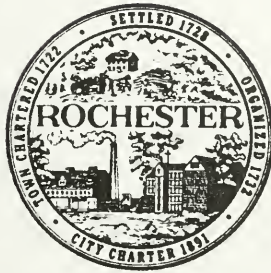


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City Report

1980-1981



City of
Rochester, New Hampshire

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NOTE: That the provisions of RSA 31:94-a were adopted by the City Council on May 6, 1980. This provided for a single 18 month accounting period running from January 1, 1980 to June 30, 1981. Future City Reports will be provided on a 12 month fiscal year basis.

1981

Members of the

Rochester City Government

and

Report of the Affairs

for 1980-1981

(January 1, 1980 to June 30, 1981)

Ridings Press, Inc.
Dover, N.H. 03820



MAYOR RICHARD GREEN

June 30, 1981

Dear Rochester Citizens:

During my administration as Mayor of Rochester I have expressed my commitment to the belief that people have a right to know what is going on in their government. I will continue to address the major issues facing the City and to bring you up to date as to what the administration is doing to make Rochester a better place in which to live.

I have chosen this opportunity as part of the annual report, to provide you with the highlights of my first 18 months in office. I am pleased to report that while this period has involved long days of hard work and, at times, a great deal of frustration, they have also proven to be exciting, challenging and in many instances rewarding. Thanks to the cooperation of hundreds of Rochester's citizens, particularly the members of the Rochester City Council and School Board, I believe we have made a good start toward restoration of order and sound business management to the City of Rochester's affairs. While the areas in which progress has been made are too numerous to mention in their entirety, the following are a few of the major steps that have been taken to fulfill my campaign pledges to you, the citizens and taxpayers of Rochester.

One of the cornerstones of my campaign for Mayor was my pledge to conduct an administration that would be open and accountable to the people. In an effort to achieve this end a number of steps have been taken to make the government of Rochester more accessible to its citizens. City Council meetings have been broadcast over the local radio station and cable television. This gave every Rochester citizen the opportunity to better and more easily inform himself about city affairs without having to leave his home. Minutes of City Council, School Board, and other committee and public meetings are being compiled and made available to the public within 72 hours, as required by the provisions of the "Right to Know Law," so that a complete and accurate record of the activities of public bodies is available and elected representatives can be held accountable for their actions.

In November, 1980 the voters of this city, by a vast majority, adopted a new amended City Charter. This new document became effective January 1, 1981. For the first time in many years citizens of this community have a legally binding city charter from which to guarantee that city business is conducted properly.

Also taking place at this time is a complete review of the city Ordinances. This task is a massive undertaking since the ordinances have not been revised or codified since 1952. It is my hope that by early 1982 this job will be completed and government officials and citizens will, for the first time in many years, have our local laws and regulations clearly communicated and available.

In early 1980 the City Council adopted a new set of "Rules and Orders of the Mayor and City Council of the City of Rochester." This document clearly defines the way in which City Council meetings shall be conducted and insures the rights of your elected councilmen to place items on the Council agenda, to speak at Council meetings, and to fully and adequately represent your interests before the Council.

These are a few of the ways in which I believe we are making progress toward the goal of opening the doors of City Hall to the people of Rochester again. It is my hope that with your continued support and that of the Council, we will continue to implement programs and policies designed to secure your right to know what is going on in your city government.

A primary concern expressed by many Rochester citizens when I took office was the deplorable condition of the equipment of our Police Department and the adverse effect that this situation had on the ability of our Police to protect the lives and property of our people. In an effort to correct this situation the City has recently purchased and placed in service four new police cruisers. These vehicles will increase the Department's ability to patrol our City and enable the Police to respond more quickly to emergencies that constantly arise. In short, the addition of these cruisers in place of the delapidated cruisers which our police have been forced to operate in the past, increases the level of protection that our Police Department provides to every Rochester citizen.

A second crisis situation relating to public health and safety that existed when I took office concerned the maintenance of ambulance service to the people of Rochester. Thanks to the efforts of the Public Health and Safety Committee of the Council and the administration and Trustees of the Frisbie Memorial Hospital that problem has been solved. The ambulance service is now being operated out of the Frisbie Hospital pursuant to a contractual arrangement worked out between the City and that institution. It is my belief that the agreement between Frisbie and

the City insures quality emergency medical service for the City of Rochester.

For the first time in many years the Rochester Recreation Commission has been reactivated. The first action of the newly appointed Commission was the appointment of a full time Rochester Recreation Director. Together the Commission and the Recreation Director are working to develop a well rounded recreation program to meet the needs of all age groups in the City. To aid in the development of such a program a survey was completed regarding the recreational preferences of Rochester citizens. While the restoration of Rochester's recreational facilities and programs will not be accomplished overnight, it is gratifying to see a strong commitment to improving this area.

Another area in which substantial progress has been made during the first 18 months of this administration is the establishment of sound business management practices over our city finances. One of the first actions of this administration was the creation of the office of Business Administrator to better oversee the city's entire financial operations, and the enactment of a new purchasing ordinance which requires that city contracts under certain conditions be subject to an open and competitive bidding process.

Perhaps the major advance made in the area of finances was the approval by the City Council of the proposal for the semi-annual collection of property taxes. Starting on July 1, 1980 the approval of this proposal will save the city hundreds of thousands of dollars in interest payments on tax anticipation notes. This means that money that we would otherwise be paying in interest can now be used to provide necessary services to you and to help to keep your taxes as low as possible. No one likes to pay taxes, but I believe that if we have to pay taxes, it is better to get services for our tax dollars rather than giving our tax dollars away in the form of interest. To further improve cash management and budgetary controls we changed the city's operation from a calendar year to a fiscal year. This change guarantees that a budget will be approved by the City Council before any city funds are spent. It assures that our revenues from the State of New Hampshire coincide with our budgetary operations.

A new budget process has been implemented. Department heads prepare their preliminary budget requests and publicly present their budgets to the City Council Finance Committee. Before the Finance Committee each department head will be

required to justify his budget requests. Similarly, the School Board Finance Committee completes the School Department budget so that it can be submitted to the School Board before going to the City Council. This new open budget procedure should result in the development of realistic budgets for each department so that we avoid a situation like that which developed in the past when the City ended up with deficits which we (you, me and all Rochester Taxpayers) will have to pay off now, in addition to paying for our current city operations. In any event, this new budget procedure will insure that you know how your tax dollars are being spent.

In an effort to enlist the support and efforts of as broad a cross section of Rochester's population as possible in dealing with the many problems facing the City of Rochester, I have appointed citizen task forces in the areas of Industrial Development, Downtown Revitalization, Special Youth Services, and Senior Citizens Services. I have attempted to appoint to these task forces people with expertise in the field who are willing to use that expertise to help formulate programs and recommendations that will deal with our problems effectively and economically. The Conservation Commission has also been reactivated.

As you can see from the above, Rochester is on the move again. This administration is committed to meeting Rochester's problems head on and to finding workable solutions to them, not a continuation of the policy of ignoring our problems in the unrealistic hope that they will somehow miraculously disappear. This job will not be easy, but with your continued help and support as well as that of the Council and School Board, I know we will succeed.

There are many more areas in which action is being taken or will be taken in the future, such as the situation regarding our long standing water and sewerage treatment problems. In the interim I ask you for your continued patience, cooperation and support.

RICHARD GREEN
Mayor

CITY GOVERNMENT

As Organized January 1, 1981

MAYOR RICHARD GREEN

COUNCILMEN

Ward One - Paula Morin, James McManus, Jr.

Ward Two - William Fielding, James Burchell

Ward Three - Josephat Laurion, Henry Paradis

Ward Four - Lucien Levesque, Richard Creteau

Ward Five - Charles Gerrish, Kenneth Taylor

At-Large - Charles Hervey, Raymond Watson

STANDING COMMITTEES, 1981

Public Health & Safety: Charles Hervey, Chairman, Raymond Watson, James McManus, Jr.

Public Works & Facilities: Lucien Levesque, Chairman, Charles Gerrish, Josephat Laurion

Human Services: William Fielding, Chairman, Richard Creteau, Kenneth Taylor

Management: James Burchell, Chairman, Henry Paradis, Paula Morin

Finance: Mayor Richard Green, Chairman, James Burchell, Charles Hervey, William Fielding, Lucien Levesque

SPECIAL COMMITTEES, 1981

Industrial Development: Richard Creteau, Chairman, Charles Gerrish, William Fielding

Downtown Revitalization: Josephat Laurion, Chairman, Paula Morin, Charles Hervey

PERSONNEL

City Treasurer & Business Administrator - Rita B. George

City Clerk - Gail M. Varney

City Solicitor - Jerome H. Grossman

Tax Collector - Conrad P. Gagnon

Commissioner of Public Works - Raymond J. Hancock

City Engineer - Paul Clement

Fire Chief - Robert E. Duchesneau
Deputy Fire Chiefs - Harris Twitchell, George Colwell, Stephen Allen
Police Chief - Kenneth P. Hussey
Deputy Police Chief - Bradley Loomis
Assessor - Kathy Wallingford
Building Inspector - John Davis
City Planner - Joseph Cyr
City Physician - Dr. Joseph Britton
Health Officer - Victor Hamel
Overseer of Public Welfare - Althea D. Berry
Recreation Director - Marc Bergeron
Librarian - Roberta Ryan
Sealer of Weights and Measures - Norman Labrecque
Supervisor of Maintenance - Thomas Kittredge
Dog Officer - Robert Lemire
Custodian of City Hall - Patricia Mayo
Custodian of Each Rochester - Delores Booth
Custodian of Gonic Hall - Rose Marie Lachapelle

BOARDS AND COMMISSIONS, 1981

Board of Adjustment: Richard Marsh, Chairman, Joyce Bowden, Dwight Raab, James Fraser, Dennis McKinstry, Herbert Clark, Alternate Member, Richard Drapeau, Alternate Member, Ex-officio Member: John Davis
Board of Assessors: Kathy Wallingford, Chairman, Joseph Cyr, Debrah Hadley
Board of Health: Dr. Alexander Smith, Chairman, Dr. Thomas Moon, William Keefe, Ex-officio Members: Dr. Joseph Britton, Victor Hamel
Licensing Board: Mayor Richard Green, Kenneth Hussey, Robert Duchesneau
Planning Board: Wilbur Boudreau, Chairman, Henry Kirouac, Vicky Ware, Gary Cassavechia, Winston McCarty, Kenneth Latchaw, Ex-officio Members: Mayor Richard Green, Joseph Cyr, William Fielding
Welfare Appeals Board: Ronald P. Indorf, Charles W. Grassie, Jr., Sally A. Emerson
Conservation Commission: Jake Collins, Chairman, Sandra Mallett, Ellis Hatch, Richard Dame, Michael Garzillo, Carolyn Rose, Lawson Stoddard

Police Commission: Edward Flanagan, Chairman, Ronald Lachapelle, Harry Germon

Recreation Commission: F. Roland Keans, Chairman, Alfred Benton, Jeannette Nelson, Richard Creteau, Robert Berry

Trustees of the Public Library: Vernard Elliott, Chairman, Diane Brennan, Frank Gulinello, Lynn Keener, Susan Cormier, Eleanor Roberts

Trustees of the Trust Funds: W. Bradley Corson, Kennett Kendall, Jr., Dr. Gus Hoyt

MAYOR'S TASK FORCES, 1981

City Ordinance Revision Task Force: Danford Wensley, Chairman, James Burchell, Anthony Coraine, Stephen Dibble, Ronald Indorf, Jerome Grossman

Downtown Revitalization Task Force: Elmer Waitt, Chairman, Richard Kirk, Marcia Nescot, James Bisbee, Paul Durgin, Janet Davis, Steven Wade, Chester Welch, Jean Kane, William Keefe, Robert Silberblatt, Paul Towle, Jennifer Silberblatt, Roy Allain, William Cormier, Douglas Collins, John McNally, Jon Shannahoff, Jeannette Nelson, Jerome MacConnell, Josephat Laurion, Paula Morin, Charles Hervey, Wilbur Boudreau, Freeman Pluff, Dennis McKinstry, Paul Clement, Joseph Cyr, Mayor Richard Green

Industrial Development Task Force: Jerold Barcomb, Chairman, Warren McGranahan, Henry Roberts III, Linwood Gagnon, Robert Thompson, Gary Dworkin, William Donovan, Richard Kirk, Malcolm Ford, Allen Wilson, Bruce Lindsay, Robert Shone, Anthony Coraine, Robert Gustafson, Albert Miltner, Paul Downey, Royald H. Edgerly, Martin Conroy, Richard Creteau, Charles Gerrish, William Fielding, Joseph Cyr, Paul Clement, John Davis, Mayor Richard Green

Senior Citizen's Task Force: Yvette Brock, Chairwoman, Rita Lachance, Elna Perkins, Jane Hervey, Anita Green, Charles Ward, Donna Simmons, Nancy Morneault, William Fielding, Victor Hamel, Marc Bergeron, Peter Hartigan, Jerome MacConnell, Mayor Richard Green

Youth Services Task Force: Alan Reed-Erickson, Chairman, Richard Bergeron, Brad Jordan, Betty Stowell, Leslie Horne, Kenneth Goebel, Brent Diesel, David Pearson, Leah Caswell, Robert Solomon, Richard Creteau, Marc Bergeron, Richard Carlson, Mayor Richard Green

ELECTION OFFICIALS, 1981

Ward One - Arthur Hoover, Moderator; Frances Garland, Ward Clerk; Angie Cox, Supervisor; Sandra Mallett, Nancy Brown, Alfred Nadeau, Selectmen.

Ward Two - Brian Brennan, Moderator; Betty Pallas, Ward Clerk; Muriel Lincoln, Supervisor; Claribel LaCroix, Morrill Wright, Judith Smith, Selectmen.

Ward Three - Robert Watson, Moderator; James Hatton, Ward Clerk; Cecilia Smith, Supervisor; Sylvia Laferte, Irene Lefebvre, Maurice Lefebvre, Selectmen.

Ward Four - Lorraine Roberge, Moderator; Stephen Proulx, Ward Clerk; Gertrude Brigham, Supervisor; Louise Schofield, Honora Guay, Rachel Lefebvre, Selectmen.

Ward Five - Peter Howland, Moderator; Grace Drapeau, Ward Clerk; Wilfred Cote, Supervisor; John Phillips, Marguerite Allen, Ralph Torr, Selectmen.

City Officials - Gail M. Varney, City Clerk; Jerome H. Grossman, City Solicitor; Sandra Keans, Chairman of the Supervisors.

CITY CHARTER
ROCHESTER, NEW HAMPSHIRE

1891:241

As Amended through November 4, 1980
Effective January 1, 1981

Section 1. The inhabitants of the town of Rochester, in the County of Strafford, shall continue to be a body corporate and politic under the name of the City of Rochester.

HISTORY

Source. 1891, 241:1.

* * * * *

Section 2. The City of Rochester is hereby divided into five wards which shall be constituted as follows:

Ward No. 1 shall include that part of said Rochester which commences at the intersection of the Somersworth City line and the Boston & Maine railroad, proceed on the northerly side in a northwesterly direction to the east side of Franklin Street north and across to the north side of Chamberlain Street; thence northwest to the east side of Portland Street; thence easterly to and across Pinecrest Avenue; thence north to the north side of Rochester Avenue; thence westerly to Roulx Drive; thence east to and across Vernon Drive; thence west to the east side of Eastern Avenue; thence north and across Route 202 to a point perpendicular to Vernon Drive; thence along the east side of Route 202 on a continuous line to the intersection of the north side of the Boston and Maine railroad; thence north along the Boston & Maine railroad to and across the Cross Road; thence west on the north side of the Cross Road to the Governor's Road (Chestnut Hill Road); thence north to the Milton town line; thence in a northeasterly direction to the Salmon Falls River; thence following said river in a southerly direction to the Somersworth line; thence in a southerly direction to the starting point.

Ward No. 2 shall include that part of said Rochester which commences at the intersection of the Somersworth City line and the

Boston & Maine railroad; proceed northwesterly on the south side to the south side of Winter Street; thence west to the east side of South Main Street; thence north to Wakefield Street; thence north to the south side of Union Street; thence westerly to and across North Main Street; thence westerly to the south side of Bridge Street; thence to the Cocheco River; thence following the river south to the west side of Route 125; thence north to the east side of Lowell Street; thence south to and across Lowell Street Extension; thence south to the north side of Whitehouse Road; thence easterly to the Somersworth City line; thence in a northeast direction to the starting point.

Ward No. 3 shall include that part of said Rochester which commences at the intersection of the Farmington town line and the west shore of Meader's Pond, proceed south along the west side of Ricker's Brook to and across the Four Rod Road; thence northeasterly to the west side of the Sampson Road; thence southeasterly to and across Strafford Road; thence east to the west side of the Spaulding Turnpike; thence south to and across Washington Street; thence east to the west side of Brock Street to and across Route 125; thence north to the south side of Lowell Street; thence southeasterly to and across Tebbetts Road; thence south to and across Whitehouse Road; thence east to the intersection of the Somersworth City line; thence southwest to the intersection of the east boundary of Barrington; thence northwest to the Farmington town line; thence northeasterly to the point of origin.

Ward No. 4 shall include that part of said Rochester which commences at the intersection of the west shore of Meader's Pond and the Farmington town line, proceed southeasterly along the east shore of Ricker's Brook to the west side of the Four Rod Road; thence northeasterly to and across the Sampson Road; thence southeasterly to Strafford Road (Route 202A); thence east to and across the Spaulding Turnpike; thence south to the north side of Brock Street; thence southeast to Route 125; thence north to west shore of the Cocheco River; thence north along said river to the Spaulding Turnpike; thence west to and across the Farmington Road; thence northwesterly on the west side of the Farmington Road to the Farmington town line; thence southwest to the point of origin.

Ward No. 5 shall include that part of said Rochester which commences at the intersection of the Farmington town line and the Farmington Road; proceed southeasterly on the east side of said road to the Spaulding Turnpike; thence northeast to and across the Cocheco River; thence south to Bridge Street; thence northeasterly to the north side of Union Street; thence to and across Wakefield Street; thence south to South Main Street; thence south to the north side of Winter Street; thence east to and across the east branch of the Boston and Maine railroad; thence south to the north side of Franklin Street; thence east to Chamberlain Street; thence northwest to and across Portland Street; thence northeast to Pinecrest Avenue; thence north to Rochester Avenue; thence northeast to and across Roulx Drive; thence northeast to Vernon Drive; thence northwest to the Spaulding Turnpike; thence west to and across the Boston & Maine railroad; thence north to the Cross Road; thence northwest to and across Governor's Road (Chestnut Hill Road); thence north to the Farmington town line; thence southwest to the point of origin.

HISTORY

Source. 1891, 241:2; 1893, 309:1; 1915, 287:1; 1972, 8:1.

* * * * *

Section 3. The governing body of the City of Rochester shall be a principal officer called the mayor and a city council consisting of twelve councilmen, all of whom shall be elected in the manner prescribed herein.

HISTORY

Source. 1891, 241:3; 1957, 427:1; 1980, Referendum 11/4/80, Amend. I.

* * * * *

Section 3-a. At each municipal election the mayor shall be elected for a term of two years. At each municipal election one councilman shall be elected from each ward and one councilman shall be elected at large. The councilmen thus elected shall serve a term of four years.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. I.

* * * * *

Section 3-b. Except as herein otherwise provided the city council hereby established shall have all the powers and shall discharge all the duties conferred or imposed upon city councils by Chapters 44 through 48 of the New Hampshire revised Statutes or other general laws affecting city councils now in force or hereafter enacted. At its first meeting in January following each regular municipal election the city council shall elect, from among its members, a mayor pro-tem who shall exercise the powers and perform the duties prescribed in this charter.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. I.

* * * * *

Section 3-c. The mayor shall preside over all meetings of the city council, and the city clerk shall act as clerk. Regular meetings shall be held at such hours, on such days of the week and at such intervals as may be designated by ordinance. Special meetings of the city council shall be called by the city clerk upon the written request of the mayor or of a majority of the council. The city council shall establish its own rules and a majority shall constitute a quorum for the transaction of business. The mayor and any councilman shall have the right to introduce ordinances and resolutions and to initiate other measures. The mayor shall be entitled to speak upon any pending measure without resigning the chair, but he shall not be counted to make a quorum, nor shall he be entitled to vote except in the case of an equal division. Whenever the mayor shall be absent from a meeting of the city council, for whatever reason, the mayor pro-tem shall serve as the presiding officer.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. I.

Section 3-d. The mayor shall have a negative upon all acts of the council. No vote can be passed or appointment made by the city council over his veto unless by a vote of two-thirds, at least, of all councilmen elected.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. I.

* * * * *

Section 3-e. Vacancies occurring in any elected office in the city, from any cause, except in the office of mayor, shall be filled for the unexpired term by the election of some qualified person by ballot of at least a majority of all members of the city council. Such vacancy shall be filled not later than the second regular city council meeting following the creation of such vacancy and may be filled at a special council meeting called for the express purpose of filling such vacancy. Whenever the office of mayor shall become vacant by death, resignation, removal or otherwise, unless such vacancy occurs within six months of the expiration of the term of said mayor, the city council shall order a special election to be held within sixty days of the creation of said vacancy for the purpose of electing a mayor for the unexpired term. Such special election shall be held in accordance with the provisions of this charter governing the conduct of municipal elections to the extent that the same are not inconsistent herewith. Until such vacancy is filled the mayor pro-tem shall act as mayor and shall have all the powers and shall perform all of the duties of the mayor.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. I.

* * * * *

Section 3-f. All elected city officials shall receive such salary as may be designated by ordinance provided, however, that any increase or decrease in any such salary shall not become effective until the January following the next regular municipal election.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. I.

* * * * *

Section 3-g. The City Council may, on specific written charges approved by a majority vote of the council and after due notice and hearing called upon the majority vote of the council, at any time remove the mayor or any other elected city official from office for prolonged absence from or other inattention to duty, mental or physical incapacity, incompetency, willful violations of state statutes, city ordinances or of this charter, or misconduct in office by an affirmative roll call vote of at least two-thirds of all councilmen elected. A vacancy occasioned by removal under this section shall be filled in the manner provided in this charter.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. I.

* * * * *

Section 3-h. Municipal legislation shall be by ordinance. Each ordinance shall be identified by a number and a short title. The enacting clause of each ordinance shall be "The City of Rochester Ordains" and the effective date of each ordinance shall be specified in it. All ordinances shall be recorded at length uniformly and permanently by the city clerk, and each ordinance so recorded shall be authenticated by the signature of the mayor and city clerk. Ordinances shall be published, compiled and revised in such manner and at such times as the city council shall determine. The procedure for passing and amending ordinances shall be as prescribed by ordinance or general laws.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. I.

* * * * *

Section 4. Said city shall also constitute one school district, and

all school property owned or possessed by the two school districts in said town, or either of them, shall be vested in said city; and the administration of all fiscal and prudential affairs of the school district hereby constituted shall be vested in the city council, excepting such as the administration of shall hereinafter be vested in a school board.

HISTORY

Source. 1891, 251:4.

* * * * *

Section 5. The mayor shall be the chief administrative officer and the head of the administrative branch of the city government. He shall supervise the administrative affairs of the city and shall carry out the policies enacted by the city council. He shall enforce the ordinances of the city, this charter and all general laws applicable to the city. He shall keep the city council informed of the condition and needs of the city and shall make such reports and recommendations as he may deem advisable, and perform such other duties as may be prescribed by this charter or required of him by ordinance or resolution of the city council, not inconsistent with this charter. He shall have and perform such other powers and duties not inconsistent with the provisions of the charter as now are or hereafter may be conferred or imposed upon him by municipal ordinance or upon mayors of cities by general law.

HISTORY

Source. 1891, 241:5; 1980, Referendum 11/4/80, Amend. II.

* * * * *

Section 5-a. Subject to the provisions of this charter, the mayor or the city council shall have the power to nominate all officers and department heads in the administrative services of the city, which officers and department heads shall be elected by the city council. All officers and department heads in the administrative service of the city may be removed by the mayor with the consent of the city council. The mayor may authorize and empower

the head of a department or officer responsible to him to appoint and remove subordinates in such department or office. All such appointments shall be for such term as may be established by ordinance, provided, however, that the mayor may make an appointment to fill an office on an acting or provisional basis for a period not to exceed six months. In the event that an appointment or reappointment to any office is not made prior to the inception of the term of any office, the incumbent office holder, if any, shall be allowed to remain in office until a successor is appointed and qualified, but in no event for a period in excess of six months.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. II.

* * * * *

Section 5-b. The mayor or the city council shall nominate and the city council shall elect a city clerk, city solicitor, city treasurer, city physician, commissioner of public works, collector of taxes, chief of the fire department and such other officers as may be necessary for the good government of the city, not otherwise provided for, in such manner and for such terms as the city council shall by ordinance determine. The powers and duties of officers and heads of departments appointed hereunder shall be those prescribed by state law, by this charter, and by ordinance.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. II.

* * * * *

Section 5-c. The city shall have a department of administration headed by the mayor, and including the heads of such other departments, divisions, and bureaus as the city council may, from time to time, establish by ordinance. The compilation of the ordinances creating the various departments, divisions and bureaus of the city and defining their respective duties and functions shall be known as the "administrative code." The head of

each department, division, or bureau within the city shall have the supervision and control of his department and of the employees therein and shall have power to prescribe rules and regulations, not inconsistent with general law, this charter, the administrative code or city ordinance.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. II.

* * * * *

Section 5-d. The administrative code shall establish a centralized purchasing and contract system, including the combination of purchasing of similar articles for different departments, and purchasing by competitive bid whenever practical. A single person shall be charged with the administration of the system so established.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. II.

* * * * *

Section 6. The fiscal and budget year of the city shall begin on the first day of July unless another date shall be fixed by ordinance.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. III.

* * * * *

Section 6-a. The mayor or the city council shall nominate and the city council shall elect an officer who shall maintain accounting control over the finances of the city, make financial reports, and perform such other duties as may be required by the administrative code.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. III.

* * * * *

Section 6-b. The municipal budget shall be prepared by the mayor with the assistance of the officer exercising the control function and the committee of the city council having responsibility for city finances. At such time as may be requested by the mayor or specified by the administrative code, each officer or director of a department shall submit an itemized estimate of the expenditures for the next fiscal year for the department or activities under his control.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. III.

* * * * *

Section 6-c. A public hearing on the budget shall be held before its adoption by the city council at such time and place as the city council shall direct, and notice of such public hearing, together with a summary of the budget as submitted shall be published at least one week in advance of the hearing by the city clerk.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. III.

* * * * *

Section 6-d. A reduction of, increase in or addition of any item or items in the mayor's budget shall become effective upon a majority vote of the city council. The budget shall be finally adopted not later than the first day of the fiscal year.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. III.

* * * * *

Section 6-e. After the budget has been adopted, no money shall

be drawn from the treasury of the city, nor shall any obligation for the expenditure of money be incurred except pursuant to a budget appropriation unless there shall be a specific appropriation therefore specifying the source from which the funds shall come. Except as otherwise provided in this charter, the city council may transfer any unencumbered appropriation balance or any portion thereof from one department, fund or agency to another.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. III.

* * * * *

Section 6-f. An independent audit shall be made of all accounts of the city government at least once every two years and more frequently if deemed necessary by the city council. Such audit shall be made by certified public accountants experienced in municipal accounting. A summary of such audit shall be made public. An annual report of the city's business shall be made available.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. III.

* * * * *

Section 6-g. Subject to the applicable provisions of state law and the rules and regulations provided by ordinance in the administrative code, the city council by resolution may authorize the borrowing of money for any purpose within the scope of the powers vested in the city and the issuance of bonds of the city or other evidence of indebtedness therefor, and may pledge the full faith, credit and resources of the city for the payment of the obligation created thereby. Borrowing for a term exceeding one year shall be authorized by the city council only after a duly advertised public hearing.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. III.

Section 7. Each ward at every regular municipal election shall choose, by ballot and plurality vote, one supervisor of checklists, and the city council shall also, in January following each regular municipal election, by ballot and major vote, choose one supervisor of checklists of all the wards of the city, and the member chosen by the city council shall be chairman of the board. All vacancies occurring in the board shall be filled by the city council by ballot and major vote.

HISTORY

Source. 1980 Referendum 11/4/80, Amend. IV.

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Section 8. Said supervisors, having been first duly sworn to the faithful discharge of the duties of their office, and a certificate thereof recorded by the city clerk, shall, previous to every election, prepare, revise, and post up, in the manner required by law, an alphabetical list of the legal voters in each ward. In preparing said list they shall record in full the first or Christian name of each voter, but may use initial letters to designate the middle name of any voter.

HISTORY

Source. 1891, 241:8.

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Section 9. For each municipal election said board of supervisors shall be in session for the purpose of revising and correcting the list of voters at such places as they shall designate in accordance with the requirements of RSA 654:27, as presently enacted or the corresponding provision of any recodification or amendment of the New Hampshire Revised Statutes Annotated. In the preparation of said lists the said board of supervisors shall have all of the powers granted to and perform all of the duties imposed upon such supervisors by the provisions of Chapter 654 of the New Hampshire Revised Statutes Annotated, so far as the same are not inconsistent with the provisions hereof. Any person of legal age who shall present either his birth certificate or other

evidence of birth in the United States or naturalization papers to the city clerk and shall sign a written affidavit as to his Rochester residence under oath before either said city clerk or a justice of the peace or notary public or commissioned officer of the armed forces for those in the military service shall be registered to vote in the forthcoming elections. The Board of supervisors of the checklist shall receive said affidavit and certificate from said city clerk on forms to be prepared by said board of supervisors of the checklist. The city clerk shall receive such applications at any time, but no applications received within ten days of the next election shall be considered for said election.

HISTORY

Source. 1891, 241:9; 1913, 366:1; 1971, 406:1; 1980, Referendum 11/4/80, Amend. IV.

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Section 10. Said supervisors shall deliver to the clerk of each ward an attested copy of the list of voters in his ward, prepared and corrected as aforesaid, before the hour of meeting, and said Clerks shall use such lists, and no others, at the elections in said wards; and the clerk of each ward shall, within one hour after the adjournment of such meeting, pass said lists and also all ballots cast thereat, legally sealed, inscribed, attested, and directed, into the hands of the supervisor in attendance, who shall within twenty-four hours thereafter pass them, sealed and unchanged to the city clerk, to be preserved as required by law.

HISTORY

Source. 1891, 241:10.

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Section 11. The chairman of said board, with the advice and consent of the other members, shall, at every election, select one of their number to serve in each ward, whose duty shall be to decide such contested cases as may arise by reason of the omissions specified in section nine of this act.

HISTORY

Source. 1891, 241:11.

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Section 11-a. Any registered voter of the City of Rochester who is absent from the city on the day of the municipal election or any city election, or who cannot appear in public on election day because of his observance of a religious commitment, or who, by reason of physical disability, is unable to vote in person may vote at such election by absentee ballot. The provisions of RSA 669:26 through 669:29 as presently enacted or the corresponding provisions of any recodification or amendment of the New Hampshire Revised Statutes Annotated shall apply to such absentee balloting, except that the duties performed therein by the town clerk shall be performed by the city clerk.

HISTORY

Source. 1971, 406:2; 1972, 8:12; 1980, Referendum 11/4/80, Amend. IV.

* * * * *

Section 11-b. Any person having his domicile within the city and who is qualified to vote as provided in RSA 654:1-654:2 and 654:4-654:6, as presently enacted or the corresponding provisions of any recodification or amendment of the New Hampshire Revised Statutes Annotated, and whose name is on the checklist shall be qualified to vote in any city election. All elections held under the provisions of this charter and any other city elections shall be deemed elections within the meaning of all general statutes, penal and otherwise, and said statutes shall apply to all municipal elections so far as consistent with the provisions of this charter. The polls shall be open at each municipal election during such hours as the city council may provide, but in any event for not less than nine hours. The city clerk shall have the same powers and duties with reference to elections held pursuant to the provisions of this charter and any other city elections as has the secretary of state with reference to state biennial elections, so far as such powers and duties are not inconsistent herewith.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. IV.

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Section 12. The election officers in each ward whose duty it is to conduct regular biennial elections shall conduct a municipal election, at the expense of the city, in the same manner as a regular biennial election on the Tuesday following the first Monday in November of the odd numbered years, to elect all elected officials provided for by this charter. The terms of offices of the persons elected at such municipal election shall commence on the first weekday after January first next following such election, unless another date shall be prescribed by law.

HISTORY

Source. 1891, 241:12; 1955, 413:1; 1957, 427:2; 1980, Referendum 11/4/80, Amend. IV.

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Section 12-a. The name of any qualified person shall be printed upon the municipal election ballot upon his filing with the city clerk not later than five o'clock in the afternoon of the thirtieth, nor earlier than nine o'clock in the forenoon of the seventy-fifth day prior to the date of said municipal election, his declaration in writing that he is a candidate for an office to be filled at the next succeeding municipal election. Each candidate shall pay to the city clerk a filing fee in an amount established by ordinance, but which in no event shall exceed fifty dollars for any office. The city clerk shall prepare the ballots to be used at the municipal election. The ballot shall contain the names, in alphabetical order, without party designation, of all persons who qualify with the city clerk as candidates for any office to be voted on at said municipal election. Below the list of names of candidates for each office there shall be as many blank spaces for write-in-votes as there are votes permitted for such office.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. IV.

Section 12-b. The candidate for each office, except for the office of mayor, receiving the greatest number of votes for such office shall be declared elected. If no candidate for mayor receives a majority of all votes cast at said municipal election, no person shall then be declared elected as mayor. In such event, the two candidates for mayor receiving the highest number of votes for such office at the municipal election shall have their names placed on the ballot as candidates for mayor at a special run-off election. Such special run-off election shall be held on the first Tuesday of December following the regular municipal election. The special run-off election shall be conducted in the same manner as the regular municipal election. The candidate receiving the greatest number of votes at said special run-off election shall be declared elected mayor.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. IV.

* * * * *

Section 12-c. The city council shall meet on the Wednesday following each municipal election and shall canvass the votes cast at such election and declare the results. Within seven days thereafter any candidate desiring a recount shall file an application for such recount with the city clerk and shall pay to said city clerk such fee as shall be established by ordinance. Within seven days thereafter the city clerk shall, subject to rules and regulations as may be prescribed by the city council, recount the ballots cast in such election and also hear and determine any contest on the ground of fraud or misconduct therein. Decisions of the city clerk in cases of contested elections shall be final. Tie votes for any elective office shall be resolved by lot in the manner the city council shall determine.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. IV.

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Section 13. Unless otherwise provided by state statutes, all per-

sons elected pursuant to the provisions of this charter to represent a ward shall be residents and duly qualified voters of the ward from which they are elected, provided that persons elected at large shall be residents and duly qualified voters of the city.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. IV.

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Section 14. At each municipal election one selectman shall be elected from each ward for a term of six years and one moderator and one clerk shall be elected from each ward for a term of two years.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. IV.

* * * * *

Section 15. There shall be a police commission for the City of Rochester consisting of three members. The members of said commission shall be elected for a term of six years. One member shall be elected at large at each regular municipal election.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. V.

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Section 16. It shall be the duty of the board of police commissioners authorized hereunder to appoint such police officers, constables, and superior officers as it may in its judgment deem necessary and to fix their compensation; and to make all rules and regulations for the government of the police force and to enforce the same.

HISTORY

Source. 1980 Referendum 11/4/80, Amend. V.

Section 17. The board of police commissioners shall have authority to remove any police officer, constable, or superior officer of the force at any time for just cause and after due hearing which cause shall be specified in the order of removal.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. V.

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Section 18. The City council first elected under this act shall, in the month of January, and as soon after their first meeting as convenient, elect three persons, legal voters of said city, to constitute a board of health, to serve, one for one year, one for two years, and one for three years; and thereafter, they shall annually, in the month of January, and after the first weekday after the first day therein, elect one such person to serve on said board for the term of three years. Elections shall be so made that at least one member of said board shall be a physician.

HISTORY

Source. 1891, 241:18; 1955, 413:3.

* * * * *

Section 19. The city council at their first meeting in January, 1966 and thereafter in every second year shall appoint a full time assessor of taxes for a term of two years who shall perform all the duties and assume all the responsibilities and liabilities of assessors of taxes. At the same time the council shall appoint two other part time assessors of taxes, one for a term of two years and one for a term of four years, and in every second year thereafter the council shall appoint a part time assessor for a term of four years. The part time assessors, with the full time assessor, shall hear and determine all applications for abatement of taxes. The part time assessors shall assist the full time assessor at other times upon other special occasions when requested and deemed advisable to do so.

HISTORY

Source. 1891, 241:19; 1955, 413:4; 1965, 501:1.

Section 20. The general management and control of the public schools in said city and of the buildings and property pertaining thereto, shall be vested in a school board consisting of twelve members elected as such plus the mayor, ex officio, as a thirteenth member who shall have no vote except in the case of an equal division but who shall serve as the chairman and voting member of the committee of the school board having responsibility for school finances. Such board shall have the power and perform the duties and be subject to the liabilities granted or imposed by or through the statutes of the State, including the prescribing of regulations for attendance at and for the management, classification, and discipline of the schools; but all bills, notes and demands made or contracted for school purposes shall be paid from the City Treasury. Said school board shall, in January of each even numbered year, elect one of its twelve regular members (other than the mayor) to act as chairman, who shall have a vote on all matters; and seven of said twelve regular members shall constitute a quorum for the transaction of business.

HISTORY

Source. 1891, 241:20; 1897, 187:1; 1955, 413:5; 1980, Referendum 11/4/80, Amend. VI.

* * * * *

Section 21. At each municipal election one school board member shall be elected from each ward and one further member at large, for terms of four years.

HISTORY

Source. 1891, 241:21; 1897, 187:1; 1955, 413:6; 1957, 427:7; 1972, 8:7; 1980, Referendum 11/4/80, Amend. VI.

* * * * *

Section 22. The functions, jurisdiction, powers and duties and other definition and regulations of the district court serving the City of Rochester shall be as from time to time established by the state legislature. For the Rochester District Court as established

at the time of this charter review and compilation non-exclusive reference is made to N.H. RSA 502-A:1, IX., 6, I., II., III.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. VII.

* * * * *

Section 23. The management, control, and direction of the water department, as well as the former "sprinkling district" (LL 1911, C 265, as amended), and of the other operations thereto delegated by LL 1949, 422:3, shall be functions of the department of public works.

HISTORY

Source. 1980, Referendum 11/4/80, Amend. VIII.

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AMENDED CITY CHARTER:

Approved by City Council, September 2, 1980

Approved by Voters, November 4, 1980

Effective January 1, 1981

ORDINANCE AMENDMENTS
Passed by the Rochester City Council
January 2, 1980 through June 30, 1981

**AMENDMENT TO CHAPTER 4 RELATING TO THE
ESTABLISHMENT OF THE POSITION OF
BUSINESS ADMINISTRATOR AND CONFORMING
EXISTING ORDINANCES**

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER 4 OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER AS AMENDED, BE FURTHER AMENDED BY ADDING THE FOLLOWING NEW SECTION TO BE ENTITLED SECTION 4A:

Section 4A. The Mayor shall nominate and the City Council shall elect a business administrator who shall be responsible for the supervision and direction of all phases of the City's fiscal operations subject to the direction and supervision of the Mayor. This position shall require a four (4) year degree in accounting, business administration or related area, plus professional experience in the field.

BE IT FURTHER ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, THAT THE GENERAL ORDINANCES AS REVISED AND AMENDED BE FURTHER AMENDED AS FOLLOWS:

Chapter 4, Sections 5, 7, 8, 9, 12, 13 & 19. That all references to "City Accountant" be deleted and replaced with references to the "City Business Administrator."

Chapter 25, Section 2A-2. That all references to "City Accountant" and the salary thereof, be deleted and replaced with references to the "City Business Administrator."

Chapter 27, Section 8. That all references to the "City Accountant" be deleted and replaced with references to the "City Business Administrator."

That any other references in the City Ordinances referring to the "City Accountant" shall be deleted and amended to read "City Business Administrator."

APPROVED JANUARY 2, 1980

MAYOR RICHARD GREEN

AMENDMENT TO ORDINANCES RELATING TO ELECTION OF CITY OFFICERS

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER 26, SECTION 3 OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER, AS REVISED AND AMENDED ON DECEMBER 2, 1969, BE FURTHER AMENDED BY DELETING SAID SECTION AND SUBSTITUTING THE FOLLOWING THEREFOR:

Section 3. The City Council shall biennially on the first week day after January 1, elect by ballot and majority vote, for a term of two (2) years, the following officers: City Clerk, City Solicitor, City Treasurer, City Tax Collector, City Planner and City Purchasing Agent. The Commissioner of Public Works, the City Business Administrator, the Chief of the Fire Department and six (6) Deputy Chiefs of the Fire Department shall be elected for an indefinite term, from time to time, as vacancies shall arise. The six (6) Deputy Chiefs of the Fire Department shall include one from Gonic, one from East Rochester, three from the permanent firemen at the central station and one from the call firemen at the central station. Any officer elected for an indefinite term may be removed from office upon the filing of written charges against said officer with the Mayor and City Council. There shall be a hearing upon said charges before either a regular or special meeting of the City Council and there shall be at least five (5) days notice to the accused officer. Upon request of the accused officer such hearing shall be public. A majority vote of the City Council shall be required for removal.

APPROVED JANUARY 2, 1980

MAYOR RICHARD GREEN

AMENDMENT TO ORDINANCES RELATING TO PURCHASES AND CONTRACTS

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER 22 OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER, AS REVISED AND AMENDED ON MAY 6, 1952, BE FURTHER AMENDED BY DELETING SAID CHAPTER IN ITS ENTIRETY AND SUBSTITUTING THE FOLLOWING THEREFOR:

CHAPTER XXII
Purchases and Contracts

Section 1. Purchase orders authorized by the proper authority shall be used in all instances.

Section 2. All department heads are authorized to expend any sum up to Five Hundred (\$500.00) Dollars with the limitation that said sum shall not be exceeded for any one item or combination of items to be purchased from any single vendor.

Section 3. All purchases over Five Hundred (\$500.00) Dollars but less than Two Thousand (\$2,000.00) Dollars shall require written approval of the department head, the appropriate Council committee, board or commission chairman or member and the Mayor. The Two Thousand (\$2,000.00) Dollar maximum shall not be exceeded for any one item or combination of items to be purchased from any single vendor.

Section 4. All individual item purchases or contracts over Two Thousand (\$2,000.00) Dollars shall require written approval of the department head, the appropriate Council committee, board or commission chairman or member, the Mayor and a majority vote of the City Council Finance Committee. Said expenditure shall require a public bidding process except for professional service contracts which may be awarded at the discretion of the Finance Committee.

APPROVED MARCH 4, 1980

MAYOR RICHARD GREEN

**AMENDMENT TO CHAPTER 4 RELATING TO
CHANGE TO FISCAL YEAR**

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER 4 OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

Chapter 4, Section 15. That "February" be changed to "September".

Chapter 4, Section 16. That "current" be changed to "next".

Chapter 4, Section 19. That "January" be changed to "July" in both places.

BE IT FURTHER RESOLVED THAT IN CHANGING TO A FISCAL YEAR:

That the provisions of RSA 31:94-a are hereby adopted providing for a single eighteen month accounting period running from January 1, 1980 to June 30, 1981.

APPROVED MAY 6, 1980

MAYOR RICHARD GREEN

AMENDMENT TO CHAPTER 4 RELATING TO REGISTRATION OF MOTOR VEHICLES

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER 4 OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER, AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

Chapter 4, Section 11. That "City Clerk" be deleted and "City Tax Collector" be inserted so that said section will read as follows:

Section 11. The City Tax Collector shall collect all permit fees required by law in the registration of motor vehicles, keep a proper record of same, and pay the same to the City.

APPROVED JUNE 3, 1980

AMENDMENT TO ORDINANCES RELATING TO REGULATION OF TAXICABS

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER 18, SECTIONS 10 THROUGH 25 OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER, AS REVISED AND AMENDED, BE FURTHER AMENDED BY DELETING SAID SECTIONS 10 THROUGH 25 IN

THEIR ENTIRETY AND SUBSTITUTING THE FOLLOWING NEW
CHAPTER 18A:

APPROVED JULY 1, 1980

MAYOR RICHARD GREEN

CHAPTER 18A

REGULATION OF TAXICABS

18A:1 DECLARATION OF POLICY. Every person owning or operating a motor vehicle who secures or accepts passengers for hire on the public streets, or in public places, shall be deemed to be operating a taxicab and shall be subject to City Regulations in accordance with this ordinance.

18A:2 DEFINITIONS.

- (a) "DRIVER" shall mean the person in actual physical control of a taxicab.
- (b) "OPERATOR" shall mean any person owning, in charge of, or managing a taxicab business or company in the City.
- (c) "TAXICAB" shall mean any rubber-tired motor vehicle having a manufacturer's rated seating capacity of not more than seven persons, used in the call and demand transportation of passengers for compensation to or from points chosen or designated by the passengers and not operated on a fixed schedule between fixed termini; or any such vehicle leased or rented, or held for leasing or renting, with or without drivers or operators.
- (d) "UNENGAGED TAXICAB" shall mean a taxicab in charge of a driver and neither occupied by or standing at the direction of a passenger nor responding to a call of a prospective passenger. A taxicab standing in a taxi stand shall be presumed to be unengaged.

18A:3 TAXICAB OPERATOR PERMIT AND FEE. Every person engaged in the business of operating taxicabs, automobiles, or other vehicles for the transportation of persons for hire shall make an application to the City Clerk for an "Operator's Permit" on forms provided by the City for this purpose. The fee for such permit shall be one hundred dollars (\$100.00) annually which shall be paid at the time the application is made, and on or before January 1 of each calendar year thereafter. Only one operator permit shall be required per business.

(a) Issuance of Business Operator's Permit: All permits must be approved by the Licensing Board. Before any permit is issued, the Chief of Police shall conduct an investigation of the applicant. Any conviction for violation of the laws of the State of New Hampshire, or any other state, may be cause for denial by the Licensing Board.

(b) Insurance: Before any permit is issued, the City Clerk shall insure that the applicant has provided a certificate of insurance for each vehicle, the minimum limits of liability acceptable shall indemnify the applicant and owner in the amount of \$100,000.00 for injury to one person, and \$300,000.00 for injury to more than one person, and \$50,000.00 for property damage in any one accident. The applicant shall continue such insurance during the period of his permit and it shall be his obligation to turn in his operator's and all taxicab permits upon receiving notice of cancellation of said insurance. It shall further be the responsibility of any Insurance Company or agent to notify the City Clerk ten (10) days prior to any cancellation of any such policy.

(c) Appeal of Denial: When any such application is denied by the Licensing Board, the applicant may request such denial be reviewed by the City Council. Any such request for review shall be made to the City Clerk. The City Council may issue or deny the permit.

(d) Transfer Prohibited: No Taxicab Operator Permit may be transferred from one operator to another. Any operator who voluntarily discontinues doing business shall surrender his permit to the City of Rochester with (10) days of

the time he discontinues operation.

(e) Display of Permit Certificate: It shall be the duty of Operators of Taxicabs to display their permit certificates in a conspicuous place within their place of business headquarters or have readily available for inspection upon demand by authorized municipal officials at all times.

(f) Taxicab Records: All Taxicab Operators and Drivers shall keep such records of trips, fares, and destinations as may be required for examination by the Chief of Police and/or the Licensing Board such records shall be kept for a period of six (6) months.

18A:4 TAXICAB PERMIT AND FEE. Every person engaged in the business of operating taxicabs, automobiles, or other vehicles for hire shall make application to the City Clerk for Taxicab Permits on forms provided by the City of Rochester for this purpose. The fee for such permits shall be thirty dollars (\$30.00) for each vehicle which shall be paid at the time the application is made, and on or before January 1st of each calendar year thereafter.

(a) Issuance of Taxicab Permits: Before any new taxicab permits are issued, the City Clerk shall refer all applications to the Chief of Police who shall inspect the condition of the vehicles proposed for permit, and approve or disapprove the issuance of permits within forty-eight (48) hours, Saturdays, Sundays, and Holidays excluded. Vehicles not meeting the inspection requirements of the State of New Hampshire may be denied permits.

1. Issuance of Temporary Taxicab Permits: Above requirements for a replacement vehicle only may be waived only at the discretion of the Police Chief or his designee, with proper insurance binder, until such time as proper permit may be issued within the prescribed forty-eight (48) hours.

(b) Appeal of Denial: When any such application may be denied by the Chief of Police or the City Clerk, the appli-

cant may request such denial be reviewed by the Licensing Board. A request for review shall be made to the City Clerk who shall convene the Licensing Board within forty-eight (48) hours excluding Saturdays, Sundays, and Holidays, at which time the Licensing Board shall either issue or deny the permits.

(c) Transfer of Permits: Taxicab Permits may be transferred from one vehicle to another by making an application for such transfer in the same manner as is required for original permits and making payment of five dollars (\$5.00) to the City Clerk at the time of making an application for such transfer, together with proper forms as provided by the Licensing Board.

18A:5 TAXICAB DRIVER'S LICENSE AND FEE. Every person in the driving of taxicabs, automobiles, or other vehicles for hire for the purpose of transporting persons shall have attained the age of eighteen (18) years, and hold a valid New Hampshire operator's license, and shall make application to the City Clerk for a Taxicab Driver's License on forms provided by the City for this purpose. The fee for such license shall be ten dollars (\$10.00) which shall be paid by applicant at the time of making application, and on or before January 1st of each calendar year thereafter.

(a) Issuance of Taxicab Driver's License: Before any taxicabs driver's license is issued, the City Clerk shall refer all applications to the Chief of Police who shall conduct an investigation of the applicant and approve or disapprove the issuance of such license within seventy-two (72) hours, Saturdays, Sundays, and Holidays, excluded. Any conviction for violation of the laws of the State of New Hampshire, or any other state, may be cause for denial.

(b) Appeal of Denial: When any such application may be denied by the Chief of Police or the City Clerk, the applicant may request such denial may be reviewed by the Licensing Board. All such requests for review shall be made to the City Clerk who shall within forty-eight (48) hours, Saturdays, Sundays, and Holidays excluded, convene the Licensing Board. The Licensing Board shall either issue or deny the license.

(c) Identification: It shall be the responsibility of all Taxicab Driver's to display their Taxicab Driver's License in a conspicuous place with any Taxicab being operated by them. It shall further be their responsibility, upon request of any passenger, to furnish their name.

18A:6 GENERAL:

(a) Condition of Taxicabs: It shall be the responsibility of all Taxicab Operators to insure that all Taxicabs shall be kept in a safe and sanitary operating condition at all times and shall at all times qualify with the standards for inspection of motor vehicles by the laws of the State of New Hampshire. Any officer observing a violation of this section may obtain the Taxicab Permit of the vehicles involved which shall be temporarily suspended, and returned forthwith upon said violation being properly corrected at the satisfaction of the Chief of Police or his designee.

(b) Periodic Inspection: The Chief of Police or his designee shall inspect each taxicab operating in the City of Rochester at least every sixty (60) days. The purpose of periodic inspection shall be for the maintenance of safety and sanitary conditions of the vehicles.

(c) Parking Limited: No operator or driver shall park or allow to be parked any taxicabs upon any street in any business district at other than an authorized taxicab stand except when actually engaged in taking on or leaving passengers.

(d) Taxicab Stands: The Licensing Board may establish taxicab stands on such public streets and in such places and in such numbers as shall determined to be of greatest benefit and convenience to the public, business, and every such taxicab stand shall be designated by appropriate markings.

(e) Limitation on Use: No operator or driver of any taxicab shall:

1. accept any other passenger without the consent of the person or persons who have engaged the cab.

2. In no case, pick up any adults when children under the age of sixteen (16) years are alone in the cab, unless said juvenile is seated adjacent to the driver.

(f) Passenger Limited: The operators or drivers of taxicabs shall not carry more passengers in their taxicabs than the seating capacity as listed in the manufacturer's vehicle specification.

(g) Service to be Given on Demand: It shall be the duty of every taxicab driver or operator of an unengaged taxicab, upon request, during their regular business hours, to transport any orderly person between two points within the City of Rochester.

(h) Property Left in Taxicabs: All property of reasonable value left in taxicabs shall be returned to the owner forewith, or after diligent attempt has been made to return said property to owner, it shall be delivered over to the Police Department by the Driver of the taxicab.

(i) Records and Other Privileged Information: Will be made available only to the Police Department and the Licensing Board.

(j) Complaints: Whenever there is a complaint over fare or otherwise that cannot be agreeably resolved to all parties, the complainant may register such a complaint in writing to the City Clerk who shall convene the Licensing Board for the purpose of conducting a hearing. Upon sustaining the complaint, the Licensing Board may suspend or revoke such permits as may be required.

(k) All Taxicab Operators: Will have on file with the City Clerk rates being charged and shall file new rates as they are changed before they are allowed to be in effect. Such rates shall be posted in a conspicuous place in each taxicab.

(l) Identification: All taxicabs shall be required to display outside identification.

18A:7 SUSPENSION OR REVOCATION:

(a) Whenever any operator shall be convicted in the Rochester District Court of a violation of any sections of these rules and regulations, shall forthwith return his operator's permit to the City Clerk who shall retain such permit until application is made in the same manner as for an original permit, and a determination has been made by the Chief of Police, and/or the Licensing Board as to the issuance of such permit.

(b) Any taxicab driver who shall be convicted of any violation of these rules and regulations, or of any law of the State of New Hampshire shall forthwith return his taxicab driver's license to the City Clerk who shall retain said license until such time as a permit has been filed in the same manner as for an original taxicab license and a determination as to its issuance or denial shall have been made by the Chief of Police and/or the Licensing Board.

(c) The Licensing Board may suspend or revoke any operator's permit, taxicab permit, or taxicab driver's license at any time for just cause. Upon receipt of notice of such suspension or revocation the operator or driver may request a hearing before the Licensing Board. All such requests shall be made to the City Clerk who shall within forty-eight (48) hours, Saturdays, Sundays, and Holidays excluded, convene the Licensing Board. A decision by the Licensing Board shall be made within forty-eight (48) hours after the hearing is completed.

(d) A majority decision of the Licensing Board may be appealed through the Strafford County Superior Court and upon receiving such notice of action from the Court, said suspension or revocation will be held in abeyance pending results of said ruling.

18A:8 PENALTY. Any person, firm or corporation violating any provision of this ordinance shall be guilty of a violation and fined not in excess of One Hundred (\$100.00) Dollars, a separate offense shall be deemed committed upon each day, or part thereof, during or on which a violation occurs or continues.

18A:9 EFFECTIVE DATE. This ordinance shall be effective January 1, 1981.

AMENDMENT TO ZONING ORDINANCE

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER XII, SECTION 211 OF THE ORDINANCES OF THE CITY OF ROCHESTER AS AMENDED BE FURTHER AMENDED BY RECLASSIFYING THE FOLLOWING AREA:

Beginning at the point of intersection of the present Industrial 2 Zone which is 200 feet from the centerline of Wakefield Street and a line on the southerly side of Pleasant Street which is parallel to and 100 feet from the centerline of Pleasant Street, thence running in a northerly direction along the present Industrial 2 Zone boundary line to its end in that direction, thence turning and running in an easterly direction along the present Industrial 2 Zone boundary line to its point of intersection with the centerline of the Boston and Maine Railroad right of way, thence turning and running in a southerly direction along said centerline to its point of intersection with a line on the southerly side of Pleasant Street which is 100 feet from and parallel to its centerline, thence turning in a westerly direction along the line parallel to and 100 feet southerly of the Pleasant Street centerline to the point of beginning; this area to be reclassified from its present classification of Industrial 2 to Residence 2.

APPROVED AUGUST 5, 1980

MAYOR RICHARD GREEN

AMENDMENT TO ORDINANCES RELATING TO PAYMENTS TO ELECTION OFFICIALS

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER XXV SECTION 3 C. OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER, AS REVISED AND AMENDED, BE FURTHER AMENDED BY DELETING SAID SECTION 3 C. IN ITS ENTIRETY AND SUBSTITUTING THE FOLLOWING NEW SECTION;

SECTION 3

C. Payable from the Elections Department:

1. The Chairman of the Check List, \$35.00 per day for each day of actual service as Chairman.

2. Each Supervisor of the Check List, \$35.00 per day for each day of actual service as Supervisor.
3. Each Ward Moderator, \$40.00 for each election day.
4. Each Ward Selectman, \$35.00 per day for each day of actual service as Ward Selectman, including election day, plus days for drawing of jurors.
5. Ballot Clerks and Ballot Markers, \$30.00 for each election day.
6. Each Ward Clerk, \$40.00 for each election day.

APPROVED SEPTEMBER 2, 1980

MAYOR RICHARD GREEN

AMENDMENT TO ORDINANCES RELATING TO FIRE DEPARTMENT

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER VIII OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER, AS REVISED AND AMENDED, BE FURTHER AMENDED AS FOLLOWS:

Delete Sections 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15;
and

Enact the following new sections in place thereof:

Section 1. The Chief of the Fire Department and the Deputy Chief shall constitute the Board of Firewards, and they shall have such powers and duties as are granted to the Firewards by Chapter 154, as amended, of the Revised Statutes Annotated of New Hampshire.

Section 2. The Standing Committee of the Rochester City Council shall consult with and advise the Fire Chief concerning all matters pertaining to the equipment and control of the Fire Department.

Section 3. The Firemen shall be organized into the following

companies: Cocheco Hose Co., No. 1, at the City Proper; Torrent Hose Co., No. 2, at the City Proper; A.D. Whitehouse Hose Co., No. 3, at Gonic; Larkin Harrington Hose Co., No. 4, at East Rochester; J.H. Ela Hose Co., No. 5, at the City Proper; Charles W. Bickford Chemical Hook and Ladder truck, No. 6, at the City Proper.

Section 4. Subject to the approval of the City Council, the Fire Chief shall make rules and regulations for the government of the Fire Department as he shall deem necessary, and shall keep the same posted in the engine house and other buildings of the department.

Section 5. The Deputy Chiefs at the Central Station who shall be permanent firemen, shall be senior in rank to all other Deputy Chiefs. The rank of Deputy Chiefs shall be made by the Fire Chief after election by the City Council in accordance with Chapter XXVI of the City of Rochester ordinances.

Section 6. In the absence of the Chief the next ranking Deputy Chief present shall perform all the duties and have all the powers of the Chief.

Section 7. In the absence of the Chief and the Deputy Chiefs the permanent Captain shall perform all the duties and have all the powers of the Chief.

Section 8. The Chief shall keep, or cause to be kept, in order all hydrants and see that they are kept free of snow and ice and are at all times in good condition and ready for use.

Section 9. Each call hook and ladder company and each call hose company shall annually at their first regular meeting in January elect from their own members a Captain who shall serve for a term of one year or until his successor is elected and qualified.

Section 10. No hose or hook and ladder equipment or any other fire apparatus, shall be taken to a fire or other emergency outside of the City without the permission of the Chief or Deputy Chief; nor shall any apparatus of the Fire Department be taken from the City, except in case of fire, without permission of the City Council.

Section 11. All factories, hotels, tenement houses, public halls, schoolhouses, and other buildings used as places of public resort in the City, shall be provided with ample means of escape in case of fire, and adequate facilities for entrance and exit on all occasions; and be so erected as not to endanger the health and safety of persons who may occupy them.

Section 12. The Chief or his designee shall examine, or cause to be examined at regular intervals, all places where shavings and other combustible material may be collected or deposited, and cause the same to be removed by the tenants, occupants or owners of such place, at their expense, whenever, in the opinion of the Fire Chief, such removal is necessary for the security of the City against fires. A record of all such inspections shall be kept by the Chief or his designee.

Section 13. No member of the Fire Department shall hold the office of Chief of Police, Deputy Chief of Police, Sergeant or regular Police Officer.

Section 14. The Clerks of the several call companies shall make up their payrolls semi-annually to the first day of January and July, and return the same to the Fire Chief for approval; and after the action of the Fire Chief, and approval of the Committee on Claims and Accounts, payments thereon shall be made immediately after.

APPROVED OCTOBER 7, 1980

MAYOR RICHARD GREEN

AMENDMENT TO ORDINANCE RELATING TO ZONING

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER XII OF THE 1952 ORDINANCES OF THE CITY OF ROCHESTER AS PRESENTLY AMENDED, BE FURTHER AMENDED AS FOLLOWS:

1. Article II, Section 260, Subsection 261 entitled "Signs" be deleted in its entirety.
2. That a new Article II, Section 260, Subsection 261 entitled "Signs" be added.

The new Article II, Section 260, Subsection 261 entitled "Signs" shall read as follows:

261 SIGNS

261.1 General. All signs shall comply with the regulations for the erection and construction of signs contained in the Building Code of the City of Rochester and other applicable city regulations, except as shall be under the jurisdiction of New Hampshire RSA, Chapter 249-A. Signs shall be permitted in accordance with the following regulations:

261.2 Signs Permitted in Any RI-R2 Zone.

1. One professional nameplate. Maximum surface area: two square feet.
2. One identification sign for each dwelling unit. Maximum surface area: two square feet.
3. One identification sign for each membership club, funeral establishment, hospital, church, other place of public assembly, community facility or public utility use. Maximum surface area: 24 square feet. Minimum set back: one half required depth of front yard.
4. One unlighted temporary sign offering premises for sale or lease for each parcel in one ownership.
5. One unlighted temporary sign of an architect, engineer, or contractor erected during the period such person is performing work on the premises on which such sign is erected. Maximum surface area: 24 square feet. Minimum set back: 10 feet from any street lot line.

261.3 Signs Permitted in Any BI-B2 Zone.

1. Signs permitted in Section 261.2, subject to the same regulations for residential use in these zones.
2. Signs limited to those which aid identification, advertise goods, services, or product manufactured or offered for sale on the premises. General advertising signs in the form of billboards shall be prohibited.

3. One wall sign for lot street frontage of each establishment. Maximum surface area: 5 square feet for each foot of building frontage. Maximum horizontal projection: 18 inches.
4. One projecting sign for each lot street frontage or each establishment. It shall be attached to the main wall of a building and not project horizontally beyond two feet inside the curb line. Maximum surface area: 40 square feet. Minimum ground clearance: 9 feet. Maximum height: 30 feet.
5. One pole sign for each lot street frontage of a drive-in establishment. Maximum surface area: 150 square feet. Minimum set back: 10 feet from the street lot line. Maximum height: 30 feet.

261.4 Signs Permitted in Any I-1 - I-2 Zone.

1. Wall signs permitted in Section 261.3, subject to the same regulations.
2. One ground sign for each establishment. Maximum surface area: 150 square feet. Minimum set back: 15 feet from any street lot line. Maximum height: 30 feet.
3. Signs shall be limited in use to identification signs and those signs which advertise goods, services, or products manufactured or offered for sale on the premises.

261.5 Signs Permitted in Any A Zone.

1. Signs permitted in any "A" District shall be subject to the provisions as stated in the previous sections, dependent upon the type of use with which they are connected.

261.6 Additional Sign Regulations.

1. Any sign, if lighted, shall be illuminated internally by a luminous tube or by an indirect shielded white light.
2. The high point of roof signs shall not exceed 10 feet above the roof line.

3. Any traffic or directional sign owned or installed by a governmental agency shall be permitted.
4. Specifically excluded from these regulations are temporary interior window displays or temporary banners for drive-in establishments or automotive establishments, except as provided in No. 5 below.
5. Flashing or animated signs (including temporary interior window displays or banners) of red, amber, or green colored lights shall not be permitted.
6. No more than two signs shall be allowed for any one business or industrial establishment in the "B", "I", and "A" districts. A modular type sign is considered to be a single sign.
7. No more than one sign shall be allowed for each dwelling unit in the "R1" and "R2" Districts.
8. The limitations as to the number of signs permitted does not apply to traffic or directional signs which are necessary for the safety and direction of residents, employees, customers, and visitors, whether in a vehicle or on foot, of any business, industry, or residence.
9. All political signs, including posters, are considered to be temporary and shall be removed within 15 days of the general, state, and/or local election. If located in a residential district, the maximum surface area shall not exceed five square feet. In non-residential districts, they shall conform to the permitted size allowable. The candidate or candidates whose names appear on any such signs shall be responsible for their removal.
10. The area and location of signs used in conjunction with uses allowed by the Board of Adjustment as special exceptions shall also be approved by the Board of Adjustment. The area and location of such signs shall be in harmony with the character of the neighborhood in which they will be located.

11. No sign shall be erected until a permit for same has been obtained from the Inspector of Buildings.

APPROVED NOVEMBER 12, 1980

AMENDMENT TO ORDINANCE RELATING TO ZONING

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER XII OF THE 1952 ORDINANCES OF THE CITY OF ROCHESTER AS PRESENTLY AMENDED, BE FURTHER AMENDED AS FOLLOWS:

That Article II Section 260 be amended by adding a new Subsection Number 269. The new Subsection shall read:

269 FENCES:

- 269.1 No fence shall be erected that exceeds 6 feet in height unless approved by the Board of Adjustment.
- 269.2 The finish side of a fence shall face outward from the property on which the fence is located. The side of a fence containing the posts or poles and other bracing appurtenances shall face inward to the property being fenced in or on which the fence is located.
- 269.3 When erected on a property or lot boundary line, all of the fence and any of its supporting structures or appurtenances shall be contained within the lot or property of the person erecting or having erected said fence.
- 269.4 No fence shall be erected prior to obtaining a permit for same from the Inspector of Buildings.

APPROVED NOVEMBER 12, 1980

AMENDMENT TO PARKING ORDINANCE

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER 16 OF THE GENERAL ORDINANCES, AS AMENDED, BE FURTHER AMENDED BY DELETING SECTIONS 3 THROUGH 18 AND ADDING THE FOLLOWING NEW SECTIONS NUMBERED 3 THROUGH 10:

Section 3. Parking - Time Limitation. When signs are erected giving notice thereof, it shall be unlawful for the owner or operator of any motor vehicle to park or allow to be parked any motor vehicle on any day except Sundays or public holidays upon any city street for more than two hours between 9:00 a.m. and 5:00 p.m. on Monday through Thursday and Saturday and between 9:00 a.m. and 9:00 p.m. on Friday.

Section 4. Parking - Time Limitation. When signs are erected giving notice thereof, it shall be unlawful for the owner or operator of any motor vehicle to park or allow to be parked any motor vehicle on any day except Sundays or public holidays upon any city street for a time greater than that specified upon the sign between 9:00 a.m. and 5:00 p.m.

Section 5. Exception. The Chief of Police may permit plumbers, electricians or other contractors to park or leave standing, vehicles in front of buildings for a longer period of time than is provided for in this chapter provided it is essential for the work being carried on in said building.

Section 6. Loading Zones. The Chief of Police with the approval of the Public Health and Safety Committee may establish loading and unloading zones which shall be marked by appropriate signs. It shall be unlawful for the owner of any vehicle or any person having custody of any vehicle to park said vehicle or permit the same to be parked in any zone designated as a loading zone unless actually engaged in loading and unloading.

Section 7. Taxicab Stands and Bus Stops. The Licensing Board may establish bus stops and taxicab stands on such public streets and in such places and such numbers as shall be determined to be of the greatest benefit and convenience to the public, and every such bus stop or taxicab stand shall be designated by the appropriate sign. It shall be unlawful for the operator, owner or person having custody of any vehicle other than a bus to park or permit same to be parked in an officially designated bus stop, or other than a taxicab to park or permit same to be parked in an officially designated taxicab stand.

Section 8. Parking Lots. There shall be free parking in marked areas in all City owned parking lots between the hours of 6:00

a.m. and 10:00 p.m. each day but not thereafter without written consent of the Chief of Police. Any vehicle left for a period of twenty-four (24) hours or more shall be towed to a public garage for storage at the owner's risk and expense. It shall be unlawful to park or leave standing any motor vehicle in an unmarked area of any municipal parking lot for any purpose except loading or unloading.

Section 9. Limited Parking Areas. The Chief of Police may, with the approval of the Public Health and Safety Committee, from time to time designate certain additional areas in the City where only limited parking shall be allowed and fix the limit of parking for said areas.

Section 10. Penalty. Any person, firm or corporation who shall violate or permit or allow anyone to violate any of the parking provisions of this chapter shall pay the sum of Two Dollars (\$2.00) to the Rochester Police Department in full satisfaction of such violation within forty-eight (48) hours of such violation. If the Two Dollars (\$2.00) is not paid within forty-eight (48) hours, the Police Department will notify the registered owner of the vehicle by certified mail of the violation, and the sum due at this time shall be Five Dollars (\$5.00) if paid within five (5) days. If the violation is not paid within the five (5) days, the registered owner shall be summoned upon Complaint to appear in the Rochester District Court where the penalty shall be not less than Fifteen Dollars (\$15.00) for each offense.

Section 11. This amendment shall be effective January 2, 1981.

APPROVED DECEMBER 2, 1980

MAYOR RICHARD GREEN

AMENDMENT TO THE ORDINANCE RELATING TO THE RECREATION COMMISSION

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER 21A OF THE 1952 ORDINANCES OF THE CITY OF ROCHESTER AS AMENDED BE FURTHER AMENDED BY STRIKING OUT SAID CHAPTER AND SUBSTITUTING THE FOLLOWING THEREFOR:

CHAPTER 21A

RECREATION AND PARKS

- 21A:1 COMMISSION: The Rochester Recreation and Park Commission shall consist of five residents of the City to be nominated by the Mayor and appointed by the Council as follows: One member from the City Council, one member from the School Board, three interested citizens.
- 21A:2 TERM AND OFFICERS: Said Commission shall hold office for and during the biennial term of the Mayor and until their successors are duly appointed and qualified. The Mayor shall appoint the Chairman and the Commission shall from their own members elect a Secretary and other necessary officers to serve for one year or until their successors are elected.
- 21A:3 DUTIES: The Commission shall act as an advisory body to the Director of Recreation.
- 21A:4 DIRECTORS: The Mayor or a member of the City Council shall nominate and the City Council shall elect a Director of Recreation and Parks who shall hold office for and during the biennial term of the Mayor.
- 21A:5 DUTIES: The Director shall be responsible for the supervision and direction of all phases of the City's recreation programs and parks owned or controlled by the City subject to the direction and supervision of the Mayor. He shall work with the Recreation and Park Commission which shall act as an advisory body to the Director. The Director shall be responsible for hiring and supervising all personnel as may be required to carry out recreation department programs.
- 21A:6 FINANCES: The City Council shall annually appropriate such sum of money as the Council may determine, for recreation and parks, such sum, together with any moneys received by the department from charges, donations, or other sources, to be paid to the City Treasurer and by him placed to the credit of the department, subject

to its expenditures therefrom for the purposes hereof. Annually, on or before the first day of the Budget, the Director shall make a detailed report in writing to the City Council of his acts and proceedings, of the condition of the facilities under his jurisdiction, of the standing of his recreational and parks program, and of his receipts and expenditures, together with an estimate of his anticipated revenues and expenditures for the following fiscal year.

The Director shall make such other interim reports as from time to time may be requested by the City Council.

APPROVED JANUARY 6, 1981

MAYOR RICHARD GREEN

AMENDMENT TO MOBILE HOME PARK ORDINANCES

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER 12A OF THE CITY ORDINANCES OF 1952 AS AMENDED BE FURTHER AMENDED AS FOLLOWS:

That Section 301 be amended by striking the present section and substituting the following Sections 301A and 301B so that said sections will read as follows:

301A. Existing Mobile Home Spaces. Each mobile home space shall be clearly defined and delineated. No mobile home shall occupy an area in excess of sixteen percent (16%) of the mobile home space. However, each mobile home space shall contain a minimum of 6,500 square feet and shall be at least 65 feet wide. Existing mobile home spaces shall mean those spaces now occupied or ready to be occupied in approved mobile home parks with all utilities installed and all streets paved. These existing mobile home sites must also meet New Hampshire Water Supply and Pollution Control Commission standards for the septic systems which would service the larger mobile homes. For purposes of determining lot coverage percentage limitations, coverage shall include the mobile home plus cabanas, awnings, decks, additions, and all accessory and/or appurtenant structures.

301B. New Mobile Home Spaces. Each mobile home space shall be clearly defined and delineated. No mobile home shall occupy an area in excess of twenty percent (20%) of the mobile home space. However, each mobile home space shall contain a minimum of 10,000 square feet. New mobile home spaces shall mean those spaces in new or existing mobile home parks which do not qualify as existing mobile home spaces as derined in Section 301A. New mobile home spaces shall also meet the following minimum requirements: frontage 75 feet; front yard 20 feet set back; side yards 15 feet set back; rear yard 15 feet set back. These mobile home sites must also meet New Hampshire Water Supply and Pollution Control Commission standards for the septic systems which would service the larger mobile homes. For purposes of determining lot coverage percentage limitations and set back requirements, coverage shall include the mobile home plus cabanas, awnings, decks, additions, and all accessory and/or appurtenant structures.

APPROVED JANUARY 6, 1981

MAYOR RICHARD GREEN

**AMENDMENT TO THE ORDINANCE RELATING TO THE
INSPECTOR OF BUILDINGS AND CODES**

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER X OF THE 1952 ORDINANCES OF THE CITY OF ROCHESTER AS PRESENTLY AMENDED BE FURTHER AMENDED AS FOLLGWS:

That Chapter X be deleted in its entirety:

That there be adopted a new Chapter X as follows:

APPROVED JANUARY 6, 1981

MAYOR RICHARD GREEN

**Section 1a. Inspector of Buildings, Plans, Regulations and
Appeal.**

The provisions of Revised Statutes Annotated 1955, Chapter 156, as amended, pertaining to an inspector of Buildings, buildings plans, regulations and appeal are hereby adopted.

Section 1b. Board of Appeal.

The powers of a Board of Appeal as provided in Section 4a of RSA 156 shall be vested in the Rochester Zoning Board of Adjustment.

Section 2a. Adoption of Building Code.

Pursuant to the provisions of RSA 47:22, there is hereby adopted by the City of Rochester for the purpose of establishing rules and regulations, including permits for construction, alteration, removal, demolition, equipment, location, maintenance, use and occupancy of buildings and structures that certain Building Code known as the National Building Code 1976 edition as recommended by the American Insurance Association with 1977 amendments. This code is adopted save and except Section 106 and such other portions as are hereinafter deleted, modified or amended. Three copies of this code have been and now are filed in the office of the City Clerk of said Rochester and same are hereby adopted and incorporated as fully as if set out at length herein and from the date on which this Ordinance shall take effect the provisions thereof shall be controlling in the construction of all buildings and other structures within the corporate limits of the City of Rochester.

Section 2b. Office of Building Inspector.

All references in the National Building Code 1976 edition as amended in 1977 to the office of Building Official shall be deemed to refer to the office of Building Inspector for the City of Rochester and all duties as defined therein shall be assumed by said Building Inspector with right to enforce same.

Section 2c. Adoption of other Codes.

Pursuant to the provisions of RSA 47:22 there are hereby adopted by the City of Rochester for the purpose of establishing additional rules and regulations, including permits, for the construction, alteration, removal, demolition, equipment, location, maintenance, use and occupancy of buildings and structures the following Codes, to wit: the 1976 edition of the Fire Prevention Code as recommended by the American Insurance Association,

the 1976 edition of the Life Safety Code as published by the National Fire Protection Association, and the whole thereof, the 1978 edition of the National Electrical Code as published by the National Fire Protection Association and the 1978 edition of the BOCA Basic Housing Property Maintenance Code as recommended by the Building Officials and Code Administrators International, Inc. Three copies of each Code have been and now are filed in the office of the City Clerk of said Rochester. These codes are hereby adopted and incorporated as fully as if set out at length herein and from the date on which this Ordinance shall take effect the provisions thereof shall be controlling in the construction of all buildings and other structures within the corporate limits of the City of Rochester.

Section 2d. Fire Code and Life Safety Code.

All duties defined in and enforcement of the 1976 Fire Prevention Code and the 1976 Life Safety Code shall be assumed by the Fire Chief of the City of Rochester or his authorized representative.

Section 2e. Electrical Code and Property Maintenance Code.

The duties defined in and the enforcement of the 1978 National Electrical Code and the 1978 BOCA Basic Housing Property Maintenance Code shall be assumed by the Building Inspector or his authorized representative.

Section 2f. Right of Entry.

The Building Inspector, the Fire Chief or their authorized representatives in the discharge of their official duties and upon proper identification shall have authority to enter any building, structure or premises at any reasonable hour.

Section 2g. Definitions.

Where the word "municipality" is used in any code adopted herein it shall be deemed to mean the City of Rochester. Where the words "corporate council" or "legal representative" are used in any code adopted herein they shall be deemed to refer to the Rochester City Solicitor.

Section 2h. Penalties.

(a) Any person who shall violate any provisions of any code adopted herein, or fail to comply therewith or with any requirements thereof, or who shall erect, construct, alter, or repair or has erected, constructed, altered, or repaired a building or structure or portion thereof in violation of a detailed statement or plan submitted and approved thereunder or of a permit or certificate issued thereunder, shall be punishable by a fine of not less than twenty (20) dollars nor more than two hundred (200) dollars for each violation thereof. The owner of a building or structure or portion thereof or of the premises where anything in violation of this code shall be placed or shall exist, and an architect, builder, contractor, agent, person or corporation employed in connection therewith and who may have assisted in the commission of such violation shall be guilty of a separate offense and upon conviction thereof shall be punishable by a fine of not less than twenty (20) dollars nor more than two hundred (200) dollars for each violation thereof. Each day that any violation prohibited hereunder continues shall be deemed a separate violation.

(b) The imposition of the penalties herein prescribed shall not preclude the City Solicitor from instituting an appropriate action or proceeding to prevent any unlawful erection, construction, reconstruction, alteration, repair conversion, maintenance or use, or to restrain, correct or abate a violation, or to prevent the occupancy of a building, structure or premises, or portion thereof, or of the premises, or to prevent an illegal act, conduct, business or use in or about any premises.

Section 2i. Fire Limits Established.

The fire limits for the City of Rochester are hereby established as those areas classified as business 1 zones and business 2 zones and adjacent to North and South Main Street in Rochester Proper and Main Streets in Gonic and East Rochester so called as shown on the Zoning Maps adopted as part of the Zoning Ordinance adopted May 3, 1960 which are incorporated herein by specific reference thereto.

Section 2j. Access to Basements.

Any new or remodeled commercial or other business building

shall provide two means of access to the basement or cellar for firefighting purposes. Such access shall be either bulkheads or outside doors opening directly into a stairway leading to the basement or cellar. The location of required means of access to the basement or cellar shall be subject to the approval of the Fire Chief.

Section 2k. Like provisions.

When the provisions of any codes adopted herein cover essentially the same subject matter, the more restrictive provisions shall apply.

Section 3. Permits.

Permits shall be obtained from the Building Inspector for the construction, alteration, removal, demolition or repair of any building or structure including swimming pools, signs and fences except that no permit shall be required for painting, papering, laying floors, or upkeep in maintenance of any structure.

The following fees shall be charged for said permits, based upon the estimated cost of construction as presented to the Building Inspector upon application forms provided by him.

(a) On proposed work, the cost of which is estimated to be under \$100,000 the fee of two (2) dollars per thousand or portion thereof.

(b) On proposed work, the cost of which is estimated to be in excess of \$100,000, the fee shall be as in (a) for the first \$100,000 plus \$1.75 per thousand up to \$300,000 plus \$1.50 per thousand from \$300,000 to \$500,000 plus \$1.00 per thousand for any estimated cost over \$500,000.

(c) Each building permit shall expire six (6) months from the date of issuance unless renewed by the Building Inspector prior to the expiration date. An expired permit cannot be reissued except by reapplication and payment of required fees.

(d) The Building Inspector may issue no building permit until such other permits or approvals as may be required by any code,

other ordinance or state statute have been acquired.

(e) Fees for Building Permits shall be waived for a veteran of World War I, World War II, or the Korean and Vietnam Conflicts, who plans to construct or have constructed for him a home or appurtenance to a home already owned by him for exclusive occupancy by himself and his immediate family.

Section 4. Saving Clause.

Nothing in this Ordinance or in the Codes hereby adopted shall be construed to affect any suit or proceeding now pending in any Court or any rights acquired or liability incurred, nor any cause or causes of action accrued or existing, under any act or ordinance repealed hereby, nor shall any right or remedy of any character be lost, impaired or affected by this ordinance.

Section 5. Validity.

The invalidity of any section or provision of this ordinance or of the codes hereby adopted shall not invalidate any other sections or provisions thereof.

Section 6. Date of Effect.

This Ordinance shall take effect sixty (60) days after its adoption.

AMENDMENT TO ORDINANCE RELATING TO LICENSING OF FOOD AND DRINK ESTABLISHMENTS

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT CHAPTER VII (b) OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER, AS REVISED AND AMENDED, BE FURTHER AMENDED BY DELETING THE PRESENT SECTION 2 AND SUBSTITUTING THE FOLLOWING NEW SECTION 2:

Section 2. Application and Issuance. Applications for license shall be made to the Board of Health, upon such forms as it shall prescribe, by every person, firm or corporation operating any establishment wherein food or drink is dispensed to or for the

public. The license fee to accompany the application shall be Ten Dollars (\$10.00) for all licenses for food dispensing, temporary or otherwise and Twenty-five Dollars (\$25.00) for all licenses for catering services. Catering services shall mean every person, firm or corporation which offers services as a caterer and/or operates any establishment which is available for catered functions. Upon approval of the application for license by the Board of Health, the Health Officer shall issue a license which shall be filed with the City Clerk. All licenses issued hereunder shall expire on the first day of July in each year.

APPROVED MARCH 3, 1981

MAYOR RICHARD GREEN

AMENDMENT TO ORDINANCES RELATING TO ELECTION OF CITY OFFICERS

THE CITY OF ROCHESTER ORDAINS THAT CHAPTER XXVI, SECTION 8 THROUGH 15 OF THE GENERAL ORDINANCES OF THE CITY OF ROCHESTER, AS REVISED AND AMENDED, BE FURTHER AMENDED BY DELETING SAID SECTIONS 8 THROUGH 15 IN THEIR ENTIRETY AND SUBSTITUTING THE FOLLOWING SECTIONS TO BE NUMBERED SECTIONS 8 THROUGH 11:

Section 8. Municipal Election - Filing Declaration of Candidacy. No person's name shall be printed upon the municipal election ballot unless, not later than five o'clock in the afternoon of the thirtieth, nor earlier than nine o'clock in the forenoon of the seventy-fifth day prior to the date of said municipal election, such person shall file with the City Clerk a written declaration of candidacy on forms prepared by the City Clerk and shall have paid to the City Clerk, for the use of the city, a filing fee in the appropriate amount. The appropriate amount of filing fee for the various municipal offices shall be as follows: for Mayor, \$50.00; for City Council, \$10.00; for School Board, \$10.00; for Police Commission, \$25.00; for election official and any other municipal office to be voted upon at said municipal election, \$2.00.

Section 9. Municipal Election - Incompatible Candidacies. No person shall be permitted to file declarations of candidacy at any municipal election for incompatible offices. For purposes of this

section incompatible offices shall include the offices of Mayor, City Councilor, School Board member and Police Commissioner. If any person shall attempt to file declarations of candidacy for such incompatible offices, the City Clerk shall advise the person of the provisions hereof.

Section 10. Municipal Election - Incompatible Offices. No person shall hold two of the following offices at the same time: Mayor, City Councilor, School Board member, Police Commissioner. An acceptance of any one of the aforesaid offices shall be a resignation of the others.

Section 11. Municipal Election - Recount. Any candidate for an office at a municipal election shall be entitled to a recount of the ballots cast at said election upon his filing with the City Clerk an application for such recount in accordance with the provisions of Section 12-c of the City Charter and paying to the City Clerk for the use of the city a fee in the appropriate amount. In cases where the vote margin separating the candidate requesting the recount from the winning candidate according to the official canvass of the votes is not greater than four percent of the total votes cast for such office at said election the appropriate fee shall be \$50.00 for a city wide recount and \$10.00 for a ward recount. In all other cases the appropriate fee for a recount shall be \$250.00 for a city wide recount and \$50.00 for a ward recount.

APPROVED MAY 5, 1981

MAYOR RICHARD GREEN

SALARY ORDINANCE

THE CITY OF ROCHESTER ORDAINS THAT CHAPTER XXV OF THE CITY ORDINANCES, AS AMENDED, BE FURTHER AMENDED BY STRIKING OUT THE ENTIRE CHAPTER AND INSERTING THE FOLLOWING IN ITS PLACE:

CHAPTER 25 - SALARIES

25:1 DECLARATION OF POLICY: The salaries of all city officials and employees shall be in full payment and final satisfaction for all services required by law.

25:2 PAYMENT ESTABLISHED: The salaries of all full and part-time City officers and employees, except for the salaries of such officials as are popularly elected, shall be paid from the budget appropriation for the department employing such officer or employee in such amount as shall be established by contract and/or provided for in the annual budget appropriation of such department for such office or position.

25:3 ELECTED OFFICIALS: The salaries of elected officials shall be as follows:

A. Effective until December 31, 1981:

1. Mayor - \$10,000.00 per year
2. City Councilor - \$10.00 per meeting
3. School Board Member - \$10.00 per meeting
4. Police Commissioner - \$100.00 per year
5. Election Officials
 - a. Ward Moderator - \$40.00 per election day
 - b. Ward Clerk - \$40.00 per election day
 - c. Selectman - \$35.00 per day
 - d. Checklist Supervisor - \$35.00 per day

B. Effective January 1, 1982:

1. Mayor - \$25,000.00 per year
2. City Councilor - \$300.00 per year
3. School Board Member - \$300.00 per year
4. Police Commissioner - \$300.00 per year
5. Election Officials
 - a. Ward Moderator - \$40.00 per election day
 - b. Ward Clerk - \$40.00 per election day
 - c. Selectman - \$35.00 per day
 - d. Checklist Supervisor - \$35.00 per day

25:4 EXPENSES: Expense allotments shall be budgeted items for expenses relating to the performance of each office and shall not be used to supplement the salary levels established by this ordinance.

25:5 EFFECTIVE DATE: This ordinance shall be effective upon its passage, except for Section 4 which shall be effective January 1, 1982.

APPROVED MAY 5, 1981

MAYOR RICHARD GREEN

AMENDMENT TO ZONING ORDINANCE

THE CITY OF ROCHESTER ORDAINS THAT CHAPTER 12, SECTION 221 OF THE ORDINANCES OF THE CITY OF ROCHESTER AS AMENDED BE FURTHER AMENDED BY RECLASSIFYING THE FOLLOWING AREA:

Section 1. Beginning at the intersection of the easterly side of the Boston and Maine Railroad and the center line of the Milton Road; thence running in a northerly direction along said railroad to the intersection of the center line of the Norway Plains Road; thence turning and running in a southeasterly direction along said center line of the Norway Plains Road to the intersection of the center line of the Milton Road; thence turning and running in a southerly direction along the Milton Road center line to point of beginning; this area to be rezoned from its present classification of Agricultural to Business 2.

Section 2. This Ordinance shall be effective upon its passage.

APPROVED MAY 5, 1981

MAYOR RICHARD GREEN

AMENDMENT TO ZONING ORDINANCE

THE CITY OF ROCHESTER ORDAINS THAT CHAPTER 12, SECTION 221 OF THE ORDINANCES OF THE CITY OF ROCHESTER AS AMENDED BE FURTHER AMENDED BY RECLASSIFYING THE FOLLOWING AREAS:

Section 1. Beginning at the intersection of the center lines of the Spaulding Turnpike and the Chestnut Hill Road; thence running in a northerly direction along the center line of the Spaulding Turnpike to the intersection of a line 200 feet south of and parallel to the Cross Road; thence running in a southeasterly direction along said line to the intersection of said line and the center line of the Boston and Maine Railroad; thence turning and running in a southerly direction along the center line of said railroad to a point intersecting a line parallel to and 600 feet from the center line of the Old Milton Road; thence turning and running in a southwesterly direction along the line parallel to and 600 feet from the center line of the Old Milton Road for a

distance of 1500 feet; thence turning and running in a southeasterly direction for 600 feet to the center line of the Old Milton Road on a line perpendicular to said center line; thence running in a southwesterly direction along the center line of the Old Milton Road to its projected intersection with the center line of the Old Spaulding Turnpike; thence running in a westerly direction along said center line to the intersection of the center line of the Chestnut Hill Road; thence turning and running in a northwesterly direction along the center line of the Chestnut Hill Road to the point of beginning; this area to be rezoned from its present classification of Agricultural and Residential 2 to Industrial 2.

Section 2. Beginning at a point intersecting a line on the westerly side of the Cross Road, parallel to and 200 feet from the center line of the Cross Road and the center line of the Boston and Maine Railroad; thence running in a southerly direction along the railroad to a point intersecting a line parallel to and 600 feet from the center line of the Old Milton Road; thence turning and running in a southwesterly direction along the line parallel to and 600 feet from the center line of the Old Milton Road for a distance of 1500 feet; thence turning and running in a southeasterly direction for 600 feet to the center line of the Old Milton Road; thence turning and running along the center line of the Old Milton Road in a northeasterly direction to the intersection of the center line of the Boston and Maine Railroad; thence turning and running along said railroad center line in a northerly direction to a point intersecting a line parallel to and 200 feet from the center line of the Old Milton Road; thence turning and running in a northeasterly direction along a line parallel to and 200 feet from the center line of the Old Milton Road to the point of intersection of a line on the westerly side parallel to and 200 feet from the center line of the Milton Road; thence turning and running in a northerly direction along a line parallel to and 200 feet from the center line of the Milton Road to the intersection of a line parallel to and 200 feet from the center line of the Cross Road on the westerly side; thence turning and running in a northwesterly direction along a line parallel to and 200 feet from the center line of the Cross Road to point of beginning; this area to be rezoned from its present classification of Business 2 and Agricultural to Industrial 1.

Section 3. This Ordinance shall be effective upon its passage.

APPROVED MAY 5, 1981

MAYOR RICHARD GREEN

AMENDMENT TO ZONING ORDINANCE

THE CITY OF ROCHESTER ORDAINS THAT CHAPTER 12, SECTION 221 OF THE ORDINANCES OF THE CITY OF ROCHESTER AS AMENDED BE FURTHER AMENDED BY RECLASSIFYING THE FOLLOWING AREAS:

Section 1. Beginning at the intersection of the center line of the Farmington Branch of the Boston and Maine Railroad and the center line of the Spaulding Turnpike; thence running in a north-westerly direction along the center line of the Farmington Branch to its point of intersection with the center line of the Little Falls Bridge Road; thence turning and running along the center line of the Little Falls Bridge Road in a westerly direction to its point of intersection with a line parallel to and 300 feet from the center line of the Farmington Road on the easterly side; thence turning and running in a southerly direction along the line parallel to and 300 feet from the Farmington Road center line to the intersection of said parallel line and the center line of the Spaulding Turnpike; thence turning and running in an easterly direction along the Spaulding Turnpike center line to the point of beginning; this area to be rezoned from its present classification of Agricultural and Business 2 to Industrial 2.

Section 2. Beginning at the intersection of a line parallel to and 300 feet from the center line of the Farmington Road and the center line of the Little Falls Bridge Road; thence running in a southerly direction along the line parallel to and 300 feet from the Farmington Road center line to the intersection of said parallel line and the center line of the Spaulding Turnpike; thence turning and running in a westerly direction to the center line of the Farmington Road; thence turning and running in a northerly direction along the center line of the Farmington Road to the intersection of said center line of the Farmington Road and the center line of the Little Falls Bridge Road; thence turning and running in a easterly direction along the Little Falls Bridge Road center line to point of beginning; this area to be rezoned and continued from its present classification of Agricultural and Business 2 to Business 2 in its entirety.

Section 3. This Ordinance shall be effective upon its passages.

APPROVED MAY 5, 1981

MAYOR RICHARD GREEN

RESOLUTIONS
Passed by the Rochester City Council
January 2, 1980 through June 30, 1981

RESOLUTION TO BORROW MONEY
IN ANTICIPATION OF TAXES

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

That the Finance Committee be and it hereby is authorized to borrow in anticipation of taxes, for the calendar year 1980, a sum not exceeding Four Million (\$4,000,000.00) Dollars, said sum to be borrowed on notes of the City, which may be refunded, in such amounts and at such times as it deems the best interests of the City require.

APPROVED JANUARY 2, 1980

MAYOR RICHARD GREEN

RESOLUTION AUTHORIZING TEMPORARY
EMERGENCY AMBULANCE SERVICE AGREEMENT

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

That the City of Rochester enter into a temporary agreement with Benoit Medical Services of Somersworth, New Hampshire to provide emergency ambulance services to the City, and that the Mayor is hereby authorized to prepare and execute said agreement on behalf of the City on terms and conditions as he deems are in the best interests of the City.

APPROVED JANUARY 2, 1980

MAYOR RICHARD GREEN

RESOLUTION TO APPROPRIATE MONEY FOR THE
PROVISION OF EMERGENCY AMBULANCE SERVICE
FOR THE CITY OF ROCHESTER

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

That a sum not to exceed Thirteen Thousand Two Hundred Seventy-Five (\$13,275.00) Dollars be and it hereby is appropriated for the securing of and payment for emergency ambulance service for the City of Rochester for a period of up to ninety (90) days, said sum to be raised by the Finance Committee at terms deemed in the best interest of the City of Rochester.

APPROVED JANUARY 2, 1980

MAYOR RICHARD GREEN

**RESOLUTION RELATING TO PARTIAL WAIVER OF
INTEREST ON 1979 REAL ESTATE TAXES**

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

That the City of Rochester for good cause hereby waives all interest charges for 1979 real estate taxes which were due on December 1, 1979 for the two-month period beginning December 1, 1979 and ending January 31, 1980 and hereby directs the Tax Collector to waive all said interest charges. Any interest charges for 1979 taxes covering the above period which have already been collected shall be refunded to the taxpayer.

APPROVED JANUARY 2, 1980

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING NEW HAMPSHIRE WATER
SUPPLY AND POLLUTION CONTROL PERMIT REQUEST**

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

That the Mayor is authorized to execute a discharge permit application to the New Hampshire Water Supply and Pollution Control Commission on behalf of the City relative to the construction of forty-eight (48) units of elderly housing by Rochester East Associates in East Rochester.

APPROVED JANUARY 8, 1980

MAYOR RICHARD GREEN

RESOLUTION TO CALL A SPECIAL ELECTION

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

WHEREAS, there exists a vacancy in the office of Representative to the New Hampshire General Court for Ward 2 (Strafford County, District #12); and

WHEREAS, it is in the City's interest for the people of Ward 2 to have full representation in state and county affairs and decisions;

BE IT HEREBY RESOLVED by the Mayor and City Council that a special election be held on Tuesday, February 26 for the purpose of electing a representative to the New Hampshire General Court from Ward 2, and

BE IT FURTHER RESOLVED that the Democrat and Republican parties shall hold caucuses for the purpose of nominating a candidate of their respective party for the vacant seat no later than 30 days prior to February 26, the date of the special election, that said caucus shall be held at a time and place so as to maximize public participation, that notification of said caucuses be posted in City Hall and in two local media outlets at least five days prior to the date of the caucus, that the parties shall determine the rules for caucus participation and that each party shall notify the New Hampshire Secretary of State of their respective nominees; and

BE IT FURTHER RESOLVED, that the City Clerk shall notify the N.H. Secretary of State that a special election will be held on February 26 to coincide with the Presidential Primary.

APPROVED JANUARY 8, 1980

MAYOR RICHARD GREEN

RESOLUTION FOR PRESIDENTIAL PRIMARY ELECTION

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

THAT the places and times for voting on the Presidential Primary day of Tuesday, February 26, 1980, are as follows:

- Ward 1 - East Rochester Fire Station
- Ward 2 - Elks Lodge
- Ward 3 - Gonic Town Hall
- Ward 4 - Holy Rosary Church
- Ward 5 - City Hall

THAT all polls will be open from 10:00 A.M. to 7:00 P.M.

APPROVED JANUARY 28, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO APPROPRIATE FUNDS
TO PURCHASE UPDATED CITY TAX MAPS**

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

That a sum not to exceed Three Thousand Two Hundred Eighty-Five (\$3,285.00) Dollars be and it hereby is appropriated for the purchase of two sets of prints of updated City Tax Maps from John E. O'Donnell & Associates, said sum to be raised by the Finance Committee by including the total amount in the 1980 operating budget.

APPROVED FEBRUARY 5, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO APPROPRIATE FUNDS
TO PURCHASE TWO TYPEWRITERS**

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

That a sum not to exceed One Thousand Three Hundred and Ten (\$1,310.00) Dollars be and it hereby is appropriated for the purchase of two Olympia Deluxe Electric Typewriters at the cost of Six Hundred Fifty-Five (\$655.00) Dollars each, said sum to be raised by the Finance Committee by including the total amount in the 1980 operating budget.

APPROVED FEBRUARY 5, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO APPROPRIATE FUNDS
FOR AN AUDIT OF 1979 CITY FINANCES**

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

That a sum not to exceed Fifteen Thousand Five Hundred (\$15,500.00) Dollars be and it hereby is appropriated for an audit of 1979 financial records of the City of Rochester to be conducted by Peat, Marwick, Mitchell & Co., certified public accountants, as outlined in their proposal dated January 18, 1980, said sum to be raised by the Finance Committee by including the total amount in the 1980 operating budget.

APPROVED FEBRUARY 5, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO APPROPRIATE FUNDS TO PURCHASE
FOUR POLICE CRUISERS AND ONE RADAR UNIT**

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

That a sum not to exceed Twenty-Four Thousand Four Hundred Eighty-Nine Dollars and Twenty-Seven Cents (\$24,489.27) be and it hereby is appropriated for the purchase of four police cruisers and one radar unit at the following costs:

\$ 4,301.50	one cruiser
1,175.00	radar unit
6,337.59	one cruiser
6,337.59	one cruiser
6,337.59	one cruiser
<u>24,489.27</u>	

Said sum to be raised by the Finance Committee as follows: the first cruiser and the radar unit for a total of Five Thousand Four Hundred Seventy-Six Dollars and Fifty Cents (\$5,476.50) to be included in the 1980 operating budget and the remaining three cruisers for a total of Nineteen Thousand Twelve Dollars and Seventy-Seven Cents (\$19,012.77) to be financed over a two-year term at terms deemed in the best interest of the City of Rochester.

APPROVED FEBRUARY 5, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO APPROPRIATE FUNDS TO PAY
ROCHESTER EDUCATION ASSOCIATION**

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

That a sum not to exceed Six Thousand Dollars (\$6,000.00) be and hereby is appropriated for payment to Attorney Jack Middleton as attorney for the Rochester Education Association in full settlement of all claims against the City of Rochester as a result of court awarded attorney's fees, said sum to be raised by the Finance Committee by including the total amount in the 1980 operating budget.

APPROVED MARCH 4, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO APPROPRIATE FUNDS TO PAY
SEAWARD CONSTRUCTION CO. INC.**

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

That a sum not to exceed Eight Thousand Dollars (\$8,000.00) be and it hereby is appropriated for payment to Seaward Construction Co. Inc. in full settlement of all claims against the City of Rochester as per their court action filed in March 1976 for Thirty-Seven Thousand Six Hundred Thirty-Eight Dollars (\$37,638.00) for work done by Seaward on the Brock Street sewer project, said sum to be raised by the Finance Committee by including the total amount in the 1980 operating budget.

APPROVED MARCH 4, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO APPROPRIATE FUNDS FOR
REPLACEMENT OF THE
FLAT ROCK BRIDGE ROAD BRIDGE**

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

That a sum not to exceed Twenty Thousand (\$20,000.00) Dollars be and it hereby is appropriated as the City's share to reconstruct the Flat Rock Bridge Road bridge between Rochester and Lebanon, Maine, said sum to be raised by the Finance Committee at terms deemed in the best interest of the City of Rochester.

APPROVED MARCH 4, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO APPROPRIATE FUNDS FOR
ADJUSTMENTS TO 1979 SALARIES
OF POLICE DEPARTMENT**

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

That a sum not to exceed Five Thousand Seventy-Four Dollars and Fifty-Five Cents (\$5,074.55) be and it hereby is appropriated for salary adjustments for all police officers for the period starting September 1, 1979 and ending December 31, 1979 which represents a \$700.00 yearly increase in salary (\$13.46 per week) for all regular police officers and a \$300.00 yearly increase (\$5.77 per week) for all probationary police officers, said sum to be raised by the Finance Committee by including the total amount in the 1980 operating budget.

APPROVED MARCH 4, 1980

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING CONTINUANCE OF
POLICE OFFICER 1979 SALARY INCREASES**

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

Effective January 1, 1980 the \$700.00 annual increase approved for the last four months of 1979 for all regular police officers (\$13.46 per week) and the \$300.00 annual increase approved for the last four months of 1979 for all probationary police officers (\$5.77 per week) is hereby continued for the 1980 calendar year and to be included in the 1980 operating budget of the Rochester Police Department.

APPROVED MARCH 4, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO PROVIDE FOR SEMI-ANNUAL
COLLECTION OF TAXES**

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

That the collection of property taxes be conducted semi-annually in compliance with RSA 76:15-a. The first payment of taxes assessed under this resolution shall be due and payable on July 1, 1980.

APPROVED MARCH 25, 1980

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING AMBULANCE SERVICE
AGREEMENT WITH FRISBIE MEMORIAL HOSPITAL
WITH AN APPROPRIATION THEREFOR**

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

That the City of Rochester enter into an agreement with Frisbie Memorial Hospital to provide emergency ambulance services to the City, that the Mayor is hereby authorized to execute said agreement on behalf of the City, and that a sum not to exceed Sixty Thousand (\$60,000.00) Dollars be and it hereby is appropriated as the estimated operating budget for the service in accordance with the terms of the agreement, said sum to be raised by the Finance Committee by including the total amount in the 1980 operating budget.

APPROVED MARCH 25, 1980

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING BACKUP EMERGENCY
AMBULANCE SERVICE AGREEMENT WITH AN
APPROPRIATION THEREFOR**

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

That the City enter into a backup emergency ambulance ser-

vice agreement with Benoit Medical Services of Somersworth, New Hampshire, that the Mayor is hereby authorized to execute said agreement on behalf of the City, and that a sum not to exceed Two Thousand (\$2,000.00) Dollars be and it hereby is appropriated for payment to said Benoit in accordance with the agreement, said sum to be raised by the Finance Committee by including the total amount in the 1980 budget.

APPROVED MARCH 25, 1980

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING
NEW HAMPSHIRE HOUSING COMMISSION OPERATION**

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

That the New Hampshire Housing Commission be and is authorized to operate in the City of Rochester in the State of New Hampshire, that said New Hampshire Housing Commission is authorized to provide housing assistance, for persons of lower income, under Section 8 of the U.S. Housing Act of 1937 as amended for the following accommodations: existing standard housing, 40 dwelling units.

APPROVED MAY 6, 1980

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING SECTION 8 HOUSING
IN OLD HUBBARD SHOE FACTORY**

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

That the New Hampshire Housing Commission be and is authorized to operate in the City of Rochester, in the State of New Hampshire.

That said New Hampshire Housing Commission is authorized to sponsor a project for low and moderate income, elderly persons under Section 8 of the United States Housing Act of 1937 as amended, for the following accommodations: Newly constructed

housing - 48 dwelling units. This resolution pertains only to the Old Hubbard Shoe factory site in East Rochester.

APPROVED JUNE 3, 1980

MAYOR RICHARD GREEN

RESOLUTION AMENDING WELFARE REGULATIONS

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER THAT THE CITY WELFARE REGULATIONS AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

Section A. 7. That the present Section A. 7. be deleted and the following substituted:

7. Hearings. If the Applicant is dissatisfied with any decision of the Director of Welfare, the Applicant may appeal for a hearing before the Welfare Appeals Board.

Section A. 12. That the following new Section 12 is added:

12. Welfare Appeals Board. There shall be a three member Welfare Appeals Board. The purpose of the Board shall be to conduct welfare appeals hearings and to serve in an otherwise advisory capacity when requested by the Director of Welfare. The board members shall be appointed by the Mayor for three year terms.

Section B. 3. That the present Section B. 3. be deleted and the following substituted:

3. That the Applicant has a right of appeal if not satisfied with any decision of the Director of Welfare to the Welfare Board of Appeals for final determination.

Section M. 3. That the words "Mayor and Finance Committee" be deleted and the words "Welfare Appeals Board" be substituted.

Section N. 1. That the present Section N. 1. be deleted and the following substituted:

1. An Applicant's request for hearing shall be made within seven (7) calendar days of mailing of the Notice to the Applicant or recipient. The request to be addressed to the Welfare Department, City Hall, Rochester, New Hampshire.

Section N. 2. That the word "Mayor" be deleted and the words "Welfare Appeals Board" be substituted.

APPROVED JUNE 3, 1980

MAYOR RICHARD GREEN

RESOLUTION TO APPROPRIATE FUNDS FOR ENGINEERING SERVICES

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

That the sum of Fifteen Thousand Dollars (\$15,000.00) be and it hereby is appropriated as partial costs for engineering services to be provided by Green International Affiliates, Inc. for developing plans for closure of the City's existing landfill operation and opening of a new temporary landfill site on existing City property on Route 16B, said sum to be raised by the Finance Committee as part of the capital budget for the period January 1, 1981 to June 30, 1981.

The anticipated total costs for providing the engineering services and plans required by the State of New Hampshire for closure and opening of a temporary site are estimated at Forty-One Thousand Nine Hundred Dollars (\$41,900.00).

This appropriation is subject to the State of New Hampshire providing the City with complete documentation outlining the reasons for the ordered closure.

APPROVED JULY 1, 1980

MAYOR RICHARD GREEN

RESOLUTION TO ACCEPT LAND DONATION

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

That the City hereby accepts the donation of a 24.3 acre tract of land located on the Sheepboro Road, Farmington, New Hampshire, said land to be under the supervision of the Rochester Conservation Commission in accordance with the provisions of the deed and the provisions of New Hampshire RSA 36-A relating to conservation areas.

APPROVED JULY 1, 1980

MAYOR RICHARD GREEN

RESOLUTION AUTHORIZING PLACEMENT OF DOG CONTROL PROVISION ON BALLOT

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

That the Secretary of State is authorized to place the following question on a ballot for the 1980 biennial election:

"Shall we adopt the provisions of RSA 466:30-a which makes it unlawful for an owner of any dog licensed or unlicensed to allow said dog to run at large, except when accompanied by the owner or custodian, and when used for hunting, herding, supervised competition and exhibition or training for such?"

APPROVED JULY 1, 1980

MAYOR RICHARD GREEN

RESOLUTION REGARDING CITY CHARTER AMENDMENTS

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

That in accordance with the requirements of RSA 49-B:5 it is hereby determined that amendments to the Rochester City Charter are necessary and that a public hearing should be held

on the eight amendments contained in the Report of the Rochester City Charter Revision Task Force, adopted by such Task Force on June 23, 1980.

Be it further resolved that the Management Committee and the Rochester City Charter Revision Task Force be and hereby are appointed as a joint committee to conduct the public hearing required by RSA 49-B:5I on the eight proposed amendments for Thursday, August 28, 1980 at 7:30 P.M. in the City Council Chambers, City Hall, Rochester, New Hampshire, and to make arrangements for the publication of notice of said public hearing and of the text and explanation of such amendments in the manner required by RSA 49-B:5IVa.

APPROVED AUGUST 5, 1980

MAYOR RICHARD GREEN

RESOLUTION ESTABLISHING POLLING HOURS

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

That the following polling hours are hereby set for the September 9, 1980 State Primary Election and the November 4, 1980 General Election:

From 10 a.m. to 7 p.m.

APPROVED AUGUST 5, 1980

MAYOR RICHARD GREEN

RESOLUTION FOR SPECIAL ELECTION TO VOTE ON PROPOSED AMENDMENTS TO THE ROCHESTER CITY CHARTER

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

That a special municipal election be held in the City of Rochester on November 4, 1980, in conjunction with the regular state biennial election, for the purpose of voting on the proposed amendments to the Rochester City Charter ordered placed on a

special election ballot by the Rochester City Council on September 2, 1980.

BE IT FURTHER RESOLVED: That said special election be conducted in accordance with the provisions of RSA 49-B:5 and RSA 49-B:6 and that the City Clerk be and hereby is authorized to prepare the ballots and other materials required for such special election.

BE IT FURTHER RESOLVED: That such proposed amendments to the Rochester City Charter as are approved by the voters of said special municipal election shall become effective on January 1, 1981.

APPROVED SEPTEMBER 2, 1980

MAYOR RICHARD GREEN

RESOLUTION TO APPROVE OPERATING BUDGET

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

That an eighteen (18) month operating budget in the total amount of Nineteen Million Six Hundred Sixty-Eight Thousand Seven Hundred Sixty-One (\$19,668,761.00) Dollars is hereby approved for the period beginning January 1, 1980 and ending June 30, 1981.

Of this total the sum of Ten Million Four Hundred Eighty-Nine Thousand Two Hundred Twenty (\$10,489,220.00) Dollars shall be for the twelve (12) month period beginning January 1, 1980 and ending December 31, 1980 and the sum of Nine Million One Hundred Seventy-Nine Thousand Five Hundred Forty-One (\$9,179,541.00) Dollars shall be for the six (6) month period beginning January 1, 1981 and ending June 30, 1981.

Included in the twelve (12) month budget shall be an expenditure of One Hundred Fifty Thousand (\$150,000.00) Dollars in federal revenue sharing funds.

APPROVED OCTOBER 7, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO BORROW MONEY
FOR THE SIX MONTH BUDGET**

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

That the Finance Committee be and it hereby is authorized to borrow a sum not exceeding Seven Million Six Hundred Thousand (\$7,600,000.00) Dollars for operating expenses of the six (6) month budget for the period beginning January 1, 1981 and ending June 30, 1981, said sum to be borrowed on notes of the City, upon terms and conditions as it deems the best interest of the City require.

This amount also includes the 1979 deficit of Eight Hundred Forty-Five Thousand Six Hundred Eighteen (\$845,618.00) Dollars.

This authorization is subject to review and approval of the New Hampshire State Legislature.

APPROVED OCTOBER 7, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO BORROW MONEY
IN ANTICIPATION OF TAXES**

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

That the Finance Committee be and it hereby is authorized to borrow in anticipation of taxes for the fiscal year 1980-81 a sum not exceeding Three Million (\$3,000,000.00) Dollars, said sum to be borrowed on notes of the City, which may be refunded, in such amounts and at such times as it deems the best interests of the City require.

APPROVED OCTOBER 7, 1980

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING THE FILING OF A
SMALL CITIES PREAPPLICATION**

WHEREAS, the Housing and Community Development Act of

1977, as amended, provides grants under the Small Cities Community Development Block Grant Program to help communities meet their housing and community development needs; and

WHEREAS, the City of Rochester, New Hampshire is eligible for, and desires such assistance under this program; therefore

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

That the City Council hereby authorizes the filing of a Small Cities preapplication, and authorizes the Mayor to act in connection with the filing of the preapplication and to provide such additional information as may be required.

APPROVED OCTOBER 7, 1980

MAYOR RICHARD GREEN

RESOLUTION ADOPTING CITIZEN PARTICIPATION PLAN

WHEREAS, the City of Rochester has actively been involved in the Citizen Participation process; and

WHEREAS, Regulations implementing Small Cities Community Development Block Grants contain regulations for citizen participation; and

WHEREAS, The Community Development Block Grant regulations require the community to prepare and file a written Citizen Participation Plan to ensure adequate community participation in the Community Development Block Grant Program, therefore

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

That the Rochester City Council on behalf of the City of Rochester hereby adopts the attached Citizen Participation Plan.

APPROVED OCTOBER 7, 1980

MAYOR RICHARD GREEN

RESOLUTION EMPOWERING THE PLANNING BOARD TO ADOPT SITE PLANS

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

That the Planning Board is empowered to review and approve or disapprove site plans for the development of tracts of land in accordance with RSA 31:60-89 and RSA 36:19-24 as amended.

APPROVED OCTOBER 7, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO APPROPRIATE ADDITIONAL
FUNDS FOR ENGINEERING SERVICES**

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

That the sum of Nineteen Thousand (\$19,000.00) Dollars be and it hereby is appropriated as additional costs for engineering services to be provided by Green International Affiliates, Inc. for completing final plan for closure of the City's existing landfill operation, said sum to be raised by the Finance Committee as part of the capital budget for the period January 1, 1981 to June 30, 1981.

APPROVED NOVEMBER 12, 1980

MAYOR RICHARD GREEN

**RESOLUTION FOR OPTION AGREEMENT FOR
HYDROELECTRIC FACILITY**

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

That the Mayor be authorized to sign an option to lease agreement with East Coast Engineering of Barrington for the purpose of further negotiating a lease for the hydroelectric facility in the Wyandotte Mill. Said lease shall be negotiated by the Mayor or his designee within six months of the signing of the option to lease agreement and shall not take effect until approved by a vote of the council.

APPROVED NOVEMBER 12, 1980

MAYOR RICHARD GREEN

RESOLUTION TO CHANGE STREET NAME

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

That the street currently called Sturtevant Court be changed to Crocker Court.

APPROVED NOVEMBER 12, 1980

MAYOR RICHARD GREEN

RESOLUTION TO APPROPRIATE MONEY FOR RESOURCE RECOVERY FEASIBILITY STUDY

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

That a sum not to exceed Fifteen Thousand (\$15,000.00) Dollars be and it hereby is appropriated as the City's share for the Resource Recovery Feasibility Study to be conducted by the Mitre Corporation for Rochester and Somersworth, said sum to be raised by the Finance Committee by including the total amount in the special appropriations account of the six month (1/1/81 to 6/30/81) budget.

APPROVED NOVEMBER 12, 1980

MAYOR RICHARD GREEN

RESOLUTION FOR SUPPLEMENTAL SCHOOL DEPARTMENT APPROPRIATION

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

That the sum of Sixty Thousand Eight Hundred Seventy-Nine (\$60,879.00) Dollars be and it hereby is appropriated as a supplemental appropriation to the 1980-81 budget of the School Department to be used for handicapped education as follows:

\$58,879.00	Tuition fees
<u>2,000.00</u>	Transportation fees
\$60,879.00	

Said sum to be raised by the Finance Committee by including the total amount in the 1980-81 budget.

APPROVED NOVEMBER 12, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO APPROPRIATE FUNDS FOR
DESIGN AND ENGINEERING SERVICES FOR
HANSON PINES AND COMMONS**

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

That the sum of \$5,000.00 is hereby appropriated for design and engineering services for the recreational rehabilitation of Hanson Pines and Rochester Common to be conducted by Metcalf & Eddy, Inc., engineers and planners, and the Mayor is hereby authorized to execute a contract with Metcalf & Eddy, Inc. in accordance with their proposal dated June 6, 1980. The purpose of this plan is to complete an application for a Land and Water Conservation Fund Grant for the improvement of these existing parks.

APPROVED NOVEMBER 12, 1980

MAYOR RICHARD GREEN

**RESOLUTION TO BORROW MONEY
IN ANTICIPATION OF TAXES**

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

That the Finance Committee be and it hereby is authorized to borrow in anticipation of taxes for the fiscal year 1981 a sum not exceeding Three Million Dollars (\$3,000,000.00), said sum to be borrowed on notes of the City, which may be refunded, in such amounts and at such times as it deems the best interests of the City require.

APPROVED JANUARY 6, 1981

MAYOR RICHARD GREEN

RESOLUTION APPROVING SETTLEMENT OF COURT CASE

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

That a sum not to exceed Two Thousand Five Hundred Dollars (\$2,500.00) is hereby approved for payment to Michael Dahood and Judith Dahood in full settlement of all claims against the City of Rochester as per two pending court cases in Merrimack County Superior Court, said sum to be taken from the existing operating budget of 1980-81.

APPROVED JANUARY 6, 1981

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING
ORDINANCE REVISION EXPENSES**

That a sum not to exceed Five Thousand Dollars (\$5,000.00) is authorized for expenses relating to the cost of redrafting the 1952 Rochester City Ordinances, said sum being a part of the 1980-81 Operating Budget Legal Expense Account.

APPROVED FEBRUARY 3, 1981

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING CONTRACT WITH
OFFICE OF STATE PLANNING**

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

That the City of Rochester hereby accepts the sum of Five Thousand Dollars (\$5,000.00) from the Office of State Planning and the sum of Twenty Thousand Dollars (\$20,000.00) from the Economic Development Administration for a total of Twenty-five Thousand Dollars (\$25,000.00), said funds to be used for the Downtown Revitalization Project. Further the Mayor of the City of Rochester is hereby authorized to sign a contract on behalf of the City with the Office of State Planning for providing services to the City.

APPROVED FEBRUARY 3, 1981

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING
PLANNING SERVICE CONTRACT**

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

That the City of Rochester is authorized to enter into a contract with Rist-Frost Associates for the Downtown Revitalization Project as defined in their scope of services for the sum of Twenty-five Thousand Dollars (\$25,000.00), said funds being provided in full by the Office of State Planning and the Economic Development Administration. Further that the Mayor of the City of Rochester is authorized to execute said contract on behalf of the City.

APPROVED FEBRUARY 3, 1981

MAYOR RICHARD GREEN

RESOLUTION

BE IT RESOLVED by the Mayor and Council of the City of Rochester, New Hampshire, that the New Hampshire Housing Commission be and is authorized to operate in the City of Rochester, State of New Hampshire, and said New Hampshire Housing Commission is authorized to sponsor a project for elderly and low-income persons under Section 8 of the United States Housing Act of 1937, as amended, for Forty (40) dwelling units of newly constructed housing by the Harbor Development Corporation, or an affiliated entity.

APPROVED MARCH 3, 1981

MAYOR RICHARD GREEN

**RESOLUTION FOR SUPPLEMENTAL
SCHOOL DEPARTMENT APPROPRIATION**

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

That the sum of Thirty-four Thousand Three Hundred Fifty Dollars (\$34,350.00) is hereby appropriated as a supplemental appropriation to the approved Rochester School Department

budget for the purpose of funding over expenditures in the handicapped education account, said sum to come from the 1980-81 school department operating budget.

APPROVED MARCH 3, 1981

MAYOR RICHARD GREEN

**RESOLUTION FOR SPECIAL APPROPRIATION
TO WELFARE DEPARTMENT**

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

That the sum of Thirty-two Thousand Dollars (\$32,000.00) is hereby appropriated as a supplemental appropriation to the approved Welfare Department budget for the purpose of funding over-expenditures for the board and care of delinquent children, said sum to be raised by the Finance Committee upon terms and conditions deemed in the best interest of the City of Rochester.

APPROVED MARCH 3, 1981

MAYOR RICHARD GREEN

**RESOLUTION AUTHORIZING INDEMNIFICATION AND
AUTHORIZATION FOR SPECIAL APPROPRIATION TO
PURCHASE PUBLIC OFFICIAL LIABILITY INSURANCE**

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

That the following provision of RSA 31:105 is hereby adopted regarding indemnification for damages so that the City of Rochester will "indemnify and save harmless for loss or damage occurring after said vote any person employed by it and any member or officer of its governing board, administrative staff or agencies including but not limited to selectmen, school board members, city councilors and aldermen, town and city managers and superintendents of schools from personal financial loss and expense including reasonable legal fees and costs, if any, arising out of any claim, demand, suit or judgment by reason of negligence or other act resulting in accidental injury to a person or accidental damage to or destruction of property if the indem-

nified person at the time of the accident resulting in the injury, damage or destruction was acting in the scope of his employment or office.”

Further that pursuant to the election to indemnify its officers and employees under RSA 31:105 and the requirements of RSA 31:106, the City of Rochester pursuant to its authority under RSA 31:107 hereby appropriates the sum of Four Thousand Three Hundred Sixty-six Dollars (\$4,366.00) for the purchase of a comprehensive general liability insurance policy in the amount of One Million Dollars (\$1,000,000.00) through the New Hampshire Municipalities Association, said policy to be issued by the Midland Insurance Company and have a Two Thousand Five Hundred Dollars (\$2,500.00) deductible provision, said appropriation to be raised by the Finance Committee upon terms and conditions deemed in the best interest of the City of Rochester.

APPROVED MARCH 3, 1981

MAYOR RICHARD GREEN

RESOLUTION RELATING TO SMALL CITIES GRANT

WHEREAS, the City of Rochester has filed a full application for Small Cities funds in the amount of \$400,000. for the first year of a 3 year comprehensive program totalling \$1.5 million dollars; and

WHEREAS, the application is under review by HUD and formal approval is expected from HUD in early June; and

WHEREAS, the Small Cities program currently under review by HUD provides adequate planning and administrative funds from the grant for the City to obtain required program implementation staff and technical assistance; and

WHEREAS, HUD encourages certain preliminary planning, citizen participation activities, and program organization and management systems to be undertaken and established during the HUD application review process; and

WHEREAS, HUD has recognized that the City's proposed

housing rehabilitation program is staff intensive and required an administrative plan which identifies the positions to be created and filled during the month of June 1981; and

WHEREAS, it is in the best interest of the City and the CD program to have a policy committee or board delegated the responsibility of coordinating and overseeing and addressing policy with respect to the program implementation activities which were developed and approved by the City Council, and which are identified in the full Small Cities application; and

WHEREAS, the rehabilitation component of the CD program will provide financial assistance to eligible property owners for the rehabilitation of their properties; and

WHEREAS, it is in the best interest of effective and efficient rehabilitation program administration to have a policy or coordinating committee delegated the authority and responsibility of reviewing and approving applications for rehabilitation financial assistance and determining that such applications are within and consistent with the guidelines for such assistance as established by the Council in the full application to HUD for funds; and

WHEREAS, the preliminary planning activities and initial program implementation structure and efforts are critical to the timely and efficient program implementation; and

WHEREAS, it is desirable for the City to obtain community development consulting advice and assistance to ensure all applicable federal requirements are met and that program structure and initial implementation activities are properly organized; and

THEREFORE BE IT RESOLVED THAT:

1. The City Finance Committee be designated as the CD Policy and Coordinating Committee for the Small Cities program.
2. The CD Policy and Coordinating Committee shall have the responsibility for the hiring of CD program personnel.
3. That the CD Policy and Coordinating Committee shall be re-

sponsible for the final review and approval of all requests for rehabilitation financial assistance that is within and consistent with guidelines as established by the Council in the HUD approved CD program.

4. That the Mayor is authorized to enter into a consulting service agreement with Robert E. Murray, Jr. to assist the City in the preliminary planning and CD program implementation activities.

APPROVED MAY 5, 1981

MAYOR RICHARD GREEN

**RESOLUTION IN OPPOSITION TO THE PROPOSED
HALVING OF THE BUSINESS PROFITS TAX REVENUE
IN FISCAL YEAR 1982 TO CITIES AND TOWNS WHO
HAVE ADOPTED THE JULY TO JUNE FISCAL YEAR**

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

WHEREAS, The City of Rochester, in accordance with RSA 31:94-a, Optional Fiscal Year, is completing an eighteen-month transition budget which results in the City being on a July to June fiscal year, and

WHEREAS, The City of Rochester embarked on this change from a calendar fiscal year to a July to June fiscal year in good faith and pursuant to and in complete accordance with the provisions of existing State law; and

WHEREAS, There are nine other cities and towns in New Hampshire which have sometime ago or recently likewise adopted the provisions of RSA 31:94-a and made the fiscal year transition; and

WHEREAS, Footnote #48. "Business Profits Tax Distribution" of the House Appropriations Committee amendments to House Bill 600 provides that in Fiscal Year 1982, cities and towns on the July-June fiscal year will receive only one half of the Business Profits Tax Revenue due them under existing State law, resulting in Rochester's case of a revenue loss of \$318,700 and in case of all ten fiscal year cities & towns in a loss of \$4,886,327; and

WHEREAS, It is recognized that the State of New Hampshire has severe fiscal problems which will, in large measure, inevitably be passed along to local communities and the already overburdened property taxpayer;

NOW THEREFORE BE IT RESOLVED by the Council of the City of Rochester that it stands ready to absorb its share of the State's fiscal problem but that it adamantly opposes the discriminatory loading of the State's problem on those ten cities and towns which have adopted the July-June fiscal year in accordance with State law which will occur if Footnote #48 of the House Appropriations Committee amendments to HB600 is adopted by the State Legislature. Be it further resolved that copies of this resolution be distributed to the County Delegation, all State Senators and the Governor of the State of New Hampshire.

APPROVED JUNE 2, 1981

MAYOR RICHARD GREEN

**RESOLUTION REGARDING TERMINATION
OF WATER SERVICE**

WHEREAS, numerous property owners in the City of Rochester have neglected to pay for water provided by the Water and Sewer Department; and

WHEREAS, numerous property owners in the City of Rochester have neglected to pay for water line extensions provided by the Water and Sewer Department; and

WHEREAS, numerous property owners in the City of Rochester have neglected to pay for sewer line extensions provided by the Water and Sewer Department; and

WHEREAS, numerous property owners in the City of Rochester have neglected to pay for water and sewer line repairs and services provided by the Water and Sewer Department; and

WHEREAS, the Water Department continues to run at a deficit and must be subsidized by other Rochester taxpayers who are paying their water and sewer bills.

THEREFORE,

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

That the failure on the part of any person, firm, corporation or other legal entity to promptly pay any and all claims of the water and sewer department shall be considered sufficient cause for cutting off the water supply of such customer and such supply shall not be turned on again until payment is made in full, including any additional work costs incurred for turning on of the water.

The shutoff procedure and Shutoff Notice shall be as provided on the attached forms.

This resolution shall be effective upon its passage.

APPROVED JUNE 30, 1981

MAYOR RICHARD GREEN

RESOLUTION TO APPROVE OPERATING BUDGET

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

That a twelve (12) month operating budget in the total amount of Twelve Million Two Hundred Twenty-Six Thousand Five Hundred Nine (\$12,226,509.00) Dollars is hereby approved for the period beginning July 1, 1981 and ending June 30, 1982.

This budget may be reconsidered, before the tax rate is set, if city, school, and county revenues are reduced by the State of New Hampshire or the Federal Government.

Included in this budget shall be an expenditure of Three Hundred Eighty-eight Thousand Four Hundred Thirty (\$388,430.00) Dollars in Federal Revenue Sharing funds.

APPROVED JUNE 30, 1981

MAYOR RICHARD GREEN

RESOLUTION TO APPROVE WATER DISTRICT BUDGET

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

That a twelve (12) month Water District Budget in the total amount of Three Hundred Thirty-three Thousand Seven Hundred Twelve (\$333,712.00) Dollars is hereby approved for the period beginning July 1, 1981 and ending June 30, 1982.

APPROVED JUNE 30, 1981

MAYOR RICHARD GREEN

**REPORT OF THE CITY ASSESSOR
1980-81**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

ASSESSOR'S INVENTORY

Land-Improved and Unimproved	\$ 13,817,430.00
Buildings	80,030,520.00
Factory Buildings	5,896,090.00
Public Utilities-Gas	500,050.00
Public Utilities-Electric	3,917,770.00
Mobile Homes	5,926,890.00

TOTAL VALUATION BEFORE EXEMPTIONS ALLOWED	\$110,088,750.00
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Blind Exemptions-15	\$ 72,870.00
Elderly Exemptions-828	\$5,282,882.00

TOTAL EXEMPTIONS ALLOWED	\$ 5,355,752.00
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NET VALUATION ON WHICH TAX RATE IS COMPUTED	\$104,732,998.00
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Totally and Permanently Disable Veterans and Widows-36	\$ 25,200.00
All Other Qualified Veterans-1948	\$ 97,400.00
Property Taxes	\$ 6,919,579.59
Resident Taxes	111,680.00
National Bank Stock	6,804.75

AMOUNT TO BE COMMITTED TO THE TAX COLLECTOR	\$ 7,038,064.34
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Tax Rate for 1980-\$67.20

Respectfully submitted,
KATHY WALLINGFORD
Assessor

**REPORT OF THE CITY ATTORNEY
1980-81**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

The following is my report as City Attorney for the eighteen (18) month period from January 1, 1980 to June 30, 1981.

When this administration took office on January 1, 1980, there were twenty-three outstanding suits against the City. I am pleased to report that due to the activities and attitudes of present City officials and the co-operation of the present City Council the following actions have been settled, tried or otherwise terminated:

1. Robert Lemieux v. Rochester Police Commission - #8577
2. Robert Lemieux v. Rochester Police Commission - #8465
3. Richard C. Snow, et al v. Rochester - #E-7603
4. Richard C. Snow, et al v. Rochester - #E-8356
5. Richard C. Snow, et al v. Rochester - #E-6726
6. Robert R. and Hilda Forcier v. Rochester et al - #8746
7. Boys Club v. Rochester - #1291
8. Boys Club v. Rochester - #2352
9. Rochester v. Boys Club - #E-78-12-1108
10. Rochester Education Assn. v. Rochester - #E-6789
11. Nancy Hall et al v. John Shaw et al - #77-93
12. Seaward Construction Co. v. Rochester
13. Judith Dahood v. Rochester et al - #78-12-548-9
14. Michael Dahood v. Rochester et al - #79-10-552-3
15. William Willey v. Rochester - #8811
16. George Michael v. Rochester
17. Richard Moore et al v. Rochester et al - #7422
18. William Yates v. Rochester - #1164 and #11325
19. Charles Arnold v. Rochester (RDC)

The four cases still outstanding include:

1. Estate of Michael Cargill v. Rochester - #10567
2. Russell Cargill v. Rochester - #10568
3. John M. Mulcahy v. Rochester - #10570
4. John J. Mulcahy v. Rochester - #10569

During the eighteen (18) month period, there were fourteen new actions filed. Of those cases the following have been terminated:

1. Department of Revenue Administration v. City - #E-80-1-76
2. Lyndon LaRouche et al v. Rochester et al - #C80-81-L
3. Salmon River Co. v. Rochester et al - #9971
4. David Dallaire v. City - #106C-81
5. Rochester v. Baxter Lake - #73 (RDC)
6. William Willey v. Rochester - #C81-1100

Those actions still outstanding include:

1. John and Eva Henderson v. Rochester
2. James P. Normand v. Rochester et al - #C12591
3. Joseph and Nancy Bisson v. Rochester et al
4. David Bickford v. Rochester et al - #184-81
5. Carroll E. Cutter v. Rochester et al - #185-81
6. Rochester v. Armand J. Aubert - #E303-81
7. Baxter Lake v. Rochester - #9560
8. Lilac Associates et al v. Rochester

During this period I attended all City Council and School Board meetings and numerous other committee, board and commission meetings. Written and oral opinions were given to virtually all department, committee, commission and board heads, who were all involved in an eighteen month period of progressive change as they worked to re-establish priorities in their areas of responsibility and concern.

Significant progress was also made through a complete review and revision of the City Charter and the City Ordinances. Both of these large projects were accomplished through the help and co-operation of many Rochester citizens under the chairmanship of Dan Wensley.

It is encouraging to see how much progress has been made in the past eighteen months towards establishing sound and fair practices with respect to all city functions and activities. It should always be of foremost concern that all residents feel that they have the full complete knowledge of the operation of their City so that they can have faith and pride in their community.

I eagerly look forward to continued service to my community.

Respectfully submitted,
JEROME H. GROSSMAN
City Attorney

REPORT OF THE BUILDING INSPECTOR 1980-81

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

In the past year and a half the Building Inspection Department has been very active both in the area of Building Inspection and Zoning Administration.

Information concerning the statistical aspects of the Building Inspection Department's activity such as number, type and costs of permits issued can be found on the attached page. This text will cover operational changes.

Upon my appointment as Building Inspector I undertook a detailed survey of the history of the Building Inspection Department and Zoning Administration in Rochester. This was done in part by gleaning all information pertaining to either Building or Zoning from the official city records. As a result of this survey several actions were taken.

These were:

1. Chapter X of the Ordinances of the City of Rochester was completely rewritten and adopted thereby upgrading the City's Building Code, Electrical Code, Fire Prevention Code, and a new life safety code.
2. An outdated and redundant Plumbing Code was repealed.
3. Zoning maps were compiled which show the proper zoning of all properties.
4. Several amendments to the Zoning Ordinances were proposed with the adoption of new fence and sign requirements.

In addition to the above, office procedural changes were instituted which resulted in better and more complete record keeping and retrieval and better office management. These changes were enhanced by the addition of a clerical position in the Building Inspection Department in January 1981.

In conjunction with the building inspection duties the Building Inspector also acts as Zoning Ordinance Administrator. In this role I responded to numerous complaints and zoning problems often working with the City Solicitor to eliminate or prevent violations of the Ordinance.

As Building Inspector I also served as Clerk for the Rochester Board of Adjustment and as a resource person to the Rochester Planning Board.

Respectfully submitted,
JACK DAVIS
Building Inspector

BUILDING PERMIT INFORMATION
January 1980 through June 1981

Month	Conventional Homes		Mobile Homes		Multifamily Residential		Residential Repair Alterations and Outbuildings		Business Buildings		Business Repair Alterations, Additions and Outbuildings	
	No.	Cost	No.	Cost	No.	Cost	No.	Cost	No.	Cost	No.	Cost
January	80	90,000					6	91,000				
	81	36,000	1	15,000			11	63,100				
February	80	25,000					7	49,825				
	81	33,000	1	4,900			8	10,100	1	85,000		
March	80	117,000	1	3,000			6	25,715			3	30,400
	81	71,500					21	208,266				
April	80	76,000	2	9,338			31	81,085			3	40,700
	81	177,612	6	46,500			35	124,682			2	70,985
May	80	218,700	3	46,500			26	65,149	3	191,000	9	48,900
	81	53,950					31	82,435			2	14,380
June	80	82,400	1	7,500			48	83,729	2	1,015,000	4	20,840
	81	154,206	1	16,000			24	63,633				
July	6	162,300					29	69,615			4	96,800
August	5	167,000	1	29,000	5	764,000	20	53,039	1	99,000	2	17,000
September	2	74,000	1	10,300			29	51,023	2	64,000	2	18,800
October	5	144,000	1	15,000			30	81,750			1	50,000
November	5	173,000	2	46,500			14	37,750			3	4,592,000
December	3	124,000					2	2,800			1	20,000
Report Period Totals	66	1,979,668	14	203,038	5	764,000	378	1,244,696	10	1,474,000	35	5,000,805

BUILDING PERMIT INFORMATION
January 1980 through June 1981

Month	Public Buildings		Swimming Pools		Signs		Fences		*Demolitions (D) *Relocations (R)		Monthly Totals All Permits	
	No.	Cost	No.	Cost	No.	Cost	No.	Cost				
January	80				1	1,200			1(R)	500	9	182,200
	81				1	100					14	114,200
February	80				2	775					10	75,600
	81				1	75					12	133,075
March	80		1	3,250	3	1,455	2	399	1(D)	5,000	14	176,115
	81								2(D)	960	30	284,870
April	80		4	9,344	1	7,800	7	3,093	2(R)	475	37	207,123
	81								1(D)	9,150	55	393,516
May	80		7	29,395	7	4,045	4	2,227	1(D)	5,080	68	605,916
	81		8	27,999			9	4,560	(1D-1R)	5,360	52	183,324
June	80		7	20,963	1	150	14	8,870	3(D)	13,700	80	1,239,452
	81		2	17,800	3	2,550	10	21,336	1(D)	1,340	46	275,525
July			7	19,259	3	950	8	2,163	1(D)	220	57	351,087
August			2	9,500	4	6,700	3	1,250			43	1,146,489
September	3	199,743	1	5,800	1	100	2	750	1(D)	650	43	424,516
October			1	5,000	2	550	4	923			44	297,223
November					3	1,526			1(D)	4,170	27	4,850,776
December					3	1,388			1(D)	18,110	9	148,188
Report Period Totals	3	199,743	40	148,310	36	29,364	63	45,571	4(R) 14(D)	58,720	650	11,089,195

*Not included in Monthly or Report Period Totals.

**REPORT OF THE CITY CLERK
(For Calendar Year 1980)
January 2, 1980 through December 31, 1980**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

Processed the following Vital Statistics Records: 470 Births; 285 Deaths; and 218 Marriages. Also processed birth-record amendments, including adoptions, legitimations, affidavits of paternity, and legal changes of name. Recorded premarital blood tests and waivers, processed vital record correction forms, and issued delayed certificates of birth.

Recorded the votes and proceedings of the City Council.

Issued, 1,250 Dog Licenses and 13 Kennel Licenses.

Recorded and processed 425 Universal Commercial Code forms as well as related termination, continuation, and assignment statements.

Supervised two State Primary Elections and one State General Election. Also coordinated and supervised a Special Referendum Election relative to revision of the City Charter. Processed 1, 113 absentee ballots and recorded the results of all 1980 elections.

Coordinated all sessions of the Supervisors of the Checklist and initiated the 1981 State-mandated voter re-registration.

Issued permits for automobiles, trucks, trailers, and motorcycles through June 6, 1980. (On that date, such permits were transferred to the Tax Collector's Office.)

Recorded Jury Lists for all five wards in the City.

Processed applications for the Adams-Pray Fund.

Provided Notarial Services.

Issued 12 Taxi Licenses and 22 Taxi-Driver Permits.

Issued the following miscellaneous licenses: 8 Junk Licenses; 2 Theater Licenses; 1 Bowling Alley License; and 2 Pawnbroker Licenses.

Processed elderly discounts relative to cable television.

Recorded Federal and State Tax Liens; Food Licenses; Catering Licenses; Writs of Attachment; Pole Licenses; Articles of Agreement; Surety Bonds; Agreements and Contracts; and Deeds of the City.

Respectfully submitted,
GAIL M. VARNEY
City Clerk

REPORT OF THE ROCHESTER DISTRICT COURT 1980-81

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER:

The receipts and expenditures of this Court for the period January 1, 1980 to June 30, 1981 are covered by the audit report of Peat, Marwick, Mitchell.

It is to be noted that the funds handled by this Court have increased substantially since the last report for the year ending December 31, 1979.

By mandate of the New Hampshire Supreme Court, all District Courts of this state must conform to bookkeeping and reporting standards established by the Administrative Committee and approved by the New Hampshire Supreme Court. Each week the clerk forwards to Concord the state's share of fines collected, and each quarter submits a report on all cases handled in this Court. The clerk remits to the City Treasurer each month payment on account of the balance on hand.

In the eighteen-month period ending June 30, 1981, the Rochester District Court had the following types of cases entered upon its dockets:

	<u>Jan. 1, 1980- June 30, 1980</u>	<u>July 1, 1980- Dec. 31, 1980</u>	<u>Jan. 1, 1981- June 30, 1981</u>
CRIMINAL:			
Motor Vehicle Violations	1,622	2,107	2,506
Other Violations	32	108	37
Misdemeanors	821	565	468
Felonies	33	46	51
Sub-total	<u>2,508</u>	<u>2,826</u>	<u>3,062</u>
JUVENILE:			
Neglect	20	19	30
Delinquent	53	48	72
PINS/CHINS	0	5	3
Follow-up Hearings	323	304	347
Sub-total	<u>396</u>	<u>376</u>	<u>452</u>
CIVIL:			
Writs	85	89	123
Landlord & Tenants	13	30	47
Small Claims	499	410	396
Domestic Violence	0	25	44
Sub-total	<u>597</u>	<u>554</u>	<u>610</u>
Total	<u><u>3,501</u></u>	<u><u>3,756</u></u>	<u><u>4,124</u></u>

All of these cases mean an increased work load for the clerk and support staff. Ernest J. Levesque retired on June 1, 1980 after eleven years of service, but fortunately an experienced and qualified person in Carmen L. Varney was found to assume the ever-increasing filings, reporting, telephone calls, and correspondence. She has demonstrated that with organization and planning, the public can be better served.

The Court is in regular session three days each week: Monday, Wednesday, and Friday. Judge Cooper usually sits on Monday and Friday. Judge Robert A. Carignan holds Court on Wednesday, which day includes all civil and small claims. Juvenile sessions are held on Wednesday by Judge Cooper, and although 250 new petitions were filed during the eighteen-month period, there were 974 hearings, including follow-up hearings on earlier petitions.

The Court facilities have been improved by creating a hearing room out of the easterly end of the Court room and converting the former judge's office to the office of the clerk. With the ever-increasing case load, these facilities are rapidly becoming inadequate.

Respectfully submitted,
RICHARD F. COOPER
Justice

REPORT OF THE ROCHESTER FIRE DEPARTMENT 1980-81

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

Gentlemen:

I herewith submit the Fire Department report for the fiscal year January, 1980 through June, 1981.

There were a total of 1,181 alarms in the City of Rochester in 1980-81, which consists of the following: Box alarms 134, Still alarms 917, East Rochester alarms 52, Gonic alarms 78.

These include: Mutual aid responses 35, residential fires 67, non-residential assembly 12, mercantile 16, manufacturing 16, car or truck fires 53, gas wash downs 41, chimney fires 85, bomb scares 8, no school blown 3, Code 25's 38, hurst tool responses 18, hurst tool not needed 4, accident responses 37, woodstove

fires 6, brush and grass fires 114, mutual aid calls 15, false alarms 41, smoke scares and honest mistakes 34, investigations only 203, false calls 5, miscellaneous calls 390.

The department also conducted 1,498 activities such as plugging out boxes for flow tests; fire drills at schools, hospitals, nursing homes, places of assembly, etc.; woodstove inspections; inspections of public buildings, places of assemblies, residential units, oil burners and oil heating equipment; commercial operations; processes; and training.

Below are the figures reported on buildings and contents involved in fires for 1980-81.

Estimated Value of Buildings	\$1,491,180.00
Estimated Insurance on Buildings	1,368,948.00
Estimated Loss Reported	485,978.58
Insurance Paid on Same	350,847.22
Estimated Value of Contents	648,671.50
Estimated Insurance on Contents	607,546.50
Estimated Loss Reported	282,912.86
Insurance Paid on Same	202,936.05

At this time I wish to express my appreciation to his Honor, the Mayor, and members of the City Council, the Committee of the Fire Department, all members of the Rochester Fire Department, and to all other persons who have rendered us assistance throughout the eighteen months of 1980-81.

Respectfully submitted,
ROBERT E. DUCHESNEAU
Fire Chief

REPORT OF THE BOARD OF HEALTH 1980-81

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

This is a summary of activities of the Health Department from January, 1980 through June, 1981.

I was appointed for a three year term as Health Officer in January 1980, and given an office in the basement of City Hall next to the Welfare Office. No records were to be found as to the performance of this office.

City Attorney Jerome Grossman provided me with a State Manual of the Health Officer's duties dated 1978. He researched the city records and found some sketchy amendments concerning this Department.

The month of January was spent reading the manual and formulating a plan of action. Mayor Green appointed a Board of Health; namely, Dr. Joseph Britton, Dr. Alexander Smith, William J. Keefe, Dr. Thomas Moon, and myself.

The first meeting was held on Tuesday, February 26, 1980 with all Board members present. The budget for the year was reviewed with a total of \$5,027.00. Expected revenue was listed as \$1,220. At the end of the twelve month period a balance of \$23.99 was recorded. Local income for the 12 month period was \$1,305, Rochester Fair \$850. for a total income of \$2,155.

Monthly meetings were held with the Board which were well attended and showed much interest. Inspection of all food establishments was made with some infractions being found and corrected.

Complaints of garbage accumulation, dump sites, water problems, septic tank odors and overflow, and mobile home complaints came in on the average of three weekly. Inspections were also made of homes where foster children are cared for.

Summary of expenditures for 18 months:

Budget, 1980	\$5,027
6 month Budget, 1981	<u>2,966</u>
Total 18 month budget	<u>\$7,993</u>
Unexpended balance, June 1981	260
Revenue for 18 months:	
Income from Food Permits, 1980	2,155
Income from Food Permits, 1981	<u>1,225</u>
Total for 18 months	<u>\$3,380</u>

Respectfully submitted,
VICTOR L. HAMEL
Health Officer

**REPORT OF THE LIBRARIAN OF THE
ROCHESTER PUBLIC LIBRARY
1980-81**

TO THE HONORABLE MAYOR, CITY COUNCIL AND BOARD OF

TRUSTEES OF THE ROCHESTER PUBLIC LIBRARY:

On October 2, 1905, the Rochester Public Library opened its doors for the first time to patrons who acclaimed their new facility and registered in large numbers to make use of the library's holdings. On October 2, 1980 the Friends of the Library sponsored an open house to commemorate the 75th anniversary of the important date. Mayor Richard Green attended the festivities, and Mrs. Ruth Howland prepared and read a history of the library. A huge birthday cake was cut and served to the guests.

In these seventy-five years public libraries have faced many changes. They currently are in the process of adapting to the explosion of information and increased demands for access to it made possible by new technology. All in the library world ponder what the effect will be on the library of the future.

Although the Rochester Public Library is certainly not a computerized unit, there has been an indirect rippling effect from the New Hampshire State Library which during this period linked in to computerized data bases, and in turn is now able to service the whole state with an improved access to information. It is now possible for patrons to find the location of a much desired book out of state or to get a listing of magazines or journals carrying information, possibly difficult to find, on desired subjects.

These are two examples of a broadening of services to library patrons with special needs. Other areas of increased services are the addition of a large amount of audio visual equipment and materials to the library. The Alternative School provided a listening center for the children's room. Other purchases were from an \$8,500 grant awarded to the Rochester Area Libraries (RALI) by the New Hampshire Library Commission from funds under the Library Services and Construction Act as a result of a proposal submitted by the group. The other libraries are the Gilman Library, Alton; Oscar Foss Library, Barnstead; Goodwin Library, Farmington; Nute Library, Milton; Hill Library, Strafford; and the Gafney Library, Wakefield. Film strip projectors and slide projectors were acquired and many excellent film strips and slides added to the group's holdings. The AV group expanded to include other towns and cities in the area to form a book-buying cooperative benefitting each library in book-buying savings and forming a cohesive group for the sharing of ideas.

The Rochester library during this period began an expanded

service to the handicapped when it became a mini depository of talking books. Having a supply of cassettes and records available locally has increased the awareness of the service to those not able to see ordinary print or to handle regular books and has provided a convenient browsing situation for area participants of the plan.

The trustees and staff feel a sense of support from many -from volunteers who perform all kinds of tasks, provide leadership by offering courses in crafts, hobbies, and intellectual pursuits and from contributions of funds and materials. The Friends of the Library made many improvements in the community room and the children's room and again sponsored the Outreach Program, the Little Red Wagon puppet theater and the RIF (Reading is Fundamental) program for young students. To all these and the media who publicized the activities for the community we express sincere appreciation.

I offer my personal gratitude to Mayor Green and the City Council, the library board and the staff for their keen interest in the well being of our public library.

Respectfully submitted,
 MRS. ROBERTA RYAN
 Librarian

TRUSTEES

- Richard Green, Mayor, ex-officio
- Vernard Elliott, Chairman Appointed 1980 for 2 years
- Diane Brennan, Treasurer Appointed 1980 for 3 years
- Eleanor Roberts, Secretary Appointed 1980 for 2 years
- Susan Cormier Appointed 1981 for 3 years
- Rev. Frank Gulinello Appointed 1980 for 3 years
- Lynn Keener Appointed 1981 for 3 years

STAFF

- Librarian
- Roberta Ryan
- Serials & Reference Librarian
- Evariste Bernier-Holaday 35 hours
- Interlibrary Loan Librarian
- Catherine Burrows 15

Circulation Librarian	
Patricia Roese	31 hours
Acquisitions Librarian	
Muriel Lincoln	30
Children's Librarian	
Mary Bingman	31
Assistant Children's Librarian	
Patricia Haendler	18
Secretary & Bookkeeper	
Gail Pearson	22
Custodian	
Lawrence Bates	23
Page	
Donald Chick	15
Librarian's Assistant	
Phyllis Lewis	20
Volunteers	
Ada MacCallum	
Marjorie Shaw	
Charlene Leonard	
Part time Circ. & Ref. Lib.	
Ruth Gagnon	vary

FINANCIAL STATEMENT FOR 1980-81

RECEIPTS

City Funds	\$119,658.08
Endowment Income	9,065.01
Cash Gifts	761.68
Other Income	9,106.56
a. Fines	\$3,703.82
b. Copy Machine	2,838.75
c. Old Book Sales	479.65
d. Registrations	512.00
e. Miscellaneous	757.12
f. Staff Orders	815.22
Balance from 1979	<u>2,101.76</u>
GRAND TOTAL RECEIPTS	\$140,693.09

An additional receipt of a grant of \$8,500.00 for AV materials was shared with 6 other libraries.

BUDGET
January 1, 1980 - June 30, 1981

<u>Budget Item</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Deficit or Remainder</u>
Salaries and Longevity	\$ 82,722.61	\$ 81,647.05	\$1,075.56
Benefits	9,647.65	9,789.41	(141.76)
Debt Interest & Retirement	640.36	640.36	
Fuel	12,500.00	9,625.93	2,874.07
Electricity	4,950.00	4,898.57	51.43
Telephone, base & tolls	662.50	672.33	(9.83)
Postage & Incidentals	825.00	825.02	(.02)
Building Maintenance & Repairs	2,650.00	2,285.94	364.06
Insurance	3,270.00	243.00	3,027.00
Library Supplies & Services	7,998.00	9,424.36	(1,426.36)
Energy Audit	200.00	200.00	
Special Appropriation	5,757.00	4,909.23	847.77
	<u>\$131,823.12</u>	<u>\$125,161.20</u>	<u>\$6,661.92</u>

<u>Trust Funds</u>	<u>Original Principals</u>
John McDuffee Annex	5,000.00
Sam Felker	5,000.00
Charles & Aroline Greenfield	5,000.00
John Greenfield	5,000.00
John Hanscom	5,000.00
Jennie Farrington	1,000.00
Sarah Varney	1,000.00
Wallace Hussey	2,500.00
Leon Salinger Fund	35,000.00
Mary Brock Fund	5,000.00
Charles Jenness Fund	1,250.00
Kenneth Thompson	10,000.00
Olive M. Woodward	763.00
Phyllis Bliss	1,000.00
Pearl & Charles Greene Fund	1,500.00
	<u>84,013.00</u>

Income from Trust Funds for 1980 and Jan. - June, 1981:
 \$9,065.01 including NOW Account Interest.

REPORT OF THE CITY PLANNER 1980-81

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

The position of City Planner is new to the City Government of Rochester. It was created, in part to alleviate the burden which had been placed on the Building Inspector, and also to serve in various capacities in conducting City business.

The City Planner is the Secretary of the Planning Board and is responsible for processing and screening all applications for subdivision of land, site review, mobile home placement, rezoning, regulation changes and ordinance changes. The Secretary is also responsible for the recording and maintenance of the records of the Board which include the minutes of all meetings, public hearings and proceedings. He is also responsible for giving proper notification prescribed by law.

During the past eighteen months, I worked with the Board on the development and the adoption of the Non Residential Site Development Plan Review Regulations. I also worked with the Planning Board on investigating areas of the City which would be suitable to be zoned for industrial activity; the proposal of several areas to the public and the City Council and the recommendation that these areas be adopted.

As the City Planner I have been the liaison between the municipality and several outside groups such as the Industrial Development Task Force, the Downtown Revitalization Committee, Rochester Chamber of Commerce, Strafford Regional Planning Commission and several consulting agencies such as Crandell Associates which was instrumental in acquiring a one and one half million dollar Small Cities Grant. Also, I have worked closely with outside development corporations on proposed and completed elderly housing projects. I also was intimately involved with the solicitation for bids by various agencies to prepare a City Master Plan; the interviewing of the applicants and the recommendation to the City Council of the best qualified and least expensive applicant. I have been designated as the project coordinator between the action agency and the City.

I was also instrumental in the formation of the Mobile Home Park Committee comprised of four mobile home park owners and myself. This committee met regularly to review the present

Mobile Home Park Ordinances, suggest changes, draft a new Ordinance and are now awaiting a report on the legality of the proposal from the City Solicitor.

In conjunction with this the City Planner has conducted inspections of all mobile home parks located in the City and has submitted a report of discrepancies on each to the Planning Board.

Respectfully submitted,
JOSEPH R. N. CYR
City Planner

**REPORT OF THE PLANNING BOARD
1980-81**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER:

The Planning Board consists of nine members. Six of these members are appointed for six year terms by the Mayor with confirmation by the City Council required. Three other members include the Mayor, a City Councilman and a City Administrative Official. The Mayor serves while he is in office. The City Councilman is selected by the Council and serves on the Planning Board during the same term he is on the Council. The City Administrative Official is appointed by the Mayor with the approval of the City Council and serves on the Board during the period the Mayor is in office.

During the period from January 1980 through June 1981, The Planning Board heard the following applications:

Limited Subdivisions	44
Major Subdivisions - Preliminary	13
Major Subdivisions - Finals	12
Applications for mobile homes on private property	31
Applications for rezone	3
Request for variance	1
Request for special exception	4
Applications for site review	13
Applications for license to operate a mobile home park	2
Presentations by companies interested in building elderly housing	3

The Board held 19 Public Hearings and 37 Public Meetings.

Respectfully submitted,
JOSEPH R. N. CYR
Secretary, Planning Board

**REPORT OF THE ROCHESTER POLICE DEPARTMENT
1980-81**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

The following is an accounting of the activities of the
Rochester Police Department from January 1980 through June
1981.

MOTOR VEHICLE ARRESTS

Allow unlicensed person to operate	22
Allow unregistered veh. to be operated	12
Allow veh. oper. with smooth tires	1
Allow uninspected veh. to be operated	50
Bail jumping	3
Bench Warrant issued	111
Cross center median strip	13
Conduct after an accident	43
Defective equipment	8
Display altered license	1
DWI	364
Disobey a police officer	1
Evading toll fare	12
Following too closely	9
Fail to stop for a police officer	27
Fail to keep right	32
Fail to yield right of way	61
Fail to stop for railroad crossing	10
Fail to display plates	7
Fail to dim headlights	4
Fail to not. Dir. change of address	7
Give false info. to a police officer	6
Habitual offender	2
Held for other departments	32

Illegal parking	15
Improper passing on right	55
Improper operation	15
Improper siren	1
Ill. use of auxiliary lights	4
Littering	9
Load spillage	4
Make an improper turn	3
Misuse of power	72
Misuse of plates	41
Misuse of siren	1
Non emergency stop	2
Negligent homicide	2
Operate w.o a muffler	6
Oper. boat w.o life preserver	2
Oper. motorcycle w.o goggles	38
Oper. OHRV on public highway	5
Overtime parking	21
Oper. unregistered OHRV	2
Oper. motorcycle w.o a helmet	1
Oper. motorcycle w.o mirrors	3
Obstructing traffic	1
Operate w.o a license	198
Oper. w.o corrective lens	20
Oper. w.o highway permit	20
Oper. w.o financial responsibility	28
Operate w.o lights	18
Operate after revocation	42
Operate after suspension	48
Operate unregistered vehicle	306
Operate uninspected vehicle	1,042
Operate with smooth tires	90
Oper. with obstructed windshield	4
Oper. wrong way on 1-way street	13
Oper. overweight & overwidth vehicle	12
Oper. w.o binder chains or flaps	2
Pass school bus flashing lights	7
Poss. cont. drug in a motor vehicle	3
Poss. loaded firearm in motor vehicle	1
Picked up for other departments	2
Reckless operation	41
Resisting arrest	6

Running over fire hose	1
Speeding	2,257
Stop sign violation	245
Tow unregistered trailer	6
Tow trailer w.o brakes	1
Tow trailer w.o lights	5
Tow trailer w.o safety chains	3
Tow vehicle w.o tow bar	6
Traffic light violation	150
Transport a controlled drug	9
Unattended motor vehicle	2
Unauthorized use of plates	1
Unauth. use of a propelled vehicle	2
Yellow line violation	160
	<hr/>
	5,892

DISPOSITIONS OF MOTOR VEHICLE ARRESTS

Appealed	1
Bail forfeited	1
Bound over to Superior Court	6
Continued for sentence	57
Cont. for sentence appealed	1
Cont. for sent. & ord. to pick up litter	1
Defaulted	183
Dismissed	58
Fined	4,615
Fine suspended	1
Fine appealed	34
Fined & license revoked	279
Fined & license suspended	19
Fine & license revoked appealed	69
Fine & License suspended appealed	6
Fined & House of Correction	2
Fine & H. of Correction appealed	17
Fine & H. of Correction suspended	37
Found not guilty	52
Fined, H. of Cor. & license suspended	1
Fined, H. of Cor. & license revoked	2
Fined & right to operate denied	1
Fine susp. & ord. to pick up litter	3
Fined & ord. to make restitution	3

Fined, lic. rev. & H. Cor. suspended	15
Fined, lic. rev. & H. Cor. appealed	16
Fine not paid	5
Found in contempt of Court	1
House of Correction	2
House of Correction suspended	10
H. of Correction appealed	1
H. of Correction suspended appealed	1
H. of Cor. & placed on probation	1
Indicted at Superior Court	2
Nol Prossed	75
Nol Prossed & ord. to make restitution	1
Placed on file	251
Purged of contempt	27
Released to other departments	35
Warnings given	1
	<hr/>
	5,892

CRIMINAL ARRESTS

Arson	2
Accomplice to burglary	1
Assault (simple)	82
Assault (second degree)	16
Attempted burglary	3
Attempted theft	5
AWOL	5
Att. to take waterfowl w.o duck stamp	3
Att. to dispose of stolen property	1
Bail jumping	3
Burglary	35
Bench Warrant issued	55
Cruelty to animals	1
Conspiracy to commit robbery	2
Carry concealed weapon w.o permit	1
Cons. alc. bev. in a public place	1
Concealment of merchandise	74
Criminal mischief	48
Criminal threatening	29
Criminal trespass	67
Conceal stolen property	1
Crim. liab. for conduct of another	13

Court order	1
Duty of a custodian	1
Disorderly conduct	143
Discharge fireworks	1
Domestic violence	4
Dispose of stolen property	3
Endangering welfare of a child	2
Escape	4
False public alarms	2
Fail to file lobster report	1
Fail to keep dog restrained	8
Fail to keep dog from being a menace	1
False report to Law enforcement	3
Fugitive from Justice	11
Fishing w.o a license	6
Forgery	5
Fraud & deceit	1
Felonious sexual assault	6
Fail to obtain Landowners' permit	1
Fail to appear when summonsed	2
Fail to satisfy Government order	1
Give false info. to a police officer	4
Held for investigation	13
Hinder apprehension or detention	5
Hunting w.o a license	2
Held for safekeeping	10
Harassment	4
Held for other departments	122
Ill. poss. intoxicating beverages	31
Indecent exposure or lewdness	2
Interfere with a police officer	1
Intoxicated (simple drunks)	393
Issuing bad checks	54
Illegal night hunting	2
Juveniles	1,201
Littering	3
Misapplication of property	1
Obstruct Government Administration	2
Poss. of firearm by a felon	1
Possession of stolen property	12
Picked up for other departments	43
Pres. where cont. drug was kept	15

Possession of a controlled drug	67
Purchase alc. beverages for minors	4
Reckless conduct	5
Receive stolen property	1
Resisting arrest	60
Robbery	5
Sale of a controlled drug	9
Sales to minors	2
Sexual assault	3
Tamper with electrical appliances	1
Theft by deception	14
Theft by unauthorized taking	16
Theft	63
Theft of services	5
Use of unmarked traps	4
Violation of Court Order	1
	<hr/>
	2,835

DISPOSITIONS OF CRIMINAL ARRESTS

Bound over to Superior Court	51
Continued for sentence	62
Cont. for sent. & ord. to make restitution	34
Cont. for sent. & ord. to pick up litter	1
Cont. for sent. & placed on probation	2
Cont. for sentence appealed	3
Discharged	2
Dismissed	64
Fined	270
Fine appealed	30
Fine suspended	6
Fine & H. of Correction suspended	56
Fine & H. of Correction appealed	13
Fined & license suspended	1
Fined & ordered to make restitution	39
Fined & placed on probation	2
Fine susp. & ord. to make restitution	10
Fine susp. & ord. to pick up litter	16
Fine & ord. to make restitution appealed	8
Found not guilty	27
Found in contempt of Court	4
House of Correction	19

House of Correction appealed	8
House of Correction suspended	52
H. of Cor. & ord. to make restitution	7
H. of Cor. susp. & ord. to make rest.	20
H. of Cor. & ord. to make rest. appealed	2
H. of Cor. susp. & placed on probation	5
Indicted at Superior Court	50
Nol Prossed	102
Ordered to make restitution	1
Placed on file	60
Purged of contempt	14
Placed on file & ord. to make restitution	1
Referred to Juvenile Court	1,201
Released	423
Released to other departments	162
Taken to mental hospital	5
Waived formal extradition	2
	<hr/>
	2,835

DEPARTMENTS ARRESTS

Rochester Police	5,816
State Police	2,365
Other Departments	546
	<hr/>
	8,727

ACTIVITIES

Aids to individuals	1,568
Aids to other departments	757
Accidents investigations	1,132
Accidents reported at station	364
Animals taken to pound or Vet's	29
Articles found	214
Articles lost	241
Articles stolen	1,230
Autos stolen	102
Autos recovered	92
Blood relays	81
Buildings unlocked	685
Burglaries	462

Complaints answered	11,477
Criminal arrests	1,236
Drownings	3
Fatalities	7
Funeral escorts	23
Held for investigation	17
Held for safekeeping	15
Intoxicated (simple drunks)	444
Juveniles	1,201
Lodgers	87
Missing persons	170
Missing persons returned	165
Motor vehicle arrests	5,892
Payroll & Store escorts	1,852
Personal injuries in auto	222
Report of street & traffic lights out	68
Robberies	15
Suicides	4
Vandalism	109
Warnings	971
	<u>30,935</u>

MONIES RECEIVED

Meter Fines	\$ 8,483.68
Beano Permits	3,200.00
Bicycle Licenses	139.25
Copy Machine	3,604.40
Pinball Machine Licenses	960.00
Pistol Permits	1,560.00
Other (Bicycle Auction)	2,382.50
	<u>\$20,329.83</u>

REPORT OF DEPARTMENT OF PUBLIC WORKS 1980-81

TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL OF THE CITY OF ROCHESTER:

The Department of Public Works retained the services of a new Commissioner on August 18, 1980; this report shall cover the period from that time until June 30, 1981.

The water division in this time had a major break in its 18 inch transmission line off of Washington Street just east of the pumping station. This line, the newest one in the system; was discovered to have been laid directly on ledge and construction work backfilled the blastings and shavings of said ledge. It is anticipated that this line will continue to create problems for the city in the future. It has been discovered through actual count that approximately one-third of all total water meters in this system are inoperable at this time. A water quality study as mandated by the state in 1977, has been instituted with the calling for bids of various engineering firms. Fourteen hydrants have been replaced throughout the system.

The highway division of the Department of Public Works constructed a portion of Whitehall Road from the railroad bridge easterly to Rochester Hill Road. This road contains approximately 5,000 feet of storm drain and sub drainage which will permanently relieve that area of flooding conditions. Approximately nine more miles of roadway were prepared for resealing during this period of time.

The Department of Public Works constructed its own paint spraying booth at its Old Dover Road facility as mandated by the cities insurance carrier. This booth will enable the city and the DPW in the future to paint and repair all city vehicles.

The Department of Public Works wishes to thank the mayor, city council and other various city officials for the cooperation extended it during this period of time. I remain,

Very truly yours,
RAYMOND J. HANCOCK
Commissioner
Department of Public Works

**REPORT OF THE RECREATION DEPARTMENT
1980-81**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

Since being appointed to the position of Recreation Director in February of 1980, I have run the department on a budget created by and for the recreation department itself. During this period, we have expanded from a summer playground, part time pool,

and midget basket ball program to the following:

A structured format for the playgrounds including required pre-employment meetings for personnel concerning department instructions and regulations, record keeping, craft training, lifeguard rules, regulations, maintenance, swim lessons, and expectations. Also under the playground program, the Strafford County Homemakers conducted a weekly nutrition program whereby they visited each area individually once a week for the eight weeks that the playgrounds were open.

The East Rochester and Gonic pools were run for a nine week period and a comprehensive swim program was instituted. From June 30 to August 29, 1980, 177 of the city's youth ages five to fourteen derived the necessary skills whereby they could advance from beginner to swimmer in one summer season. Along this vein, the wading pool at Hanson Pines was utilized for toddlers aged four months to four years for their water familiarity and lesson training.

A number of special events were held in the city during the past year including the Pepsi Cola/NBA Hotshot competition, the Cycle Catch and Fetch contest, Duncan Yoyolympics, first annual greater Rochester Horseshoe tournament, Jokari contests, Rochester Recreation Day at UNH, Ultimate Frisbee team demonstration day, promoted our programs and department by participating in the Career Day held at Rochester Catholic School, and had lilac bushes planted in front of City Hall by a 4-H group.

During the past year the Recreation Department has also sponsored aerobic dance classes, the midget basketball program, installed new nets and posts on the Hanson Pines tennis courts, installed a backstop and protective barrier for same at the Commons, was instrumental in having the bandstand repaired, had the shelter on the East Rochester playground repaired instead of removed, formed a highly successful floor hockey league, participated in the Fourth of July celebration held at the fairgrounds, sponsored open gyms during school vacations, flooded and maintained five ice rinks, sponsored a Rochester resident's only men's basketball league, ran an enormously well received downhill ski program, built four new horseshoe courts at Hanson Pines, and adult recreation nights during the winter months.

In the area of office work itself, I have formulated job descriptions for recreation department employees, constructed an

employee's manual for the department, formed a proposal for and utilized CETA personnel during the summer of 1980, have been working at length to obtain a community center for Rochester using existing buildings, am handling the task of field allocations throughout the city, compiled and distributed a Family Recreational Survey, am coordinating all programs with the YMCA and the Spaulding Athletic Department to eliminate any duplication, have handled requests from local groups seeking assistance, been appointed the Strafford County Coordinator for the Granite State Senior Recreation Project, represent the city on the Youth Services and Senior Citizen Task Forces. I have instituted a bidding process for all equipment purchased by the Recreation Department, am working on a master plan for recreation that will facilitate long range planning, and am utilizing the talents of various city departments to help keep project costs at a minimum.

Respectfully submitted,
MARC BERGERON
Recreation Director

**REPORT OF THE SUPERINTENDENT OF SCHOOLS
1980-81**

TO THE SCHOOL BOARD AND CITIZENS OF ROCHESTER:

It is impossible to relate all the activities and events that have occurred. However, I will attempt to highlight some of them as they occurred throughout this time period.

In January of 1980, by putting up petitions in the Old Spaulding Building, we were able to move the ninth graders from the new building to the old. This relieved the overcrowding at the senior high school for the remainder of the year. In September of 1980 the seventh grade was once again moved back to the Chamberlain School and, from that time on, all buildings were able to take care of the students in an adequate way.

The State of New Hampshire mandated that all local districts establish a double-entry bookkeeping system following the federal format. Starting in January of 1980, we kept our accounts by double-entry but also kept them as we had in the past for the first six months in order to assure us that the double-entry system was working properly. This required a substantial

changeover and a completely new budget format and coding system. It was a formidable task but one that was completed and is now working successfully.

In the spring of 1980, a School Board committee studied the Central Office administrative structure. With the retirement of Mr. Gilman, the Assistant Superintendent's position was changed to take care of program and curriculum and, instead of hiring an additional person, the Teacher Consultant's position was eliminated. In place of this, a Director of Buildings, Grounds, and Transportation was created.

Another activity that started in the spring of 1980 was the establishment of a committee to revise the policy handbook for the School Board. This has been an ongoing process and is as yet not completed.

During the spring and summer of 1980, the administration attended many meetings on energy conservation. By the end of the year a study was completed on the Old Spaulding Building. Hersey Associates of Durham was hired to complete an energy audit and to assist us to write a proposal which was submitted to the Office of Energy Conservation in Concord.

There were a number of meetings on handicapped education and a great amount of time was spent trying to comply with the federal and state standards. For example, Dr. DeForrest from the State Department of Education attended a special School Board meeting to inform the Board members of their responsibilities in handicapped education. By the end of the legislative year local districts, through legislation enacted, are now totally responsible for the education of all handicapped children. The state, in turn, assists the local districts by partially funding the total cost. As of now, the state funding equals approximately one-third of the total cost. The total cost of handicapped education continues to increase rapidly and there will be a constant problem of meeting the financial demands in the near future.

Every spring, at the elementary and junior high school level, tests are administered to ascertain a pupil's intelligence quotient and his achievement. Rochester continues to remain competitive on these standardized achievement tests and, in spite of the fact that our per-pupil cost is much lower than the average in the state, our students continue to achieve in a competitive way.

In April, the High School Concert Band participated in Large Group Competition with other bands in New Hampshire and some out-of-state groups. Spaulding High School Band received

an "A" rating in this competition. It is important that students attending school not only receive an education in reading, math, and other so-called academic subjects, but they also have the opportunity to develop their other skills and interests as well. Our students are fortunate to be able to participate in a well-organized and highly-competent music program.

During the spring we formed a committee of teachers and administrators to develop new health curriculum. They worked consistently on this throughout the year and, by the spring of 1981, had completed our first thoroughly-designed curriculum for teaching health in Grades 1 thru 12.

Throughout the year, teachers continued to teach units on law at the elementary level. May 19 thru May 23 was designated as Law Week and our elementary schools throughout the city celebrated this in a variety of ways. In addition, the New England Cablevision taped several units on law and presented them to the public through our local cable network.

The Junior Air Force ROTC Program has continued to provide an excellent opportunity for young men and women to not only prepare for future service but to receive an excellent education through the subjects that are taught in this program. Our unit was designated by the Air Force as an Honor Unit, one of very few across the nation. With this designation, we were able to nominate five students to each of the academies - Air Force, Annapolis, and West Point.

Our Adult Education Program has continued to provide an excellent opportunity for adults either wishing to complete their high school diploma or to achieve additional instruction. This is a service that not only takes care of the needs of the people in Rochester but all of northern Strafford County as well. Next to the High School, this is the largest school that we operate at the present time.

During the late spring of this year, a number of us had the opportunity to celebrate the one hundredth anniversary of East Rochester Annex. The school has serviced us well over the years and, with proper maintenance, should continue to do so for many years to come.

The budgeting process, not only because of the new accounting system, but because it was an eighteen-month budget, was a very difficult one to prepare. It is most difficult to predict expenses a year in advance, but for eighteen months in some areas it was next to impossible. However, with the aid of the staff and

the administrators, one was prepared, presented to the Board, and adopted. It should adequately serve the needs of children for this time period.

In recruiting staff, it is surprising to note that there is a shortage of teachers in certain specific areas - these areas are foreign languages, math, science, and vocational education. We have been fortunate, however, to secure very competent people to provide quality education for your children.

In the fall, we put into operation a van to transport the handicapped children. This will pay for itself in one year, as well as all expenses, and still save the city money. I anticipate the savings will be as much as \$7,000 to \$10,000.

Teacher workshops were conducted in the fall and we continue to provide the teachers with in-service training on Wednesday afternoons. These workshops cover all aspects of education and enable us to maintain an up-to-date and meaningful curriculum. It is my professional judgment that these are one of the most important ingredients of our educational program.

This year marked the beginning of providing one-half hour before School Board meetings start to discuss educational issues. A variety of people were in attendance to inform the Board of what we are doing educationally, as well as to discuss issues and problems. It has been a valuable method of keeping the Board informed. Speaking of this, School Board members and the Mayor have participated in a great number of School Board workshops around the state. Such topics as handicapped education, accountability and legislation are but a few of the topics. Again, it has enabled the members to stay on top of what is happening in education.

Through a federal Title IV program, we have been able to start an investigation of ways to provide a gifted program for the children. We have received federal monies and have implemented a small pilot program for the very talented or gifted children. Hopefully, if this is successful, we will be able to expand it and provide for all the children of the district.

The City of Rochester should be proud of the children of this city. You generally hear only of the problems caused by a very small number, but let me explain some of the honors that our youth have brought. In the spring of 1981 we had the largest group ever presented and inducted into the National Honor Society. These are all not only excellent students academically but students who emulate what is good and correct. In addition

to this, in June of 1981 it was announced that fifty-three per cent of our graduating class will attend some form of higher education. The places they are attending are many and include all parts of the country. They are ivy league schools, outstanding universities in the South, West and Mid-west, and small private colleges. We should be proud of our youth and be proud of the quality of education we are providing. It means that your children will be able to compete academically with the rest of the children in the region and the nation. It means that our students are educated to the point where they are accepted in quality institutions and our high school is respected enough so that they are accepted. We can all point with pride for this accomplishment.

Let me close by saying that I continue to enjoy serving the City of Rochester in providing the leadership to offer our children the best that we are capable of providing. I look forward to another successful year.

Respectfully submitted,
THAYER D. WADE
Superintendent

SCHOOL BOARD — CITY OF ROCHESTER **For 1981**

Mayor Richard Green, Chairman
Roland Roberge, Vice Chairman

Ward One - Michael Rocheleau, Caroline Boyle

Ward Two - Gus Hoyt, Roberta Goodrich

Ward Three - Muriel Gagnon, Michael Dubois

Ward Four - Roland Roberge, Franklin Jones

Ward Five - Frederick Steadman, Rose Theriault

At-Large - F. Roland Keans, Richard Carlson

STANDING COMMITTEES

Personnel Committee - Franklin Jones, Chairman, Richard Carlson, Roberta Goodrich

Instruction Committee - Roland Roberge, Chairman, Rose Theriault, F. Roland Keans

Building Committee - Michael Rocheleau, Chairman, Muriel Gagnon, Frederick Steadman

Special Services Committee - Michael Dubois, Chairman, Gus Hoyt, Caroline Boyle

Finance Committee - Mayor Richard Green, Chairman, Franklin Jones, Roland Roberge, Michael Rocheleau, Michael Dubois

SPECIAL COMMITTEES

Discipline Committee - Richard Carlson, Chairman, Rose Theriault, Muriel Gagnon, Caroline Boyle

Policies and Regulations - Rose Theriault, Chairman, Roberta Goodrich, Franklin Jones

PERSONNEL

Superintendent of Schools - Dr. Thayer D. Wade

Assistant Superintendent of Schools - Faustina M. Trace

Director of Pupil Services - Kathryn VanZandt

Director of Transportation and Athletics - Frank Callaghan

Director of School Lunch - Helen Grenier

School Nurses - Marion S. Goodwin, R.N.; Jacqueline A. Brennan, R.N.; Mary Wallace, R.N.; Sharon Croft, R.N.

Supervising Principals: Robert Bouchard, Spaulding High School
Leonard Robbins, Spaulding Junior High School

Andre Deshaies, Allen School

Arlene Welch, East Rochester School

Richard Jenisch, McClelland School

REPORT OF THE WELFARE DEPARTMENT 1980-81

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

This report for the Welfare Department covers the period from January 1, 1980 to June 30, 1981.

For the past eighteen months this department has provided assistance in various categories for five hundred eighty-two cases. Financial aid also has assisted many of these cases with fuel and electricity through Community Action Program.

The appropriation for direct relief and soldier's aid for the eighteen month period: \$160,000.00

Following shows expenditures for various categories:

Food	\$37,018.01
Fuel	25,176.49
Rent	96,858.84
Utilities	9,203.12
Clothing	596.29
Medical	3,592.59
Misc. items	131.20
Burial	300.0
Board & Care adults	1,797.40
Total vouchers written	\$174,673.94
Appropriation for board & care children	64,000.00
Expenditures	113,718.39
Appropriation for Old Age Assistance	114,000.00
Expenditures	78,489.26
During this period several of these cases were transferred to Strafford County	
Appropriation for office expenses	20,706.74
Expenditures	20,789.31
Credits received during this period	8,797.38

Referrals and assistance in many cases were made to the following agencies - food stamp program - state welfare programs - social security - unemployment agencies - etc.

Respectfully submitted,
ALTHEA D. BERRY
Overseer of Welfare

REPORT OF THE ZONING BOARD OF ADJUSTMENT 1980-81

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE
CITY OF ROCHESTER:

The Zoning Administration is made up of four groups; the Planning Board, the City Council, the Enforcement Agent, and the Board of Adjustment. As its part the Board of Adjustment hears

appeals and administers special provisions as required by the ordinance. So that the Board of Adjustment may carry out its given purpose, it has been given authority to act in three separate and distinct categories. These are as follows: Appeals of Administrative Order or Decision, Special Exceptions and Variances. These categories are specifically set forth in the State Enabling Statutes.

The Board of Adjustment consists of five members appointed by the Mayor and City Council. The five members of the Board are appointed for up to five years with one term expiring annually. For the 1980 calendar year the members were:

Thelma Tibbetts	1 year
Richard Marsh	2 years
Dwight Raab	3 years
James Fraser	4 years
Dennis McKinstry, Chairman	5 years

This Board met fourteen times and heard twenty-four appeals for the year 1980.

For the period January 1981 to July 1981 the Board consisted of the five regular members and two alternates appointed by the Mayor and Council. The alternates were appointed to serve in the absence of a regular member. The Board for the six months, January through June 1981, consisted of the following:

Richard Marsh, Chairman	1 year
Dwight Raab	2 years
James Fraser	3 years
Dennis McKinstry	4 years
Joyce Bowden	5 years
Herbert Clark - Alternate	1 year
Richard Drapeau - Alternate	1 year

In this six month period the Board met nine times and heard twelve appeals.

In addition to the above the Building Inspector is an ex-officio member and has served as Clerk for the Board for the entire report period.

Respectfully submitted,
 JACK DAVIS
 Clerk, For the Rochester
 Board of Adjustment

CITY OF ROCHESTER, NEW HAMPSHIRE
Annual Financial Report
June 30, 1981

The Mayor and City Council
City of Rochester, New Hampshire

We have examined the financial statements of the City of Rochester, New Hampshire as of and for the eighteen month period ended June 30, 1981 as listed in the table of contents. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

As described more fully in note 5, the financial statements referred to above do not include the financial statements of the General Fixed Asset Group of Accounts which should be included to conform with generally accepted accounting principles.

In our opinion, except that the omission of the financial statements described above results in an incomplete presentation, the financial statements referred to above present fairly the financial position of the City of Rochester, New Hampshire at June 30, 1981 and the results of its operations for the eighteen months then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Our examination was made for the purpose of forming an opinion on the financial statements taken as a whole. The additional information listed as a schedule in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements of the City of Rochester, New Hampshire. The information has been subjected to the auditing procedures applied in the examination of the financial statements and, in our opinion, is stated fairly in all material respects in relation to the financial statements taken as a whole.

PEAT, MARWICK, MITCHELL & CO.

September 25, 1981

CITY OF ROCHESTER, NEW HAMPSHIRE
Combined Balance Sheet - All Fund Types and Account Group
June 30, 1981

With comparative figures for December 31, 1979

	Governmental Fund Types		Proprietary Fund Type		Fiduciary Fund Types		Account Group		Totals	
	General	Capital Projects	Water Fund	Trust Funds	General Long-term Debt	(memorandum only)		1981	1979	
Assets and Other Debits										
Cash, including time deposits of \$3,200,000 in 1981 and \$4,565 in 1979	\$4,393,092	-	16,149	17,280	-	4,426,521	392,276			
Investments, at cost (market value \$269,596)	-	-	-	304,529	-	304,529	310,252			
Receivables (net, where applicable, of allowances for estimated uncollectible amounts of \$54,500)	-	-	-	-	-	-	-			
Taxes, including interest, penalties and liens (note 3)	594,069	-	-	-	-	594,069	1,208,113			
Accounts	220,523	-	27,674	-	-	248,197	246,771			
Unbilled accounts	-	-	32,256	-	-	32,256	35,252			
Accrued interest	-	-	-	4,270	-	4,270	3,927			
Due from other governmental units (note 4)	-	46,972	-	-	-	46,972	222,092			
Due from other funds (note 10)	127,592	100,491	-	-	-	228,083	285,192			
Inventory, at cost	-	-	68,331	-	-	68,331	77,961			
Prepaid expenses	-	-	-	-	-	-	7,867			
Property, plant and equipment (net of accumulated depreciation) (note 5)	-	-	1,818,299	-	-	1,818,299	1,844,692			
Amount to be provided for retirement of general long-term debt (note 6)	-	-	-	-	7,371,115	7,371,115	8,436,527			
Amount to be provided from sale of long-term bonds (notes 2 and 6)	-	-	2,500	-	7,600,000	7,600,000	-			
Other assets	-	-	-	-	-	2,500	-			
	<u>\$5,335,276</u>	<u>147,463</u>	<u>1,965,209</u>	<u>326,079</u>	<u>14,971,115</u>	<u>22,745,142</u>	<u>13,073,422</u>			

Exhibit 1 (Cont.)

**CITY OF ROCHESTER, NEW HAMPSHIRE
Combined Balance Sheet - All Fund Types and Account Group, Continued**

	Governmental Fund Types		Proprietary Fund Type	Fiduciary Fund Types		Account Group	Totals	
	General	Capital Projects		Water Fund	Trust Funds		(memorandum only)	1981
Liabilities								
Accounts payable	\$ 327,693	-	22,477	-	-	-	350,170	344,175
Contracts payable	-	-	-	-	-	-	-	67,777
Taxes collected in advance	1,945,553	-	-	-	-	-	1,945,553	-
Accrued expenses	556,097	-	3,887	-	-	-	559,984	49,762
Due to other funds	100,491	-	127,592	-	-	-	228,083	285,192
Tax anticipation notes payable	-	-	-	-	-	-	-	1,700,000
Short-term notes payable	-	-	-	-	-	-	-	297,603
General obligation bond and notes payable (note 6)	-	-	245,343	-	-	7,371,115	7,616,458	8,777,278
Bond anticipation notes payable (notes 2 and 6)	-	-	-	-	-	7,600,000	7,600,000	-
Total liabilities	2,929,834	-	399,299	-	-	14,971,115	18,300,248	11,521,787
Fund Equity								
Contributed capital (note 9)	-	-	661,783	-	-	-	661,783	638,521
Retained earnings	-	-	904,127	-	-	-	904,127	962,463
Fund balances (deficits):								
Reserved for endowments	-	-	-	310,949	-	-	310,949	314,817
Unreserved:								
Designated for subsequent years' expenditures (note 7)	1,459,933	147,463	-	-	-	-	1,622,526	183,346
Undesignated	206,160	-	-	15,130	-	-	206,160	(547,512)
Fund balance provided by deficit financing (note 2)	739,349	-	-	-	-	-	739,349	-
Total retained earnings/fund balances	2,405,442	147,463	904,127	326,079	-	-	3,783,111	913,114
Total fund equity	2,405,442	147,463	1,565,910	326,079	-	-	4,444,894	1,551,635
Commitments and contingent liabilities (notes 11 and 12)	\$5,335,276	147,463	1,965,209	326,079	-	14,971,115	22,745,142	13,073,422

See accompanying notes to financial statements.

CITY OF ROCHESTER, NEW HAMPSHIRE

Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental Fund Types and Expendable Trust Funds

Eighteen months ended June 30, 1981

	Governmental Fund Types		Fiduciary Fund Types	Total (memorandum only)
	General	Capital projects		
Revenues:				
Taxes (note 3)	\$ 7,756,388	-	-	7,756,388
Intergovernmental	3,870,536	209,100	-	4,079,636
Miscellaneous	669,061	-	-	669,061
Total revenues	12,295,985	209,100	-	12,505,085
Expenditures:				
General government	515,609	-	-	515,609
Education	9,957,329	-	-	9,957,329
Debt service	707,050	-	-	707,050
County tax	756,805	-	-	756,805
Public works	1,762,225	-	-	1,762,225
Police	767,447	-	-	767,447
Fire	737,774	-	-	737,774
Public welfare	368,523	-	-	368,523
Public building	95,877	-	-	95,877
Library	122,840	-	-	122,840
District court	88,155	-	-	88,155
Ambulance	93,968	-	-	93,968
Street and traffic lights	224,269	-	-	224,269

Exhibit 2 (Cont.)

**CITY OF ROCHESTER, NEW HAMPSHIRE
 Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental
 Fund Types and Expendable Trust Funds, Continued**

	Governmental Fund Types		Fiduciary Fund Types	Total
	General	Capital projects	Expendable Trusts	(memorandum only)
Recreation	67,109	-	-	67,109
Abatements	90,256	-	-	90,256
Employee benefits	297	-	-	297
Special appropriations	515,016	-	-	515,016
Water fund capital outlay	1,516	-	-	1,516
Self-insurance expenditures in excess of revenues	43,421	-	-	43,421
Distribution to beneficiaries	-	-	42,711	42,711
Capital projects	-	254,503	-	254,503
Total expenditures	16,915,486	254,503	42,711	17,212,700
Excess of expenditures over revenues	(4,619,501)	(45,403)	(42,711)	(4,707,615)
Other financing sources (uses):				
Proceeds of general obligation notes	6,860,651	-	-	6,860,651
Operating transfers in	164,292	-	39,816	204,108
Operating transfers out	-	(164,292)	-	(164,292)
	7,024,943	(164,292)	39,816	6,900,467
Excess (deficiency) of revenue and other financing sources over expenditures and other uses	2,405,442	(209,695)	(2,895)	2,192,852
Fund balances (deficit), beginning of period	(739,349)	357,158	18,025	(364,166)
Proceeds of deficit financing (note 2)	739,349	-	-	739,349
Fund balances, end of period (Exhibit 4)	\$ 2,405,442	147,463	15,130	2,568,035

CITY OF ROCHESTER, NEW HAMPSHIRE
Statement of Revenues, Expenditures and Changes in
Fund Balance - Budget and Actual - General Fund
Eighteen months ended June 30, 1981

	<u>Budget</u>	<u>Actual</u>	Variance - favorable <u>(unfavorable)</u>
Revenues:			
Taxes:			
Property, resident, and timber taxes (net of veterans' credits) (note 3)	\$ 7,049,531	7,095,919	46,388
Automobile permits	<u>635,000</u>	<u>660,469</u>	<u>25,469</u>
Total taxes	<u>7,684,531</u>	<u>7,756,388</u>	<u>71,857</u>
Intergovernmental:			
School income	1,828,485	1,950,223	121,738
Business profits tax	956,103	956,104	1
Interest and dividends tax	323,286	218,286	(105,000)
State Aid water pollution	138,424	74,624	(63,800)
Room and meal tax	242,334	162,334	(80,000)
State highway aid subsidy	214,976	198,110	(16,866)
Federal revenue sharing	<u>150,000</u>	<u>310,855</u>	<u>160,855</u>
Total intergovernmental	<u>3,853,608</u>	<u>3,870,536</u>	<u>16,928</u>
Miscellaneous:			
Interest on investments	220,000	306,623	86,623
Police and charges for services	47,000	55,297	8,297
Cable vision	15,000	17,689	2,689
Clerk fees and licenses	48,315	38,406	(9,909)
District court	99,000	101,000	2,000
Interest and penalties on delinquent taxes	80,980	109,372	28,392
Other	<u>20,000</u>	<u>40,674</u>	<u>20,674</u>
Total miscellaneous	<u>530,295</u>	<u>669,061</u>	<u>138,766</u>
Total revenues	<u>12,068,434</u>	<u>12,295,985</u>	<u>227,551</u>

Exhibit 3 (Cont.)

**CITY OF ROCHESTER, NEW HAMPSHIRE
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual -
General Fund, Continued**

	Budget	Balances carried forward and additional appropriations	Total	Actual	Variance - favorable (unfavorable)
Expenditures:					
General government	\$ 562,220	-	562,220	515,609	46,611
Education	10,043,555	-	10,043,555	9,957,329	86,226
Debt service	786,615	-	786,615	707,050	79,565
County tax	1,135,208	-	1,135,208	756,805	378,403
Public works	2,027,110	-	2,027,110	1,762,225	264,885
Police	861,586	-	861,586	767,447	94,139
Fire	822,801	-	822,801	737,774	85,027
Public welfare	326,707	32,000	358,707	368,523	(9,816)
Public buildings	109,061	-	109,061	95,877	13,184
Library	128,559	-	128,559	122,840	5,719
District court	89,432	-	89,432	88,155	1,277
Ambulance	91,420	-	91,420	93,968	(2,548)
Street and traffic lights	258,000	-	258,000	224,269	33,731
Recreation	94,034	-	94,034	67,109	26,925
Abatevents	90,000	-	90,000	90,256	(256)
Employee benefits	27,000	-	27,000	297	26,703
Special appropriations	1,308,476	76,420	1,384,896	515,016	869,880
Water fund capital outlay	61,359	-	61,359	1,516	59,843
Self-insurance expenditures in excess of revenues	-	-	-	43,421	(43,421)
Total expenditures	18,823,143	108,420	18,931,563	16,915,486	2,016,077
Excess of expenditures over revenues	(6,754,709)	(108,420)	(6,863,129)	(4,619,501)	2,243,628
Other financing sources:					
Proceeds of bond anticipation notes	6,754,709	-	6,754,709	6,860,651	105,942
Operating transfers in	-	-	-	164,292	164,292
Total other financing sources	6,754,709	-	6,754,709	7,024,943	270,234
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	\$ -	(108,420)	(108,420)	2,405,442	2,513,862

See accompanying notes to financial statements.

Exhibit 4

CITY OF ROCHESTER, NEW HAMPSHIRE
Statement of Changes in Fund Balance - General Fund
Eighteen months ended June 30, 1981

	<u>Undesignated</u>	<u>Designated</u>	<u>Fund balance provided by deficit financing</u>	<u>Total</u>
Fund balance (deficit), beginning of period	<u>\$(880,354)</u>	<u>141,005</u>	<u>-</u>	<u>(739,349)</u>
Proceeds of deficit financing (note 2)	<u>-</u>	<u>-</u>	<u>739,349</u>	<u>739,349</u>
Utilization of prior period's designated fund balance	<u>105,583</u>	<u>(105,583)</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	<u>980,931</u>	<u>1,424,511</u>	<u>-</u>	<u>2,405,442</u>
Fund balance, end of period	<u>\$ 206,160</u>	<u>1,459,933</u>	<u>739,349</u>	<u>2,405,442</u>

See accompanying notes to financial statements.

**CITY OF ROCHESTER, NEW HAMPSHIRE
 Combined Statement of Revenues, Expenditures and
 Changes in Retained Earnings/Fund Balances - Proprietary
 Fund Type and Similar Trust Funds
 Eighteen months ended June 30, 1981**

	Proprietary Fund Type	Fiduciary Fund Type	Total
	Water	Nonexpendable	(memorandum)
	Fund	Trust Funds	only
Operating revenues:			
Charges for services	\$310,773	-	310,773
Interest and dividends	-	39,949	39,949
Loss on sale of securities	-	(4,001)	(4,001)
Recovery of bad debts	25,159	-	25,159
	335,932	35,948	371,880
Operating expenses:			
Labor	185,184	-	185,184
Supplies	36,817	-	36,817
Depreciation	74,257	-	74,257
Heat, light and power	21,162	-	21,162
Repairs	25,474	-	25,474
Insurance	19,545	-	19,545
Employee benefits	26,365	-	26,365
Other	13,252	-	13,252
	402,056	-	402,056
Total operating expenses	(66,124)	35,948	(30,176)
Operating income (loss)			
Nonoperating revenues (expenses):			
Interest income	3,208	-	3,208
Interest expense	(21,454)	-	(21,454)
	(18,246)	-	(18,246)
Income (loss) before operating transfers	(84,370)	35,948	(48,422)
Operating transfers out	-	(39,816)	(39,816)
Net loss	(84,370)	(3,868)	(88,238)
Retained earnings/fund balances, beginning of period	962,463	314,817	1,277,280
Depreciation and amortization on assets acquired with contributions	26,034	-	26,034
Retained earnings/fund balance, end of period	\$904,127	310,949	1,215,076

See accompanying notes to financial statements.

**CITY OF ROCHESTER, NEW HAMPSHIRE
 Combined Statement of Changes in Financial Position
 Proprietary Fund Type and Similar Trust Funds
 Eighteen months ended June 30, 1981**

	Proprietary Fund Type	Fiduciary Fund Type	Total
	Water Fund	Nonexpendable Trust Funds	(memorandum only)
Sources of working capital:			
Net loss	\$ (84,370)	(3,868)	(88,238)
Item not requiring working capital- depreciation	74,257	-	74,257
Contribution from citizens	47,780	-	47,780
Contribution from City	1,516	-	1,516
Net decrease in working capital	104,089	3,868	107,957
	143,272	-	143,272
Uses of working capital:			
Acquisition of property, plant and equipment	47,864	-	47,864
Retirement of debt	95,408	-	95,408
	143,272	-	143,272
Elements of net increase (de- crease) in working capital:			
Cash	1,782	1,855	3,637
Investments	-	(5,723)	(5,723)
Accounts receivable	(37,937)	-	(37,937)
Inventory	(9,630)	-	(9,630)
Other assets	(7,867)	-	(7,867)
Accounts payable	(4,627)	-	(4,627)
Accrued interest	(2,246)	-	(2,246)
Due to other funds	(43,564)	-	(43,564)
Net decrease in working capital	\$(104,089)	(3,868)	(107,957)

See accompanying notes to financial statements.

CITY OF ROCHESTER, NEW HAMPSHIRE

Notes to Financial Statements

June 30, 1981

(1) Summary of Significant Accounting Policies

The City of Rochester, New Hampshire was incorporated in 1981 under the laws of the State of New Hampshire. The City operates under a Council-Mayor form of government and provides the following services as authorized by its charter: public safety, public works, recreation, and education.

The accounting policies of the City of Rochester, New Hampshire conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the more significant policies:

(A) Basis of Presentation - Fund Accounting

The accounts of the City are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance/retained earnings, revenues, and expenditures/expenses. The various funds are summarized by type in the financial statements. The following fund types and account groups are used by the City:

Governmental Fund Types

Governmental Funds are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and the related liabilities (except those accounted for in proprietary funds) are accounted for through governmental funds. The measurement focus is upon determination of changes in financial position, rather than upon net income determination. The following are the City's governmental fund types.

General Fund - The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Capital Projects Funds - Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by other funds).

Proprietary Fund Types

Proprietary Funds are used to account for the City's ongoing organization and activities which are similar to those often found in the private sector. The measurement focus is upon determination of net income.

Enterprise Funds - Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Fiduciary Fund Types

Fiduciary Funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds.

Trust Funds - Trust Funds include expendable and nonexpendable funds. Nonexpendable funds are accounted for and reported as proprietary funds since capital maintenance is critical. Expendable trust funds are accounted for and reported as governmental funds.

Account Groups

Account groups are used to establish accounting control and accountability for the City's general long-term debt.

General Long-Term Debt Account Group - This group of accounts is established to account for all long-term debt of the City except that accounted for in the proprietary funds.

(B) Basis of Accounting

The modified accrual basis of accounting is followed by the governmental funds and expendable trust and agency funds. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long-term debt, are recorded when the liability is incurred, if measurable.

In applying the susceptible to accrual concept to intergovernmental and revenues, the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the City; therefore, revenues are recognized based upon the expenditures recorded. In the other, monies are virtually unrestricted as to purpose of expenditure and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria are met.

Licenses and permits, charges for services, fines and forfeits, and miscellaneous revenues (except investment earnings) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available (see note 2 for property tax accrual policy).

The accrual basis of accounting is used by proprietary funds and nonexpendable trust funds.

(C) Inventory

Inventory in the enterprise fund is valued at the lower of cost or market.

(D) Property, Plant and Equipment - Enterprise Fund

Property, plant and equipment owned by the enterprise fund is stated at cost. Depreciation has been provided over the

estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Structures	50 years
House services	25-50 years
Mains	75-100 years
Equipment	3-25 years
Water tanks	100 years

(E) Comparative Total Data

Comparative total data for the prior year have been presented in the accompanying combined balance sheet in order to provide an understanding of changes in the City's financial position. However, comparative data (i.e., presentation of prior year totals by fund type) have not been presented in each of the statements, since their inclusion would make the statements unduly complex and difficult to read.

The total data are the aggregate of the fund types and account groups. No consolidating or other eliminations were made in arriving at the totals; thus they do not present consolidated information.

(2) Funding of Eighteen Month Budget

On March 13, 1981, the Senate and House of Representatives of the State of New Hampshire approved an act which legalized, ratified and confirmed the City Council's vote to adopt a single eighteen-month accounting period running from January 1, 1980 through June 30, 1981. The State Senate and House also legalized, ratified and confirmed a resolution approved by the City Council authorizing the borrowing of \$7,600,000 for expenses of the additional six-month period. Included in the \$7,600,000 was \$845,618 to be used to finance an accumulated deficit in the undesignated fund balance of the general fund.

On June 12, 1981, Bond Anticipation Notes in the amount of \$7,600,000 were issued. The proceeds of the BAN's, with the exception of that portion used to finance the accumulated deficit, were recognized as another financing source. Proceeds from that portion used to finance the accumulated deficit are recorded as an addition to fund balance in the general fund and are classified as "Fund balance provided by deficit financing".

The City intends to borrow through the New Hampshire Municipal Bond Bank the amount necessary to pay off the above noted BAN's and related interest. In the event that the Bond Bank cancels its next issue, the City has made plans to either obtain further short-term financing under terms which enable it to obtain permanent financing in the Bond Bank's next expected issue or long-term financing from financial institutions.

(3) Property Tax

The City's property tax was levied November 1 on the assessed value listed as of the prior April 1 for all real property located in the City. The last revaluation occurred in 1964. The City is in the process of revaluating all property. The net assessed value for the list of April 1, 1980, upon which the 1980 levy was based, was \$102,969,940. The gross assessed value at that date was \$110,088,750. The estimated market value was \$388,596,228, making the gross assessed value at 28.3 per cent of the estimated market value.

Taxes are due in two installments on July 1 and December 1 with interest assessed thereafter on balances remaining unpaid. Current tax collections for the periods ended June 30, 1981 were 93.1 percent of the tax levy.

Property taxes levied for 1980 are recorded as receivables, net of estimated uncollectibles. The net receivables collected during 1980 and through June 30, 1981 and expected to be collected through June 30, 1982 are recognized as revenues in the period ended June 30, 1981. Net receivable estimated to be collectible subsequent to June 30, 1982 have been recognized as revenue in the period ended June 30, 1981 and not reflected as deferred revenue. The effect of recognizing these deferred revenues currently does not have a material impact on the financial statements. Prior year levies were recorded using these same principles, and remaining receivables are reevaluated annually.

(4) Due From Other Governmental Units

These amounts represent unclaimed portions of capital construction grants committed by various Federal and state agencies. The amount has been accrued to the extent that actual expenditures exceed reimbursement.

(5) Fixed Assets

The City does not maintain a record of its general fixed assets as required by Generally Accepted Accounting Principles applicable to governmental units. Expenditures for property and equipment incurred in the general fund are charged against departmental operations whenever such items are purchased.

A summary of the water fund's property, plant and equipment at June 30, 1981 follows:

Structures and land	\$ 104,908
House services	359,986
Mains	2,011,027
Equipment	<u>636,667</u>
	3,112,588
Less accumulated depreciation	<u>1,294,289</u>
	<u><u>\$1,818,299</u></u>

(6) Long-term Debt

The following is a summary of debt transactions of the City for the eighteen month period ended June 30, 1981:

	<u>General obligation</u>	<u>Water fund</u>	<u>Total</u>
Debt payable at January 1, 1980	\$ 8,436,527	340,751	8,777,278
New debt issued:			
1981 BAN's	7,600,000	-	7,600,000
Debt retired	<u>1,065,412</u>	<u>95,408</u>	<u>1,160,820</u>
Debt payable at June 30, 1981	<u><u>\$14,971,115</u></u>	<u><u>245,343</u></u>	<u><u>15,216,458</u></u>

CITY OF ROCHESTER, NEW HAMPSHIRE

(6) Long-term Debt (Continued)

Bonds and notes payable at June 30, 1981 are comprised of the following individual issue:

	Interest rate	Final maturity date	Annual serial payment	Amount issued	Balance at June 30, 1981
General obligation bonds:					
Chamberlain Street School	3.40%	12/ 1/80	\$ 30,000	651,000	-
Allen School	3.20	11/ 1/83	25,000	490,000	65,000
			(20,000 in 1982)		
East Rochester School	4.60	12/15/87	40,000	785,000	265,000
			(35,000 in 1985)		
Water pollution-phase 1	3.90	12/15/96	100,000	3,000,000	1,600,000
New high school and Allen School addition	7.50	9/ 1/04	165,000	4,965,000	3,960,000
Police, fire station and city hall repairs	7.50	9/ 1/04	40,000	1,100,000	860,000
			(35,000 in 1985)	10,991,000	6,750,000
Total general obligation bonds payable					
General obligation notes:					
Bond anticipation notes	variable	10/15/81	2,100,000	2,100,000	2,100,000
			in 1981		
Bond anticipation notes	variable	7/15/82	5,500,000	5,500,000	5,500,000
			in 1982		
Police and fire equipment	4.40	11/22/81	8,290	41,450	8,290
Public works equipment	4.40	11/22/81	17,200	86,000	17,200
School repair (school supplemental budget)	4.40	11/22/81	25,000	125,000	25,000
Abatements and engineering consultants	5.15	11/ 4/82	3,772	18,858	7,543
Band uniforms	4.80	11/ 4/82	1,700	8,500	3,400
TRA funds, merit raise and building appraisal	4.80	11/ 4/82	6,466	32,330	12,932
Public works equipment	4.80	11/ 4/82	930	4,650	1,860
Public works equipment	5.15	11/ 4/82	5,124	25,622	10,249
Street light and ladder truck repairs	5.625	11/10/83	20,487	102,958	61,983
			(21,010 in 1983)		

CITY OF ROCHESTER, NEW HAMPSHIRE

(6) Long-term Debt (Continued)

	Interest rate	Final maturity date	Annual serial payment	Amount issued	Balance at June 30, 1981
Pool, library, police and fire equipment	5.625	11/10/83	5,347	\$ 26,736	16,042
Merit raises	5.625	11/10/83	23,800	119,000	71,400
Public works equipment	5.625	11/10/83	30,533	152,805	91,739
			(36,399 in 1983)		
School repair	5.625	11/10/83	23,000	115,000	69,000
Purchase Bradford and Turcotte property	3.50	8/25/85	1,500	30,000	7,500
Land for industrial shell	3.50	8/25/85	750	15,000	3,750
Swimming pool enclosure	4.50	7/11/86	2,000	40,000	12,000
Pickering Road, sewerage and lift station	variable	11/22/86	7,500	75,000	45,000
Salmon Falls road repairs	5.70	11/ 4/87	5,200	52,000	36,400
Water, sewer extension and sewer pump	5.70	11/ 4/87	5,290	52,896	37,027
Purchase Courier building	5.875	11/10/88	1,800	18,000	14,400
Sewage and sewage treatment facilities	none	none	none	20,000	6,800
Salmon Falls road repairs	5.875	11/10/88	7,700	77,000	61,600
				8,838,805	8,221,115
Total general obligations notes payable				\$19,829,805	14,971,115
In addition to the general obligation debt exhibited above, the City of Rochester has a contingent liability against its full faith and credit on the water fund debt listed below. The general credit of the municipality is obligated only to the extent that liens foreclosed against properties are insufficient to retire outstanding debt.					
Water fund bonds:					
Water construction bonds	2.50	5/ 1/84	30,000	650,000	90,000
Water fund notes:					
Additions to water facilities	none	none	none	19,494	19,494
Adams Corner Hill pump	4.375	8/28/82	2,000	19,375	3,375
			(1,375 in 1982)		
Pump and generator	5.625	11/10/83	3,158	15,790	9,474
Water pressure pump	6.50	4/ 1/86	9,000	90,000	45,000
Pickering Road Water construction	variable	11/22/86	10,000	100,000	60,000
Land at Round Pond	5.875	11/10/88	2,250	22,500	18,000
Total water fund notes payable				267,159	155,343
				\$ 917,159	245,343

(6) Long-term Debt (Continued)

The annual requirements to amortize all debt outstanding as of June 30, 1981, including interest payments of \$5,873,884 are as follows:

<u>Year ending June 30</u>	<u>General obligation</u>	<u>Water fund</u>	<u>Total</u>
1982	\$ 9,534,218	66,335	9,600,553
1983	942,055	63,435	1,005,490
1984	894,949	59,816	954,765
1985	745,404	24,521	769,925
1986	712,822	23,210	736,032
1987-1991	3,039,431	17,652	3,057,083
1991-1995	2,430,750	-	2,430,750
Thereafter	2,509,450	-	2,509,450
On demand	6,800	19,494	26,294
	<u>\$20,815,879</u>	<u>274,463</u>	<u>21,090,342</u>

The City is subject to state law which limits debt outstanding to a percentage (depending on how funds will be used) of its last full state valuation. Debt incurred for state required sewerage systems and treatment facilities are not subject to the limit. The following is a summary, by purpose, of the outstanding debt of the City at June 30, 1981 and related limitations.

	<u>New debt outstanding</u>	<u>Percent of state assessed value of \$388,596,228</u>	<u>Statutory limit</u>	<u>Debt margin</u>
School	\$ 8,655,803	7.00%	\$27,201,736	18,545,933
Water	245,343	10.00	38,859,623	38,614,280
All other	<u>4,633,285</u>	<u>1.75</u>	<u>6,800,434</u>	<u>2,167,149</u>
	13,534,431			
Sewer	<u>1,682,027</u>			
Total	<u>\$15,216,458</u>			

The general obligation debt of all local government units which provide services within the City's boundaries and which must be borne by properties in the City (commonly called overlapping debt), is summarized below:

(6) Long-term Debt (Continued)

<u>Units</u>	<u>Net debt outstanding</u>	<u>Percentage applicable to the City</u>	<u>Overlapping debt</u>
City	\$15,216,458	100.00%	\$15,216,458
County	4,020,000	24.634	990,287
Total	<u>\$19,236,458</u>		<u>16,206,745</u>

This results in a per capita City debt of \$692; per capita overlapping debt of \$737; ratio of City debt to June 30, 1981 assessed valuation of 14.8 per cent; and a ratio of overlapping debt to June 30, 1981 assessment valuation of 15.7 per cent.

(7) General Fund - Designated Fund Balance

Designated fund balance of \$1,459,933 and \$141,005 in 1981 and 1979, respectively, represent those portions of the General Fund fund balance specifically designated for the following:

	<u>1981</u>	<u>1979</u>
Special appropriations:		
Capital expenditures	\$ 704,109	76,420
City re-evaluation	134,043	-
Water Fund capital outlay	61,359	-
Reserve for self-insurance	21,164	64,585
County tax	378,403	-
Federal revenue sharing	160,855	-
	<u>\$1,459,933</u>	<u>141,005</u>

(8) Pension Plan

The City participates in the New Hampshire retirement system which covers all full-time permanent City and school employees. The system requires that both employees and the City contribute to the plan and provides retirement, disability and death benefits. Employees are eligible for normal retirement upon attaining age sixty and early retirement after reaching age fifty-five provided they have accumulated ten years of creditable service. The City's contribution for the eighteen months ended June 30, 1981 is \$240,509.

As of June 30, 1981, the unfunded accrued liability approximated \$49,347 and is being amortized over a remaining period of seven years.

(9) Contributed Capital

A summary of changes in contributed capital follows:

Contributed capital at January 1, 1981	\$638,521
Contributions	49,296
Depreciation on assets acquired with contributions	<u>(26,034)</u>
Contributed capital at June 30, 1981	<u>\$661,783</u>

(10) Due From Other Funds

The amount due from other funds to the general fund represents advances to the City's water department. The water department is experiencing cash flow problems and timely repayment of the advances is contingent upon future operations and cash flow. The City is aggressively pursuing collection on unpaid receivables from prior years.

(11) Litigation

There are several pending lawsuits in which the City is involved. The potential maximum exposure to the City is estimated to be \$135,000. Council will determine financing sources, if necessary, at a future date.

(12) Contingent Liabilities

The City participates in a number of Federally-assisted grant programs. These programs are subject to financial and compliance audits by the grantors or their representatives. The audits of these programs for or including the eighteen month period ended June 30, 1981, have not yet been completed. Accordingly, the City's compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

Schedule

CITY OF ROCHESTER, NEW HAMPSHIRE
Assessed Valuation, Commitment and Collections
Eighteen month period ended June 30, 1981

	<u>Valuation</u>	Tax rate (dollars per <u>thousand</u>)	<u>Commitment</u>
Real property (net)	\$102,969,940	67.2	6,919,580
Supplemental taxes			<u>10,585</u>
			<u>6,930,165</u>
Less:			
Cash collections			6,442,154
1980 taxes abated			<u>35,357</u>
			<u>6,477,511</u>
1980 taxes uncollected at June 30, 1981			<u>\$ 452,654</u>

CITY OF ROCHESTER, NEW HAMPSHIRE

Management Letter

September 25, 1981

To the Mayor and City Council
City of Rochester, New Hampshire:

We have examined the financial statements of the City of Rochester, New Hampshire for the eighteen-month period ended June 30, 1981, and have issued our report thereon dated September 25, 1981.

As a part of our examination, we made a study and evaluation of the City's system of internal accounting control to the extent we considered necessary to evaluate the system as required by generally accepted auditing standards. Under these standards, the purpose of such evaluation is to establish a basis for reliance on the system of internal accounting control in determining the nature, timing and extent of other auditing procedures that are necessary for expressing an opinion on the financial statements and to assist us in planning and performing our examination of the financial statements.

Our examination of the financial statements made in accordance with generally accepted auditing standards, including the study and evaluation of the City's system of internal accounting control for the eighteen-month period ended June 30, 1981, that was made for the purposes set forth in the paragraph above, would not necessarily disclose all weaknesses in the system because it was based on selective tests of accounting records and related data. Such study and evaluation revealed the following conditions that we believe are material in nature. Such weaknesses are detailed in this letter.

In our management letter dated March 17, 1980, we noted that the City was about to enter a critical period in which actions taken would affect the financial health of the community for years to come. We noted the importance of cooperation between the Council, Mayor, staff, and citizens of the City in resolving its financial difficulties and to demonstrate to the financial community the willingness of the community to resolve its problems.

We would like to compliment the citizens of Rochester for the forthright manner in which the financial difficulties evidenced in the financial statements for the year ended December 31, 1979 were handled. It is apparent to us that the citizens and officials of the City recognized the problems facing the City at that time and acted promptly to ensure that the financial condition of the City would be improved.

Financial difficulties such as those which the City experienced are a burden to everyone involved. A significant amount of time is expended by City personnel in developing courses of action to be taken in alleviating the crisis. Obviously the City suffers to some extent since its officials cannot devote as much time as desirable in improving City programs and service to its citizens. In addition, the citizens must face the reality that they must bear an increased tax burden in order to place the City on firm financial standing. Financial institutions which have extended credit to the City must also review their relationships with the City and determine a proper course of action to be taken by them.

Because of the apparent willingness and desire of the officials and the citizens of the City to resolve the City's financial problems, State officials and financial institutions were willing to aid the City in resolving its immediate financial difficulties.

In our opinion, the following are material weaknesses which should be acted upon as soon as possible.

Reconciliation of General Ledger and Detail Accounts

The detail ledgers of general fund accounts receivable and water fund accounts receivable have not been in agreement with the general ledger control account for an extended period of time. We were informed that no concerted effort has been made to reconcile the individual accounts and the control total. In addition, a detail listing of water accounts receivable had not been produced since the City began processing such items on the computer.

We recommend that a detailed listing of water fund receivables be prepared monthly. The program should be written to omit all zero account balances from the report and to print a total dollar

amount at the end of the listing. All detailed receivable ledgers should be reconciled to the general ledger control account monthly to ensure the propriety of the listings.

The City's accounting system includes many other subsidiary ledgers and records which support general ledger balances. Several of these were not in agreement with the general ledger at June 30, 1981. We recommend that the following subledgers/records be reconciled to the general ledger on a monthly basis to ensure the propriety of postings:

- Accounts payable listings for both the general and water funds - particular attention should be paid to reconciling the inter-fund balances.
- School accounts should be reconciled to records maintained by the Superintendent's office on a monthly basis so that differences can be corrected in a timely manner.

Bank Reconciliations

Bank statements are now being accumulated for several months before reconciling them to the general ledger control accounts. In addition, miscellaneous bank reconciling items are accumulated throughout the year and adjusted at year end. We recommend that bank reconciliations be completed on a timely basis to facilitate follow-up of discrepancies. The general ledger should be adjusted for reconciling items when they are identified to simplify reconciliations at later dates.

Internal control is most effective when the bank reconciliation is prepared by someone not responsible for entries in the receipts and disbursements records. Inasmuch as this is difficult because of the small number of office employees, we recommend that test reconciliations be made from time to time by the business administrator. In addition, she should review and approve the bank reconciliation each month.

Purchasing

We would like to recommend the following regarding the purchasing system:

- Invoices are sometimes received by the various departments instead of by the accounting department. We noted instances where a department held invoices for over two months and did not notify the accounting department of the liability. We recommend that a strict policy be implemented whereby all invoices received by City departments be immediately sent to accounting for proper recording.
- Upon approval by the City officials, all copies of purchase orders are returned to the originating department. We recommend that one copy of the purchase order be transmitted to the accounting department to be subsequently compared to the invoice. This procedure will ensure the propriety of the goods received or services rendered and that the amount charged is as agreed.

Payroll Procedures

In connection with our examination of payroll procedures, we noted the following for your consideration:

- Department heads approve payrolls, do the hiring, and distribute the paychecks for their respective departments. Such a system can result in a defalcation which can be covered up by the perpetrator. We recommend that the responsibilities of hiring and distributing the payroll be assigned to an employee who is independent of the various departments and the preparation of the payroll. Additionally, the payroll should be approved by a responsible official independent of the payroll function.
- Although our test procedure did not indicate instances where taxes are being withheld at rates differing from those expected based on information in the W-4s, we continue to recommend that a formal policy be instituted for the City to require all employees to submit new W-4 forms annually and that no changes be made in the payroll system without revised W-4s.

Journal Entries

Journal entries are not being approved by the accounting super-

visor prior to posting to the general ledger. We recommend that the business administrator review and approve all journal entries prior to posting to the general ledger to ensure the propriety of such entries.

Other Observations

In addition to the items above, which in our opinion require immediate attention, the following items are noted to highlight areas which we believe should be reviewed and acted upon by the City in order to:

1. Increase revenues and improve cash flow.
2. Reduce expenditures.
3. Improve management information.
4. Protect assets.
5. Improve operating efficiency.

It should be noted that our recommendations are not the sole manner in which desired goals can be reached. It is up to the City to decide which means would be appropriate in achieving these goals. Our recommendations are presented mainly to give City officials a starting point from which to proceed.

Increasing Revenues and Improving Cash Flow

Water Fund Revenues

The following opportunities to increase water fund revenues or improve cash flow are offered for your consideration:

- We noted that a 90 day grace period is granted on water bills with interest at 6% being assessed thereafter. We recommend that only a 30 day grace period be granted and that interest be assessed at the maximum allowable rate.
- Billing rates should be reviewed periodically to determine whether the fee structure is sufficient to cover costs and capital needs.

- There are several water customers who are assessed a flat fee. Considering that many of these fees were established several years ago, the City should investigate the feasibility of installing water meters on these properties. If this is not practical, fees should be reviewed to determine whether they are adequate in light of expected consumption at the properties.
- The City estimates billings when access cannot be gained to meters. To ensure that the proper fee is being charged, we recommend that the period for which a customer's bill can be estimated be limited to one year, with a reading required after this period.
- The City has not been replacing faulty meters with the recently acquired meters on a timely basis. Replacing the faulty meters would increase water fund revenues and decrease carrying costs of inventory.

Job Work Analysis Sheets

Water fund job work analysis sheets are the detail of material and labor costs incurred for installation of new services and repairs of existing services.

We noted during our review of these analysis sheets that no documentation exists to show that the customer was billed. We recommend that the billing number be entered on all non-City expense job work analysis sheets to provide assurance that recipients of City services are properly assessed.

Accounts Receivable - Aging

We were informed that the City does not develop an aging of accounts receivable on a regular basis. We recommend that such a schedule be prepared on a regular basis to highlight accounts which are long overdue and require follow-up.

Reducing Expenses

Obsolete Water Fund Inventory

The City should identify and dispose of its obsolete water fund in-

ventory. Benefits will include reducing the carrying costs of the inventory and a generation of miscellaneous revenues to be used by the fund to update its inventory.

Centralized Purchasing

The City should consider expanding use of the centralized purchasing system. Such a system should reduce the cost of goods since larger quantity purchases can be made and duplicate work by the departments in processing orders would be eliminated.

Improving Management Information

Monthly Reports of Financial Operations

The City prepares monthly statements of budgeted expenditures on a cash basis. Because monthly reporting of financial operations provides management with the information necessary to assess actual performance in relation to planned operations and to take corrective action on a timely basis, care should be taken in compiling information for the statement.

Accounts receivable and accounts payable should be accrued as appropriate. The monthly report should include year-to-date revenues, expenditures and encumbrances with comparisons to budget and should be issued to the Mayor, Council, and department and program heads.

Costing of Fixed Asset Additions - Water Fund

A majority of the fixed asset additions in the water fund require the costing of labor and services performed. It appears that the cost of these items is being underestimated. We recommend the City undertake an analysis of the various services performed to determine proper costing rates. In doing so, special attention should be paid to properly identifying indirect costs such as the cost of machinery and equipment used, costs of operating the equipment and employee benefits paid for laborers which would not be included in the pay rate.

Water Fund Inventory and Fixed Assets

We observed that transactions related to water fund inventory

and fixed assets are not being posted on a timely basis. Such activity is not posted until the end of the fiscal year, causing a distortion of operating results for the interim periods. We recommend that all transactions be posted on a monthly basis.

Supplemental Appropriations

The City Council makes various "supplemental appropriations" throughout the year. The majority of these appropriations are for expenditures which are to be financed in the operating budget, rather than additional appropriations. We observed that one such appropriation for the school department was added to its total budget instead of being transferred from another category. We recommend that the funding source of all special appropriations be communicated to the departments to prevent misinterpretation of the Council action.

Protection of Assets

Fixed Assets Records and Controls

Sound financial administration in safeguarding the City's investment in fixed assets is of utmost importance in the exercise of stewardship responsibilities. These responsibilities can be effectively discharged only through adequate fixed assets accounting.

By maintaining fixed assets records, the City will realize several benefits:

- Fixed assets can be inventoried periodically to ensure that they are properly controlled.
- Responsibility for custody and effective use of fixed assets can be clearly established.
- Records will be readily available to substantiate the amount of grants used to finance expenditures for fixed assets. Furthermore, the determination of costs for building or equipment use is facilitated. The latter is important to obtain reimbursement for the use of buildings and equipment in Federal and state aid programs.

- Information is readily available both to determine insurance needs and to substantiate losses recoverable from insurance.
- Information is available for the preparation of a Statement of General Fixed Assets.

Establishing fixed assets records when none existed before can be a difficult and time consuming task. One approach is to:

1. Define clearly what constitutes the fixed assets categories (e.g., land, buildings, improvements other than buildings, equipment); a fixed asset (i.e., minimum dollar value and useful life); and the location "control" areas.
2. Plan and perform a complete inventory of all fixed assets. In creating the inventory records, obtain as much of the information to be included in the individual assets records as is possible, e.g., asset description, location, vendor or manufacturer, acquisition date. Fixed assets identification tags should be affixed at the time the physical inventory is taken.
3. Assign values to each fixed asset according to accepted principles. More specifically, the AICPA Industry Audit Guide, "Audits of State and Local Governmental Units", sets forth the basis for valuing fixed assets of a governmental unit: "Such assets should be recorded at historical cost, or estimated historical cost, if the original cost is not available, or, in the case of gifts or contributions, at the fair market value at the time received."

Several procedures can be used to determine the valuation.

- Reference to the historical records, such as vendors' invoices, contracts, purchase orders, capital expenditure authorizations, cancelled checks, gift acknowledgements, or other documents on hand.
- Correspondence with vendors, donors, etc.
- Use of an asset valuation reasonably reflective of historical value, provided it is reliable, if historical or fair market value is not available.

- Historical cost as reasonably estimated by employees for small items of relatively low value, e.g., tools, office furniture, and equipment.
- Reliance on independent outside appraisals for assets which cannot be valued by one of the above methods or some other reasonable method. It is important to emphasize, however, that the appraisal should be based upon estimated historical cost, not on replacement cost or some other basis.

Evaluation of fixed assets in the above manner will enable the City to establish reasonably accurate initial fixed asset values.

Once initial records are established, the City will want to concurrently implement the kinds of controls and procedures enabling it to maintain control over the fixed assets. These procedures should include:

- Control over the proper input into the records for all fixed asset additions, sales, abandonments and transfers.
- Periodic reconciliation of detail ledgers to the general ledger.
- Periodic inventory of fixed assets by location.
- Verification that any asset traded in for a new acquisition is properly removed from the records.

Self-insurance

The City has instituted a self-insurance program for medical insurance. The administrator of the program has agreed to send the City monthly statements summarizing monies deposited, benefits paid, and the balance in the bank account. We recommend that information contained in the monthly statement be reconciled monthly to information contained in City's books and to the benefits-paid forms. This would ensure that the administrator has been paying claims only for persons covered by

the plan and that the administrator's records and City's records are in agreement. We understand that the City has implemented procedures to reconcile book transactions with those of the administrator.

Controls Over Data Processing Equipment

Access to data processing hardware is not restricted during day time hours. We noted that the unauthorized use of a cathode tube caused considerable downtime and the necessity of rerunning a program during the year.

We recommend that access to data processing equipment be restricted to authorized persons in order to adequately protect the hardware, programs and files.

Improving Operational Efficiency

Accounting Procedures Manual

The City should consider developing an accounting procedures manual. Such a manual can be used to set forth job descriptions and lines of authority and supervision for all departments as well as report formats, account codes and descriptions, and similar descriptive materials. The benefits of the manual include providing documentation in one location on the entire financial operations of the government, thereby facilitating an understanding of those operations by all members of management and providing detailed guidance to all personnel involved in financial activities. The training of new personnel would also be facilitated.

Planning

A formalized plan has not been developed to define the data processing objectives. This, of course, does not mean that a plan does not exist, but merely that one has not been formalized for the use and analysis of the affected personnel. We believe that such things as project definition, priorities, timetables and the like are critical and that they must be formalized in order that the necessary resource requirements can be established. In addition to determining resource requirements, a master plan will

also aid in defining the personnel requirements for the future, so that an effective training program and schedule can be established.

Water Fund Accounts

The water fund currently has its own set of books which are separate from the City's. Time could be saved if water fund transactions were recorded in the City's books in designated water fund accounts. In addition, the water fund bank accounts could be combined with the City's bank accounts. This would reduce the number of reconciliations to be performed and would maximize investment opportunities. We understand that the City is implementing procedures to combine bank accounts and record water fund transactions in the City's books.

Water Fund Voucher Register

We noted that the water fund voucher register includes titles of expense accounts which differ from the general ledger. We recommend that a new voucher register be printed which coincides with general ledger accounts to decrease the possibility of a misposting of an amount.

Payroll Reports

We noted that there are three computer generated payroll reports: a payroll check register, labor distribution report, and payroll input audit. We recommend that the City reviews the need for all three reports to determine whether any of the reports could be eliminated or combined. By reducing the number of reports, processing and paper costs could be reduced.

Payroll Input Sheets

The payroll manifest from the school department is manually prepared each pay period even though the information to be input rarely changes from one period to another. We recommend that the payroll manifest be prepared at the beginning of the school period and submitted with changes noted each pay period. The original manifest, as well as the changes, should be properly approved at the school department.

Implementing Management Letter Comments

The implementation of changes recommended in this letter can be facilitated if management and Council:

- Consider and establish priorities for implementing the changes.
- Develop an overall plan and method of implementation that reflects the priorities.
- Assign the responsibility for carrying out each change to a specific individual.
- Establish time-frames for implementation of each change.
- Schedule progress reports from the responsible City officials and conduct progress meeting to further discuss progress and to resolve problems that arise.

These steps should provide assurance that management and Council's desires are carried out in a timely and responsible manner.

* * * * *

The objective of internal accounting control is to provide reasonable, but not absolute, assurance as to the safeguarding of assets against loss from unauthorized use or disposition, and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a system of internal accounting control should not exceed the benefits derived and also recognizes that the evaluation of these factors necessarily requires estimates and judgments by management.

There are inherent limitations that should be recognized in considering the potential effectiveness of any system of internal accounting control. In the performances of most control procedures, errors can result from misunderstanding of instructions, mistakes of judgment, carelessness, or other personal factors. Control procedures whose effectiveness depends upon

segregating of duties can be circumvented by collusion. Similarly, control procedures can be circumvented intentionally by management either with respect to the execution and recording of transactions or with respect to the estimates and judgments required in the preparation of financial statements. Further, projection of any evaluation of internal accounting control to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions and that the degree of compliance with the procedures may deteriorate.

The foregoing conditions were considered in determining the nature, timing, and extent of audit tests to be applied in our examination of the financial statements, and this report of such conditions does not modify our report dated September 25, 1981 on such financial statements.

It should be noted that this letter, by its nature, is critical in that it contains only our comments and recommendations on deficiencies observed in the course of our examination. It does not include our observations on any strong features of the City's system of internal control that were observed.

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Peat, Marwick, Mitchell & Co. appreciates the courtesy and assistance extended by the administration and employees of the City of Rochester during the course of our examination. If you have any questions relating to the matters in this letter, we will be pleased to discuss them with you at your convenience.

Very truly yours,
PEAT, MARWICK, MITCHELL & CO.

