



**Rochester City Council Public Hearing
November 19, 2019
Council Chambers
7:00 PM**

- 1. Call To Order**
 - 2. FY 20 – FY 25 Community Development Block Grant (CDBG) Consolidated Plan P. 3**
 - 3. FY 2020 CDBG Annual Action Plan P. 7**
 - 4. Adjournment**
-

**Rochester City Council Workshop
November 19, 2019
Council Chambers
*Immediately following the Public Hearing***

- 1. Call to Order**
- 2. Public Input**
- 3. Communications from the City Manager**
- 4. Communications from the Mayor**
- 5. **Discussion:** Location and funding for Warming Shelter FY 21**
- 6. Department Reports P. 13**
- 7. Other**
- 8. Non-Public/Non-Meeting**
- 9. Adjournment**

*Intentionally
left blank...*

City Clerk's Office

Public Hearing Regarding FY 2020-2025 Consolidated Plan

The City of Rochester receives federal grant funding through the Community Development Block Grants (CDBG) program, which is administered through the U.S. Department of Housing & Urban Development (HUD). As part of this funding process, the City must submit a Consolidated Plan every five years to HUD that outlines its strategic goals and funding priorities. It is developed with input from members of the public, relevant city departments, and community stakeholders such as non-profits providing services to City residents and local businesses.

Full details about all current strategic goals and funding priorities are available in the FY 2015-2020 Consolidated Plan, which is available on the city's website at rochesternh.net.

After the five-year Consolidated Plan is drafted, it is made available to the public for review and comment. A formal public comments period and a second public hearing held in spring 2020.

Comments and concerns can be submitted to Community Development Coordinator Julian Long via email at julian.long@rochesternh.net, via telephone at 603-335-7519, or via postal mail at 31 Wakefield Street, Office of Economic & Community Development, Rochester, NH 03867.

Drafts of the FY 2020-2025 Consolidated Plan and other official postings will be posted to the Community Development webpage.

*Intentionally
left blank...*

City Clerk's Office



11/14/2019

City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT

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

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

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

--

SUMMARY STATEMENT

RECOMMENDED ACTION

Public Hearing Regarding Annual Action Plan for FY 2021

The City of Rochester receives federal grant funding through the Community Development Block Grants (CDBG) program, which is administered through the U.S. Department of Housing & Urban Development (HUD). As part of this funding process, the City must submit an Annual Action Plan to HUD that outlines its proposed uses of the grants received. The Annual Action Plan outlines the City of Rochester's identified priorities and areas of need for community development, housing, and assistance to low and moderate income residents of the City. It is developed with input from members of the public, relevant city departments, and community stakeholders such as non-profits providing services to City residents and local businesses.

Projects funded during the FY 2020 grant period have included:

- Housing weatherization program for low and moderate income residents
- Assistance to regional homeless shelters
- High school equivalency test preparation services
- Rental assistance to low income residents and residents with disabilities

Full details about all current funding allocations are available in the FY 2020 Annual Action Plan, which is available on the city's website at rochesternh.net.

After the Annual Action Plan is drafted, it is made available to the public for review and comment. Once the draft Annual Action Plan has been drafted and made available, there will be a public comments period and a second public hearing held in spring 2020.

Comments and concerns can be submitted to Community Development Coordinator Julian Long via email at julian.long@rochesternh.net, via telephone at 603-335-7519, or via postal mail at 31 Wakefield Street, Office of Economic & Community Development, Rochester, NH 03867. Drafts of the FY 2021 Annual Action Plan and other official postings will be posted to the Community Development webpage.

*Intentionally
left blank...*

City Clerk's Office



11/14/2019

City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT

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

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

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

FINANCE & BUDGET INFORMATION

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

LEGAL AUTHORITY

--

SUMMARY STATEMENT

RECOMMENDED ACTION

Introduction to FY 21 Action Plan Hearing and FY 21-25 Consolidated Plan Hearing

The City of Rochester's Community Development Block Grant (CDBG) program is funded by the U.S. Department of Housing and Urban Development (HUD) and managed by the Community Development Division. The program aims to assist low- and moderate-income residents of the City of Rochester through funding social services, economic development initiatives, low-income housing rehabilitation, and public facilities projects. As part of the program, the City of Rochester distributes subgrants to non-profits and other organizations that perform work related to the City's CDBG goals.

Every year, the City must prepare and submit an action plan to HUD that lays out how the City will use the grant funds for the upcoming program year that begins July 1, 2020. Also, every five years, the City must prepare and submit a five-year consolidated plan that lays out the City's goals and strategic priorities. The City's next five-year consolidated plan will begin July 1, 2020.

Currently-funded activities include programs run by two of the regional homeless shelters, My Friend's Place and Cross Roads House; high school equivalency test preparation services from Dover Adult Learning Center; rental assistance programs for low-income residents and residents with mental illnesses; and employment and vocational assistance provided by MY TURN. Housing rehabilitation and public facility projects funded through CDBG in FY 2020 have included Community Action Partnership of Strafford County's weatherization assistance program for low-income homeowners, the purchase of land for the Homeless Center for Strafford County's new larger shelter, and installation of fire sprinklers at Rochester Child Care Center.

Additional information on the City of Rochester's CDBG program and current and future planned activities can be found on the Community Development Division's website at <http://www.rochesternh.net/community-development-division>.

*Intentionally
left blank...*

City Clerk's Office

October Department Reports:

- 6.1 Assessor's Office P. 15**
- 6.2 Building, Zoning, and Licensing Services P. 25**
- 6.3 City Clerk's Office P. 29**
- 6.4 Department of Public Works P. 31**
- 6.5 Economic & Community Development P. 37**
- 6.6 Finance Office P. 65**
- 6.7 Planning & Development Department P. 77**
- 6.8 Recreation & Arena P. 81**
- 6.9 Rochester Fire Department P. 83**
- 6.10 Rochester Police Department P. 85**
- 6.11 Rochester Public Library P. 105**
- 6.12 Tax Collector's Office P. 107**
- 6.13 Welfare Department P. 111**

*Intentionally
left blank...*

City Clerk's Office



City of Rochester, New Hampshire

ASSESSING DEPARTMENT

19 Wakefield Street, Rochester, NH 03867

(603) 332-5109 Assessor@rochester.net

www.rochesternh.net

MEMORANDUM

TO: City Council

FROM: Jonathan Rice, Chief Assessor

DATE: October 31, 2019

SUBJECT: 2019 Full Statistical Revaluation Results

I am pleased to inform you that in accordance with NH State Law, the Assessing Department has completed its 2019 Full Statistical Revaluation of all City properties with an effective date of April 1, 2019. All current and relevant market data has been properly analyzed in an effort to equitably appraise all real property to its full and fair market value.

The City's last Full Statistical Revaluation was completed in 2014. Thereafter, due to significant market appreciation residential property assessments were revised during the 2017 Assessment Update.

In order to fully understand the results of the Full Statistical Revaluation it is important to identify the statistical tools used to measure the success or failure of a well calibrated mass appraisal model. The statistical measures are maintained and may be exported from the City's CAMA (computer aided mass appraisal) software at any given time.

The three (3) most meaningful statistical measures of equity in a CAMA model are identified and defined below.

Statistical Measure of Equity	DRA Acceptable Range	Definition
Median Sales Ratio	Target 100%	The middle ratio when a set of ratios is ranked in order of magnitude.
Coefficient of Dispersion ("COD")	Less than 20% (Less than 10% highly desirable)	The average deviation from the median ratio.
Price-Related Differential ("PRD")	Between 98% and 103%	A measure of vertical inequities, the difference in the appraisal of low-value and high-value properties.

These three statistics are used on the next page to demonstrate the fair and equitable distribution of value that resulted from the revaluation.



City of Rochester, New Hampshire

ASSESSING DEPARTMENT

19 Wakefield Street, Rochester, NH 03867

(603) 332-5109 Assessor@rochester.net

www.rochesternh.net

As reported to and confirmed by the NH Department of Revenue Administration ("DRA") through the sales equalization process, 844 qualified sales between October 1, 2017 and September 30, 2018, the City's statistical data was as follows:

Median Sales Ratio 88.12% COD 10.64% PRD 100%

The statistics taken from the CAMA software just prior to the revaluation analysis, 551 qualified sales between October 1, 2018 and August 28, 2019, was as follows:

Median Sales Ratio 84.2% COD 16.52% PRD 100.5%

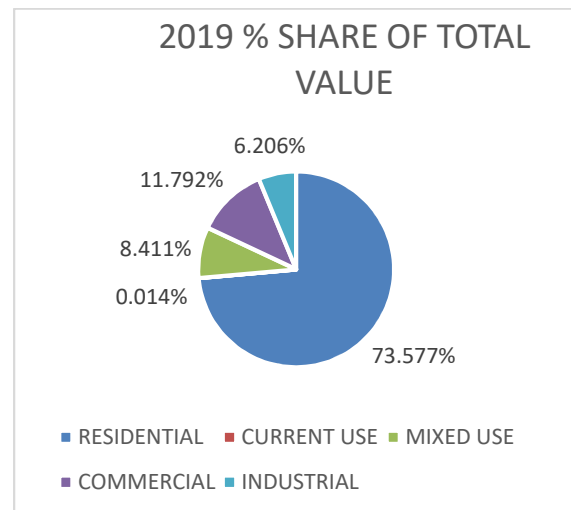
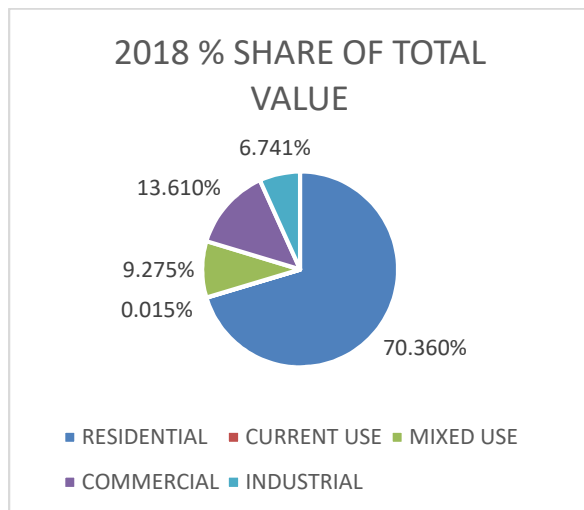
Finally, statistics taken from the CAMA software post 2019 Full Statistical Revaluation is as follows:

Median Sales Ratio 99.8%	COD 7.82%	PRD 100.6%
DRA Guidelines +/-100%	Less than 20%	98% to 103%

In determining the statistics post revaluation, 623 qualified sales between October 1, 2018 and September 30, 2019, were calculated. The statistical results show improvement to the measures of equity from 2018 to 2019 and pre/post revaluation. The statistical measures of equity are well within the acceptable ranges as required by the DRA.

The total fair market value of all City properties, as of April 1, 2019, is \$3,103,865,277.

As shown in the pie charts below recent market activity has created a small shift in the share of total assessed value amongst property types.





City of Rochester, New Hampshire

ASSESSING DEPARTMENT

19 Wakefield Street, Rochester, NH 03867

(603) 332-5109 Assessor@rochester.net

www.rochesternh.net

Below I have identified property categories and residential building types and their associated market related median change in assessment as a result of the revaluation. It is important to recognize that these changes in assessment represent the median and thus half of the assessed values for properties under each category will adjust at a percentage less than the indicated median and half will be adjusted at a value greater than the indicated median.

Category	Median Change in AV
Single Family Overall	+17%
Res Condo Overall	+24%
Res Manufactured Homes	+27%
Multifamily Overall	+21%
Commercial Overall	-3%
Comm Condo Overall	+1%
Industrial Overall	+4%
All Categories Overall	+15%

Residential Building Type	Median Change in AV
Bungalow	+21%
Cape	+18%
Colonial	+21%
Contemporary	+18%
Cottage	+16%
Gambrel	+13%
Garrison	+19%
New Englander	+23%
Old Style	+21%
Raised Ranch	+10%
Salt Box	+19%
Split Level	+9%
Single-wide Mfd Homes	+42%
Double-wide Mfd Homes	+25%

Please also find attached a copy DRA Form MS-1, Rochester's 2019 Summary Inventory of Valuation as prepared by the Chief Assessor, approved by the Board of Assessors and submitted to the DRA on October 16, 2019. I like to direct your attention to page 2, line 21C for the Net Valuation Adjusted to Remove TIF Retained Value which is calculated to be \$2,654,801,299. This is Rochester's net taxable value which will be used by the DRA in the 2019 tax rate calculation.

*Intentionally
left blank...*

City Clerk's Office



Rochester

Summary Inventory of Valuation

Reports Required: RSA 21-J:34 as amended, provides for certification of valuations, appropriations, estimated revenues and such other information as the Department of Revenue Administration may require upon reports prescribed for that purpose.

Note: The values and figures provided represent the detailed values that are used in the city/towns tax assessments and sworn to uphold under Oath per RSA 75:7.

For assistance please contact:

NH DRA Municipal and Property Division
(603) 230-5090

<http://www.revenue.nh.gov/mun-prop/>

Assessor

Jonathan Rice (City of Rochester)

Municipal Officials

Name	Position	Signature
Marybeth G. Walker	BOA, Chair	
Gabrielle M. Nadeau	BOA, Member	

Preparer

Name	Phone	Email
Jonathan Rice	603-332-5109	jonathan.rice@rochesternh.net

Preparer's Signature



New Hampshire
Department of
Revenue Administration

2019
MS-1

11/14/2019

Land Value Only		Acres	Valuation
1A	Current Use RSA 79-A	10,661.54	\$1,098,877
1B	Conservation Restriction Assessment RSA 79-B	0.00	\$0
1C	Discretionary Easements RSA 79-C		
1D	Discretionary Preservation Easements RSA 79-D	0.40	\$21,500
1E	Taxation of Land Under Farm Structures RSA 79-F		
1F	Residential Land	8,226.56	\$433,365,065
1G	Commercial/Industrial Land	4,262.55	\$190,965,535
1H	Total of Taxable Land	23,151.05	\$625,450,977
1I	Tax Exempt and Non-Taxable Land	3,394.03	\$45,107,900

Buildings Value Only		Structures	Valuation
2A	Residential		\$1,350,421,300
2B	Manufactured Housing RSA 674:31		\$167,356,500
2C	Commercial/Industrial		\$483,292,600
2D	Discretionary Preservation Easements RSA 79-D	8	\$86,500
2E	Taxation of Farm Structures RSA 79-F		
2F	Total of Taxable Buildings		\$2,001,156,900
2G	Tax Exempt and Non-Taxable Buildings		\$333,776,800

Utilities & Timber		Valuation
3A	Utilities	\$98,372,700
3B	Other Utilities	\$0
4	Mature Wood and Timber RSA 79:5	\$0
5	Valuation before Exemption	\$2,724,980,577

Exemptions		Total Granted	Valuation
6	Certain Disabled Veterans RSA 72:36-a	1	\$353,500
7	Improvements to Assist the Deaf RSA 72:38-b.V	0	\$0
8	Improvements to Assist Persons with Disabilities RSA 72:37-a	0	\$0
9	School Dining/Dormitory/Kitchen Exemption RSA 72:23-IV	0	\$0
10A	Non-Utility Water & Air Pollution Control Exemption RSA 72:12	0	\$0
10B	Utility Water & Air Pollution Control Exemption RSA 72:12-a	0	\$0
11	Modified Assessed Value of All Properties		\$2,724,627,077

Optional Exemptions		Amount Per	Total Grant	Valuation
12	Blind Exemption RSA 72:37	\$75,000	22	\$1,409,400
13	Elderly Exemption RSA 72:39-a,b		350	\$26,556,042
14	Deaf Exemption RSA 72:38-b	\$0	0	\$0
15	Disabled Exemption RSA 72:37-b	\$75,000	104	\$5,777,000
16	Wood Heating Energy Systems Exemption RSA 72:70		0	\$0
17	Solar Energy Systems Exemption RSA 72:62		0	\$0
18	Wind Powered Energy Systems Exemption RSA 72:66		0	\$0
19	Additional School Dining/Dorm/Kitchen Exemptions RSA 72:23		0	\$0
20	Total Dollar Amount of Exemptions			\$33,742,442
21A	Net Valuation			\$2,690,884,635
21B	Less TIF Retained Value			\$36,083,336
21C	Net Valuation Adjusted to Remove TIF Retained Value			\$2,654,801,299
21D	Less Commercial/Industrial Construction Exemption			
21E	Net Valuation Adjusted to Remove TIF Retained Value and Comm/Ind Construction Exem			\$2,654,801,299
22	Less Utilities			\$98,372,700
23A	Net Valuation without Utilities			\$2,592,511,935
23B	Net Valuation without Utilities, Adjusted to Remove TIF Retained Value			\$2,556,428,599



Utility Value Appraiser

Chief Assessor

The municipality **DOES NOT** use DRA utility values. The municipality **IS NOT** equalized by the ratio.

Electric Company Name	Valuation
PSNH DBA EVERSOURCE ENERGY	\$64,167,200
SPAULDING AVE INDUSTRIAL COMPLEX LLC	\$207,200
WM RENEWABLE ENERGY LLC	\$6,791,900
	\$71,166,300

Gas Company Name	Valuation
GRANITE STATE GAS TRANSMISSION INC	\$500
NORTHERN UTILITIES INC	\$27,205,900
	\$27,206,400



Veteran's Tax Credits	Limits	Number	Est. Tax Credits
Veterans' Tax Credit RSA 72:28	\$300	1,476	\$442,125
Surviving Spouse RSA 72:29-a	\$2,000	32	\$63,000
Tax Credit for Service-Connected Total Disability RSA 72:35	\$2,000	85	\$170,000
All Veterans Tax Credit RSA 72:28-b			
Combat Service Tax Credit RSA 72:28-c			
		1593	\$675,125

Deaf & Disabled Exemption Report

Deaf Income Limits	
Single	
Married	

Deaf Asset Limits	
Single	
Married	

Disabled Income Limits	
Single	\$35,000
Married	\$50,000

Disabled Asset Limits	
Single	\$100,000
Married	\$100,000

Elderly Exemption Report

First-time Filers Granted Elderly Exemption for the Current Tax Year

Age	Number
65-74	27
75-79	9
80+	11

Total Number of Individuals Granted Elderly Exemptions for the Current Tax Year and Total Number of Exemptions Granted

Age	Number	Amount	Maximum	Total
65-74	114	\$75,000	\$8,550,000	\$6,392,500
75-79	87	\$100,000	\$8,700,000	\$5,689,542
80+	149	\$125,000	\$18,625,000	\$14,474,000
	350		\$35,875,000	\$26,556,042

Income Limits	
Single	\$35,000
Married	\$50,000

Asset Limits	
Single	\$100,000
Married	\$100,000

Has the municipality adopted Community Tax Relief Incentive? (RSA 79-E)

Granted/Adopted? Yes

Structures: 6

Has the municipality adopted Taxation of Certain Chartered Public School Facilities? (RSA 79-H)

Granted/Adopted? No

Properties:

Has the municipality adopted Taxation of Qualifying Historic Buildings? (RSA 79-G)

Granted/Adopted? No

Properties:

Has the municipality adopted the optional commercial and industrial construction exemption? (RSA 72:76-78 or RSA 72:80-83)

Granted/Adopted? No

Properties:

Percent of assessed value attributable to new construction to be exempted:

Total Exemption Granted:

Has the municipality granted any credits under the low-income housing tax credit tax program? (RSA 75:1-a)

Granted/Adopted? Yes

Properties: 2

Assessed value prior to effective date of RSA 75:1-a: 15,030,843

Current Assessed Value: \$10,673,700



Current Use RSA 79-A	Total Acres	Valuation
Farm Land	1,665.64	\$546,253
Forest Land	6,830.57	\$460,224
Forest Land with Documented Stewardship	1,022.90	\$68,029
Unproductive Land	783.63	\$16,595
Wet Land	358.80	\$7,776
	10,661.54	\$1,098,877

Other Current Use Statistics

Total Number of Acres Receiving 20% Rec. Adjustment	Acres:	4,224.90
Total Number of Acres Removed from Current Use During Current Tax Year	Acres:	159.19
Total Number of Owners in Current Use	Owners:	304
Total Number of Parcels in Current Use	Parcels:	935

Land Use Change Tax

Gross Monies Received for Calendar Year		\$92,867
Conservation Allocation	Percentage: 75.00%	Dollar Amount:
Monies to Conservation Fund		\$69,641
Monies to General Fund		\$23,226

Conservation Restriction Assessment Report RSA 79-B	Acres	Valuation
Farm Land		
Forest Land		
Forest Land with Documented Stewardship		
Unproductive Land		
Wet Land		

Other Conservation Restriction Assessment Statistics

Total Number of Acres Receiving 20% Rec. Adjustment	Acres:
Total Number of Acres Removed from Conservation Restriction During Current Tax Year	Acres:
Owners in Conservation Restriction	Owners:
Parcels in Conservation Restriction	Parcels:



Discretionary Easements RSA 79-C	Acres	Owners	Assessed Valuation
----------------------------------	-------	--------	--------------------

Taxation of Farm Structures and Land Under Farm Structures RSA 79-F

Number Granted	Structures	Acres	Land Valuation	Structure Valuation
----------------	------------	-------	----------------	---------------------

Discretionary Preservation Easements RSA 79-D

Owners	Structures	Acres	Land Valuation	Structure Valuation
6	8	0.40	\$21,500	\$86,500

Map	Lot	Block	%	Description
217	48		25	Flat Barn
127	36		25	Bank Barn
111	48		25	Bank Barn
232	10		50	Bank Barn
232	35		50	Bank Barn
206	1		50	Flat Barn

Tax Increment Financing District	Date	Original	Unretained	Retained	Current
Granite Ridge 162K: Tif 3	6/17/2014	\$60,431,438	\$0	\$31,670,545	\$92,101,983
Granite State 162K: Tif 1	9/4/2012	\$13,536,169	\$0	\$4,412,791	\$17,948,960
RHA/NHBFA A205:46: Tif 2	9/4/2012	\$193,900	\$30,658,500	\$0	\$30,852,400

Revenues Received from Payments in Lieu of Tax

	Revenue	Acres
State and Federal Forest Land, Recreational and/or land from MS-434, account 3356 and 3357		
White Mountain National Forest only, account 3186		

Payments in Lieu of Tax from Renewable Generation Facilities (RSA 72:74)

Amount

This municipality has not adopted RSA 72:74 or has no applicable PILT sources.

Other Sources of Payments in Lieu of Taxes (MS-434 Account 3186)

Amount

Frisbie Memorial Hospital/Foundation	\$164,926
Rochester Housing Authority	\$51,400
RESL Limited Partnership	\$27,627
Southern NH Habitat For Humanity Inc	\$3,247
Encore Mill Limited Partnership	\$38,779
RHA CSMII Limited Partnership	\$12,476
SNHS Elderly Housing II Inc	\$59,257
SNHS Elderly Housing III Inc	\$35,076
Marsh View Housing LP	\$12,820
Energy and Campus Dev/UNH	\$2,695
Woodsville/Rochester Hydro Associates	\$614
RHA/NHBFA A205:46	\$764,193
	\$1,173,110

Notes

2019 Full Statistical Revaluation

End of Month Council Report

11/14/2019

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 October 2019 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	October 2019	Year to Date
Building Permits	\$19,688.00	\$198,078.80
Electrical Permits	\$2,281.00	\$11,291.00
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$1,737.00	\$7,254.00
Zoning Permits	\$0.00	\$808.00
FireSuppression Permits	\$0.00	\$0.00
FireAlarm Permits	\$0.00	\$2,057.00
Sprinkler Permits	\$46.00	\$5,255.00
Mechanical Permits	\$5,006.00	\$14,068.00
Food_Milk Licenses	\$735.00	\$4,676.50
Taxi Licenses	\$0.00	\$20.00
General Licenses	\$410.00	\$830.00
Net Revenue	\$29,903.00	\$244,338.30

End of Month Council Report

11/14/2019

Building Permit Detail

New Permits		October 2019		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Non-Residential	1	\$8,500.00	1	\$8,500.00
	Addition - Residential	3	\$114,000.00	5	\$179,000.00
	Alteration - Residential	6	\$119,207.00	28	\$938,534.00
	Alterations- Non Residential	3	\$13,000.00	12	\$661,200.00
	Apartment	0	\$0.00	6	\$2,791,364.00
	Barn	1	\$60,000.00	2	\$85,000.00
	Building - Non-Residential	2	\$16,397,707.00	3	\$16,402,207.00
	Condo	0	\$0.00	0	\$0.00
	Deck	3	\$63,056.00	51	\$288,940.00
	Demolition	7	\$26,400.00	19	\$95,840.00
	Fence	0	\$0.00	22	\$103,258.61
	Footing/ Foundation	4	\$183,288.00	23	\$260,043.00
	Garage	6	\$159,000.00	13	\$349,200.00
	Manufactured Home	4	\$253,000.00	11	\$741,500.00
	New Home	5	\$1,312,000.00	19	\$3,336,287.00
	Other	0	\$0.00	2	\$27,000.00
	Pool - Above Ground	0	\$0.00	4	\$41,750.00
	Pool - In Ground	0	\$0.00	3	\$92,350.00
	Repair/Replace - Non-Residential	2	\$9,350.00	3	\$39,350.00
	Repair/Replace - Residential	5	\$10,850.00	18	\$142,550.00
	Roofing	13	\$162,349.00	51	\$505,304.00
	Shed	7	\$25,300.00	26	\$85,435.00
	Siding	1	\$2,000.00	5	\$17,148.92
	Sign	7	\$50,635.00	10	\$69,780.00
	Windows	7	\$48,931.00	19	\$201,177.00
Electrical Permits	Electrical Underground	0	\$0.00	1	\$1,000.00
	Generator	1	\$6,300.00	8	\$49,035.00
	Low Voltage	1	\$2,000.00	3	\$79,000.00
	Meters	1	\$64,500.00	4	\$76,500.00
	Service	5	\$31,119.99	13	\$219,353.98
	Solar Electric System	1	\$9,105.00	7	\$118,586.00
	Temp Service	1	\$100.00	1	\$100.00

End of Month Council Report

11/14/2019

	Wiring	20	\$90,825.00	121	\$647,176.99
FireAlarm Permits	Fire Alarm Permit	0	\$0.00	1	\$12,815.00
FireSuppression Permits	Fixed Fire Suppression System	0	\$0.00	0	\$0.00
Mechanical Permits	Air Conditioning	1	\$6,266.00	20	\$238,374.00
	Furnace/Boiler	18	\$232,488.00	67	\$905,372.00
	Gas Line	2	\$1,000.00	10	\$7,950.00
	Gas Piping	9	\$38,985.00	28	\$90,755.00
	Heating	7	\$88,600.00	25	\$193,839.00
	Hot Water Heater	3	\$19,500.00	5	\$24,932.00
	Mechanical Underground	0	\$0.00	0	\$0.00
	Other	0	\$0.00	2	\$15,800.00
	Pressure Testing	4	\$1,650.00	11	\$4,080.00
	Propane Tank	15	\$7,392.00	52	\$23,842.00
	Sheet Metal Work	0	\$0.00	0	\$0.00
	Tank Installation	7	\$11,612.08	39	\$64,626.08
	Ventilation	1	\$1,100.00	4	\$12,870.00
Plumbing Permits	Plumbing	22	\$154,600.00	68	\$626,701.00
	Water Heater	2	\$2,800.00	9	\$18,420.00
Sprinkler Permits	Fire Sprinkler Systems	1	\$3,700.00	4	\$51,035.00
	Total Permit Issued	209	\$19,792,216.07	859	\$30,944,881.58



City of Rochester, New Hampshire

Department of Building, Zoning & Licensing Services

ZONING MONTHLY REPORT - OCTOBER 2019

No cases for October



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



City Clerk's Report October 2019

Vital Statistics

As reported in the revenue chart below, the City Clerk's staff issued 294 initial copies of vital records, and 169 subsequent copies of vital records in the month of October. The City Clerk's staff issued 11 Marriage Licenses.

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

- 23 births were reported in Rochester during the month of October; 10 of these children were born to Rochester residents.
- 27 resident deaths were reported in Rochester.
- 9 couples celebrated their wedding ceremonies in Rochester during the month of October.

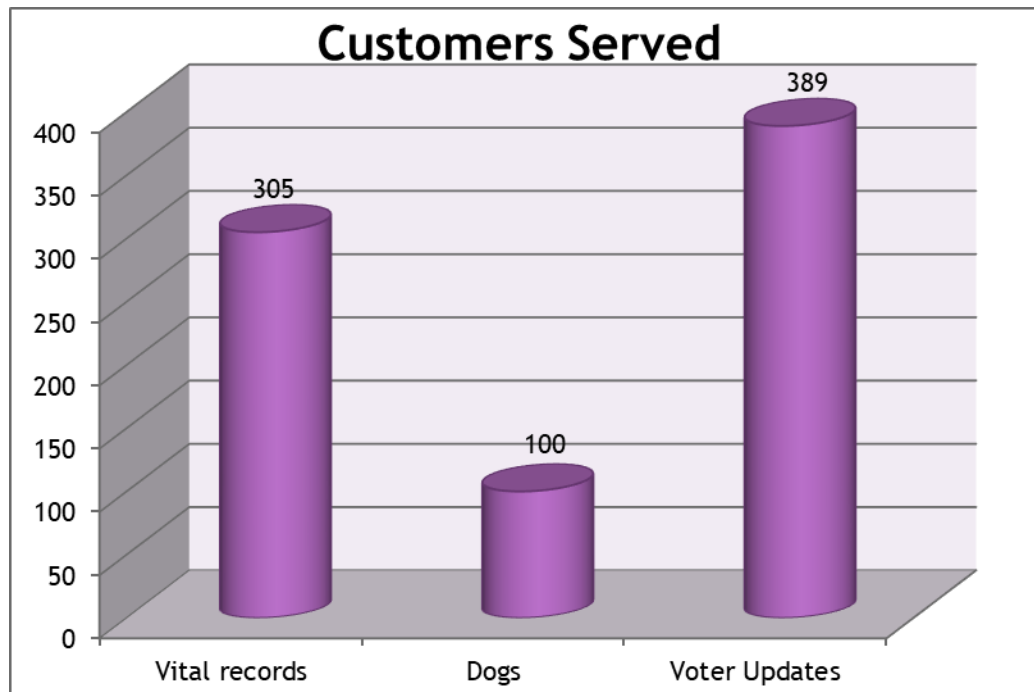
Revenue – Vital Records/Marriage Licenses

	2018		2019	
	State	City	State	City
Initial/Subsequent copies:	\$2,952	\$2,703	\$3,197	\$2,903
Marriage Licenses:	\$1,032	\$168	\$473	\$77
Total:	\$3,984	\$2,871	\$3,670	\$2,980

Dog Licensing

The City Clerk's office licensed 100 dogs during the month of October. There were \$200 in Civil Forfeiture fees collected.

The Animal Control Officer began to issue court summons in mid-October to owners of dogs which were still unlicensed at that time. Those residents who have received a summons will need to complete the process and fees through the court system as well as licensing their dog with the city in order to avoid further repercussions. Dog licensing in the State of New Hampshire is due on April 30 of each year.

Customers Served during the month of October 2019**Elections**

There was a Supervisor's of the Checklist session held on October 25, 2019. The Supervisors met in preparation of the upcoming election to approve new voter registrations and changes to existing voter registrations, to remove voters from the checklist who have died or moved out of Rochester, and to discuss election procedures for the November 5th Municipal Election.

Voter registration summary by party as of October 31, 2019:

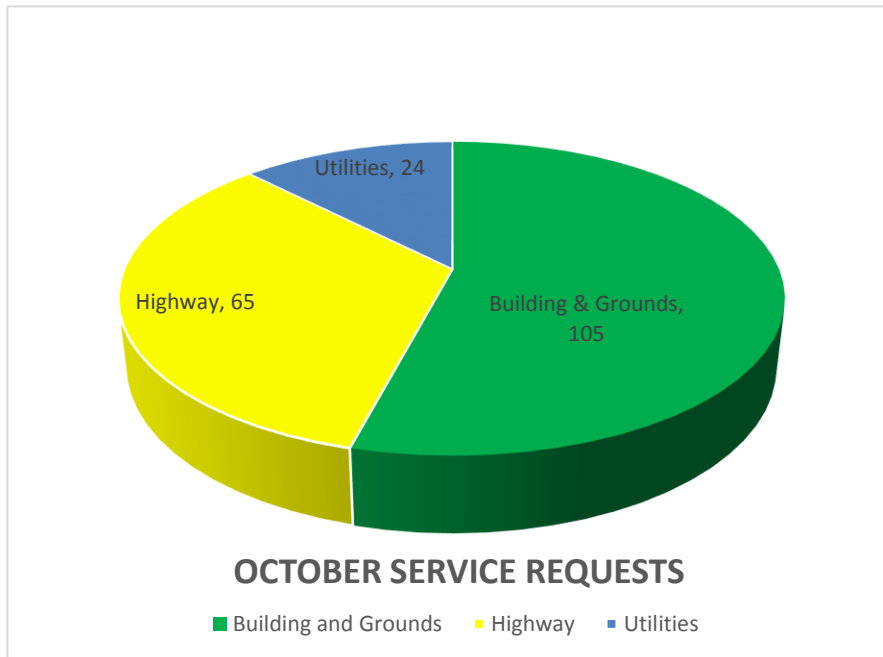
Ward	Democrats	Republicans	Undeclared	Totals
1	1,040	1,139	1,498	3,677
2	966	1,088	1,678	3,732
3	1,023	1,182	1,425	3,630
4	847	785	1,687	3,319
5	930	1,098	1,493	3,521
6	1,005	807	1,305	3,117
Totals:	5,811	6,099	9,086	20,996

Respectfully submitted,

Cassie Givara
Deputy City Clerk

ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT OCTOBER 2019

In addition to the scheduled work performed, the Department of Public Works responded to approximately 194 requests for service in the month of October. The Highway Division had 65 requests that ranged from requests to clean storm drains, pothole repairs, traffic light maintenance, and roadside brush trimming and sidewalk repairs. The Utilities Division responded to 24 requests, which included sewer concerns, manhole cover repair, water connection inspection requests and daily digsafes mark outs. Buildings and Grounds Department completed 105 service requests during the month of September. Service request included plumbing repairs, electrical repairs, painting, watering of hanging flower pots, ground flower pots and adopt a spots.



HIGHWAY & FLEET MAINTENANCE WORK COMPLETED:

- Patch pot holes
- Repaired 5 catch basins thought out the city.
- Cleaned 40 catch basins.
- Paint crosswalks, and stop bars thought out the city.
- Ditch Tibbetts Rd, Roberts Rd,
- Employees attended flagger Certification class.
- Paving bad spots around the city.
- Paint “do not block” on North Main St.
- Ditch Four Rod Rd, Sampson Rd and Estes Rd.
- Replace catch basin flat top on Oak St.
- Install erosion barrier around snow dump.
- Street Sweeping
- Started to paint out catch basins thought -out the city.
- Cleaned back yard and cold storage for winter.
- Grade dirt roads.
- Install approximately 40 school zone signs.
- Worked on GIS all street signs.
- Repair and install street signs thought the City.

- Brush trimming though the city.
- Repairs on the flail mower #38
- Replace wear plates on street sweeper.
- Replace ride control, front bucket leveler and or loader #39
- Finished servicing all the sanders.
- Replace 4 tires on Truck #51
- Install lasers on six wheel dumps #65, #72, #6
- Replace 2 tires on small roller trailer.
- Replace 4 tires on big roller trailer.
- Replace coolant tube on ten wheel dump #12.
- Inspect all plows and wings.
- Changed out blades on six plows.
- Replace rusted out hyd fitting on the main control box (10 of them) six wheel dump #65
- Replace diesel tank pump on truck #42.
- Lube, oil and filter service on 3 vehicles.
- Repaired exhaust pipe on Truck #47.
- Started to inspect sidewalk tractors for winter.



UTILITIES DIVISION WORK COMPLETED:

Utilities Division performed monthly maintenance on problematic sewer runs and the city's sewer siphons. In addition to daily utility mark outs for dig safe, staff responded to multiple emergency sewer backups. Sewer manhole adjustments were done throughout the city. Staff did hydrant painting on Milton Road, Wakefield Street in the downtown areas. Winterization of flushed city owned fire hydrants has began. Cleaned sewer from Rochester Neck Road to 125 Pump Station. The Bi-annual hydrant flushing was extended to November 1, 2019.



Hydrant Flushing

BUILDING AND GROUNDS DIVISION

Building and Grounds Division completed 105 service requests in the month of October. Requests included plumbing repairs, electrical repairs, replaced light bulbs and ballasts in buildings and generator maintenance was done. Building and Grounds division works on removing and winterization of the irrigation systems, built display case for the Community Center. Bracing was installed on the library shelving. The downtown Halloween decorations have been put up and removed during the month of October. The fencing project at the city cemetery has been completed. The LED lighting upgrades for the Community Center are complete. The Congress Street Lighting Installation project is in progress, concrete pad, cabinet box and service has been installed and we are waiting on the light fixtures to come in. The Gonic Recreation Improvement Project has been awarded and work will begin this month. The City Hall lift has also been awarded. Fall clean up has begun including the leaf pick up, mowing and clearing all of the ground garden flower beds.

WASTEWATER TREATMENT DIVISION

The Wastewater Treatment Division continues to work with the coalition of communities on related wastewater and Great Bay Estuary issues. Attended internal meetings regarding NPDES permit and nutrient limits. Continue to research new ways to meeting expected new limits by utilizing existing infrastructure. PLC upgrade – programming continues for LCP #1. Contractor for dewatering facility and chemical storage facility (Methuen Construction) has started to mobilize. Annual field instrumentation calibration completed. NHDES operations division conducted facility inspection. Started to conduct annual industrial pretreatment inspections. Staff attended State sponsored training classes. Generator main aeration blower project has been approved and proceeding forward. Bid opening for River Street pump station upgrade was on 10-3-2019 will award to lower bidder Apex Construction. We are working with industries on various issues. Hauled 204 ton of treaded alum sludge to Waste Management from lagoon #1 – thank you Ken Henderson and DPW crew! Attended asset management workshops. Chemical cleaned disk filter #3. We have been preparing for winter operations. Working with engineers on conceptual design task order for Tara Estates pump station upgrade. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation at the WWTF and pump stations. All required testing and for EPA and NHDES has been completed and submitted. Average effluent flow for the month was 2.613 Million Gallons per Day (MGD). Percent of design flow = 51.9%. Percent of design flow for 2019 = 62.6%. Precipitation for the month = 6.2“. Precipitation for 2019 = 40.43“.



Dewatering Construction

WATER TREATMENT DIVISION

Treated water volume for the month of October was approximately 60.0 million gallons from the surface water treatment facility and 4.0 million gallons from the well, totaling 64.0 million gallons. 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. Inspections were conducted throughout the entire watershed. Instruments measured approximately 5.1 inches of rain at the reservoir. Water temperature has dropped and we have experienced seasonal de-stratification in the reservoir. Ample rainfall has filled all reservoirs to capacity. Staff have replaced signage and barriers within the watershed. Equipment and grounds maintenance was performed at the Water Treatment Facility, Cocheco Well, and tanks/stations. Cyanobacteria and watershed sampling have concluded for the season; data review will be occurring in the following months. Station maintenance included winterization and equipment PMI and preparations for water storage tank inspections and cleaning planned for November. Cocheco well production was again limited due to low river flow. Maintenance at the Water Treatment Facility included sand and carbon filter maintenance, sample feed pump replacement, and process optimizations due to watershed harvesting efforts and increased production demand from hydrant flushing. Staff attended several seminars at the NHWWA Annual Expo on topics including PFAS, Security and Resiliency, and Arsenic removal. The Low Lift Pump Station Project has reached substantial completion. CIP Projects pending in upcoming months include HVAC improvements at the surface water facility, wellhead cleaning and pump replacement at the groundwater plant, and industrial control system improvements across the facilities. Fall hydrant flushing continued this month. We wish Albert Corbin the best in his retirement this month. His dedication, personality, and professional work ethic made every day better! Thanks Al!



11/14/2019

Raw Water Low Lift Pump Station-Looking Good!

ENGINEERING

- **Asset Management:** The City has selected a vendor for the new Asset Management software; six to nine months are expected for implementation with a “go live” date anticipated in early 2020. Efforts continue to improve the GIS data layers for City infrastructure, including the City’s stormwater network, which is required by the MS4 Permit. The City is also working with SRPC to collect sidewalk inventory information, including a condition assessment; this effort is complete and data is expected to be delivered to the City in November 2019. In addition to inventory work, staff continue to populate more detailed information such as asset age, material, and condition on all of our assets and coordinate with our consultants to develop baseline information related to our water, sewer, and stormwater systems' “level of service”, “likelihood of failure”, “consequence of failure”, and “life cycle cost analysis”. Our consultants are preparing for a brief presentation on the Asset Management Program to the Public Works & Buildings Committee in November.
- **Colonial Pines Sewer Extension:** Final paving of Railroad Avenue was postponed until until completed some planned gas main installation work, which was completed in October 2019. Phase 2 includes extension of the sewer from Birch Drive across Old Dover Road to Juniper Street, Towle Street, Vinewood Lane, Susan Lane, Hickory Lane, and a portion of Hillside Drive. The scope of the Phase 2 construction has now been modified to include sewer on Wildwood Lane and a portion of Tingley Street, as well as drainage improvements within the project area. Given the additional work, construction of Phase 2 will continue through the 2020 construction season. Funding for a future phase of this multi-phased sewer extension program has been approved in the FY20 CIP budget. Additional funding for a final phase of sewer extension and drainage improvements in future phases will be requested in the FY21 CIP budget.
- **Pavement Maintenance & Rehabilitation:** Final paving of Sampson Road was completed in October 2019. The City’s 2019 paving rehabilitation program is essentially complete, with only final minor work remaining, including some striping and painting. Paving maintenance work, including cracksealing, is being scheduled for completion in November.
- **Strafford Square Roundabout:** Final design continues. Bidding of the roundabout construction contract is now anticipated for late 2020. Prior to that contract, and in preparation for that construction, a utility infrastructure contract is anticipated to be bid for construction during the 2019/2020 winter season. Right-of-way and easement negotiations are being completed in preparation for the construction contracts.
- **Granite Ridge Development – Phase 2:** A scoping meeting was held in July between the City, Waterstone, and NHDOT; as a result of this meeting, a revised traffic impact analysis study is anticipated to be completed in November 2019.
- **Water Treatment Plant Low Lift Pump Station Upgrade:** Construction of this project reached Substantial Completion in October 2019; Final Completion is anticipated in November 2019.
- **Granite State Business Park Water Main Interconnection:** Construction is anticipated to commence in November 2019.
- **Water Treatment Plant Residuals Disposal:** An evaluation of alternatives has determined that the most cost effective method of disposal of residuals generated at the Surface Water Treatment Plant is an upgrade

of the existing pipeline and addition of an attenuation tank. Design of the attenuation tank is anticipated to begin in the coming months. Funds for the implementation of this upgrade have either been approved in CIP budgets previously or will be requested in upcoming CIP budgets over the next few years.

- **WWTF Biosolids Dewatering Facility & Carbon Storage and Feed Building:** Construction of this project commenced in October 2019. Construction is expected to continue through 2020 into 2021.
- **River Street Sewer Pump Station Upgrade:** Bids for the construction of this project were received in October 2019. Award of the construction contract is anticipated in November 2019. Construction is anticipated to be completed within one year of Notice to Proceed.
- **Route 11 Sewer Pump Station Upgrade:** This upgrade project is currently at 50% design. This project is scheduled to be advertised for bids during the winter of 2019/2020, with construction occurring in 2020.
- **WWTF Upgrades (various projects):** There are several projects on-going at the WWTF: Soda Ash System Replacement, Aeration System Automation, Aeration Basin Sidewall Blower Tie-in (Iris Valve) and Mechanical Mixers, Standby Power Interconnection for Aeration Blowers, and Programmable Logic Controllers (PLC) Replacement. All of these projects are on schedule to begin construction before the end of calendar year 2019 or early 2020.
- **Wastewater Interceptor Upgrades:** A Basis of Design Report has been received from the design consultant. This report summarizes alternatives and recommends a sewer collection system master plan before proceeding with final design. Funding for a Sewer System Master Plan was approved with the FY19 CIP Budget; consultant selection process will commence in the coming months.
- **NPDES Permits - Wastewater Treatment Facility & MS4 Permit (Stormwater):** A new draft National Pollutant Discharge Elimination System (NPDES) Permit for the Wastewater Treatment Facility (WWTF) has not yet been issued by USEPA Region 1. As far as the Municipal Separate Storm Sewer System (MS4) NPDES General Permit for stormwater, the 2017 NH Small MS4 General Permit, issued by USEPA Region 1, became effective on July 1, 2018; on September 28, 2018, the City submitted a Notice of Intent (NOI) to comply with this MS4 General Permit; and, on June 12, 2019, the City was granted authorization by USEPA Region 1 to discharge stormwater from Rochester's MS4 under this permit. The first annual report for the MS4 permit was submitted to EPA in September 2019. USEPA Region 1 is also proposing an estuary-wide general permit structure for nutrient loading, specifically total nitrogen (TN), in the Great Bay Estuary, which presumably would have additional requirements for nitrogen load reduction beyond the MS4 Permit requirements and the expected NPDES Permit requirements for Rochester's WWTF. Regulators have stated that this TN General Permit will likely be a voluntary permit, and that a draft of the permit may be published as early as November 2019.
- **New DPW Facility:** A review of RFQ responses resulted in a list of pre-qualified bidders being established in October 2019. The construction contract was advertised for bids in late October. Bids are due in November 2019. Construction is anticipated to begin in 2020 and continue through spring of 2021.

Economic & Community Development



10/31/2019

MANAGEMENT REPORT



Economic Development Report, Written by Jennifer Murphy Aubin

Community Development Report, Written by Julian Long



ECONOMIC DEVELOPMENT DEPARTMENT

MICHAEL SCALA, DIRECTOR OF ECONOMIC DEVELOPMENT

PROJECTS IN THE PIPELINE

LDI deal is moving forward with the October approval on the resolution to create a fund, and expand the resources of the REDC as the Industrial Development Agency for the City.

Director Scala continues to work on the details of expanding resources and responsibilities of the REDC as the Industrial Development Agency for the city.

Director Scala, Director Campbell, Director Grant, and CM Cox continued work on the amendment to Chapter 275 of the Planning Code with a meeting for approval of the amendment planned for early November.

Director Scala, along with Specialist Marsh, meet with new real estate developers for Granite State Business Park and the downtown area business owners to discuss strategy, needs, and the current status of their enterprises.

GRANITE RIDGE DEVELOPMENT DISTRICT – WATERSTONE PROPERTIES GROUP, PHASE II

Director Scala continued to discuss Phase II with Waterstone Properties Group, including the possible entertainment tenants, and the potential for residential housing options, which would support continued vitality of The Ridge and the entire Granite Ridge Development District.

Economic Development Department contracted with Bruce Mayberry, BMC Consulting, to update the TIF analysis to see if there was a market demand for housing and explore an amendment for the TIF to include housing. In August, Consultant Mayberry met with Economic Development and Planning staff to discuss the report's findings. Consultant Mayberry, stated, "The category of commercial was selected as a placeholder but very well could have been housing. The original ratio of commercial and retail didn't include housing because there wasn't much mixed use of retail centers fifteen years ago. But we are seeing this change from commercial to housing everywhere. This analysis does show there is a market for housing in this area. Many successful mixed use developments include housing; upscale, market rate or workforce options and lead to great retail revenue."

WAYFINDING RFP

Director Scala approved Executive Aubin's Wayfinding RFP for the downtown signage project. We look forward to the responses.

GRANITE STATE BUSINESS PARK

Director Scala, CM Cox, Director Nourse, Engineer Bezanson, Attorney O'Rourke, and Deputy Sullivan continue to work with Index Packaging and their plan to relocate to the GSBP.

Staff Development

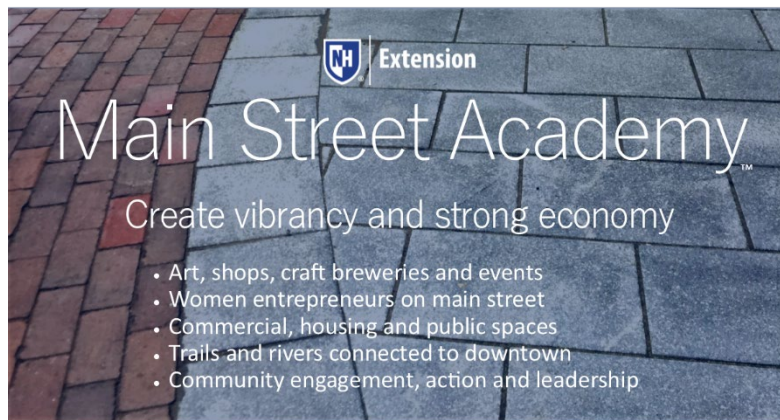
Director Scala attended IEDC Real Estate Development and Reuse in Indianapolis, ID, as part of the core competencies for a certified economic developer and to sit for the Certification Exam.

JENN MARSH, ECONOMIC DEVELOPMENT SPECIALIST

GREATER ROCHESTER CHAMBER OF COMMERCE

The City participated in visiting the community and business as a part of the Chamber of Commerce annual "Operation Thank You."

Registration Now Open



Learn from experts, community leaders and volunteers.
Tour each downtown.

On Oct. 1, 15, and 29 UNH Cooperative Extension will offer Main Street Academy.
Designed for community leaders, volunteers and professionals.
The three session academy takes place in:

South Berwick, ME • Rochester, NH • Wolfeboro, NH

[For more information and to register](#)

MAIN STREET ACADEMY

UNH Extension hosted a Main Street Academy in downtown Rochester on October 15th.

MAIN STREET

Volunteers helped repair and dress the scarecrows to decorate downtown in preparation for the Halloween Spooktacular on October 25, with Trick or Treat in the Downtown from 4-6 and the Zombie Walk starting at 7pm.

NEW BUSINESSES

Stitches Alterations and Needlework's opened at 107 No Main Street.

Luxe Hair Salon opened at 22 No Main Street.

ROCHESTER LISTENS & ROCHESTER RISE UP

Rochester Rise Up and Rochester Listens held their 3rd meeting in October. Rochester Listens facilitated the final meeting for Rochester Rise Up. They established a core group and have decided on a meeting schedule to keep the momentum of the group going.

TIF ADISORY BOARD

The Economic Development Department hosted the TIF Advisory Board meetings in October for both the GRDD and the GSBP. A full TIF report will be held at the December city council workshop meeting.

JENNIFER MURPHY AUBIN, EXECUTIVE SECRETARY

WAY FINDING

Executive Aubin finalized the RFP for Phase 1 Wayfinding, bids expected at the end of November.

CENSUS DATE – COMPLETE COUNT COMMITTEE OUTREACH

Executive Aubin and Nicole McKenzie, Census Regional Coordinator discussed next steps for a longer meeting in December/January to activate community partners' outreach plans.

FILM AWARD – ART, CULTURE & THE ECONOMY

Executive Aubin received the Art, Culture and Economy award from ACM-NH Nor-Easter Video contest, a well-regarded municipal film organization. Here is the link: <https://vimeo.com/284148963>



**Downtown Master Plan
COMMUNITY INPUT SESSION**

Thursday, Nov. 21st
6:00 PM - 7:00 PM
OR
7:00 PM - 8:00 PM
Attend one of two identical sessions.

**Frisbie Memorial Hospital
Strafford Conference Room**
11 Whitehall Road
Rochester, NH 03867

**Help shape the future of
Rochester's Downtown**

Session Registration
Email: Michelle.Mears@rochesternh.net
Phone: (603) 335-1338

Visit http://bit.ly/R_Downtown to fill out survey or use the QR code on the right

**For those attending a session, childcare is available, by Recreation Camp Staff!
Register by 11/18/19 at RochesterRec.com**

GRAPHIC DESIGN – DOWNTOWN MASTER PLAN FLYER

Executive Aubin was asked by Planning to design a Master Plan Community Input Session flyer and another one to target parent involvement.

JULIAN LONG, CDBG COORDINATOR & GRANTS MANAGER

COORDINATOR REPORT Prepared by the Community Development Coordinator

October 2019 CDBG PROGRAM

Both the October and November Community Development Committee meetings have been cancelled, so the next

Community Development Coordinator report will be in December.

Granite Ridge Development District Potential for Apartments as Secondary Use

August 26, 2019

Prepared for:

Office of Economic Development
City of Rochester
33 Wakefield Street
Rochester, New Hampshire 03867

Prepared by:



P. O. Box 723
Yarmouth, ME 04096
bmayber1@maine.rr.com

Table of Contents

Executive Summary.....	1
A. Objective.....	2
B. Potential for Apartments as Secondary Use in GRDD.....	3
1. Conditions for Apartment Development	3
2. Interpretation of Draft Provisions.....	3
C. Current Rental Market Conditions.....	7
1. Unemployment Rate	7
2. Rental Vacancy Rate and Market Rent Trend	7
3. Long Term Change in Renter Households.....	8
D. Balancing Jobs and Housing.....	10
1. Jobs-Housing Ratio	10
2. Apartments Supportable by Retail Development	10
E. Supportable Apartments in Primary Area of GRDD	12
1. Original (2009) Estimates of Retail and Office Potential	12
2. Substitution of Apartments for Office Space Allocation.....	12
3. Apartment Development in Proportion to Retail Space	14
F. Assessed Valuation Comparison	16
1. Apartments and Condos	16
2. Office Valuation Comparison	17
G. Development Impact of Apartments.....	18
1. Population and School Enrollment.....	18
2. Vehicle Ownership and Trip Generation.....	19
3. Supporting Infrastructure	20
H. Administrative Considerations	21

Executive Summary

The Rochester Office of Community and Economic Development retained BCM Planning, LLC to review the potential for apartment development within the tax increment financing district at Granite Ridge. The context for this review is based on a set of draft zoning provisions that would enable and regulate the development of apartments as a secondary, or subordinate, use on backland portions of parcels hosting commercial development.

In the original concept plans for the Granite Ridge Development District (GRDD), backland development was originally assumed to be two-story office space that would eventually account for about 50% of the total commercial space in the Primary Area of the District west of Route 11 (Farmington Road). Those original assumptions, however, were not based on market demand but on the need to assign estimates of non-retail buildout principally for the purpose of traffic modeling. The City's Office of Economic Development now believes that major new office space development is unlikely at that scale. The alternative of apartment development is under consideration as a means to more fully develop GRDD parcels to realize their tax increment potential.

Estimates of potential apartment development in this study were based on two sets of assumptions: (1) maximum potential apartment development within the principal parcels of the Primary Area of the GRDD, based on substitution of apartments for the 2009 office space allocations; and (2) the number of rental units that would be proportionately related to the housing demand generated by retail development of the parcels.

The study estimates that creation of 3.5 to 4.0 rental units for each 10,000 square feet of retail space would be reasonably related to induced housing supply needs. Based on this ratio, the development of 260 to 360 additional apartments would be commensurate with the rental housing demand associated with the number of jobs created by retail buildout within the selected parcels. Based on the 2009 land capability analysis of these parcels, the Primary Area of the GRDD should be capable of accommodating an even higher number of apartments.

The conditions contained in the draft zoning provisions convey an intent to keep apartment development opportunities within walkable distances of a diverse set of retail uses. Locations consistent with the draft standards are found on the westerly side of NH Route 11, running from the Northgate Apartments at the south end to the Tractor Supply site at the north end.

The proposed requirements may require additional flexibility to succeed. Individual parcels that support considerable retail space may not have remaining developable land to accommodate many apartments on the same lot. Consideration should be given to allowing apartment development within a set of adjacent parcels at levels that are proportionately related to their combined retail buildout. Apartment options may include both freestanding buildings as well as mixed use structures with a commercial first floor and apartments in the upper stories.

A. Objective

The original 2009 development assumptions for the Granite Ridge Development District (GRDD) envisioned about 50% of the development potential of Primary Area parcels would be office space to the rear of retail uses. Backland portions of the GRDD parcels were allocated to office space potential because they would not be as attractive for retail use due to limited visual exposure, and non-retail development assumptions were needed to model future buildout, related traffic demand, and highway improvements on NH Route 11.

About 725,000 square feet (over 800,000 square feet in some scenarios) of new office space (assuming two story buildings) was originally estimated to be possible within the Primary GRDD parcels. New retail development has been dominant since the formation of the GRDD, while new office development has been very limited in the GRDD and City-wide.

The Economic Development Department is exploring alternative zoning regulations that would permit apartment development within the GRDD as a conditional use. Development of apartments could help with infill of backland sites to enhance tax increment revenue available to fund public infrastructure improvements within the District. Apartment development could also help sustain growth of the resident labor force to support the expansion of jobs in in the District and other parts of the City.

The objective of this report is provide the City with information on the potential for apartments as a component of future development options within the GRDD. The report is not intended to provide a recommended course of action, but to provide a basis and rationale for incorporation of apartments within the GRDD at a scale that would be proportionate to its retail growth.

B. Potential for Apartments as Secondary Use in GRDD

1. Conditions for Apartment Development

The Economic Development Department provided BCM Planning with a draft of proposed changes to the zoning ordinance to enable and regulate development of apartment dwellings as a conditional use within the GRDD. The principal conditions set forth in the draft provisions include the following (some emphasis added in italics):

- Multifamily apartments or 3+ unit structures would be authorized by conditional use permit *but only as a secondary use associated with a commercial use.*
- The percentage that the aggregate square footage of the first floor of apartment dwellings is to the aggregate first floor of the commercial uses would be subject to the discretion of Planning Board.
- Dwelling units not less than 500 square feet.
- Served by public water and sewer systems
- 300' setback from Route 11
- 100' setback from any single family home or any vacant lot under 3 acres zoned residential
- Access via frontage on a service road (such as Marketplace Boulevard); no frontage on an arterial or collector road
- Shared parking permitted: one space per bedroom
- Harmonious integration *within site.*
- Apartment development intended to be a *walkable distance from commercial uses*, with parking designed to include walkability.

While not explicitly stated in the draft amendments, options for apartment development within the GRDD could include both freestanding apartment buildings and mixed use buildings with a commercial first floor and upper story residences.

2. Interpretation of Draft Provisions

The proposed zoning changes reflect several policy goals that are important to interpreting where new apartments in the GRDD could reasonably meet the stated conditions. First, the draft zoning provisions would require that the apartments be *a secondary use within a given parcel*, and would be *subordinate* to its retail uses.¹

Second, the intent is to permit apartments in locations where occupants can walk to a *variety of goods and services*. A sufficient *concentration and diversity* of uses is emerging within the

¹ Options for apartment development could include mixed use buildings with commercial first floors and apartments above, as well as freestanding buildings in the backland portions of the parcel. Freestanding apartment buildings might be required to have a greater setback distance from Route 11 than mixed use options.

Primary Area at The Ridge that is unlikely to be duplicated in the GRDD Secondary Area (easterly of Route 11).

Third, the proposed zoning language indicates that the Planning Board may need some guidelines to estimate what quantity of apartments *would be reasonably related* to a given amount of retail space.

Surveys have indicated that U. S. citizens view “walkable distance” to be within a quarter to a third of a mile. These estimates are based on the distance a person would generally choose to walk rather than drive for a particular errand or trip. However, this perception will vary by age, physical ability, and by the concentration and variety of uses at the destination.

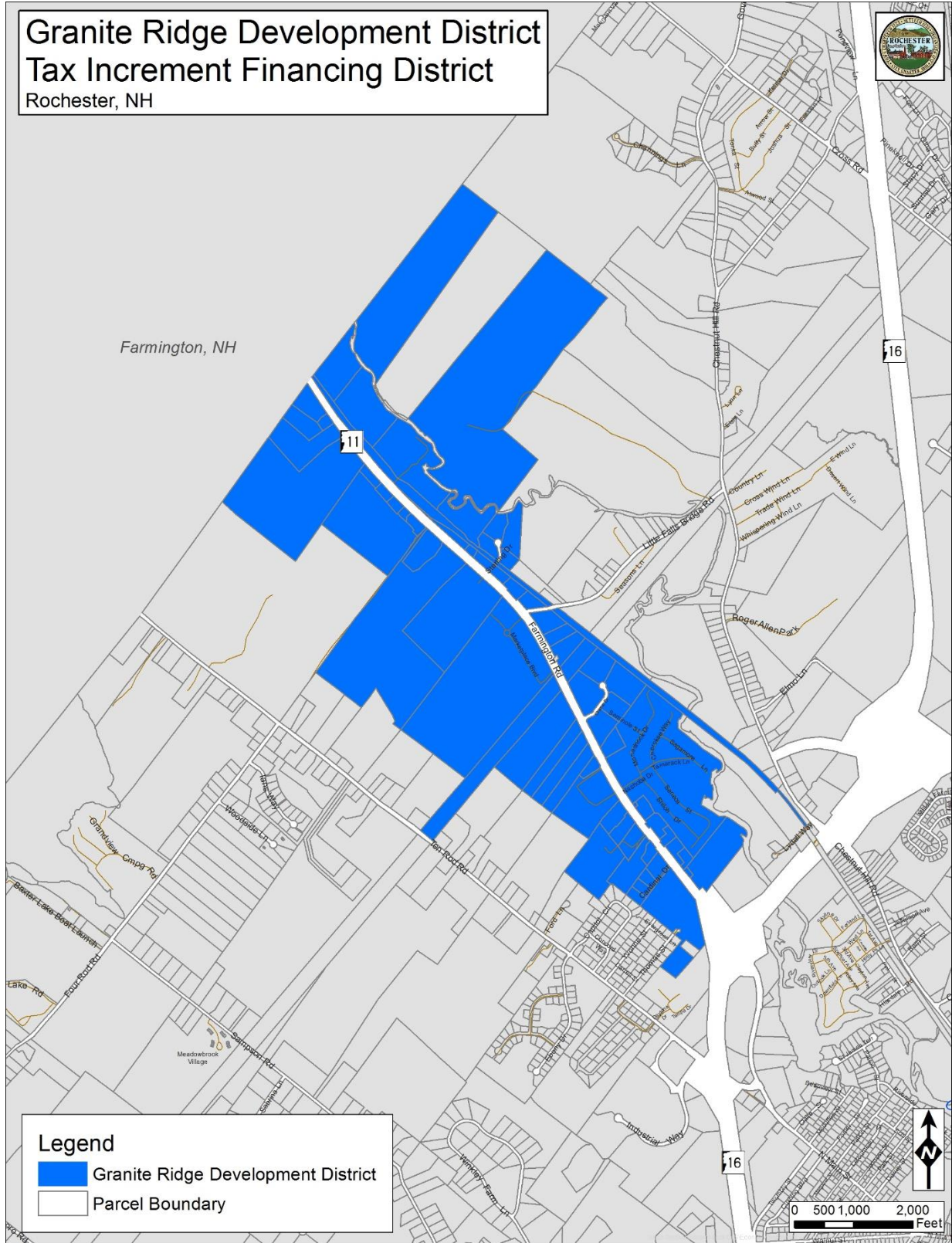
In conducting housing market studies, BCM Planning uses a *half mile walking distance* to represent a reasonable pedestrian convenience to downtown locations which offer a variety of mixed use destinations.

Sites that offer walkable distances to grocery stores, restaurants, entertainment, shopping, banking, personal services, and park and recreation uses would tend to have an advantage in attracting younger workers to rental housing.

The emerging development pattern in the GRDD indicates that the draft apartment development guidelines would be more easily satisfied on properties within the Primary Area of the GRDD (west of Route 11) centering on the Market Basket grocery store as the nucleus of new retail development in the corridor.

The maps on the next pages show (1) the general location of the entire GRDD within Rochester; and (2) a detail of selected parcels within the Primary Area of the GRDD and their relationship to reasonable walking distances from the Market Basket store. The store location is a central point within the developing retail corridor on the westerly side of NH Route 11.

Using a half mile guideline for a reasonable walking distance to retail uses, the GRDD parcels on the westerly side of Route 11, running from the Tractor Supply site at the north end to the Northgate Apartments at the south end would best accommodate the desired apartment locations envisioned by the draft zoning provisions.



[illegible]

Legend

-  Main Entrance of Market Basket
 1/2 Mile Radius of Market Basket
 1/3 Mile Radius of Market Basket
 300' Setback to Rte. 11
-  Conservation Easement
 GRDD TIF
 Tax Parcels
 Buildings

Data Sources:
City of Rochester - Parcels (2018)
Setbacks, Radii, TIF (2019)
NHDOT - Roads (2018)
ArcGIS Online - Inset Base (2017)



This map is intended for planning purposes only.
All features shown should be considered approximate.
Map created by: D.C., City of Rochester, NH
Date: 8/23/2019

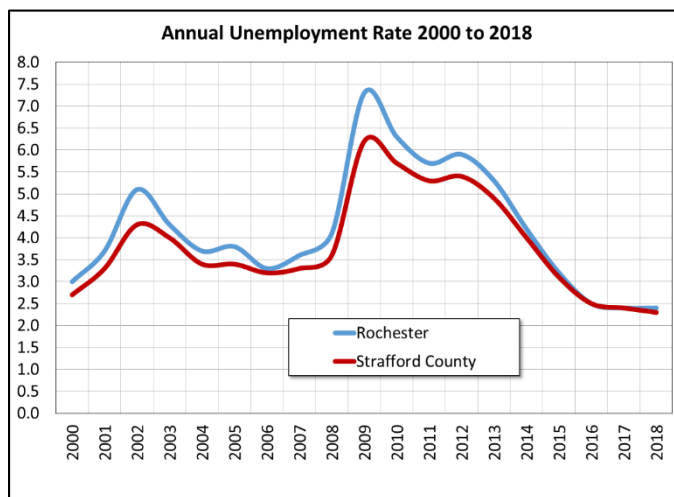
Path: \\roch-fileshare\downshare\$\GIS\Development\GraniteRidge\0_Mayberry\MarketBasket_ConservationEasement.mxd

C. Current Rental Market Conditions

1. Unemployment Rate

The unemployment rate in Rochester and Strafford County, averaging about 2.5% in 2018, have for some time remained below what is considered “full employment” (4%). Very low unemployment rates are indicative of high labor demand. The ability to satisfy this demand is partly dependent on the capacity of the City and the region to accommodate a larger labor force. The local and area unemployment rates rose during the Great Recession, but since 2014 have remained below the full employment benchmark of 4%.

Figure 1

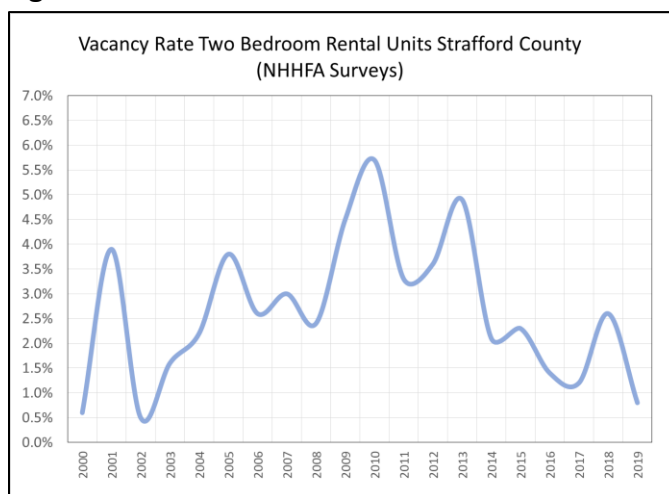


Recent and projected demographic shifts mean that an increasing share of the labor force will be entering retirement.

There will be fewer younger households to replace them unless younger workers can be attracted to the region. This is particularly challenging in Maine, New Hampshire, and Vermont which have the oldest populations in the nation.

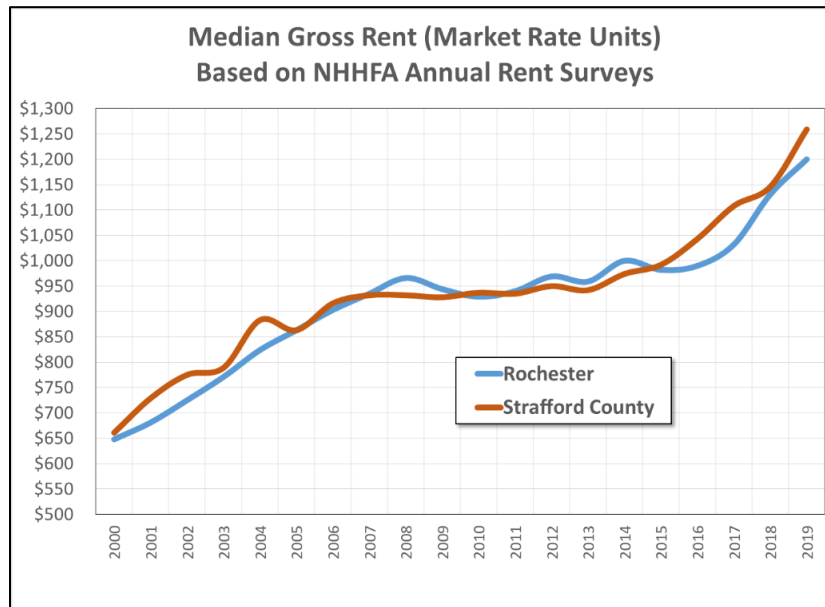
2. Rental Vacancy Rate and Market Rent Trend

Figure 2



Low rental vacancy rates often parallel low unemployment rates due to the high demand for labor relative to a limited affordable housing supply.

In its most recent June 2019 annual rent survey, the New Hampshire Housing Finance Authority (NHHFA) estimated a rental vacancy rate of less than one percent for two bedroom rental units in Strafford County.

Figure 3

Market rents have increased significantly since 2015, providing increased support for the development of market rate rental housing, and for affordable workforce housing.

3. Long Term Change in Renter Households

Table 1

Census Period (100% Count)	Net Change in Rochester Renter Households	
	For Period	Avg Per Year
1980-1990	746	75
1990-2000	621	62
2000-2010	228	23
1980-2010	1,595	40

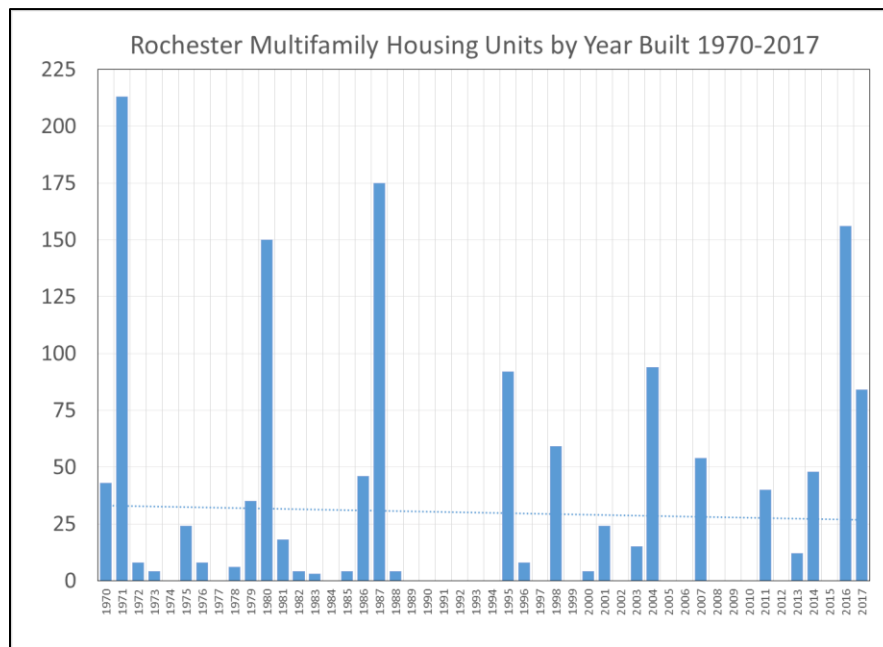
During the 30-year period 1980 to 2010, Rochester registered an increase of nearly 1,600 renter households, or a net change of about 40 per year.²

During the 2000-2010 period, the pace of renter household growth was much slower than in the prior decades.

The current rental vacancy rate in the area is indicative of pent up demand for rental housing, as are the rapid absorption rates of recently developed market rate and workforce rental housing developments created through the Low Income Housing Tax Credit (LIHTC) program administered through the NHHFA.

Based on an analysis of Rochester property tax assessment data, Figure 4 shows the historic pattern of multifamily housing development based on “year built” associated with the properties. The history indicates that multifamily development is somewhat cyclical, with high production years followed by longer periods of lower activity as the new inventory is absorbed.

² The decennial Census is the only source of 100% counts of housing units and households. Interim estimates based on small samples are available from the American Community Survey (ACS), but the ACS data are not considered accurate for whole-number estimates. They are best used to estimate proportional data such as percent distributions or ratios.

Figure 4

Historically, multifamily development in Rochester has been intermittent with periodic spikes in activity in response to market conditions and opportunities. It has not taken place at a steady pace.

Developers are likely to seek sites that can support at least 24 units as economically viable. They will often prefer locations that offer the potential for larger scale development that can be phased. This allows the pace of actual construction to respond to changes in demand and to adjust to the scale of new rental projects being created within the same market area.

D. Balancing Jobs and Housing

1. Jobs-Housing Ratio

An affordable housing supply is needed to support and recruit an adequate labor supply that will sustain business expansion. It is also in the interest of businesses to locate in places where employees can live within a reasonable distance to work. Proximity of employees to the workplace has been found to reduce absenteeism and employee turnover, and related employee training costs.

Table 2

Jobs - Housing Relationship - City and Region 2017			
Demographic Factor	Rochester	Dover- Rochester- Somersworth	Strafford Co
Jobs (All Sectors) 2017	12,108	35,620	48,165
Jobs in Retail, Lodging, Food 2017 *	4,146	9,109	11,185
Share of Total Jobs	34%	26%	23%
Households 2017	12,837	30,936	48,543
Homeowners	8,308	18,064	31,845
Renters	4,529	12,872	16,698
Renters % of Households	35%	42%	34%
Jobs/Households Ratio	0.94	1.15	0.99
Households/Job Ratio	1.06	0.87	1.01
* Retail sector defined here to include retail, restaurant, food and accommodation			

The general relationship between the number of jobs located in the City and its region relative to the number of resident households is illustrated in Table 2.

On a regional basis (Strafford County) there is about one household per job. We will assume that one average job (at

the average wage) is capable of supporting one average household. In Rochester, 35% of all households are renters; within the Tri-City area (Dover-Rochester-Somersworth) 42% of households are renters. We can reasonably expect that 35% to 40% of new households will need rental housing.

2. Apartments Supportable by Retail Development

From prior studies in Rochester, we have estimated that there is an average of about 600 square feet of finished building area per employee within the retail, food and accommodation (lodging) sectors. (For the purposes of this study, we will refer to this grouping of uses as the retail sector.)

In Table 3, we estimate the number of jobs generated by various scales of retail development by amount of floor area. Note that retail jobs are not “average jobs” with respect to the wages generated. Since retail wages are relatively low, it takes the income from 1.7 retail jobs to equal the wage generation, or income equivalent, of one average job in Rochester.

Table 3

Estimated Rental Housing Needs Associated with Retail Development				
Square Feet Retail, Lodging, Food Sectors	Rochester Retail Jobs @ 600 Sq. Ft. Per Employee (1)	Income-Equivalent Average Wage Jobs (2)	Supportable Rental Units (@ 35% - 40%)	
50,000	83	49	17	20
100,000	167	99	35	40
150,000	250	148	52	59
200,000	333	198	69	79
250,000	417	247	86	99
300,000	500	297	104	119
350,000	583	346	121	138
400,000	667	396	139	158
450,000	750	445	156	178
500,000	833	495	173	198
(1) Ratio derived from 2018 Rochester Impact Fee Update by BCM Planning, LLC.				
(2) Average wages 2017 Rochester: retail, accommodation and food = \$26,852 (NH Employment Security) Average wage for all sectors = \$45,646. Income from 1.7 retail jobs = income from one average job. In Strafford County there is an average of one household per job				
(3) In Rochester, 35% of households are renters. Average for Tri-City area (Dover-Rochester-Somersworth) is 42%				

With 35% to 40% of households oriented toward rental tenure, income from retail jobs may generate a need for about 3.5 to 4.0 rental units for every 10,000 square feet of commercial space

Developers seldom create new rental developments of less than 24 units. Therefore, at least 60,000 square feet of retail space or mixed commercial uses would be needed to support demand for a minimum scale rental development.

None of these estimates presume that the rental housing demands generated by retail development can be met on the same site, nor that those who live in such housing will also work in the same locations as their job.

Housing demand and supply balances occur across a large region. The exercise above is to estimate the level of apartment development that may be reasonably associated with various levels of retail expansion in Rochester.

E. Supportable Apartments in Primary Area of GRDD

1. Original (2009) Estimates of Retail and Office Potential

In an early series of projections of TIF buildout by BCM Planning (September 2006), it was projected that about 10% of the development potential within the Primary Area of the GRDD would be composed in office uses. This projection was estimated based on historical growth of the City over a long term period, with shares of new commercial growth allocated to the GRDD primary and secondary areas.

In 2009, CLD Engineers prepared a detailed land capability analysis and plan for a study area that now comprises the Primary Area of the GRDD Tax Increment Financing District. This analysis included wetland delineations of the selected parcels, and specific estimates of new retail and office space supportable on the study area parcels.

Retail and lodging uses were projected as the front line uses for most parcels, with office space opportunities allocated to the developable portions of the lots that lie behind the assumed retail portions of the site. In estimating supportable floor area, the study assumed that retail uses would be of a single story, and that office space development would be in two-story buildings.

After making initial assignments of developable land and supportable floor area to each parcel, the allocations were modified after consultation with the City to arrive at the final 2009 development assumptions. The modified estimates assigned about half of the new commercial development in the study area to office space.

The allocations of office space were not based on any particular market demand analysis. Rather, there was a need to make an estimate non-retail development potential as part of the future buildout assumptions as an input to traffic demand modeling. That modeling became the basis for projecting NH Route 11 improvement and signalization needs, and for a subsequent memorandum of understanding between the City and the NH Department of Transportation to define required highway improvement needs in the GRDD corridor.

2. Substitution of Apartments for Office Space Allocation

In this section we estimate the number of apartments that would be possible in the Primary Area of the GRDD by substituting apartment floor area equivalents of the 2009 office space assignments.

The office space assignments from the 2009 CLD study were made assuming two stories of construction. Apartment development on the same footprints could include two story or three story construction (three story is more common in the current market unless construction occurs in row or townhouse structures).

Table 4 illustrates data for Rochester apartment developments of 24 or more units by type based on property tax data analysis by BCM Planning. Average apartment buildings have about 1,000 to 1,200 square feet of finished floor area per dwelling unit.

Table 4

Rochester Apartment Developments With 24 Units+ (2018)			
Apartment Development Excluding Rehab	Multifamily Units	Finished Area of Buildings	Avg Area Per Unit
Affordable Senior Apartments	290	230,240	794
Affordable Family Apartments	153	156,532	1,023
Non-Subsidized Apartments 24 Units or More	1,027	1,004,644	978
<i>Subtotal Built 2000 Or Later</i>	<i>472</i>	<i>598,084</i>	<i>1,267</i>

For new apartment construction, we will assume about 1,200 square feet of finished space per unit. (This includes the living area within the units and finished common areas within the structures).

Commercial uses outside the downtown area of Rochester are required to have three parking spaces per 1,000 square feet (1 space for 333 square feet). The standard requirement for apartments is two spaces per unit. For a dwelling unit with 800 square feet of living area, parking would be 1 space for 400 square feet. Total living area per unit in multifamily structures including common areas is about 1,200 square feet. This would indicate that parking space needs would average 1 space per 600 square feet). The impervious areas needed for parking and circulation for apartment uses should be no greater than those assumed for a comparable amount of office space.

Depending on whether 2-story or 3-story construction is assumed, the substitution of apartment space for the office space allocations shown for the Primary Area of the GRDD would represent a maximum potential for **550 to 790** multifamily dwelling units. (See Table 5.)

It is not likely that apartments could be developed to their theoretical maximum. In the 2009 study, the development of office space on some lots noted that development of some parcels would be difficult due to the presence of wetlands, a need for some filling and mitigation, and to strategically connect developable upland areas with access drives.

The vast majority of the original office space allocation) was assigned to lot 208-1, where 550,000 square feet of office space was estimated to be possible.³ The 2009 wetland delineation noted that development of the rear portion of the site would require construction of serpentine driveways to connect upland pockets of developable land area.

Part of the development capability assigned the lot now developed as Phase 1 of The Ridge (216-11) was estimated to support 140,000 square feet of office space to the rear of the lot. Subsequently, a conservation easement⁴ was granted to the City that precludes backland

³ Lot 208-1-2, the location of Tractor Supply, appears to have been part of the original lot evaluated.

⁴ The conservation easement encumbers 46.2 acres, comprising 31.1 acres of upland and 15.1 acres of wetland.

Potential for Apartments in the GRDD

development on this site, but permits passive public recreation uses. Therefore, no on-site backland development potential for this lot is shown in Table 5. However, the proportionate apartment demand generated by the retail buildout of the parcel has been computed.

Table 5

Estimated Apartment Development Potential in Primary GRDD Parcels								Estimated Number of Apartments @ 1,200 SF Finished Area Per Unit (Note 1)		Estimated Number of Apartments Proportionate to Retail Development	
Lot(s)	Gross Acres	Developable Area Excluding Roads, Setbacks, Buffers	Retail Development Potential (One-Story)	Constructed or Approved Since Original Study	Remainder Estimated Retail Potential	2009 Estimated Office Development Potential as 2-story (See notes)	3-Story Apartment Sq. Ft. Equivalent of Office Allowance	2-Story Apartment Buildings	3-Story Apartment Buildings		
208-1 and 208-1-2	82.5	45.0	75,000	18,875	56,125	550,000	825,000	458	688	26	30
208-2	32.0	15.0	165,000		165,000	45,000	67,500	38	56	58	66
208-4	1.2	0.9	10,000		10,000					4	4
208-5	0.8	0.6	7,000		7,000					2	3
208-6	1.1	0.8	2,000		2,000					1	1
208-8 (Note 2)	71.0	10.0	100,000		100,000	See Note 2	See Note 2			35	40
216-1, 216-2, 216-3, 221-163 (Note 3)	23.7	17.6	40,000	10,950	29,050			50	50	14	16
216-4	17.1	13.0	65,000		65,000					23	26
216-6, 216-7, 216-8, 216-9	39.5	24.4	124,000	194,500	0					68	78
216-11 (Note 4)	85.0	30.0	220,000	295,000	0	See Note 4	See Note 4			103	118
Total	353.9	157	808,000	519,325	434,175	595,000	892,500	546	794	334	382
(1) Based on average living area per unit for multifamily buildings constructed in Rochester 2000 - 2017 (property assessment records).											
(2) The final 2009 office allocation of 130,000 square feet to this parcel was based on "balancing the uses in the District". The rear portion of the lot was considered inaccessible due to the need for long wetland crossings. We have substituted the 100,000 square foot retail alternative from the 2009 study since the proposed zoning changes would not permit apartments within 300' of Route 11.											
(3) These parcels were combined in the final 2009 estimates of development potential. The 2009 study identified potential for 50 units at this location.											
(4) The 2009 study anticipated 140,000 square feet of office space on the back portion of the lot. However, backland development is now precluded by a conservation easement.											

3. Apartment Development in Proportion to Retail Space

Our view is that the maximum apartment development potential estimated from substituting apartments for the original office space assignments produces a number that would be disproportionate with respect to the scale of retail development in the Primary Area of the GRDD.

If apartment development were instead proportionate to the amount of developed retail space, then the number of new apartments should be in the range of **330 to 380** units within the Primary Area of the GRDD west of Route 11. (See Table 5, right hand columns.)

Potential for Apartments in the GRDD

The proportionate number of apartments would be higher if the pre-existing Wal-Mart Supercenter were included in the estimates. The range of proportionate apartment construction, if related to the scale of major retail development within the Primary Area of the GRDD (existing and anticipated) would be as high as 470 units:

<u>Primary Area of GRDD</u>	<u>Retail SF</u>	<u>Proportionate Apartments</u>	<u>Apts. Cumulative</u>
Wal-Mart Super Center (predates TIF)	225,000	90	90
Other Retail Developed / In Process	519,000	208	298
<u>Remaining Projected Retail</u>	<u>434,000</u>	<u>174</u>	<u>472</u>
Total	1,178,000	472	

There are 115 apartments at Northgate, the only existing apartment complex within the Primary Area of the GRDD. Northgate Apartments, a 3-story complex constructed in 1971, predates the TIF designation of the area. If these units were deducted from the proportionate apartment unit calculations, then a proportionate long term goal for new apartment development in the Primary Area would be in the range of **265 to 360** multifamily units.

F. Assessed Valuation Comparison

1. Apartments and Condos

The average taxable valuation of multifamily apartments in Rochester built 2000 or later, on sites with 24 or more units, is about \$92,000 per unit, or \$72 per square foot based on total finished area within the buildings. (See Table 6.)

“Apartment” development might also occur as condominiums, which would generate higher values per unit and per square foot. Smaller condos in Rochester with living area under 1,000 square feet have an average valuation of about \$72,000 or \$86 per square foot. Larger condos with 1,000 to 1,500 square feet have average values of \$114,000 per unit or \$99 per square foot. (See Table 7.) Larger condo units generally take the form of attached or townhouse/row style units. This style of construction, however, would produce fewer units within available developable sites.

Table 6

Rochester Apartment Developments With 24 Units+ (2018)				
Apartment Development Excluding Rehab	Multifamily Units	Finished Area of Buildings	2018 Assessed Valuation Per Unit	2018 Assessed Valuation Per Sq. Ft.
Affordable Senior Apartments	290	230,240	\$59,394	\$75
Affordable Family Apartments	153	156,532	\$62,407	\$61
Non-Subsidized Apartments 24 Units or More	1,027	1,004,644	\$65,696	\$67
<i>Subtotal Built 2000 Or Later</i>	<i>472</i>	<i>598,084</i>	<i>\$91,847</i>	<i>\$72</i>

Table 7

Average Valuation - Apartments and Condos - Rochester 2018				
Multifamily Development	Assessed Valuation		Avg Living Area Per Unit	Enrollment Per Unit
	Per Unit	Per Sq. Ft.		
Market Rate Apartments 24 Units +	\$65,700	\$67	978	0.22
Built 2000 or Later	\$91,847	\$72	1,267	0.28
Condominiums				
Under 1,000 Sq. Ft.	\$71,900	\$86	839	0.20
Built 2000 or Later	insufficient number of units to tabulate			
1,000 to 1,500 Sq. Ft.	\$114,000	\$99	1,148	0.17
Built 2000 or Later	\$132,000	\$113	1,171	0.17

2. Office Valuation Comparison

The average taxable valuation of offices in Rochester is about \$111 per square foot. This varies by number of stories and age of construction. One story office space carries a higher valuation per square foot than buildings with two or more stories.

There has been very little recent construction of office space with two or more stories in Rochester. Office developments with two or more stories developed in 2010 or later has an average taxable valuation of \$106 per square foot (2018 values). The average for offices with two or more stories built 1990 or later is \$120 per square foot.

Table 8

2018 Assessed Valuation Rochester Two or More Story Office Buildings			
Period Built	Assessed Valuation	Square Feet Finished	Valuation Per Square Foot
1980 or Later	\$9,458,500	78,515	\$120
1990 or Later	\$8,749,200	72,879	\$120
2010 or Later	\$2,151,100	20,276	\$106

For comparison of long term valuation potential, we will assume that two story offices would have a taxable value averaging \$120 per square foot (based on 2018 assessed valuation data).

Comparison of Taxable Value on Building Footprint of 50,000 Square Feet

Office space – 2 Story

Footprint area 50,000 square feet @ 2 story = 100,000 square feet @ \$120 = **\$12.0 million**

Apartments - 3 Story

Footprint area 50,000 square feet @ 3 story = 150,000 square feet @ \$72 = **\$10.8 million**

Multifamily Condos < 1000 sq. ft. - 3 Story

Footprint area 50,000 square feet @ 3 story = 150,000 square feet @ \$86 = **\$12.9 million**

A three story apartment complex would generate about 90% of the total taxable valuation that would be produced by two story office development on the same footprint. If the multifamily units were in condo ownership, the residential valuation of the units would be about 7.5% higher than the office scenario.

The multifamily development scenarios, if built in three story buildings, would tend to generate roughly comparable levels of taxable valuation (and tax increments) as two story office space on the same footprint area.

G. Development Impact of Apartments

1. Population and School Enrollment

In Table 9 the demographic impacts and trip generation potential of multifamily development is estimated based on average values per unit. Impacts are shown for 50 to 400 units, representing short term vs. long term buildout scenarios.

While population would be added to the City's service base with the creation of new apartments, the housing would enable a larger labor force to live in the City near sources of local employment.

Based on the 2018 impact fee study for the City prepared by BCM Planning, LLC the average apartment in Rochester generates 0.275 public school pupils. The local schools are operating at levels below their maximum enrollment capacity. While operating expenses for education may increase, new additions to school buildings will probably not be required to serve the range of enrollment generation illustrated here.

Table 9

Estimated Residential Service Demand Factors - Apartment Development									
Service Demand Measure	Avg Per Unit	Number of Apartments							
		50	100	150	200	250	300	350	400
Population (1)									
Low	2.10	105	210	315	420	525	630	735	840
High	2.28	114	228	342	456	570	684	798	912
School Enrollment (2)									
Elementary & Middle	0.196	10	20	29	39	49	59	69	78
High School	0.079	4	8	12	16	20	24	28	32
Total Public Schools	0.275	14	28	41	55	69	83	97	110
Vehicle Ownership (3)									
Based on Average Rental Unit	1.29	65	129	194	258	323	387	452	516
Trip Generation (Trip Ends) (4)									
Average Weekday	6.72	336	672	1,008	1,344	1,680	2,016	2,352	2,688
AM Peak (7-9 AM)	0.51	26	51	77	102	128	153	179	204
PM Peak (4-6 PM)	0.67	34	67	101	134	168	201	235	268
(1) Persons per household for 5+ unit rentals (low) and average renter household size (high) - 2017 ACS sample, Rochester (2) Average enrollment in multifamily units, Rochester 2018 (from impact fee study by BCM Planning, LLC) (3) Vehicles per household estimate for renter occupied housing from 2017 ACS Rochester sample (4) ITE, Trip Generation, 7th edition, rates for apartments (use 220)									

2. Vehicle Ownership and Trip Generation

The average rental unit in Rochester is associated with an average of 1.29 vehicles. While this creates a new source of traffic demand on the road network, the City collects significant annual revenues from vehicle registrations.

Trip generation impacts are shown for average daily trips and for AM and PM peak trips. Traffic demand modeling from the 2009 CLD study was used to project signalization and other improvements needed along Farmington Road (State Route 11) to accommodate full buildout within the study area for retail and for very large complement of future office space.

In Table 10, the estimated trip generation rates per dwelling unit for multifamily housing (apartments) are converted to estimated trips per thousand square feet for comparison to the rates for larger-scale office configurations.

Table 10

Comparison of Apartment vs. Office Trip Generation Per 1000 Square Feet					
APARTMENT Trip Generation Estimates (1)	ITE Rate Per Dwelling	Assumed Average Finished Area Per Apartment			
		1,200	1,100	1,000	900
		Estimate Trips Per 1000 Square Feet			
Average Weekday	6.72	5.60	6.11	6.72	7.47
AM Peak (7-9 AM)	0.51	0.43	0.46	0.51	0.57
PM Peak (4-6 PM)	0.67	0.56	0.61	0.67	0.74
OFFICE Trip Generation Estimates (1)	Type of Office Space				
	Corporate Headquarters	Research & Development Center	General Office Building	Office Park	
Estimated Trip Ends Per 1000 Sq. Ft.					
Average Weekday		7.98	8.11	11.01	11.42
AM Peak Hour		1.49	1.24	1.55	1.74
PM Peak Hour		1.40	1.08	1.49	1.50
(1) Residential trip generation rates are computed per dwelling unit; office and commercial trip rates are computed per 1000 square feet. The ITE trip rates for multifamily units have been converted to rates per 1,000 square foot for comparison based on a range of average finished space per dwelling. Trip rates were derived from Trip Generatio, 7th Edition, Institute of Transportation Engineers (ITE).					

When compared *per thousand square feet of floor area*, the trip generation rates for apartments are lower than those of typical office space, particularly at peak hours. Peak hour traffic is significant to the determination of intersection capacity and signalization needs.

Since a very large complement of office space was part of the 2009 buildout assumptions and related traffic modeling for the Primary Area of the GRDD, the original modeling may have already accounted for a traffic volume and peak trip generation that is equal to or greater than that of comparable floor areas that are developed as apartments.

3. Supporting Infrastructure

The apartment development concept that is envisioned by the draft zoning amendments for the GRDD would provide for the integration of apartment uses and retail uses within the District, or within individual parcels.

Walkability is a central part of that integration, indicating a need to consider inclusion of supportive residential infrastructure improvements (whether public or private) such as:

- Sidewalks along the internal public or private roads and access drives that link residential sites to the commercial core area;
- Street and/or sidewalk lighting along these sidewalks;
- Winter maintenance of the walkways for year round pedestrian use;
- Hiking paths / fitness circuits / cross country ski trails that connect open space or recreation opportunities in parcel backlands.

The capacity to develop apartments within the indicated parcels of the GRDD presumes that public water and sewer infrastructure will have adequate capacity to support two to three story apartment construction on backland elevations (or that this capacity can be provided during the course of development). Evaluations should be made by the Public Works Department to assure that adequate water pressure and fire flows can be maintained at these locations.

The Rochester Planning Board has recently adopted a schedule of impact fees that will go into effect in January 2020. These fees will enable the City to assess new development for its proportionate demand on selected capital facilities. The impact fees for residential development include assessments for public schools, police, fire and municipal office facilities. For apartment buildings with average living space per dwelling, 250 apartments would generate about one million dollars in fee revenue to offset municipal capital costs.

In addition, the Planning Board may require other funds or improvements as exactions for off-site improvements to water, sewer, drainage and roads where they are necessitated by specific developments. Within the GRDD, however, certain public improvements may be funded by incremental tax revenues generated within the TIF.

It may be possible for the City to leverage affordable rental housing within the GRDD through the financing of supporting infrastructure improvements using tax increment revenues. The reduction of developer front end costs for water, sewer, and roads could be used to negotiate development agreements that incorporate affordable workforce rental housing within the GRDD, including Low Income Housing Tax Credit (LIHTC) apartments through the NH Housing Finance Authority. Affordable workforce rental housing would expand the capacity of the GRDD to support the labor supply needed to staff its retail development, and fulfill a recognized public purpose.

H. Administrative Considerations

In addition to changes in the zoning ordinance, the incorporation of apartments into the GRDD may require the amendment of the Tax Increment Development Plan⁵ for the District if the City determines that allowing apartments would be inconsistent with the 2014 adopted Plan. If a revised TIF plan is deemed necessary, it would need to be adopted by the City Council.

The GRDD is also designated as an Economic Revitalization Zone (ERZ) by the NH Division of Economic Development. The City should confirm that eligibility of the district as an ERZ will not be affected by the incorporation of apartments as a conditional use within the District.

The Rochester Planning Department has advised that the memorandum of understanding (MOU) between the City and the NH Department of Transportation with respect to planned Route 11 improvements and signalized intersections is tied directly to the buildout assumptions of the 2009 CLD report. The 2009 buildout analysis was based on traffic projections for a specific quantity of retail and office space only. Therefore, the incorporation of apartments as a land use within the GRDD will likely require that a revised MOU be created, supported by revised buildout assumptions and traffic modeling.

⁵ Granite Ridge Development District - Tax Increment Development Program and Financing Plan, adopted June 10, 2014.

*Intentionally
left blank...*

City Clerk's Office

FINANCE COMMITTEE

Agenda Item

11/14/2019

Agenda Item Name: Monthly Financial Statements Summary – as of October 31, 2019.

For the full detail report, click here: [October 2019 Financial Detail Report](#)

Name of Person Submitting Item: Mark Sullivan Deputy Finance Director

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

Meeting Date Requested: November 12, 2019

Issue Summary Statement

The October 31, 2019 financial summary reports are attached.

11/05/2019 14:17
markCITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORTP 1
glytdbud

FOR 2020 04

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
11031 CITY CLERK REVENUE	105,920	0	105,920	39,664.81	66,255.19	37.4%
11051 ASSESSORS REVENUES	0	0	0	100.00	-100.00	100.0%
11061 BUSINESS OFFICE REVENUE	350,000	0	350,000	207,963.38	142,036.62	59.4%
11062 BUSINESS OFFICE REVENUE	1,000	0	1,000	.00	1,000.00	.0%
11071 TAX COLLECTOR REVENUE	32,271,384	0	32,271,384	15,862,856.55	16,408,527.45	49.2%
11081 GENERAL OVERHEAD REVENUE	4,080,748	1,634,966	5,715,714	1,592,846.95	4,122,867.05	27.9%
11082 GENERAL OVERHEAD REVENUE	1,548,683	0	1,548,683	686,077.44	862,605.56	44.3%
11091 PUBLIC BLDGS REVENUE	0	0	0	220.05	-220.05	100.0%
11101 PLANNING	16,250	0	16,250	19,532.59	-3,282.59	120.2%
11201 REV LEGAL OFFICE	50,000	0	50,000	16,946.76	33,053.24	33.9%
12011 POLICE CITY REVENUE	325,400	0	325,400	88,648.35	236,751.65	27.2%
12021 FIRE CITY REVENUE	25,500	0	25,500	2,499.94	23,000.06	9.8%
12022 FIRE STATE REVENUE	41,812	0	41,812	.00	41,812.00	.0%
12031 DISPATCH CENTER	60,290	0	60,290	.00	60,290.00	.0%
12041 CODE ENFORCEMENT REVENUE	394,175	0	394,175	240,103.30	154,071.70	60.9%
13011 PUBLIC WORKS REVENUE	33,700	0	33,700	9,228.39	24,471.61	27.4%
13012 STATE HIGHWAY SUBSIDY	634,612	0	634,612	389,505.28	245,106.72	61.4%
14011 WELFARE REVENUE	2,500	0	2,500	3,865.45	-1,365.45	154.6%
14021 RECREATION REVENUE	120,000	0	120,000	79,977.79	40,022.21	66.6%
14031 LIBRARY REVENUE	14,200	0	14,200	3,626.22	10,573.78	25.5%
TOTAL GENERAL FUND	40,076,174	1,634,966	41,711,140	19,243,663.25	22,467,476.75	46.1%

11/05/2019 14:17
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 2
 glytdbud

FOR 2020 04

ACCOUNTS FOR: 5001	WATER ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
510001	WATER WORKS REVENUE	6,607,310	0	6,607,310	1,613,711.63	4,993,598.37	24.4%
	TOTAL WATER ENTERPRISE FUND	6,607,310	0	6,607,310	1,613,711.63	4,993,598.37	24.4%

11/05/2019 14:17
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 3
 glytdbud

FOR 2020 04

ACCOUNTS FOR: 5002	SEWER ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
520001	SEWER WORKS REVENUE	8,017,640	0	8,017,640	1,664,597.22	6,353,042.78	20.8%
520002	SEWER WORKS REVENUE	411,989	0	411,989	33,234.00	378,755.00	8.1%
TOTAL SEWER ENTERPRISE FUND		8,429,629	0	8,429,629	1,697,831.22	6,731,797.78	20.1%

11/05/2019 14:17
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 4
 glytdbud

FOR 2020 04

ACCOUNTS FOR: 5003	ARENA ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
530001	ARENA REVENUE	402,865	0	402,865	115,406.33	287,458.67	28.6%
	TOTAL ARENA ENTERPRISE FUND	402,865	0	402,865	115,406.33	287,458.67	28.6%

11/05/2019 14:17
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 5
 glytdbud

FOR 2020 04

ACCOUNTS FOR: 6000	COMMUNITY CENTER SP REV FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
600001	COMMUNITY CENTER REVENUE	861,466	0	861,466	282,214.32	579,251.68	32.8%
	TOTAL COMMUNITY CENTER SP REV FUND	861,466	0	861,466	282,214.32	579,251.68	32.8%

11/05/2019 14:08
markCITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORTP 1
glytdbud

FOR 2020 12

ACCOUNTS 1000	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11000051	CITY MANAGER	470,894	0	470,894	153,923.62	30,041.99	286,928.39	39.1%
11012351	ECONOMIC DEVELOPMENT	510,030	0	510,030	215,982.64	41,670.05	252,377.31	50.5%
11020050	IT SERVICES	797,462	0	797,462	254,983.72	81,822.73	460,655.55	42.2%
11030051	CITY CLERK	334,803	0	334,803	109,485.56	42,373.48	182,943.96	45.4%
11040050	ELECTIONS	54,479	0	54,479	5,814.15	9,491.19	39,173.66	28.1%
11050070	ASSESSORS	569,498	0	569,498	192,290.06	11,371.31	365,836.63	35.8%
11060051	BUSINESS OFFICE	543,461	0	543,461	197,417.26	1,807.68	344,236.06	36.7%
11063151	HUMAN RESOURCES	213,071	10,000	223,071	74,149.86	27,287.69	121,633.45	45.5%
11070070	TAX COLLECTOR	382,295	0	382,295	136,113.32	5,729.81	240,451.87	37.1%
11080050	GENERAL OVERHEAD	1,021,733	-52,130	969,603	146,599.42	147,632.43	675,371.15	30.3%
11090050	PB CITY WIDE 50	668,503	4,000	672,503	222,190.88	35,288.08	415,024.04	38.3%
11090051	PB CITY HALL 51	66,066	0	66,066	18,437.92	33,912.70	13,715.38	79.2%
11090052	PB OPERA HOUSE 52	48,551	0	48,551	14,770.61	22,734.11	11,046.28	77.2%
11090054	PB CENTRAL FIRE 54	10,979	0	10,979	4,540.48	5,117.61	1,320.91	88.0%
11090055	PB GONIC FIRE 55	10,594	0	10,594	3,412.34	4,388.79	2,792.87	73.6%
11090056	PB LIBRARY 56	18,893	0	18,893	8,260.44	8,213.50	2,419.06	87.2%
11090057	PB DPW GARAGE 57	11,874	0	11,874	5,257.47	5,229.50	1,387.03	88.3%
11090059	PB ER FIRE STATION 59	775	0	775	75.15	249.85	450.00	41.9%
11090061	PB HISTORICAL MUSEUM 61	1,520	0	1,520	274.34	753.00	492.66	67.6%
11090063	PB HANSON POOL 63	5,100	0	5,100	1,839.38	50.00	3,210.62	37.0%
11090064	PB GONIC POOL 64	2,900	0	2,900	928.88	.00	1,971.12	32.0%
11090065	PB EAST ROCHESTER POOL 65	2,600	0	2,600	928.88	.00	1,671.12	35.7%
11090068	PB GROUNDS 68	12,160	0	12,160	2,297.78	939.97	8,922.25	26.6%
11090069	PB DOWNTOWN 69	17,000	0	17,000	4,188.93	1,794.00	11,017.07	35.2%
11090070	PB REVENUE BUILDING 70	22,331	0	22,331	7,387.94	11,991.27	2,951.79	86.8%
11090071	PB PLAYGROUNDS 71	3,000	0	3,000	.00	.00	3,000.00	.0%
11090075	PB NEW POLICE STATION	24,252	0	24,252	8,980.01	7,717.95	7,554.04	68.9%
11090077	PB ANNEX	4,260	0	4,260	734.48	2,032.26	1,493.26	64.9%
11102051	PLANNING	433,139	0	433,139	145,765.59	7,829.24	279,544.17	35.5%
11200051	LEGAL OFFICE	597,718	0	597,718	176,585.49	5,604.14	415,528.37	30.5%
12010053	PD ADMINISTRATIVE SERVICES	1,976,055	0	1,976,055	740,423.27	121,278.04	1,114,353.69	43.6%
12012453	PD PATROL SERVICES	4,951,564	0	4,951,564	1,458,677.51	.00	3,492,886.49	29.5%
12012553	PD SUPPORT SERVICES	425,815	0	425,815	129,051.32	.00	296,763.68	30.3%
12020054	FIRE DEPARTMENT	4,669,781	0	4,669,781	1,691,705.20	56,163.23	2,921,912.57	37.4%
12020055	FIRE DEPT 55 GONIC SUBSTAT	28,735	0	28,735	7,893.82	12,218.58	8,622.60	70.0%
12020754	CALL FIRE	31,373	0	31,373	705.33	1,627.67	29,040.00	7.4%
12023354	EMERGENCY MANAGEMENT	41,812	0	41,812	.00	.00	41,812.00	.0%
12030153	DISPATCH CENTER	882,328	0	882,328	268,463.91	11,479.36	602,384.73	31.7%
12040051	CODE ENFORCEMENT	606,553	0	606,553	204,296.20	15,177.33	387,079.47	36.2%
12050050	AMBULANCE	61,832	0	61,832	.00	.00	61,832.00	.0%
13010057	PUBLIC WORKS	2,301,219	38,130	2,339,349	722,691.81	568,541.94	1,048,115.25	55.2%
13010957	WINTER MAINTENANCE	518,492	0	518,492	16,198.20	105,086.25	397,207.55	23.4%
13020050	CITY LIGHTS	218,000	0	218,000	43,354.19	51,910.81	122,735.00	43.7%
14010051	WELFARE	469,070	0	469,070	153,423.06	15,825.77	299,821.17	36.1%

11/05/2019 14:08
 mark

CITY OF ROCHESTER
YEAR-TO-DATE BUDGET REPORT
P 2
glytdbud

FOR 2020 12

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14022072 RECREATION ADMINISTRATION	650,242	-800	649,442	223,532.55	13,148.71	412,760.74	36.4%
14022150 RECREATION PLAYGROUNDS/CAM	98,951	0	98,951	82,214.19	799.13	15,937.68	83.9%
14022250 RECREATION POOLS	83,588	800	84,388	59,543.64	9,914.99	14,929.37	82.3%
14030056 LIBRARY	1,299,148	0	1,299,148	475,622.73	63,664.08	759,861.19	41.5%
15000051 COUNTY TAX	6,610,000	0	6,610,000	.00	.00	6,610,000.00	.0%
17010051 TRANSFERS/PAYMENTS DEBT SV	4,159,335	0	4,159,335	1,412,915.23	.00	2,746,419.77	34.0%
17030050 OVERLAY	92,000	0	92,000	7,536.62	.00	84,463.38	8.2%
17040051 TRANSFER TO CIP & OTHER FU	3,040,340	1,634,966	4,675,306	1,634,966.00	.00	3,040,340.00	35.0%
TOTAL GENERAL FUND	40,076,174	1,634,966	41,711,140	11,446,831.38	1,599,910.22	28,664,398.40	31.3%

11/05/2019 14:08
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 3
 glytdbud

FOR 2020 12

ACCOUNTS FOR: 5001	WATER ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
51601057	WATER WORKS EXPENSE	5,294,828	0	5,294,828	980,520.33	54,826.69	4,259,480.98	19.6%
51601073	WATER TREATMENT PLANT	1,250,396	0	1,250,396	309,561.97	140,255.84	800,578.19	36.0%
51601570	WATER REVENUE OFFICE	62,086	0	62,086	22,087.04	117.50	39,881.46	35.8%
TOTAL WATER ENTERPRISE FUND		6,607,310	0	6,607,310	1,312,169.34	195,200.03	5,099,940.63	22.8%

11/05/2019 14:08
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 4
 glytdbud

FOR 2020 12

ACCOUNTS FOR: 5002	SEWER ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
52602057	SEWER WORKS EXPENSE	4,513,071	0	4,513,071	2,070,302.23	31,660.43	2,411,108.34	46.6%
52602074	SEWER TREATMENT PLANT	3,855,328	0	3,855,328	473,547.95	338,375.02	3,043,405.03	21.1%
52602470	SEWER REVENUE OFFICE	61,230	0	61,230	21,984.71	117.50	39,127.79	36.1%
TOTAL SEWER ENTERPRISE FUND		8,429,629	0	8,429,629	2,565,834.89	370,152.95	5,493,641.16	34.8%

11/05/2019 14:08
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 5
 glytdbud

FOR 2020 12

ACCOUNTS FOR: 5003	ARENA ENTERPRISE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
53603060	ARENA EXPENSE	402,865	0	402,865	124,091.98	90,129.60	188,643.42	53.2%
	TOTAL ARENA ENTERPRISE FUND	402,865	0	402,865	124,091.98	90,129.60	188,643.42	53.2%

11/05/2019 14:08
 mark

 CITY OF ROCHESTER
 YEAR-TO-DATE BUDGET REPORT

 P 6
 glytdbud

FOR 2020 12

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	861,466	0	861,466	234,169.50	165,084.23	462,212.27	46.3%
	TOTAL COMMUNITY CENTER SP REV FUND	861,466	0	861,466	234,169.50	165,084.23	462,212.27	46.3%



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

Planning Board
 Conservation Commission
 Historic District Commission
 Arts & Culture Commission

PLANNING & DEVELOPMENT DEPARTMENT MONTHLY REPORT FOR OCTOBER 2019

The Planning Board, Conservation Commission, Historic District Commission (HDC), and the Arts & Culture Commission all held their meetings in October. You will find the summaries of the agendas and discussions further down in this report. The Planning Board also held their October workshop meeting. In addition to the surety and inspection update given by the Assistant City Engineer and the Public Works Director, the Board elected Terry Dwyer as Secretary due to the resignation of Matthew Kozinski. The Board was also informed that the Mayor has created an Ad Hoc Committee to further review and make recommendations on the Downtown Commercial District zoning amendments to allow for first floor apartments. Mr. May and Mr. Collopy volunteered to represent the Planning Board on the Committee. I also introduced a set of ground rules for conduct at Planning Board meetings. The rules cover the Board members, members of the public, and applicants. They will be adopted at a future meeting. The Board was also given the dates for next year's meetings and they will vote to adopt those at the November 4, 2019 meeting.

The Planning & Development Department remains extremely busy in general with many meetings with citizens, developers, applicants, and the processing of applications. The Board will be reviewing three (3) new application and will have three (3) projects that are requesting extensions on the Consent Agenda. In addition, we continued working with our consultants, VHB, on the Transportation Master Plan and will be looking to have a draft for an October Steering Committee meeting. We are hoping to wrap up the Transportation Master plan in December with a presentation to the City Council and then adoption at the Planning Board. The Downtown Master Plan Steering Committee also met with the consultants for the Downtown Master Plan Chapter and we have been implementing the public outreach campaign, including focus group meetings. We are making good progress on the Downtown Master plan and are still shooting for a December completion date. I also participated in the monthly meeting of the Leadership Committee for the Economic Development Division of the American Planning Association, which I am a member. I attended the monthly COAST Board meeting as the representative for the City. Staff also participated in the TRG meetings, pre-construction meetings, Minor Site Plan Review meeting, Special Downtown Review and the Metropolitan Planning Organization's Technical Advisory Committee (MPO TAC) monthly meeting. We also continued work on a Zoning Amendment for the Downtown Commercial District for allowing housing on the first floor in certain instances. Seth Creighton and I attended a City sponsored supervisors training session at the hospital conference center. Staff met to review the process for murals and how to proceed with them now that we are getting requests from artists that want to paint murals on downtown buildings. Staff also met with representatives from Waterstone to get an update on the planning for Phase II. Michelle Mears attended Rotary and is getting back involved now that she is back at work.

APPLICATIONS REVIEWED BY THE PLANNING BOARD

Service Credit Union, 83 South Main Street Extension request to meet precedent conditions to an approved site plan. Case # 125 – 203 – DTC – 19 **APPROVED**

Dianne Libby & Timothy Zielfeder, 278 Old Dover Road (by Norway Plains Assoc.) 2-Lot subdivision. Case# 256 – 38 – A – 19 **APPROVED**

Index Packaging, Inc., 91 Innovation Drive (by Berry Surveying & Engineering) 2-Lot subdivision. Case # 242 – 5 – I – 19 **APPROVED**

Index Packaging, Inc., 91 Innovation Drive (by Berry Surveying & Engineering) Site plan, and Conditional Use Permit to construct a 130,933 s.f. light industrial building and an 85,750 s.f. warehouse. Case# 242 – 5 – I – 19 **CONTINUED TO 11/4/2019**

Glenn David's Integrity Auto, Inc., 415 North Main Street (by Berry Surveying & Engineering) Site plan to expand vehicle sales and service. Case# 114 – 4&5 – HC – 19 **APPROVED**

Donald & Bonnie Toy, 418 Old Dover Road (by Berry Surveying & Engineering) 14-unit expansion of mobile home park. Case# 256 – 54-1 – A – 19 **APPROVED**

Real Estate Advisors, Inc., 24 Jeremiah Lane (by Berry Surveying & Engineering) Amendment to an approved subdivision to change from 53-lots to 54-lots and change from 72 units to 74 units. Case # 223 – 21 – A – 19 **CONTINUED – NOT DATE CERTAIN**

APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION

1.) Minutes: the meeting minutes of September 25, 2019 were accepted.

2.) Conservation Overlay District: *91 Innovation Drive – status of NH DES Wetland application.*

Members read a letter from NH DES requested that the applicant relook at their plan because there wasn't sufficient evidence that the applicant tried to avoid impacting one specific wetland.

3.) New Business: **a)** *Discuss the meeting date for November's meeting (currently is scheduled for the day before Thanksgiving).* The Commission briefly discussed the date and decided to keep it as scheduled, November 27th.

b) *Brainstorm culvert upgrades/wetland mitigation in the Ricker Brook watershed.* The Commission discussed the perched culver that runs under Strafford Road/Route 202A at 36 Strafford Road. They also discussed the culvert that carries Hurd Brook under Estes Road at the intersection of Howard Brook Drive and Estes Road. The Commission said this culvert has been looked at and it was supposed to be rebuilt years ago but hasn't been.

c) 38 Hanson Street- The Con Com members discussed why they oppose 38 Hanson St becoming a parking lot, including:

- 1) The downtown is suffering enough with vacancies, there is no value in creating another hole.
- 2) There is enough parking downtown already.
- 3) A parking lot will be a cost burden to the taxpayer (first for construction and then for continued maintenance, including treatment of storm water).
- 4) Parking lots negatively impact water quality.

Con Com also said that new City parking lots should be built to the same standards that private developers are held to, including landscape islands with trees and low-impact-development storm water treatment, such as the model parking lot design that resulted from the Greening America's Cities Grant.

d) Oak tree in front of City Hall: The Commission doesn't support the removal of the City Hall oak tree on the merits of grass and acorns.

The following suggestions were made.

- 1) Have UNH Cooperative Extension evaluate the tree and grass; this is a free service.
- 2) Use a shade mix grass seed under the tree and/or replace the dead grass with mulch and plants or other non-grass surface.
- 3) Have a professional, such as a forester, evaluate this and all street trees downtown and come up with a maintenance plan, and then implement said plan. This includes compiling a list of appropriated street trees for future plantings/replacements, along with details of how to plant.

d) A member said her friends have heard there is a leaking septic tank at the end of Ela Ct/Congress St/Bowdoin Ct. Staff will inform the Health Officer.

e) A member, as a Conservation Commission member and volunteer with Rise Up Rochester, has been questioned why there are dumpsters in the Union St parking lot, why they are unscreened, why there is a lack of recycling, why there is leaking/pavement staining, and why is no one taking care of the loose trash that blows out. Staff will alert the City Manager and Economic Development Dept.

4.) Notice of Intent to Cut Wood or Timber/Intent to Excavate: a) Notice of Intent to Cut – Tax Map 215-17, 149 Four Rod Road

There were no concerns with this application.

5.) Reports: a) Technical Review Group; b) Planning Board:
Updates were given.

6) Old Business: a) School/Conservation Commission Partnership – Hope Farm (Peaslee Road) Monitoring Report; Darren Scopel of Spaulding High School was present to speak with the Commission members. The group discussed partnering with the students to visit and complete a monitoring report of the conservation easement at Hope Farm, hopefully in late November. If this fails, the spring would be a better time.

APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION

The Historic District Commission met on October 9, 2019 and approved two applications. The following applications were approved by the HDC:

- First Seacoast Bank, 17 Wakefield Street, Certificate of Approval for paint color Case# HDC 120-406– DTC – 19
- Fallen Leaf Bistro, 42-44 North Main Street, Certificate of Approval for paint color for storefront Case# HDC 121-14-DTC-19

The HDC also reviewed the two administrative approvals for re-roofing at 2-6 North Main and 34 South Main Street.

ARTS AND CULTURE COMMISSION ACTIVITIES

The Arts and Culture Commission reviewed the draft application for public art. The Commission discussed the process for murals currently reviewed as a sign permit. The ACC wants to write letters of support or if the project needed to be changed for long term maintenance for projects within the Historic Overlay District. The process is suggested as follows: submit information to Planning and Development; the artist should be at the ACC to present the project; the ACC will be reviewing the draft application at the next meeting.

The ACC discussed the Rochester Arts Awards. The ACC wants to make this a bigger event state of arts and culture in the City of Rochester. Instead of just giving out certificates more of presentation. State of Main or Downtown. Show don't tell options works. Let people know what is happening. Video clips, photos of artist, more of a platform to speak about. All nominees who will be honored. Submit materials. The ACC also wants to present the President Volunteer Service Award, the RMFA is certified to give this award out to a volunteers in Rochester. This would honor the people that are working hard within communities. Give a medal from the president the certificate give through artistic endeavor fostering beautification. It is all based on service hours. RMFA is certified to give this out.

The ACC also wants to head up the Tri-centennial celebration for the City of Rochester in 2023.

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

Rec & Arena Monthly Report

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

From: Lauren Krans, Asst. Director Recreation & Arena
Date: November 13, 2019
Re: October Monthly Report

October Program Participation	
Adult Floor Hockey	0
Adult Open Gym 30+	10
Adult Rec Ice Hockey League	98
Adult Volleyball	80
Advanced Senior Fitness	22
Circle of Moms	25
BCA/Community Partners Collaborative Arts	19
Community Coffee	7
Halloween Harvest	150
King Pine	8
Learn To Skate	20
Parent/Child Open Gym	37
Public Ice Skating	86
Senior Art	52
Senior Breakfast/Cookout	82
Senior Dance Lessons	18
Senior Pickleball	159
Senior Power Hour	93
Senior Trips	12
Senior Yoga Chair	34
Senior Yoga Gentle	24
Senior Zumba Gold	30
SHS/BCA Open Gym	501
Sunday Night Pickleball	3
Teen Night	225
Youth Rec Ball 1st and 2nd Grade	12
Youth Rec Ball 3rd and 4th Boys	8
Youth Rec Ball 3rd and 4th Girls	4
Youth Rec Ball 5th and 6th Boys	4
Youth Rec Ball 5th and 6th Girls	0
Youth Rec Ball 7th and 8th Co-ed	1
Youth Rec Ball High School Co-ed	6
MONTHLY TOTAL	1830

Halloween Harvest

Our annual Halloween celebration took place at the Rochester Common. Over 150 people attended, many in costume! Buildings and Grounds loaned us their tractor for the day so there were many hay filled rides around the park! Traditional activities ranged from donut eating contests, costume parade and a magician.

Greater Rochester Chamber of Commerce Expo

Our gymnasium was home to the Chamber of Commerce Expo. This event was well attended by city staff and community members. Our team had a blast hosting a table about Rec & Arena programs and activities.

Rochester Arena

The rink is a buzz of activity! Ice season is in full swing. Learn to Skate sessions have been filling up. The upstairs fitness room has also been busy with our senior fitness classes and our drop in playgroup, Circle of Moms. The downstairs office space is working out great as a meeting space and conference room for the department and arena user groups. Multiple department meetings have taken place there, including our monthly commission meetings and staff meetings.

Senior Trip

October's senior trip to Beans and Greens Corn Maze in Gilford was tons of fun. Unfortunately, participation is limited to 12 seniors, with an ongoing wait list of 20+ for all of our senior trips. The current van we are using from the Housing Authority has limited capacity, and is not ideal for accessibility-it is quite literally a "pain" to climb in and out of. Our department will be presenting alternative transportation opportunities, like a new bus, for the next budget cycle in hopes that we can better serve our seniors in the future.

Basketball Season

Registration for our very popular youth basketball program has been open for over a month now. Registration starts slow, but we've motivated our customers with an Early Bird registration discount! We look forward to this program starting up in January and the gymnasium being filled with some of our favorite rec families!



*Intentionally
left blank...*

City Clerk's Office

Forthcoming: Fire Department Report...

City Clerk's Office

*Intentionally
left blank...*

City Clerk's Office



PAUL R. TOUSSAINT
Chief of Police

ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET
ROCHESTER NH, 03867-1933

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

POLICE COMMISSION

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



November 8, 2019

TO: City Manager Blaine Cox
RE: Monthly Report – October 2019

OPERATIONS: Wards 1, 3 and 6 had scheduled meetings this period. Aside from Police, there were no attendees at the Ward 3 meeting. Areas discussed included thefts from motor vehicles, a problem residence in Ward 6, transient camping on private property, and bail reform. The comp stat report was reviewed.

The investigations bureau had 23 cases sent up from patrol for review or investigation. There are currently 66 cases assigned. There were 23 cases presented to the Grand Jury all with true bills. There were two detective call outs (an overdose death and an untimely death). There were two polygraphs and two backgrounds. There were 266 pieces of evidence logged in, 41 items returned to owners and an additional 100 pieces destroyed.

CEO/ COMMUNITY ENGAGEMENT OFFICER: Off. Danie is working to develop a job description for the unit as we anticipate expanding in the months to come. Off. Danie and Sgt. Babine have been working random evening shifts checking in on some of the homeless camps and providing resource information with a goal to get help to those that need it and want it. Sgt. Babine and Off. Danie are also communicating with Rochester Rise Up members. The POP and Community Engagement continue to work with the crime analyst on areas of concern. Off. Danie also during the month attended Teen Night, the Senior Breakfast, Monarch School Harvest Fest, Home Depot Safety Day, and he is working on planning for Christmas on the Common and Skate with a Cop.

COMP STAT: There was an increase in DUI arrests. More than half of them were discovered via officer initiated activity. There were two serious motorcycle collisions this period. One on Route 11 where a vehicle turning left into the Ridge collided with an eastbound motorcycle and one on Old Dover Road where one motorcycle tried to pass the other and lost control. There were serious injuries sustained in both accidents. The riders are expected to recover. The majority of the drug possession charges were related to methamphetamine and heroin/fentanyl. There was an increase in drug events which are calls utilizing police resources due to behaviors of individuals under the influence of drugs. Violent crimes are down year to date.

COMMUNICATIONS: The two new communications specialists are moving swiftly through training. They will be transitioning from Fire and EMS to police dispatching soon. At this pace, it is anticipated they will be released to solo headset after Thanksgiving. Specialist Holman submitted a resignation and accepted FT employment at another agency. She will remain per diem. Per Diem Specialist Spicer has returned to FT dispatching. The Communications Supervisor attended the recent IMC conference and will attend the Supervisors Academy through Primex. Specialist Neal will attend the APCO conference.

DIVERSION: Teen night had 218 youth in October. There are a lot of activities for including trivia games, pool tables, obstacle courses and the other regular activities. Staff has begun working with Alton and Northwood PD's on starting their own Diversion programs. Nicole attended the Children's Behavioral Health Collaborative Annual meeting and found some resources for natal health connections and resiliency training information for diversion jurors. Nicole also attended the Smart Approaches to Marijuana presentation centered around the impact of recreational use laws on youth development.

EMD USE: Display and Deploy: One Display Only: None

FINANCIAL/PURCHASING: The online crime reporting software is moving forward. We are scheduled implementation meetings. The radio project is also moving forward. Meetings with stakeholders are for different aspects of the project continue. We have started to review and hold preliminary discussion about our needs for the FY21 budget.

FORFEITURE SPENDING: None

HIRING: Officer Marshall started on October 28. We have submitted academy paperwork for two recruits starting in December. While submitted only days apart, one candidate falls outside of the 67 max recruits per academy. Three people would need to fail the entrance PT for our second recruit to attend the January academy.

HONOR GUARD: The Honor Guard participated in a ceremony for recently retired Director Donald Vittum from Police Standards and Training. Director Vittum served as Chief of Police in Rochester from 1991 to 1995. They are preparing as well for participation in the annual Chamber Christmas parade.

PROSECUTION - ADULT: There were 287 new cases with 381 charges. There were 130 guilty pleas, 78 not guilty, 36 cases nol prossed. There were 80 who failed to appear, 30 found guilty by the court, 5 cases dismissed by the court and 4 cases placed on file.

PROSECUTION - JUVENILE: Juvenile prosecution had 18 petitions and one CHINS. There were 13 arraignments (5 set for trial, 2 resolved by plea, 6 rescheduled, continued or failed to appear). There were three review hearings, nine violation hearings, two dispositional hearings, four motion hearings and one sentencing hearing. Additionally Lt. Gould completed six investigations (four complaint and warrant) for bail jumping, one contempt of court and one motion to impose suspended sentence.

SCHOOL RESOURCE OFFICERS:

High School Highlights: Off. Jackson has begun teaching LEADS, has spent more ours in Hanson Pines reference student activity there, routine checks of school security and participation in the Pep rally. The Explorer program open house went well and it is anticipated they will add 5 new members.

Middle School Highlights: Sgt. Deluca is has begun teaching the LEAD classes. He has made several arrests from the school for fights, possession of tobacco products, disorderly conduct and resisting arrest. He attended 15 meetings with Guidance Counselors regarding student mediation.

Elementary School Highlights: Off. Porfido has made regular visits to the HOPE school. He has begun teaching LEADS, participated in re-entry meetings for out of school suspensions.

TRAINING: Officer Root has been released to solo patrol. Officers Coffey, Riddle and Crawford are projected to be released from field training after Thanksgiving. Officers Flathers, Bilodeau and Miller at the academy have completed 10 weeks of the program and all are on track. Other training this period included court preparation and testimony, National EMT Conference (paid by other employer), Project Safe Neighborhoods and Search and Seizure mobile enforcement.

Respectfully Submitted,

Paul R. Toussaint
Chief of Police

*Intentionally
left blank...*

City Clerk's Office

Rochester Police Department

September 2019 Comp Stat Report



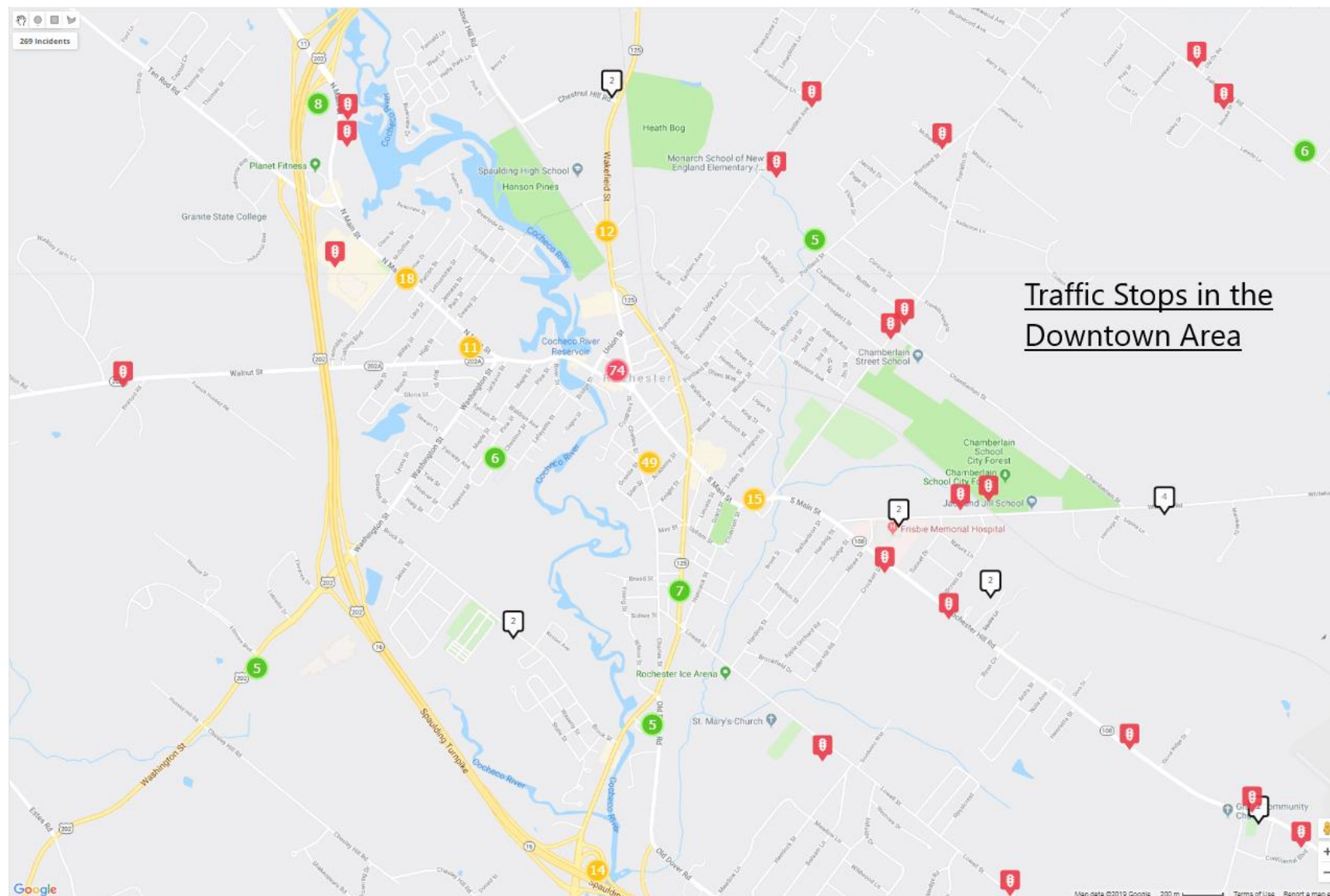
Field Activities

Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change	YTD 17
Traffic Stops	345	390	-12%	376	-8%	273	3630	6558	-45%	5013
Arrests from Stops	20	24	-17%	18	11%	19	174	258	-33%	176
Summons	17	26	-35%	25	-32%	25	173	424	-59%	321
Warnings	294	326	-10%	318	-8%	212	3136	5669	-45%	4353
No Action	12	11	9%	16	-25%	12	128	171	-25%	134
Accidents	82	82	0%	100	-18%	81	722	691	4%	858
Summons from Accidents	2	2	0%	4	-50%	2	19	21	-10%	23
Arrests from Accidents	3	1	200%	4	-25%	3	39	38	3%	54
Field Interviews	9	26	-65%	10	-10%	18	86	85	1%	124
DWI	9	3	200%	8	13%	8	67	51	31%	66
<i>Narcotics</i>	1	2	100%	2	-50%	1	16	14	14%	29
<i>Alcohol</i>	8	1	700%	6	33%	7	51	37	38%	37
DWI from Accidents	1	2	-50%	2	-50%	2	17	15	13%	24

Traffic Stops

179 of 345 traffic stops conducted in the Downtown area that resulted in:

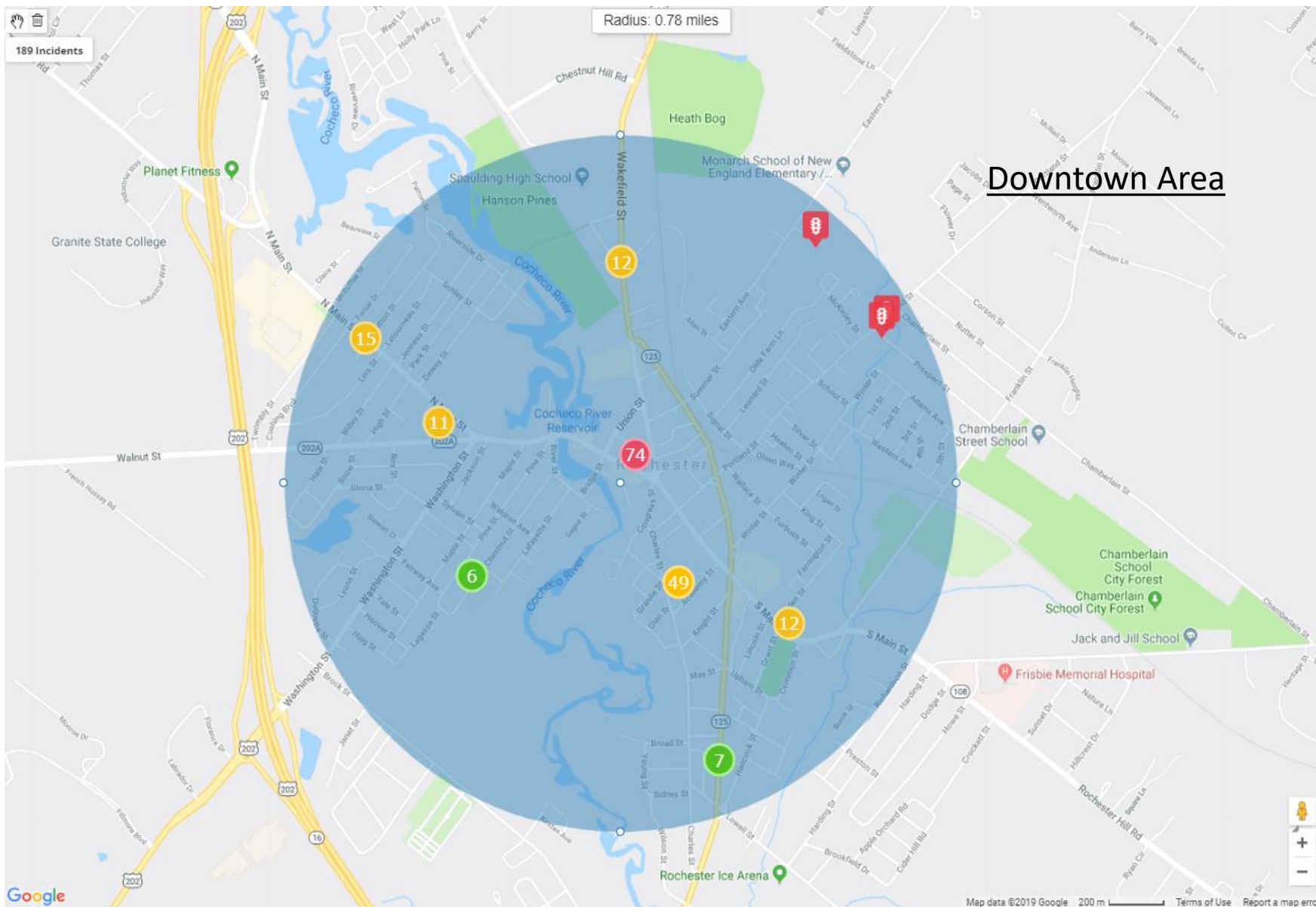
- 3 Arrests
- 12 Summons Issued

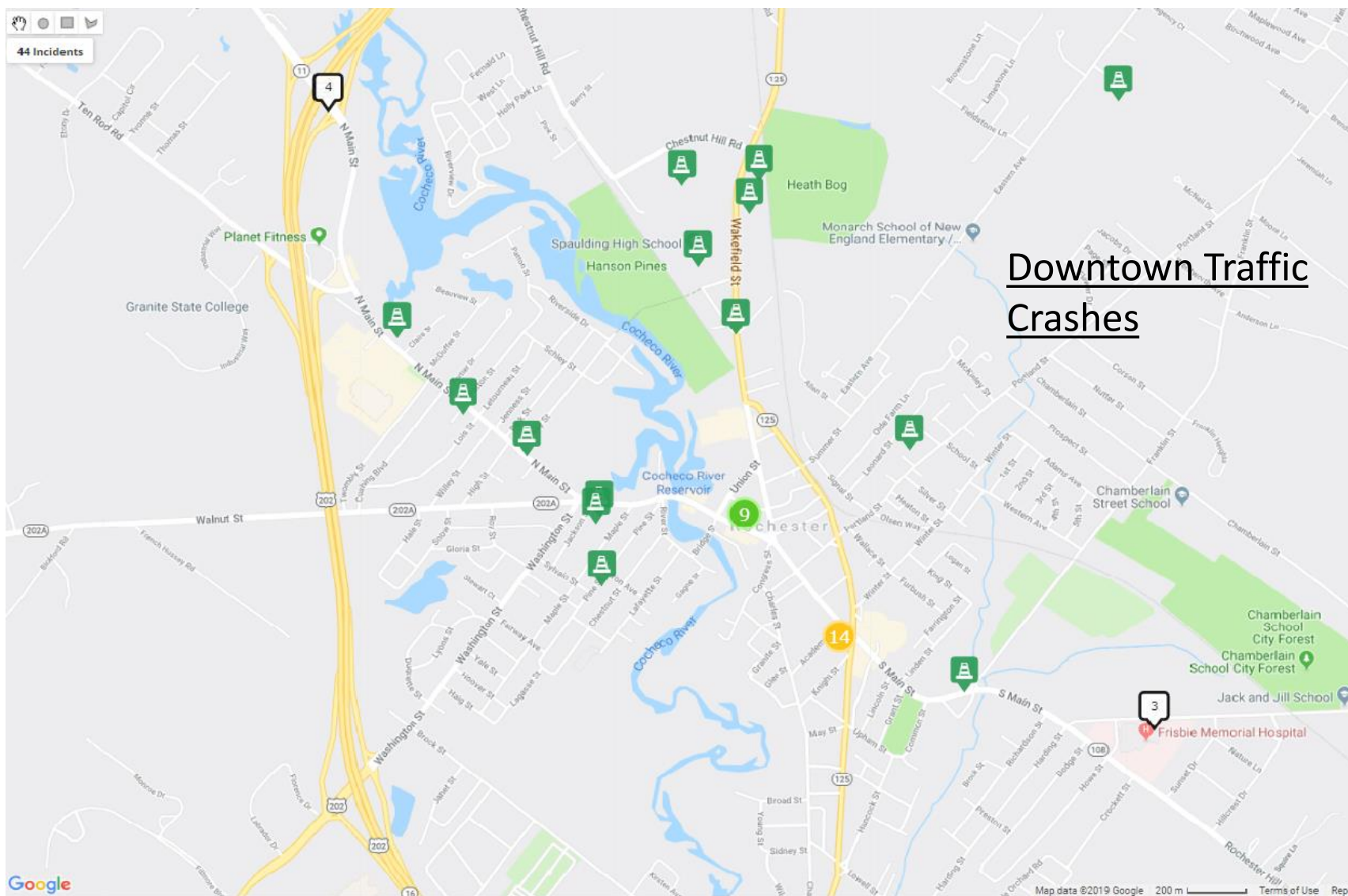


Traffic Stops

179 of 345 traffic stops conducted in the Downtown area that resulted in:

- 3 Arrests
- 12 Summons Issued





Most crashes occurred in parking lots or at intersections.

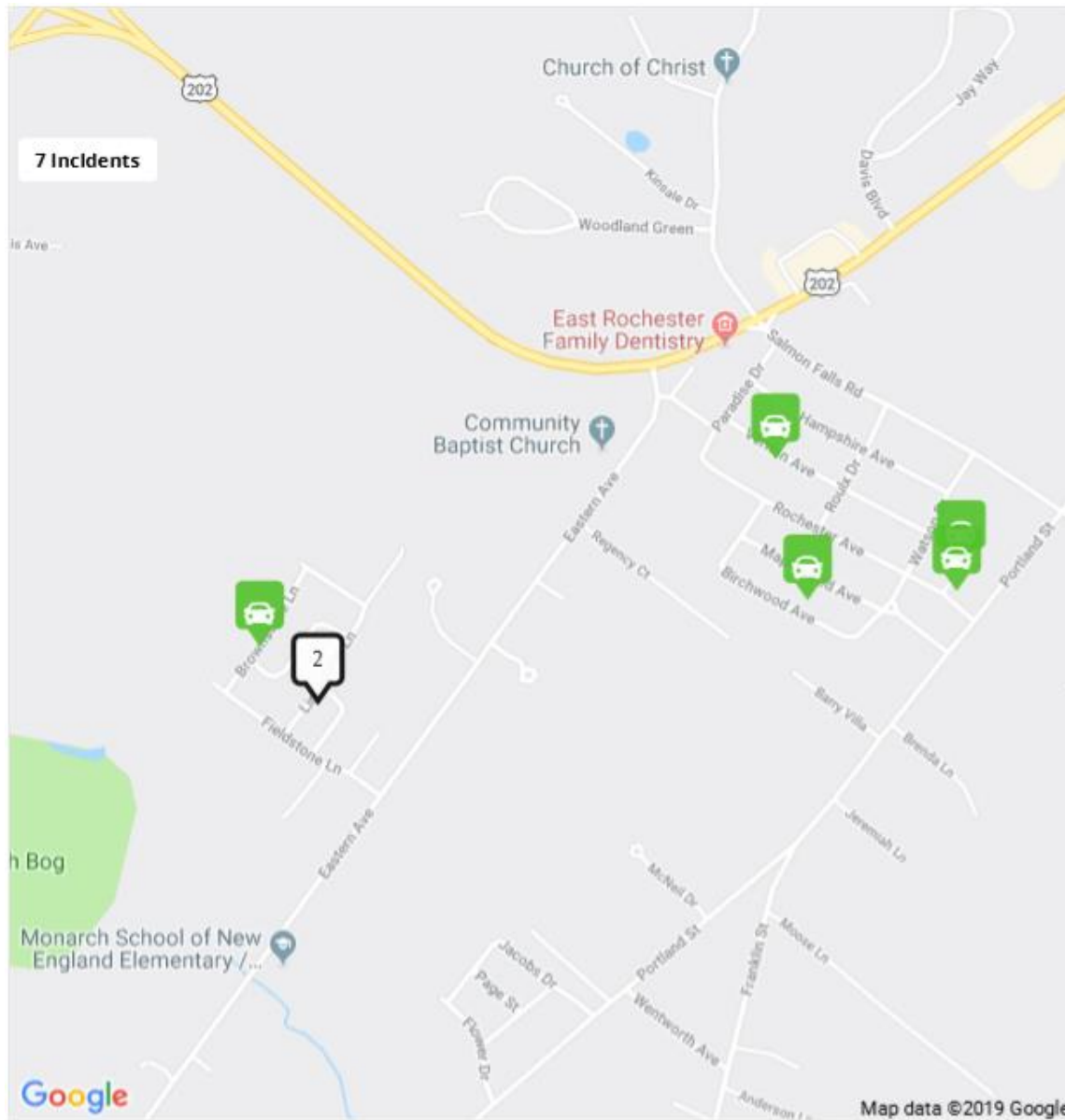
- 5 occurrences in Knight St Cumberland Farms parking lot.
- 3 occurrences in Frisbie Memorial Hospital Lot.

Serious Injury Motorcycle Crashes

- 9/13/2019, Rt. 11 by Market Basket.
- 9/25/2019, Old Dover Rd by Exit 11 off-ramp.

Property Crimes

All Incident Reports												
Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Burglary	8	9	-11%	6	33%	21	81	59	37%	17%	19%	85
Shoplifting	18	12	50%	7	157%	15	154	168	-8%	101%	88%	208
Theft from a Building	10	21	-52%	26	-62%	18	140	149	-6%	21%	18%	112
Theft from M/V (including Parts)	16	11	45%	40	-60%	33	184	81	127%	5%	4%	158
All Other Theft	19	16	19%	21	-10%	31	133	300	-56%	7%	2%	239
M/V Theft	2	6	-67%	3	-33%	4	27	27	0%	22%	15%	22
Vandalism	39	33	18%	37	5%	39	294	303	-3%	27%	28%	330
Total Property	112	108	4%	140	-20%	161	1013	1087	-7%	30%	26%	1154
Arrests												
Specific Crimes	Sep-19	Sep-19	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change			YTD 17
Burglary	0	1	-100%	0	0%	4	14	11	27%			14
Shoplifting	11	11	0%	12	-8%	7	155	147	5%			124
Theft from a Building	7	4	75%	1	600%	3	30	27	11%			62
Theft from M/V (including Parts)	0	0	0%	1	-100%	2	9	3	200%			10
All Other Theft	3	1	200%	2	50%	0	9	6	50%			10
M/V Theft	0	2	-100%	0	0%	0	6	4	50%			5
Vandalism	8	8	0%	3	167%	11	79	86	-8%			98
Total Property	29	27	7%	19	53%	27	302	284	6%			323



Theft From Vehicles

Occurred overnight, 9/20/19,
Vernon Ave/Fieldstone Ln
Neighborhoods

- 7 Incidents
- 1 Firearm
- \$1020.00 cash from 1 vehicle

Drug Incidents

All Incident Reports												
Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Possession	13	20	-35%	14	-7%	13	98	108	-9%	85%	83%	148
Drug Events	52	N/A	N/A	38	37%	37	238	N/A	N/A			N/A
Overdoses	10	13	-23%	16	-38%	15	100	137	-27%			172
Fatal	2	0	0%	1	100%	2	10	10	0%			16
Total Drug	65	23		52	25%	50	336	245				336
Arrests												
Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change			YTD 17
Possession	12	13	-8%	13	-8%	10	83	90	-8%			141

Violent Crimes

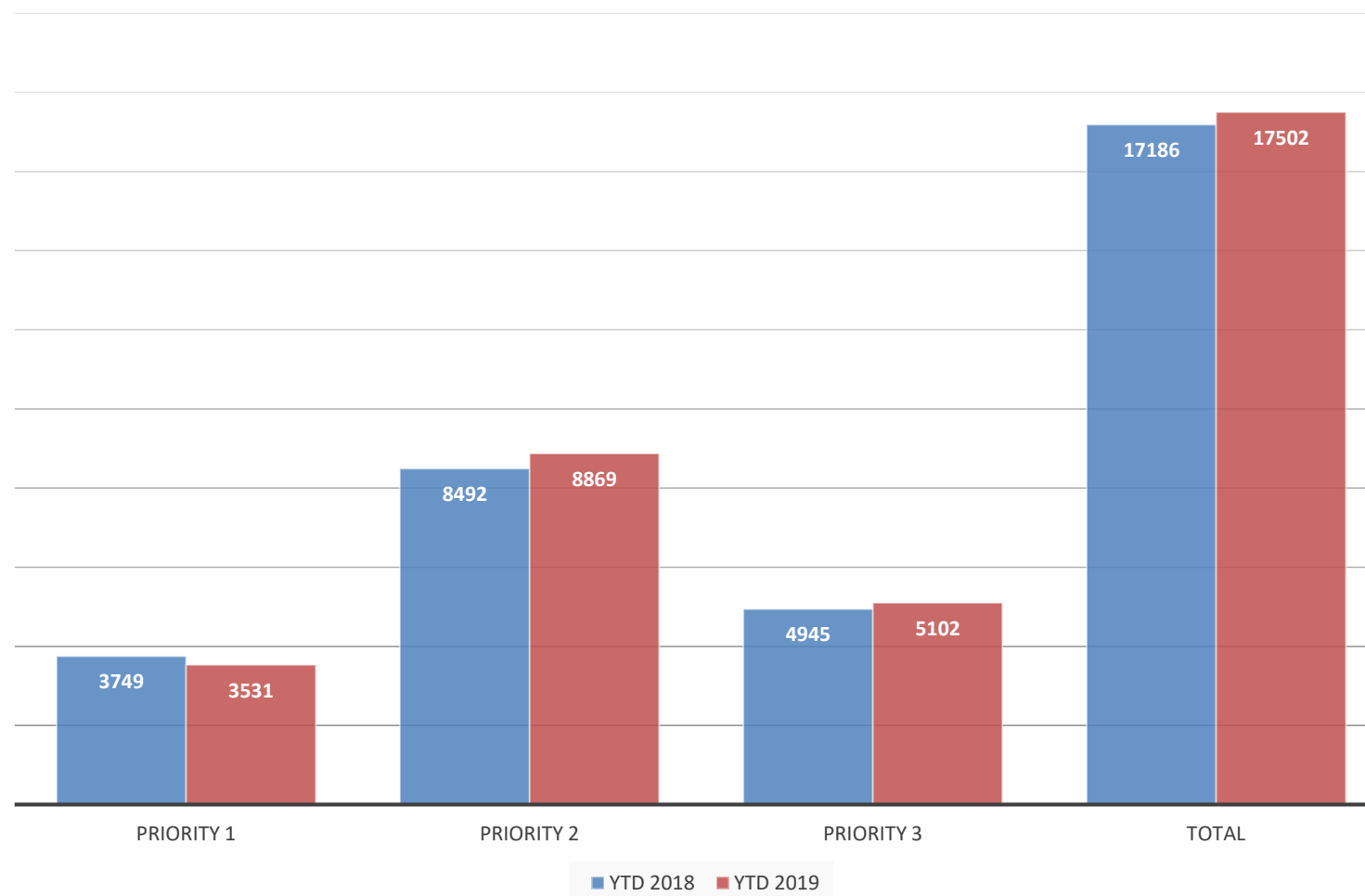
All Incident Reports												
Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Homicide	0	0	0%	0	0%	0	0	2	-100%	0%	0%	0
Robbery	1	1	0%	1	0%	1	6	13	-54%	67%	46%	20
Aggravated Assault	4	5	-20%	4	0%	5	42	52	-19%	60%	58%	58
<i>from DV*</i>	1	3	-67%	1	0%	3	13	25	-48%	77%	56%	20
Simple Assault	39	37	5%	26	50%	35	262	357	-27%	63%	46%	371
<i>from DV*</i>	29	20	45%	6	383%	15	133	189	-30%	73%	44%	174
Total Violent	42	43	-2%	31	35%	46	310	424	-27%	47%	38%	449
Arrests												
Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change			YTD 17
Homicide	0	0	0%	0	0%	0	1	0	0%			0
Robbery	0	0	0%	1	-100%	0	4	6	-33%			9
Aggravated Assault	1	6	-83%	3	-67%	0	25	30	-17%			40
<i>from DV*</i>	1		0%	1	0%	0	10	14	-29%			8
Simple Assault	22	13	69%	19	16%	14	166	165	1%			168
<i>from DV*</i>	19		0%	8	138%	10	97	83	17%			61
Total Violent	23	19	21%	23	0%	14	196	201	-2%			217

2019 Threshold

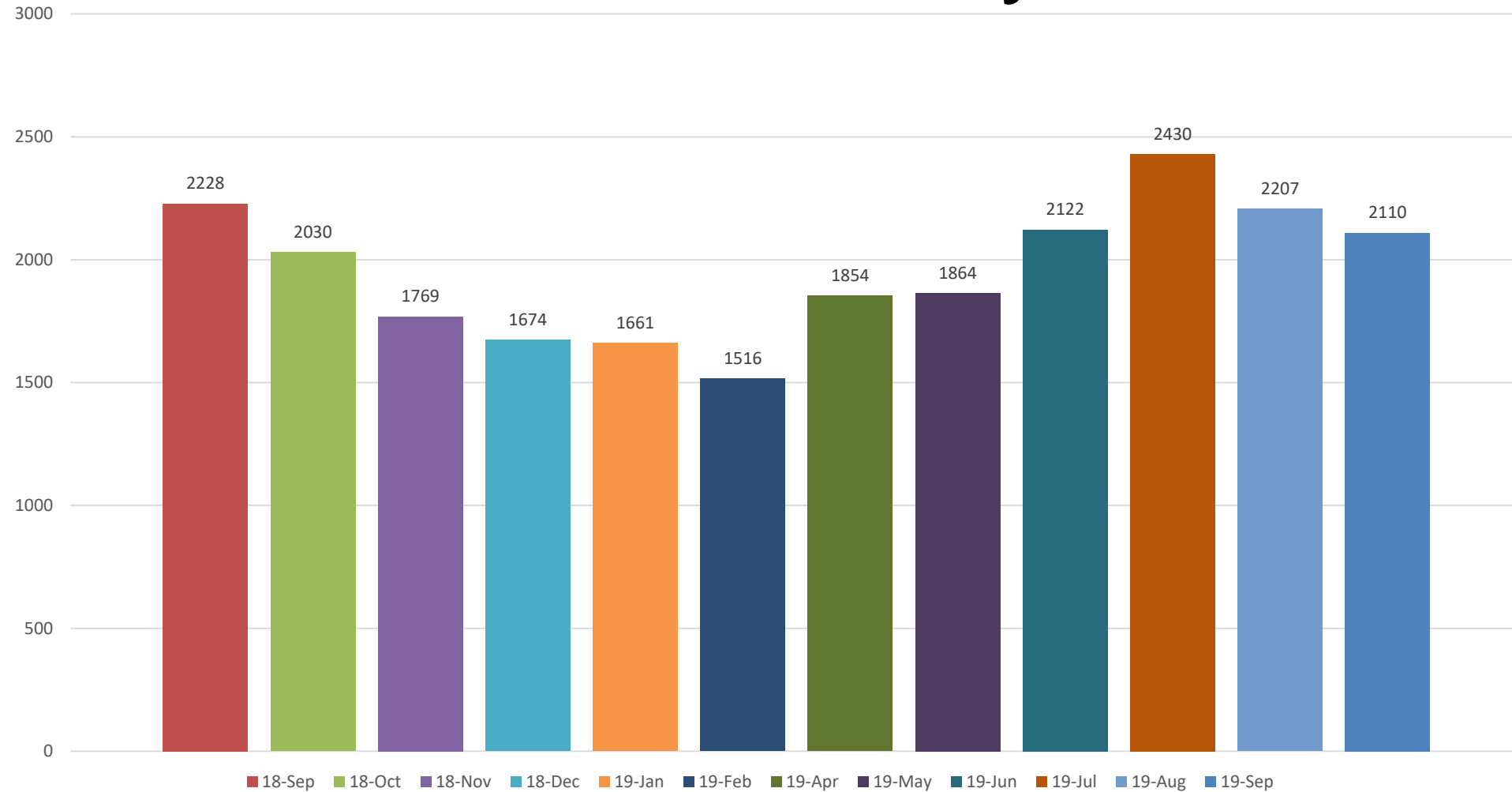
11/14/2019

Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	86	71-100	82	Normal
Traffic Stop	784	441-1126	345	Low
DWI	7	4-10	9	Normal
Robbery	2	0-3	1	Normal
Aggravated Assault	6	3-9	2	Slightly Low
Simple Assault	39	31-47	39	Normal
Burglary	9	5-13	4	Slightly Low
Shoplifting	24	17-32	11	Low
Theft from Building	18	11-25	16	Normal
Theft from MV	16	7-25	16	Normal
MV Theft	3	0-5	2	Normal
Vandalism	36	27-44	39	Normal
Possession	16	10-22	13	Normal
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	47	37-56	42	Normal
Property	123	95-151	111	Normal

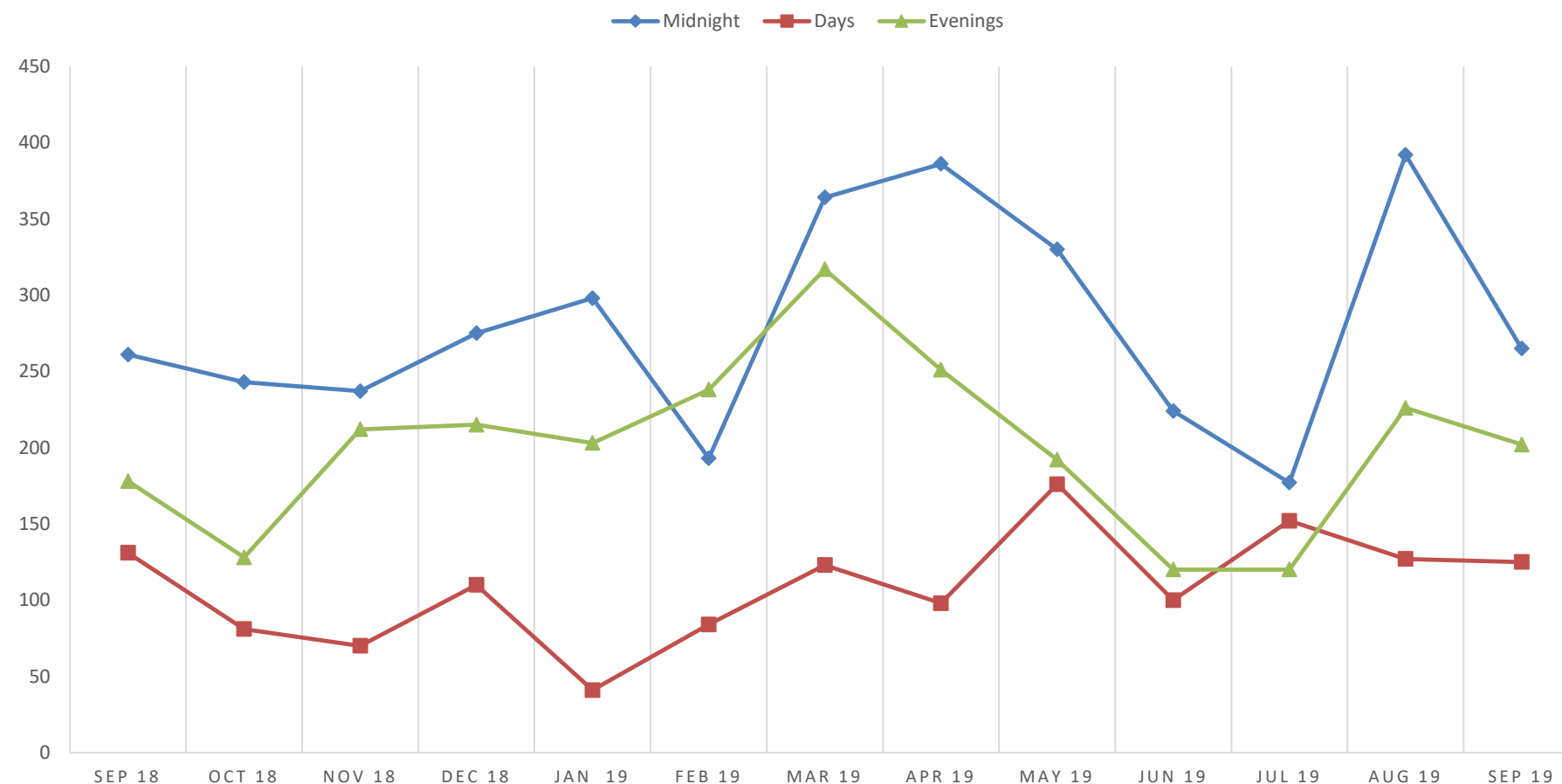
Calls for Service 2018 v 2019



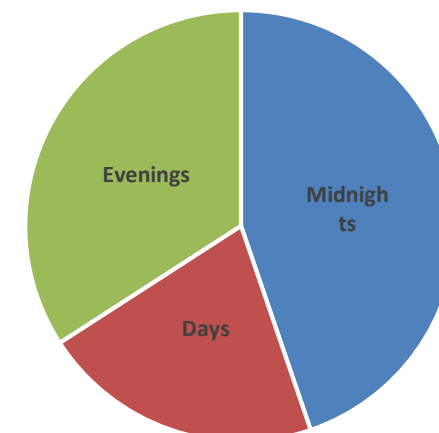
Calls for Service by Month



Month 2019 Proactive Hours by Shift



Proactivity by Shift



September 2019 DV Statistics

11/14/2019

Dates	5/1/19- 5/31/19	6/1/19- 6/30/19	7/1/19 – 7/31/19	8/1/19 – 8/31/19	9/1/19 - 9/30/19	Prior Verbal (PV)	YTD 2019	PV YTD	YTD 2018
Misdemeanor Arrests	24	19	24	6	21	1	161	19	148
Felony Arrests	3	2	2	1	2	0	17	2	15
Verbal Cases	14	16	19	20	14		159		207
Total Cases	41	37	45	27	37	1	337	21	370

2019 FJC Clients

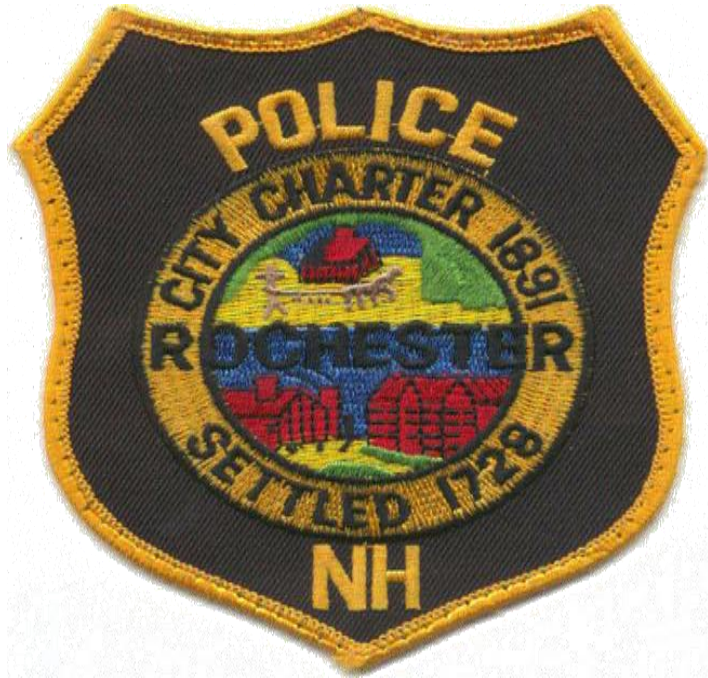
Month	Jan	Feb	March	April	May	June
New Clients	2	4	3	3	6	10
Unique Clients	15	19	20	18	26	27
Rochester Residents					8	10
	July	August	September	October	November	December
New Clients	7	Not	Not			
Unique Clients	30	Available	Available			
Rochester Residents	11					

2018 FJC Clients

Month	Jan	Feb	March	April	May	June
New Clients	13 (13)	18 (17)	6 (19)	6 (21)	8 (24)	5 (12)
	July	August	September	October	November	December
New Clients	2 (16)	5 (25)	2 (13)	3 (22)	2(17)	5 (10)

*****FJC stats now represent new clients and unique clients*****

(Unique clients are those that have active case management and new clients are excluded from that number)

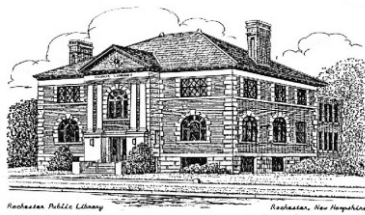


There may be people
that have more
talent than you, but
there's no excuse
for anyone to work
harder than you do.

Derek Jeter

*Intentionally
left blank...*

City Clerk's Office



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

11/14/2019

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

MONTHLY REPORT

October 2019

There were a total of 14,270 items circulated with 10,465 people visiting the library in the month of October. One hundred sixty-one patrons used the library's Internet computers for 567 hours. Current number of patron registrations is 39,580. Interlibrary loan activity included 96 materials borrowed from other libraries and 223 loaned to other libraries.

During the month of October the Children's Room staff held eleven Story Times for a total of 153 children. Thirty children participated in a fun "Make-It and Take-It" craft program creating Spoon Skull Magnets. Also available from the Children's Room was "Try it Out Tuesdays" for kids age 8 through middle school. No sign-ups are required. Each week offers a different craft/medium to "Try Out".

October was fire safety month. On Saturday, October 26th the Rochester Fire Department in collaboration with the children's room staff held a "Fire Truck Talk" in the parking lot of the library. Twenty-eight children were excited for the Rochester Fire Fighters to show them all around the Fire Truck and special equipment used during fires and emergencies. The Children's Room had books on fire safety, firefighters and fire engines on display as well.

The librarians in Adult Services created displays of books and movies throughout the month of October themes included Firefighters, Suicide Prevention, Family Drama, Scary Movies, Up All Night and Let's Do Lunch.

The Rochester Public Library was pleased to present the photography of Katherine MacDonald during the month of October. MacDonald is a local photographer who attended the University of Southern Maine and studied photography at McIntosh College. A nature lover since childhood, MacDonald enjoys spending time outdoors. She also works with several area organizations including the Olde York Historical Society.

Library patrons and staff collected 14 bags of food for Gerry's Food Pantry in October.

In addition to the print versions of available books, 299 of our library patrons downloaded 1,498 e-books to media devices through the library's web site this month. The RPL website also enabled 29 patrons access to the Mango Languages, Chilton, and Legal Forms databases along with 346 digital downloads from Hoopla.

Trustees meet on November 19th in the Rose Room of the library at 6pm.

*Intentionally
left blank...*

City Clerk's Office

City of Rochester Tax Collector's Office
October 31, 2019

Tax Year		Annual Warrant	Collected		Uncollected	
			Amount	%	Amount	%
2019	Semi Annual	32,520,503	31,236,805.31	96.05%	1,283,697.69	3.95%
2018	Warrant	63,834,824	63,038,300.92	98.75%	796,523.08	1.25%
2017		60,524,791	60,024,302.72	99.17%	500,488.28	0.83%
2016		58,196,003	57,988,961.69	99.64%	207,041.31	0.36%
2015		56,938,119	56,808,893.14	99.77%	129,225.86	0.23%
2014		55,068,779	54,988,459.01	99.85%	80,319.99	0.15%
2013		53,324,262	53,257,701.31	99.88%	66,560.69	0.12%
2012		50,952,912	50,913,193.84	99.92%	39,718.16	0.08%
2011		48,856,892	48,819,066.00	99.92%	37,826.00	0.08%
2010		47,308,832	47,277,167.01	99.93%	31,664.99	0.07%
2009		46,898,827	46,869,637.88	99.94%	29,189.12	0.06%
2008		46,522,769	46,506,066.91	99.96%	16,702.09	0.04%
2007		42,964,450	42,950,728.26	99.97%	13,721.74	0.03%
2006		40,794,160	40,785,526.57	99.98%	8,633.43	0.02%
2005		38,024,453	38,017,139.15	99.98%	7,313.85	0.02%
2004		36,065,496	36,058,043.14	99.98%	7,452.86	0.02%
2003		33,310,579	33,305,001.65	99.98%	5,577.35	0.02%
2002		29,725,878	29,720,692.63	99.98%	5,185.37	0.02%
2001		26,943,136	26,937,802.91	99.98%	5,333.09	0.02%
2000		25,415,248	25,411,043.45	99.98%	4,204.55	0.02%
1999		22,973,308	22,969,992.33	99.99%	3,315.67	0.01%
1998		30,592,529	30,587,901.82	99.98%	4,627.18	0.02%
1997		29,835,914	29,831,457.52	99.99%	4,456.48	0.01%
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%
					3,304,563.17	

Tax Collector
Doreen Jones, CTC

*Intentionally
left blank...*

City Clerk's Office

CSS Count FY 20		
Month	Total \$\$	# of Payments
July	\$ 832,265.53	656
Aug	\$ 86,735.97	451
Sept	\$ 133,727.95	391
Oct	\$ 99,634.76	446
Nov		
Dec		
Jan		
Feb		
Mar		
Apr		
May		
June		
Totals	\$ 1,152,364.21	1944

Doreen Jones, CTC
Tax Collector

*Intentionally
left blank...*

City Clerk's Office

Rochester, New Hampshire Inter office Memorandum

TO: Blaine Cox
City Manager

FROM: Todd M. Marsh
Director of Welfare

SUBJECT: Analysis of Direct Assistance for October 2019.

DATE: November 12, 2019

This office reported 186 case notes for the month.

Voucher amounts issued were as follows:

	<u>47</u> <u>Families</u> <i>20 new</i>	<u>23</u> <u>Single</u> <i>8 new</i>
Burial.....	.00	1,950.00
Dental.....	.00	.00
Electricity.....	675.48	235.34
Food00	.00
Fuel heating.....	.00	.00
Mortgage.....	.00	.00
Prescriptions00	.00
Rent.....	9,915.00	3,561.00
Temporary Housing	2,160.28	265.00
Transportation.....	<u>.00</u>	<u>22.99</u>
TOTAL	\$12,750.76	\$6,034.33

This represents an average cost per case/family of \$271.00 and case/Individual of \$262.00 for this month.

Total vouchers issued: \$18,785.09

There was an increase of \$262.45 in assistance issued this month compared to October 2018. There was an increase of \$1,340.89 in vouchers issued this month compared to last month.

We received reimbursements from the Interim Assistance Program SSI, Liens and Personal Reimbursements totaling: \$2,599.00

NOTES

Increasing rental rates and insufficient homeless shelter capacity has resulted in higher rental assistance costs and increased temporary housing assistance (motels) until transitions to permanent housing or available homeless shelters. The Welfare Department continues to minimize the increases.