



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Conference Room**
Meeting Date: **Wednesday, October 14, 2020**
Meeting Time: **7:00 pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**

A. Direct Support Professionals

- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
- 8. CITIZEN'S FORUM**

Taxpayers, Business owners, and Residents are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

Email correspondence must be directed to CityCouncil-All@dover.nh.gov, Voicemails must be left at (603) 516-6338, and written letters or correspondence must be directed to City of Dover, ATTN: City Council, 288 Central Avenue, Dover, NH 03820.

Correspondence that does not state the individual's name and Dover address shall not be placed on file with the Council public meeting record.

- 9. CITY MANAGER'S REPORT**
- 10. APPROVAL OF MINUTES**
- 11. MAYOR'S REPORT**
- 12. UNFINISHED BUSINESS**

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

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13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B19019 TRAFFIC SIGNAL REPAIRS AND MAINTENANCE – GRIDSMART VIDEO DETECTION SYSTEMS**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **2-WAY COMMUNICATIONS SERVICE, INC – TRAFFIC SIGNAL UPGRADE**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **2-WAY COMMUNICATIONS SERVICE, INC – REPLACEMENT OF AUDIO RECORDER IN POLICE DISPATCH**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **MAST ROAD PUBLIC SAFETY COMMUNICATIONS UPGRADE PROJECT**
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **B20048 WAYFINDING AND INFORMATION SYSTEM - ADDITIONAL SCOPE OF WORK #1**
SPONSORED BY MAYOR CARRIER BY REQUEST
6. **B21015 WINTER SAND**
SPONSORED BY MAYOR CARRIER BY REQUEST
7. **TROJAN UV3000 PLUS LAMPS AND QUARTZ SLEEVES**
SPONSORED BY MAYOR CARRIER BY REQUEST
8. **PURCHASE OF KARL STORZ C-MAC VIDEO LARYNGOSCOPE AIRWAY PRODUCTS - SOLE SOURCE PURCHASE**
SPONSORED BY MAYOR CARRIER BY REQUEST
9. **GREAT BAY ESTUARY – RETENTION OF OUTSIDE LEGAL COUNSEL**
SPONSORED BY MAYOR CARRIER BY REQUEST
10. **APPROVAL OF LEASE AGREEMENT WITH ZA PIE SOCIETY**
SPONSORED BY MAYOR CARRIER BY REQUEST
11. **APPROVAL OF ACCEPTANCE OF DONATION BY NORTHEAST COLOR FOR WORK AND SUPPLIES FOR IMPROVING THE COMMUNITY TRAIL**
SPONSORED BY MAYOR CARRIER BY REQUEST



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COMMITTEE REPORTS

1. School Board
2. Planning Board
3. 400th Anniversary Committee
4. Appointments Committee
5. Arena Commission
6. Arts Commission
7. Conservation Commission
8. Downtown TIF Advisory Board
9. Energy Commission
10. **Heritage Commission**
11. **Legislative Liaison**
12. **Library Board of Trustees**
13. **McConnell Center Advisory Committee**
14. **Ordinance Committee**
15. **Parking Commission**
16. **Pool Advisory Committee**
17. **Recreation Advisory Board**
18. **Solid Waste Advisory Commission**
19. Transportation Advisory Commission
20. Waterfront TIF Advisory Board
21. City Council / School Board Collaborative Committee
22. Joint Building Committee – Dover High School and Regional Career Technical Center
23. COAST
24. Cocheco Waterfront Development Advisory Committee
25. Dover Main Street
26. Strafford Regional Planning Commission
27. Tri-City Homelessness Task Force

B. RESOLUTIONS

1. **EMERGENCY COLD WEATHER SHELTER**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B20036 MAIN STREET AND WASHINGTON STREET WATER IMPROVEMENTS**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **B21002 CONSTRUCTION OF CATCH BASIN AND WET WELL CLEANING TREATMENT**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **ACCEPTANCE OF COPS GRANT FOR CITY OF DOVER POLICE DEPARTMENT**
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **AUTHORIZATION TO APPROVE CITY-WIDE “ADOPT A BENCH” PROGRAM, DONATIONS AND PLACEMENT OF PLAQUES**
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 28, 2020)
SPONSORED BY MAYOR CARRIER BY REQUEST
6. **ADOPTION OF FISCAL YEAR 2022 – 2027 CAPITAL IMPROVEMENTS PROGRAM (CIP)**
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 28, 2020, WITH CITY COUNCIL VOTE OCCURRING ON NOVEMBER 18, 2020)
SPONSORED BY MAYOR CARRIER BY REQUEST



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- 7. APPROPRIATION FOR FY2022 CAPITAL IMPROVEMENTS PROGRAM (CIP) –
NON-DEBT FINANCED PROJECTS
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 28, 2020, WITH CITY
COUNCIL VOTE OCCURRING ON NOVEMBER 18, 2020)
SPONSORED BY MAYOR CARRIER BY REQUEST**
- 8. APPROPRIATION FOR FY2022 CAPITAL IMPROVEMENTS PROGRAM (CIP)
AND AUTHORIZATION FOR BONDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 28, 2020, WITH CITY
COUNCIL VOTE OCCURRING ON NOVEMBER 18, 2020)
SPONSORED BY MAYOR CARRIER BY REQUEST**

C. ORDINANCES IN 1ST READING

- 14. COUNCIL CORRESPONDENCE**
- 15. COUNCIL MATTERS OF INTEREST**
- 16. ADJOURN**

CITY MANAGER'S REPORT

October 14, 2020

Reporting On:
September 2020

By: J. Michael Joyal, Jr.
City Manager

Legal Department

Joshua Wyatt, City Attorney

The Office of General Legal Counsel provides legal support to the City Council, City Manager, city staff and volunteers on boards, commissions and committees of the City of Dover to assist efforts in providing services to our constituents and/or customers. In addition, legal support is also provided to the Dover School Board and Superintendent of Schools.

	For Month	FY21	FY20	FY19
Legal Matters/Questions Handled	61	162	466	342
Document Creation & Review Including Contracts	22	68	256	269
Right to Know Requests Processed	08	19	49	41
Resolutions	06	19	75	53
Ordinances	00	08	10	18

Customer Focused Outcomes: Right to Know

Pursuant to RSA 91-A, the following Right to Know requests were received this month:

- Dover, NH – Granite Posts
- CDS – 30 Grapevine Drive
- Armanda Analytics – High Ridge Apartments
- Armanda Analytics – Dunns Bridge Apartments
- School Board Election – Unit #11
- Foster's – PD Reports
- Wheelabrator Tech – Solid Waste Disposal

Product & Process Outcomes:
Assistance to City Departments

City Council	Attention to resolutions and ordinances as needed or requested by City Council; Assistance with Charter amendment/revision search; Assistance with RSA Chapter 91-A compliance questions as requested by City Council. Assistance with Charter amendment/revision research. Assistance with RSA chapter 91-A compliance questions as requested by City bodies/boards.
Community Services	Assistance with Great Bay Draft General Permit; Assistance with code enforcement; assistance with water/sewer issues; Public sewer issues; public sewer easements; procuring other easements; DES use restrictions on portion of City property; tree cutting request; Right-of-way clearing enforcement;
Executive	Assistance with personnel matters; New Hampshire Retirement matters;
Fire & Rescue	Assistance with compliance questions;
Finance	Prepare and review various contracts, track and file City claims with Primex; Assistance with collection issues;
Planning	Assistance with development related contracts; Assistance with ordinances and re-zoning; Assistance with possible enforcement issues; Assistance with lot line restoration requests; CDBG program and actions needed in light of COVID-19 funding; Refining checklists for acceptance of public ways and possible acceptance of other infrastructure located on private property (for public benefit)
Police	Assistance with code enforcement; other matters;
Public Library	No legal assistance needed.
Public Welfare	Compliance issues; Assistance with accommodating COVID-19 and other related issues for applicants; Assistance with property damage claim; CDC moratorium on evictions in relation to COVID-19;
Recreation	Assistance with certain leases; Assistance with LWCF grant matter;
School	Assistance with contract issues and compliance questions; Assistance with Dover High School questions about payment applications; Section 179D deduction request from HMFH (architect);
Committees	No legal assistance needed.

Financial Outcomes: Litigation

Opioid Epidemic Litigation: Retained services of Robbins Geller of Boca Raton, Florida for fraudulent marketing practices of pharmaceutical manufacturers. Suit filed in USCD in Concord. Case has been transferred to federal court in Ohio as part of a multi-district litigation consolidation.

McQuade Realty, Inc v. JAD Investments LLC & City: City Attorney filed an Answer and Appearance. File sent to outside counsel. Case is being put on track for new discovery and trial deadlines.

Little Tree Education, LLC et al v. City: Final order issued in September 2020 affirming the Superior Court and ZBA.

Mary Hebbard v. City of Dover, John & Karen Brough and Ryan Colbath: Served on City on 4.17.2019. Case is in general discovery. Trial is scheduled in October 2020. In February 2020, the City filed a partial motion for summary judgment; which is now believed to be fully briefed and awaiting decision.

Mary & Rick Hebbard v. City: Complaint filed in October 2019 concerning drainage in the Tanglewood subdivision. Case is in general discovery. The trial scheduled for November 2020 has been continued. No new trial notice has been received. A partial summary judgment motion was filed in April 2020 and is now believed to be fully briefed and awaiting decision.

City of Dover v. Bowers: Complaint filed by City Attorney in August 2020 for failure to pay the City for cost of construction work. After service of the lawsuit, the defendant tendered a check for the full amount due for the sewer connection work. Once (and assuming) that check clears, the lawsuit will be voluntarily dismissed.

Stergiou et. al. v. City of Dover: Planning Board appeal filed in August 2020 by certain abutters. The City accepted service in September 2020. The City Attorney is preparing an appearance and answer to the Complaint. The Planning Department is preparing the certified record. The applicant intends to intervene and become a party in the case, and has retained counsel.

Town of Durham et al v. Consolidated Communications: This PUC docket was initiated in July 2020. The City of Dover is a party and the City Attorney has appeared. Several Seacoast communities have filed a joint complaint about the backlog of "double poles" in their communities. These are poles that have been replaced, but the old pole has not yet been removed. A formal adjudication has commenced in the PUC. The first substantive hearing was held on October 6, 2020.

The use of outside counsel to handle specialty matters continues and consists of environmental matters and labor negotiations. There are a small number of attorneys hired on a variety of smaller matters.

Dover Business & Industrial Development Authority

by Daniel Barufaldi

Leadership & Governance Outcomes:

Summary:

The majority of the downtown restaurants (35) that closed down as a result the coronavirus epidemic or the government regulations put in place to combat its spread and resultant loss of life April to May have re-opened with outdoor table service and 100% inside seating capacity. The Governor's Pandemic Commission is now considering allowing restaurants to reduce the 6 foot social distancing requirement if they erect barriers between tables. This will allow restaurants to use their 100% capacity and help them to survive as winter weather approaches. Dover's unemployment rate went from 8% to 6.3% in September. One significant effect was the resurgence of the restaurant sector due to the extraordinary efforts of the City of Dover to provide outdoor table seating with delivery of water filled Jersey barriers, allowing overhead covers and parking space conversion where necessary. Dover now has 35 restaurants operating with the outdoor seating in place. At the end of September, most Dover restaurants were re-opening inside table service at 100% capacity and most wish to retain the outdoor seating until year-end and to subsequent years. The restaurant activity is important as the rest of the downtown retailers depend on Dover's 70 restaurants to bring people to Dover. Our airtime radio marketing campaign ended in August with I-Heart Media and with CGI Communications providing 6-7 Dover videos for "Dover is Re-opening for Business" media sites in September.

The stock market, though somewhat volatile in September, has shown enough strength to increase consumer spending and has raised people's confidence going forward. It is anticipated that some volatility will continue through Q3. We are all waiting to see what will happen with the cutoff of existing stimulus packages and the probability of another Federal stimulus bill and what form it will take. The durable goods sector reported some significant sales gains after the previous sales declines. Dealerships are trying to sell cars on line and are experiencing success. The manufacturing sector, including capital goods and aircraft related parts, continues to show declines including some major layoffs due to the economic paralysis engendered by the coronavirus in international trade and tourism and the Boeing MAX problems. Most downtown retailers are on reduced hours and staffing. Staffing firms reported a small but persistent rising tide of employment. Commercial real estate activity continues for projects already started, but new projects remain limited. Residential real estate markets saw some major increases in closed single family home sales at sustained high prices and multifamily residential apartment projects continue strong for the moment. Planned modest wage increases are gone and layoffs continue. Most recently the US economy was growing at a record pace (GDP growth at 2.6% over Q2, 2019 but declining to a recessionary state at least up to the beginning of the third quarter of 2020. Mortgage interest rates most recently declined slightly with the Federal Reserve near zero interest rates now a great value.

Selected Business Services:

Demand for consulting and advertising is down sharply over last year at this time. Software and IT services providers are experiencing a pause in activity. Some consolidation is now being experienced in the institutional healthcare sector. Wentworth Douglas Hospital's merger with Mass General and possibly Exeter is part of an overall consolidation trend in institutional healthcare. This is expanding the range of medical specialties available to the Dover market. WDH has opened a medical practice facility at the Pease Development Authority and has

another urgent care center planned on a Dover Point Road site. Portsmouth Regional Hospital has opened a stand-alone ER building at Exit 7 in Dover. Tele-med service is expanding and may become a more permanent segment of medical services after the pandemic abates. Wages, while historically up significantly in critical skill areas. Have flattened with the loss of elective procedures during the pandemic. Increased health insurance costs remain a concern with the uncertainty of the future reform of the Affordable Care Act and the challenge of being able to increase pricing to cover the increased cost.

Predictions for 2020 revenue growth in the services sector are now in doubt.

Commercial Real Estate:

Non-residential commercial real estate sales activity continued at about 70% of the previous rate locally, and with flat activity in the Portland markets and declines in Connecticut. Boston and Rhode Island markets in this period. New build costs for needed 20,000 SF – 30,000 SF manufacturing/ assembly/ warehouse/ office spaces at Enterprise Park are causing sticker shock for several prospects and delaying project initiation but with two breakthrough projects beginning to be considered this coming month. The lack of at site utilities on Innovation Way has limited the developments considering that location. Accelerator units of 1,200 – 2,500 SF are sorely needed to house small post startup companies to get underway and to grow in Dover. The Orpheum co-worker space will help alleviate this problem to a very small degree. Office leasing was non-existent this month. Land sales have tanked this month. The lending environment remains highly favorable to brave borrowers, with historically low interest rates but with somewhat tighter lending standards. The flow of investment capital declined for commercial lease properties across the Seacoast, sourced from private equity firms, pension funds, foreign investors, REITS and high net worth individuals. Leverage ratios are on the rise among some investors, but remain low in absolute terms. Local multi-family and mixed use construction remains active so far with local inventory in this category rising rapidly. The outlook remains cloudy across the region so far in this sector. Forecasts call for more uncertainty in fundamentals moving forward. Fiscal policy and uncertainty around the business and employment effects of the pandemic uncertainty at both the state and federal levels are causing a reluctance to commit assets until things calm down.

See Local Major Development Projects Section below.

Residential Real Estate:

Residential real estate markets are now contributing strong performance on the Seacoast. Home buyer confidence still appears to be there for higher priced homes which seems counter intuitive unless these are investments in non-monetary assets in anticipation of rising inflation as the Treasury prints money to pay off Federal deficits with cheap dollars. Completed sales of single family homes increased year-over-year in Q1 and Q2 but Q3 and Q4 unit sales in 2019 declined slightly and 2020 unit sales to date declined slightly due to lack of inventory. Rising prices are convincing sellers to put homes on the market. Median selling prices continue to rise locally and are up another 6.7% year-over-year 2019-2020. Condo sales though somewhat mixed regionally, are up slightly locally as well as condo pricing and pending sales. Median sale prices in NH and in Dover increased again in the period for single family homes to the \$367,000 range. Pending sales suggest the markets for high-end single family houses and condos will continue, though abated, throughout 2020 with a probable more significant pause in growth late in late 2020 or early 2021. Realtors are having more luck trying to sell homes on-line.

Manufacturing & Related Services:

Most local manufacturers supplying domestic markets are now reporting poor results with 85% reporting severe market weakness. One point-of-purchase systems supplier is experiencing sales decreases significant enough to require 80% layoffs. Local manufacturing has grown 400 jobs this year but this month Safran and Albany International announced some layoffs due to the airline problems mentioned above. ACLARA in Somersworth has closed the former GE meters plant and is changing their business model to outsource production. The Phase 1 Chinese trade agreement is not expected to have a substantive positive effect as tensions between the U.S. and China continue to mount. The one exception is some agricultural products being purchased to offset crops lost to flooding in China. Manufacturing firms reporting on inventory levels are citing higher levels. Most contacts in the manufacturing sector indicate that both staffing levels and wage growth are now in decline especially in the airplane parts business. Capital investment is stable locally except for some new builds being deferred due to building costs exceeding the value of the completed building at present and the corona virus effect. Foreign investment in the US is growing rapidly due to the uncertainties rampant in the Chinese, Brazilian, Venezuelan and European economies and the pro-business messages from the new administration. Some major capital spending projects are now delayed. The Silver Square development is now making Phase II progress on this \$50 million dollar development.

Regional manufacturers are now governed by caution and uncertainty.

Labor demand has been strong in IT and software, electronics, engineering, quality assurance tech and legal skills. This is expected to change shortly as manufacturers deal with reduced demand. Talks with the Chamber of Commerce Education Committee, Dover high School CTC, Great Bay Community College, Somersworth High School CTC and UNH for BIZEDConnect have now resumed. Recent reductions in the NH BPT and EPT are being maintained by the Governor's veto so far. The FY2020 property tax increase, with the tax cap budget from the School District, is causing concern at several local businesses when combined with high electric energy costs and water processing costs and their concerns about their survivability.

Retail & Tourism:

Due to the limits on gatherings necessitated by the pandemic and the fear surrounding it, local retail and tourism activities are highly curtailed. Local hotels have gone from an occupancy rate of just under 90% to 30% occupancy and several postponed weddings. On-line shopping has, to some extent, prospered due to the brick and mortar retail closings. Many regional malls are being repurposed to other uses and many national/international retail chains have closed in the US, Canada and worldwide. Many large retailers are making infrastructure investments to participate more fully in on-line sales with on-site drive through pick up points. It is anticipated that some of the big box chain stores in neighboring municipalities will close when their leases expire.

Local retailers and all local businesses have been informed of the recent SBA Emergency loans and grants programs, SELF Program and most recently, the GAP Program, and NH Chamber Relief Program as well as the DoverCARES Emergency Loan Fund.

Employment and Wages:

Local labor market pressure collapsed with the widespread business closures and layoffs. It is estimated by EMSI Data Analytics that of Dover's 6.3% unemployment rate, 5.1% is directly related to the effects of COVID-19. Wages for wait staff and experienced retail workers have begun to move upward but the \$600 a week addition

to unemployment checks was pulling wait staff out of the labor market as they make a lot more money staying home. Unless extended by Congress, it is gone for the moment and did not exceed \$300 extra per week in the subsequent presidential executive order. It is anticipated that when that expires, further reductions in the unemployment rate will ensue.

In the higher skill set categories, doctors, paramedics, physician's assistants and nurses are no longer in short supply as elective procedures were suspended in anticipation of COVID-19 surges that didn't materialize in the magnitude anticipated in NH. NH hospitals are in deficit and some doctor and nurse layoffs are expected as elective procedures are back on track again locally but not in heavily infected states.

Local Major Development Projects:

- First Street Development Phase 2 (River Mark) is nearing completion.
- Third Street Development (Changing Places) is nearing completion.
- Silver Square Development: Phase 1 completion, Phase 2 underway.
- 49,000 SF at 27 Production Drive I reported to have a buyer..
- Cathartes Project (Orpheum completing occupancy).
- Well over \$100,000,000 in Dover development underway.
- Enterprise Park Developments suffering from "sticker shock" for new builds. Two projects expected to begin in 2020.
- Fosters Building sold for \$1.5 million / Kostis Brothers (renovation in process).
- The Old courthouse Building on First and 2nd may have a buyer shortly.
- 6 Grove St. Project is underway but paused.
- The Fosters building on Venture Dr has a buyer.
- Birch Hill Armory on Industrial Park Dr. is nearing completion
- The H. Morris building on Venture Dr.
- Several mixed use and multi-family residential projects are at the TRC stage and heading for Planning Board approval.

Parking Division

Meter Activity

	August 2020	August 2019	August 2018
Meter Transactions	31,965	44,511	45,337
Income from Meters - Total	\$56,049	\$66,377	\$61,319
Income from Meters – Parking Garage	\$4,449	\$6,563	\$4,769
Meter Days	26	22	23
Average Meter Transactions Per Day	1,257	2,023	1,971

	Fiscal YTD 2021	Fiscal Year 2020	Fiscal Year 2019
Meter Transactions	63,867	442,999	466,721
Income from Meters - Total	\$111,471	\$792,054	\$648,806
Meter Days	52	292	249
Average Meter Transactions Per Day	1,228	1,517	1,874

Electric Vehicle Charging Stations

Month	Number of Times Charging Stations Used	Amount Added to Parking Activity Fund
August 2019	18	\$44.00
September 2019	38	\$188.00
October 2019	32	\$140.00
November 2019	23	\$87.00
December 2019	28	\$102.00
January 2020	25	\$82.00
February 2020	31	\$94.00
March 2020	23	\$85.00
April 2020	02	\$6.00
May 2020	05	\$17.00
June 2020	08	\$21.00
July 2020	05	\$28.00
August 2020	31	\$88.00

COAST

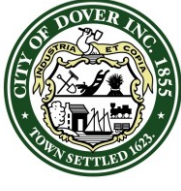
Ridership Activity

New Coast routes began end of June 2020. Those pertaining to Dover are below:

Month	Route 1 Dover/Somersworth/ Berwick	Route 13 Dover/Somersworth	Route 33 Downtown Dover/County Complex/Portland Ave	Route 34 Downtown Dover/Knox Marsh Rd
July 2020	3,103	2,313	965	133
August 2020	2,812	2,484	891	178

The City Manager's Office received Dover's quarterly COAST invoice for the current fiscal year. A credit of \$21k against the invoice was provided by COAST due to services that were reduced and/or unable to be provided this past fiscal year due to the COVID pandemic.

J. MICHAEL JOYAL, JR.
CITY MANAGER

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1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Muffett-Lipinski led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Carrier, Deputy Mayor Ciotti, Councilor Cullen, Councilor Muffett-Lipinski, Councilor O'Connor, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.

Absent: Councilor Manley

Also Present: City Manager Joyal, City Attorney Wyatt, and City Clerk Mistretta.

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Ciotti moved to add two Resolutions:

13.A.9.: B19085 Varney Brook Pump Station upgrades with T. Buck Construction, Inc. additional scope of work #2

13.A.10.: Donation of Five Chromebooks to Dover Police Department

Deputy Mayor Carrier moved to approve the Agenda as amended; seconded by Councilor Muffett-Lipinski.

Roll Call Vote: 8/0.

7. PUBLIC HEARINGS

A. APPROVAL OF TREE CUTTING ON OLD GARRISON ROAD

SPONSORED BY MAYOR CARRIER BY REQUEST

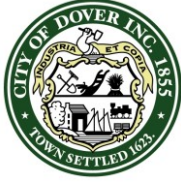
John Brough, 240 Old Garrison Road: He spoke in favor of the Resolution.

Mayor Carrier, seeing no one else wishing to speak, closed the Public Hearing.

8. CITIZEN'S FORUM

Taxpayers, Business owners, and Residents are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

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Gil Tolley, 31C Dover Street: Spoke in favor of mask requirements and urged the Council to make it a mandate in the City.

NH Senator David Watters, 19 Maple Street: He spoke about criminal justice reform and racial justice.

William Baber, 5 Gerrys Lane, Energy Commission Chairperson: He spoke about the letter sent to the Council from the Energy Commission.

Mayor Carrier, seeing no one else wishing to speak, closed the Citizen's Forum.

Councilor Muffett-Lipinski left the Meeting.

9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report in writing. He discussed the drought situation and said the City is not issuing fire permits at this time. He answered questions regarding trash bag quality, solar panels at the Dover High School, and Halloween activities.

Deputy Mayor Ciotti moved to accept the City Manager's Report; seconded by Councilor Shanahan.

Roll Call Vote: 7/0.

10. APPROVAL OF MINUTES

A. September 9, 2020

Deputy Mayor Ciotti moved to approve the Minutes; seconded by Councilor Williams.

Roll Call Vote: 7/0.

11. MAYOR'S REPORT

Mayor Carrier discussed the Fidelity Group and the need for a shelter. He said they have temporarily secured the former Care Pharmacy in Rochester. He gave an overview of the Cochecho Waterfront development. He said the Dover Leadership Academy is starting on October 8, 2020.

Mayor Carrier asked about the tree replacements in the downtown area.

Community Services Director Storer said the tree replacements have been put on hold due to the drought.

Deputy Mayor Ciotti moved to accept the Mayor's Report; seconded by Councilor Williams.

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CITY COUNCIL - MINUTES											
Meeting Type:	Regular Meeting										
Meeting Location:	City Hall, Council Conference Room										
Meeting Date:	Wednesday, September 23, 2020										
Meeting Time:	7:00 pm										

Roll Call Vote: 7/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. APPROVAL OF TREE CUTTING ON OLD GARRISON ROAD

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Cullen.

City Manager Joyal gave an overview of the Resolution to the Council.

Roll Call Vote: 7/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. PARADE – Dover Knights of Columbus Council #807

2. RAFFLE – First Parish Church

3. OFFICE SUPPLY AND CONSUMABLE ITEMS PURCHASED THROUGH W.B. MASON

SPONSORED BY MAYOR CARRIER BY REQUEST

4. B21013 SEGREGATION AND RECYCLING OF CONSTRUCTION AND DEMOLITION DEBRIS

SPONSORED BY MAYOR CARRIER BY REQUEST

5. APPROVAL OF LEASE AGREEMENT WITH COURT APPOINTED SPECIAL ADVOCATES OF NEW HAMPSHIRE, INC. (C.A.S.A.)

SPONSORED BY MAYOR CARRIER BY REQUEST

6. APPROVAL OF LEASE AMENDMENT FOR REACH FOR THE TOP THERAPY SERVICES

SPONSORED BY MAYOR CARRIER BY REQUEST

7. ACCEPTANCE OF EASEMENT FROM OWNER OF TAX MAP 15, LOT 15-1 (108 RUTLAND STREET)

SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Conference Room**
Meeting Date: **Wednesday, September 23, 2020**
Meeting Time: **7:00 pm**

8. SUR CONSTRUCTION ADDITIONAL SCOPE OF WORK FOR CONDUIT INSTALLATION FISHER STREET TO RUTLAND STREET/CENTRAL AVENUE
SPONSORED BY MAYOR CARRIER BY REQUEST

9. DONATION OF FIVE CHROMEBOOKS TO DOVER POLICE DEPARTMENT
SPONSORED BY MAYOR CARRIER BY REQUEST

10. B19085 VARNEY BROOK PUMP STATION UPGRADES WITH T. BUCK CONSTRUCTION, INC. ADDITIONAL SCOPE OF WORK #2
SPONSORED BY MAYOR CARRIER BY REQUEST

COMMITTEE REPORTS

- | | |
|---|---|
| 1. School Board | 16. Pool Advisory Committee |
| 2. Planning Board | 17. Recreation Advisory Board |
| 3. 400th Anniversary Committee | 18. Solid Waste Advisory Commission |
| 4. Appointments Committee | 19. Transportation Advisory Commission |
| 5. Arena Commission | 20. Waterfront TIF Advisory Board |
| 6. Arts Commission | 21. City Council / School Board Collaborative Committee |
| 7. Conservation Commission | 22. Joint Building Committee – Dover High School and Regional Career Technical Center |
| 8. Downtown TIF Advisory Board | 23. COAST |
| 9. Energy Commission | 24. Cocheco Waterfront Development Advisory Committee |
| 10. Heritage Commission | 25. Dover Main Street |
| 11. Legislative Liaison | 26. Strafford Regional Planning Commission |
| 12. Library Board of Trustees | 27. Tri-City Homelessness Task Force |
| 13. McConnell Center Advisory Committee | |
| 14. Ordinance Committee | |
| 15. Parking Commission | |

Deputy Mayor Ciotti moved for the adoption of the Consent Calendar; seconded by Councilor O'Connor.

Roll Call Vote: 7/0.

Deputy Mayor Ciotti gave an overview of the Planning Board Report to the Council.

Deputy Mayor Ciotti moved to accept the Planning Board Report; seconded by Councilor O'Connor.

Roll Call Vote: 7/0.

Mayor Carrier gave an overview of the Dover 400th Anniversary Committee Report to the Council.

Deputy Mayor Ciotti moved to accept the Dover 400th Anniversary Committee Report; seconded by Councilor Shanahan.

Roll Call Vote: 7/0.

Deputy Mayor Ciotti gave an overview the Appointments Committee Report to the Council and recommended the following appointment:

Ellen (Brooks) Ianello – alternate to regular member on the Planning Board.

He discussed the other interviews for the Equality Committee and the Stormwater Committee.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Regular Meeting Meeting Location: City Hall, Council Conference Room Meeting Date: Wednesday, September 23, 2020 Meeting Time: 7:00 pm
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Deputy Mayor Ciotti move to accept the Appointments Committee Report; seconded by Councilor O'Connor.
Roll Call Vote: 7/0.

Councilor O'Connor gave an overview of the Arena Commission Report to the Council.
Deputy Mayor Ciotti moved to accept the Arena Commission Report; seconded by Councilor Williams.
Roll Call Vote: 7/0.
Councilor Shanahan gave an overview of the Waterfront TIF Advisory Board Report to the Council.
Deputy Mayor Ciotti moved to accept the Waterfront TIF Advisory Board Report; seconded by Councilor Shanahan.
Roll Call Vote: 7/0.

Councilor Shanahan gave an overview of the Ordinance Committee Report to the Council.
Deputy Mayor Ciotti moved to accept the Ordinance Committee Report; seconded by Councilor Shanahan.
Roll Call Vote: 7/0.

Councilor Williams gave an overview of the Conservation Commission Report to the Council.
Deputy Mayor Ciotti moved to accept the Conservation Commission Report; seconded by Councilor Williams.
Roll Call Vote: 7/0.

Councilor Thibodeaux gave an overview of the Energy Commission Report to the Council.
Deputy Mayor Ciotti moved to accept the Energy Commission Report; seconded by Councilor O'Connor.
Roll Call Vote: 7/0.

B. RESOLUTIONS

1. B14074 PROFESSIONAL ENGINEERING SERVICES FOR WATER SYSTEM FACILITY UPGRADES PHASE II ADDITIONAL SCOPE OF WORK #13 SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Cullen.
Community Services Director Storer gave an overview of the Resolution to the Council.
Roll Call Vote: 7/0.

Councilor O'Connor moved to suspend the rules to add another item to the Agenda; seconded by Councilor Shanahan.
Roll Call Vote: 7/0.

2. AUTHORIZATION TO ACCEPT CONDUIT EASEMENT FROM OWNERS OF TAX MAP 15, LOTS 40-A AND 21-22

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY COUNCIL - MINUTES</th></tr> <tr> <td>Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>City Hall, Council Conference Room</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, September 23, 2020</td></tr> <tr> <td>Meeting Time:</td><td>7:00 pm</td></tr> </table>	CITY COUNCIL - MINUTES		Meeting Type:	Regular Meeting	Meeting Location:	City Hall, Council Conference Room	Meeting Date:	Wednesday, September 23, 2020	Meeting Time:	7:00 pm
CITY COUNCIL - MINUTES											
Meeting Type:	Regular Meeting										
Meeting Location:	City Hall, Council Conference Room										
Meeting Date:	Wednesday, September 23, 2020										
Meeting Time:	7:00 pm										

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor O'Connor.
Roll Call Vote: 7/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

Councilor Williams moved to place Mr. Baber's letter from the Energy Commission on file;
seconded by Councilor O'Connor.
Roll Call Vote: 7/0.

Councilor Shanahan moved to place the letter from Community Action Partnership on file;
seconded by Councilor Williams.
Roll Call Vote: 7/0.

15. COUNCIL MATTERS OF INTEREST

Councilor O'Connor recognized all City staff for all the adjustments being made during the COVID-19 pandemic.

Councilor Williams talked about having an auto-reply message for Council-All email messages. She said the Turkey Trot will be held virtually this year. She spoke about preparing for situations and challenges.

Deputy Mayor Ciotti recognized Councilor Muffett-Lipinski for her moving video series.

16. ADJOURN

Deputy Mayor Ciotti moved to adjourn; seconded by Councilor O'Connor.
Roll Call Vote: 7/0.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2020.10.14 – 157**
Resolution Re: B19019 Traffic Signal Repairs and Maintenance – GRIDSMART
Video Detection System

- WHEREAS: A sealed Request for Bid #B19019 was issued and received for Traffic Signal Repairs on November 7, 2018 at 2:00 PM for a one-year agreement with option to renew an additional three subsequent years contingent upon funding appropriation and vendor satisfaction; and
- WHEREAS: One response was received and reviewed for necessary experience, skills, project understanding, approach and ability to comply with proposed scope of services. An hourly rate was offered by Electric Light Company, Inc. of \$140.00 for technician per hour, as well as other rates for miscellaneous rate that include bucket truck for \$195.00 per hour and was approved via City Council resolution [R-2018.11.14-147](#); and
- WHEREAS: The City is currently in its second year with this vendor and has requested pricing information for the supply and installation of GRIDSMART video detection systems to be updated or replaced at various intersections on an as requested basis by the City. Lump sum pricing for a 1-camera system is \$23,020, a 2-camera system is \$26,234, updating existing video detection system to GRIDSMART processor is \$16,220, a Type 1 Installed Traffic Controller is \$3,910, and a Type 2 Installed Traffic Controller is \$4,275; and
- WHEREAS: Electric Light Company, Inc. is the sole source provider for GRIDSMART solutions in the state of NH, it is the recommendation to award to current vendor Electric Light Company, Inc. at the rates listed above and in conjunction with Bid #B19019.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Electric Light Company, Inc. of Cape Neddick, ME for the supply and installation of GRIDSMART video detection systems at rates listed above and in conjunction with Bid #B19019. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4730.00000.00	Improvements o/t Buildings	90,000.00	89,050.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2020.10.14 – 157**
Resolution Re: B19019 Traffic Signal Repairs and Maintenance – GRIDSMA^{RT}
Video Detection System

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2020.10.14 – 157**
Resolution Re: B19019 Traffic Signal Repairs and Maintenance – GRIDSMART
Video Detection System

RESOLUTION BACKGROUND MATERIAL:

The City has approximately Thirty Five (35) signalized traffic control intersections that have occasional need for professional repair/maintenance services due to various malfunctions of one type or another. More often than not, repairs are required due to damage incurred as the result of a motor vehicle accident of some type. Due to the nature and function of the equipment needing repairs, timely responsiveness and corrective action are critical to alleviate potential vehicle traffic jams and to insure safe vehicular and/or pedestrian flow. Services are mostly of an “as needed” nature but there are occasions when scheduled work will be requested.

The City is currently in its second year with this vendor and has requested pricing information for the supply and installation of GRIDSMART video detection systems to be updated or replaced at various intersections on an as requested basis by the City. Lump sum pricing for a 1-camera system is \$23,020, a 2-camera system is \$26,234, updating existing video detection system to GRIDSMART processor is \$16,220, a Type 1 Installed Traffic Controller is \$3,910, and a Type 2 Installed Traffic Controller is \$4,275.

Bid Information:

A sealed Request for Bid #B19019 was issued and received for Traffic Signal Repairs on November 7, 2018 at 2:00 PM.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	69	Number of Responses:	1
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One year	Estimated Delivery:	As needed
Recommended Award to:	Electric Light Company, Inc.	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B19019 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2020.10.14 – 158**
Resolution Re: 2-Way Communications Service, Inc – Traffic Signal Upgrade

WHEREAS: The City has had significant upgrades to traffic signals and has utilized the services of 2-Way Communications Service, Inc. to provide the network link required after the installation of the new video detection systems at various intersections throughout the City; and

WHEREAS: The City received a proposal from 2-Way Communications Service, Inc. outlining cost and scope of work to provide the equipment and installation for the network link of the pending installation of GRIDSMA^{RT} video detection systems at 6th Street/Venture and 6th Street/Indian Brook in the amount of \$12,388.04; and

WHEREAS: It is the recommendation to award to 2-Way Communications Service, Inc. at the amount listed above; and

WHEREAS: Per 5-28.B, Competitive Bidding Purchase; Waiver: Competitive bidding may be waived by a majority vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to 2-Way Communications Services, Inc. of Portsmouth, NH for equipment and installation of the network link of the pending installation of GRIDSMA^{RT} video detection systems at 6th Street/Venture and 6th Street/Indian Brook in the amount not to exceed \$12,388.04. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4730.00000.00	Improvements o/t Buildings	90,000.00	89,050.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2020.10.14 – 158**
Resolution Re: 2-Way Communications Service, Inc – Traffic Signal Upgrade

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2020.10.14 – 158**
Resolution Re: 2-Way Communications Service, Inc – Traffic Signal Upgrade

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has a significant investment in recent upgrades to its traffic signal performance in part through a NHDOT grant where new GRIDSMAST video detection systems have replaced existing loop in various locations throughout the City. In an effort to continue to move forward, the City has begun to allocate resources to begin to upgrade locations not funded by the NHDOT grant, starting at 6th Street/Venture and 6th Street/Indian Brook.

Bid Information:

Per 5-28.B, Competitive Bidding Purchase; Waiver: Competitive bidding may be waived by a majority vote of the City Council.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	As Needed
Recommended Award to:	2-Way Communication Services, Inc.	Fund:	General Fund
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2020.10.14 – 159**
Resolution Re: 2-Way Communications Service, Inc – Replacement of
Audio Recorder in Police Dispatch

WHEREAS: The City of Dover Police Department Communications Bureau is responsible for all emergency and non-emergency public safety dispatching within the City of Dover, and as a manufacturer's representative of EXACOM products, 2-Way Communications Service, Inc. is the only vendor to provide products, local service and support in the NH area; and

WHEREAS: The City received a proposal from 2-Way Communications Service, Inc. for the replacement of the existing audio recorder with an EXACOM Hindsight-H4 audio recorder in the amount of \$29,474.45; and

WHEREAS: Due to the age of existing equipment and its lack of performance and reliability, it is the recommendation to award to 2-Way Communications Service, Inc. as outlined; and

WHEREAS: Per 5-29.F Exemptions to Competitive Bidding: Sole Source purchases where the proposed purchase is manufactured or provided by only one entity.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to 2-Way Communications Service, Inc. of Portsmouth, NH for an EXACOM Hindsight-H4 audio recorder in the amount not to exceed \$29,474.45. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.210.42180.4745.00000.00.	Police - Computers & Communications Equip	123,418	123,418

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2020.10.14 – 159**
Resolution Re: 2-Way Communications Service, Inc – Replacement of
Audio Recorder in Police Dispatch

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2020.10.14 – 159**
Resolution Re: 2-Way Communications Service, Inc – Replacement of
Audio Recorder in Police Dispatch

RESOLUTION BACKGROUND MATERIAL:

The City of Dover Police Department Communications Bureau is responsible for all emergency and non-emergency public safety dispatching within the City of Dover. A vital piece of communications equipment that allows for the safe and timely dispatching of calls for service is an EXACOM audio recorder. This piece of equipment records public safety radio communications as well as telephone calls received by the Communications Bureau. The existing audio recorder is over 10 years old making it unserviceable, does not have the capacity to record all necessary public safety channels, and cannot record tactical fire or police frequencies, which are used during disasters, structure fires or critical police incidents. The requested new EXACOM Hindsight-H4 recorder will increase citizen, firefighter and police officer safety.

The proposed EXACOM Hindsight-H4 recorder will increase recording input from 8 to 32 sources allowing for additional channels to be recorded improving the tracking and deployment of police department and fire department resources, increasing citizen, firefighter and police officer safety.

The purchase of a new audio recorder directly impacts operational efficiency, safety, and customer service for both the Dover Police and Dover Fire Department and is recommended by both the Chief of Police and Fire Chief.

Bid Information:

No bid solicitation as this is a sole source purchase.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	As needed
Recommended Award to:	2-Way Communications Services, Inc.	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2020.10.14 – 160**
Resolution Re: Mast Road Public Safety Communications Upgrade Project

- WHEREAS: The National Association of State Procurement Offices (NASPO ValuePoint) is a State Government Cooperative Purchasing Group that has established several procurement contracts through bid solicitations. One such contract is Public Safety Communication Equipment; and
- WHEREAS: NASPOVP has awarded an agreement (NASPOVP# 06913) to Motorola Solutions, Inc. for such equipment. The pricing terms and conditions are extended to non-profits, counties, cities, and towns. The state of New Hampshire has signed a participating addendum #8001937; and
- WHEREAS: The City wishes to utilize this NASPOVP agreement for the purchase of upgrading specific infrastructure related to public safety radio communications utilizing the funding approved in the FY2021 CIP. The City has received a proposal from Motorola Solutions, Inc. for the equipment and installation in the amount of \$64,722.10; and
- WHEREAS: The City has had significant upgrades to its public safety radio communications and 2-Way Communications Service, Inc. has been the vendor that has performed equipment installation and set-up services; and
- WHEREAS: Additional items required to complete the upgrade of the Mast Road Public Safety Communications project, 2-Way Communications Service, Inc., has provided a proposal for a replacement cabinet to house the new equipment, as well as an additional camera on the Mast Road tower in the total amount of \$34,483.28; and
- WHEREAS: Per 5-29.B, Exemptions to Competitive Bidding: Purchases made through the State of New Hampshire, other governmental agencies, or cooperative buying groups. The Purchasing Agent may, with approval by the City Manager, waive bidding procedures when purchasing can be accomplished through the State of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups; and
- WHEREAS: Per 5-28.B, Competitive Bidding Purchase; Waiver: Competitive bidding may be waived by a majority vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Motorola Solutions, Inc. in the amount not to exceed \$64,722.10 and to 2-Way Communications Service, Inc. in the amount of \$34,483.28 for infrastructure related to the public safety radio communications upgrade. The City Manager, or designee, is hereby authorized to contract with the vendors, consistent with the Purchase Orders authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.210.42180.4745.00000.00.	Police - Computers & Communications Equip	123,418	123,418
3216.1.210.42160.4681.00000.00.	Minor Equip, Furniture & Fixtures	6,208	6,208

R-2020.10.14 Mast Road Public Safety Communications

Document Created by: Purchasing

Upgrade Project.doc

Document Posted on: October 8, 2020

Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2020.10.14 – 160**

Resolution Re: Mast Road Public Safety Communications Upgrade Project

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2020.10.14 – 160**

Resolution Re: Mast Road Public Safety Communications Upgrade Project

RESOLUTION BACKGROUND MATERIAL:

The City of Dover maintains an extensive public safety communications network that includes communications towers, specific radio receiving and transmitting equipment, as well as other essential public safety communications equipment. Over the last several years the City has invested over one million dollars to enhance the public safety network.

This purchase will upgrade specific infrastructure related to public safety radio communications that will enhance fire fighter and police officer safety by upgrading infrastructure related to public safety radio communications at the Mast Road tower location. As part of the overall public safety communications network, the Mast Road tower is used to provide public safety radio reception to a portion of the city. The updated equipment will strengthen radio signals in that part of the city by converting the 'receive only' site into a 'transmit and receive' site. Additionally, currently at the Mast Road location, public safety radio equipment is housed in small metal cabinet. This project will replace the cabinet with a larger outdoor rated shelter that would increase the likelihood of the equipment surviving a major weather event.

The Mast Road tower simulcast conversion directly impacts operational efficiency, safety, and customer service for both the Dover Police and Dover Fire Departments and is recommended by both the Chief of Police and Fire Chief.

Bid Information:

Per 5-29.B, Exemptions to Competitive Bidding: Purchases made through the State of New Hampshire, other governmental agencies, or cooperative buying groups. The Purchasing Agent may, with approval by the City Manager, waive bidding procedures when purchasing can be accomplished through the State of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

Per 5-28.B, Competitive Bidding Purchase; Waiver: Competitive bidding may be waived by a majority vote of the City Council.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	As needed
Recommended Award to:	Motorola Solutions, Inc. and 2-Way Communications Services, Inc.	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2020.10.14 – 161**

Resolution Re: B20048 Wayfinding and Information System – Additional
Scope of Work #1

- WHEREAS: A sealed Request for Proposal #B20048 was issued and received for a city-wide wayfinding and information system on March 31, 2020 at 1:30 PM; and
- WHEREAS: Six proposals were received with the low bid being submitted by Geograph Industries, Inc. in the amount of \$259,736.00 which was approved via City Council resolution [R-2020.04.08-056](#); and
- WHEREAS: The City received Additional Scope of Work #1 in the amount of \$32,132.00 for attic stock for future use as needed, as well as additional park signs including installation in the amount of \$121,500.00 for a total of \$153,632.00 in conjunction with the Wayfinding and Information System bid #B20048.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order for Additional Scope of Work #1 to Geograph Industries, Inc. for attic stock and additional installed park signs in the total amount of \$153,632.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4020.1.300.43122.4744.03113.20	Furniture & Fixtures	440,000	112,924
4021.1.180.43122.4751.03340.21	Downtown Traffic Efficiency Improvements	1,400,000	1,400,000

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2020.10.14 – 161**

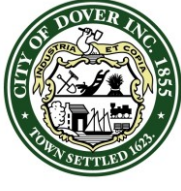
Resolution Re: B20048 Wayfinding and Information System – Additional
Scope of Work #1

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.A.5. Resolution Number: R – 2020.10.14 – 161 Resolution Re: B20048 Wayfinding and Information System – Additional Scope of Work #1
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RESOLUTION BACKGROUND MATERIAL:

The City requested proposals via sealed Bid #B20048 from vendors to provide the fabrication and installation of a city-wide wayfinding and information system. Geograph Industries, Inc. was selected on April 8, 2020 in the amount of \$259,736.00 via City Council resolution [R-2020.04.08-056](#).

Additional Scope of Work #1 is being requested for attic stock for future use as needed, as well as additional park signs including installation in conjunction with the Wayfinding and Information System bid #B20048 in the total amount of \$153,632.00. New contract total \$413,368.00.

Award Information:

A purchase order will be issued to Geograph Industries, Inc. to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	117	Number of Responses:	6
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	No
Prices will hold for:	Until complete	Estimated Delivery:	As needed
Recommended Award to:	Geograph Industries, Inc.	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B20048 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2020.10.14 – 162**
Resolution Re: **B21015 Winter Sand**

WHEREAS: A sealed Request for Bid #B21015 was received for Winter Sand on September 24, 2020 at 2:00 p.m. Pricing was requested by the City from qualified vendors to provide winter sand on an as-needed basis; and

WHEREAS: The City received one response which was reviewed for necessary qualifications, experience in the ability to deliver and provide product as requested, and cost. It is the recommendation to accept the proposal submitted by Brox Industries, Inc. of Dracut, MA for winter sand to be delivered at \$27.65 per cubic yard or \$19.75 per ton, and to be picked up at \$22.40 per cubic yard or \$16.00 per ton.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Brox Industries, Inc. of Dracut, MA for the delivery or pick up of winter sand at rates provided in conjunction with Bid #B21015. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43125.4612.00000.00	CS Snow Removal Operating Supplies	256,357.00	37,432.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2020.10.14 – 162**
Resolution Re: **B21015 Winter Sand**

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2020.10.14 – 162**
Resolution Re: **B21015 Winter Sand**

RESOLUTION BACKGROUND MATERIAL:

During a difficult winter season, the City may use as much as 2,000 cubic yards of sand to increase traction on icy roads and sidewalks.

Winter sand as specified shall be clean, dry sand of hard, durable, sharp-grained particles free from vegetable or organic matter, lumps, or balls of clay or other deleterious substances.

The vendor will also supply, as requested, a sieve analysis that demonstrates proposed material meets the gradation requirements noted. The gradation shall meet the grading requirements as follows:

- 3/8 inch 100%
- #4 80-100%
- #50 0-35%
- #200 0-3%

Prior year rates were \$16.70 per cubic yard and \$12.37 per ton delivered, and \$11.64 per cubic yard and \$8.62 per ton picked up.

Bid Information:

A Sealed Request for Bid #B21015 was issued and received for winter sand, delivered or picked up, as needed on September 24, 2020 at 2:00 pm.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	113	Number of Responses:	1
Warranty:	None	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	One Year from NOA	Estimated Delivery:	As Needed
Recommended Award to:	Brox Industries, Inc.	Fund:	Snow Removal
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B21015 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2020.10.14 – 163**

Resolution Re: Trojan UV3000 Plus Lamps and Quartz Sleeves

- WHEREAS: In 2005, an Ultra Violet Light Disinfection System was installed at the Waste Water Treatment Plant at a cost of \$671,500.00. When the Trojan UV3000 Plus lamps reach 12,000 hours of use, they need replacement; and
- WHEREAS: Trojan Technologies Group, ULC provided an Equipment Performance Guarantee stating the system will meet the required level of germicidal output provided that said system is operated and maintained in accordance with the Operations and Maintenance Manual and recommendations made by Trojan Technologies; and
- WHEREAS: The City received a quote from the direct manufacturer of the products, Trojan Technologies Group, ULC, offering pricing for ninety-four (94) Trojan UV3000 Plus lamps at \$273.00 each and two hundred thirty (230) Trojan Quartz Sleeves at \$102.00 each plus estimated freight of \$791.14 for a total cost of \$49,913.14; and
- WHEREAS: Per 5-33.H Competitive Bidding Procedure: The competitive bid procedure may be waived by a majority vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Trojan Technologies Group, ULC of Ontario, Canada for Trojan UV3000 Plus lamps and Sleeves in the amount not to exceed \$49,913.14. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5320.1.300.43256.4652.00000.00	Maint. Supplies Impr o/t Bldgs	125,000	110,623

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2020.10.14 – 163**

Resolution Re: Trojan UV3000 Plus Lamps and Quartz Sleeves

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2020.10.14 – 163**

Resolution Re: Trojan UV3000 Plus Lamps and Quartz Sleeves

RESOLUTION BACKGROUND MATERIAL:

A Trojan UV3000 Plus is in operation at the Waste Water Treatment Plant. When installed, Trojan Technologies provided an Equipment Performance Guarantee stating the system will meet the required level of germicidal output provided that said system is operated and maintained in accordance with the O & M Manual and recommendations made by Trojan Technologies. They also provide the City of Dover free access to 24/7 technical support and a free recycling program for expired lamps.

In order to maintain this guarantee and services the following conditions must be met:

- The Trojan system must be operated and maintained in accordance with the O&M manual, including prescribed regular maintenance.
- Only Trojan approved and validated replacement parts are used in system.
- Technical field service for system is supervised or provided by Trojan Certified Service Technician.

Failure to use Trojan replacement parts voids the warrantee and technical support could be refused until conditions are met.

Bid Information:

On November 29, 2006, [Bid #B07024](#) was issued requesting pricing and availability of the Trojan UV3000+ Series. Three responses were received with The Maher Corp. quoting validated components and two vendors that did not.

Prior year purchases were made through Maher Corporation as the manufacturer's representative. The City will now order directly through Trojan UV, a division of Trojan Technologies Group, ULC.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	12,000 hours	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	N/A
Prices will hold for:	October 29, 2020	Estimated Delivery:	2 weeks
Recommended Award to:	Trojan Technologies Group, ULC	Fund:	Sewer Fund
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase amount exceeds the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2020.10.14 – 164**

Resolution Re: Purchase of Karl Storz C-MAC Video Laryngoscope Airway Products - Sole Source Purchase

WHEREAS: The City received a quote from Karl Storz Endoscopy-America, Inc for two C-MAC Video Laryngoscope units and accessories in the amount of \$36,871.24; and

WHEREAS: Karl Storz Endoscopy-America, Inc. is the manufacture of the units, thereby creating a sole source purchase. The unit is the same model being used by Wentworth-Douglass Hospital; and

WHEREAS: Funds for this purchase have been approved through the State of NH Department of Justice Coronavirus Emergency Supplemental Funding Program; and

WHEREAS: Per 5-29.F Exemptions to Competitive Bidding: Sole Source purchases where the proposed purchase is manufactured or provided by only one entity.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Karl Storz Endoscopy-America, Inc. of El Segundo, CA for two C-MAC video laryngoscope units and accessories in the amount not to exceed \$36,871.24. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
2210.1.220.42220.4741.02280.20	Machinery & Equipment	84,090.63	84,090.63

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2020.10.14 – 164**
Resolution Re: Purchase of Karl Storz C-MAC Video Laryngoscope Airway
Products - Sole Source Purchase

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2020.10.14 – 164**
Resolution Re: Purchase of Karl Storz C-MAC Video Laryngoscope Airway Products - Sole Source Purchase

RESOLUTION BACKGROUND MATERIAL:

The City elected to purchase this style of video laryngoscope for the following reasons: Having evaluated and field tested 3 different models of video laryngoscopes, the Storz was the unanimous favorite among the Paramedics and Training staff at Dover Fire & Rescue. The fit, feel and quality of the device stood out among the competing models, as well as the quality and size of the image being displayed during the intubation process. There were several features that our Training staff and our field Paramedics felt were highly beneficial in the functionality of these devices which include the following: The ability to continuously record an intubation process without the need to initiate an external recording device; the ability to take and record photographs mid-process during an intubation; and a large, high quality viewing screen and a comfortable ergonomic design.

The Storz was the standout in all these categories, and the only one that included *all* the specifications listed above. In addition, should the video functionality cease to work or if anatomical details did not allow it to display properly, it was the only one that could continue to function as a basic laryngoscope without the assistance of the video features.

Finally, it is the model being used by Wentworth-Douglass Hospital, and it is our hope that a system can be agreed upon that will allow us to replace laryngoscope blades at the point of patient transfer, providing for minimal downtime following use of the device on a patient transported to their facility.

Bid Information:

No bid solicitation as this is a sole source purchase.

Award Information:

A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	Until completion	Estimated Delivery:	Immediately
Recommended Award to:	Karl Storz Endoscopy-America, Inc.	Fund:	DOJ Grant
Other Approvals Required:	Yes, approved through State of NH DOJ	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R – 2020.10.14 – 165**

Resolution Re: Great Bay Estuary – Retention of Outside Legal Counsel

WHEREAS: The City of Dover's effluent is subject to the requirements of the Clean Water Act; and

WHEREAS: In January 2020, the United States Environmental Protection Agency issued its Draft Great Bay General Permit for public notice and comment, which presents complex legal and regulatory issues and therefore has required retention of specialized legal services; and

WHEREAS: The permit has not yet been finalized and the City is engaging in a renewed effort with regulators, other communities, and other stakeholders in an attempt to find a mutually acceptable, collaborative, and science-based permit for the benefit of Great Bay and all stakeholders; and

WHEREAS: Toward that end the City has engaged a nationally renowned law firm, Aqualaw, PLC of Richmond, VA, which specializes in assisting municipal clients with Clean Water Act regulations; and

WHEREAS: Fees incurred to date are approximately \$22,000.00 and additional services are expected over the next several months for an estimated total cost of \$50,000.00, thereby exceeding the threshold of \$25,000.00 and requiring Council approval; and

WHEREAS: Per 5-29. Exemptions to Competitive Bidding: Expert consulting for litigation.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Aqualaw, PLC of Richmond, VA to continue to assist the City through counseling and representation, on an as needed basis, regarding the Great Bay Estuary. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

Financing

Account	Description	Appropriation	Balance
1000.1.130.41530.4334.00000.00	Legal Services	50,000	9,838
5320.1.300.43256.4334.00000.00	CS - Sewer - WWTP -Legal Services	30,000	30,000

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R – 2020.10.14 – 165**

Resolution Re: Great Bay Estuary – Retention of Outside Legal Counsel

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The City has retained outside legal counsel experienced in water quality regulation and litigation under the federal Clean Water Act (“CWA”) to assist on federal and state regulatory aspects of the Great Bay Estuary. The applicable rates, valid through December 2020, are as follows:

Lead Attorney	\$520.00 per hour
Attorneys	\$330.00-\$515.00 per hour
Paralegals	\$120.00 per hour



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R -2020.10.14 - 166**

Resolution Re: Approval of Lease Agreement with Za Pie Society

WHEREAS: Randy Littlefield d/b/a Za Pie Society, a New Hampshire, for-profit sole proprietorship, seeks to enter into a five (5) year lease agreement with the City of Dover regarding the operation of a food service; and

WHEREAS: The location of the leased premises would be Rooms 127 and 131 at the McConnell Center, which together contain 849 square feet; and

WHEREAS: The parties have negotiated terms of a proposed lease agreement as set forth in the attached draft lease.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

The City Manager is authorized to sign the lease agreement between the City of Dover and Randy Littlefield d/b/a Za Pie Society for rental of Rooms 127 and 131, for five years.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R -2020.10.14 - 166**

Resolution Re: Approval of Lease Agreement with Za Pie Society

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

See draft Lease Agreement between the parties.



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

LEASE AGREEMENT

THIS LEASE AGREEMENT made this ____ day of _____, 2020, by and between **RANDY LITTLEFIELD D/B/A ZA PIE SOCIETY**, 87 Hansonville Road, Rochester, NH 03839 (hereinafter referred to as “LESSEE”), and the **CITY OF DOVER**, New Hampshire, of 288 Central Avenue, Dover, County of Strafford and State of New Hampshire (hereinafter referred to as “LESSOR”).

WITNESSETH:

That IN CONSIDERATION of the mutual promises contained herein, and FOR OTHER GOOD AND VALUABLE CONSIDERATION contained herein, the parties agree as follows:

1. Description and Term.

That the LESSOR does hereby demise and lease to the LESSEE the Space within the City’s McConnell Center located at 61 Locust Street, Dover, New Hampshire, which Space is intended to contain 849 square feet and more particularly identified as Rooms 127 and 131 (the “Space”).

In conjunction with the use of the Space, LESSEE shall have the right to use parking spaces for its employees in the adjacent City Parking lot to the rear of the Public Library during LESSEE’s normal operations. Additionally, parking spaces may be available on streets adjacent to the McConnell Center. The LESSEE will have primary availability to one parking space for a service vehicle in the delivery area. It is agreed that the other parking spaces in the McConnell Center parking lot will not be reserved and are available on a first come first served basis with no signage designating parking spaces to the LESSEE. The LESSOR does not guarantee the availability of parking spaces. The parking spaces may be subject to relocation within the entire parking lot at the sole discretion of the City of Dover.

The term of LESSEE’s Lease Agreement shall be for five (5) years beginning on October 15, 2020 and ending on October 15, 2025.

Monthly rent shall be paid the first of each month to the City of Dover. If a term commences on a day other than the 1st of a month, that month’s rent shall be prorated based on the number of days in the month. The first year’s rent charges are based upon space allocation of 849 square feet and calculated using the following components:



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

ZA PIE SOCIETY 849 Sq ft

Component	Rate	Annual	Monthly
Fixed Rent	\$6.50	\$5,581.50	\$459.88
Capital Reserve	\$0.40	\$339.60	\$28.30
Utilities (*)	\$8.10	\$6,876.90	\$573.08
Other as agreed	0	0	0
Total Rent Assessment	\$15.00	\$12,735.00	\$1,061.25

(*) Operations and Maintenance costs are variable based upon actual costs as outlined in Section 2.

2. Operations and Maintenance.

The LESSEE shall be responsible for payment of all Operations and Maintenance costs associated with the Space, including utilities (electricity, water, gas, heat) and shared custodial, snow removal and associated supplies. Operations and Maintenance costs of this Lease Agreement is established at \$8.10/sf and will be paid as part of the monthly total rent invoice. Thereafter these costs shall be revised annually and prorated per square foot based upon the City's proposed operating budget for the coming fiscal year. The total square footage of leased space in the McConnell Center is 53,753 square feet. The annual revision of Operations and Maintenance costs shall occur in March and take effect the following July 1st. Further maintenance obligations are set forth in the next section below.

3. Condition of Premises.

The LESSOR leases the Space "as is". LESSEE shall be solely responsible for all associated costs for desired original and future build-out of the Space; and before performing any such work the plans for such build-out must be reviewed and approved in writing by LESSOR. LESSEE shall be solely responsible for insuring all improvements and contents of the Space and shall name LESSOR as an additional insured.

LESSEE shall have a continuing obligation to keep in good working condition and maintain, at LESSEE's sole cost, all fixtures, appliances, equipment, and improvements within the Space. If any of the aforesaid fixtures/appliances/equipment/improvements are damaged and/or cease to function properly for any reason other than age and ordinary wear during the term of this Agreement or any extension, then LESSEE shall be responsible to repair same to



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

LESSOR's reasonable satisfaction, or, if not repairable to LESSOR's reasonable satisfaction, then indemnify LESSOR in an amount equal to the current value of the fixture/appliance/equipment/improvement immediately prior to the damage or cessation of function.

LESSOR shall, at its own expense, maintain and keep the building in good structural order and repair including, but not limited to, all partitions, doors, windows in the Space. In addition, unless there is an issue caused by the negligence or other fault of LESSEE, LESSOR shall, at its own expense, make normal repairs and maintain performance of the leased Space, as needed, including, without limitation, the replacement of broken glass, interior repainting, the repair of floors, and the keeping of windows and doors watertight. LESSOR shall, unless there is an issue caused by the negligence or other fault of LESSEE, also, at LESSOR's expense, maintain in good operating condition all plumbing, electrical, heating, sprinkling, air conditioning and other utility systems. All items herein mentioned shall be maintained in as good order and repair as they were at the date of the commencement of the term of this Lease Agreement.

LESSOR will maintain the grounds and remove the common area rubbish and maintain and keep reasonably free from snow and ice the parking areas, sidewalks and entrances/exits to building.

LESSEE and LESSOR will perform a walk through to evaluate condition of the Space prior to occupancy. Execution of this Agreement shall be an express acknowledgement of the good, working, and satisfactory condition of all partitions, doors, windows, fixtures, equipment, appliances, plumbing, electrical, heating, sprinkling, air conditioning, and other improvements in the Space referenced in this section above.

4. Access to Premises.

The LESSOR shall also have the right to enter upon the Space at all reasonable times to inspect same and to expel the LESSEE if the LESSEE shall fail to comply with or breach in any way this Lease Agreement. The LESSOR shall provide the LESSEE with reasonable notice of any inspections of or visits to the Space.



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5. Unavoidable Casualty and Eminent Domain.

In the event of an unavoidable casualty, including fire, not arising as a result of the negligence or intentional conduct of the LESSEE whereby the Space or any portion of it is destroyed or damaged so as to be unfit for use or occupancy, the LESSOR specifically reserves the option of terminating this Lease Agreement. However, that in the event of total destruction or damage which is the equivalent of total destruction, this Lease Agreement shall automatically terminate.

In the event the Space shall be taken either under threat of eminent domain or by eminent domain proceedings in whole, then this Lease Agreement shall be terminated and the rent shall be pro-rated and returned to the LESSEE as of the date of such taking. A condemnation award shall belong exclusively to the LESSOR.

6. Use.

The LESSEE shall only use the Space in compliance with the City's ordinances, rules and regulations, and other applicable law. No residential use shall be permitted.

7. Renewal of Lease Agreement.

At least sixty (60) days but no earlier than one hundred twenty (120) days prior to the expiration of the initial term of this Lease Agreement or the expiration of an additional term, the LESSEE shall notify the LESSOR in writing of the LESSEE's intention to exercise its option to extend the term of the Lease Agreement for an additional period as set forth in Section 1 herein.

8. Subletting and Assignment.

LESSEE shall neither sublet nor assign the Space or the associated parking spaces under any circumstances without prior written consent by the LESSOR.

9. Improvements/Personal Property.

LESSEE agrees that any and all improvements, modifications, alterations, maintenance, replacements, or repairs to the Space made by LESSEE or at LESSEE's direction or expense in whole or in part, other than Lessee's personal property, shall, at LESSOR's option, be deemed real property and a part of the Space and property irrevocably provided or assigned



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to and belonging solely to the LESSOR, including any applicable product or service warranty that may apply. If LESSOR elects to treat any such improvements, modifications, alterations, maintenance, replacements, or repairs as LESSOR's property, then the LESSOR has no obligation to reimburse LESSEE for all or any portion of the cost or value of any such modifications, alterations, improvements, maintenance, replacements, or repairs. If any of the improvements, modifications, alterations, maintenance, replacements or repairs undertaken by LESSEE or at LESSEE's direction remain after LESSEE vacates, and which in LESSOR's discretion leave the Space in an undesirable or unusable way, then LESSEE shall, at lessee's sole cost and expense, upon termination of this Agreement promptly remove and adequately address same at LESSEE's sole cost.

In the event that at the end of the term or upon any earlier termination of this Lease Agreement including, but not limited to, termination for failure of the LESSEE to perform as required hereunder, there remains personal property of the LESSEE in the Space, the LESSOR is authorized to dispose of said property after giving written notice of its intent to do so to the LESSEE at the last known address of the LESSEE.

10. Default/Early Termination.

In the event the LESSEE fails to perform its obligations under this Lease Agreement, this Lease Agreement is defaulted, and the LESSOR is entitled to immediate occupation and possession of the Space and the associated parking spaces. If the LESSEE shall default in the observance or performance of any conditions or covenants on LESSEE's part to be observed or performed, under or by virtue of any provisions of this Lease Agreement, the LESSOR, without being under any obligation to do so and without thereby waiving such default, may remedy such default at the expense of the LESSEE. If the LESSOR makes any expenditure or incurs any obligations for payment in connection therewith including, but not limited to, attorney's fees, such sums paid or obligations incurred shall be paid to the LESSOR as additional rent. In the event that there is damage to the Space due to the LESSEE's actions or inactions, or the LESSEE fails to make any utility payments when due, the Lease Agreement may be immediately terminated at the option of the LESSOR.

Both the LESSEE and the LESSOR shall have the right to terminate this Lease Agreement for any reason upon giving at least three (3) months written notice to the other party.

11. Indemnification.

LESSEE agrees to pay, and to protect, defend (with counsel acceptable to the City), indemnify and save harmless LESSOR from and against any and all liabilities, losses,



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damages, costs, expenses (including all reasonable attorney's fees and expenses), causes of action, allegations, suits, claims, demands or judgments of any nature whatsoever arising from:

- (i) any injury to, or the death of, any person(s);
- (ii) any damage to property or to the Space;
- (iii) any act or omission of LESSEE or its agents, officers or employees;
- (iv) violation by LESSEE of any agreement or condition of this Lease Agreement; or
- (v) violation by LESSEE of any law, ordinance, rule, order, or regulation affecting the Space or any part thereof or the ownership and occupancy thereof.

12. Insurance.

Casualty and property insurance shall continue to be maintained on the subject property by the LESSOR. LESSEE shall procure and maintain in force, at its expense, during the term of this Lease Agreement, and any extensions of such term, liability and property damage insurance for the LESSEE's leased Space to be considered primary and non-contributory coverage. Said insurance to be in limits of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate. LESSOR has no obligation for any loss to LESSEE's personal property. Proof of LESSEE's insurance shall be supplied to the LESSOR at the time of occupancy and LESSEE shall provide certificates for any renewal no later than ten (10) business days prior to the expiration of said policy. The LESSOR shall be listed as "Additional Insured" on the policy and proof of insurance certificate. The insurance coverage procured by LESSEE shall cover the LESSOR with the same scope of coverage provided to the LESSEE without subjecting the LESSOR to any different or additional terms, conditions, limitations or exclusions. A condition of the insurance coverage shall be thirty (30) days' notice to the LESSOR upon cancellation of the policy.

13. Liens and Encumbrances.

LESSEE will not create or allow any lien, encumbrance or charge on the LESSEE's Space or on the McConnell Center or on the rents or income therefrom which may be superior to the LESSOR's rights hereunder.



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14. Parties Bound.

This Lease Agreement and its addendums is binding upon the heirs, executors, administrators and assigns of the parties hereto and constitutes the entire agreement between the parties.

15. Notice.

All notices by either party to be given with respect to this Lease Agreement shall be in writing and shall be given by first class mail to the addresses stated above.

16. Modification of Lease Agreement.

This Lease Agreement contains the entire agreement between the parties and shall not be modified in any manner except by an instrument in writing executed by the both parties.

17. Section Headings.

The section headings throughout this instrument are for convenience and reference only, and the words contained herein shall in no way be held to explain, modify or amplify, or aid in the interpretation, construction or meaning of the provisions of the Lease Agreement.

18. Severability.

Any determination that any provision of this Lease Agreement or any application thereof is invalid, illegal or unenforceable in any respect in any instance shall not affect the validity, legality or enforceability of such provision in any other instance or the validity, legality or enforceability of any other provision of this Lease Agreement.

19. Laws Governing.

The parties agree that the laws of the State of New Hampshire will govern all disputes under this Lease Agreement and determine all rights hereunder.

20. Security Deposit.



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Upon execution of this Lease Agreement, LESSEE deposits with LESSOR_\$0_, as security for the performance by LESSEE of the terms of this Lease Agreement to be returned to LESSEE, with interest, following the full and faithful performance by LESSEE of this Lease Agreement. In the event of damage to the Space caused by LESSEE or LESSEE 's agents or visitors, LESSOR may use funds from the deposit to repair, but is not limited to this fund and LESSEE remains liable.

21. Merger.

This Lease Agreement contains all terms and conditions agreed upon by the parties hereto and no other agreements or representations, oral or otherwise, regarding the subject matter of this Lease Agreement shall be deemed to exist, provided, however, that any subsequent modifications or agreements affecting this Lease Agreement shall be in writing and signed by the parties hereto.

22. Taxes.

Pursuant to RSA 72:23, I, LESSEE agrees to pay all properly assessed current and potential real and personal property taxes no later than the due date. LESSEE is obligated by the foregoing to pay real and personal property taxes on structures or improvements added by the LESSEE. Failure of the LESSEE to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said Lease by the LESSOR.

23. Immunity

Nothing within this Lease Agreement is intended to benefit or create an obligation to a third-party. Nothing within this Lease Agreement shall be deemed to constitute a waiver of any existing immunity of the City of Dover, which immunities are hereby reserved to the City of Dover. This covenant shall survive the termination of this Lease Agreement's conclusion.



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IN WITNESS WHEREOF, the parties have hereunto executed this Lease Agreement this _____day of _____, 2020.

RANDY LITTLEFIELD D/B/A ZA PIE SOCIETY

Witness

Date:

By: _____
Randy Littlefield

CITY OF DOVER

Witness

Date:

By J. Michael Joyal, Jr., City Manager
Duly Authorized



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2020.10.14 – 167**
Resolution Re: **Approval of Acceptance of Donation by Northeast Color for Work and Supplies for Improving the Community Trail**

WHEREAS: The City of Dover, through the Community Trail Advisory Committee, is in the process of improving the existing Community Trail;

WHEREAS: Throughout the years, different organizations and groups offer to assist with cleaning up and maintaining the Community Trail;

WHEREAS: Northeast Color held this year's volunteer day September 25, 2020 to assist with re-painting the Silver Street tunnel, adding two workout stations, creating new murals under the Spaulding Turnpike, and a general cleaning of the trail;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

Northeast Color's generous donation of labor and materials on September 25, 2020 exemplifies community stewardship and represents a significant contribution to the City of Dover, the Community Trail, and outdoor recreation in the City, and is hereby accepted and sincerely appreciated.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Robert Carrier By request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Susan Mistretta City Clerk		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.11.	
Resolution Number: R – 2020.10.14 – 167 Resolution Re: Approval of Acceptance of Donation by Northeast Color for Work and Supplies for Improving the Community Trail		

DOCUMENT HISTORY:

First Reading Date: _____ Approved Date: _____	Public Hearing Date: _____ Effective Date: _____
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DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

None.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2020.10.14 – 168**
Resolution Re: Emergency Cold Weather Shelter

WHEREAS: The City of Dover is a member of the Tri-City Mayors' Task Force on Homelessness whose mission is to foster dialog, exploration and implementation of joint policies and programs which would identify the regional homeless issues; and

WHEREAS: Community Action Partnership of Strafford County (CAPSC) has applied for a grant to fund the establishment, staff, and conduct any necessary upgrades to a facility to be used as an emergency cold weather shelter for Dover area homeless; and

WHEREAS: CAPSC needs contributions from the Tri-Cities to fund staffing and operational costs of the emergency cold weather shelter, the City of Dover will contribute \$40,000.00 as its share to fund staffing and operational costs.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Community Action Partnership of Strafford County (CAPSC) in an amount not to exceed \$40,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.190.41991.4840.00000.00	Misc Gen Govt - Contingency	284,298	88,314.50

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2020.10.14 – 168**
Resolution Re: Emergency Cold Weather Shelter

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2020.10.14 – 168**
Resolution Re: Emergency Cold Weather Shelter

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has partnered with the cities of Rochester and Somersworth to create the Tri-City Mayors' Task Force on Homelessness whose mission is to foster dialog, exploration and implementation of joint policies and programs which would identify the regional homeless issues. This Task Force was formed in March, 2017.

Community Action Partnership of Strafford County (CAPSC) has applied for a grant to fund the establishment, staff, and conduct any necessary upgrades to a facility to be used as an emergency cold weather shelter for Dover area homeless. Grant funding will be available January 1st, therefore additional funds are required prior to that date for staffing needs, direct client services and operational costs of the building suitable for this purpose. In addition to Dover, CAPSC and the cities of Rochester and Somersworth will be contributing funds for the emergency cold weather shelter prior to January 1st.

As a result of the COVID-19 crisis which led to strict social and physical distancing orders, those experiencing homelessness are unable to follow these safety measures, making this population more vulnerable due in part to the lack of an available safe environment. Traditional measures are no longer feasible where closures have led to a decrease in services providing food, water and shelter, therefore, the creation of additional temporary housing throughout the cold weather months is imperative.

As part of the FY2022 CDBG allocations, or if funding is available from an earlier allocation (FY2021 CDBG or CARES Act), \$40,000 in funding will be identified for use in providing an emergency cold weather shelter. This money will be used for the source of funds for this expenditure, which otherwise would have been paid through the General Fund.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	N/A	Terms:	N/A
Work Bonded:	No	Contract:	No
Prices will hold for:	N/A	Estimated Delivery:	N/A
Recommended Award to:	CAPSC	Fund:	General Fund
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2020.10.14 – 169**
Resolution Re: B20036 Main Street & Washington Street Water
Improvements

WHEREAS: A Sealed Request for Bid #B20036 was issued and received for Main Street & Washington Street water improvements on September 29, 2020 at 2:00 pm. A mandatory pre-proposal meeting was conducted on September 15, 2020 at 9:00 am with six firms attending; and

WHEREAS: Six bid responses were received and reviewed for necessary qualifications, experience, skills, project understanding, approach and ability to comply with proposed scope of services. The low bid meeting specifications was submitted by N. Granese & Sons, Inc. of Salem, MA in the base bid amount of \$1,871,870.00 along with adding Alternate #1 and Alternates #2A-#2D in the amount of \$25,200.00 for a total project cost of \$1,897,070.00; and

WHEREAS: Work includes the replacement of existing 8-inch cast iron main on Main Street from Broadway to Washington Street, and on Washington Street from Main Street to Lower Square. It is the recommendation to award as outlined above.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to N. Granese & Sons, Inc. of Salem, MA for Main Street & Washington Street water improvements at rates provided in conjunction with Bid #B20036. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03588.17	Water Main Replacement - Main / Washington	1,039,027.28	995,982.05
5300.1.300.43320.4757.03588.21	Water Main Replacement - Main / Washington	1,400,000.00	1,399,719.62

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal: Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2020.10.14 – 169**
Resolution Re: B20036 Main Street & Washington Street Water
Improvements

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2020.10.14 – 169**
Resolution Re: B20036 Main Street & Washington Street Water
Improvements

RESOLUTION BACKGROUND MATERIAL:

Main Street and Washington Street water mains are the oldest in the City and are part of the original installed system. Replacement of these mains is a key portion of an ongoing, long-term plan to replace the main water supply artery along Central Avenue.

The water main replacement at these locations include the replacement of approximately 3,000 linear feet of 1880's vintage water main in the City's downtown urban core. All new 12-inch ductile iron will be installed.

Bid Information:

A Sealed Request for Bid #B20036 was issued and received for Main Street & Washington Street water improvements on September 29, 2020 at 2:00 pm. A mandatory pre-proposal meeting was conducted on September 15, 2020 at 9:00 am with six firms attending.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	404	Number of Responses:	6
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	2021
Recommended Award to:	N. Granese & Sons, Inc.	Fund:	5300 Water Fund
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B20036 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2020.10.14 – 170**
Resolution Re: B21002 Construction of Catch Basin and Wet Well
Cleanings Treatment Facility

WHEREAS: A Sealed Request for Bid #B21002 was issued and received for Construction of the Catch Basin and Wet Well Cleanings Treatment Facility on September 16, 2020 at 2:00 pm. A mandatory pre-bid meeting was conducted on August 25, 2020 at 10:00 am with eight firms attending; and

WHEREAS: Three bid responses were received and reviewed for necessary qualifications, experience, skills, project understanding, approach and ability to comply with proposed scope of services. The low bid meeting specifications was submitted by T. Buck Construction, Inc. of Turner, ME in the base bid amount of \$2,274,566.00 along with adding Alternate A in the amount of \$148,850.00 for a total project cost of \$2,423,416.00; and

WHEREAS: Work includes the construction and installation of a complete coarse material separation and grit washing system and wet well cleanings receiving facility, including renovation to existing buildings and additional site work. It is the recommendation to award as outlined above.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to T. Buck Construction, Inc. of Turner, ME for Construction of the Catch Basin and Wet Well Cleanings Treatment Facility at rates provided in conjunction with Bid #B21002. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4715.04579.20	Sewer - Catch Basin Spoils Land Improvements	1,750,000.00	1,411,026.66
4020.1.300.43150.4715.03203.20	Land Improvements	1,750,000.00	1,689,351.25
5320.1.300.43256.4741.04581.08	Sewer - WWTP Machinery & Equipment	11,487.19	11,487.19
5320.1.300.43256.4725.04598.14	WWTP Facility Upgrade 2013 - Bldg Improve	169,602.12	169,602.12

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal: Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2020.10.14 – 170**
Resolution Re: B21002 Construction of Catch Basin and Wet Well
Cleanings Treatment Facility

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2020.10.14 – 170**
Resolution Re: B21002 Construction of Catch Basin and Wet Well
Cleanings Treatment Facility

RESOLUTION BACKGROUND MATERIAL:

The City of Dover is regulated as part of the NHDES Municipal Separate Storm Sewer System General Permit (MS4) program. The City's Waste Water Treatment Facility (WWTF) department cleans and maintains the City's wet wells, catch basins, sewers and streets (e.g., street sweepings). The City collects a few hundred yards per year of catch basin cleanings that are currently statically dewatered at the WWTF site and disposed of at the City's dredge cell. As part of the City's Capacity, Management, Operation & Management (CMOM) program, the 20 city-wide pump station wet wells are cleaned once per year, however, grease is challenging and odorous to handle at the WWTF site, therefore the City has postponed the cleaning. The dredge cell is expected to close this fall and cleanings will need to be disposed of at a landfill. Furthermore, the City's MS4 Permit will require more frequent and systematic catch basin cleaning and maintenance. To address these requirements, the City intends to repurpose existing infrastructure at the WWTF site (storage building and composting area) to construct a centralized Catch Basin and Wet Well Cleanings Treatment Facility to accept and treat the City's sewer and wet well cleanings, catch basin cleanings, and street sweepings. The project consists of the design and construction of a wet well cleanings treatment facility consisting of static dewatering roll-off containers and a packaged grit washing system for catch basin cleanings and street sweeping.

Bid Information:

A Sealed Request for Bid #B21002 was issued and received for Construction of the Catch Basin and Wet Well Cleanings Treatment Facilities on September 16, 2020 at 2:00 pm. A mandatory pre-bid meeting was conducted on August 25, 2020 at 10:00 am with eight firms attending.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	615	Number of Responses:	3
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	2021
Recommended Award to:	T. Buck Construction, Inc.	Fund:	Various
Other Approvals Required:	CWSRF	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

B21002 Bid Documents and Vendor Lists



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2020.10.14 – 171**

Resolution Re: Acceptance of COPS Grant for City of Dover Police
Department

WHEREAS: The City of Dover Police Department has applied for and received a grant from the COPS (Community Oriented Policing Services) Office in the amount of \$165,885.00 to hire a new police officer; and

WHEREAS: This COPS grant provides funding that covers a period of three (3) years, with the final year (Year 4) being a required retention period for the officer hired with these grant funds; and

WHEREAS: This COPS grant requires a City cost share in the approximate amount of \$246,991.00 to be incurred over the period of Fiscal Year 2022 through Fiscal Year 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City of Dover hereby accepts the COPS grant for \$165,885.00 and agrees to the cost matching and retention period grant provisions.

AND, FURTHER BE IT RESOLVED;

The City Manager is authorized to sign the necessary documents to accept the COPS grant award for the City of Dover.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2020.10.14 – 171**

Resolution Re: Acceptance of COPS Grant for City of Dover Police
Department

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2020.10.14 – 171**
Resolution Re: Acceptance of COPS Grant for City of Dover Police
Department

RESOLUTION BACKGROUND MATERIAL:

In the spring of 2020, the Dover Police Department applied to the Department of Justice COPS (Community Oriented Policing Services) Office for a grant to add a police officer. The proposal was for an officer to be assigned to address issues surrounding substance abuse and violent crime using proven community policing strategies. We proposed to address these issues through the focused efforts of a dedicated officer. The officer will leverage the department's partnerships in the community to find solutions and decrease the number and severity of violent crime related to substance abuse. The City has been notified that it has been selected to receive the grant award.

The grant award is for a maximum federal cost share of \$165,885.00. The remainder of the cost of the police officer, approximately \$246,991.00, is the responsibility of the City.

The grant period is 4 years. Three of those years are partially funded by the grant and the fourth year, the required retention period, is paid for exclusively by the City. See the below breakdown for the three years of cost sharing between the grantor and the City.

	<u>Federal Share</u>	<u>Dover Share</u>
Year 1 (FY22)	\$64,620	\$34,745
Year 2 (FY23)	\$61,280	\$40,520
Year 3 (FY24)	\$39,985	\$64,306
Year 4 (FY25)	\$0	\$107,420
Total	\$165,885	\$246,991

The addition of this police officer will bring the police department's sworn strength to 54 officers. This additional officer also provides the flexibility for the department to engage in problem oriented community policing to address substance abuse and violent crime.

Acceptance of the COPS Grant will require that the City include in its operating budget the necessary funding in future years to meet City cost matching and retention requirements of the grant.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B,5.

Resolution Number: **R – 2020.10.14 - 172**

Resolution Re: Authorization to Approve City-Wide “Adopt a Bench”
Program, Donations and Placement of Plaques

WHEREAS: Periodically, groups or individuals generously offer to donate to the City for the purposes of a bench to be placed on public property with a commemorative plaque; and

WHEREAS: The City would like to formalize and authorize a program, to be known as the “Adopt a Bench” program, for the acceptance of such donations and the placement of plaques; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Manager or designee is authorized to develop and administer a program for bench donation and associated plaques to be known as the “Adopt a Bench Program.”

AND, BE IT FURTHER RESOLVED THAT:

City staff are hereby authorized to accept past and future donations of money or property (benches) to be used solely for the purposes of the City’s acquisition of benches and the City’s “Adopt a Bench” Program.

AND, BE IT FURTHER RESOLVED THAT:

Benches acquired by the City through the Adopt a Bench program may be placed on approved public areas, and plaques may be affixed to said benches, subject to prior, written approval by the City Manager or designee. The foregoing shall not authorize placement of any donated benches or associated plaques on land occupied by the City’s schools unless also approved by the City’s School Board.

TO BE REFERRED TO PUBLIC HEARING

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By request

Approved as to Legal
Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B,5.

Resolution Number: **R – 2020.10.14 - 172**
Resolution Re: Authorization to Approve City-Wide “Adopt a Bench”
Program, Donations and Placement of Plaques

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

None.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R – 2020.10.14 – 173**

Resolution Re: Adoption of FY2022-FY2027 Capital Improvements Plan

WHEREAS: The Capital Improvements Program (CIP) serves as the City's long range planning document for the purchase or construction of capital assets; and

WHEREAS: The CIP anticipates the scheduling and financing over the course of the next six years of individual capital related projects with an estimated annual aggregate cost of \$25,000 or more and useful life of three years or greater; and that

WHEREAS: The CIP is updated annually following review by the Planning Board and adoption by the City Council;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Proposed Capital Improvements Program for Fiscal Year 2022-2027 reflected in the attached document is hereby adopted.

NOTE: This resolution requires a duly advertised public hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R – 2020.10.14 – 173**

Resolution Re: Adoption of FY2022-FY2027 Capital Improvements Plan

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti, Ward 2		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R – 2020.10.14 – 173**

Resolution Re: Adoption of FY2022-FY2027 Capital Improvements Plan

RESOLUTION BACKGROUND MATERIAL:

This resolution establishes the attached FY2022 through FY2027 Capital Improvements Program.

This resolution only recognizes and adopts a financial and operational planning document for the City's infrastructure and capital assets over the course of the next six years and does NOT authorize or appropriate funding for projects or authorize bonding.

The FY2022 – FY2027 CIP projects and their anticipated schedule for funding are reflected in the attached document.

Capital Improvements Program - FY2022-2027

Proposed 7-Oct-20

All Projects

BOLD = New Project

* = Multi Category Project

UNDERLINED = Change in Schedule

ITALIC = \$ Change

PROJECT DESCRIPTION	2022	2023	2024	Fiscal Year 2025	2026	2027	Total	Finance Method
GENERAL GOVERNMENT								
Transfer to Capital Reserve - Infrastructure & Equip	1,025,000	1,150,000	1,275,000	1,400,000	1,525,000	1,650,000	8,025,000	OB
Transfer to Capital Reserve - Cemetery	125,000	125,000	125,000	125,000	125,000	125,000	750,000	OB
General Facility Improvements	50,000	50,000	50,000	50,000	50,000	50,000	300,000	RF
CAMA Software Replacement and Implementaion	33,000	37,000					70,000	OB
Cemetery Improvements	250,000		250,000		250,000		750,000	RF
City Hall Structural/Safety Improvements	500,000		250,000				750,000	RF
TOTAL GENERAL GOVT.	1,983,000	1,362,000	1,950,000	1,575,000	1,950,000	1,825,000	10,645,000	
POLICE								
Police Cruiser Replacement Program	144,000	144,000	144,000	144,000	144,000	144,000	864,000	RF
Public Safety Comm Infrastructure Upgrades	105,000	100,000	100,000	400,000	200,000	100,000	1,005,000	OB
TOTAL POLICE	249,000	244,000	244,000	544,000	344,000	244,000	1,869,000	
FIRE & RESCUE								
Command/Staff Vehicle Replacement	51,000		51,000		51,000		153,000	RF
Pumper/Quint Replacement	750,000				900,000		1,650,000	RF
Station Capacity Improvements	830,000	40,000		660,000			1,530,000	DF
Ambulance Replacement		267,000		256,000		256,000	779,000	RF
Front Line Vehicle Corosion Repair		100,000					100,000	RF
Protective Gear			174,000				174,000	RF
SCBA Gear					195,000		195,000	RF
Squad Replacement					500,000		500,000	RF
TOTAL FIRE & RESCUE	1,631,000	407,000	225,000	916,000	1,646,000	256,000	5,081,000	
COMMUNITY SERVICES - PUBLIC WORKS								
PW Heavy Equipment	400,000	450,000	500,000	550,000	600,000	650,000	3,150,000	RF
General Streets Improvements	2,251,395	2,341,451	2,435,109	2,532,513	2,633,814	2,739,166	14,933,448	OB
General Sidewalk Improvements	121,664	126,531	131,592	136,855	142,330	148,023	806,995	OB
Bridge Improvements	160,000	180,000	200,000	200,000	200,000	200,000	1,140,000	OB
Drainage System Improvements	200,000	250,000	300,000	350,000	400,000	450,000	1,950,000	OB
Traffic Signal Upgrades/Traffic Calming	90,000	90,000	90,000	90,000	90,000	90,000	540,000	OB
Bridge Replacement- Chestnut Street	250,000						250,000	DF
Street Reconstruction - Court/Union/Middle	200,000		2,000,000	1,700,000	600,000		4,500,000	DF
Street Reconstruction Fifth/Grove Streets*	100,000	750,000	250,000				1,100,000	DF
Street Reconstruction - Oak/Ham/Elm	450,000	200,000	350,000				1,000,000	DF
Portland Avenue Retaining Wall	250,000						250,000	DF
Sidewalk Reconstruction - Whittier Street		600,000					600,000	DF
Bridge Replacement - Oak Street				5,000,000			5,000,000	GF
Soundwalls - Renaud/Keating				400,000			400,000	RF/GF
Street Reconstruction - Sunset Drive				200,000	1,000,000		1,200,000	DF
Street Reconstruction - Atlantic Avenue					900,000	600,000	1,500,000	DF
Street Reconstruction - Horne Street*					250,000		250,000	DF
Drainage Improvements - Spruce/Tanglewood						900,000	900,000	DF
Street Reconstruction - Piscataqua/Back River*						1,000,000	1,000,000	DF
TOTAL COMM SERV - PW	4,473,059	4,987,982	6,256,701	11,159,368	6,816,144	6,777,189	40,470,443	
CULTURE & RECREATION								
Transfer to Capital Reserve - Park/Playground Imprv.	12,500	112,500	112,500	112,500	112,500	112,500	575,000	OB
Park Infrastructure Replace/Maintenance	75,000	75,000	75,000	75,000	75,000	75,000	450,000	RF
Arena - Sprinkler System Repairs	60,000						60,000	OB
Arena - Zamboni Replacement	100,000						100,000	OB
Park Improvements - Skatepark Relocation	250,000						250,000	RF
Community Trail Phase IV		131,000					131,000	RF
Park Improvements - Garrison Hill Park		290,000					290,000	RF
Indoor Pool Solar Panel Purchase				150,000			150,000	RF
Arena - Foster Rink Air Conditioning					75,000		75,000	RF
Indoor Pool Solarium						410,000	410,000	RF
TOTAL CULTURE & RECREATION	497,500	608,500	187,500	337,500	262,500	597,500	2,491,000	
PUBLIC LIBRARY								
Library Books and Collections	125,477	129,241	133,118	137,112	141,225	145,462	811,635	OB
Library Renovations and Upgrades	730,000	270,462	648,008	338,460			1,986,930	DF
TOTAL PUBLIC LIBRARY	855,477	399,703	781,126	475,572	141,225	145,462	2,798,565	
TOTAL CITY DEPARTMENTS	9,689,036	8,009,185	9,644,327	15,007,440	11,159,869	9,845,151	63,355,008	

Capital Improvements Program - FY2022-2027

Proposed 7-Oct-20

All Projects

BOLD = New Project

* = Multi Category Project

UNDERLINED = Change in Schedule

ITALIC = \$ Change

PROJECT DESCRIPTION	2022	2023	2024	Fiscal Year 2025	2026	2027	Total	Finance Method
EDUCATION								
Transfer to Capital Reserve - Curriculum	50,000	150,000	150,000	150,000	150,000	150,000	800,000	OB
Transfer to Capital Reserve - Facilities	150,000	250,000	250,000	250,000	250,000	250,000	1,400,000	OB
Transfer to Capital Reserve - Info. Technology	20,000	20,000	20,000	20,000	20,000	20,000	120,000	OB
Transfer to Capital Reserve - Athletics	20,000	20,000	20,000	20,000	20,000	20,000	120,000	OB
Curriculum Replacement and Upgrade	450,000	100,000	100,000	100,000	100,000	100,000	950,000	RF/OB
Facilities/School Maintenance and Repairs	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Furniture Replacement	25,000	25,000	25,000	25,000	25,000	25,000	150,000	OB
Information Technology Replacement and Upgrade	480,000	480,000	480,000	480,000	480,000	480,000	2,880,000	OB
Facilities and Space Needs Study	50,000						50,000	OB
Middle School AC/Dehumidification	546,000						546,000	DF
Middle School Locker Relocation	42,000	44,000					86,000	OB
Middle School Roof Replacement	560,000						560,000	DF
Garrison Elementary School Renovations		300,000	5,928,000				6,228,000	DF
DHS Solar Panel Purchase					600,000	100,000	700,000	RF
DHS Turf Field and Track Replacement					2,000,000		2,000,000	DF
TOTAL EDUCATION	2,493,000	1,489,000	7,073,000	1,145,000	3,745,000	1,245,000	17,190,000	
TOTAL GENERAL FUND	12,182,036	9,498,185	16,717,327	16,152,440	14,904,869	11,090,151	80,545,008	
SPECIAL REVENUE FUNDS								
<u>Building Access Control and CCTV Systems</u>	100,000	100,000	100,000	100,000	60,000		460,000	OB
Conservation Funding	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000	OB
DoverNet Client System Replacement	59,000	54,000	54,000	54,000	54,000	54,000	329,000	OB
SAU Athletic Improvements	30,000	30,000	30,000	30,000	30,000	30,000	180,000	OB
SAU Cafeteria Maintenance/Repair/Upgrade	40,000	40,000	40,000	40,000	40,000	40,000	240,000	OB
SAU Light Vehicle Replacement	50,000	50,000	50,000	50,000	50,000	50,000	300,000	OB
Parking Facility - Downtown			8,100,000				8,100,000	DF
McConnell Center Boiler & Pump Replacement			4,500	250,000			254,500	DF
McConnell Center Rubber Roof			6,500	275,000			281,500	DF
McConnell Center Gym AC				10,000	260,000		270,000	DF
TOTAL SPECIAL REVENUE FUNDS	529,000	524,000	8,635,000	1,059,000	744,000	424,000	11,915,000	
TIF DISTRICT FUNDS								
Waterfront - Dredge Cell Closure/Maglaras Park	100,000	3,200,000					3,300,000	DF
Street Reconstruction Henry Law Ave	80,000		1,220,000				1,300,000	DF
TOTAL TIF DISTRICT FUNDS	180,000	3,200,000	1,220,000	0	0	0	4,600,000	
COMMUNITY SERVICES - WATER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Water Exploration	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Water Light Vehicle Replacement*	15,000	15,000	15,000	15,000	15,000	15,000	90,000	OB
Water Main Replacement - City Wide	156,000	162,240	168,730	175,479	182,497	189,798	1,034,744	RF
Water Meter Replacement	175,000	175,000	175,000	175,000	175,000	175,000	1,050,000	OB
Water Treatment Plant & Well Equipment	78,000	81,120	84,365	87,739	91,249	94,899	517,372	RF
Wellhead Protection	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Main Replacement - Court Street Area*	75,000			750,000			825,000	DF
Water Main Replacement - Fifth/Grove Streets*	125,000		875,000				1,000,000	DF
<u>Water Main Replacement - Oak/Ham/Ela*</u>	500,000						500,000	DF
Water Main Replacement - Urban Core*	1,900,000						1,900,000	DF
Water Main Replacement - Littleworth Road		1,000,000	1,000,000				2,000,000	DF
Water Main Replacement - Durham Road					850,000		850,000	DF
Water Main Replacement - Horne Street*					100,000		100,000	DF
<u>Water Main Replacement - Piscataqua Road*</u>					250,000	1,500,000	1,750,000	DF
Well Upgrades - Hughes Well						2,000,000	2,000,000	DF
TOTAL WATER FUND	3,764,000	2,173,360	3,058,095	1,943,218	2,403,746	4,714,697	18,057,116	
COMMUNITY SERVICES - SEWER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Inflow/Infiltration Study/Mitigation	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	RF
Pump Station Equipment Replace-Maint.	78,000	81,120	84,365	87,739	91,249	94,899	517,372	OB
Sewer Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Sewer Light Vehicle Replacement*	15,000	15,000	15,000	15,000	15,000	15,000	90,000	OB
Sewer Main Replacements - City Wide	156,000	162,240	168,730	175,479	182,497	189,798	1,034,744	RF
WWTP General Permit Compliance	500,000	1,700,000	400,000	400,000	400,000	400,000	3,800,000	OB
<u>Pump Station Upgrade - Mill Street</u>			200,000	2,300,000			2,500,000	DF
Sewer Main Replacement - Horne Street*					100,000		100,000	DF
TOTAL SEWER FUND	1,589,000	2,798,360	1,708,095	3,818,218	1,628,746	1,539,697	13,082,116	
TOTAL OTHER FUNDS	6,062,000	8,695,720	14,621,190	6,820,436	4,776,492	6,678,394	47,654,232	
TOTAL ALL PROJECTS	18,244,036	18,193,905	31,338,517	22,972,876	19,681,361	17,768,545	128,199,240	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2020.10.14 – 174**
Resolution Re: **Appropriation For FY2022 Capital Improvements
Program – Non-Debt Financed Projects**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 1 and to finance these improvements with transfers from Reserve Trust Funds and appropriation of existing funds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT:
The following capital outlays are appropriated as part of the FY2022 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	General Facility Improvements	\$50,000	General Fund Capital Reserve	Trust
2	City Hall Structural/Safety Improvements	500,000	General Fund Capital Reserve	Trust
3	Police Cruiser Replacement Program	144,000	General Fund Capital Reserve	Trust
4	Command/Staff Vehicle Replacement	51,000	General Fund Capital Reserve	Trust
5	Pumper/Quint Replacement	750,000	General Fund Capital Reserve	Trust
6	Public Works Heavy Equipment	400,000	General Fund Capital Reserve	Trust
7	Cemetery Improvements	250,000	Cemetery Maintenance Capital Reserve	Trust
8	Park Infrastructure Replace/Maintenance	50,000	Park Improvements Reserve	Trust
9	Public Safety Communication Infrastructure Upgrades	5,000	Police Facilities Capital Reserve	Trust
10	Park Infrastructure Replace/Maintenance	25,000	Recreation Facilities Capital Reserve	Trust
11	Park Improvements - Skatepark Relocation	250,000	Recreation Facilities Capital Reserve	Trust
12	School Facilities Maintenance and Repairs	100,000	School Facilities Capital Reserve	Trust
13	Water Exploration	100,000	Water Fund Capital Reserve	Trust
14	Water Heavy Equipment Replacement	40,000	Water Fund Capital Reserve	Trust
15	Water Main Replacement - City Wide	156,000	Water Fund Capital Reserve	Trust
16	Wellhead Protection	100,000	Water Fund Capital Reserve	Trust
17	Water Treatment Plant & Well Equipment	78,000	Water Fund Capital Reserve	Trust
18	Inflow/Infiltration Study/Mitigation	300,000	Sewer Fund Capital Reserve	Trust
19	Sewer Heavy Equipment Replacement	40,000	Sewer Fund Capital Reserve	Trust
20	Sewer Main Replacement - City Wide	156,000	Sewer Fund Capital Reserve	Trust
	Total	\$3,545,000		

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2020.10.14 – 174**
Resolution Re: **Appropriation For FY2022 Capital Improvements
Program – Non-Debt Financed Projects**

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti, Ward 2		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2020.10.14 – 174**
Resolution Re: **Appropriation For FY2022 Capital Improvements
Program – Non-Debt Financed Projects**

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates capital reserve funds to finance a portion of the FY2022 Capital Improvements Program. In addition, it authorizes the transfer of Capital Reserve Fund moneys.

The following table reflects the amount to be appropriated from the various funds and their projected balances as of 6/30/2021:

Description	Proposed Appropriation	Balance 6/30/2021	Notes
Capital Reserve Funds CIP			
General Fund Capital Reserve	\$1,895,000	\$944,659	(1)
Cemetery Maintenance Capital Reserve	\$250,000	\$138,953	(2)
Park Improvements Reserve	\$50,000	\$70,365	
Police Facilities Capital Reserve	\$5,000	\$36,543	
Recreation Facilities Capital Reserve	\$275,000	\$457,307	
School Facilities Capital Reserve	\$100,000	\$524,636	
Water Fund Capital Reserve	\$474,000	\$2,626,900	
Sewer Fund Capital Reserve	\$496,000	\$1,148,457	
Total	\$3,545,000		

1. The General Fund Capital Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$1,025,000 into the reserve is proposed in the CIP FY 2022-2027 to be budgeted during FY2022 as part of the City's General Fund Operating Budget.
2. The Cemetery Maintenance Capital Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$125,000 into the reserve is proposed in the CIP FY 2022-2027 to be budgeted during FY2022 as part of the City's General Fund Operating Budget.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2020.10.14 – 175**
Resolution Re: **Appropriation For FY2022 Capital Improvements Program and Authorization for Bonding**

WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following capital projects are appropriated, with estimated useful lives in excess of the length indicated, as part of the FY2022 Capital Improvements Program:

Item #	Description	Proposed Appropriations	Life/Yrs	Department	Fund
1	Fire Station Capacity Improvements	\$ 1,530,000	20	Fire & Rescue	General
2	Bridge Replacement - Chestnut Street	250,000	20	Comm Serv - PW	General
3	Street Reconstruction - Court/Union/Middle	4,500,000	20	Comm Serv - PW	General
4	Street Reconstruction - Fifth/Grove Streets	1,100,000	20	Comm Serv - PW	General
5	Street Reconstruction - Oak/Ham/Ela	1,000,000	20	Comm Serv - PW	General
6	Portland Avenue Retaining Wall	250,000	20	Comm Serv - PW	General
7	Library Renovations/Upgrades	1,986,930	20	Public Library	General
8	Middle School AC/Dehumidification	546,000	20	Education	General
9	Middle School Roof Replacement	560,000	20	Education	General
10	Waterfront - Dredge Cell Closure/Maglaras Park	3,300,000	20	Waterfront TIF	Waterfront TIF
11	Street Reconstruction - Henry Law Avenue	1,300,000	20	Waterfront TIF	Waterfront TIF
12	Water Main Replacement - Court Street Area	825,000	20	CS - Water	Water
13	Water Main Replacement - Fifth/Grove Streets	1,000,000	20	CS - Water	Water
14	Water Main Replacement - Oak/Ham/Ela	500,000	20	CS - Water	Water
15	Water Main Replacement - Urban Core	1,900,000	20	CS - Water	Water
	Total	20,547,930			

AND FURTHER BE IT RESOLVED THAT:

To meet the appropriations of this resolution there is authorized, under and pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the issuance and sale of general obligation bonds of the City of Dover in a principal amount equal to the total of the appropriations. The full faith and credit of the City is hereby pledged for the principal and interest on said bonds. The bonds are to be signed by the City Manager and countersigned by the City Treasurer, with the Finance Director and City Treasurer having the discretion of fixing the dates, maturities, denominations, place of payment, interest rate or rates and form, and to provide for the sale of the bonds.

AND FURTHER BE IT RESOLVED THAT:

Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover is hereby authorized to participate in the NH Clean Water State Revolving Fund (CWSRF) Program for financing eligible Sewer Fund projects provided CWSRF funding is available; and the City of Dover is hereby authorized to participate in the NH Drinking Water State Revolving Fund (DWSRF) Program for financing the Water Fund projects provided DWSRF funding is available. The City Manager, Finance Director and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH CWSRF and DWSRF Programs and obtain loans through the programs for eligible identified projects.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2020.10.14 – 175**
Resolution Re: **Appropriation For FY2022 Capital Improvements
Program and Authorization for Bonding**

NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after public hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti, Ward 2		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2020.10.14 – 175**
Resolution Re: **Appropriation For FY2022 Capital Improvements Program and Authorization for Bonding**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes appropriations for the projects of the FY2022 Capital Improvements Program financed by debt and authorizes the sale of bonds and/or participation in the CWSRF or DWSRF.

This resolution makes appropriations for projects that are scheduled to be completed over multiple years. The Finance Department requests from all departments with projects to submit cash flow requirements for projects. These cash flow projections are completed to determine the amount by project for the coming bond issuance. Those projects that are not financed or are only partially financed remain as authorized unissued debt and bonded (financed) when the cash need arises.

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired: The Net Sewer reflects the amount retired by user fees (total debt retirement less State aid for principal).

Description	City	School	Water	Sewer	Waterfront TIF	Total
FY2022 Authorization	10,616,930	1,106,000	4,225,000	0	4,600,000	20,547,930
FY2022 Retirement	4,037,722	3,224,674	1,115,357	1,440,393	122,542	9,940,688
Net Change	6,579,208	(2,118,674)	3,109,643	(1,440,393)	4,477,458	10,607,242

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2020 and this authorization, against the legal debt limits.

Description	City	School	Water	DBIDA-IP	DBIDA-IB	Exempt	Total
Debt Outstanding	42,960,853	88,683,638	14,245,152	0	0	31,283,728	177,173,371
Authorized - Unissued	16,338,385	545,000	27,453,000	0	0	12,613,265	56,949,650
Total Issued & Unissued	59,299,238	89,228,638	41,698,152	0	0	43,896,993	234,123,021
This Authorization	10,616,930	1,106,000	4,225,000	0	0	4,600,000	20,547,930
Grand Total	69,916,168	90,334,638	45,923,152	0	0	48,496,993	254,670,951
Legal Debt Limit	118,758,715	277,103,668	395,862,383	4,000,000	NA	NA	
Unused Capacity	48,842,547	186,769,030	349,939,231	4,000,000			
Percent Unused	41.1%	67.4%	88.4%	100.0%			

Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.

DBIDA limits are set by special legislation.

IP = Industrial Park projects

IB = Industrial Building projects

Exempt includes Sewer, Special Revenue Funds, TIF District, and Tolend Road Landfill debt.

R-2020.10.14 CIP FY2022 Authorization for Bonding

Document Created by: Finance Department

Resolution.doc

Document Posted on: October 9, 2020

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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2020.10.14 – 175**
 Resolution Re: **Appropriation For FY2022 Capital Improvements Program and Authorization for Bonding**

Multi-Year Projects Proposed Bonding Schedule

The following table summarizes the bonding schedule for the proposed debt authorizations. This table shows that for multi-year projects the issuance of bonds will be done based on cash flow requirements per the projects' proposed segments as presented in the Capital Improvements Program.

Item #	Description	Proposed					
		Appropriations	FY2022	FY2023	FY2024	FY2025	FY2026
1	Fire Station Capacity Improvements	\$ 1,530,000	830,000	40,000		660,000	
2	Bridge Replacement - Chestnut Street	250,000	250,000				
3	Street Reconstruction - Court/Union/Middle	4,500,000	200,000		2,000,000	1,700,000	600,000
4	Street Reconstruction - Fifth/Grove Streets	1,100,000	100,000	750,000	250,000		
5	Street Reconstruction - Oak/Ham/Ela	1,000,000	450,000	200,000	350,000		
6	Portland Avenue Retaining Wall	250,000	250,000				
7	Library Renovations/Upgrades	1,986,930	730,000	270,462	648,008	338,460	
8	Middle School AC/Dehumidification	546,000	546,000				
9	Middle School Roof Replacement	560,000	560,000				
10	Waterfront - Dredge Cell Closure/Maglaras Park	3,300,000	100,000	3,200,000			
11	Street Reconstruction - Henry Law Avenue	1,300,000	80,000		1,220,000		
12	Water Main Replacement - Court Street Area	825,000	75,000			750,000	
12	Water Main Replacement - Fifth/Grove Streets	1,000,000	125,000		875,000		
12	Water Main Replacement - Oak/Ham/Ela	500,000	500,000				
12	Water Main Replacement - Urban Core	1,900,000	1,900,000				
Total		\$ 20,547,930	\$ 6,696,000	\$ 4,460,462	\$ 5,343,008	\$ 3,448,460	\$ 600,000

Financial Policy Considerations

The proposed debt authorizations contained in this resolution will result in the following City Council adopted Financial Policies not being adhered to:

- A. School Department portion of General Fund debt shall not exceed 28% of the State of NH legal limit.
- B. Water Fund debt shall not exceed 5% of the State of NH legal limit.
- C. Water Fund debt service for any given fiscal year shall not exceed 40% of the total appropriations for the fund.

School District debt will exceed the 28% policy limit in FY2022 and continuing through FY2027 as a result of the funding appropriated for the Dover High School project in the FY2016 CIP, as well as the \$1,106,000 proposed for debt financing in this resolution.

Water Fund debt will exceed the 5% policy limit in FY2022 and continue through FY2027 as a result of the funding appropriated for Water System Facilities Upgrade in the FY2017 CIP and FY2018 CIP. The Water Fund debt service as a percentage of budget is projected to exceed the 40% policy level in FY2022 and continue through FY2027. This is the result of the funding appropriated for Water System Facilities Upgrade in FY2017 and FY2018 CIPs, as well as the \$4,225,000 proposed for debt financing in this resolution.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2020.10.14 – 175**
 Resolution Re: **Appropriation For FY2022 Capital Improvements Program and Authorization for Bonding**

Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate and the Utility Rates, net of existing debt service and aid, related to the projects proposed to be bonded in FY2022. The top table reflects the impact of the new CIP projects only; the second set reflects the combined impact of the new CIP projects and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.

CIP Only					CIP Only				
Net Change in Property Tax Rates					Net Change in Utility Rates				
		2022	2023	2024			2022	2023	2024
City		0.09	0.14	0.22	Water		0.28	0.40	0.55
School		0.03	0.07	0.19	Sewer		0.00	0.01	0.09
Total Change		0.12	0.21	0.41	Total Change		0.28	0.41	0.64
Est Tax Rate		25.87	26.08	26.49	Est Utility Rate		15.29	15.70	16.34
% Change City		0.96%	1.47%	2.30%	% Change Water		5.19%	7.04%	9.48%
% Change School		0.26%	0.61%	1.65%	% Change Sewer		0.00%	0.11%	0.99%
% Change Total		0.47%	0.82%	1.60%	% Change Total		1.94%	2.78%	4.31%
Including Prior Year Authorizations					Including Prior Year Authorizations				
Net Change in Property Tax Rates					Net Change in Utility Rates				
		2022	2023	2024			2022	2023	2024
City		0.12	0.10	0.02	Water		1.79	1.23	0.10
School		0.03	0.01	0.09	Sewer		0.51	0.10	0.01
Total Change		0.15	0.11	0.11	Total Change		2.30	1.33	0.11
Est Tax Rate		25.90	26.01	26.12	Est Utility Rate		17.31	18.64	18.75
% Change City		1.28%	1.05%	0.21%	% Change Water		33.15%	17.11%	1.51%
% Change School		0.26%	0.09%	0.78%	% Change Sewer		5.64%	1.05%	0.11%
% Change Total		0.59%	0.43%	0.43%	% Change Total		15.92%	7.94%	0.70%
Rate per \$1,000 of Assessed Value					Rate per 100 Cubic Feet of Water Consumption				



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2020.10.14 – 175**

Resolution Re: **Appropriation For FY2022 Capital Improvements
Program and Authorization for Bonding**

The table below reflects the net change from year to year, and the total change after 3 years, for an average single family home for taxes and user fees, based on the FY20 estimated assessed value at \$336,833 with 75 HCF of average water usage.

Impact to Average Single Family Home				
				Change
				After
Description	Yr1	Yr2	Yr3	3 Years
CIP Only				
Property Tax	40	71	138	249
Water Fees	21	30	41	92
Sewer Fees	-	1	7	8
Total Avg SFH Impact	61	101	186	349
Including PY Authorizations				
Property Tax	51	37	37	125
Water Fees	134	92	(8)	219
Sewer Fees	38	8	1	47
Total Avg SFH Impact	223	137	30	390