187.48	82.8%
11090070	PB REVENUE BUILDING 70	20,860	-1,000	19,860	17,178.56	130.00	2,551.44	87.2%
11090071	PB PLAYGROUNDS 71	1,850	0	1,850	1,454.41	328.31	67.28	96.4%
11090075	PB NEW POLICE STATION	22,923	3,500	26,423	19,305.67	6,275.84	841.49	96.8%
11102051	PLANNING	348,964	0	348,964	287,025.66	4,989.75	56,948.59	83.7%
11200051	LEGAL OFFICE	520,899	39,000	559,899	382,393.56	5,727.14	171,778.30	69.3%
12010053	PD ADMINISTRATIVE SERVICES	1,888,416	-25,600	1,862,816	1,460,410.46	51,690.04	350,715.50	81.2%
12012453	PD PATROL SERVICES	4,525,429	0	4,525,429	3,646,775.07	.00	878,653.93	80.6%
12012553	PD SUPPORT SERVICES	395,656	0	395,656	326,101.59	.00	69,554.41	82.4%
12020054	FIRE DEPARTMENT	4,192,014	8,600	4,200,614	3,397,695.80	23,651.87	779,266.33	81.4%
12020055	FIRE DEPT 55 GONIC SUBSTAT	28,556	0	28,556	17,217.21	.00	11,338.79	60.3%
12020754	CALL FIRE	29,926	0	29,926	4,667.69	.00	25,258.31	15.6%
12022754	FOREST FIRES	861	0	861	106.47	.00	754.53	12.4%
12030153	DISPATCH CENTER	745,861	-10,000	735,861	585,731.69	3,254.00	146,875.31	80.0%
12040051	CODE ENFORCEMENT	527,429	0	527,429	438,559.75	1,889.63	86,979.62	83.5%
12050050	AMBULANCE	54,913	0	54,913	41,184.75	13,728.25	.00	100.0%
13010057	PUBLIC WORKS	2,016,232	-2,000	2,014,232	1,567,236.29	193,672.27	253,323.44	87.4%
13010957	WINTER MAINTENANCE	463,666	0	463,666	354,979.28	1,722.26	106,964.46	76.9%
13020050	CITY LIGHTS	257,500	0	257,500	208,979.52	45.00	48,475.48	81.2%
14010051	WELFARE	451,998	0	451,998	298,156.44	3,961.62	149,879.94	66.8%
14022072	RECREATION ADMINISTRATION	550,735	-400	550,335	482,811.21	2,820.84	64,702.95	88.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10							
ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14022150 RECREATION PLAYGROUNDS/CAM	81,051	400	81,451	71,887.68	.00	9,563.32	88.3%
14022250 RECREATION POOLS	72,790	0	72,790	51,639.05	372.76	20,778.19	71.5%
14030056 LIBRARY	1,117,547	75	1,117,622	923,412.39	13,569.54	180,640.07	83.8%
15000051 COUNTY TAX	6,077,984	-97,563	5,980,421	5,980,421.00	.00	.00	100.0%
17010051 TRANSFERS/PAYMENTS DEBT SV	4,535,036	0	4,535,036	4,451,593.37	.00	83,442.63	98.2%
17030050 OVERLAY	92,256	132,947	225,203	84,160.34	.00	141,042.66	37.4%
17040051 TRANSFER TO CIP & OTHER FU	1,874,543	782,977	2,657,520	2,657,520.02	.00	.00	100.0%
TOTAL GENERAL FUND	35,126,386	827,736	35,954,122	31,140,805.78	480,880.26	4,332,435.98	88.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10							
ACCOUNTS FOR:		ORIGINAL	TRANFRS/	REVISED		AVAILABLE	PCT
5001	WATER ENTERPRISE FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	BUDGET	USED
51601057	WATER WORKS EXPENSE	4,291,969	64,065	4,356,034	2,902,825.41	1,398,408.50	67.9%
51601073	WATER TREATMENT PLANT	1,053,667	935	1,054,602	740,577.76	266,060.08	74.8%
51601570	WATER REVENUE OFFICE	57,895	0	57,895	46,501.67	11,393.33	80.3%
TOTAL WATER ENTERPRISE FUND		5,403,531	65,000	5,468,531	3,689,904.84	1,675,861.91	69.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10								
ACCOUNTS FOR: 5002	SEWER ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
52602057	SEWER WORKS EXPENSE	3,507,012	0	3,507,012	3,260,501.05	11,826.22	234,684.73	93.3%
52602074	SEWER TREATMENT PLANT	3,263,440	0	3,263,440	1,236,934.79	173,903.79	1,852,601.42	43.2%
52602470	SEWER REVENUE OFFICE	54,942	0	54,942	46,600.73	3.73	8,337.54	84.8%
TOTAL SEWER ENTERPRISE FUND		6,825,394	0	6,825,394	4,544,036.57	185,733.74	2,095,623.69	69.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10											
ACCOUNTS FOR: 5003	ARENA	ENTERPRISE	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
53603060	ARENA	EXPENSE		586,067	0	586,067	447,285.57	4,176.82	134,604.61	77.0%	
	TOTAL	ARENA	ENTERPRISE	FUND	586,067	0	586,067	447,285.57	4,176.82	134,604.61	77.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10

ACCOUNTS FOR: 1501	CAPITAL PROJECTS GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15011010	CIP ECONOMIC DEVELOPMENT	238,900	6,100	245,000	118,743.05	6,161.78	120,095.17	51.0%
15011020	CIP MIS EXPENSE	1,058,816	-225,111	833,705	481,467.57	16,493.27	335,744.33	59.7%
15011040	CIP ELECTIONS EXPENSE	14,000	0	14,000	.00	.00	14,000.00	.0%
15011060	CIP BUSINESS OFFICE	8,000	0	8,000	6,416.00	.00	1,584.00	80.2%
15011080	TRANSFER TO OTHER FUNDS	1,338,274	0	1,338,274	1,267,550.21	.00	70,723.88	94.7%
15011081	LAND PURCHASES	2,206,880	-151,514	2,055,366	2,021,902.00	.00	33,463.75	98.4%
15011090	CIP PUBLIC BUILDINGS EXPEN	9,735,419	-3,326,148	6,409,271	2,492,760.58	187,036.47	3,729,474.08	41.8%
15011100	CIP PLANNING EXPENSE	50,000	-3,894	46,106	20,000.00	.00	26,105.98	43.4%
15012010	CIP POLICE EXPENSE	705,954	27,080	733,034	710,654.19	660.00	21,719.81	97.0%
15012020	CIP FIRE EXPENSE	1,308,900	-10,880	1,298,020	921,218.26	375,057.95	1,743.85	99.9%
15012040	CIP CODES EXPENSE	195,000	0	195,000	137,575.81	5,367.01	52,057.18	73.3%
15013010	CIP PUBLIC WORKS EXPENSE	50,004,110	-2,165,141	47,838,969	33,631,829.77	1,368,635.41	12,838,503.76	73.2%
15014020	CIP RECREATION EXPENSE	40,000	-583	39,417	38,910.00	.00	507.36	98.7%
15014030	CIP LIBRARY EXPENSE	150,180	-10,780	139,400	150,177.00	.00	-10,777.36	107.7%
15019000	CIP SCHOOL EXPENSE BOND	18,570,376	-423,717	18,146,659	15,613,258.11	754,120.77	1,779,280.54	90.2%
15019001	CIP SCHOOL EXPENSE CASH	1,629,263	304,454	1,933,717	1,818,852.49	21,648.34	93,216.17	95.2%
TOTAL CAPITAL PROJECTS GENERAL FUND		87,254,073	-5,980,135	81,273,939	59,431,315.04	2,735,181.00	19,107,442.50	76.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10										
ACCOUNTS FOR:	5501	CAPITAL PROJECTS WATER FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
	55016010	CIP WATER EXPENSE	37,793,185	-6,687,051	31,106,133	25,997,368.32	532,003.28	4,576,761.44	85.3%	
		TOTAL CAPITAL PROJECTS WATER FUND	37,793,185	-6,687,051	31,106,133	25,997,368.32	532,003.28	4,576,761.44	85.3%	

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10										
ACCOUNTS FOR:	5502	CAPITAL PROJECTS SEWER FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
	55026020	CIP SEWER EXPENSE	36,630,463	-3,493,370	33,137,093	20,801,851.22	559,094.28	11,776,147.33	64.5%	
		TOTAL CAPITAL PROJECTS SEWER FUND	36,630,463	-3,493,370	33,137,093	20,801,851.22	559,094.28	11,776,147.33	64.5%	

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10								
ACCOUNTS FOR:		ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
5503	CAPITAL PROJECTS ARENA FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED
55036030	CIP ARENA EXPENSE	1,765,000	-73,703	1,691,297	807,427.12	12,109.41	871,760.57	48.5%
	TOTAL CAPITAL PROJECTS ARENA FUND	1,765,000	-73,703	1,691,297	807,427.12	12,109.41	871,760.57	48.5%

**Special Revenue Funds
Revenue
For Period Ending
04/30/2016**

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10							
ACCOUNTS FOR:		ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
6000	COMMUNITY CENTER SP REV FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
600001	COMMUNITY CENTER REVENUE	775,371	0	775,371	633,707.02	141,663.98	81.7%
	TOTAL COMMUNITY CENTER SP REV FUND	775,371	0	775,371	633,707.02	141,663.98	81.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
6017 CD JOB LOANS	380,000	0	380,000	915,771.03	-535,771.03	241.0%
6041 WALLACE ST ROAD IMPROVEMENT	10,000	0	10,000	10,000.00	.00	100.0%
6043 WESLEY MARTIN DONATION	6,308	0	6,308	6,308.29	.00	100.0%
6057 FY09 CDBG FUND	302,411	0	302,411	295,819.22	6,591.78	97.8%
6064 FY10 CDBG FUND	306,055	0	306,055	305,190.87	864.13	99.7%
6071 POLICE SEIZED PROPERTY	5,660	10	5,669	5,669.47	.00	100.0%
6082 FY11 CDBG FUND	330,986	0	330,986	320,186.93	10,799.07	96.7%
6084 FY10 ECONOMIC DEVELOPMENT	30,000	0	30,000	30,000.00	.00	100.0%
6087 FY11 POLICE GRANTS	381,644	-4,085	377,558	377,381.42	177.03	100.0%
6091 FY12 CDBG FUND	276,362	0	276,362	273,855.25	2,506.75	99.1%
6093 FY12 POLICE GRANTS	52,215	-6,683	45,532	45,531.90	.00	100.0%
6094 FY12 FIRE GRANTS	204,002	-52,318	151,684	148,918.55	2,765.35	98.2%
6096 GSBP PUBLIC INFRASTRUCTURE	5,000,000	-586,219	4,413,781	5,000,000.00	-586,218.66	113.3%
6097 FY13 CDBG FUND	225,961	0	225,961	216,737.63	9,223.37	95.9%
6098 FY13 POLICE GRANTS	77,280	-16,261	61,019	61,019.31	.00	100.0%
6099 FY13 FIRE GRANTS	108,558	0	108,558	108,558.00	.00	100.0%
6100 FY14 CDBG FUND	224,505	0	224,505	192,363.57	32,141.43	85.7%
6101 FY14 POLICE GRANTS	36,507	-1,907	34,600	34,600.01	.00	100.0%
6102 FY14 FIRE GRANTS	2,500	0	2,500	2,500.00	.00	100.0%
6103 POLICE ASSET FORFEITURE FUND	3,323	0	3,323	2,500.42	822.60	75.2%
6104 FY15 CDBG FUND	239,000	0	239,000	204,967.85	34,032.15	85.8%
6105 ROCHESTER SAU TABLE TOP DRILL	9,016	-2,244	6,772	6,771.72	.00	100.0%
6106 DARE DONATION FUND	457	0	457	457.47	.00	100.0%
6107 FY15 POLICE GRANTS	44,997	-5,879	39,118	38,279.68	838.60	97.9%
6108 GRANITE RIDGE INFRASTRUCTURE	10,000,000	0	10,000,000	3,900,000.00	6,100,000.00	39.0%
6109 FY15 FIRE GRANTS	13,500	0	13,500	13,495.28	4.72	100.0%
6110 FY15 BRIDGING THE GAPS	123,320	-32,240	91,080	96,898.60	-5,818.60	106.4%
6111 FY15 RECREATION-TEEN CAMP	5,000	0	5,000	5,000.00	.00	100.0%
6112 FY16 CDBG FUND	227,062	0	227,062	39,794.77	187,267.23	17.5%
6113 FY16 FIRE GRANTS	12,880	0	12,880	8,245.83	4,634.17	64.0%
6114 BULLET PROOF VEST GRANTS	7,164	0	7,164	206.00	6,957.94	2.9%
6115 FY16 POLICE GRANTS	53,420	0	53,420	10,743.44	42,676.06	20.1%
6116 FY16 BRIDGING THE GAPS	125,000	0	125,000	72,259.16	52,740.84	57.8%
GRAND TOTAL	18,825,093	-707,827	18,117,267	12,750,031.67	5,367,234.93	70.4%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
7015 ICAC GRANTS	5,000	0	5,000	1,998.61	3,001.39	40.0%
7018 HUD OFFICER GRANT	75,000	0	75,000	40,130.78	34,869.22	53.5%
7023 ECONOMIC DEVELOPMENT FUND	125,500	49,605	175,105	100,000.00	75,104.55	57.1%
7028 TIF162K - GSBP	70,000	20,000	90,000	.00	90,000.00	.0%
7029 TIF205C - SAFRAN LEASE	0	0	0	36,466.29	-36,466.29	100.0%
GRAND TOTAL	275,500	69,605	345,105	178,595.68	166,508.87	51.8%

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

**Special Revenue Funds
Expense
For Period Ending
04/30/2016**

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10										
ACCOUNTS FOR:	6000	COMMUNITY CENTER SP REV FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
	6070572	COMMUNITY CENTER EXPENSE	775,371	0	775,371	580,453.41	22,632.62	172,284.97	77.8%	
		TOTAL COMMUNITY CENTER SP REV FUND	775,371	0	775,371	580,453.41	22,632.62	172,284.97	77.8%	

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6017 CD JOB LOANS	830,277	14,987	845,264	832,983.64	.00	12,280.03	98.5%
6041 WALLACE ST ROAD IMPROVEMENT	10,000	0	10,000	.00	.00	10,000.00	.0%
6043 WESLEY MARTIN DONATION	6,308	0	6,308	6,308.29	.00	.00	100.0%
6057 FY09 CDBG FUND	405,978	-103,567	302,411	295,819.22	.00	6,591.78	97.8%
6064 FY10 CDBG FUND	346,055	-40,000	306,055	305,190.87	864.13	.00	100.0%
6071 POLICE SEIZED PROPERTY	5,660	10	5,669	5,669.47	.00	.00	100.0%
6082 FY11 CDBG FUND	333,600	-2,614	330,986	320,186.93	649.15	10,149.92	96.9%
6084 FY10 ECONOMIC DEVELOPMENT	30,000	0	30,000	23,398.20	.00	6,601.80	78.0%
6087 FY11 POLICE GRANTS	381,644	-4,085	377,558	377,558.45	.00	.00	100.0%
6091 FY12 CDBG FUND	276,362	0	276,362	273,855.25	.00	2,506.75	99.1%
6093 FY12 POLICE GRANTS	52,215	-6,683	45,532	45,531.90	.00	.00	100.0%
6094 FY12 FIRE GRANTS	204,002	-52,318	151,684	149,678.45	2,005.45	.00	100.0%
6096 GSBP PUBLIC INFRASTRUCTURE	5,000,000	-586,219	4,413,781	5,000,000.00	.00	-586,218.66	113.3%
6097 FY13 CDBG FUND	225,961	0	225,961	216,737.63	.00	9,223.37	95.9%
6098 FY13 POLICE GRANTS	77,262	-16,243	61,019	60,877.64	.00	141.67	99.8%
6099 FY13 FIRE GRANTS	108,558	0	108,558	108,558.00	.00	.00	100.0%
6100 FY14 CDBG FUND	224,505	0	224,505	192,363.57	.00	32,141.43	85.7%
6101 FY14 POLICE GRANTS	36,507	-1,907	34,600	34,600.01	.00	.00	100.0%
6102 FY14 FIRE GRANTS	2,500	0	2,500	2,500.00	.00	.00	100.0%
6103 POLICE ASSET FORFEITURE FUND	3,323	0	3,323	600.00	.00	2,723.02	18.1%
6104 FY15 CDBG FUND	239,000	0	239,000	217,562.95	1,220.77	20,216.28	91.5%
6105 ROCHESTER SAU TABLE TOP DRILL	9,016	-2,244	6,772	6,771.72	.00	.00	100.0%
6106 DARE DONATION FUND	457	0	457	.00	.00	457.47	.0%
6107 FY15 POLICE GRANTS	44,997	-5,879	39,118	38,447.68	.00	670.60	98.3%
6108 GRANITE RIDGE INFRASTRUCTURE	10,000,000	0	10,000,000	3,155,890.93	1,196,995.11	5,647,113.96	43.5%
6109 FY15 FIRE GRANTS	13,500	0	13,500	13,495.28	.00	4.72	100.0%
6110 FY15 BRIDGING THE GAPS	89,320	1,760	91,080	96,898.60	886.66	-6,705.26	107.4%
6111 FY15 RECREATION-TEEN CAMP	5,000	0	5,000	4,978.23	.00	21.77	99.6%
6112 FY16 CDBG FUND	227,062	0	227,062	99,991.76	88,338.23	38,732.01	82.9%
6113 FY16 FIRE GRANTS	12,880	0	12,880	8,904.09	.00	3,975.91	69.1%
6114 BULLET PROOF VEST GRANTS	7,164	0	7,164	776.00	1,164.00	5,223.94	27.1%
6115 FY16 POLICE GRANTS	43,447	5,600	49,047	2,298.00	.00	46,749.24	4.7%
6116 FY16 BRIDGING THE GAPS	125,000	0	125,000	82,091.54	9,596.66	33,311.80	73.4%
GRAND TOTAL	19,377,561	-799,403	18,578,158	11,980,524.30	1,301,720.16	5,295,913.55	71.5%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2016 10

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
7015 ICAC GRANTS	5,000	0	5,000	2,348.61	563.89	2,087.50	58.3%
7018 HUD OFFICER GRANT	75,000	0	75,000	43,680.38	.00	31,319.62	58.2%
7023 ECONOMIC DEVELOPMENT FUND	125,500	49,605	175,105	149,267.39	22,812.37	3,024.79	98.3%
7028 TIF162K - GSBP	70,000	20,000	90,000	90,000.00	.00	.00	100.0%
7030 TIF162K - GRANITE RIDGE	0	0	0	55,301.39	.00	-55,301.39	100.0%
GRAND TOTAL	275,500	69,605	345,105	340,597.77	23,376.26	-18,869.48	105.5%

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

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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

May 9, 2016

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

MONTHLY REPORT
APRIL 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 April the Department responded to 176 calls for service. Of those calls this month, 2 calls required a full box be struck for working fires. Additionally there was 1 more fire which required all full time firefighters return to assist and this was located at Brox Concrete on the Dover line. This fire was ultimately in Dover but our firefighters initiated the attack and provided support when Dover firefighters arrived at our request. Additionally there 3 more structure fires that did not require a full box assignment. Also there were 8 more brush and grass fires of various sizes this month with extremely dry conditions.

Crews also responded to 32 calls for vehicle accidents, and 54 medical calls. We also responded to 4 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.

ADMINISTRATIVE STAFF:

Firefighter job applications were due by April 8th. Resume reviews were conducted by staff the week of April 14th.

Lieutenant's promotional written exam was held at the Rochester Public Library and administered by the NH Fire Academy.

Staff met at Station 2 in Gonic to go over landscaping ideas with Public Buildings.

Lieutenant's Assessment Center was conducted at the NH Fire Academy in Concord.

FIRE PREVENTION:

The month of April was just as busy as the previous months with the added work of four fire investigations and a slight increase in tenant/landlord complaints. Captain Dennis Dube has settled in to his new position and is quickly becoming an asset to fire prevention. We were able to complete the inspections on the first round of stores that opened at The Ridge and continue to spend time up there as they work on the remaining buildings. We are preparing for a busy summer season as there are many of new projects starting to come out of the ground and a bunch of events happening throughout the city.

DUTY SHIFT:

There were 16 training sessions for fulltime firefighters. Call firefighters received training is self contained breathing apparatus.

EMERGENCY MANAGEMENT:

WEB Emergency operations center training was conducted for staff.
Emergency operations center graded drill was conducted for the Seabrook Power Plant exercise by FEMA.

Sincerely,

Norman G. Sanborn, Jr.
Fire Chief

05/04/2016 13:16
cindi

CITY OF ROCHESTER
OPERATING BUDGET FY16

P 1
glytdbud

FOR 2016 10

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED

1000 GENERAL FUND							

12021 FIRE CITY REVENUE							

12021 402111	OUTSIDE SERVICES REVE	-10,000	-10,000	-3,177.08	.00	.00	-6,822.92 31.8%*
12021 402157	00505 TANK REMOVAL	-25	-25	-100.00	.00	.00	75.00 400.0%
12021 402157	00506 BLASTING	-25	-25	-275.00	-25.00	.00	250.00 1100.0%
12021 402157	00507 INCIDENT REPORT	-25	-25	-50.00	-5.00	.00	25.00 200.0%
12021 402157	00508 F M REPORT	-25	-25	-100.00	.00	.00	75.00 400.0%
12021 402157	00509 PHOTOGRAPHS	0	0	-15.00	.00	.00	15.00 100.0%
12021 402157	00510 CD PHOTOS	-25	-25	-15.00	.00	.00	-10.00 60.0%*
12021 402157	00511 FIRE ALARM PLAN	-500	-500	-1,323.00	-174.00	.00	823.00 264.6%
12021 402157	00512 SPRINKLER PLAN	-1,000	-1,000	-4,498.00	-972.00	.00	3,498.00 449.8%
12021 402157	00513 COMM HFS/CA	-100	-100	-350.00	.00	.00	250.00 350.0%
12021 402157	00514 RE-INSPECTION	-50	-50	.00	.00	.00	-50.00 .0%*
12021 402157	00515 FINE	-50	-50	.00	.00	.00	-50.00 .0%*
12021 406201	MISCELLANEOUS REVENUE	0	0	-1,058.02	-231.00	.00	1,058.02 100.0%
TOTAL FIRE CITY REVENUE		-11,825	-11,825	-10,961.10	-1,407.00	.00	-863.90 92.7%
TOTAL GENERAL FUND		-11,825	-11,825	-10,961.10	-1,407.00	.00	-863.90 92.7%
TOTAL REVENUES		-11,825	-11,825	-10,961.10	-1,407.00	.00	-863.90
GRAND TOTAL		-11,825	-11,825	-10,961.10	-1,407.00	.00	-863.90 92.7%

** END OF REPORT - Generated by Cindi Potts **

Rochester Fire Department

Office of Fire Prevention

30-Apr

Building Fire Code Inspections	16
Building Site Consultation	5
Construction Plan Review	7
Fire Drills	2
Fire Investigations	4
Fire Permits Issued	0
Fire Prevention Education and Training	5
Foster Care / Day Care Inspections	1
Outdoor Burning Inspections	31
Permit of Assembly Inspections	0
Tank Removal / Installation Inspections	0
Training Sessions	20
Woodstove / Pelletstove Appliance Inspection	0
Total	91

FIRE DEPARTMENT CALLS

	March-16		April-16	
	Occurences	Percentage	Occurences	Percentage
Fire/Explosion	7	2.8%	14	8.0%
Overpressure Rupture	0	0.0%	0	0.0%
Rescue Call	117	47.2%	79	44.9%
Hazardous Condition	19	7.7%	13	7.4%
Service Call	49	19.8%	28	15.9%
Good Intent Call	29	11.7%	21	11.9%
False Call	26	10.5%	20	11.4%
Undetermined	1	0.4%	1	0.6%
TOTAL	248	100.0%	176	100.0%

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-696-IN 1st Action: Location:	04/01/2016	1039	Alarm system sounded due to malfunction
	Investigate		
	WAKEFIELD ST ON THE SIDE BY THE CHURCH		
16-697-IN 1st Action: Location:	04/01/2016	0755	Alarm system sounded due to malfunction
	Investigate		
	47 SPAULDING TURNPIKE CONN		
16-698-IN 1st Action: Location:	04/01/2016	2215	Medical assist, assist EMS crew
	Provide manpower		
16-699-IN 1st Action: Location:	04/01/2016	2236	Medical assist, assist EMS crew
	Provide manpower		
16-721-IN 1st Action: Location:	04/01/2016	0356	Medical assist, assist EMS crew
	Investigate		
16-701-IN 1st Action: Location:	04/02/2016	0918	Alarm system activation, no fire - unintentional
	Investigate		
	9 REAGAN DR		
16-702-IN 1st Action: Location:	04/02/2016	1046	Medical assist, assist EMS crew
	Refer to proper authority		
16-703-IN 1st Action: Location:	04/02/2016	1112	Smoke detector activation due to malfunction
	Investigate		
	20 COLUMBUS AVE LINSOTT COURT APARTMENTS		
16-704-IN 1st Action: Location:	04/02/2016	1851	Good intent call, other
	Investigate		
	127 OLD DOVER RD		
16-705-IN 1st Action: Location:	04/02/2016	2126	Medical assist, assist EMS crew
	Assistance, other		
16-709-IN 1st Action: Location:	04/03/2016	1547	Good intent call, other
	Investigate		
	6 WELLSWEEP CIR		
16-710-IN 1st Action: Location:	04/03/2016	1636	Cover assignment, standby, moveup
	Standby		
	SIXTH ST NORTH END STATION		
16-711-IN 1st Action: Location:	04/04/2016	1035	Good intent call, other
	Investigate		
	48 LEONARD ST @ 19 HARRISON AVE		
16-712-IN 1st Action: Location:	04/04/2016	1131	Motor vehicle accident with injuries
	Investigate		
	262 WALNUT ST SAMPSON / STRAFFORD		

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-713-IN 1st Action: Location:	04/04/2016 Investigate 108 FRANKLIN ST	1157	Motor vehicle accident with no injuries.
16-714-IN 1st Action: Location:	04/04/2016 Investigate SPAULDING TPKE 16 SOUTH BY 15 MM 21.6	1246	Motor vehicle accident with no injuries.
16-715-IN 1st Action: Location:	04/04/2016 Investigate 125 FLAGG RD	1223	Vehicle accident, general cleanup
16-716-IN 1st Action: Location:	04/04/2016 Investigate PICKERING RD	1411	Vehicle accident, general cleanup
16-717-IN 1st Action: Location:	04/04/2016 Investigate WASHINGTON ST BY LOWES AND DOWN EAST ENERGY	1636	Vehicle accident, general cleanup
16-718-IN 1st Action: Location:	04/04/2016 Investigate INDUSTRIAL WAY BETWEEN 20 - 30	1737	Motor vehicle accident with no injuries.
16-719-IN 1st Action: Location:	04/04/2016 Assistance, other	1758	Medical assist, assist EMS crew
16-720-IN 1st Action: Location:	04/05/2016 Investigate 81 CHAMPLIN RIDGE RD	0120	CO detector activation due to malfunction
16-722-IN 1st Action: Location:	04/05/2016 Investigate 43 NORTH MAIN ST	1957	Good intent call, other
16-723-IN 1st Action: Location:	04/05/2016 Cancelled en route 5 WATERCRESS DR	2127	Dispatched & canceled en route
16-724-IN 1st Action: Location:	04/05/2016 Provide manpower 402 PICKERING RD	2146	Motor vehicle accident with injuries
16-725-IN 1st Action: Location:	04/06/2016 Assistance, other SPAULDING SB NEAR MM 17.2	0838	Good intent call, other
16-726-IN 1st Action: Location:	04/06/2016 Investigate 37 INDIAN BROOK CIR	0930	Alarm system activation, no fire - unintentional
16-727-IN 1st Action: Location:	04/06/2016 Investigate WINTER ST STORAGE UNIT AREA	1220	Good intent call, other

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-728-IN 1st Action: Location:	04/06/2016	1838	Lock-out
	Forcible entry 17 NORWAY PLAINS RD		
16-732-IN 1st Action: Location:	04/06/2016	0258	Dispatched & canceled en route
	Cancelled en route 39 TEMPLE DR		
16-729-IN 1st Action: Location:	04/07/2016	1317	Oil or other combustible liquid spill
	Remove hazard 9 SUSAN LN		
16-730-IN 1st Action: Location:	04/07/2016	1653	Motor vehicle accident with injuries
	Investigate 1 GOVERNORS RD @ 108 CROSS RD		
16-731-IN 1st Action: Location:	04/07/2016	1750	Medical assist, assist EMS crew
	Assistance, other		
16-745-IN 1st Action: Location:	04/07/2016	0157	Medical assist, assist EMS crew
	Investigate		
16-733-IN 1st Action: Location:	04/08/2016	1117	Medical assist, assist EMS crew
	Provide manpower		
16-734-IN 1st Action: Location:	04/08/2016	0800	Gasoline or other flammable liquid spill
	Investigate 299 NORTH MAIN ST CUMBERLAND FARMS STORE		
16-735-IN 1st Action: Location:	04/08/2016	0654	Medical assist, assist EMS crew
	Provide manpower		
16-736-IN 1st Action: Location:	04/08/2016	2152	Service Call, other
	Investigate 37 WHITEHOUSE RD HILLER, TINA		
16-744-IN 1st Action: Location:	04/08/2016	0638	Power line down
	Investigate 23 MAIN ST		
16-737-IN 1st Action: Location:	04/09/2016	1353	Medical assist, assist EMS crew
	Provide manpower		
16-738-IN 1st Action: Location:	04/09/2016	1525	Alarm system sounded due to malfunction
	Investigate 47 BROCK ST ROCHESTER MIDDLE SCHOOL		
16-739-IN 1st Action: Location:	04/09/2016	2028	Medical assist, assist EMS crew
	Provide manpower		

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-740-IN 1st Action: Location:	04/10/2016 Investigate 201 CHESTNUT HILL RD	1517	Motor vehicle accident with no injuries.
16-741-IN 1st Action: Location:	04/10/2016 Assistance, other	1830	Medical assist, assist EMS crew
16-742-IN 1st Action: Location:	04/10/2016 Investigate 35 MCDUFFEE ST	2020	CO detector activation due to malfunction
16-743-IN 1st Action: Location:	04/11/2016 Provide manpower	0420	Medical assist, assist EMS crew
16-746-IN 1st Action: Location:	04/11/2016 Investigate 150 WAKEFIELD ST ROCHESTER COMMUNITY CENTER	0743	Alarm system activation, no fire - unintentional
16-747-IN 1st Action: Location:	04/11/2016 Provide manpower	1558	Medical assist, assist EMS crew
16-748-IN 1st Action: Location:	04/11/2016 Investigate	1654	Medical assist, assist EMS crew
16-750-IN 1st Action: Location:	04/12/2016 Investigate 25 ACADEMY ST [RP]	1057	Smoke scare, odor of smoke
16-751-IN 1st Action: Location:	04/12/2016 Investigate 24 FIRST ST	0858	Service Call, other
16-752-IN 1st Action: Location:	04/12/2016 Cancelled en route 11 PARTRIDGE GREEN APTS	0109	Dispatched & canceled en route
16-753-IN 1st Action: Location:	04/12/2016 Provide manpower	0449	Medical assist, assist EMS crew
16-754-IN 1st Action: Location:	04/12/2016 Provide basic life support (BLS)	1724	Medical assist, assist EMS crew
16-755-IN 1st Action: Location:	04/12/2016 Provide manpower	1711	Medical assist, assist EMS crew
16-756-IN 1st Action: Location:	04/12/2016 Provide first aid & check for injuries GONIC RD LIGHT AT EXIT 12 NORTHBOUND	1912	Motor vehicle accident with injuries

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-760-IN 1st Action: Location:	04/12/2016 Investigate	0445	Medical assist, assist EMS crew
16-757-IN 1st Action: Location:	04/13/2016 Investigate 13 EASTERN AVE	1148	Unauthorized burning
16-758-IN 1st Action: Location:	04/13/2016 Provide manpower	1810	Medical assist, assist EMS crew
16-759-IN 1st Action: Location:	04/13/2016 Investigate 5 MILTON RD LILAC MALL	1531	Sprinkler activation, no fire - unintentional
16-777-IN 1st Action: Location:	04/13/2016 Provide manpower	2337	Medical assist, assist EMS crew
16-778-IN 1st Action: Location:	04/13/2016 Investigate 178 WHITEHALL RD @ 932 SALMON FALLS RD	2002	Vehicle accident, general cleanup
16-761-IN 1st Action: Location:	04/14/2016 Investigate 4 WEARE ST	1141	Gas leak (natural gas or LPG)
16-762-IN 1st Action: Location:	04/14/2016 Provide manpower	1319	Medical assist, assist EMS crew
16-764-IN 1st Action: Location:	04/14/2016 Assistance, other	1803	Medical assist, assist EMS crew
16-776-IN 1st Action: Location:	04/14/2016 Provide manpower	0615	Medical assist, assist EMS crew
16-763-IN 1st Action: Location:	04/15/2016 Investigate	0107	Medical assist, assist EMS crew
16-765-IN 1st Action: Location:	04/15/2016 Assistance, other	1319	Medical assist, assist EMS crew
16-766-IN 1st Action: Location:	04/15/2016 Investigate 328 PORTLAND ST [RP]	0807	Smoke detector activation due to malfunction
16-767-IN 1st Action: Location:	04/15/2016 Assistance, other	0843	Medical assist, assist EMS crew

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-768-IN 1st Action: Location:	04/15/2016 Investigate 100 ROCHESTER HILL RD	1225	Alarm system activation, no fire - unintentional
16-769-IN 1st Action: Location:	04/15/2016 Investigate 173 MILTON RD	1309	Building fire
16-770-IN 1st Action: Location:	04/15/2016 Investigate 500 SALMON FALLS RD @ 696 PORTLAND ST	1652	Gasoline or other flammable liquid spill
16-771-IN 1st Action: Location:	04/15/2016 Investigate 143 BROCK ST	1744	Alarm system activation, no fire - unintentional
16-772-IN 1st Action: Location:	04/15/2016 Provide manpower 700 BERRY RIVER RD	1946	Cover assignment, standby, moveup
16-784-IN 1st Action: Location:	04/15/2016 Investigate CHESTNUT ST	2211	Good intent call, other
16-785-IN 1st Action: Location:	04/15/2016 Investigate	2349	Medical assist, assist EMS crew
16-788-IN 1st Action: Location:	04/15/2016 Investigate SPAULDING TPKE SOUTH BOUND EXIT 15	2039	Motor vehicle accident with injuries
16-773-IN 1st Action: Location:	04/16/2016 Assistance, other 421 LEDGEVIEW DR	0946	Smoke detector activation due to malfunction
16-774-IN 1st Action: Location:	04/16/2016 Investigate OLD DOVER RD	1221	Good intent call, other
16-775-IN 1st Action: Location:	04/16/2016 Extinguishment by fire service personnel FILLMORE BLVD	1340	Special outside fire, other
16-779-IN 1st Action: Location:	04/16/2016 Investigate 60 ROCHESTER HILL RD	1538	Service Call, other
16-780-IN 1st Action: Location:	04/16/2016 Investigate 41 DEWEY ST	1338	Good intent call, other
16-781-IN 1st Action: Location:	04/16/2016 Investigate 90 WAKEFIELD ST GAFNEY HOME	1109	Motor vehicle accident with injuries

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-782-IN 1st Action: Location:	04/16/2016	1417	Natural vegetation fire, other
	Investigate		
	105 FOUR ROD RD		
16-783-IN 1st Action: Location:	04/16/2016	2039	Motor vehicle accident with no injuries.
	Provide manpower		
	412 GONIC RD @ 4 FLAGG RD		
16-786-IN 1st Action: Location:	04/17/2016	1318	Motor vehicle accident with injuries
	Provide basic life support (BLS)		
	WAKEFIELD ST SPAULDING HS		
16-787-IN 1st Action: Location:	04/17/2016	1511	Good intent call, other
	Investigate		
	36 NORTHCOAST DR EASTERN PROPANE		
16-812-IN 1st Action: Location:	04/17/2016	1455	Medical assist, assist EMS crew
	Provide manpower		
16-813-IN 1st Action: Location:	04/17/2016	1031	Service Call, other
	Investigate		
	34 STILLWATER CIR @ 1 SUGAR BROOK RD		
16-842-IN 1st Action: Location:	04/17/2016	0440	Water or steam leak
	Investigate		
	119 CHAMBERLAIN ST		
16-789-IN 1st Action: Location:	04/18/2016	0845	Medical assist, assist EMS crew
	Provide manpower		
16-790-IN 1st Action: Location:	04/18/2016	1012	Fires in structure other than in a building
	Extinguishment by fire service personnel		
	ROCHESTER NECK RD BROX CONCRETE - SEE SITE #5034		
16-791-IN 1st Action: Location:	04/18/2016	1012	Alarm system activation, no fire - unintentional
	Investigate		
	20 INDUSTRIAL WAY LAARS HEATING SYSTEMS COMPANY		
16-792-IN 1st Action: Location:	04/18/2016	1852	Unauthorized burning
	Investigate		
	36 FOREST PARK DR		
16-793-IN 1st Action: Location:	04/18/2016	2200	Brush or brush-and-grass mixture fire
	Investigate		
	FRANKLIN ST BY TRAIN TRACK		
16-811-IN 1st Action: Location:	04/18/2016	0110	Structure fire, other (Conversion only)
	Extinguishment by fire service personnel		
	115 GEAR RD @ 30 HANSONVILLE RD		
16-794-IN 1st Action: Location:	04/19/2016	1104	Alarm system activation, no fire - unintentional
	Investigate		
	1 WAKEFIELD ST		

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-795-IN 1st Action: Location:	04/19/2016	0929	Medical assist, assist EMS crew
	Provide manpower		
16-796-IN 1st Action: Location:	04/19/2016	1754	Alarm system activation, no fire - unintentional
	Investigate		
	63 SOUTH MAIN ST FIRST CONGREGATIONAL CHURCH		
16-797-IN 1st Action: Location:	04/20/2016	0935	Medical assist, assist EMS crew
	Provide manpower		
16-798-IN 1st Action: Location:	04/20/2016	1141	Cover assignment, standby, moveup
	Fill-in or moveup		
	213 LOCUST		
16-799-IN 1st Action: Location:	04/20/2016	1239	Motor vehicle/pedestrian accident (MV Ped)
	Investigate		
	63 SOUTH MAIN ST FIRST CONGREGATIONAL CHURCH		
16-800-IN 1st Action: Location:	04/20/2016	1146	Motor vehicle accident with injuries
	Provide first aid & check for injuries		
	412 GONIC RD @ 4 FLAGG RD		
16-801-IN 1st Action: Location:	04/20/2016	1901	Unauthorized burning
	Extinguishment by fire service personnel		
	20 FAIRWAY AVE		
16-802-IN 1st Action: Location:	04/20/2016	2059	Unauthorized burning
	Enforce codes		
	191 MILTON RD LONE OAK ICE CREAM		
16-803-IN 1st Action: Location:	04/20/2016	2015	No incident found on arrival at dispatch address
	Standby		
	6 GROVE ST		
16-804-IN 1st Action: Location:	04/20/2016	2207	Medical assist, assist EMS crew
	Provide basic life support (BLS)		
16-816-IN 1st Action: Location:	04/20/2016	0428	Medical assist, assist EMS crew
	Provide manpower		
16-817-IN 1st Action: Location:	04/20/2016	0008	Medical assist, assist EMS crew
	Investigate		
16-805-IN 1st Action: Location:	04/21/2016	0231	Grass fire
	Extinguishment by fire service personnel		
	15 COLD SPRING CIR		
16-806-IN 1st Action: Location:	04/21/2016	1537	Medical assist, assist EMS crew
	Provide manpower		

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-807-IN 1st Action: Location:	04/21/2016	1149	Motor vehicle accident with injuries
			Provide manpower 187 OLD DOVER RD @ 70 TEBBETTS RD
16-808-IN 1st Action: Location:	04/21/2016	1213	Brush or brush-and-grass mixture fire
			Extinguishment by fire service personnel 8 CROSS RD
16-809-IN 1st Action: Location:	04/21/2016	1653	Service Call, other
			Investigate 77 SOUTH MAIN ST BEHIND FRIENDLY'S RESTAURANT
16-810-IN 1st Action: Location:	04/21/2016	1846	Vehicle accident, general cleanup
			Investigate 111 MILTON RD
16-814-IN 1st Action: Location:	04/21/2016	2022	Unauthorized burning
			Extinguishment by fire service personnel 107 WASHINGTON ST
16-815-IN 1st Action: Location:	04/21/2016	2153	Unauthorized burning
			Investigate 44 LAFAYETTE ST
16-818-IN 1st Action: Location:	04/22/2016	0944	Good intent call, other
			Investigate JEFFERSON ST
16-819-IN 1st Action: Location:	04/22/2016	1015	Good intent call, other
			Investigate TEN ROD RD
16-820-IN 1st Action: Location:	04/22/2016	1514	Unauthorized burning
			Extinguishment by fire service personnel 280 OLD DOVER RD
16-821-IN 1st Action: Location:	04/22/2016	1944	Good intent call, other
			Investigate 72 LAFAYETTE ST ROCHESTER FAIR
16-822-IN 1st Action: Location:	04/22/2016	2222	Medical assist, assist EMS crew
			Assistance, other
16-834-IN 1st Action: Location:	04/22/2016	0249	Structure fire, other (Conversion only)
			Extinguishment by fire service personnel 78 SAMPSON RD
16-823-IN 1st Action: Location:	04/23/2016	0541	Medical assist, assist EMS crew
			Assistance, other
16-824-IN 1st Action: Location:	04/23/2016	1303	Lock-out
			Assistance, other 25 NORWAY PLAINS RD [RP]

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-825-IN 1st Action: Location:	04/23/2016 Investigate 26 LILAC MALL HANNAFORD #8317 (MILTON ROAD STORE)	1533	Natural vegetation fire, other
16-826-IN 1st Action: Location:	04/23/2016 Cancelled en route 12 BRICKYARD DR	1325	Dispatched & canceled en route
16-827-IN 1st Action: Location:	04/23/2016 Investigate 150 SOUTH MAIN ST U-HAUL	1518	Motor vehicle accident with no injuries.
16-828-IN 1st Action: Location:	04/23/2016 Investigate 150 WAKEFIELD ST ROCHESTER COMMUNITY CENTER	1752	Alarm system activation, no fire - unintentional
16-829-IN 1st Action: Location:	04/23/2016 Shut down system 86 CHURCH ST	1813	Water or steam leak
16-830-IN 1st Action: Location:	04/23/2016 Enforce codes 38 DAY LILY LN	1929	Unauthorized burning
16-831-IN 1st Action: Location:	04/23/2016 Investigate 77 FARMINGTON RD HOLIDAY INN EXPRESS HOTEL & SUITES	2014	Alarm system activation, no fire - unintentional
16-832-IN 1st Action: Location:	04/24/2016 Provide manpower LOWELL ST TRAILER PARK	1108	Brush or brush-and-grass mixture fire
16-833-IN 1st Action: Location:	04/24/2016 Investigate 251 NORTH MAIN ST @ 1 PATTON ST	1214	Motor vehicle accident with no injuries.
16-835-IN 1st Action: Location:	04/24/2016 Investigate 21 NORWAY PLAINS RD NORWAY PLAINS APARTMENT COMPLEX	1550	Lock-out
16-836-IN 1st Action: Location:	04/24/2016 Provide manpower	1200	Medical assist, assist EMS crew
16-837-IN 1st Action: Location:	04/24/2016 Investigate	1108	Medical assist, assist EMS crew
16-838-IN 1st Action: Location:	04/24/2016 Provide manpower	0829	Medical assist, assist EMS crew
16-839-IN 1st Action: Location:	04/24/2016 Provide manpower 32 MAVIS AVE	2124	Service Call, other

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-840-IN 1st Action: Location:	04/24/2016 Investigate GONIC RD	2205 BETWEEN IRVING AND HEMINGWAY	Motor vehicle accident with no injuries.
16-841-IN 1st Action: Location:	04/24/2016 Investigate WASHINGTON ST	2325	Motor vehicle accident with no injuries.
16-843-IN 1st Action: Location:	04/25/2016 Assistance, other OLD DOVER RD	1646 SOMERSWORTH LINE	Motor vehicle accident with injuries
16-844-IN 1st Action: Location:	04/25/2016 Investigate 17 ELIZABETH ST	1656	Unauthorized burning
16-863-IN 1st Action: Location:	04/25/2016 Extinguishment by fire service personnel 66 ROCHESTER HILL RD	1000 ARMY RESERVE CENTER	Brush or brush-and-grass mixture fire
16-865-IN 1st Action: Location:	04/25/2016 Investigate 37 WAKEFIELD ST	1446 ROCHESTER FIRE DEPARTMENT	Vehicle accident, general cleanup
16-845-IN 1st Action: Location:	04/26/2016 Investigate 932 SALMON FALLS RD	1715	Good intent call, other
16-846-IN 1st Action: Location:	04/26/2016 Assistance, other	1842	Medical assist, assist EMS crew
16-847-IN 1st Action: Location:	04/26/2016 Assistance, other	1857	Medical assist, assist EMS crew
16-848-IN 1st Action: Location:	04/26/2016 Assistance, other	1945	Medical assist, assist EMS crew
16-849-IN 1st Action: Location:	04/26/2016 Assistance, other	2221	Medical assist, assist EMS crew
16-850-IN 1st Action: Location:	04/26/2016 Assistance, other	2355	Medical assist, assist EMS crew
16-851-IN 1st Action: Location:	04/27/2016 Assistance, other	0941	Medical assist, assist EMS crew
16-852-IN 1st Action: Location:	04/27/2016 Investigate 10 PIERCE DR	0958	Cooking fire, confined to container

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-853-IN 1st Action: Location:	04/27/2016	1430	Motor vehicle accident with no injuries.
	Investigate		
	116 FARMINGTON RD	WALMART #2330	
16-854-IN 1st Action: Location:	04/27/2016	1604	Medical assist, assist EMS crew
	Investigate		
16-855-IN 1st Action: Location:	04/27/2016	1422	Dispatched & canceled en route
	Cancelled en route		
	40 WHITEHALL RD	ROCHESTER MANOR	
16-856-IN 1st Action: Location:	04/27/2016	2012	Medical assist, assist EMS crew
	Assistance other		
16-874-IN 1st Action: Location:	04/27/2016	0656	Cover assignment, standby, moveup
	Provide apparatus		
	MAIN ST	SANFORD	
16-857-IN 1st Action: Location:	04/28/2016	0850	Building fire
	Extinguishment by fire service personnel		
	1 HANCOCK ST	ARTHURS MARKET	
16-858-IN 1st Action: Location:	04/28/2016	1418	Motor vehicle accident with injuries
	Investigate		
	161 SOUTH MAIN ST	CARE PHARMACY	
16-859-IN 1st Action: Location:	04/28/2016	1433	Motor vehicle accident with no injuries.
	Investigate		
	230 NORTH MAIN ST		
16-860-IN 1st Action: Location:	04/28/2016	1453	Medical assist, assist EMS crew
	Investigate		
16-861-IN 1st Action: Location:	04/28/2016	2305	Citizen complaint
	Investigate		
	31 KNIGHT ST	NEAR CHARLES ST	
16-862-IN 1st Action: Location:	04/28/2016	1422	Medical assist, assist EMS crew
	Assistance other		
16-875-IN 1st Action: Location:	04/28/2016	0921	Medical assist, assist EMS crew
	Assistance other		
16-864-IN 1st Action: Location:	04/29/2016	1436	Motor vehicle accident with injuries
	Investigate		
	95 FARMINGTON RD @ 4	LITTLE FALLS BRIDGE RD	
16-866-IN 1st Action: Location:	04/29/2016	1245	Gas leak (natural gas or LPG)
	Investigate		
	51 DUSTIN HOMESTEAD		

Rochester Fire Department
Incident Status

5/12/16

Incident	Incident Date	Alarm Time	Incident Type
16-867-IN 1st Action: Location:	04/29/2016	1049	Vehicle accident, general cleanup
	Investigate		
	8 DEWEY ST @ 205 NORTH MAIN ST		
16-868-IN 1st Action: Location:	04/29/2016	1854	Medical assist, assist EMS crew
	Provide manpower		
16-869-IN 1st Action: Location:	04/29/2016	2239	Alarm system activation, no fire - unintentional
	Investigate		
	18 RAILROAD AVE		
16-870-IN 1st Action: Location:	04/30/2016	0810	Lock-out
	Forcible entry		
	128 FRANKLIN ST		
16-871-IN 1st Action: Location:	04/30/2016	1215	Motor vehicle accident with no injuries.
	Investigate		
	MILTON RD IN THE AREA OF DAFFODIL HILL		
16-873-IN 1st Action: Location:	04/30/2016	2024	Service Call, other
	Investigate		
	MILTON RD SOUTH OF SPAULDING FIBER		
16-885-IN 1st Action: Location:	04/30/2016	2132	Unauthorized burning
	Enforce codes		
	14 PLEASANT ST		
16-886-IN 1st Action: Location:	04/30/2016	1957	Service Call, other
	Investigate		
	23 MILL ST		



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

5/12/16
Main Desk: (603) 332-1428
Reference: 335-7550
Children's: 335-7549
Fax: 335-7582
www.rpl.lib.nh.us

MONTHLY REPORT

April 2016

There were a total of 20,658 items circulated with 13,340 people visiting the library in the month of April. Current number of patron registrations is 36,120. Interlibrary loan activity included 82 materials borrowed from other libraries and 297 loaned to other libraries.

The Library was proud to continue again this year as a site for the AARP Volunteer Income Tax Assistance program on Tuesdays and Thursdays throughout the tax season. A total of 664 E-File returns and 11 paper returns were completed at the library this tax season.

In celebration of National Poetry Month the library was proud to present "An Evening of Poetry with an Hour of Open Mic" on Wednesday, April 13th. This event included readings from featured poets: Ed Pacht, Steven "Skip" Manning, Kayla Brown and Barbara Bald. This was an opportunity for accomplished and aspiring poets to be heard.

Thursday, April 14th the Library was pleased to host "Backyard Chicken Basics" presented by the University of New Hampshire Cooperative Extension. This popular workshop provided facts and practical tips about egg-laying chickens and broilers raised at home.

Wednesday, April 20th, Kimberly Cole, a Wellness Advocate and Coach presented "Essential Oils 101". Attendees were instructed on the many health benefits of essential oils, learned what they are and how they work with the human body.

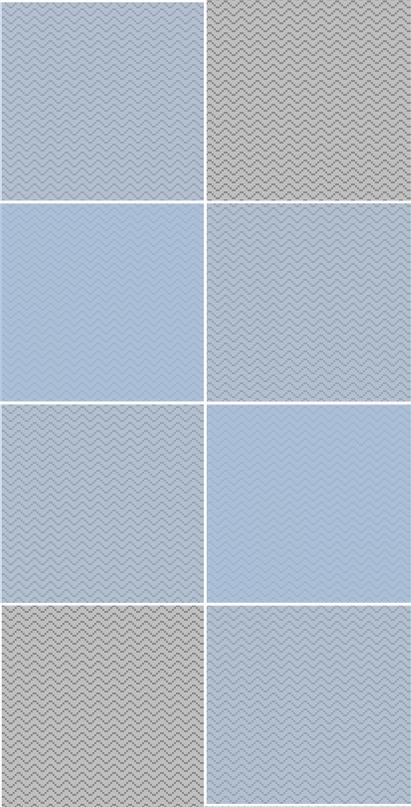
AMC NH Chapter presented "Its All About Capturing the Moment" with Paul Hopkins on Wednesday, April 27th at the Library. Paul has been hiking and taking photos in the White Mountains for the past 18 years and presented ideas, techniques, procedures and tips that can help to "Capture the Moment" in a great photo.

In addition to the print versions of available books, 273 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 34 patrons access to Mango Languages and 948 songs were downloaded from Freegal Music along with 12 videos from Freegal Movies.

Trustees meet on May 23rd in the Rose Room of the library at 6pm.



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 31 Wakefield Street
 ROCHESTER, NEW HAMPSHIRE 03867-1917
 (603) 335-1338 - Fax (603) 335-7585
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Planning and Development
 Conservation Commission
 Historic District Commission
 Arts & Culture Commission

PLANNING & DEVELOPMENT DEPARTMENT MONTHLY REPORT FOR APRIL 2016

The Planning Board, Conservation Commission, and historic District Commission (HDC) held their regular meetings in April. The Planning Board also held its workshop meeting on April 18, 2016. At the workshop meeting the Board was given an update on surety and performance guarantees from the City Engineer as well as a request to release several sureties for completed projects. In addition to the update from the Engineer the Board also continued review on two applications. The Board also had a discussion on the proposed changes to the Zoning Ordinance regarding Accessory Dwelling Units. April was another busy month for the Planning Board and the Planning Staff. 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 meet in April.

The Planning Staff attended various meetings throughout the month of April including preconstruction meetings, TRG meetings, minor site plans, meetings on the Annex renovations, complete streets update meeting, Granite Ridge meetings, meeting with NHDES on the VW Dealership, the Recreation Zoning District meeting, meeting with consultants, developers, citizens, and other City staff. We received additional new applications to the Planning Board for their May meeting and began review of those applications and preparing them for hearings by the Board.

APPLICATIONS REVIEWED BY THE PLANNING BOARD

Jason Gagnon, 99 Milton Road Amendment to an approved site plan to allow the sale and service of tires to the public and to allow for mechanical service to their own vehicles. Case # 210 – 44 – HC – 14 **APPROVED**

Robert DiBerto, 319 Rochester Hill Road (Berry Surveying & Engineering) Major subdivision to create five separate lots. Case# 255-13-OC-15 **CONTINUED TO 5/2/2016**

David Thayer, 22 Farmington Road (by Berry Surveying & Engineering) Lot line revision to allow proposed building to be completely on parcel. Case# 216 – 2&3 – GRD – 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 **CONTINUED TO 5/2/2016**

David Lemieux, 114 Rochester Hill Road (by Norway Plains Associates) Preliminary site plan to construct 102 unit multi-family development. Case# 134 – 5 – R2 – 16
CONCEPTUAL

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 **CONTINUED TO 5/2/2016**

Jarvis Cutting Tools, Inc., 100 Jarvis Avenue (by Norway Plains Associates) Site plan to construct a 500 kW-AC ground mounted solar array. Case# 215 – 59 – I – 16 **APPROVED**

The Monarch School of New England, Eastern Avenue (by CLD Consulting Engineers, Inc.) Site plan and conditional use permit to construct two school buildings, six bay garage, parking, and site access. Case# 111 – 48 – R1 – 16 **APPROVED**

Countryside Trust, 4 Bickford Road (by Norway Plains Associates) Minor subdivision to create two separate lots. Case# 230 – 6 – A – 16 **APPROVED**

Tom Aubert, 788 & 794 Portland Street (by Berry Surveying & Engineering) Major subdivision to create nine house lots and a cul-de-sac. Case# 107&108-54&53-1-R1-16
APPROVED

APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION

1. Conservation Overlay District: Map-Lot : 243-18, 238 Rochester Hill Rd, Skyhaven Airport Taxiline Pavement & Drainage Reconstruction & Expansion with associated Wetland and Wetland Buffer Impacts.

- This project was being presented to the Conservation Commission because pavement, grading, and drainage work is proposed to be located within the City's 50' and 25' wetland buffers, thus requiring a Conditional Use permit.

The Commission discussed their desire to have better stormwater treatment, but voted to approve the Conditional Use Permit as presented

2. Dredge and Fill Application/Wetland Permit Application: : Map-Lot : 243-18, 238 Rochester Hill Rd, Skyhaven Airport Taxiline Pavement & Drainage Reconstruction & Expansion with associated Wetland Impacts.

- Refer to comments listed under number 1 above.

3. Discussion: *A resident from Portland St met with the Commission to discuss wetland disturbances he had seen stemming from a timber cut at an abutters parcel; he also had concerns about wetland impacts and proposed stormwater measures associated with a proposed development being planned for on the same abutting lot.*

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

a) Notice of Intent to Excavate - Tax Map # 208-12, Route 11, Bradsher

b) Notice of Intent to Excavate - Tax Map# 268-6, Rochester Neck Rd, Pike

c) Notice of Intent to Excavate - Tax Map# 268-7, Rochester Neck Rd, Pike

- d) Notice of Intent to Excavate- Tax Map# 207-1, Little Falls Bridge Rd, Torr
 - e) Notice of Intent to Cut - Tax Map# 239-30, 66 Rochester Hill Rd, Paolini
 - f) Notice of Intent to Cut - Tax Map# 261-3, Huckens Rd, Cupp
- *The Commission had no concern with these applications.*

6. Reports:

a) TRG update- *A Commission member briefly explained the TRG /PB applications that were going to be voted on by the Planning Board and stated that several would be formally coming to the Commission for review in the next few months.*

b) Saving Special Places update – *Three members attended this annual training, and they reported back sharing what they had learned.*

7. Old Business: Community Gardens – The Conservation Commission has helped Rochester Housing Authority and Emmanuel Church reach an agreement to allow the RHA residents at Wellsweep Acres to use land at Emmanuel Church for raised garden beds.

8. New Business: Current Use Information – The Commission is reviewing State statutes and local ordinances to determine how to request/obtain a greater percentage of the monies paid into the Current Use penalty fee account.

9. Other Business: There was brainstorming revolving around conducting annual monitoring report site walks, farmers markets, and hosting an open house at a conserved parcel.

10. 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

The Historic District Commission held their scheduled meeting in April to discuss the progress on the Annex Building.

ARTS AND CULTURE COMMISSION ACTIVITIES

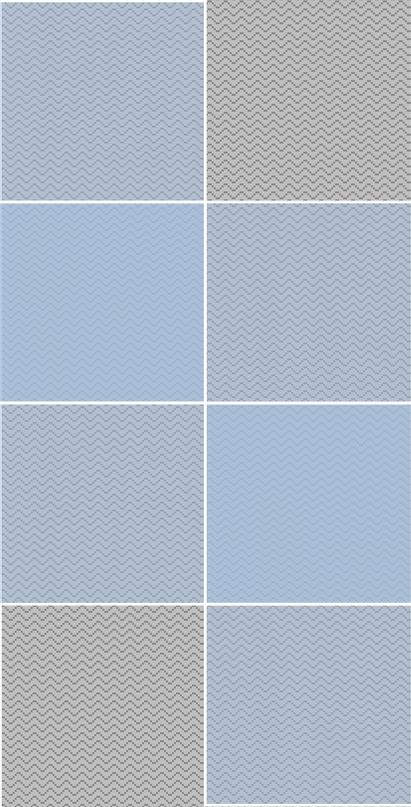
The Arts and Culture Commission did not hold a meeting for the month of April.

Respectfully submitted,

James B. Campbell,
Director of Planning & Development



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5/12/16

ROCHESTER POLICE DEPARTMENT



MICHAEL J. ALLEN
Chief of Police

23 WAKEFIELD STREET
ROCHESTER NH, 03867-1933

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"Dedication, Pride, Integrity"

POLICE COMMISSION

DEREK J. PETERS
Chairman
BRUCE E. LINDSAY
Vice Chairman
LUCIEN G. LEVESQUE
Commissioner



May 9, 2016

TO: City Manager Daniel Fitzpatrick

RE: Monthly Report – April 2016

OPERATIONS: Two of the six wards met this period. Topics of discussion included the new voting location at the East Rochester School for Ward 1; skimming devices located on ATM devices, and reminders to remove valuables and lock vehicles to minimize victimization. Extra patrols are being done in and around the Fairgrounds. The City has completed some brush cutting at the Pickering Ponds Trails to deter unwanted activity. Speeding on Lowell Street has come up and extra patrols of that area will be conducted.

The Citizens Academy is more than half way through the program. The topics covered this period included youth programs, Traffic Accident Reconstruction, the regional tactical unit and Use of Force. Several ride-a-longs have taken place and citizens have provided positive feedback on this experience.

The investigations bureau had 50 cases sent from patrol for review or investigation. There are currently 72 cases assigned. There were 25 cases presented to the Grand Jury and all returned true bills. We logged in 326 pieces of evidence and returned 55 pieces. We had a drug burn this period which allowed us to dispose of some evidence. 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, one stabbing and one bank robbery.

BRIDGING THE GAPS: The Strafford County addiction summit was held on April 1st. Over 400 community members attended. Molly presented a workshop with others on prevention in our communities.

Molly attend the 2nd week of the National Coalition Academy where areas covered included coalition building, evaluation and processes. Molly presented at the Citizen's Academy on April 5.

The Rochester Family forum held at the Middle School drew about 50 parents wanting to learn about issues teens are facing today.

COMMUNICATIONS: Public Buildings replaced the floor covering in dispatch this period. They also had a backup generator installed at the Chesley Hill Road water tower radio site to prevent future interruptions.

COMMUNITY ENGAGEMENT OFFICER: Final planning sessions are under way for the Wings and Wheels event in June. Officer Miehle and Officer Worthley worked with the UP Program at the William Allen School on issues of bullying. Officers worked with the recreation Department again on the senior breakfast. Officer Miehle assisted with teaching a CRASE (Citizen Response to Active Shooter Event) training event this period.

COMP STAT: Self initiated activities remain high. We are logging more than 1,000 traffic stops each month. Arrests from traffic stops are up slightly from this period last year. Accidents are down 24% year to date. DWI arrests are up 5% from last year and we continue to focus on this important public safety aspect of field activity. We are closely monitoring property crimes which are up year to date. We have linked and arrested another person for several thefts from motor vehicles.

DIVERSION: April Teen night had over 250 participants. Nicole received her certification as a recovery coach from the State of NH.

HOUSING: There were 19 police related calls for housing. Officer Blair is seeing more residents out and about with warm weather approaching.

K9: There were two tracks and three drug searches in town. Two other calls were out of town. The K9 unit was featured in a NH1 news report about the Working Dog Foundation and K9 units in the State. They interviewed Keith during a training day and then participated in a ride along for a few hours. The story aired on April 28th.

PROSECUTION: We provided 94 additional hours of support this period. In adult court this reporting period there were 183 new cases with 259 charges. Of those there were 61 guilty pleas, 72 not guilty pleas and 38 failed to appear. Of the cases that went before the court there were 14 administrative guilty findings, 20 charges nol prossed as part of plea agreements and 41 cases were continued.

In juvenile prosecution Lt. Gould had 19 new petitions; 9 arraignments, 9 review hearings, 7 violation hearings and 9 trials. She also had one ex-parte hearing, one emergency placement hearing and one emergency arraignment. Lt. Gould was also helpful to the training bureau in physical agility motivation for the new recruits to prepare them for the upcoming academy test.

SCHOOL RESOURCE OFFICERS: Off. Jackson organized and completed the annual seatbelt challenge. The winning team will attend the statewide competition in Concord in May.

Officer Funk will begin DARE classes at the Middle School in May.

ADMINISTRATIVE: The FY16 overall budget projection looks to be in the black with the bulk of savings coming from salaries and benefits. The dispatch budget is also projected to be in the black, due to being at full staff.

We are at full staff in patrol filling our last open positions on April 4 and April 18 respectively.

Purchase orders are complete with regard to upgrading our GPS modems and renewing our contract with our GPS vendor. We are also working with a vendor to finalize pricing on our in car video cruiser camera system replacement.

The new SUV was placed in service on April 27, 2016. This replaces car 9.

Several officers attended various training courses this period; including basic drug investigation, officer safety and survival, defensive tactics instructor, cultural diversity, crisis management for school based incidents, drug recognition expert recertification, crisis intervention, and East Coast Gang investigators.

We will be offering a 3-day training course with First Contact 9-1-1 Train the Trainer in early June. We will also be scheduling two crime scene / evidence processing courses in July and September.

EMD USE:

There were two Taser displays and one Taser deploy this period.

FORFEITURE FUND SPENDING:

There was no forfeiture spending this period.

Respectfully Submitted,

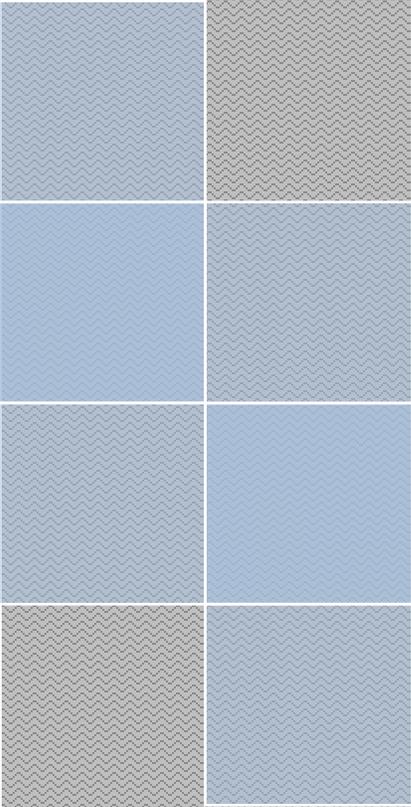
Michael J. Allen

Michael J. Allen
Chief of Police

PC: Rochester Police Commission
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ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT FOR APRIL 2016

HIGHWAY, FLEET MAINTENANCE AND UTILITIES

Highway Division responded to 35 service calls which are either completed or scheduled for repair. Service calls for the month included sign repairs and installations of new signs. Staff repaired seven storm drain basins, continued street sweeping, line painting, worked on grading dirt roads, and graveling road sides. Staff treated and plowed for one winter event. All of the plow wings have been taken off of the plow trucks and staff worked on lawn repairs and mailbox replacement from plow damage over the winter. The Highway Division cut trees on Salmon Falls Road, Denali Court and Franklin Street for upcoming roadway projects.

Maintenance for the month included pothole repair, traffic light repairs, catch basin cleaning throughout the city. The Fleet Maintenance division built a new tool rack in the hot top trailer, and worked on general maintenance.

The Utilities Division responded to 23 Service Calls in the month of April which included sewer backups and discolored water. Staff worked on cleaning catch basins and culverts that were full of debris, they also worked on water and sewer inspections, and maintenance, cleaning of troubled sewers and siphons, and fixing manholes that need attention. With the start of the spring season, staff has been busy marking the utilities for dig safes in the areas that have road projects coming up soon such as Salmon Falls Road and Route 11. We started gathering supplies needed for the project at Keay Field, which entails metering the water usage for when they water the field. Staff is working on tying over the water line at the fairgrounds to remove the campground from an old line that is being discontinued. The spring flushing program started at the beginning of May and will run through the beginning of June.

BUILDINGS AND GROUNDS

Buildings and Grounds completed 79 work orders in the month of April which included general repairs of electrical, carpentry, equipment repairs and plumbing related issues. Installation of a new Gas Fire Suppression System for the server room has been completed along with installation of new rubber flooring in the dispatch room in the Police Department. We are still in the process of spring clean up of the Public Buildings and Grounds. To date we have installed over 160 yards of bark mulch throughout the City. Spring cleaning and mulching should be completed by May 13th.

Buildings and Grounds relocated the stage from Factory Court to Central Square-full dismantling and rebuilding of the structure was required. A large amount of work was completed at the playgrounds during the month of April cleaning structures to remove mildew and graffiti, adjusting and replacing deteriorated hooks and missing parts, installing certified playground mulch to the proper depth and the replacement/installation of 2 large playground structures. This was an extensive replacement due to the age of the playgrounds and not being able to get exact replacement parts, therefore complete removal of footings, supports and hardware was required along with pouring new concrete bases for the equipment. The annual inspection of the playgrounds also took place on April 27th and no major deficiencies were noted. Buildings and Grounds Department also assisted with Rochester Pride day by delivering mulch and picking up trash and piles created by the volunteers.

WATER TREATMENT PLANT

Treated water volume for the month of April 2016 was approximately 49.9 million gallons from the surface water treatment plant. 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, Oxbow Pond, and the diversion structure. All reservoirs remain filled to capacity. Upstream flows in Berry River have averaged between 16-32cfs. Equipment and grounds maintenance was performed at the plant, well, and tanks/stations. Repairs are scheduled for the generator and motor controllers at the Washington Street pump station. All backup generators were refueled and exercised. Backup power generation was installed at Chesley Hill tank. Thank you to the police department for their patience while we improved the resiliency of our equipment. Maintenance at the WTF included replacement of the flocculation basin hatch covers and motor brushes; replacing analyzer sample piping; installation of safety barriers for the sludge valves; and chemical feed pump calibration. Maintenance at the well included initial startup procedures, chemical dose adjustments, and water quality testing. Repairs were made on the alum sludge waste line. Several distribution system valves were operated and isolated ahead of spring hydrant flushing. The independent evaluation on filter performance was completed and in review. Preparations are underway for the open house.

WASTEWATER TREATMENT FACILITY

Items that were completed during the month of April: The laborer at the WWTF, Ken St. Pierre has resigned as he has accepted a NH Game Warden Position – We will miss him and wish him all the best. We posted the laborer position to fill the vacancy. We gave a tour of the facility to a member of PREP and to an Environmental Science class from UNH. We continue to work with the coalition of communities on related wastewater and Great Bay Estuary issues. The bid for backflow preventer installation was awarded to the low bidder, New England Backflow – installation is scheduled for 5/26. Request for bids for a portable 30KW generator package was posted. We attended the MS4 meeting with regulators in Manchester. Staff cleaned post aeration tank. We were inspected by NHDES Permits and Compliance Bureau. We are working on security camera bid specs. We are working with industries on various issues. Staff attended Industrial Pretreatment Coordinators meeting in Concord and also attended a Water Quality Advisory Board meeting. We've started to process control strategies for Total Nitrogen reduction. Staff attended State sponsored training classes. 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 = 3.626 Million Gallons per Day. Percent of design flow = 72.1%. Percent of design flow for 2016 = 77.1%. Precipitation for the month = 2.78". Precipitation for 2016 = 13.97".

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 by June 2016.
- **Water Storage Tank Rehabilitation:** Final completion issued to the construction contractor in April 2016.
- **Surface Water Treatment Plant Upgrades:** Construction is substantially complete. Final items to be completed over the next few months.
- **Catherine St./Sheridan Ave./Knight St. Area Improvements:** All buried infrastructure improvements and most surface improvements are completed. Landscaping and other restoration items to be completed in spring 2016. Final pavement overlays and project completion are planned once school is released for summer break.

- **Rochester Reservoir West End Spillway Modifications:** Final completion issued to the construction contractor in April 2016.
- **Salmon Falls Road/Milton Road Water and Sewer (EDA Project):** The construction contract was awarded in April 2016. Construction is scheduled to begin in May 2016. A public information meeting is scheduled for Monday, May 16th, 2016.
- **Howard Brook Culverts Replacement:** Finalizing design, permitting, and easement negotiations. Anticipate construction in 2016.
- **Franklin St./Western Ave. Area Improvements:** Construction project is scheduled for advertisement for bids in early May 2016 and construction 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.
- **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. Pending availability of federal funding and approval from NHDOT, construction of this project is anticipated in 2016.
- **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. Final Design and Construction funds were approved in the FY16 budget. A Final Design Proposal is anticipated to be received in May 2016.
- **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 June 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.

Memorandum



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

From: Lauren Colanto, Recreation & Arena
Date: May 11, 2016
Re: April Department Report

April Participation Numbers

Adult Volleyball	59
April Vacation Camp	22
Cardio Fitness with Heidi	49
Collaborative Open Gym	68
Parent/Child Open Gym	11
Public Roller Skate	433
Rec Talks	25
Senior Art	32
Senior Breakfast	50
Senior Meditation	7
Senior Open Gym	19
Senior Power Hour	155
Senior Yoga Chair	19
Senior Yoga Gentle	26
Stay and Play	12
Teen Night	241
Rochester Pride Day	300
Youth Indoor Golf	10
Monthly Total	1,538

Summer Camp and Swim Registration

April 11 marked the opening of Rochester Rec Summer Camp and Swim registrations. Our camp for children 6-13 years old is over half way full. Due to its success last year, Teen Travel Camp was in high demand and registration filled within two days of opening. We currently have a wait list for this program.

Public Roller Skating

Based on participation trends last year we changed our Public Skate offering to one night a week; Friday's from 6-7:30pm and 8-9:30pm. This change has allowed us to be more efficient with our staffing and accommodate more private rentals. Changing the schedule has also motivated patrons to utilize that one night more. Last April we offered three nights of Public Roller Skating and we saw 399 skaters. This April, with just the one night and several additional sessions during April Vacation, we have seen 433 participants.

Rochester Pride Day

Once again the Recreation Department was a key planner in this year's Rochester Pride Day. Around 300 volunteers from around the city picked up over 150 bags of litter and 12 large bulk items from the side of the road. This event is a testament to the spirit of community in Rochester as it continues to bring together individuals, faith groups, businesses and non profits. We are eternally grateful for Waste Management of New Hampshire's support of this event.

Collaborative Programming

Our department consistently collaborates with local organizations to provide efficient, high quality programs and activities. Our second year of Youth Golf with the Rochester Country Club was a success. Ten young athletes began their golf lessons at the Rochester Arena and then transitioned over to the Rochester Country Club where they worked with a golf professional. We look forward to further cultivate this relationship with RCC.



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City of Rochester Tax Collector's Office
April 30, 2016

Tax Year	Annual Warrant	Collected		Uncollected		
		Amount	%	Amount	%	
2015	Warrant	56,938,119	55,459,098.30	97.40%	\$ 1,479,020.70	2.60%
2014		55,068,779	54,111,856.11	98.26%	956,922.89	1.74%
2013		53,324,262	52,761,742.66	98.95%	562,519.34	1.05%
2012		50,952,912	50,661,701.35	99.43%	291,210.65	0.57%
2011		48,856,892	48,618,571.82	99.51%	238,320.18	0.49%
2010		47,308,832	47,111,632.42	99.58%	197,199.58	0.42%
2009		46,898,827	46,745,140.84	99.67%	153,686.16	0.33%
2008		46,522,769	46,402,798.20	99.74%	119,970.80	0.26%
2007		42,964,450	42,867,536.55	99.77%	96,913.45	0.23%
2006		40,794,160	40,694,906.68	99.76%	99,253.32	0.24%
2005		38,024,453	38,002,453.04	99.94%	21,999.96	0.06%
2004		36,065,496	36,046,230.72	99.95%	19,265.28	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	26,935,395.29	99.97%	7,740.71	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%
					4,299,443.19	

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 April, 2016.

DATE: May 12, 2016

This office reported 117 formal client notes for the month of April.

Voucher amounts issued for April, 2016 were as follows:

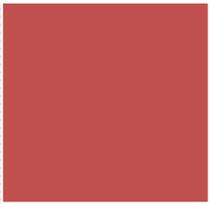
	<u>23</u> <u>Families</u> <i>9 new</i>	<u>7</u> <u>Single</u> <i>5 new</i>
Burial	650.00	.00
Dental00	.00
Electricity	1,953.02	454.62
Food.....	.00	.00
Fuel heating00	.00
Mortgage00	.00
Medical00	.00
Prescriptions	48.49	220.40
Rent	2,599.00	761.00
Temporary Housing00	.00
Transportation	<u>.00</u>	<u>.00</u>
TOTAL	\$5,250.51	\$1,436.02

This represents an average cost per case/family of \$228.28 and case/Individual of \$205.15 for this month.

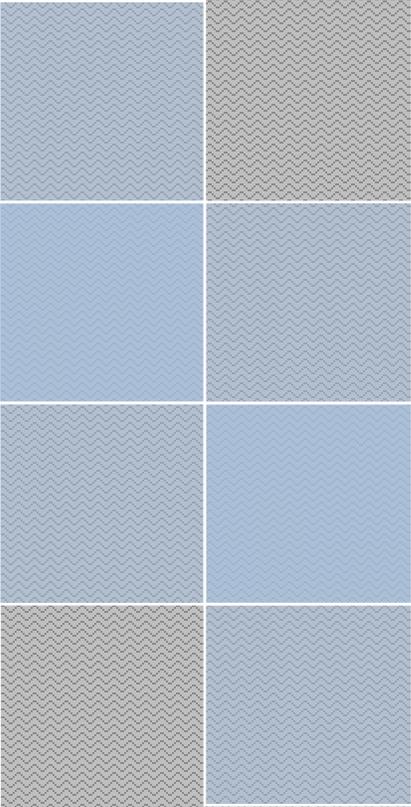
Total vouchers issued: \$6,686.53

There was a decrease of \$2,281.30 in assistance issued this month compared to April 2015. There was an increase of \$2,408.07 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 ESTABLISHING POLICY REGARDING CITY CHARTER SECTION
43-a**

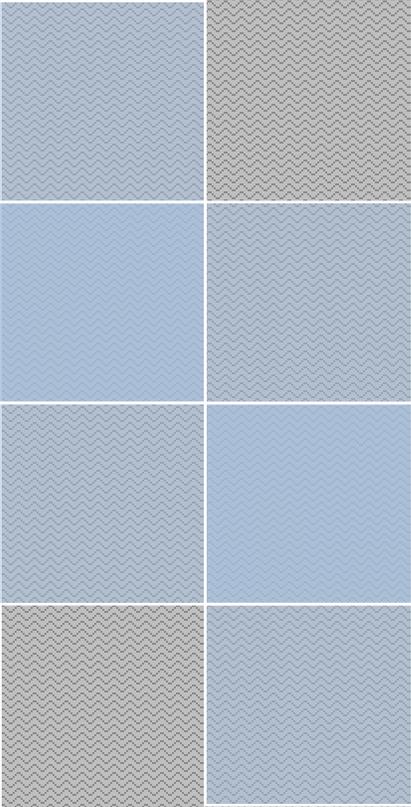
BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:

That in the event that the City Council overrides the budgetary restrictions set forth in City Charter Section 43-a by a two-thirds (2/3) affirmative vote in any given fiscal year then the subsequent fiscal year's budgetary restriction shall be calculated using the previous year's budget submitted to the Department of Revenue Administration to include the amount in excess of the budgetary restriction approved by the override.

CC FY16 5-017 AB 160



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT Policy Regarding City Charter Section 43-a

COUNCIL ACTION ITEM <input checked="" type="checkbox"/> INFORMATION ONLY <input type="checkbox"/>

FUNDING REQUIRED? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> * IF YES ATTACH A FUNDING RESOLUTION FORM

RESOLUTION REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

AGENDA DATE	May 17, 2016	
DEPT. HEAD SIGNATURE	Terence O'Rourke, City Attorney	
DATE SUBMITTED	5/4/2106	
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1

COMMITTEE SIGN-OFF

COMMITTEE	N/A
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	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

City Ordinance 11.23

SUMMARY STATEMENT

This resolution provides a sense of the City Council as to the effect of using the override provision regarding the budgetary restrictions contained in City Charter Section 43-a.

RECOMMENDED ACTION

Approve Resolution



City of Rochester, New Hampshire

OFFICE OF THE CITY ATTORNEY
 19 Wakefield Street • Rochester, NH 03867
 (603) 335-7599
www.RochesterNH.net

April 19, 2016

Attorney General Joseph A. Foster
 New Hampshire Department of Justice
 33 Capitol Street
 Concord, New Hampshire 03301-6397

Re: Request for Legal Opinion

Dear Attorney General Foster:

On November 4, 2008, the City of Rochester adopted a new section of its City Charter, Section 43-a, entitled "Limitation on Budget Increase." This section is more commonly known as the Tax Cap. Section 43-a contains a provision which allows the City Council to override the Tax Cap by way of a two-thirds (2/3) affirmative vote. The override provision states that subsequent budgets require an additional two-thirds (2/3) affirmative vote or the Tax Cap will apply. The City Council has never voted to override the Tax Cap.

This year, the City Council was presented with two budget options by the Rochester School Board. One option would be within the Tax Cap, but would lead to the termination of approximately twenty employees. The second option would require the City Council to override the Tax Cap, but would allow the City to retain those employees.

As the City Council weighs its options, the overarching question has become the issue of the basis for next fiscal year's budget. In my opinion, based upon the language of the Tax Cap and Rochester City Ordinance 11.23 which implements the Tax Cap, after the Tax Cap is overridden, that budget is sent to the Department of Revenue Administration (DRA) to calculate the tax rate and that tax rate will be used to set the baseline budget for determining the subsequent year's Tax Cap. The "expiration" of the Tax Cap override, in my opinion, means that an override applies one time and if the City Council wishes to submit a budget outside of the Tax Cap again it has to be overridden by another two-thirds (2/3) affirmative vote, but the previous year's tax rate based upon the overridden budget number still serves as the new baseline.

A conflicting opinion has emerged as well. Proponents of this view state that the expiration of the override means that the City must use a budget number within the strictures of the Tax Cap to set subsequent budgets. For example, if the Tax Cap number for FY 2016 were Five Million Dollars (\$5,000,000.00) and the City Council voted to override the Tax Cap and produced a budget of Seven Million Dollars (\$7,000,000.00), then the City would have to calculate a tax rate for FY 2017 based upon the Five Million Dollar (\$5,000,000.00) Tax Cap budget and not the Seven Million Dollar (\$7,000,000.00) budget submitted to the DRA. In other words, even though the DRA set the City's tax rate based upon the overridden budget, proponents of this alternative position believe the City would have to create a parallel tax rate based upon the Tax Cap limited budget number to set the subsequent year's Tax Cap.

It would be of great help and assistance to the City of Rochester if your office would produce a legal opinion on this important issue. Along with this letter, I have enclosed copies of Section 43-a of the City Charter and Rochester City Ordinance 11.23. Please contact me with any further questions or requests for information which will assist your office in formulating its opinion.

Thank you for your attention to this matter.

Respectfully,



Terence M. O'Rourke
City Attorney

Enclosure

SECTION 40: BUDGET PROCEDURE

At such time as the City Manager requests, or the Administrative Code specifies, each officer or director of a department shall submit an itemized estimate of the expenditures for the next fiscal year for the departments or activities under his control. The City Manager shall submit the proposed budget to the City Council at least sixty (60) days before the start of the fiscal year of the budget.

SECTION 41: CITY COUNCIL REVIEW OF THE BUDGET

The City Council shall act as a committee-of-the-whole in all reviews of and actions upon the proposed budget.

SECTION 42: PUBLIC HEARING

A public hearing on the budget shall be held before its final adoption by the City Council, at such time and place as the City Council shall direct. The City Clerk shall publish a public notice of such hearing, together with a summary of the budget as submitted, at least one week in advance of such hearing. The City Council shall provide a copy of the proposed budget to all voters who request one at least twenty-four (24) hours before such hearing.

SECTION 43: ADOPTION OF BUDGET

A reduction of, increase in, deletion of, or addition of any item or items in the City Manager's budget shall become effective upon a majority vote of the City Council. The budget shall be finally adopted not later than the first day of the fiscal year. If the City Council fails to adopt a budget prior to such day, no money shall be drawn from the treasury of the City, nor shall any obligation for the expenditure of money be incurred, until a budget is adopted.

SECTION 43-a: LIMITATION ON BUDGET INCREASE**A. Limitation on Budget Increase.**

Recognizing that final tax rates for the City of Rochester are set by the New Hampshire Department of Revenue Administration pursuant to RSA 21-J:35, I, the City Manager shall submit a proposed budget to the City Council, and the City Council shall adopt its annual budget proposals and shall act upon such proposals, in accordance with the mandates of this section.

Override Provision. Budgetary restrictions described in any part of section 43-a may be overridden upon a vote of two-thirds (2/3) of all elected members of the City Council. Such override expires following adoption of the annual budget.

Subsequent budgets or supplemental appropriations require additional two-thirds (2/3) override votes, or the limitations expressed in this section will apply.

In establishing a municipal budget, the City Manager and City Council shall be allowed to assume an estimated property tax rate in an amount not to exceed the tax rate established during the prior fiscal year increased by a factor equal to the change in the National Consumer Price Index – Urban as published by the United States Department of Labor for the calendar year immediately preceding the year of the budget adoption.

B. Exception to budget increase limitation.

Capital expenditures, and the total or any part of the principal and interest payments of any municipal bond, whether established for school or municipal purposes, may be excepted from being included in the expenditures that are subject to the prior limitation upon a two-thirds (2/3) vote of all members of the City Council. The exception made under this section shall expire upon adoption of the budget for the next budget year, unless two-thirds (2/3) of all members of the City Council vote to renew the exception for the next budget year.

C. Budget limitation in a revaluation year.

When the City Council accepts an increase in real estate values as the result of a City-wide revaluation, the City Council shall adhere to a maximum increase in real estate tax revenues as follows: The real estate taxes raised from the prior budget year shall be increased by a factor no more than the change in the National Consumer Price Index – Urban as published by the United States Department of Labor for the calendar year immediately preceding budget adoption, then this figure shall be used in establishing the new municipal budget.

D. Budget limitation with annual changes in assessments.

When annual changes in real estate values occur as a result of State of New Hampshire assessing requirements, the City Manager and City Council shall adhere to a maximum increase in real estate tax revenues as follows: The real estate taxes raised from the prior year shall be increased by a factor of no more than the change in the National Consumer Price Index – Urban as published by the United States Department of Labor for the calendar year immediately preceding budget adoption, plus real estate taxes calculated by applying the prior year real estate tax rate to the net increase in new construction. "Net increase in new construction" is defined as the total dollar value of building permits less total dollar value of demolition permits issued for the period of April 1 – March 31 preceding budget adoption.

E. Total Expenditures.

Total expenditures for any given budget year shall not exceed the amount of funds reasonably calculated to be derived by the tax rate established herein, increased by the other revenues generated by the municipality.

The History of the Charter Referendum found on the next page.

TAX CAP: ORDINANCE

amount of expenditures for a merit salary increase and/or a merit pay adjustment to be made during the fiscal year covered by such budget under, and pursuant to, the so-called A Merit Plan embodied in Sections 59 through 64 of the Rochester City Charter, the provisions of Article VI, Section 3 and Section 3a of the Employment Policy Handbook, City of Rochester, NH. [4]

(c) Prohibition Against Payment of A Merit Salary Increase and/or A Merit Pay Adjustment Made Pursuant to Article VI, Section 3 and Section 3a of the Employment Policy Handbook, City of Rochester, NH.

No payment of any merit salary increase and/or merit pay adjustment authorized pursuant to the provisions of Article VI, Section 3 and Section 3a of the Employment Policy Handbook, City of Rochester, NH, shall be paid to any employee of any department except from the budgetary line item(s) established pursuant to the provisions of subparagraph (b) of this Section 11.22 for the department in question.

II. This ordinance shall take become effective on July 1, 2004.

11.23 Implementation of Section 43-a of the Rochester City Charter Relative to Limitation on Budget Increase [7]

(a) **Purpose.** The purpose of this ordinance is to implement the provisions of Section 43-a of the Rochester City Charter, adopted on November 4, 2008, and known as the so-called "Tax Cap" Charter amendment.

(b) The word "budget" as used throughout Section 43-a of the Rochester City Charter, as well as in the phrases "the City Manager shall submit the proposed "budget" to the City Council...", in Section 40 of the Rochester City Charter; and "the budget shall be finally adopted...", in Section 43 of the Rochester City Charter; shall include the County expenditures and the state school tax apportionment. The word "budget" as used in the aforesaid circumstances shall not include enterprise and special revenue funds that do not impact the tax commitment for the City.

(c) The phrase, in the "Override Provision" of Section 43-a of the Rochester City Charter, which provides "budgetary restrictions described in any part of section 43-a may be overridden upon a vote of two-thirds (2/3) of all elected members of the City Council", shall refer to both capital and operating budgets.

(d) The phrase, in the "Override Provision" of Section 43-a of the Rochester City Charter, which provides that "...may be overridden upon a vote of two-thirds (2/3) of all elected members of the City Council" shall mean two-thirds of the total number of City Councilors in office at the time of the vote, whether or not all of the Councilors are present. If, for example, the office of mayor and all 12 Council seats are filled at the time of a vote, nine (9) votes are needed, even if not all 13 members of the City Council are present.

(e) The provisions of Section 43-a of the Rochester City Charter which provide "such override expires following adoption of the annual budget"; and "subsequent budgets or supplemental appropriations require additional two-thirds (2/3) override votes, or the

limitations expressed in this section will apply”, shall mean that once a budget is adopted, and throughout the fiscal year for which it is adopted, any subsequent supplemental appropriation to the general fund budget for which the amount that needs to be raised by taxes exceeds the limitation of Section 43-a of the Rochester City Charter shall require a new two-thirds (2/3) override vote. The “limitation on budget increase”, as provided for in Section 43-a of the Rochester City Charter, for a subsequent fiscal year budget shall be calculated using the official Department of Revenue tax setting documents for the immediately preceding year. The “amount to be raised by taxes”, as set forth on such document, shall be adjusted as provided for in Section 43-a of the Rochester City Charter.

(f) If there is a decrease in revenue after adoption of the budget and before the setting of the tax rate, which causes the tax levy to exceed the limitations of Section 43-a of the Rochester City Charter, the Council shall reconsider the adopted budget.

(g) The phrase “National Consumer Price Index-Urban as published by the United States Department of Labor for the calendar year immediately preceding budget adoption” shall mean the “percent change Avg.-Avg.”, and not “percent change Dec.- Dec.” for the calendar year preceding the year of budget adoption of the Consumer Price Index-All Urban Consumer (Current Series), U.S. All items, 1982-84=100, Series CUUROOOOSAO, not seasonally adjusted, as published by the United States Department of Labor available on the federal government website found at www.bls.gov.

(h) The phrase “revaluation year” in Section C shall not apply to the annual assessment updates implemented by the City of Rochester Assessor, and such phrase shall only refer to a full City-wide revaluation that physically re-inspects every property in that year and develops new formulas for value calculation.

(i) The phrase “budget limitations with annual changes in assessments”, as contained in subsection D of Section 43-a of the Rochester City Charter, shall refer to the annual updates and phased physical property examination that are part of the requirements to keep the city within the parameters recommended by the New Hampshire Department of Revenue (DRA). It does not require that all properties be changed, but that some are reviewed and/or changed as part of a planned process to keep assessed values within DRA guidelines.

(j) The phrase “plus real estate taxes calculated by applying the prior year real estate tax rate to the net increase in new construction”, as contained in subsection D of Section 43-a of the Rochester City Charter, shall mean the taxes that apply to the budget as defined in (b) above, namely the municipal and school tax rate and shall include the County and State School tax rate.

(k) The phrase “total dollar value of building permits less total dollar value of demolition permits issued for the period of April 1-March 31 preceding budget adoption”, as contained in subsection D of Section 43-a of the Rochester City Charter, shall mean the construction/demolition value estimate on which the building/demolition permit fee is calculated, namely the values used by the Department of Building, Zoning, & Licensing

Services in calculating the fee to be changed in connection with the issuance of building permits. [8]

(l) The phrase “increased by the other revenues generated by the municipality”, as contained in subsection E of Section 43-a of the Rochester City Charter, shall include the funds derived from the use of fund balance, transfers from other funds and all other anticipated revenues.

(m) The amount of money raised by taxes for the municipal, county, state school tax and local school tax rates shall be derived from the DRA’s tax-rate setting documents. Each of the tax rates shall separately be multiplied by the National CPI. If the City is operating under Section D of 43-a, the total of net new construction shall be multiplied by the state and local school tax rate and that number added to the school amount to be raised by taxes. The total of net new construction shall be multiplied by the municipal and county tax rate and that number added to the municipal amount to be raised by taxes. By February 1st of each year, the City Manager shall inform the School Board and the City Council of these amounts, noting they are preliminary pending the final new net construction numbers as of April 1st of each year.

(n) The School Board shall adjust its budget for the increases and decreases in the State tax and the City shall adjust its budget for the increases and decreases in the County tax.

(o) The School Board will submit to the City Manager by March 25 of each year its recommended budget within its cap amount, including detailed revenue projections. The City Manager, in his budget presentation to the City Council, may adjust the school budget to meet the overall spending limitation for the city.

(p) If any provision of the ordinance shall be declared illegal, void or unenforceable, the other provisions shall not be affected but shall remain in full force and effect.

6/6/1995

[1] Added 5/4/99

[2] Added Section 11.20 6/22/04

[3] Amended 8/6/02

[4] Added Section 11.22 6/1/04

[5] Amended 5/1/07

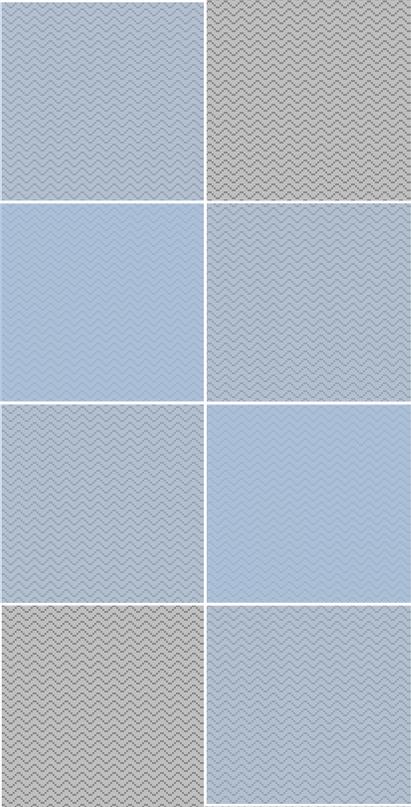
[6] Amended 9/4/07

[7] Amended 1/06/09

[8] Amended 10/15/2013



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**RESOLUTION APPROVING COST ITEMS ASSOCIATED WITH
PROPOSED
CITY OF ROCHESTER
MULTI-YEAR COLLECTIVE BARGAINING
AGREEMENT WITH
NEW ENGLAND POLICE BENEVOLENT ASSOCIATION
LOCAL 23
(Police Patrol Personnel)**

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

That pursuant to, and in accordance with, the provisions of Chapter 273-A of the New Hampshire Revised Statutes Annotated, the cost items associated with the multi-year year collective bargaining agreement between the City of Rochester and the New England Police Benevolent Association Local 23 Bargaining Unit, covering the period July 1, 2016 to June 30, 2020, as set forth in the proposed contract, and as more particularly detailed on the attached "**EXHIBIT A: NEPBA LOCAL 23 – May 2016**," which includes a summary financial analysis of the annual costs of the contract to the City provided by the Rochester Director of Finance, is hereby approved. The provision of funds necessary to fund the aforementioned, and hereby approved, collective bargaining agreement "cost items" in the first year of the agreement will be contained in the Fiscal Year 2017 operating budget of the City. **CC FY 16 AB 158**



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 Collective Bargaining Agreement: NEPBA Local 23

COUNCIL ACTION ITEM <input checked="" type="checkbox"/>
INFORMATION ONLY <input type="checkbox"/>

FUNDING REQUIRED? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
* IF YES ATTACH A FUNDING RESOLUTION FORM

RESOLUTION REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

FUNDING RESOLUTION FORM? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

AGENDA DATE	May 17, 2016 “Special Meeting”		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	May 9, 2016		
ATTACHMENTS YES <input type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED		

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

DIRECTOR OF FINANCE APPROVAL	Signature on file
SOURCE OF FUNDS	FY2017 O&M Budget
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

RSA 273

SUMMARY STATEMENT

The City and the New England Police Benevolent Association (NEPBA) Local #23 (police patrol personnel) have reached a tentative collective bargaining agreement (CBA) to serve as a successor agreement to the current CBA that expires June 30, 2016. The membership of the NEPBA has ratified this agreement and the City Council was presented with the cost items on May 3, 2016.

RECOMMENDED ACTION

Adoption.

**RESOLUTION APPROVING COST ITEMS ASSOCIATED WITH
PROPOSED
CITY OF ROCHESTER
MULTI-YEAR COLLECTIVE BARGAINING
AGREEMENT WITH
NEW ENGLAND POLICE BENEVOLENT ASSOCIATION
LOCAL 123
(Communications Personnel)**

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

That pursuant to, and in accordance with, the provisions of Chapter 273-A of the New Hampshire Revised Statutes Annotated, the cost items associated with the multi-year year collective bargaining agreement between the City of Rochester and the New England Police Benevolent Association Local 123 Bargaining Unit, covering the period July 1, 2016 to June 30, 2020, as set forth in the proposed contract, and as more particularly detailed on the attached "**EXHIBIT A: NEPBA LOCAL 123 – May 2016**," which includes a summary financial analysis of the annual costs of the contract to the City provided by the Rochester Director of Finance, is hereby approved. The provision of funds necessary to fund the aforementioned, and hereby approved, collective bargaining agreement "cost items" in the first year of the agreement will be contained in the Fiscal Year 2017 operating budget of the City. **CC FY 16 AB 157**

EXHIBIT A: NEPBA Local 123- May 2016

5/12/16

COMMUNICATIONS - City Proposal

City Health Contribution		100/0	93/7	87/13	80/20
Health Plan	HMO \$20 copay RX 10/20/45 DED \$250/750	SOS \$20/40 RX 10/20/45 DED \$1000/3000	SOS \$20/40 RX 10/20/45 DED \$1000/3001	SOS \$20/40 RX 10/20/45 DED \$1000/3003	SOS \$20/40 RX 10/20/45 DED \$1000/3004
Projected Health Increase		GMR	3.74%	3.74%	3.74%
Projected Wage Increase		0-4% MERIT	0-4% MERIT	0-4% MERIT	0-4% MERIT
	Current	FY17	FY18	FY19	FY20
Wages					
Base Wage - Specialist	282,194	289,248	297,926	306,864	316,070
Base Wage - Lead Specialists	120,453	123,464	127,168	130,983	134,913
Lead Adjustment		3,120	3,120		
Holiday Pay	17,035	17,461	17,985	18,524	19,080
Longevity	850	1,325	1,800	2,525	2,775
Total Wages	420,531	434,618	447,999	458,896	472,837
Dollar Change		14,087	13,380	10,897	13,941
% Change		3.35%	3.08%	2.43%	3.04%
Benefits					
FICA	26,073	26,946	27,776	28,452	29,316
Medicare	6,098	6,302	6,496	6,654	6,856
Health Insurance	107,354	111,600	107,670	104,490	99,677
Opt Out	5,000	5,000	5,000	5,000	5,000
Total Rollups	144,525	149,848	146,942	144,596	140,849
Dollar Change		5,324	(2,907)	(2,346)	(3,747)
% Change		3.68%	-1.94%	-1.60%	-2.59%
Totals					
Total Wages Benefits and Rollups	565,056	584,467	594,940	603,492	613,686
Dollar Change		19,411	10,473	8,552	10,194
% Change		3.44%	1.79%	1.44%	1.69%

11 Total Employees - 100% FT

Medical savings over current plan (1,739) 6,300 13,742 22,977



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 **Collective Bargaining Agreement: NEPBA Local 123**

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	May 17, 2016 "Special Meeting"		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	May 9, 2016		
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

DIRECTOR OF FINANCE APPROVAL	Signature on file
SOURCE OF FUNDS	FY2017 O&M Budget
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED	YES <input type="checkbox"/> NO <input type="checkbox"/>

LEGAL AUTHORITY

RSA 273

SUMMARY STATEMENT

The City and the New England Police Benevolent Association (NEPBA) Local #123 (communications dispatch personnel) have reached a tentative collective bargaining agreement (CBA) to serve as a successor agreement to the current CBA that expires June 30, 2016. The membership of the NEPBA has ratified this agreement and the City Council was presented with the cost items on May 3, 2016.

RECOMMENDED ACTION

Adoption.

**RESOLUTION AUTHORIZING SUPPLEMENTAL APPROPRIATION
TO THE 2015-2016 ROCHESTER POLICE DEPARTMENT CIP FUND FOR CRUISER
CAMERA SYSTEMS REPLACEMENT**

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

That a sum not to exceed Fifty Eight Thousand Dollars (\$58,000.00) be, and hereby is, appropriated as a supplemental appropriation to the 2015-2016 City of Rochester Police Department CIP Fund, for the purpose of providing funds necessary to pay costs and/or expenditures associated with the replacement of the Cruiser Camera Systems and provided further that funds for such supplemental appropriation shall be derived as follows: Twenty Thousand Dollars (\$20,000.00) from the FY2016 General Overhead Contingency Account and Thirty Eight Thousand Dollars (\$38,000.00) from the Rochester Police Department FY 2016 Operating Budget.

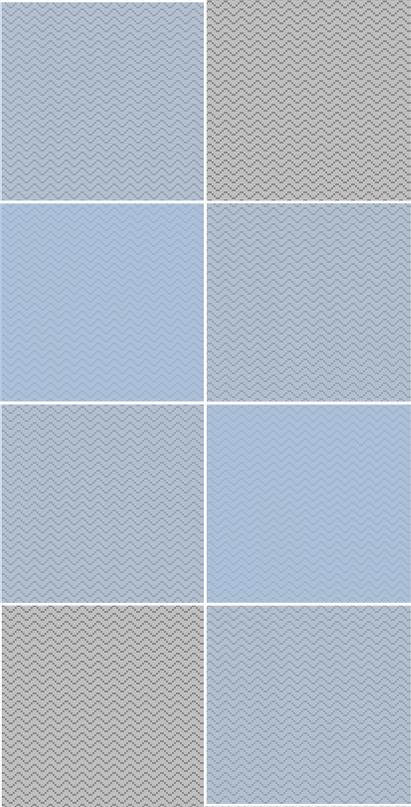
Further, that the transfer of Fifty Eight Thousand Dollars (\$58,000.00) from the FY 2016 General Fund Operating Budgets stipulated above to the FY 2016 Police Department CIP Fund stipulated above is hereby authorized;

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

CC FY16 05-17 AB 161



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT Police Cruiser Camera Systems Replacement

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

RESOLUTION REQUIRED? YES <input type="checkbox"/> NO <input type="checkbox"/>	FUNDING RESOLUTION FORM? YES <input type="checkbox"/> NO <input type="checkbox"/>
-------------------------------------------------------------------------------	-----------------------------------------------------------------------------------

AGENDA DATE	May 17, 2016 “Special Meeting”		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	May 9, 2016		
ATTACHMENTS YES <input type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED		

COMMITTEE SIGN-OFF

COMMITTEE	NA
CHAIR PERSON	NA

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	Signature on file
CITY MANAGER	Signature on file

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

Charter, Section 44

SUMMARY STATEMENT

The CM proposed CIP Budget on shown on page 37 of the CIP Budget Book proposes an appropriation of \$60,000 “cash” funding for the replacement of all of the Police Department’s in car video camera systems. As a follow up to the April 26th Council Meeting and budget discussion, Chief Allen proposes doing the cruiser camera systems using FY2016 funds which would allow withdrawal of the FY2017 CIP Project. The PD budget would be able to fund \$38k of this from their FY2016 operating budget (estimated unspent appropriations) and a transfer of \$20k would be made from FY2016 General Fund Contingency.

RECOMMENDED ACTION

Adoption.

RESOLUTION AUTHORIZING U.S.
DEPARTMENT OF JUSTICE “COPS” GRANT
APPLICATION ON BEHALF OF THE
ROCHESTER POLICE DEPARTMENT

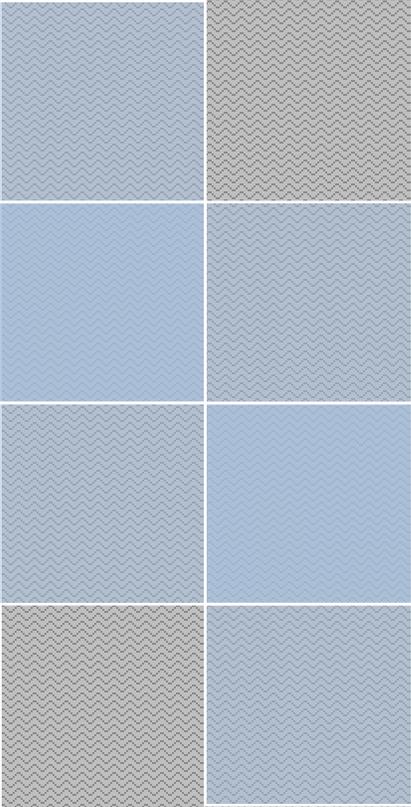
BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:

That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, approve the submission of a grant application by the Rochester Police Department to the U.S. Department of Justice, Office of Community Oriented Policing Services (COPS) Grant Program.

CC FY 16 AB 159



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT COPS Hiring Grant.

COUNCIL ACTION ITEM <input checked="" type="checkbox"/> INFORMATION ONLY <input type="checkbox"/>

FUNDING REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> * IF YES ATTACH A FUNDING RESOLUTION FORM

RESOLUTION REQUIRED? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

FUNDING RESOLUTION FORM? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

AGENDA DATE	Next May 2016 meeting		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	5/10/16		
ATTACHMENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

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	\$699,711.72
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

LEGAL AUTHORITY

Council action required.

SUMMARY STATEMENT

The Police Department is seeking approval to apply for the FY 2016 COPS Hiring Program (CHP) grant. The CHP is a competitive grant opportunity which provides funding directly to law enforcement agencies to hire law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The grant will reimburse up to \$125,000.00 per Officer over a 3 year period. Award recipients must retain any CHP funded officer positions for at least 12 months after the 36 months of federal funding has ended for each position. We are seeking approval to apply for two officers under the CHP. The following is an estimated breakdown per officer for this program:

Year 1
\$84,533.36 (Salary + Benefits) \$41,666.67 (Grant Portion) \$42,866.69 (City Portion)

Year 2
\$86,507.33 (Salary + Benefits) \$41,666.67(Grant Portion) \$44,840.66 (City portion)

Year 3
\$88,447.26 (Salary + Benefits) \$41,666.66 Grant Portion) \$46,780.60 (City Portion)

Year 4
\$90,367.91 Total City Cost

Total Cost for 2 Officers
Grant Reimbursement \$250,000.00
City Cost \$449,711.72
Total \$699,711.72

RECOMMENDED ACTION

Apply for funds in the amount of \$699,711.72

AGENDA BILL - FUNDING RESOLUTION

EXHIBIT

Project Name:

Date:

Fiscal Year:

Fund (select):

GF Water Sewer Arena
 CIP Water CIP Sewer CIP Arena CIP
 Special Revenue

Fund Type: Lapsing Non-Lapsing

Deauthorization

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

Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	\$250,000.00	-	\$449,711.72
2				-	-	-
3				-	-	-
4				-	-	-

Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	\$250,000.00	-	\$449,711.72
2				-	-	-
3				-	-	-
4				-	-	-

DUNS #

CFDA #

Grant #

Grant Period: From
 To

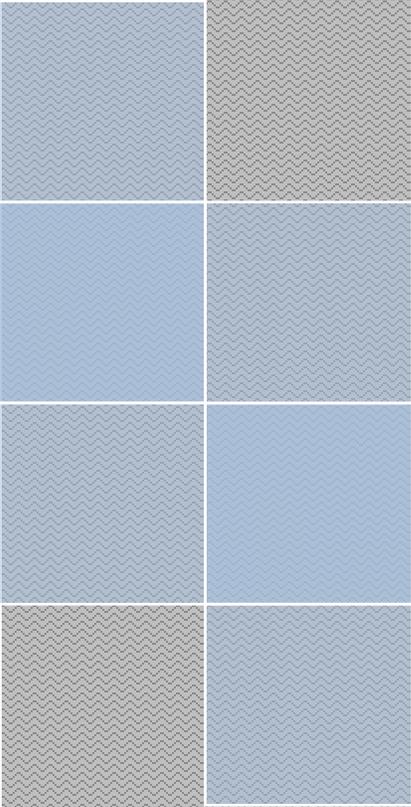
If de-authorizing Grant Funding appropriations: (select one)

Reimbursement Request will be reduced

Funds will be returned



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City 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
Memorandum of Understanding with the Rochester Housing Authority

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	May 17, 2016		
DEPT. HEAD SIGNATURE	Karen Pollard <i>Karen Pollard</i>		
DATE SUBMITTED	May 11, 2016		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	3	

COMMITTEE SIGN-OFF

COMMITTEE	Community Dev. Committee
CHAIR PERSON	Elaine Lauterborn, on file

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	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

LEGAL AUTHORITY

City Charter, Section 4.

SUMMARY STATEMENT

The City of Rochester, as a recipient of Community Development Block Grant (CDBG) funds, must conduct an Assessment of Fair Housing (AFH). This Memorandum of Understanding, attached, would agree to the drafting and submission of a joint AFH with the Rochester Housing Authority. The joint AFH would still require the approval of the City Council, as well as Rochester Housing Authority's Board of Commissioners, before submission to the U.S. Department of Housing and Urban Development.

RECOMMENDED ACTION

Approve the City of Rochester entering into a Memorandum of Understanding with the Rochester Housing Authority to jointly prepare and submit an Assessment of Fair Housing to the U.S. Department of Housing and Urban Development.

COLLABORATION AGREEMENT
 BETWEEN
 THE CITY OF ROCHESTER, NEW HAMPSHIRE
 AND
 THE ROCHESTER HOUSING AUTHORITY
 FOR
 THE 2020-2025 ASSESSMENT OF FAIR HOUSING

THIS AGREEMENT, entered this **XX** day of _____, 2016 by and between the City of Rochester (herein called “the City”) and the Rochester Housing Authority (herein called “RHA”) (collectively referred to as “Program Participants”).

WHEREAS, the City is a consolidated plan program participant with a program year start date of July 1st and the City’s next 5-year consolidated plan cycle will begin in July 2020;

WHEREAS, RHA is a public housing authority (PHA) with a fiscal year beginning date of January 1st and RHA’s next 5-year PHA plan will begin in January 2020; and

WHEREAS, the Program Participants wish to collaborate to submit the AFH;

NOW, THEREFORE, it is agreed between the parties hereto that:

LEAD ENTITY

The City will serve as the lead entity of the collaboration and will be responsible for submitting the joint or regional AFH on behalf of both collaborating Program Participants.

PROGRAM YEAR/FISCAL YEAR ALIGNMENT

Collaborating Program Participants will, to the extent practicable, align their consolidated plan program year start date(s) and/or PHA plan fiscal year beginning date(s) in accordance with the regulations at 24 CFR part 91, for consolidated plan program participants, or 24 CFR part 903, for PHAs. If alignment of program year(s) or fiscal year(s) is not possible, the AFH will be submitted in accordance with the lead entity’s consolidated plan program year start date or PHA plan fiscal year beginning date (as applicable).

CONSOLIDATED PLANNING/PHA PLANNING CYCLE ALIGNMENT

Collaborating Program Participants will, to the extent practicable, align their consolidated planning cycle(s) and/or PHA planning cycle(s) in accordance with the regulations at 23 CFR part 91, for consolidated plan program participants, or 24 CFR part 903, for PHAs. If alignment of consolidated planning cycle(s) or PHA planning cycle(s) is not possible, the AFH will be submitted in accordance with the lead entity’s consolidated plan cycle or PHA plan cycle.

ROLES/RESPONSIBILITIES OF PROGRAM PARTICIPANTS

Assessment of Fair Housing

Collaborating program participants will divide the completion of the AFH. The responsibilities of the Program Participants are as follows:

The City of Rochester

The City will be responsible, jointly with the Rochester Housing Authority, for researching, analyzing, and drafting all sections of the AFH. The City will take the lead, however, on consultations with City departments and Community Development staff in neighboring jurisdictions.

Rochester Housing Authority

RHA will be responsible, jointly with the City, for researching, analyzing, and drafting all sections of the AFH. RHA will take the lead, however, on consultations with RHA residents and PHA staff in neighboring jurisdictions.

Program Participants will be accountable for any applicable analysis and any applicable joint goals and priorities to be included in the submitted AFH. Program Participants will also be accountable for their individual analysis, goals, and priorities to be included in the submitted AFH.

WITHDRAWAL

Either Program Participant may withdraw from this collaboration upon written notice to the other Program Participant. The withdrawing Program Participant must promptly notify the U.S. Department of Housing and Urban Development (HUD) of its withdrawal from the collaboration.

SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

WAIVER

A Program Participant's failure to act with respect to a breach by another Program Participant does not waive its right to act with respect to subsequent or similar breaches. The failure of

the Program Participant to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

ENTIRE AGREEMENT

This Agreement between the Program Participants for the submission of the 2020 AFH supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written, between the Program Participants with respect to this Agreement. By way of signing this Agreement, the Program Participants are bound to perform the agreements within this Agreement. Any amendment to this Agreement must be submitted to HUD.

IN WITNESS WHEREOF, the Program Participants have executed this contract as of the date specified below.

THE CITY OF ROCHESTER

ROCHESTER HOUSING AUTHORITY

Daniel W. Fitzpatrick
City Manager

Stacey Price
Executive Director

Date

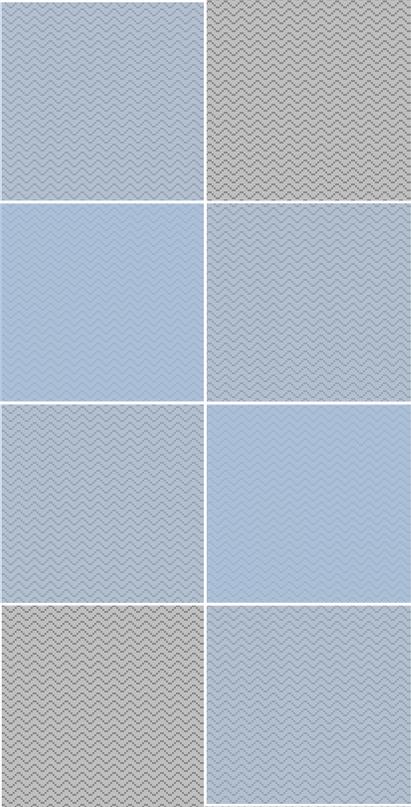
Date

Witness
Printed Name:

Witness
Printed Name:



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City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT
Programmatic Agreement with the NH Division of Historical Resources

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	May 17, 2016	
DEPT. HEAD SIGNATURE	Karen Pollard <i>Karen Pollard</i>	
DATE SUBMITTED	May 11, 2016	
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	8

COMMITTEE SIGN-OFF

COMMITTEE	Community Dev. Committee
CHAIR PERSON	Elaine Lauterborn, on file

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

City Charter, Section 4.

SUMMARY STATEMENT

The City of Rochester must seek project reviews from the NH Division of Historical Resources (NH DHR) for federally-funded projects. The NH DHR will enter into a Programmatic Agreement with interested municipalities where certain categories of activities are exempt from historical review in exchange for yearly reporting. This would reduce administrative burdens in managing federally-funded activities as well as expedite completion of the required environmental reviews for such activities. An example Programmatic Agreement is included with this agenda bill form.

RECOMMENDED ACTION

Approve the City of Rochester entering into a Programmatic Agreement with the New Hampshire Division of Historical Resources.

**PROGRAMMATIC AGREEMENT
BETWEEN THE CITY OF PORTSMOUTH, NH
AND
THE NEW HAMPSHIRE STATE
HISTORIC PRESERVATION OFFICER**

WHEREAS, the City of Portsmouth, New Hampshire (the City) administers its Entitlement Program (Community Development Block Grant Program) and is the responsible entity (RE) for Public Housing projects funded with monies from the U.S. Department of Housing and Urban Development, under Title 1 of the Housing and Community Development Act of 1974 and the Housing Act of 1937.

WHEREAS, for the purposes of this Programmatic Agreement (PA), the City's Community Development Block Grant (CDBG) Program makes funding available to assist city departments, individuals, for profit businesses and not for profit organizations implement projects and programs including housing improvement initiatives, public facilities, handicap accessibility improvements, public services and economic development initiatives in the City of Portsmouth, New Hampshire; and

WHEREAS, the City has determined that the administration of its CDBG Program and Public Housing projects may have an effect upon properties that are listed in or eligible for listing in the National Register of Historic Places and has consulted with the New Hampshire State Historic Preservation Office (NHSHPO) and the Advisory Council on Historic Preservation (Council) pursuant to 36 CFR 800.13 of the Council's regulations implementing Section 106 of the National Historic Preservation Act (16 U.S.C. 470f).

NOW THEREFORE, the City and the NHSHPO agree that the CDBG Program and the City's RE oversight of Public Housing projects shall be administered in accordance with the following stipulations to satisfy the City's Section 106 responsibilities for individual undertakings of the Program:

STIPULATIONS

The City will ensure that the following measures are carried out:

- I. IDENTIFICATION OF PROPERTIES.** In accordance with 36 CFR 800.4, the City in consultation with the NHSHPO will identify historic properties.
 - A. Level of Identification Efforts:
 1. City will submit Request for Project Review form for all project activities not exempt under Appendix 1. If requested, City will complete reconnaissance

level forms (items #1-40) according to the NESHPO guide, “How to Complete the New Hampshire Individual Inventory Form” and submit to NESHPO for review. NESHPO may require intensive level or full survey form (41-48) only as needed to determine whether a property is eligible for listing in the National Register.

2. NESHPO’s site files and previous reviews are available for the City to review prior to making a reconnaissance level survey. Survey information will be made available to the City electronically. City agrees that the data will not be displayed or shared publicly or in map form. The data will not be shared outside of the CDBG Program reviewed under this PA without the express permission of the NESHPO. The City understands that this document is a static document and will not contain information submitted to or reviewed by the NESHPO after the date on this document. Therefore, it will be the responsibility of the City to update this information at regular intervals not less than 6 months part. Failure to update file information regularly may result in revocation of the use of the electronic file.
3. City may choose to complete full inventory forms in order to expedite review.
4. If ground disturbing activities are proposed (other than lateral water and sewer line replacement), the City will consult with the NESHPO prior to any such activity to determine if the activity has the potential to affect National Register or National Register eligible archaeological properties. If such potential exists, the City will conduct an archaeological survey in accordance with 36 CFR 66, Appendices B and C.
5. If archaeological resources are found that meet the National Register criteria, they will be avoided or preserved in place whenever feasible. If this is not feasible, the City will consult with the NESHPO to develop and implement a treatment consistent with the Council’s handbook, *Treatment of Archaeologic Properties*, and approved by the NESHPO.

- B. Due to their non-adverse impacts, the activities listed in Appendix 1 are exempt from NESHPO’s review and do not require consultation with the NESHPO.

II. TREATMENT. Properties that are listed in the National Register or that are considered to be individually eligible for the National Register, or that are located within a district and considered to be eligible for the National Register, will be treated in the following manner:

- A. Properties are to be rehabilitated in accordance with the recommended approaches in *The Secretary of the Interior’s Standards for the Treatment of Historic Properties with Guidelines for the Rehabilitating Historic Buildings* (as revised 1995 and 2001).
- B. Prior to undertaking any activities that are not exempt under STIPULATION 1, B, the City will forward information following Request for Project Review (RPR) procedures

on the rehabilitation projects (including work write-ups and photographs, as necessary) to NHSPO for review and concurrence to ensure that above noted standards are being met.

- C. If the above noted standards cannot be met, or if demolition is proposed, or if the proposed activity may have an indirect effect on such properties, prior to taking any action, the City will consult with the NHSPO and initiate the procedures set forth at 36 CFR 800.6.

- III. PUBLIC INVOLVEMENT.** Each year the City will notify the public of and make available for public inspection documentation on the City's current CDBG Program. Included in this documentation will be general information on the funds; information on identified historic properties which might be affected by these activities; the amount of funds available in the current program year; and how interested persons can receive further information on the programs. If properties are located within the local historic district and under Historic District Commission (HDC) review, the City will provide HDC comments prior to submittal of the RPR form.

ADMINISTRATIVE CONDITIONS

- I. PERSONNEL QUALIFICATIONS.** For projects that have been determined to have an adverse effect to National Register properties, the City shall ensure that all historic preservation work carried out pursuant to this PA will be by or under the direct supervision of a person or persons meeting at a minimum the Secretary of the Interior's Professional Qualification Standards for Architectural Historian Professionals (48 FR 44738-9). The City shall ensure that all archaeological investigations carried out pursuant to this Agreement will be by or under the direct supervision of a person or persons meeting at a minimum the Secretary of the Interior's Professional Qualification Standards for Archaeologists (48 FR 44738-9).
- II. LATE DISCOVERY.** If any unanticipated discoveries of historic properties or archaeological sites are encountered during any of the work covered under this PA, the City shall suspend work in the area of the discovery and shall comply with 36 CFR 800.6(c)(6). The City will notify the NHSPO within twenty-four (24) hours of the discovery. The City and the NHSPO will meet at the location within seventy-two (72) hours of the NHSPO's initial notification to determine appropriate treatment of the discovery prior to the resumption of construction activities in the area of the discovery.
- III. AMENDMENTS.** Any party to this PA may propose that the PA be amended, whereupon the parties shall consult with one another to consider such an amendment in accordance with 36 CFR 800.6(c)(7).

IV. RESOLVING OBJECTIONS.

- A. Should any party to this PA object in writing to the City regarding any action carried out or proposed with respect to any work covered under this agreement or to the manner in which such work is being implemented under this PA, the City shall consult with the objecting party to resolve the objection. If after initiating such consultation, the City determines that the objection cannot be resolved through consultation, the City shall forward all documentation relevant to the objection to the Council including the City's proposed response to the objection. Within thirty (30) days after receipt of all pertinent documentation, the Council shall exercise one of the following options:
1. Advise the City that the Council concurs in the City's proposed response to the objection, whereupon the City shall respond to the objection accordingly;
or
 2. Provide the City with recommendations, which the City shall take into account in reaching a final decision regarding its response to the objection;
or
 3. Notify the City that the objection will be referred for comment pursuant to 36 CFR 800.7 and proceed to refer the objection and comment. The resulting comment shall be taken into account by the City in accordance with 36 CFR 800.7(c)(4) and Part 110(1) of the NHPA.
- B. Should the Council not exercise one of the above options within thirty (30) days after receipt of all pertinent documentation, the City may assume the Council's concurrence in its proposed response to the objections.
- C. The City shall take into account any Council recommendation or comment provided in accordance with this stipulation with reference only to the subject of the objection; the City's responsibility to carry out all actions under this PA that are not the subjects of the objection shall remain unchanged.

- V. RESOLUTION OF OBJECTIONS BY THE PUBLIC.** Should an objection pertaining to historic preservation or implementation of the items of this PA be raised by a member of the public in a timely and substantive manner, the city shall notify the parties to this PA and take the objection into account, consulting with the objector and, should the objector so request, with any of the parties to this PA to resolve the objection.

- VI. REVIEW OF IMPLEMENTATION.** If the stipulations have not been implemented within two (2) years after execution of this PA, the parties to this agreement shall review the PA to determine whether revisions are needed. If revisions are needed; the parties to this PA shall consult in accordance with 36 CFR 800 to make such revisions.

- VII. SUNSETTING/DURATION.** If the terms of this PA have not been implemented by five (5) years from date of signed PA, this PA shall be considered null and void. In such event the City shall so notify the parties to this PA, and if it chooses to continue with the undertakings covered under this agreement, shall reinstate review of such projects in accordance with 36 CFR 800.
- VIII. TERMINATION.** If the City determines that it cannot implement the terms of this PA, or the NESHPO determines that the PA is not being properly implemented, the City or the NESHPO may propose to the other parties to this PA be terminated.

The party proposing to terminate this PA shall so notify all parties to this PA, explaining the reasons for termination and affording them at least thirty (30) days to consult and seek alternatives to termination. The parties shall then consult.

Should consultation fail, the City or the NESHPO may terminate the PA by so notifying all parties. All applicable requirements of the Section 106 process for CDBG-funded projects shall continue to apply.

Execution of this Programmatic Agreement and carrying out its terms evidences that the City of Portsmouth has afforded the Council a reasonable opportunity to comment on this undertaking and has satisfied its Section 106 responsibilities for all individual undertakings of the program.

THE CITY OF PORTSMOUTH, NEW HAMPSHIRE

By: _____
John P. Bohenko, City Manager

Date: _____

NEW HAMPSHIRE HISTORIC PRESERVATION OFFICER

By: _____
Elizabeth H. Muzzey, NH State Historic Preservation Officer

Date: _____

APPENDIX I

The following activities **DO NOT** require review by the NHSHPO, pursuant to “Stipulation I, B”:

1. Rehabilitation of a non-historic structure, except when a proposed addition may impact a surrounding or adjacent historic district.
2. Work on any building that is less than 50 years of age.
3. Mechanical systems when repair, replacement and installation of the following systems does not affect the exterior or require the installation of new ducts through the interior:
 - a. electrical work;
 - b. plumbing pipes and fixtures;
 - c. heating system improvements;
 - d. installation of fire detectors;
 - e. ventilation systems;
 - f. upgrade of bathroom and kitchen as required to remove lead hazards and meet current housing codes. Where work is contained within the existing bathroom or kitchen.
4. Roof repair or replacement of historic wood and asphalt roofing with material which closely matches the existing material and form. Cement asbestos shingles may be replaced with asphalt-based shingles. Repair or replacement of other kinds of historic roofing material (including metal, slate and ceramic tile) ***must be submitted to the NHSHPO for review and concurrence.***
5. Repair, replacement, or installation of gutters and downspouts.
6. Installation of insulation in ceilings, attic, and basement spaces provided it is installed with appropriate ventilation and vapor barriers and within wall cavities provided that decorative interior plaster, woodwork, or exterior siding is not altered.
7. Replacement of suspended ceiling tile.
8. Repainting of exterior surfaces, provided that destructive surface preparation treatments, including, but not limited to water blasting, sandblasting, and chemical cleaning, are ***not*** used.
9. Repair of porches, cornices, exterior wooden siding, doors, balustrades, stairs, or other trim when the repair is done ***in-kind*** to closely match existing material and form.
10. Removing and replacing existing window sash with new vinyl or aluminum clad wood components to match the visual components of the historic sash, ***so long as the windows are not character-defining*** (*City Principal Planner/Staff to Historic District Commission (HDC) will review window characteristics, with technical consultation from HDC if necessary. Should a local determination be unable to be made regarding a project’s window character defining status, the City will request project review from NHSHPO.*)

11. Caulking, weather stripping, re-glazing, and repainting of windows.
12. Repair, replacement or installation of storm windows (exterior, interior, metal, or wood only), provided they match the shape and size of historic windows, and that the meeting rail coincides with that of the historic window. Color should match trim, if possible.
13. Installation of new window jambs or jamb liners.
14. Repair or replacement of awnings when work is done in-kind to closely match existing materials and form.
15. Removing and replacing interior and exterior doors with matching components. Original front entrance doors to be labeled, plastic wrapped and stored on site. New exterior door to closely match existing style.
16. Replacement of non-significant flat stock trim with identical flat-stock trim ("clamshell" molding is **NOT** acceptable).
17. Treatment of interior surfaces (floors, walls, ceilings, or woodwork), when work is limited to repainting, refinishing, repapering, replacing drywall with drywall, replacing failing asbestos plaster with plaster or drywall, or replacement/installation of carpet, sheet (resilient) or tile flooring, provided that the original flooring is not damaged by installation of the new surface.
18. Interior lead hazard control when it is limited to washing, scraping, and repainting, wallpapering, and chemical stripping of lead-painted surfaces, in a manner that meets applicable state and federal requirements.
19. Lead hazard control of bare soil when conducted in a manner that meets applicable state and federal requirements.
20. Repair or replacement of fencing when work is done **in-kind** to closely match existing material and form.
21. Repair or replacement of water, gas, storm, and sewer lines if it occurs within the dimensions of the original trench.
22. Repair or replacement of existing roads, driveways, sidewalks, and curbs provided that work is done **in-kind** to closely match existing materials and form, and there are only minimal changes in dimensions or configuration of these features.
23. Spot pointing using mortar matching the original color of the existing mortar.
24. Removing and replacing existing carpeting, linoleum or tile with **in-kind** material.
25. Interior improvements required to bring buildings into compliance with the Americans with Disabilities Act (ADA).

5/12/16

**RESOLUTION ORDERING THE ELIMINATION OF A HAZARDOUS BUILDING AT
13 MAGIC AVENUE IN ROCHESTER, NEW HAMPSHIRE**

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

WHEREAS, the building located at 13 Magic Avenue, Map 103, Lot 17 is owned by The Sebastina Trust by Order of the Strafford County Superior Court (Houran, J.), May 10, 2015; and

WHEREAS, the building at 13 Magic Avenue, due to neglect, inadequate maintenance, and dilapidation is no longer structurally sound as the structural integrity has been compromised, and

WHEREAS, the building at 13 Magic Avenue is physically damaged and remains in unsanitary condition with no water or sewer service and no fire protection measures; and

WHEREAS, the building at 13 Magic Avenue in the City of Rochester exists in a hazardous condition and is a hazardous building in violation of New Hampshire RSA Chapter 155-B, Hazardous and Dilapidated Buildings; and

WHEREAS, in the interest of public safety and pursuant to RSA 155-B, the City Council may order the owner of the hazardous building to raze and remove the structure;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rochester that:

- A. The Sebastina Trust, George Blaisdell, Trustee, owner of the property located at 13 Magic Avenue in Rochester, is hereby ordered to:
 - 1) Demolish the building at 13 Magic Avenue in the City of Rochester, remove and properly dispose of all materials and existing debris on, in or around the building, with the exception of slabs to eliminate the collection of surface water. Substantial demolition must begin within twenty (20) calendar days of receipt of this order and be completed within forty-five (45) calendar days of said receipt.
- B. The City Council hereby Orders the building at 13 Magic Avenue, be razed and removed pursuant to the authority granted under RSA 155-B.
- C. The Order shall be served upon the owner pursuant to RSA 155-B:4.
- D. The City Council states a Motion for Summary Enforcement of this Order will be made to the 7th Circuit Court-District Division-Rochester unless corrective action is taken or an answer is filed within twenty (20) days of service of this Order upon the owner. Any costs, attorney's fees, or expenses incurred by the municipality may be enforced as a lien against the subject property and any other property owned by the same owner in the State pursuant to RSA 155-B:9, II. If the building contains personal property or fixtures, these items may be removed prior to demolition of this building.
- E. The City Manager is hereby directed to take all other actions provided for under RSA 155-B.
- F. This Resolution takes effect upon its passage.

CC FY16 5-017 AB 164