

CITY OF ROCHESTER
NOTICE of PUBLIC MEETING:
FINANCE COMMITTEE

Meeting Information

Date: March 12, 2024
Time: 6:00 P.M.
Location: City Council Chambers
31 Wakefield Street
Rochester, New Hampshire

Agenda

1. **Call to Order**

2. **Acceptance of Minutes:** February 13 2024. Pg 2

3. **Public Input**

4. **Unfinished Business:** Opioid Committee-Review of Opioid Fund Proposals. Pg. 6.

5. **New Business:**
 - 5.1.1 Review of 79E Properties. Pg. 13.
 - 5.1.2 City Residential Trash Bags-Retail Options. Pg. 16.

Reports from Finance & Administration

- 5.2.1 Monthly Financial Report Summary-February 29, 2024. Pg.19

- 6 **Other**

- 7 **Adjournment**

Finance Committee

Meeting Minutes

Meeting Information

Date: February 13, 2024

Time: 6:00 P.M.

Location: 31 Wakefield Street

Committee members present: Mayor Callaghan, Councilor Fitzpatrick, Councilor Lawrence, Councilor Sullivan, Councilor Turner, Councilor Walker, and Deputy Mayor Hamann

City staff present: City Manager Katie Ambrose. Finance Director Mark Sullivan. Deputy City Clerk Cassie Givara. Director of Recreation and Arena Lauren Krans.

Others Present: Councilor Herman. Lou Archambault, resident.

Agenda & Minutes

1. Call to Order

Mayor Callaghan called the Finance Committee meeting to order at 6:00 PM.

Councilor Walker led the Committee in the Pledge of Allegiance.

Deputy City Clerk Cassie Givara took the roll call attendance. Councilors Fitzpatrick, Lawrence, Sullivan, Turner, Walker, Deputy Mayor Hamann, and Mayor Callaghan were all present.

2. Acceptance of Minutes: January 9, 2024

Councilor Walker **MOVED** to **ACCEPT** the minutes of the January 9, 2024 Finance Committee meeting. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

3. Public Input

Lou Archambault, resident, indicated that he would be speaking about a proposed “rain tax.” Mayor Callaghan advised that public input is limited to items on the agenda during subcommittee meetings, but welcomed Mr. Archambault to speak at the City Council Workshop on February 20.

4. Unfinished Business: None

5. New Business: None

5.1.1 Community Center Bleachers Replacement-Supplemental Appropriation

Lauren Krans, Director of Recreation and Arena, detailed her department's request for a \$250,000 supplemental appropriation to complete the replacement of the Community Center gym bleachers. Director Krans stated that there is prior approved funding for the 16-tier set of gymnasium bleachers; however, it would be beneficial to update the 20-tier set of bleachers on the opposite side of the gym while work is underway for the first set. Director Krans explained that the current bleachers are original to the building and were installed in 1976 and gave an overview of their function. Currently, the scaffolding-like structure, which is present on the underside when the telescopic bleachers are extended, is failing and affects the structural integrity of the bleachers. Additionally, there are no handrails, so the bleachers are not ADA accessible. Ms. Krans suggested it would be more cost effective to replace both sets of bleachers simultaneously instead of handling the 20-tier set in FY27 as originally planned. This would also greatly minimize the scheduling impact for the gym with a single shutdown period instead of two.

Councilor Turner asked if the cost savings of replacing both sets of bleachers simultaneously could be quantified. Director Krans stated that she did not have an exact number; however, it had been conveyed by the vendor that the costs would increase by 10% each year moving forward.

Councilor Lawrence asked if there were costs associated with the replacement of the 16-tier bleachers that would be saved if not repeated for a separate project at a later date for the 20-tier structure. Director Krans confirmed that there are costs associated with the replacement which could be consolidated as opposed to repeated if the bleachers were replaced together, such as engineering services, floor analysis and replacement, and production costs of the bleachers themselves.

Finance Director Sullivan acknowledged that it would be more efficient to package the replacement of both sets of bleachers into one purchase. Mayor Callaghan asked for clarification on if this would be a single allocation for both sets of bleachers. Director Sullivan stated that the current request is for a supplemental appropriation of \$250,000 from General Fund for the 20-tier bleachers; There was already funding approved in a previous fiscal year for the 16-tier set. Director Krans stated there was \$237,500 approved for the first set of bleachers.

Councilor Hamann **MOVED** to recommend to full Council the approval of the \$250,000 supplemental appropriation for the 20-tier bleacher replacement. Councilor Walker seconded the motion. Director Krans explained that the original quote given had been for \$210,000; there was contingency built in due to the unknown condition of the floor underneath the bleachers, additional handrails for the larger size structure, as well as possible necessity for new electrical components. Councilor Sullivan asked if the prior \$237,500 approved for the first set of bleachers was from the Unassigned Fund Balance. Director Mark Sullivan confirmed this original approval was in the FY24 approved CIP budget using bond funding. Councilor Fitzpatrick stated that the City's liability has increased now that the condition of the bleacher is known and it would be prudent to approve the replacement. The **MOTION CARRIED** by a unanimous voice vote.

5.1.2 Opioid Committee-Review of Opioid Fund Proposals

Mayor Callaghan explained that Welfare Director Todd Marsh had issued a memo for the Finance

Committee expressing his desire to speak to them directly regarding the above listed fund proposals; however, he is unable to attend this evening's meeting. Mayor Callaghan suggested leaving the item on the March Finance agenda to allow Director Marsh to attend and make recommendations. Councilor Walker asked if there were any funding requests which were time sensitive. Mayor Callaghan stated there was only one item which had been more time-sensitive (the \$5,000 Choose Love Initiative funding), but it had been approved by City Council at the February 6 meeting. Councilor Sullivan confirmed that the items in question were the same that had been discussed at the January 16 City Council Workshop.

Councilor Fitzpatrick **MOVED** to make the Opioid Committee Review a general order to appear on the agenda for the next Finance Committee meeting. Councilor Sullivan seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. City Manager Ambrose asked Committee members to pass along any questions for Director Marsh regarding the funding requests in anticipation of the next meeting.

Reports from Finance & Administration

5.2.1 Monthly Financial Report Summary-~~December~~ January 31, 2024

Finance Director Mark Sullivan stated that FY24 is 58% complete, non-property tax revenues remain strong, and Motor Vehicles are at 60% collected. Director Sullivan explained that the City had budgeted in anticipation of the Waste Management Host Community fees increasing from \$3.50 to \$4.50; however, this increase will not occur until summer which falls in the next fiscal year. Due to this, he anticipated the related line item would be short approximately \$600,000 for the current fiscal year. Director Sullivan reported there had also been a decrease in tonnage accounted for in the prior check, which is something that will be watched moving forward. Mayor Callaghan asked why the increase in host community fees will not occur during the current fiscal year. Finance Director Sullivan explained that the contract with Waste Management stipulates that the increase will occur when they have all of the required operating permits, and the new cell is ready to open and receive materials; this will occur this summer.

City Manager Ambrose addressed the decrease in tonnage referenced by Director Sullivan. She stated that Waste Management had experienced fluctuations in their volume and made adjustments to meet their tonnage goal; Waste Management will try to remain more consistent and the City now has a better idea on what to budget for based on this Waste Management gross tonnage goal.

Councilor Lawrence asked if the tonnage is expected to steadily decline as the closure of the landfill moves closer. Director Sullivan explained that there is a decline predicted, however it is not expected imminently and will occur gradually and as the closure nears.

Councilor Larence inquired what the reasons were for the consistent overage in the police, dispatch, and fire overtime budget. Director Sullivan stated that it was mainly due to staffing issues and call backs. Mayor Callaghan added that police officers are filling in the gaps in dispatch due to short staffing which contributes to overtime.

DRAFT

6. Other

No discussion.

7. Adjournment

Mayor Callaghan **ADJOURNED** the Finance Committee meeting at 6:19 PM.

Respectfully Submitted,

Cassie Givara
Deputy City Clerk

FINANCE COMMITTEE

Agenda Item

Agenda Item Name: Opioid Committee-Review of Proposed Opioid Fund Expenditures

Date Submitted: 2-8-24

Name of Person Submitting Item: Mark Sullivan-Director of Finance

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

Meeting Date Requested: 3-12-24

Issue Summary Statement: On January 16, 2024 Nicole Rodler, member of the Opioid Committee, presented to City Council proposed uses of the Opioid Funds. Request is for Finance Committee to review and consider the proposals.

At February 13, Finance Committee the review of Opioid Funds were referred to the March 12, 2024 meeting. Welfare Director Todd Marsh wishes to address the Finance Committee.

Recommended Action: Review-Recommend Use of Funds



City of Rochester, New Hampshire

Welfare Department

31 Wakefield Street • Rochester, NH 03867-1917
(603) 332-3505 Fax (603) 335-7592

Memo

02/12/2024

To: Mayor Paul Callaghan

C: Katie Ambrose, City Manager

From: Todd Marsh, Welfare Director **TM**
Welfare Department

Re: Opioid Funding Recommendations

Mark Sullivan, Director of Finance, informed Mayor Callahan has requested my insight regarding the most current opioid abatement Funding discussions. I prefer to present my thoughts in person; however, unfortunately, I am unavailable on the night of the finance committee meeting.

- On January 17, 2024 I communicated with Katie Ambrose, City Manager and Kimberly Conley, Deputy Chief Administrative Officer, with questions regarding what I read in the most recent city council packet regarding opioid abatement discussions and potential funding proposals.
- Schedule A:
 - 1.) Category E Expansion of Warm Hand-Off Programs and Recovery Services
 - A. \$16,000 for transportation needs: \$6,000 for multiple HS student's transportation to Seacoast Youth Services Day treatment program and \$10,000 for adult's transportation needs to medical appointments/service providers
 - B. \$6,000 for Willand Warming Center to expand services to provide case management and other needs not being met in off-hours- hire extra Staffing to provide services
 - C. \$60-70,000 for Rochester's transitional housing services to help cover gap funding (before Welfare and Other funding sources kick in, to access housing rather than staying out on the street
- I asked the following questions regarding schedule A, category E:
 - What is the general definition and intention of "transitional" as indicated? True programmatic transitional housing or motels?
 - What is meant by "Before Welfare and other funding sources kick in?" Local welfare provides timely emergency housing. It is not a pending for days or weeks type of system prior to "kicking in." State DHHS can delay for weeks; however, they have limited cash benefits and most cash benefits are for families (Temporary Aid to Needy Families.)

- “To access housing?” What type of housing will people get when welfare “kicks in?” True programmatic supportive housing or motels?
- Who will administer it? How is it coordinated with what the welfare department does? Is the funding intended to offset local welfare costs or increase helping options beyond local welfare guidelines?
- If administered from our office, will it confuse people accessing services and unintentionally increase expectations of typical local welfare services?
- I was thanked for the questions and referred to Nicole Rodler, a member of the committee.
 - Nicole Rodler appreciated the questions and reported she was unsure how to answer the questions. Nicole invited me to the next opioid abatement committee meeting.
- On February 6, 2024 I attended and was welcomed by the opioid abatement committee. I shared the following thoughts:
 - Opioid abatement funding and assistance should be partnered and administered through a separate helping provider, as it will separate responsibilities and expectations from the local welfare department and minimize confusion.
 - Clear helping and funding intent should be provided to the administrator.
 - Explore options to partner with existing helping provider(s) to fund true supportive transitional housing versus emergency motel stays.
 - Maximize and focus assistance to Rochester residents to the best of our abilities.
 - A general recommendation could be made by the opioid abatement committee and the process” could be managed by the finance committee and/or city staff, including the welfare department.
- The committee was receptive to the above recommendations and discussed having future deliberations regarding a direction forward prior to seeking formal support from the finance committee and full city council.
- I was requested to attend future opioid abatement meetings.

Mayor Callaghan, as you and other members of the committee are aware, “effectiveness is in the details.” We have an opportunity to think differently with our helping approach, but we should do that with knowledge of current systems to avoid duplication and unintended consequences. I look forward to participating in the solution finding process forward, including with the opioid abatement committee.

I hope this information is helpful to the city’s efforts.



City of Rochester Formal Council Meeting

AGENDA BILL

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

AGENDA SUBJECT Opioid Abatement Committee Presentation

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

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

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

AGENDA DATE	January 16, 2024		
DEPT. HEAD SIGNATURE	Signature on file		
DATE SUBMITTED			
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	2	

COMMITTEE SIGN-OFF

COMMITTEE	
CHAIR PERSON	

DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	Katie Ambrose

FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	Will be required at next meeting

LEGAL AUTHORITY

City Charter

SUMMARY STATEMENT

The Opioid Abatement Committee will be providing an update on their work and presenting recommendations on uses and appropriations of the opioid settlement funds (\$ 160,233 received to date). A vote on their funding recommendations will be scheduled for the February 6th Regular City Council meeting.

The group's mission statement includes the following:

- Review the New Hampshire Attorney's Letter dated June 7, 2022
- Review NH laws and NH RSA's 126-A:83-86 for the use of these funds
- Review NH RSA 126-A:84, IV for mandatory reporting requirements.
- Begin a "self-directed" review and information collection phase:
 - Host an open public meeting to solicit input from other stakeholders and the greater community, additional meetings as deemed beneficial (employ the use of a trained facilitator for these, such as Rochester Listens)
 - Conduct any other activities and analyses deemed beneficial by the Committee
 - Develop a draft list of Action Items and Next Steps, with projected implementation dates which the Committee will then present to the City Council and City Manager
 - Complete any financial analysis needed regarding funding or revenue that any action item may need/generate
 - Specifically, address the "best practices" use of these funds for abatement purposes.
- Although a specific time frame for the Committee's work is not defined, it is directed that (1) a status update be provided to the City Council and City Manager at least every three months until the group completes its work and (2) summary meeting minutes are provided to the City Clerk's Office of every meeting of the group.

RECOMMENDED ACTION

Discussion

In September 2021, Rochester and the State of NH joined state's across the country in the Opiate Abatement litigation award. NH established 126-A:83 Opioid Abatement Trust Fund of which the City of Rochester will receive award dollars to supplement city-wide efforts to combat the opiate crisis. These funds will continue to trickle into the City of Rochester for the next 18 years minimally. The funds are to be distributed under specific strategies in efforts to prevent, intervene and assist with recovery.

The Opiate Abatement Committee has met since the funds started coming in to develop a city-wide strategy and have developed the following request for funding to be approved by the Council:

Schedule A:

1.) Category E Expansion of Warm Hand-Off Programs and Recovery Services

- A. **\$16,000 for transportation needs: \$6,000 for multiple HS students transportation** to Seacoast Youth Services Day treatment program and **\$10,000 for adult's transportation** needs to medical appts/ service providers
- B. **\$6,000 for Willand Warming Center** to expand services to provide case management and other needs not being met in off-hours- hire extra Staffing to provide services
- C. **\$60-70,000 for Rochester's transitional housing services** to help cover gap funding (before Welfare and Other funding sources kick in, to access housing rather than staying out on the street)

2.) Category G Prevention programs

- A. **\$3,500 for 3rd Millenium Online Curriculum HS/MS**
 - 1.) *Research has repeatedly shown that students who have taken a prevention education course spend less time under the influence. This leads to increased academic achievement and less violations interfering with schoolwork.*
 - 2.) *If and when violations **do** happen, you can replace suspension or detention with an online behavior-change intervention.*
 - 3.) *Administrators can assign students our **hyper-personalized** courses to students to do on their own time. These self-paced courses are convenient for you and your students, and our evidence-based strategies are proven to change attitudes and behaviors.*
 - 4.) *Topics include: vaping & nicotine, anger management, alcohol, cannabis & THC, bullying, parental guidance, prescription & illicit drugs, hazing and more!*

- B. **\$5,000 Choose Love City-wide Initiative** introductory session with Scarlett Lewis presenting to Rochester School District and local interested business leaders February 7th

Choose Love is proudly aligned with the new Character and Social Emotional Development Standards (CSED) which include BOTH Character.org and CASEL standards. PLUS, our Choose Love programs include Growth Mindset, Neuroscience, Mindfulness, Positive Psychology, Post-Traumatic Growth, and Emotional Intelligence components to create a solution that is both preventative and proactive.

These branches of knowledge, and the essential principles highlighted within our programming, have decades of scientific and qualitative research supporting their effectiveness. In addition, each of the character values in the Choose Love Formula (Courage + Gratitude + Forgiveness + Compassion-in-Action), which are at the heart of the Choose Love Movement, have strong evidence supporting their many benefits.

Schedule B

1.) Category B Support People in Treatment and Recovery

- A. **\$50,000 for oral health care** to provide reimbursement or direct payment to dentist or individuals that present bill for care

National Library of Medicine: "access to dental services for persons afflicted with SUD could play a critical role in improving their quality of life, their recovery, and their reintroduction into society."

Total ask from Opiate Abatement Funds= \$145,500

Current Balance in disbursement \$160,233

FINANCE COMMITTEE

Agenda Item

Agenda Item Name: Review 79E Property Status

Date Submitted: 3-8-24

Name of Person Submitting Item: Mark Sullivan-Director of Finance

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

Meeting Date Requested: 3-12-24

Issue Summary Statement: Financial review of the properties granted 79E Community Revitalization Tax Incentive.

Recommended Action: Review

79E Property Review

LOCATION	BASELINE VALUE	79E VALUE DEFERRED	FULL ASSESSED VALUE	YEARS TERM	EXPIRES	CONSTRUCTION EST. COSTS	ACTUAL PERMIT VALUES	RSA 79E 15% BASE or \$75K	PURPOSE	DWELLING UNITS
82 Wakefield	\$369,100	\$0	\$408,300	5	3/31/2020	\$300,000	\$245,000	\$55,365	Rehabilitation-Historical preservation	0
2-6 North Main ¹	\$541,800	\$199,000	\$740,800	7	3/31/2025	\$75,000	\$28,000	\$81,270	Rehabilitation Dwelling-Existing	28
1 Wakefield	\$385,400	\$778,900	\$1,164,300	7	3/31/2025	\$1,600,000	\$1,493,000	\$57,810	New Multi-unit Dwellings	22
124 North Main	\$196,200	\$159,000	\$355,200	7	3/31/2024	\$90,000	\$70,950	\$29,430	Rehabilitation Dwelling-Existing	8
28 North Main	\$203,500	\$70,600	\$274,100	7	3/31/2028	\$125,000	\$101,000	\$30,525	New Multi-unit Dwellings	3
10-14 North Main	\$222,300	\$968,600	\$1,190,900	7	3/31/2029	\$6,131,000	\$5,486,808	\$33,345	Comm. & New Multi Unit Dwellings	52
10 South Main	\$184,700	\$202,400	\$387,100	7	3/31/2029	\$300,000	\$670,000	\$27,705	Comm. & New Multi Unit Dwellings	4
TOTALS	\$2,103,000	\$2,378,500	\$4,520,700			8,621,000	\$8,094,758			117

1-Property Sold 9-20 \$1,850,000

79E Property Review-Pending

LOCATION	BASELINE VALUE	79E VALUE DEFERRED	FULL ASSESSED VALUE	YEARS TERM	EXPIRES	CONSTRUCTION EST. COSTS	ACTUAL PERMIT VALUES	RSA 79E 15% BASE or \$75K	PURPOSE	DWELLING UNITS
22 South Main	\$203,800	\$0	\$203,800	11	Pending	\$1,600,000	\$650,000	\$30,570	Comm. & New Multi Unit Dwellings	6
73-77 North Main	\$164,200	\$0	\$164,200	11	Pending	\$950,000	\$85,500	\$24,630	Comm. & New Multi Unit Dwellings	7
45-55 North Main St	\$226,000	\$0	\$226,000	7	Pending	\$11,750,000	\$11,994,760	\$33,900	Comm. & New Multi Unit Dwellings	47
135 North Main St	\$133,000	\$0	\$133,000	5	Pending	\$454,000	\$0	\$19,950		
Totals	\$727,000	\$0	\$727,000			14,754,000	\$12,730,260			60

FINANCE COMMITTEE

Agenda Item

Agenda Item Name: Residential Trash Bag Program for Waste Management

Date Submitted: 3-8-24

Name of Person Submitting Item: Mark Sullivan-Director of Finance

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

Meeting Date Requested: 3-12-24

Issue Summary Statement: Waste Management has began stronger enforcement of the requirement that all overflow residential trash brought to Waste Management's Residential Drop-Off have an identifying City sticker of trash bag. This condition is part of the agreement between the City and Waste Management. The contractual clause is enclosed. The City sells special trash bags stickers at \$1.73 per sticker. Trash sticker sales have averaged 2,500 per year, but since Waste Management increased enforcement sales are 2,500 per month. The trash stickers are sold at the Tax Collectors Office. The considerable volume has caused issues with normal daily processing of motor vehicle registrations, utility and tax bill payments.

The recommendation is to change the sticker program to a retail trash bag sale program through Market Basket & Hannaford grocery store locations in Rochester. Other communities use this type of system to distribute City trash bags, for example City of Dover. The trash bags will be packaged in a roll of five (5) bags, and the retail price will be \$9.00. The trash bags will be lilac in color and the City of Rochester's seal will be imprinted on bags. Finance is working with Boxes & Bags out of Lewiston ME on establishing the program. City of Dover uses Boxes & Bags for their trash bag program. In addition, Finance is negotiating with Market Basket and Hannaford stores on accepting the request to retail the trash bags.

Recommended Action: Approval of the program

APPENDIX A
to
“First Amendment
to
Host Community Agreement
Dated May 30, 2007
Between
City of Rochester
and
Waste Management of New Hampshire, Inc.”

“EXHIBIT C

Automated Cart Residential Solid Waste Collection System

The parties agree that on or about April 1, 2008 an Automated Cart Residential Solid Waste Collection System will be implemented. Upon the effective date of the implementation of the system, the following modifications to the scope of services to be provided under the Host Community Agreement dated May 30, 2007 (hereinafter the “Host Community Agreement”) between the City and Waste Management shall apply:

1. Waste Management will pay the costs of purchasing and delivering one 64-gallon cart for each unit at a single family, duplex, triplex, or four unit residence, which qualifies for collection services under Section 3 (a) of the Host Community Agreement and is in conformance with the City Solid Waste Ordinance. Residents will be required to place all acceptable residential solid waste in the cart to be collected. No residential solid waste placed outside the cart will be collected. Residents will be instructed to place containers at curb-line within 3' of the edge of roadway for collection. Any residential unit eligible for a 64-gallon cart that has 6 or more residents regularly living in that unit shall be considered by the City for a larger or second cart, City agrees a second cart will only be approved after a waste/recycling audit is conducted verifying the need for the additional cart, Waste Management shall provide said additional approved carts at no added cost to the City. The Company also agrees to provide carts at its standard subscription rates to those Rochester residential units that do not qualify for the program under Section 3 (a) of the Host Community Agreement. Upon the start of this program the City agrees to pay an annual fee of \$30,000 for the collection of solid waste at the four-unit residences. This will be prorated the first year from the start of collection to July 1, after which it will be payable with the payment due under Section 4 of the Host Community Agreement. The fee will escalate annually with other fees, as provided for in Section 4(a) of the Host Community Agreement.
2. Waste Management will repair and/or replace such carts that are defective in manufacture or wear out from ordinary wear and tear,
3. Waste Management will sell to the City at its cost extra carts and recycling bins for the City to use to replace those which have been stolen, damaged by collisions, abuse, etc.
4. Waste Management will provide every Residence, which qualifies under Section 3(a) a recycling bin in addition to any bins that the Residence may currently have.

5. Waste Management will undertake a publicity campaign, at its expense, to make people aware of the changes occurring in the implementation of the program, Said program will include, but not be limited to:

A. WM will conduct a series of public presentations at community events and school assemblies prior to implementation of the program designed to show Residents the proper use of the new cart system and to review the benefits of recycling, It is anticipated that no less than 4 such presentations will be conducted.

B. WM will collaborate with City to produce a video presentation for rebroadcast over community access) cable programming. Content will be similar to public presentations.

C. An introductory direct mail letter will be produced and distributed to all eligible Residences 4 to 6 weeks prior to implementation. This will be a high level announcement of impending changes.

D. A comprehensive newsletter will be mailed to all eligible Residences 1 to 2 weeks prior to distribution of carts and start-up of new system. This will be a very detailed "How-To" guide of all aspects of the Solid Waste and recycling program available.

6. Bulky Waste shall be collected no less frequently than on a quarterly schedule. The Company shall establish and publicize the schedule for these collections. The parties agree the collection of Bulky Waste may include a requirement for the Resident to contact the Company to request said service.

7. Upon implementation of this program, the days and hours of operation at the Residential Drop-Off Center will change to 8:00 am to 300 pm on Monday, Wednesday, Friday and Saturday. Any Residential Solid Waste delivered to the Drop-Off Center must be in City approved bags. City agrees that bags for this purpose will be sold to Residents for a tee to be not less than the average price for bags sold in Dover, Farmington and Somersworth N.H. The City shall retain any revenues generated from the sale of such bags."

FINANCE COMMITTEE

Monthly Financial Summary Report

Agenda Item Name: Monthly Financial Statements Summary – as of February 29, 2024

For the full detail report, click here: [February 29 2024 Financial Detail Report](#)

Name of Person Submitting Item: Mark Sullivan Deputy Finance Director

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

Issue Summary Statement

Below are the revenues & expense highlights through February 29, 2024, which represents approximately 67% completion of FY24.

GENERAL FUND NON PROPERTY TAX REVENUES

	FY24			
	ADOPTED	RECEIVED	PERCENT	NOTES
Motor Vehicle Registrations	\$5,500,000	\$3,793,935	69%	
Waste Management Host Fees	\$4,600,000	\$2,942,805	64%	City-\$3,722,000 School-\$878,000
Building Permits	\$550,000	\$277,921	51%	
Interest Income	\$750,000	\$992,383	132%	
Interest on Delinquent Taxes	\$360,000	\$218,116	61%	
State of NH Rooms & Meals	\$2,867,759	\$3,101,285	108%	Payment December-23
Highway Block Grant	\$635,000	\$517,161	81%	Quarterly cycles
Cablevision Franchise Fees	\$235,000	\$105,926	45%	Quarterly cycles
Recreation Programs	\$122,400	\$129,391	106%	

ENTERPRISE FUNDS REVENUES

Water	\$7,544,084	\$2,611,940	35%
Sewer	\$11,744,213	\$3,297,397	28%

SPECIAL REVENUE FUNDS REVENUES

Arena	\$413,290	\$331,005	80%
Community Center	\$894,759	\$569,659	64%

	FY24 ADOPTED	EXPENDED	ENCUMBERED	PERCENT
GENERAL FUND EXPENSES	\$60,768,430	\$48,264,174	\$1,735,237	82%
OVERTIME & WINTER MAINTENANCE				
Police	\$111,546	\$120,690		108.20%
Dispatch	\$44,000	\$124,420		282.77%
Fire	\$240,000	\$358,354		149.31%
Public Works Winter Maintenance	\$541,218	\$291,273	\$52,321	63%
ENTERPRISE FUNDS EXPENSES				
Water	\$7,544,084	\$4,556,775	\$104,357	62%
Sewer	\$11,976,177	\$7,461,191	\$292,134	65%
SPECIAL REVENUE FUNDS EXPENSES				
Arena	\$413,290	\$285,994	\$34,661	78%
Community Center	\$894,759	\$558,949	\$76,147	71%