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1. CALL TO ORDER
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL ATTENDANCE
5. PROCLAMATIONS/AWARDS
6. APPROVAL OF AGENDA
7. PUBLIC HEARINGS

A. CHAPTER 105 – PEACE AND GOOD ORDER, SECTION 16
SPONSORED BY COUNCILOR CULLEN

B. CHAPTER 141 – VEHICLES AND TRAFFIC, SECTIONS 34, 48, 49, AND 52
SPONSORED BY DEPUTY MAYOR CIOTTI

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@doover.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

A. APRIL 14, 2021 CITY MANAGER’S REPORT

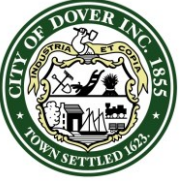
B. FISCAL YEAR 2022 PROPOSED BUDGET PRESENTATION

10. APPROVAL OF MINUTES

A. March 24, 2021 – Regular Meeting

B. April 7, 2021 – Workshop Session

11. MAYOR’S REPORT

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12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. **CHAPTER 105 – PEACE AND GOOD ORDER, SECTION 16**
SPONSORED BY COUNCILOR CULLEN
2. **CHAPTER 141 – VEHICLES AND TRAFFIC, SECTIONS 34, 48, 49, AND 52**
SPONSORED BY DEPUTY MAYOR CIOTTI

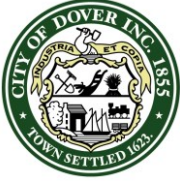
B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B21038 ON-SITE GRINDING OF MUNICIPAL BRUSH AND TREE WASTE**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B21051 TRAFFIC CONTROL/FLAGGING SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **B21054 MISCELLANEOUS SEWER DEPARTMENT SUPPLIES AND ACCESSORIES**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **B21055 MISCELLANEOUS WATER DEPARTMENT SUPPLIES**
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **B21070 PRECAST CONCRETE STRUCTURES**
SPONSORED BY MAYOR CARRIER BY REQUEST
6. **AUTHORIZATION FOR CONSERVATION & EASEMENT FARMING LICENSE TO SCRUTON'S DAIRY, INC. (BLACKWATER ROAD)**
SPONSORED BY MAYOR CARRIER BY REQUEST
7. **AUTHORIZATION OF STORMWATER DRAINAGE EASEMENTS FOR TAX MAP 29, LOTS 72A, 73 AND 73-1**
SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - AGENDA

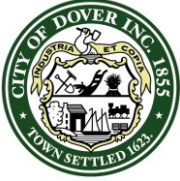
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COMMITTEE REPORTS

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

B. RESOLUTIONS

1. **B21039 2021 SIDEWALK IMPROVEMENTS**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B21043 BODY WORN AND VEHICLE MOUNTED CAMERAS – NASPO CONTRACT**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **B21062 HOT BITUMINOUS PAVING (ASPHALT) LAID IN PLACE**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **B21077 PURCHASE OF 2020 GLOBAL M3 HIGH PERFORMANCE MECHANICAL STREET SWEEPER – SOURCEWELL CONTRACT**
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **B21078 PURCHASE OF E-ONE TYPHOON URBAN INTERFACE PUMPER – HGAC CONTRACT**
SPONSORED BY MAYOR CARRIER BY REQUEST
6. **AUTHORIZATION FOR USE OF GARRISON HILL FOR A COMMUNITY GARDEN AND EXPENDITURE OF FUNDS IN SUPPORT OF SAME**
SPONSORED BY COUNCILOR CULLEN
7. **MONITORING FUNDS OF \$75,000 FOR GREAT BAY PERMIT**
SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
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Meeting Time: **7:00 pm**

8. **FISCAL YEAR 2022 CAPITAL IMPROVEMENT PROGRAM (CIP)**
APPROPRIATION AND AUTHORIZATION FOR CWSRF LOAN FOR COCHECO RIVER OUTFALL STORMWATER PLAN
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL,)
(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 28, 2021, WITH CITY COUNCIL VOTE TO OCCUR ON MAY 12, 2021.)
SPONSORED BY MAYOR CARRIER BY REQUEST
9. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM LEIGHTON WAY AND COCHECO PUMP STATIONS TO DOWNTOWN INFLOW AND INFILTRATION ELIMINATION**
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL,)
(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 28, 2021, WITH CITY COUNCIL VOTE TO OCCUR ON MAY 12, 2021.)
SPONSORED BY MAYOR CARRIER BY REQUEST
10. **FISCAL YEAR 2022 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM**
(TO BE REFERRED TO A SCHOOL DEPARTMENT PORTION PUBLIC HEARING ON MAY 12, 2021, AND THE CITY PORTION PUBLIC HEARING ON MAY 26, 2021.)
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

April 14, 2021

Reporting On:
March 2021

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	79	562	466	342
Document Creation & Review Including Contracts	39	249	256	269
Right to Know Requests Processed	04	42	49	41
Resolutions	05	51	75	53
Ordinances	03	15	10	18

Customer Focused Outcomes: Right to Know

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

- Diana Carpinone for Dover School District Terminex Work Orders
- Dianna Cheslock for Dover School District disinfectant and cleaning supplies
- Donahue Tucker & Ciandella for Tax Map H, Lot 4-3
- Liberty Mutual re: The Shanty located at 475 Central Ave request for Certificate of Assembly, Certificate of Occupancy and any other city issued permits/certificates/inspections

**Product & Process Outcomes:
Assistance to City Departments**

City Council & City Boards	Attention to resolutions and ordinances as needed or requested by City Council. Assistance with ad hoc committees and rules. Assistance with Charter amendment process. Assistance with RSA chapter 91-A compliance questions, including impact of COVID-19, as requested by City bodies/boards; Assistance with tracking and reviewing pending legislation;
Community Services	Assistance with Great Bay Draft Permit; assistance with code enforcement; assistance with sewer easements and license agreements; assistance with historic road research; assistance with personnel matters;
Executive	Assistance with personnel matters; Assistance to DBIDA with respect to purchase and sale agreement; assistance with compliance.
Fire & Rescue	Assistance with contracts; assistance with compliance inquiries; assistance with developing draft document retention schedule;
Finance	Prepare and review various contracts; track and file City claims with Primex;
Planning	Assistance with development-related contracts; assistance with ordinances and re-zoning; assistance with enforcement issues; assistance with CDBG program;
Police	None
Public Library	None
Public Welfare	Assistance with general inquiries;
Recreation	None
School	Assistance with Right to Know request; assistance with contracts; assistance with other matters;

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 USDC 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. This case has settled and the litigation has concluded.

Mary Hebbard v. City of Dover, John & Karen Brough and Ryan Colbath: Discovery is complete. Case is scheduled for possible trial in June and July 2021. Partial summary judgment rulings received in February 2021.

Mary & Rick Hebbard v. City: Complaint filed in October 2019 concerning drainage in the Tanglewood Subdivision. Discovery is complete. Case is scheduled for trial April 7, 8 and 9 of this month. Partial summary judgment rulings received in February 2021.

Stergiou et. al. v. City of Dover: Planning Board appeal filed in August 2020 by certain abutters. The City accepted service in September 2020. This case has now been dismissed on jurisdictional grounds.

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 case is now undergoing settlement discussions.

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:

Economic activity continued to expand in Dover through March. The downtown restaurants that reopened with outside seating, the relaxation of indoor capacity utilization with social distancing and barriers are now facing extended periods of cold weather, snow removal issues and increasing dependency on takeout business. This is important to all downtown businesses as the restaurants attract customers to all other downtown merchants. The Dover unemployment rate, in steady decline since August, paused at 3.4% in February and returned to 4.0% unemployment in March. At the height of the initial pandemic peak, Dover's unemployment rate was 17.3 %. At the end of November, it had declined to 3.5% and returned to 4.0% in March as downtown retailers continued to shorten open hours and reduce staff. One significant effect was the restaurant sector decline despite 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. That benefit has been significantly attenuated by the onset of winter weather. Dover's hotels that were doing better than expected enjoying an average occupancy rate of 75% have now seen that decline to the 30% – 40% occupancy level. The corporate guest market had declined but the trades, utilities and medical markets had hereto for filled the gap. These segments have now also declined but to a lesser extent. We are beginning to see increased vacancies developing in leased office space and expect to see more as leases expire. Surprisingly, we have not yet seen office space lease rates decline. These vacancies are due to the realization that remote working works for some firms and the overhead expense of office space can be eliminated.

The NH MSRP 2.0 support program has provided some relief to small businesses as a bridge during the second federal stimulus program roll out. The most recent delay brought on by the new President's call for \$2,000 stimulus checks versus the \$600 amount agreed by Congress and the more recent issue of a mandated \$15 minimum wage has not past but has further delayed issuance of critical small business support. It is expected to cause some Dover small businesses to close to save operating costs during the lean months until warmer weather arrives. Stimulus checks are now expected to begin to arrive by this weekend.

The stock market, though somewhat volatile in the oil and commodities sectors in the first months of the first quarter, has shown enough strength to increase consumer spending and has raised people's confidence going forward despite sharply rising gasoline cost. It is anticipated that some volatility will continue through Q2. 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 some success with substantially lower pricing. Significant auto overstock still exists. 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 that have prevented the aircraft from rejoining commercial fleets until the last two weeks.. Most downtown retailers are on reduced hours and staffing. Staffing firms reported a small but persistent rising tide of employment until the most recent pause. Commercial real estate activity

continues strong despite very high labor and materials costs for projects. A number of new commercial/ industrial projects were greenlighted in February and March. 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. 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. It is now projected to reach a 6.4% GDP growth in the next quarter. Mortgage interest rates most recently increased to just under 2% spurred on by the rise in the 10 year bond rate. Lending rates are still a great value but bank lending restrictions have tightened.

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 Rd. 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 2021 revenue growth in the services sector are now less sanguine.

Commercial Real Estate:

Non-residential commercial real estate sales activity is growing at about 75% 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 initiated 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. 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 some reluctance to commit assets until things calm down.

See Local Major Development Projects at end of report.

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 with Strafford County single family home inventory increasing by 1.4 % for the first time in the last few years. 2020 unit sales 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 double digit % year-over-year 2019-2020. Condo sales though somewhat mixed regionally, are up 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 condo's will continue, though abated, throughout 2021 with a probable pause in growth in late 2021 or early 2022. Realtors are having more luck trying to sell homes on-line.

Manufacturing & Related Services:

Most local manufacturers supplying domestic and international markets are now reporting expanding sales results. Exceptions are aerospace and commercial airplane and parts suppliers. One point-of-purchase systems supplier is experiencing sales decreases significant enough to require an 80% layoff and downsizing out of Dover to their MA HQ. Local manufacturing has grown 400 jobs this year but last quarter 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. Measured Progress has been sold and will be moved to the buyer's HQ in the South. 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 soybean products being purchased to offset crops lost to flooding in China. Manufacturing firms reporting on inventory levels are citing higher levels as supply chain interruptions abound. Most contacts in the manufacturing sector indicate that both staffing levels and wage growth have now stabilized and are once again growing. Capital investment is stable locally and we have several expansion projects either underway or about to get underway. Foreign investment in the US is growing rapidly due to the uncertainties rampant in the Chinese, Brazilian, Venezuelan and European economies. The Silver Square development is now making Phase II progress on this \$50 million dollar development.

Regional manufacturers are now gaining in confidence and are again contemplating expansions due to business growth.

Labor demand has been strong in IT and software, electronics, engineering, quality assurance tech and legal skills. 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 but have been slowed by schools switching to remote learning. Recent reductions in the NH BPT and EPT are being maintained by the Governor's veto so far. The FY2021 property tax increase, with the over tax cap budget strategy 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. New Hampshire has the 6th best total tax burden in the U.S. and far better than the other New England states. This is partially offset by the high energy and water processing costs.

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 having gone from an occupancy rate of just under 90% to 30% occupancy with several postponed weddings, are now back to an average of 30-40%% occupancy. One hotel has converted a part of their spaces to homeless housing being managed by Community Action Partners. On-line shopping has, prospered due to the brick and mortar small retail closings and customer needs for non-exposure to others. 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 and deliveries to your door. It is anticipated that some of the big box medium sized chain stores in neighboring municipalities will close when their leases expire. Large big box chains are expected to continue to do well.

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. All have now been informed of the available programs including the latest landlord mailings to provide delinquent renter relief under PPP2.0 and the American Rescue Plan.

Employment and Wages:

Local labor market pressure initially collapsed with the widespread business closures and layoffs. It is estimated by EMSI Data Analytics that of Dover's 4.0% unemployment rate, 2.0% 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 made a lot more money staying home. Now extended by Congress, for \$600 extra per week in the subsequent presidential executive order. It remains to be seen what the final support package will be. The anticipated stimulus package is expected to raise the unemployment monthly payment amount and extend the weeks paid by another 11 weeks. It appears that the fate of the proposed \$15 minimum wage will be defeated or mitigated due to its potential for increasing unemployment at the lower end of the wage scale.

In the higher skill set categories, doctors, paramedics, physician's assistants and nurses are no longer in short supply as elective procedures suspended in anticipation of COVID-19 surges that didn't materialize in the magnitude anticipated in NH are no longer at peak levels with fewer hospitalizations. NH hospitals are in deficit and some doctor and nurse layoffs are expected as elective procedures are back on track again locally for the time being 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 complete.
- Silver Square Development: Phase 1 completion, Phase 2 underway.
- 49,000 SF at 27 Production Drive has been sold and has two occupants.
- Cathartes Project (Orpheum) Occupied.
- Well over \$100,000,000 in Dover development underway.
- Fosters Building sold for \$1.5 million / Kostis Brothers (renovation in process).
- The old courthouse building on First and Second has a buyer and has entered into an agreement to buy and renovate.
- 6 Grove St. Project is once again.
- The Fosters building on Venture Dr. New owner (Index Packaging) is expanding the building by 67,000 SF. Birch Hill Armory on Industrial Park Dr. is completed and open.
- The H. Morris building on Venture Dr. is near completion.
- Several mixed use and multi-family residential projects are at the TRC stage and heading for Planning Board approval, including some workforce housing.

Parking Division

February	Feb-21	Feb-20	Feb-19	Fiscal YTD 2021	Fiscal Year 2020	Fiscal Year 2019
Meter Activity - Total						
Meter Transactions	26,093	48,997	34,528	233,902	442,999	466,721
Income from Meters	\$49,931	\$90,134	\$50,120	\$415,311	\$836,199	\$648,806
Active Meter Days	23	24	19	198	292	249
Average Daily Meter Transactions	1,134	2,041	1,817	1,181	1,517	1,874
Meter Activity - Parking Garage						
Meter Transactions	1,939	4,029	3,021	13,538	36,219	36,749
Income from Meters	\$7,247	\$9,791	\$5,204	\$36,815	\$88,142	\$61,468
Active Meter Days	23	24	19	198	292	249
Average Daily Meter Transactions	84	168	159	68	124	148
Parking Permit Activity						
Total Parking Permits Issued	785	673	602	5,723	6,809	6,767
Residential Permits Issued	47	38	47	329	441	637
Business Permits Issued	738	635	555	5,394	6,499	6,130
Permit Income	\$17,548	\$16,526	\$13,760	\$181,756	\$246,485	\$232,682
Parking Ticket Activity						
Total Parking Tickets Issued	778	731	612	4,273	7,862	8,181
Accessible Space Tickets Issued	1	6	9	14	48	77
Winter Restriction Tickets Issued	239	19	163	381	164	327
Parking Ticket Income	\$15,247	\$24,793	\$14,942	\$96,750	\$180,148	\$168,062
Electric Vehicle Charging Stations						
Number of times Stations Used	4	31	not captured	52	233	not captured
Charging Station Income	\$21	\$94	not captured	\$316	\$952	not captured

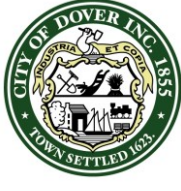
COAST

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	1,042	133
August 2020	2,812	2,484	1,040	178
September 2020	3,225	2,577	1,011	271
October 2020	3,331	2,700	1,148	266
November 2020	2,942	2,148	1,121	327
December 2020	3,003	2,254	1,119	451
January 2021	2,927	2,126	979	325
February 2021	2,706	2,216	861	315

J. MICHAEL JOYAL, JR.
CITY MANAGER

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1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Williams led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

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

5. PROCLAMATIONS/AWARDS

Mayor Carrier presented three proclamations:

Unified Soccer

Dover Ice Hockey

Dover Fall Spirit Cheer Team

6. APPROVAL OF AGENDA

Councilor Thibodeaux moved to add an Energy Commission Report.

Deputy Mayor Ciotti moved to approve the Agenda as amended; seconded by Councilor O'Connor.

Roll Call Vote: 9/0.

7. PUBLIC HEARINGS

A. ACCEPTANCE OF THE FY21 ACTION PLAN AND THE EXPENDITURES FOR FEDERAL FISCAL YEAR 2021 CDBG ENTITLEMENT FUNDS

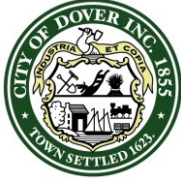
SPONSORED BY DEPUTY MAYOR CIOTTI AS PLANNING BOARD REPRESENTATIVE

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

B. APPROVAL OF THE CDBG CITIZEN PARTICIPATION PLAN AMENDMENT

SPONSORED BY DEPUTY MAYOR CIOTTI AS PLANNING BOARD REPRESENTATIVE

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

 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, March 24, 2021</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, March 24, 2021	Meeting Time:	7:00 pm
CITY COUNCIL - MINUTES											
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Meeting Time:	7:00 pm										

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.

Jim Verschueren, 102B Sixth Street: He spoke about the Petition to Act – Hate Has No Home Here. (archived with these Minutes)

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

9. CITY MANAGER’S REPORT

City Manager Joyal submitted his report in writing and gave an overview to the Council. He reappointed Tim Granfield to the Dover Housing Authority.
Deputy Mayor Ciotti moved to accept the City Manager’s Report; seconded by Councilor Williams.
Roll Call Vote: 9/0.

10. APPROVAL OF MINUTES

A. March 10, 2021 – Regular Meeting

Deputy Mayor Ciotti moved to approve the Minutes; seconded by Councilor Shanahan.
Roll Call Vote: 9/0.

11. MAYOR’S REPORT

Mayor Carrier spoke to the Council about the heart wrenching violence happening in the Country. He spoke about the auction fundraiser for the Seacoast Educational Endowment for Dover (SEED). He recently volunteered at the Warming Shelter and recognized how well it was being run. He attended a meeting with the 13 NH Mayors. He said the Dover will be the host city to the USS Greenville starting this summer. He met Allan Krans’ replacement as Director for the Dover Housing Authority, Ryan Crosby. He recognized the vaccination site for doing a great job. He said restaurants are opening and reminded people to keep safe.
Deputy Mayor Ciotti moved to accept the Mayor’s Report; seconded by Councilor O’Connor
Roll Call Vote: 9/0.

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12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. **ACCEPTANCE OF THE FY21 ACTION PLAN AND THE EXPENDITURES FOR FEDERAL FISCAL YEAR 2021 CDBG ENTITLEMENT FUNDS**
SPONSORED BY DEPUTY MAYOR CIOTTI AS PLANNING BOARD REPRESENTATIVE

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Shanahan.
Deputy Mayor Ciotti gave an overview of the Resolution to the Council.
Roll Call Vote: 9/0.

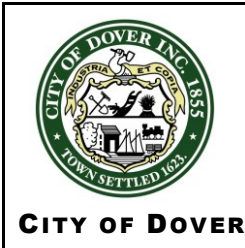
2. **APPROVAL OF THE CDBG CITIZEN PARTICIPATION PLAN AMENDMENT**
SPONSORED BY DEPUTY MAYOR CIOTTI AS PLANNING BOARD REPRESENTATIVE

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Gasses.
Roll Call Vote: 9/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B20073 DESIGN CONSULTING SERVICES FOR THE LOWER CENTRAL AVENUE IMPROVEMENT PROJECT – ADD’L SCOPE OF WORK #1**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B21027 – COLLABORATION AND CONFERENCING SOLUTION**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **APPROVAL OF LEASE AGREEMENT WITH MEZZANINE CATERING, LLC**
SPONSORED BY MAYOR CARRIER BY REQUEST



CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Conference Room**
Meeting Date: **Wednesday, March 24, 2021**
Meeting Time: **7:00 pm**

COMMITTEE REPORTS

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

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

Mayor Carrier asked the Council if they would like to pull a resolution for further discussion.

Councilor Cullen pulled Item 13.A.2.

Mayor Carrier asked for a roll call vote on the remaining items on the Consent Calendar.

Roll Call Vote: 9/0.

Deputy Mayor Ciotti moved for the adoption of Item 13.A.2.; seconded by Councilor O'Connor.

Councilor Cullen asked for bid amount information of the other companies.

Fire Chief Haas gave an overview of the Resolution to the Council.

Roll Call Vote: 9/0.

Councilor Thibodeaux introduced Mr. Baber, Energy Commission Chairperson and Otis Perry, and invited them to speak to the Council.

Mr. Baber and Mr. Perry gave an overview of the Energy Commission report to the Council.

Councilor Shanahan gave an overview of the Legislative Liaison Report to the Council.

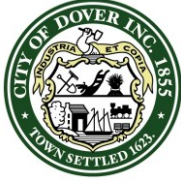
Councilor Thibodeaux gave an overview of the Library Board of Trustees Report to the Council.

Councilor Gasses gave an overview of the McConnell Center Advisory Committee Report to the Council.

Councilor Shanahan gave an overview of the Ordinance Committee Report to the Council.

Deputy Mayor Ciotti gave an overview of the Parking Commission Report to the Council.

Councilor O'Connor gave an overview of the Pool Advisory Committee Report to the Council.

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Councilor Shanahan gave an overview of the Racial Equity and Inclusion Ad-Hoc Committee Report to the Council.

Councilor O'Connor gave an overview of the Recreation Advisory Board Report to the Council.

B. RESOLUTIONS

- B21041 STARK AVENUE AND DOWNTOWN AREA SEWER REHABILITATION PROJECT-PHASE A**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor O'Connor.
Roll Call Vote: 9/0.

C. ORDINANCES IN 1ST READING

- CHAPTER 105 – PEACE AND GOOD ORDER, SECTION 16**
(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 14, 2021.)
SPONSORED BY COUNCILOR CULLEN

Deputy Mayor Ciotti moved to refer to a Public Hearing on April 14, 2021; seconded by Councilor Williams.
Roll Call Vote: 9/0.

- CHAPTER 141 – VEHICLES AND TRAFFIC, SECTIONS 34, 48, 49, and 52**
(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 14, 2021.)
SPONSORED BY DEPUTY MAYOR CIOTTI

Deputy Mayor Ciotti moved to refer to a Public Hearing on April 14, 2021; seconded by Councilor Williams.
Roll Call Vote: 9/0.

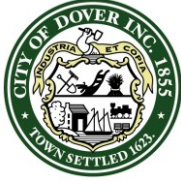
14. COUNCIL CORRESPONDENCE

- Petition to Act – Hate Has No Home Here**
- Letter from Brian C. Caple, dated March 8, 2021.**

Deputy Mayor Ciotti moved to place correspondence on file; seconded by O'Connor.
Roll Call Vote: 9/0.

15. COUNCIL MATTERS OF INTEREST

Deputy Mayor Ciotti read a letter from Periklis Karoutas regarding Greece's Independence Day event.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Regular Meeting Meeting Location: City Hall, Council Conference Room Meeting Date: Wednesday, March 24, 2021 Meeting Time: 7:00 pm
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Councilor Cullen started a discussion regarding the Dover Community Garden.

Mayor Carrier started a discussion on Dover Clean Up Day.

Councilor Williams discussed racial equity programs that are available. She also spoke about the Strafford Regional Planning Commission.

Councilor Muffett-Lipinski started discussion about making signs regarding Dover looking out for people.

16. ADJOURN

Councilor O'Connor moved to adjourn; seconded by Councilor Williams.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Conference Room
Meeting Date: **Wednesday, April 7, 2021**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Deputy Mayor Ciotti led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Carrier, Deputy Mayor Ciotti, Councilor Cullen, Councilor Gasses, Councilor O'Connor, Councilor Shanahan, and Councilor Williams. Councilor Thibodeaux attended remotely.

Absent: Councilor Muffett-Lipinski

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

5. CITIZEN'S FORUM

Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

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

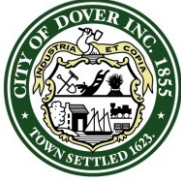
6. DISCUSSIONS

A. PROPOSAL FOR PURCHASE OF POLICE BODY/VEHICLE CAMERAS

Police Chief Breault gave a PowerPoint presentation to the Council regarding the need for Body/Vehicle Cameras.

7. ADJOURNMENT

Councilor O'Connor moved to adjourn; seconded by Williams.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.1. Ordinance Number: O – 2021.03.24 – 002 Ordinance Title: Peace and Good Order Chapter: 105 Section: 16
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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 105, Peace and Good Order, Section 16. The background section of this ordinance and the findings stated therein are incorporated by reference.

2. AMENDMENT

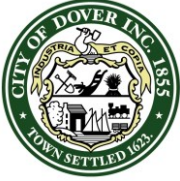
Chapter 105 entitled “Peace and Good Order”, is hereby amended by revising Section 105-16, “Hunting on City property” as follows:

a. THE FOLLOWING ARE AMENDED:

§ 105-16 **Hunting and Target Shooting on City property.**
[Added 10-8-2014 by Ord. No. 2014.09.10-17]

A. No person shall hunt wildlife or engage in target shooting with firearms in or on the following properties:

- (1) All Dover public school facilities and adjacent parks.
- (2) Willand Pond Recreation Area.
- (3) Dover Community Trail.
- (4) Tolend Landfill ~~within a posted 300-foot safety zone surrounding City facilities on the property.~~
- (5) Pine Hill Cemetery.
- (6) Guppey Park.
- (7) Dover Community Services facilities on Mast Road.
- (8) Wastewater Treatment Plant.
- (9) Bellamy Park.
- (10) Maglaras Park.
- (11) Garrison Hill Park.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2021.03.24 – 002**
Ordinance Title: Peace and Good Order
Chapter: 105
Section: 16

(12) The Dover Community Services (Facilities, Grounds and Cemeteries) facility at 145 Court Street.

- B. The City Manager may provide for the posting of these City-owned properties against hunting and target shooting with firearms pursuant to RSA 635:4.
- C. Penalties. Any person violating the provisions of this section shall be subject to a fine as provided in the City Fine Schedule per offense. **[Amended 2-12-2020 by Ord. No. 2020.01.08-001]**

3. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Councilor Fergus Cullen
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Susan Mistretta City Clerk		

 CITY OF DOVER	CITY OF DOVER - ORDINANCE		Agenda Item#: 12.A.1.
	Ordinance Number:	O – 2021.03.24 – 002	
	Ordinance Title:	Peace and Good Order	
	Chapter:	105	
	Section:	16	

DOCUMENT HISTORY:

First Reading Date:	03/24/2021	Public Hearing Date:	04/14/2021
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 Marcia Gasses, 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.		

ORDINANCE BACKGROUND MATERIAL:

Numerous people recreate and/or work in the areas referenced within Dover Code 105-16. There have been numerous, recent complaints concerning target shooting on the City property on Tolend Road. Given proximity to other users of the listed properties, target shooting presents the same or greater public safety concerns as hunting on the listed areas of City land, but the City’s existing ordinance does not expressly address target shooting. This ordinance is intended to clarify that target shooting practice, like hunting, is not allowed on the indicated City properties. This ordinance also adds an express reference to the new Community Services facility for Facilities, Grounds, and Cemeteries recently constructed at 145 Court Street.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.2. Ordinance Number: O – 2021.03.24 – 003 Ordinance Title: Vehicles and Traffic Chapter: 141 Sections: 34 48 49 52
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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 141, Vehicles and Traffic, Sections 34, 48, 49, and 52. The background section of this ordinance and the findings stated therein are incorporated by reference.

2. AMENDMENT

Chapter 141, entitled “Vehicles and Traffic,” is hereby amended by revising Section 141-34, “(Reserved)”, as follows:

a. THE FOLLOWING ARE AMENDED:

§ 141-34 ~~(RESERVED)~~ **Pay by Phone**

A. The use of a Pay by Phone system to pay for parking is permitted notwithstanding the provisions of § 141-31A(3)(a)[1] under the following conditions:

(1) Payment is made for the specific vehicle registration or plate number ;

(2) Payment is made for the proper zone in which the vehicle is parked;

(3) No other manipulation of the software or program resulting in the avoidance of parking fees has occurred.

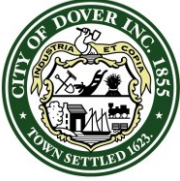
3. AMENDMENT

Chapter 141, entitled “Vehicles and Traffic,” is hereby amended by revising Section 141-48, “Schedule I: No Parking at Any Time”, as follows:

a. THE FOLLOWING ARE AMENDED:

§ 141-48 **Schedule I: No Parking at Any Time**

In accordance with the provisions of § **141-17**, it shall be unlawful for the owner of any vehicle or any persons having custody or control of any vehicle to park it or permit it to be parked in the following locations within the City of Dover, and any vehicle found to be in violation of the aforementioned provisions may be towed by the direction of the Police Department and the expense of such towing borne by the owner of the vehicle:



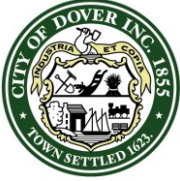
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2021.03.24 – 003**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Sections: 34
48
49
52

<u>Street or Location</u>	<u>Side or Area</u>	<u>Location/Date(s) If Applicable</u>
Abbey Lane	Southerly	From the intersection with Rutland Street easterly to the end of said Abbey Lane
Abbott Street	Southerly	From the intersection with Central Avenue westerly to the intersection with Mount Vernon Street
Academy Street	Both	Northerly for a distance of 100 feet starting at the intersection of Church Street
Alumni Drive	Both	From the intersection with Bellamy Road easterly to the intersection of Durham Road
Angle Street	Northerly	From Academy Street to Central Avenue
Arch Street	Both	From the intersection with Silver Street northerly to the intersection of West Concord Street
Ash Street	Southerly	From intersection with Central Avenue westerly to the parking lot entrance in the rear of No. 678 Central Avenue
Atkinson Street	Easterly	From the intersection with Washington Street southerly to the intersection with Silver Street
Ayers Lane	Both	Entire length
Baker Street	Southerly	From the intersection of East Concord Street easterly for a distance of 300 feet
Baker Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Northerly	From the intersection with East Concord Street, easterly to the intersection with Broadway, between December 1 and April 1
Belknap Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Easterly	From the intersection with Silver Street, southerly to the intersection with Fisher Street, between December 1 and April 1



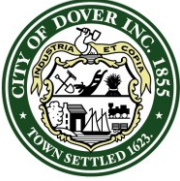
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2021.03.24 – 003**
 Ordinance Title: Vehicles and Traffic
 Chapter: 141
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Belknap Street	Easterly	From the intersection with Washington Street to the intersection with St. Thomas Street
Belknap Street [Added 11-13-2019 by Ord. No. 2019.10.23-013]	Westerly	From the intersection with Silver Street northerly to the intersection with Washington Street, between December 1 and April 1
Bellamy Road	Easterly	From Alumni Drive southerly for a distance of 440 feet
Bellamy Road	Easterly	From the intersection with Cataract Avenue southerly to Alumni Drive
Bellamy Road	Westerly	From the Bellamy River Bridge southerly to 200 feet beyond Lisa Beth Drive
Boyle Street	Northerly	From Court street Easterly for a distance of 200 feet
Brick Road [Added 12-9-2015 by Ord. No. 2015.10.28-027]	Northerly	From the intersection of Central Avenue easterly for a distance of 100 feet
Broadway	Easterly	From the PSNH Pole No. 114/25 (a point across from Florence Street) northerly to the intersection with Oak Street
Canney Lane	Northerly	Entire length
Central Avenue	Both	From the intersection with Back River Road easterly to the intersection with Stark Avenue
Central Avenue	Easterly	From the intersection with Ham Street northerly for a distance of 35 feet
Central Avenue	Easterly	From the intersection with Pierce Street northerly to the driveway of 547 Central Avenue (formerly Seacoast Savings Bank)
Central Avenue	Easterly	From the intersection with Indian Brook Drive southerly to the PSNH pole number 1/71



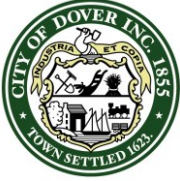
CITY OF DOVER

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Central Avenue	Easterly	From the intersection with South Pine Street Southerly to the PSNH pole number 1/147
Central Avenue	Easterly	From the PS Pole No. 1/1305 to the island of PS Pole No. 1/130A
Central Avenue	Easterly	From the south property line of 633 Central Avenue to the driveway of 655 Central Avenue
Central Avenue	Easterly	From the southerly driveway of 189 Central Avenue northerly to the intersection with George Street
Central Avenue	Easterly	From Washington Street north for a distance of 320 feet.
Central Avenue	Westerly	From Church Street to Silver Street, except during Sunday Religious Services at the First Parish Church
Central Avenue	Westerly	From the driveway to 146 Central Avenue southerly to a point 30 feet south of intersection with Trakey Street
Central Avenue	Westerly	From the intersection with Indian Brook Drive southerly to the intersection with Reservoir Street
Chapel Street	Both	From the intersection with Portland Avenue westerly to St. John Street
Chapel Street	Northerly	From the intersection with Main Street easterly to St. John Street
Charles Street [Added 4-23-2014 by Ord. No. 2014.04.09-005]	Northerly	From Central Avenue easterly for a distance of 150 feet
Charles Street [Added 4-23-2014 by Ord. No. 2014.04.09-005]	Southerly	From Central Avenue easterly for a distance of 240 feet
Charles Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Southerly	From Mill Street westerly for a distance of 70 feet



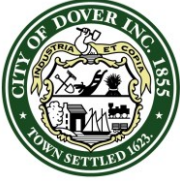
CITY OF DOVER

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Agenda Item#: 12.A.2.

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Chestnut Street	Both	From the intersection with Washington Street northerly to the intersection with Third Street
Chestnut Street	Both	From the intersection with Washington Street southerly to the intersection with St. Thomas Street
Chestnut Street	Westerly	From the intersection with Fourth Street northerly for 50 feet
Church Street	Northerly	From the intersection with Central Avenue westerly to the intersection with Locust Street, except for school buses and parents picking up or discharging students or during church services at the First Parish Congregational Church. When both student pick-up/discharge and church services occur at the same time, school buses alone shall take precedence
Clifford Street	Northerly	From the intersection with Towle Avenue easterly for a distance of 30 feet
Court Street	Northerly	From Central Avenue to Boyle Street
Court Street	Northerly	From the intersection with Union Street easterly for a distance of 110 feet
Court Street	Southerly	From the intersection with Central Avenue to the intersection with Union Street
Court Street	Southerly	From South Pine Street westerly for a distance of 100 feet
Cushing Street [Added 11-13-2019 by Ord. No. 2019.10.23-013]	Easterly	The entire length, between December 1 and April 1
Dover Street	Northerly	From the easterly corner of the property at 18-20 Dover Street, westerly for a distance of 135 feet,



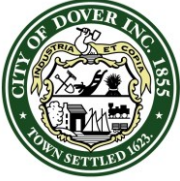
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2021.03.24 – 003**
 Ordinance Title: Vehicles and Traffic
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		from 7:00 a.m. to 5:00 p.m. Monday through Friday
Durham Road	Both	From the intersection of Back River Road to the intersection of Mast Road
Durrell Street	Northerly and westerly	The entire length from St. John's Street to Winter Street
East Watson Street	Both	From the intersection with Central Avenue easterly to the intersection with South Watson Lane
Elm Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Westerly	From the intersection with Silver Street, southerly to the intersection with Fisher Street, between December 1 and April 1
Essex Street [Added 11-13-2019 by Ord. No. 2019.10.23-013]	Southwesterly	From the intersection with Portland Avenue northwesterly to the dead end, between December 1 and April 1
Everett Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Westerly	From the intersection with Baker Street, southerly to the intersection with Ham Street, between December 1 and April 1
Ezra's Way	Easterly	Entire length
Fern Court	Westerly	From the intersection with Folsom Street, northerly, and then westerly to the dead end
Fifth Street	Northerly	From the intersection with Central Avenue westerly to Chestnut Street,
Fifth Street [Added 11-13-2019 by Ord. No. 2019.10.23-013]	Northerly	From the intersection with Chestnut Street westerly to the intersection with Grove Street, between December 1 and April 1
Fifth Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Southerly	From the intersection with Grove Street, westerly to the intersection with Tammany Park, between December 1 and April 1
First Street [Amended 9-3-	Northerly	From the westerly driveway of 1



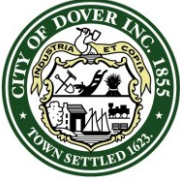
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2014 by Ord. No. 2014.08.13-014]		First Street easterly to the intersection with Central Avenue
Folsom Street [Added 11-13-2019 by Ord. No. 2019.10.23-013]	Southerly	The entire length, between December 1 and April 1
Forest Street [Added 11-13-2019 by Ord. No. 2019.10.23-013]	Northwesterly	The entire length, between December 1 and April 1
Fourth Street [Added 11-13-2019 by Ord. No. 2019.10.23-013; amended 9-9-2020 by Ord. No. 2020.08.26-012]	Southerly	From the intersection with Chestnut Street westerly to the intersection with Grove Street, between December 1 and April 1
Fourth Street	Southerly	From the intersection with Chestnut Street westerly for a distance of 100 feet
Fourth Street	Southerly	From the intersection with Chestnut Street easterly to Public Service Pole No. 53/1A
Fourth Street	Southerly	From the Cochecho River bridge easterly to the intersection of Frances Drive, a distance of 250 feet
Garrison Road	Southerly	From the intersection with Shadow Drive easterly to the intersection with Meridian Drive
George Street [Added 10-26-2016 by Ord. No. 2016.10.12-013]	Northwesterly	From the intersection with Sonnett Street to the intersection with Henry Law Avenue, except where individual parking spaces are marked by the City
George Street	Southeasterly	From the northeast corner of the property line of 233 Central Avenue northeasterly to the intersection with Sonnett Street
Greenfield Drive	Northerly	From the intersection with Garrison Road easterly to the northwest corner of Greenfield Drive traffic



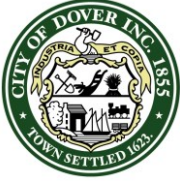
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		circle
Ham Street [Added 3-27-2019 by Ord. No. 2019.03.13-005]	Northerly	From Central Avenue to Park Street
Hampshire Circle	Northerly	From the southerly intersection with Whittier Street continuing around on that side of Hampshire Circle to the northerly intersection with Whittier Street
Hamilton Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Northerly	From the intersection with Elm Street, westerly to the intersection with Belknap Street, between December 1 and April 1
Hancock Street [Added 11-13-2019 by Ord. No. 2019.10.23-013]	Southwesterly	The entire length, between December 1 and April 1
Hanson Street [Added 4-25-2018 by Ord. No. 2018.04.11-003]	Both	Entire length
Henry Law Avenue	Easterly	From the Maglaras Park entrance road to Browning Drive
Henry Law Avenue	Westerly	From the intersection of Browning Drive northerly for a distance of 75 feet
Henry Law Avenue	Westerly	From the intersection of George Street southerly to a point directly across from Towne Drive
Henry Law Avenue	Westerly	From the intersection with Williams Street southerly to the intersection with George Street
High Ridge Drive [Added 7-22-2020 by Ord. No. 2020.07.08-005; amended 9-9-2020 by Ord. No. 2020.08.26-012]	Southerly	From the intersection with Floral Avenue easterly to the dead end, between December 1 and April 1
Horne Street	Westerly	From the intersection with Glencrest Avenue southerly to the driveway of 68 Horne Street



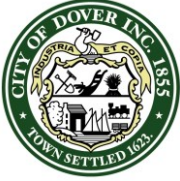
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Industrial Park Drive [Added 5-23-2018 by Ord. No. 2018.05.09-004; amended 3-27-2019 by Ord. No. 2019.03.13-005]	Easterly then southerly (inside of curve)	From the westernmost driveway from 89 Industrial Park Drive (Eversource Pole No. 305/12B) northerly, then easterly to the driveway of 115 Industrial Park Drive (Eversource Pole No. 305/15BS), from November 1 to April 1
Ivan's Lane	North	Entire length
Kirkland Street	Southerly	
Lexington Street [Added 11-13-2019 by Ord. No. 2019.10.23-013]	Easterly	The entire length, between December 1 and April 1
Lincoln Street [Added 11-13-2019 by Ord. No. 2019.10.23-013; amended 9-9-2020 by Ord. No. 2020.08.26-012]	Southerly	From the intersection with Chestnut Street, westerly to the intersection with Grove Street, between December 1 and April 1
Lisa Beth Drive [Repealed 9-9-2020 by Ord. No. 2020.08.26-012]		
Locust Street	Easterly	From the intersection with Silver Street southerly to the intersection with Central Avenue
Locust Street	Easterly	From the intersection with St. Thomas Street southerly to the intersection with Silver Street
Long Hill Road	Both	From the intersection with New Rochester Road (Route 108) westerly to the intersection with Old Rochester Road (Route 16B)
Main Street	Easterly	From the intersection with Washington Street northerly to the intersection with Chapel Street
Mechanic Street	Both	From intersection of School Street northerly to the intersection of Chapel Street
Mill Street	Both	From a point 370 feet from Central



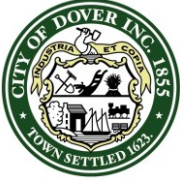
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		Avenue easterly for a distance of 700 feet
Mineral Park Drive	Northerly	From the intersection with Washington Street to the intersection with Pleasant View Circle
Morin Street	Both	From the intersection with Central Avenue, westerly to PSNH Pole No. 1/18B
Nelson Street	Southerly	From the intersection with Atkinson Street westerly to the intersection with Belknap Street
Nelson Street	Southerly	From the intersection with Locust Street westerly to the intersection with Atkinson Street, between December 1 and April 1
New York Street	Both	From the intersection with Broadway to the intersection with East Street
New York Street	Southerly	From the intersection with Central Avenue easterly to the Public Service Pole 111/12
Old English Village Road	Southerly	From the intersection with Central Avenue easterly to the Rollinsford Town Line
Old Garrison Road	Both	Along the entire 510 foot frontage of Tax Map J, Lot 10-6, owned by State of New Hampshire Fish and Game Department
Old Rollinsford Road	Both	From the intersection with Central Avenue to the Wentworth Douglass Hospital
Orchard Street	Both	From the intersection with Central Avenue westerly to the intersection with Chestnut Street
Orchard Street Lot service road	Both	Entire length from its intersection with Orchard Street northerly, then westerly to its exit to Orchard



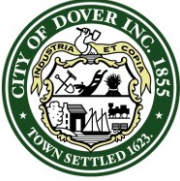
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		Street Lot
Overlook Drive	Westerly	Entire length
Park Street Park Parking Lot [Added 4-12-2017 by Ord. No. 2017.03.22-004]		No parking during the hours of 8:30 p.m. to 7:00 a.m. during the period of April 1 through September 30 and during the hours of 7:00 p.m. to 7:00 a.m. during the period of October 1 through March 31
Paul Street	Easterly	From the intersection with Henry Law Avenue, to the intersection with Wallingford Street
Pierce Street	Both	Entire length
Plaza Drive	Easterly	From the intersection with Glenwood Avenue northerly to the intersection with Northway Circle
Plaza Drive [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Easterly	From the intersection with Northway Circle, northerly to the end of the Street, between December 1 and April 1
Pleasant View Circle	Westerly	From the intersection with Washington Street northerly to the intersection with Whittier Street
Portland Avenue	Easterly	From the north boundary of 161 Portland Avenue southerly to the north boundary of 149 Portland Avenue
Portland Avenue	Northerly	From PSNH pole 119/3A to the entrance of the Portland Avenue Parking Lot
Portland Avenue	Northerly	From the intersection with Chapel Street to the entrance with Portland Avenue parking lot
Portland Avenue	Southerly	The intersection with Chapel Street easterly and westerly for a distance of 100 feet
Portland Avenue [Amended 12-9-2015 by	Westerly	From the intersection of Oak Street southerly for a distance of 600 feet



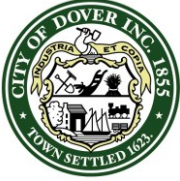
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Ord. No. 2015.10.28-028]		
Preble Street	Southerly	From the intersection with Central Avenue easterly then southerly along the westerly side to the intersection with Pierce Street
Quaker Lane	Westerly	Entire length
Richmond Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Westerly	Entire length
River Street	Easterly	From the intersection with Henry Law Avenue northerly for a distance of 130 feet
River Street	Westerly	From the intersection with Henry Law northerly to Washington Street
Rogers Street [Added 11-13-2019 by Ord. No. 2019.10.23-013]	Southwesterly	The entire length, between December 1 and April 1
Rogers Street	Westerly	From the intersection with Cochecho Street northerly for a distance of 400 feet
Royer Lane	Both	Entire length
Sandpiper Drive	Southerly	From the intersection with Watson Road to the cul-de-sac
School Street	Southerly	From the westerly entrance to the School Street Parking Lot easterly to the intersection with Mechanic Street
Shaw's Lane	Easterly	Entire length from Garrison Road to Tideview Drive
Silver Street [Amended 12-26-2016 by Ord. No. 2016.10.12-013]	North	From the intersection with Central Avenue westerly to the intersection with Knox Marsh Road
Silver Street [Amended 12-26-2016 by Ord. No. 2016.10.12-013]	South	From the intersection with Central Avenue westerly to the intersection with Knox Marsh Road
Smith Well Road	Westerly	From Glenwood Avenue to Barry



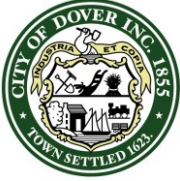
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		Street
Sonnet Street	Both	From the intersection with George Street easterly to the intersection with Hanson Street
South Pine Street	North	From the intersection with Central Avenue easterly and northerly to the intersection with Court Street
South Pine Street	Southerly	From the intersection with Central Avenue easterly and northerly to the intersection with Court Street excluding the area between public service pole 150/4 easterly to public service pole 150/7A
Spring Street	Northerly	From Central Avenue to Locust Street
<u>Spruce Lane Park</u>	<u>All</u>	<u>All parking within this park, between December 1 and April 1</u>
St. John Street	Easterly	From the intersection with Broadway southerly to the intersection with Chapel Street
St. Thomas Street [Added 7-22-2020 by Ord. No. 2020.07.08-005]	Both	From the intersection with Chestnut Street westerly to the property line between 25 and 33 St. Thomas Street except for vehicles whose driver or passenger is conducting business at the NH Circuit Court between the hours of 8 am and 5 pm, Monday through Friday
St. Thomas Street [Added 7-22-2020 by Ord. No. 2020.07.08-005]	Southerly	The angled spaces between the McConnell Center and Atkinson Street except for vehicles whose driver or passenger is conducting business at the NH Circuit Court between the hours of 8 am and 5 pm, Monday through Friday
St. Thomas Street [Added 9-9-2020 by Ord. No.]	Northerly	From the intersection with Atkinson Street, westerly to



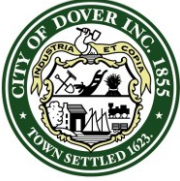
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2020.08.26-012]		intersection with Belknap Street, between December 1 and April 1
St. Thomas Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Northerly	Two spaces in front of 33/35 St. Thomas Street, between December 1 and April 1
Summer Street [Added 11-13-2019 by Ord. No. 2019.10.23-013]	Southerly	From the intersection with Central Avenue westerly to the intersection with Belknap Street, between December 1 and April 1
Susannah's Crossing	Southerly	Entire length of publicly accepted portion of the street
Third Street	Northerly	From the intersection with Central Avenue westerly to the intersection with Chestnut Street
Third Street [Added 11-13-2019 by Ord. No. 2019.10.23-013; amended 9-9-2020 by Ord. No. 2020.08.26-012]	Southerly	From the intersection with Chestnut Street westerly to the intersection with Grove Street, between December 1 and April 1
Third Street	Northerly	From the driveway of 33 Third Street westerly for 15 feet
Towle Avenue	Easterly	From the intersection with Clifford Street northerly for a distance of 30 feet
Towle Avenue	Westerly	From the intersection with Clifford Street northerly for a distance of 30 feet
Twombly Street	Northerly and easterly	From the intersection with Preble Street easterly and southerly to the intersection with Pierce Street
Union Street	Westerly	From the intersection with Court Street northerly to the intersection with Federal Street
Washington Street	Easterly	Between the intersection with Pleasant View Circle northerly to the intersection with Mineral Park Drive
Washington Street	Southerly	From the intersection with Locust



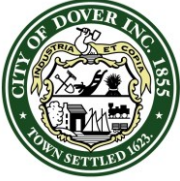
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		Street westerly for a distance of 56 feet
Washington Street	Southerly	From the easterly most driveway of 150 Washington Street to Atkinson Street
Washington Street	Westerly	From the intersection of Morrison Lane northerly for a distance of 150 feet
West Concord Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Northerly	From the intersection with Lexington Street, westerly to the intersection with Arch Street, between December 1 and April 1
Whittier Street	Both	From the intersection with Mineral Park Drive northerly to the Whittier Street Bridge
Wildewood Lane	Both	From the intersection of Cottonwood Drive to the beginning of the cul-de-sac
Wildewood Lane	Northeasterly	From Sixth Street to Cottonwood Drive
Williams Street	Both	From the intersection with Central Avenue easterly to the intersection with Henry Law Avenue
Winter Street	Both	From the intersection with St. John Street easterly to the intersection with Durrell Street
Winter Street (formerly Cedar Street)	Northerly	From the intersection with Durrell Street easterly to the dead end
Young Street	Northerly	From the intersection with Main Street and Portland Avenue easterly to the Cochecho River
Young Street	Southerly	From the intersection of Main Street easterly to the Cochecho River, between December 1 and April 1



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4. AMENDMENT

Chapter 141, entitled “Vehicles and Traffic,” is hereby amended by revising Section 141-49, “Schedule J: Limited-Time Parking”, as follows:

a. THE FOLLOWING ARE AMENDED:

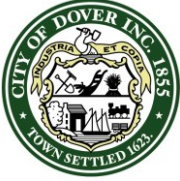
§ 141-34 Schedule J: Limited-Time Parking

- A. Three-hour parking. In accordance with the provisions of § **141-19**, it shall be unlawful for the owner or operator of any vehicle to park for more than three hours per day in the following described locations: **[Amended 5-23-2018 by Ord. No. 2018.05.09-004]**

Street	Side	Location
Central Avenue	Westerly	From the driveway between 642 and 648 Central Avenue northerly to the driveway between 652 and 660 Central Avenue
Portland Avenue Lot [Added 7-22-2020 by Ord. No. 2020.07.08-005]	Public Spaces	Westerly side of Portland Avenue between 44 Portland Avenue and Chapel Street

- B. Two-hour parking. In accordance with the provisions of § **141-19**, it shall be unlawful for the owner or operator of any vehicle to park for more than two hours in the following described locations:

Street	Side	Location
Adelle Drive	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Bellamy Road [Added 4-10-2019 by Ord. No. 2019.03.27-007]	Both	From the intersection with Hartswood Road, southerly to the Bellamy Road split, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Broadway [Added 2-14-2018 by Ord. No. 2018.01.10]	Easterly	From the intersection with Florence Street northerly to the



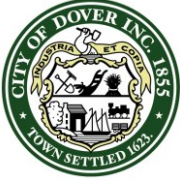
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		intersection with Oak Street, except as otherwise posted
Broadway	Northerly	From the intersection with St. John Street westerly to the PSNH Pole No. 114/A1
Broadway [Amended 10-26-2016 by Ord. No. 2016.10.12-013]	Southerly	From the driveway between 3 and 7 Broadway easterly to the intersection with St. John Street
Central Avenue [Amended 2-11-2015 by Ord. No. 2015.01.28-005]	Easterly	From the intersection of New York Street, southerly to the intersection with Fifth Street
Central Avenue [Added 2-11-2015 by Ord. No. 2015.01.28-005]	Westerly	From the driveway between 572 and 574 Central Avenue, southerly to the intersection with Fifth Street
Chestnut Street [Added 10-26-2016 by Ord. No. 2016.10.12-013; amended 4-12-2017 by Ord. No. 2017.03.22-004]	Easterly	From the intersection with Fifth Street northerly to the intersection with Sixth Street
Chestnut Street [Added 10-26-2016 by Ord. No. 2016.10.12-013; amended 4-12-2017 by Ord. No. 2017.03.22-004]	Westerly	From the intersection with Third Street northerly to the intersection with Sixth Street
Chestnut Street Lot [Added 10-11-2017 by Ord. No. 2017.09.27; repealed 7-22-2020 by Ord. No. 2020.07.08-005]		
Fairfield Drive	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Fourth Street	Both	From the intersection with Chestnut Street westerly to the intersection with Grove Street except as otherwise posted
Green Street [Added 10-26-2016 by Ord. No. 2016.10.12-013; amended 4-12-2017 by Ord. No. 2017.03.22-004]	Northerly	From the intersection with Chestnut Street westerly to the intersection with Washington Street except as otherwise posted



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Hartswood Road	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Kirkland Street [Amended 10-11-2017 by Ord. No. 2017.09.27]	Northerly	From the intersection with Locust Street easterly to the intersection with Academy Street
Lisa Beth Drive	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Locust Street	Westerly	From the intersection with Hale Street, southerly to the intersection with Kirkland Street, unless otherwise posted
Plaza Drive	Westerly	Between exit and entrance to No. 307 Plaza Drive
St. Thomas Street [Added 7-22-2020 by Ord. No. 2020.07.08-005]	Both	From the intersection with Chestnut Street westerly to the property line between 25 and 33 St. Thomas Street
St. Thomas Street [Added 7-22-2020 by Ord. No. 2020.07.08-005]	Southerly	Angled parking spaces between the McConnell Center and Atkinson Street
Sunset Drive	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Sylvan Drive	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Third Street	Both	From the intersection with Chestnut Street westerly to the intersection with Grove Street except as otherwise posted

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- C. One-hour parking. In accordance with the provisions of § **141-19**, it shall be unlawful for the owner or operator of any vehicle to park for more than one hour in the following described locations: **[Amended 8-24-2015 by Ord. No. 2015.07.08-015]**

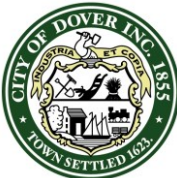
Street	Location
(Reserved)	

- D. Thirty-minute parking. In accordance with the provisions of § **141-19**, it shall be unlawful for the owner or operator of any vehicle to park for more than 30 minutes in the following described locations: **[Amended 8-24-2015 by Ord. No. 2015.07.08-015]**

Street	Side	Location
Church Street [Amended 7-22-2020 by Ord. No. 2020.07.08-005]	Southerly	From the intersection with Locust Street, 3 spaces in an easterly direction
George Street	Easterly	2 spaces nearest Henry Law Avenue
Henry Law Avenue	Northerly	From George Street to River Street
Locust Street [Added 12-26-2016 by Ord. No. 2016.10.12-013; amended 10-10-2018 by Ord. No. 2018.09.26-010]		All spaces adjacent to the traffic circle between the McConnell Center and Public Library, unless otherwise posted

- E. Fifteen-minute parking. In accordance with the provisions of § **141-19**, it shall be unlawful for the owner or operator of any vehicle to park for more than 15 minutes in the following described locations: **[Amended 8-24-2015 by Ord. No. 2015.07.08-015; 12-9-2015 by Ord. No. 2015.10.28-029]**

Street	Location
Green Street	2 spaces on northerly side in front of Waldron Towers
Orchard Street	2 posted spaces in front of 40 Chestnut Street (Cochecho Park Apartments)
Orchard Street	2 posted spaces in the northeast corner of the lot
Transportation Center Lot 33 Chestnut Street [Added 11-14-2018 by Ord. No. 2018.10.24-011]	6 spaces westerly from terminal building in the row closest to the railroad tracks

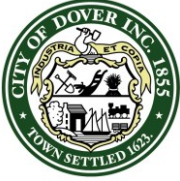
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- F. In accordance with the provisions of § **141-19**, it shall be unlawful for the owner or operator of any vehicle to park in the following described locations between the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday, between September 1 and June 30: **[Amended 8-24-2015 by Ord. No. 2015.07.08-015]**

Street	Side	Location
Clifford Street	Northerly	From the intersection with Towle Avenue easterly to the intersection with Woodman Park Drive
<u>Garrison Road</u>	<u>Northerly</u>	<u>From Meridian Drive to Morningside Drive</u>
<u>Horne Street</u>	<u>Westerly</u>	<u>From Glencrest Avenue to Roosevelt Avenue</u>
Shaws Lane	Westerly	From the intersection of Garrison Road northerly for a distance of 180 feet
Towle Avenue	Easterly	From the intersection with Silver Street southerly to the intersection with Clifford Street
Towle Avenue	Westerly	From the northerly property line of No. 5 Towle Avenue southerly to the intersection with Clifford Street

- G. In accordance with the provisions of § **141-19**, it shall be unlawful for the owner or operator of any vehicle to park from 9:00 p.m. to 6:00 a.m. between April 1 and October 31 and from 5:00 p.m. to 7:00 a.m. between November 1 and March 31 in the following described locations: **[Added 10-26-2016 by Ord. No. 2016.10.12-013]**

Cemeteries	Location
Austin-Tuttle Cemetery	Old Dover Point Road and Gerrish Road
First Settler's Cemetery	Dover Point Road
Pine Hill Cemetery	Central Avenue
Pinkham Cemetery	Dover Point Road and Ayers Lane



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CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2021.03.24 – 003**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Sections: 34
48
49
52

- H. In accordance with the provisions of § **141-19**, it shall be unlawful for the owner or operator of any vehicle to park in and upon the following streets and places between the hours of 9:00 a.m. and 5:00 p.m., Monday through Friday: [**Amended 8-24-2015 by Ord. No. 2015.07.08-015**]

Street	Location
(Reserved)	

5. AMENDMENT

Chapter 141, entitled “Vehicles and Traffic,” is hereby amended by revising Section 141-52, “Schedule M: Business Parking Permit Zones”, as follows:

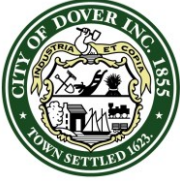
a. THE FOLLOWING ARE AMENDED:

§ 141-52 Schedule M: Business Parking Permit Zones

[**Added 5-25-2016 by Ord. No. 2016.05.11-007; amended 5-23-2018 by Ord. No. 2018.05.09-004; 8-22-2018 by Ord. No. 2018.08.08-008**]

The following parking lots/areas are authorized for permit parking as authorized by § **141-20**, Business parking permit program, unless otherwise restricted:

Parking Lots		
Belknap Lot [Repealed 11-14-2018 by Ord. No. 2018.10.24-011]		
Fourth Street Lot [Amended 7-22-2020 by Ord. No. 2020.07.08-005]		
Orchard Street Lot		
Orchard Street Parking Garage		Spaces designated by the Chief of Police
Portland Avenue (Grimes) Lot		
River Street Lot		
Third Street Lot		
Transportation Center Lot		
Parking Areas	Side	Location
<u>Atkinson Street</u>	<u>Westerly</u>	<u>From the intersection with Washington Street, southerly to the intersection with St. Thomas Street</u>
Chapel Street	Southerly	From the intersection of Main Street easterly to the intersection with Mechanic



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2021.03.24 – 003**
Ordinance Title: Vehicles and Traffic
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		Street
First Street	Northerly	City-controlled areas
Green Street	Both	From the intersection with Fayette Street westerly, then southerly to the intersection with Washington Street
Henry Law Avenue	Easterly	From Washington Street southerly to River Street
Kirkland Street	Northerly	From the intersection with Central Avenue westerly to the intersection with Locust Street
Main Street	Westerly	From the intersection with Washington Street northerly to the intersection with School Street
Second Street	Both	From the driveway between 20 and 22 Second Street westerly to Chestnut Street

6. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by:

Deputy Mayor Dennis Ciotti

Approved as to Legal
Form and Compliance:

Joshua M. Wyatt
City Attorney

Recorded by:

Susan Mistretta
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 12.A.2.	
	Ordinance Number:	O – 2021.03.24 – 003
	Ordinance Title:	Vehicles and Traffic
	Chapter:	141
	Sections:	34 48 49 52

DOCUMENT HISTORY:

First Reading Date:	03/24/2021	Public Hearing Date:	04/14/2021
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 Marcia Gasses, 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.		

ORDINANCE BACKGROUND MATERIAL:

Pay by Phone (Section 141-34): It is expected that in the future the “pay by phone” system will become a popular form of payment for parking. However, the use of a Pay by Phone system is not currently contemplated within Chapter 141. This provision is intended to clarify that parking may be paid for in this manner, subject to the conditions stated in the proposed new ordinance.

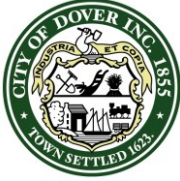
Schedule I (Section 141-48): With the 2019 construction of new sidewalk along Spruce Lane from Mast Road to Back River Road, a paved parking apron was also created to facilitate use of the small neighborhood ball field and recreation area near Partridge Lane. This parking apron is deep enough to allow for head-in parking during fair weather months without obstructing pedestrian use of the new sidewalk. In winter months, however, parked vehicles here tend to block the sidewalk and interfere with sidewalk snow removal and maintenance operations. As the field use is largely limited to neighborhood children during winter months, there is no commensurate need for parking here during winter. Additionally, a nearby resident who parked here during a winter storm claimed that his bumper was damaged by the City’s sidewalk plow. The Chief of Police has since enacted a temporary parking restriction here under his authority per Section 141:3B. The Director of Community Services and the Director of Recreation concur that parking should continue to be restricted during winter months. For clarification, the existing parking (time) restrictions in

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.2. Ordinance Number: O – 2021.03.24 – 003 Ordinance Title: Vehicles and Traffic Chapter: 141 Sections: 34 48 49 52
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recreation areas (Section 105-7) were considered and deemed insufficient for the current need to restrict parking during winter months in this area, Spruce Lane Park. This ordinance also proposes to update the column header titles in this schedule for additional clarification.

Schedule J (Section 141-49): The existing parking restrictions in Schedule J, Section F, have allowed for the safe and orderly flow of traffic during pickup and drop-off times when the Woodman Park and Garrison elementary schools are in session. At the onset of the COVID-19 pandemic, Dover schools shifted to an online learning model. On February 8, 2021, Dover’s elementary schools shifted back to an in-person learning model. While student transportation is provided by the SAU, more parents and caregivers have opted for pickup and drop-off by automobile. This has resulted in longer than usual traffic queues in the area of all three public elementary schools. To allow for the safe and orderly flow of traffic during these queue times, the Police Department has recommended two additional segments of roadway be added to section F. This will help facilitate traffic flow at the Garrison and Horne Street elementary schools. The Transportation Advisory Commission has endorsed this revision.

Schedule M (Section 141-52): The westerly side of Atkinson Street from Washington Street to St. Thomas Street was metered by the City at the request of tenants of the McConnell Center in an effort to create turnover parking in the area. Currently, the area is underused and the Parking Manager believes there is a market for a limited number of business permits. The Parking Commission has approved this proposed change.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item # 13.A.1.:

Resolution Number: **R – 2021.04.14 – 040**
Resolution Re: B21038 On-Site Grinding of Municipal Brush and Tree Waste

WHEREAS: A Sealed Request for Proposal #B21038 was issued and received for on-site grinding of municipal brush and tree waste on January 5, 2021 at 2:00 PM. Contract terms will be effective July 1, 2021 with the provision of two additional, one-year extensions contingent upon satisfactory vendor performance, funding availability and mutually agreed upon negotiated rates for said subsequent years of service; and

WHEREAS: Two bid responses were received and reviewed for necessary qualifications, experience, skills, project understanding, approach and cost. The low bid meeting the selection criteria was submitted by The Dirt Doctors of Pembroke, NH; and

WHEREAS: It is the recommendation to accept the proposal submitted by The Dirt Doctors of Pembroke, NH for on-site grinding of municipal brush and tree waste at \$750.00 per 100 yard load.

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 The Dirt Doctors of Pembroke, NH for on-site grinding of municipal brush and tree waste at \$750.00 per 100 yard load. 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 and subject to final FY2022 budget adoption.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43240.4421.00000.00	Waste Disposal Services, FY2022	155,100.00	Anticipated

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 – 2021.04.14 – 040**
Resolution Re: B21038 On-Site Grinding of Municipal Brush and Tree
Waste

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 Marcia Gasses, 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 – 2021.04.14 – 040**
Resolution Re: B21038 On-Site Grinding of Municipal Brush and Tree Waste

RESOLUTION BACKGROUND MATERIAL:

The services provide on-site grinding with the vendor providing a high speed grinder and operator/excavator to grind accumulated brush and tree products at the Dover Recycling Center with all chips removed by the vendor at the time of grinding. The City accumulates approximately 1,200 tons of brush and tree waste on an annual basis. The pricing per 100 yard load is \$750.00 and the City estimates approximately 50 loads for an anticipated cost of \$37,500.00.

Bid Information:

A Sealed Request for Proposal #B21038 was issued and received for on-site grinding of municipal brush and tree waste on January 5, 2021 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:	81	Number of Responses:	2
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year	Estimated Delivery:	2021
Recommended Award to:	The Dirt Doctors	Fund:	CS-Recycling Management
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.

[B21038 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2021.04.14 - 041**
Resolution Re: **B21051 Traffic Control/Flagging Services**

- WHEREAS: A sealed Request for Proposal #B21051 was issued and received for as-needed Traffic Control / Flagging Services on March 18, 2021 at 2:00 PM; and
- WHEREAS: Two replies were received with rates to hold for one year with the option to renew at mutually agreed upon rates for two additional one-year terms. The low bid meeting specifications was submitted by Project Flagging, Inc. with hourly rates for straight time, overtime and emergency call out services; and
- WHEREAS: Depending on the magnitude of the City's construction work schedule, there is often a need for a secondary vendor to provide back up traffic control services. For this, American Flagging & Traffic Control, Inc. is the second low bidder. It is the recommendation to award this service to both vendors on an as-needed basis.

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

The Purchasing Agent is hereby authorized to issue Purchase Orders to Project Flagging Inc. of Brunswick, ME as the primary vendor and American Flagging & Traffic Control Inc. of Hudson, NH as the secondary vendor for as-needed traffic control/flagging services at rates provided in conjunction with Bid #B21051. 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
xxxx.1.300.xxxxx.4715.xxxxx.xx	Various CS Streets Land Improv	11,463,170.25	8,840,663.61

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 – 2021.04.14 - 041**
Resolution Re: **B21051 Traffic Control/Flagging Services**

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 Marcia Gasses, 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 – 2021.04.14 - 041**

Resolution Re: **B21051 Traffic Control/Flagging Services**

RESOLUTION BACKGROUND MATERIAL:

The Community Services Department has construction projects upcoming this year for which there will likely be the need for traffic control/flagging services. The City hopes to identify a qualified company with certified and trained personnel that it would call upon, as needed, to provide said services. The bids, meeting specifications, were submitted in varying amounts for different hourly rates by two companies.

Depending upon the specific need at a certain time and availability of the vendor, the City will utilize Project Flagging, Inc. as the primary vendor and American Flagging & Traffic Control, Inc. as a backup vendor. It is possible that the 2021 season will exceed the \$25,000 threshold, therefore requiring City Council approval.

Bid Information:

A sealed Request for Proposal #B21051 was issued and received for Traffic Control / Flagging services on March 18, 2021 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:	28	Number of Responses:	2
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	2021 Construction Season	Estimated Delivery:	As Needed
Recommended Award to:	Project Flagging, Inc. and American Flagging & Traffic Control, Inc.	Fund:	Various CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase may exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B21051 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2021.04.14 – 042**
Resolution Re: **B21054 Miscellaneous Sewer Department Supplies and Accessories**

WHEREAS: A sealed Request for Proposal #B21054 was issued and received for Miscellaneous Sewer Department Supplies and Accessories on March 26, 2021 at 2:00 PM; and

WHEREAS: Rates will hold for one year unless noted by responding vendor and vendors providing low bid on the supply will be utilized on an as-needed basis depending upon their different type of product. There are some items that will be awarded to the same vendor for conformity sake such as catch basin, manhole and lockdown frames and covers; and

WHEREAS: The bids meeting specifications were submitted for 196 different types of products with varying rates from six vendors.

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

The purchasing agent is hereby authorized to issue purchase orders to various vendors identified in the background section for as-needed miscellaneous sewer department supplies and accessories at rates provided in conjunction with bid #B21054. 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 and subject to final FY2022 budget adoption.

Financing

Account	Description	Appropriation	Balance
xxxx.1.300.xxxxx.4652.xxxxx.xx	CS Maint Supplies Improv o/t bldg FY2022	394,839.00	Anticipated

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 – 2021.04.14 – 042**
Resolution Re: **B21054 Miscellaneous Sewer Department Supplies and Accessories**

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 Marcia Gasses, 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 – 2021.04.14 – 042**
Resolution Re: **B21054 Miscellaneous Sewer Department Supplies and Accessories**

RESOLUTION BACKGROUND MATERIAL:

A sealed Request for Proposal #B21054 was issued and received for Miscellaneous Sewer Department Supplies and Accessories on March 26, 2021 at 2:00 PM. The following vendors submitted pricing in varying amounts for 196 different products:

- Ferguson Waterworks of Raymond, NH
- F.W. Webb of Londonderry, NH
- E.J. Prescott, Inc. of Concord, NH
- Core & Main, LP of Loudon, NH
- John Hoadley and Sons, Inc. of Rockland, MA
- Ti-SALES, Inc. of Sudbury, MA

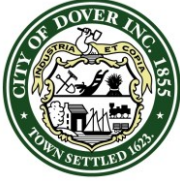
Award Information:

Purchase Orders will be issued to various vendors at lowest rates submitted in conjunction with bid #B21054 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	162	Number of Responses:	6
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year/April 30, 2022	Estimated Delivery:	As Needed
Recommended Award to:	Various	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.

[B21054 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2021.04.14 – 043**
Resolution Re: **B21055 Miscellaneous Water Department Supplies**

- WHEREAS: A sealed Request for Proposal #B21055 was issued and received for Miscellaneous Water Department Supplies on March 26, 2021 at 2:30 PM; and
- WHEREAS: Rates will hold for one year unless noted by responding vendor and vendors providing low bid on the supply will be utilized on an as-needed basis depending upon their different type of product; and
- WHEREAS: The bids meeting specifications were submitted for 680 different types of products with varying rates from seven vendors.

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

The purchasing agent is hereby authorized to issue purchase orders to various vendors identified in the background section for as-needed miscellaneous water department supplies at rates provided in conjunction with bid #B21055. 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 and subject to final FY2022 budget adoption.

Financing

Account	Description	Appropriation	Balance
xxxx.1.300.xxxxx.4652.xxxxx.xx	CS Maint Supplies Improv o/t bldg FY2022	394,839.00	Anticipated

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.4.

Resolution Number: **R – 2021.04.14 – 043**
Resolution Re: **B21055 Miscellaneous Water Department Supplies**

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 Marcia Gasses, 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 – 2021.04.14 – 043**
Resolution Re: **B21055 Miscellaneous Water Department Supplies**

RESOLUTION BACKGROUND MATERIAL:

A sealed Request for Proposal #B21055 was issued and received for Miscellaneous Water Department Supplies on March 26, 2021 at 2:30 PM. The following vendors submitted pricing in varying amounts for 680 different products:

- Ferguson Waterworks of Raymond, NH
- F.W. Webb of Londonderry, NH
- E.J. Prescott, Inc. of Concord, NH
- Core & Main, LP of Loudon, NH
- John Hoadley and Sons, Inc. of Rockland, MA
- Ti-SALES, Inc. of Sudbury, MA
- Stiles Company, Inc. of Norwood, MA

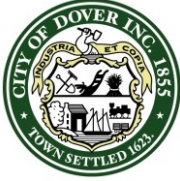
Award Information:

Purchase Orders will be issued to various vendors at lowest rates submitted in conjunction with bid #B21055 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	162	Number of Responses:	7
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year/April 30, 2022	Estimated Delivery:	As Needed
Recommended Award to:	Various	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.

[B21055 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2021.04.14 - 044**
Resolution Re: **B21070 Precast Concrete Structures**

- WHEREAS: A sealed Request for Bid #B21070 was issued and received for various precast concrete structures on March 31, 2021 at 2:00 PM; and
- WHEREAS: Rates will hold for one year beginning on May 1, 2021 with vendors providing low bid on the individual items that will be purchased on an as-needed basis depending upon their different types of product. The City has existing inventory of 4' ID manhole and catch basins that not all vendors can align the shiplap with. In situations such as these, the department will purchase from the vendor that offers the matching product; and
- WHEREAS: The bids meeting specifications were submitted for several different types of products with varying rates from Shea Concrete Products of Nottingham, NH and The George R. Roberts Co. of Alfred, ME.

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

The Purchasing Agent is hereby authorized to issue purchase orders to Shea Concrete of Nottingham, NH and The George R. Roberts Co. of Alfred, ME for various precast concrete structures on an as-needed basis given the rates provided in conjunction with bid #B21070. 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 and subject to final FY2022 budget adoption.

Financing

Account	Description	Appropriation	Balance
xxxx.1.300.xxxxx.4652.xxxxx.xx	CS Maint Supplies Improv o/t bldg FY2022	394,839.00	Anticipated

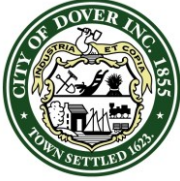
AUTHORIZATION

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 – 2021.04.14 - 044**
Resolution Re: **B21070 Precast Concrete Structures**

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 Marcia Gasses, 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 – 2021.04.14 - 044**
Resolution Re: **B21070 Precast Concrete Structures**

RESOLUTION BACKGROUND MATERIAL:

A sealed Request for Bid #B21070 was issued and received for Precast Concrete Structures on March 31, 2021 at 2:00 PM. Bids were submitted in varying amounts for several different products from the following two vendors:

- Shea Concrete Products of Nottingham, NH
- The George R. Roberts Co. of Alfred, ME

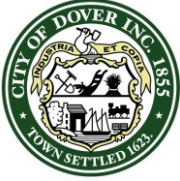
Award Information:

Purchase Orders will be issued as needed to various vendors at lowest rates submitted on Bid #B21070 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	259	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	One year/April 30, 2022	Estimated Delivery:	As Needed
Recommended Award to:	Shea Concrete Products and The George R. Roberts Co.	Fund:	Maintenance Supplies
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.

[B21070 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2021.04.14 – 045**

Resolution Re: Authorization for Conservation & Easement Farming
License to Scruton's Dairy, Inc. (Blackwater Road)

WHEREAS: The City of Dover owns 11.6 acres (Tax Map A, Lot 23-2) off Blackwater Road in Dover, subject also to a Conservation Easement Deed (Strafford County Registry of Deeds Book 3021, Page 467); and

WHEREAS: The City has, in the past, licensed the aforesaid property for farming by Scruton's Dairy, Inc. ("Licensee"), provided the Strafford Rivers Conservancy also approved, and further provided Licensee provides a satisfactory certificate of insurance; and

WHEREAS: Licensee has requested a renewal license for 2021.

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

Provided the licensee can provide an updated certificate of insurance and written approval from the Strafford Rivers Conservancy, the City Manager is authorized to negotiate, finalize, and execute a Conservation Easement Farming License for calendar year 2021.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

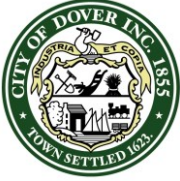
Sponsored by: Mayor Robert Carrier
By request

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

Recorded by: Susan M. Mistretta
City Clerk

Document Created by: Legal
Document Posted on: April 8, 2021

R-2021.04.14 Authorization for Conservation &
Easement Farming License to Scruton's Dairy, Inc.
(Blackwater Road)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2021.04.14 – 045**
Resolution Re: Authorization for Conservation & Easement Farming
License to Scruton's Dairy, Inc. (Blackwater Road)

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 Marcia Gasses, 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:

A copy of the draft Conservation Easement Farming License is attached, which includes an aerial photograph of the land to be farmed as Exhibit A.

CONSERVATION EASEMENT FARMING LICENSE

NOW COMES the **CITY OF DOVER**, a municipal corporation, 288 Central Avenue, Dover, New Hampshire 03820 and grants to **SCRUTON'S DAIRY, INC.**, by and through **JASON SCRUTON**, 20 Farmstead Road, Farmington, New Hampshire, ("the Licensee") for valuable consideration, a License as set forth herein:

1. **Purpose.** This License permits the use of City land located off of Blackwater Road in Dover, New Hampshire, known as Tax Map A, Lot 23-2, as shown on the map attached hereto as Exhibit A, under a Conservation Easement Deed (SCRD 3021-467), for agricultural management activities. The approval of the easement co-holder, Southeast Land Trust/Strafford Rivers Conservancy, has been obtained according to the plan submitted.
2. **Scope of the License.** The Licensee shall have the right to use 11.6 acres of City land off Blackwater Road as depicted in Exhibit A, consistent with the Conservation Easement Deed, for the sole purpose of planting, growing, and producing agricultural crops. The property is located in the Secondary Groundwater Protection Zone and subject to certain use limitations set forth in Dover Code 170-28.3.
3. **Term.** The term of the License shall be from May 1, 2021 through November 30, 2021.
4. **Indemnification & Insurance.** The Licensee agrees to indemnify, defend and hold harmless the City of Dover for any bodily injury, property damage, accident, fire, loss, theft or other casualty to or involving any third parties, Jason Scruton, his agents, employees, contractors or consultants, resulting from any activities performed pursuant to this License. The Licensee shall secure and maintain for the duration of this License a General Liability Insurance policy or policies at no cost to the City of Dover. The coverage of said insurance policy shall be in an amount of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate. The City of Dover shall be named as an additional insured on the licensee's general liability insurance policy, which coverage shall apply on a primary and noncontributory basis, and, subject to the dollar amounts specified above, cover the City of Dover with the same scope of coverage provided to the licensee under the general liability policy without subjecting the City of Dover to any different or additional terms, conditions, limitations or exclusions. A condition of the insurance coverage shall be thirty (30) days' notice to the City of Dover upon cancellation of the policy. The licensee shall also provide the City of Dover certificates of renewal

and, if requested, proof of an endorsement or policy additional insured provisions for any applicable insurance policy no later than ten (10) business days prior to the expiration of said policy.

5. **Termination and Assignment.** This License may be revoked or amended by the City of Dover for any reason with seven (7) days written notice, or immediately for cause. The Licensee waives all rights to compensation in the event of a revocation of the License. The Licensee shall return the land to its original condition or better at the end of this License. This License may not be assigned without the express written consent of the City of Dover.
6. **Applicable law.** The law of the State of New Hampshire shall govern this License.

SCRUTON'S DAIRY, INC.

Jason Scruton
Duly Authorized

Date

CITY OF DOVER

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

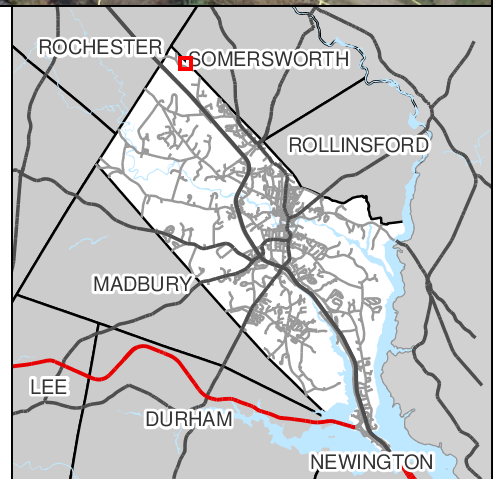
Date

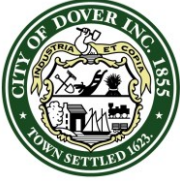


**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

The Town makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated July 1, 2013





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2021.04.14 – 046**

Resolution Re: Authorization of Stormwater Drainage Easements for Tax Map 29, Lots 72A, 73 and 73-1

WHEREAS: Michael Russell and Cheryl Russell, owners of 8 Chesley Street as trustees (Tax Map 29, Lot 72A), have offered to provide the City with stormwater drainage easements for portions of Tax Map 29, Lots 72A, 73, and 73-1; and

WHEREAS: The easements would authorize the City to construct stormwater drainage infrastructure within the easement areas, which would be a public benefit.

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

The City Manager is hereby authorized to negotiate, finalize, sign, acquire, and accept easements from the owners of Tax Map 29, Lots 72A, which easements will encumber Tax Map 29, Lots 72A, 73 and 73-1, and to take any necessary steps to record said deed at the Strafford County Registry of Deeds.

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.7.	
Resolution Number: R – 2021.04.14 – 046 Resolution Re: Authorization of Stormwater Drainage Easements for Tax Map 29, Lots 72A, 73 and 73-1		

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 Robert Carrier		
Deputy Mayor Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, 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:

A plan showing the easement areas (Areas 1, 2, and 3) is attached, along with the current draft deed to the City.

The Community Services Department has recommended acceptance of these easements in order to move ahead with this stormwater project. Several years ago, the City identified this stormwater project as one of several in or around Berry Brook urban watershed that could help attenuate stormwater. Funding considerations, timing, and lack of clear easement rights prevented this project from moving forward at that time. The owners appear to have since resolved the easement (title) problems. Accepting these easements is a necessary step to move forward with the stormwater project. Moving forward with this project will help the City and watershed generally, and is in keeping with the Great Bay General Permit.

Return to:

City Attorney's Office
City of Dover
288 Central Ave
Dover, NH 03820

EASEMENT

Know all men by these presents that we, **Michael R. Russell and Cheryl C. Russell, Trustees of the Russell Family 2016 Revocable Trust under trust agreement dated April 28, 2016** ("Grantors"), husband and wife, of 8 Chesley Street, Dover, County of Strafford, State of New Hampshire, for consideration paid, grant to the **City of Dover**, 288 Central Avenue, Dover, County of Strafford, State of New Hampshire ("Grantee"), and its successors and assigns, with Warranty Covenants, the following easements in Dover, County of Strafford, New Hampshire located on Tax Map 29, Lots 72A, 73, and 73-1, as shown on Drainage Easement Plan, Tax Map 29, Lots 72A, 73 & 73-1, Owners of Record Lot 72A Russell Family 2016 Revocable Trust Lot 7 Heather T. Santello Lot 73-1 Heirs of Gerald P. Lamoureaux, Prepared by City of Dover, Chesley Street, City of Dover, County of Strafford, State of New Hampshire recorded as Plan # 12379 with the Strafford County Registry of Deeds (hereinafter "the Plan"):

A perpetual easement to the City of Dover, or its nominee, within "Area 1", "Area 2, and "Area 3" of the Plan for the purposes of installing, maintaining, and operating stormwater drainage and management, including but not limited to pipes, culverts, swales and other permanent structures for stormwater management on, under, in, across, and through said land. The easement areas are more particularly described below:

Area 1: A perpetual easement beginning at an iron rod at the northwesterly corner of land of the Grantor (Tax Map 29, Lot 72A), the southwesterly corner of land now or formerly of Heather T. Santello, and the easterly line of Jean Morneau Life Estate, thence running along land now or formerly of said Santello and land now or formerly of the Heirs of Gerald P. Lamoureaux N 88°01'56" E a distance of 171.03 feet to an iron rod and the westerly side of Chesley Street, so called; thence turning and running by the westerly side of said Chesley Street S 01°58'04" E a distance of 20.00 feet to an iron rod; thence turning and running over and across land of the Grantor S 88°05'04" W a distance of 166.80 feet to an iron rod and the easterly line of land now or formerly of Angeliki Macris & Michael J. Macris; thence turning and running along land of said Macris and land now or formerly of said Jean Morneau Life Estate N 13°59'42" W a distance of 20.29 feet to an iron rod and the point of beginning. The above described easement having an area of 3,365square feet, more or less.

Area 2: A perpetual easement and sub-easement beginning at an iron rod at the southwesterly corner of Tax Map 29, Lot 73 on the Plan, the northwesterly corner of land now or formerly of the Russell Family 2006 Revocable Trust, and the easterly line of land now or formerly of Jean Morneau Life Estate, thence running along land now or formerly of said Jean Morneau Life Estate N 13°53'50" W a distance of 20.42 feet to an iron rod; thence turning and running over and across Tax Map 29, Lot 73 N 88°04'24" E a distance of 136.20 feet to an iron rod and land now or formerly of the Heirs of Gerald P. Lamoureux; thence turning and running along the westerly line of land now or formerly of said Lamoureux Heirs S 01°58'04" E a distance of 19.88 feet to an iron rod and land now or formerly of said Russell Family 2006 Revocable Trust S 88°01'56" W a distance of 131.98 feet to an iron rod and the point of beginning. The above described easement of land having an area of 2,672 square feet, more or less. The aforesaid Area 2 conveyed hereby is being conveyed as authorized in, and as described in, an easement from Heather Santello to Michael R. Russell and Cheryl C. Russell, Trustees of the Russell Family 2016 Revocable Trust dated July 9, 2020 and recorded in the Strafford County Registry of Deeds at Book 4781, Page 904.

Area 3: A perpetual easement and sub-easement beginning at an iron rod at the southwesterly corner of Tax Map 29, Lot 73-1 on the Plan, the southeasterly corner of land now or formerly of Heather T. Santello, and the northerly line of land now or formerly of Russell Family 2016 Revocable trust, thence running along land of said Santello N 01°58'04" W a distance of 19.88 feet to an iron rod; thence turning and running over and across Tax Map 29, Lot 73-1 N 88°04'24" E a distance of 40.01 feet to an iron rod and the westerly side of Chesley Street, so called; thence turning and running along the westerly side of said Chesley Street S 01°58'04" E a distance of 19.85 feet to an iron rod, the southeasterly corner of Tax Map 29, Lot 73-1, and the centerline of said Chesley Street; thence turning and running along the centerline of said Chesley Street S 88°01'56" W a distance of 0.97 feet to an iron rod and the northeasterly corner of land now or formerly of said Russell Family 2016 Revocable Trust; thence turning and running along land now or formerly of said Trust S 88°01'56" W a distance of 39.04 feet to an iron rod and the point of beginning. The above described easement of land having an area of 795 square feet, more or less. The aforesaid Area 3 conveyed hereby is being conveyed as authorized in, and as described in, an easement from Heather Santello to Michael R. Russell and Cheryl C. Russell, Trustees of the Russell Family 2016 Revocable Trust dated July 9, 2020 and recorded in the Strafford County Registry of Deeds at Book 4781, Page 904. Also referencing an Order of the Strafford County New Hampshire Superior Court recorded at Book 4890, Page 005 of the Strafford County Registry of Deeds.

Grantors agree that no tree, building or other structure or planting, which in any way impairs Grantee's rights hereunder, shall be located within the aforesaid easement areas. Grantors agree that no portion of the aforesaid easement areas shall be excavated or altered without the written permission of the Grantee. Grantors hereby expressly consent to the removal and elimination of all trees and other vegetation, if any, as depicted on the Plan, and waive and/or release any compensation, damages, rights, action, recourse, or appeal arising out of or in relation to the removed and eliminated trees and other vegetation, if any.

This transfer is exempt from NH Transfer Tax pursuant to N.H. RSA 78-B:2, I.

Acceptance of this easement was authorized by vote of the City Council for the City of Dover on April 14, 2021.

WITNESS our hands this ____ day of _____, 2021.

Michael R. Russell, Trustee of the Russell Family
2016 Revocable Trust

Cheryl C. Russell, Trustee of the Russell Family
2016 Revocable Trust

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

Personally appeared before me on this ____ day of _____, 2021, in their capacities as Trustees, the above named Michael R. Russell and Cheryl C. Russell who acknowledged the foregoing instrument to be their free act and deed for the purposes set forth therein.

Notary Public/Justice of the Peace
My Commission Expires:

Accepted by,

CITY OF DOVER

J. Michael Joyal, Jr., City Manager

THE STATE OF NEW HAMPSHIRE

Strafford, ss.

On this the _____ day of _____, 2021, before me, the undersigned officer, personally appeared J. Michael Joyal, Jr., duly authorized City Manager of the City of Dover, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he executed the same for the purposes set forth therein.

Justice of the Peace/Notary Public

My Commission Expires:

CERTIFICATE OF TRUSTEE

Pursuant to New Hampshire RSA 564-A:7, II, the undersigned trustees, Michael R. Russell and Cheryl C. Russell, Trustees of the Russell Family 2016 Revocable Trust, created by Michael R. Russell and Cheryl C. Russell as grantors under trust agreement dated April 28, 2016, and thereto have full and absolute power in said trust agreement to convey any interest in real property and improvements thereon held in said trust and no purchaser or third party shall be bound to inquire whether the trustee has said power or is properly exercising said power or to see to the application of any trust asset paid to the trustee for a conveyance thereof.

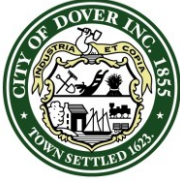
Michael R. Russell, Trustee of the Russell Family
2016 Revocable Trust

Cheryl C. Russell, Trustee of the Russell Family
2016 Revocable Trust

STATE OF NEW HAMPSHIRE
Strafford, ss.

On this, the _____ day of _____, 2021, before me, the undersigned officer, personally appeared Michael R. Russell and Cheryl C. Russell, as Trustees of the 2016 Russell Family Revocable Trust of Dover, New Hampshire, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that she and he executed the same for the purposes set forth therein.

Justice of the Peace/Notary Public
My Commission Expires:



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2021.04.14 – 047**
Resolution Re: B21039 2021 Sidewalk Improvements

WHEREAS: A sealed Request for Proposal #B21039 was issued and received for 2021 sidewalk improvements on March 25, 2021 at 2:00 PM for a one-year agreement with the option to renew for two additional one-year terms at mutually agreed upon rates; and

WHEREAS: One bid was received which was submitted by John H. Lyman and Sons Inc. for unit pricing of various services and products in the amount of \$451,000.00 and a bid-alternate of \$215,200.00. The City has a successful history with this company for these types of services and it is the recommendation to award a portion of the base bid at this time to John H. Lyman and Sons Inc. in the amount of \$335,241.93.

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 John H. Lyman and Sons Inc. of Gilford, NH for 2021 Sidewalk Improvements at rates provided in conjunction with Bid #B21039 in the total amount of \$335,241.93. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement 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
1000.1.300.43121.4753.00000.00	Sidewalks	116,985.00	109,153.05
1009.1.300.43121.4753.00000.99	Sidewalks	94,180.01	93,376.51
1009.1.300.43121.4753.00000.90	Sidewalks	91,648.37	91,648.37
7100.1.000.00000.2672.00000.00	Performance Deposit Fund	41,064.00	41,064.00

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.B.1.

Resolution Number: **R – 2021.04.14 – 047**
Resolution Re: B21039 2021 Sidewalk 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 Marcia Gasses, 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 – 2021.04.14 – 047**
Resolution Re: B21039 2021 Sidewalk Improvements

RESOLUTION BACKGROUND MATERIAL:

The construction to take place within the scope of this bid will be in conjunction with the City of Dover's paving projects at various locations throughout the City. There are proposed areas where modification of existing curb and sidewalks will be done on existing roadways and other areas involving reset/new curb and sidewalk installation. The contractor must familiarize himself with the sites of the proposed work and adjust accordingly.

There are also unplanned areas within the sidewalk network which arise and may range from 10 feet of reset curb to 500 feet of new curb and as little as 2 square yards of brick sidewalk to 1,000 square yards of concrete sidewalk. The contractor must be able to mobilize on notice to install curbing within 10 days to facilitate paving projects.

Bid Information:

A sealed Request for Proposal #B21039 was issued and received for sidewalk improvements on March 25, 2021 at 2:00 PM for a one-year agreement with the option to renew for two additional one-year terms at mutually agreed upon rates.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	368	Number of Responses:	1
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	2021 Construction Season	Estimated Delivery:	As Needed
Recommended Award to:	John H. Lyman and Sons 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.

[B21039 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2021.04.14 – 048**
Resolution Re: B21043 Body Worn and Vehicle Mounted Cameras –
NASPO Contract

WHEREAS: The National Association of State Procurement Officials (NASPO) ValuePoint is a cooperative purchasing program facilitating public procurement solicitations and agreements using a lead-state model. Participation may be used by all state agencies, institutions of higher institution, political subdivisions and other entities authorized to use statewide contracts. The City has been granted approval through the State of New Hampshire to participate in master agreement # OK-MA-145-040 with Utility Associates, Inc. for public safety video systems; and

WHEREAS: The City wishes to utilize this NASPO ValuePoint contract for the purchase of Utility Associates, Inc.'s BodyWorn and Rocket IoT Vehicle Video and Communication Solution which will service 52 officers with 52 body worn cameras and 12 police vehicles using available funds as outlined in the background section; and

WHEREAS: Per 5-29B, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures when purchasing through the State of New Hampshire or at State bid prices, other governmental agencies or cooperative buying groups.

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 Utility Associates, Inc. of Decatur, GA for body worn and vehicle mounted cameras in the amount not to exceed \$487,444.00. 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
1000.1.210.42120.4741.00000.00	Police - Machinery & Equipment	488,000.00	488,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

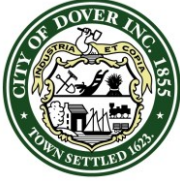
Approved as to Legal: Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

Document Created by: Purchasing
Document Posted on: April 8, 2021

R-2021.04.14 B21043 Body Worn and Vehicle Mounted Cameras
Page 1 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2021.04.14 – 048**
Resolution Re: B21043 Body Worn and Vehicle Mounted Cameras –
NASPO Contract

First Reading Date:
Approved Date:

Public Hearing 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 Marcia Gasses, 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 – 2021.04.14 – 048**
Resolution Re: B21043 Body Worn and Vehicle Mounted Cameras –
NASPO Contract

RESOLUTION BACKGROUND MATERIAL:

The Dover Police Department intends to institute a body worn and cruiser mounted camera program which will serve the public by making the community safer and enhancing the relationship between the Dover Police Department and the community. The camera program will also support accountability and build public trust, provide an accurate account of interactions between the police and the public, produce better evidence, improve police performance and help to identify training needs to enhance officer safety. An added benefit is that this purchase will bring the police department into alignment with one of the recommendations of the New Hampshire Commission on Law Enforcement Accountability, Community and Transparency (LEACT) which encourages all law enforcement agencies to use body and/or dash cameras

This resolution is for the purchase of 52 body worn cameras and 12 vehicle mounted cameras provided by BodyWorn by Utility. As a result, every sworn member of the department would be outfitted with a body worn camera and 12 police vehicles will be equipped. The purchase would cover a 6 year period and includes unlimited secure storage. The agreement also provides for a full warranty on all of the equipment includes a complete equipment replacement after 36 months. The total cost for the 6 year contract is \$487,444.00. The department was able to add the 6th year to the contract by agreeing to pay for in full up front which resulted in a savings of approximately \$90,000. An additional savings of \$73,804 was realized by utilizing the National Association of State Procurement Officials (NASPO) pricing.

Currently the City is estimating \$193,000 in regular wage and associated benefits appropriations unexpended in the police department's FY2021 budget due to vacancies. The City is also estimating about \$295,000 in overtime and associated benefits expenditures reimbursed by FEMA for Covid response. This FEMA reimbursement will result in \$295,000 of unexpended appropriations. The \$193,000 from vacancy savings and the \$295,000 in overtime cost reimbursement will result in a total of \$488,000 of unexpended appropriations. These unexpended appropriations will be repurposed to the proposed equipment purchase in accordance to City Charter provision C 6-8 *Transfers*, which authorizes the head of any non-school department, with the approval of the Manager, to transfer any unspent balance or any portion thereof from one fund or agency within his/her department to another fund or agency within his/her department.

Award Information:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

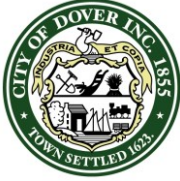
Agenda Item#: 13.B.2.

Resolution Number: **R – 2021.04.14 – 048**
Resolution Re: B21043 Body Worn and Vehicle Mounted Cameras –
NASPO Contract

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	1
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Delivered	Estimated Delivery:	30 days
Recommended Award to:	Utility Associates, Inc.	Fund:	Machinery & Equipment
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.

[B21043 Vendor and Contract Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2021.04.14 - 049**

Resolution Re: B21062 Hot Bituminous Paving (Asphalt) Laid in Place

WHEREAS: Sealed Request for Bid #B21062 was requested and received for Hot Bituminous Paving (Asphalt) Laid in Place on March 24, 2021 at 2:00 PM. The bid requested unit pricing on various scope of services and products for paving various streets; and

WHEREAS: Two bids were received with the low bid being submitted by Pike Industries, Inc. of Belmont, NH in the total amount of \$958,237.50. It is the recommendation to award to Pike Industries, Inc. at the item rates as outlined on the [results page](#) for the total amount of \$958,237.50.

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 Pike Industries, Inc. of Belmont, NH for laid in place asphalt paving services given the per unit rates provided in conjunction with Bid #B21062. 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
1000.1.300.43121.4715.00000.00	Land Improvements	1,756,619	1,542,643

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 – 2021.04.14 - 049**

Resolution Re: B21062 Hot Bituminous Paving (Asphalt) Laid in Place

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 Marcia Gasses, 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 – 2021.04.14 - 049**

Resolution Re: B21062 Hot Bituminous Paving (Asphalt) Laid in Place

RESOLUTION BACKGROUND MATERIAL:

Scope of work includes, but is not limited to, the overlays of streets as laid out in the street paving list. Typically, this involves cold planning along the curb line, creating cut in joints at intersections and driveways and finally tacking the road and paving. Adjusting utility frames and traffic control is also required.

Bid Information:

Sealed Request for Bid #B21062 was requested and received for Hot Bituminous Paving (Asphalt) Laid in Place on March 24, 2021 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:	108	Number of Responses:	2
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	One Year	Estimated Delivery:	2021
Recommended Award to:	Pike Industries, Inc.	Fund:	Streets
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.

[B21062 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2021.04.14 – 050**
Resolution Re: B21077 Purchase of 2020 Global M3 High Performance
Mechanical Street Sweeper – Sourcewell Contract

WHEREAS: The City of Dover is a member of Sourcewell, formally the National Joint Powers Alliance (NJPA), a member-focused public cooperative of more than 50,000 member agencies throughout the United States and, therefore, may purchase utilizing any of their cooperative purchasing agreements. In December 2017, the NJPA solicited RFP#122017 and entered into agreement NJPA Contract#122017-GEP with Global Environmental Products, Inc. (GEP) where Allied Equipment, LLC of Hartland, ME is the sole authorized and exclusive distributor for GEP and their contract for sewer vacuum, hydro-excavation and street sweeper equipment with related accessories and supplies through February 20, 2022; and

WHEREAS: The equipment for consideration is a new 2020 Global M3 High Performance Mechanical Street Sweeper in the amount of \$244,316.00; and

WHEREAS: Per 5-29B, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures when purchasing through the State of New Hampshire or at State bid prices, other governmental agencies or cooperative buying groups.

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 Allied Equipment, LLC of Hartland, ME for the purchase of a new 2020 Global M3 High Performance Mechanical Street Sweeper in the amount of \$244,316.00. 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
4022.1.300.43121.4743.03110.22	Public Works Heavy Equipment	400,000	400,000

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 – 2021.04.14 – 050**
Resolution Re: B21077 Purchase of 2020 Global M3 High Performance
Mechanical Street Sweeper – Sourcewell Contract

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 Marcia Gasses, 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 – 2021.04.14 – 050**
Resolution Re: B21077 Purchase of 2020 Global M3 High Performance
Mechanical Street Sweeper – Sourcewell Contract

RESOLUTION BACKGROUND MATERIAL:

The equipment for consideration is a new 2020 Global M3 High Performance Mechanical Street Sweeper in the amount of \$244,316.00. Current sweepers being utilized are a 2007 model MX 450 and a 2003 model V3000. These sweepers have combined usage over 11,200 hours and they are not only used to sweep all streets in the city for compliance with the MS4 stormwater permit but to prep streets for pavement markings and roadway striping. The MS4 permit requires, the City of Dover, to sweep all streets with the exception of some uncurbed roads with no catch basins, at a minimum once per year, with more frequent sweeping in target areas. Additionally, street sweeping efforts aid in compliance with the recently accepted Great Bay General Nitrogen Permit.

Bid Information:

In December 2017, the NJPA solicited RFP#122017 and entered into agreement NJPA Contract#122017-GEP with Global Environmental Products, Inc. (GEP) where Allied Equipment, LLC of Hartland, ME is the sole authorized and exclusive distributor for GEP and their contract for sewer vacuum, hydro-excavation and street sweeper equipment with related accessories and supplies through February 20, 2022.

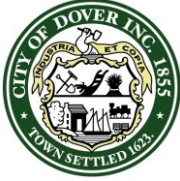
Award Information:

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:	N/A	Number of Responses:	1
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	Upon PO receipt
Recommended Award to:	Allied Equipment, LLC, sole authorized and exclusive distributor for Global Environmental Products, Inc.	Fund:	FY22 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.

[B21077– NJPA RFP#122017 Vendor and Contract Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2021.04.14 – 051**

Resolution Re: B21078 Purchase of E-One Typhoon Urban Interface
Pumper – HGAC Contract

- WHEREAS: The Houston-Galveston Area Council (HGAC) is a Municipal Government Cooperative Purchasing Program that has established several procurement contracts through bid solicitations. One such HGAC contract #FS12-19 is for fire service apparatus (all types); and
- WHEREAS: The HGAC has awarded a contract with Greenwood Emergency Vehicles, Inc. as the New England dealer for the E-One Typhoon Urban Interface Pumper. The pricing terms and conditions are extended to members within a state agency, county, municipality, or other political subdivision of a state or a qualifying non-profit corporation; and
- WHEREAS: The City wishes to utilize this HGAC contract for the purchase of a new E-One Typhoon Urban Interface Pumper using funds approved in the FY22 CIP; and
- WHEREAS: Per 5-29B, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures when purchasing through the State of New Hampshire or at State bid prices, other governmental agencies or cooperative buying groups.

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 Greenwood Emergency Vehicles, Inc. of Attleboro, MA for a new E-One Typhoon Urban Interface Pumper in the amount not to exceed \$699,000.00. 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
4022.1.220.42220.4743.02251.22	Fire Engine Replacement	750,000.00	750,000.00

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.5.

Resolution Number: **R – 2021.04.14 – 051**
Resolution Re: B21078 Purchase of E-One Typhoon Urban Interface
Pumper – HGAC Contract

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 Marcia Gasses, 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.5.

Resolution Number: **R – 2021.04.14 – 051**
Resolution Re: B21078 Purchase of E-One Typhoon Urban Interface
Pumper – HGAC Contract

RESOLUTION BACKGROUND MATERIAL:

The Houston-Galveston Area Council (HGAC) is a Municipal Government Cooperative Purchasing Program that has established several procurement contracts through bid solicitations. One such HGAC contract #FS12-19 is for fire service apparatus (all types).

The HGAC has awarded a contract for fire apparatuses to Greenwood Emergency Vehicles, Inc. as the New England dealer for an E-One Typhoon Urban Interface Pumper. The total purchase price is \$715,000.00 less an additional discount of \$16,000.00 upon issuance of a performance bond from the vendor for a final purchase price to the City of \$699,000.00 if 100% pre-payment is made within thirty days of order. Vendor and contract documents of the unit offered is provided in the link below.

In accordance with Fire & Rescue's Strategic Plan regarding large vehicle purchasing, the purchase of this vehicle will serve to ensure the continued availability of a reliable fleet of emergency vehicles providing emergency response to the City. Once delivered and put into front line service, a 2000 pumper (15,691 engine hours; 627,000 equivalent miles) will be removed from service and a 2011 pumper with 10,140 engine hours (11,052 actual miles, 405,600 equivalent miles) will be placed into reserve service.

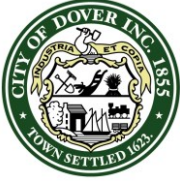
Award Information:

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:	1
Warranty:	Per Manufacturer	Terms:	100% prepay, FOB Dover
Work Bonded:	Yes	Contract:	Yes/100 % Prepaid
Prices will hold for:	Until Delivered	Estimated Delivery:	300 days from award
Recommended Award to:	Greenwood Emergency Vehicles, Inc.	Fund:	FY22 CIP
Other Approvals Required:	HGAC (received approval 4/06/21)	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.

[B21078 Vendor and Contract Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R – 2021.04.14 – 052**

Resolution Re: Authorization for Use of Garrison Hill for a Community Garden and Expenditure of Funds In Support of Same

- WHEREAS: The City of Dover is the owner of property known as Garrison Hill (Tax Map 28, Lot 32); and
- WHEREAS: A group of volunteer citizens have expressed interest in the City designating a portion of Garrison Hill as a community garden, and allowing volunteers to establish and maintain the community garden; and
- WHEREAS: Preliminary estimates indicate that use of City funds will be necessary to support establishing a community garden, in a total (estimated) amount not to exceed \$14,000; and
- WHEREAS: The community garden volunteer group is scheduled to attend the April 12, 2021 Conservation Commission meeting to request their approval of the funding from the Conservation Fund; and
- WHEREAS: A community garden would provide a significant public benefit and does not conflict with other uses in the portion of Garrison Hill likely to be used as a community garden.

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

The City Manager or designee is authorized to designate an area on Garrison Hill for use as a community garden, to be established and maintained by private volunteers. The City Manager is also authorized to negotiate, issue, and execute one or more licenses memorializing the terms on which the community garden area may be used by volunteers and/or a community garden group.

AND, BE IT FURTHER RESOLVED THAT:

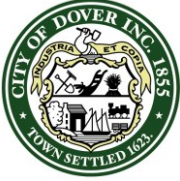
The City Manager is authorized to accept any property, services, and/or improvements donated or provided by any such licensees in connection with the community garden authorized in this resolution. The City expresses its gratitude to all such volunteers for their interest and their service.

AND, BE IT FURTHER RESOLVED THAT:

Provided the Conservation Commission approves, the City Manager and Purchasing Agent are authorized to expend up to \$14,000 in support of establishing the community garden authorized in this resolution. If applicable, competitive bidding is waived pursuant to Dover Code § 5-28 for purchases in relation to establishing the community garden authorized in this resolution. The Purchasing Agent is authorized to issue one or more purchase orders in the amount approved herein, consistent with the resolution and the purposes stated herein.

Financing

Account	Description	Appropriation	Balance
3290.1.180.46100.4715.00000.00	Conservation Fund Land Improvements	14,000.00	14,000.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R – 2021.04.14 – 052**

Resolution Re: Authorization for Use of Garrison Hill for a Community Garden and Expenditure of Funds In Support of Same

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Fergus Cullen

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

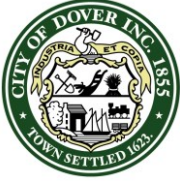
Recorded by: Susan M. Mistretta
City Clerk

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 Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, 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 – 2021.04.14 – 052**

Resolution Re: Authorization for Use of Garrison Hill for a Community Garden and Expenditure of Funds In Support of Same

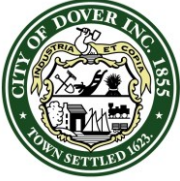
RESOLUTION BACKGROUND MATERIAL:

The City Council exercises general care and superintendence of city property, *see* RSA 47:5. There is significant citizen interest in use of City property (or a portion thereof) known as Garrison Hill as a community garden, which would provide a significant public benefit. City staff have reviewed the area and concurred a community garden will not conflict with other uses. The current group interested in this project is not a formal nonprofit, but instead is a voluntary (unincorporated) association of individuals referring to themselves as the Dover Community Garden Group.

City staff have reviewed the area and have estimated that City funds of \$5,000 will be needed to make a water line operational and to run electricity to the pump. The Dover Community Garden Group has provided an estimate of expenditures, attached, totaling \$8,846. In addition to City funds, the Dover Community Garden Group has indicated it may engage in fundraising or donations or other fees to help support this effort.

Dover Community Garden Proposed Budget 2021

Item	QTY	Units	Price/Unit	Total Price	Notes	Link
Services:						
Water connection				TBD	Contact Gary Bannon	
Fence	1		\$ 2,500	\$ 2,500	300 ft, 8 ft high deer fence	https://www.deerbusters.com/
Installation				\$ 500	Hired	
Shed	2		\$ 319	\$ 638	10 ft x 8 ft	https://www.lowes.com/pd/Arrow-Common-10-ft-x-8-ft-Interior-Dimensions-9-85-ft-x-7-5-ft-Galvanized-Steel-Storage-Shed/1115349?cm_mmc=shp_-c_-prd_-sol_-google_-lia_-106_-storagebuildings_-1115349_-0&placeholder=null&ds_rl=1286981&gclid=Cj0KCQjwo-aCBhC-ARIsAAkNQisKhITZPgGT1nraTZ5J8OnWG0DZjk_VS9K5XO-g0H4KD9Cr1EyQiU8aAtrdEALw_wcB&gclsrc=aw.ds
Installation				FREE	Volunteer	
Loam & Compost	36	yd	\$ 34	\$ 1,224	For beds, 1 ft depth	Landcare Stone
Leaf mulch	9	yd	FREE	FREE	For beds	
Landscape fabric	3		\$ 45	\$ 135	For paths	Rocky's Ace Hardware or Aubuchon
Sod staple	1		\$ 22	\$ 22	For paths	Rocky's Ace Hardware or Aubuchon
Wood chips	16	yd	FREE	\$ 200	Delivery price only	
Earth moving				\$ 1,000	Hired	
Aeration				\$ 100	For native soils	Taylor Rental
Tools:						
Wheelbarrow	2		\$ 80	\$ 160		Rocky's Ace Hardware or Aubuchon
Fork	2		\$ 28	\$ 56		Rocky's Ace Hardware or Aubuchon
Spade	2		\$ 16	\$ 32		Rocky's Ace Hardware or Aubuchon
Hand shears	4		\$ 8	\$ 30		Rocky's Ace Hardware or Aubuchon
Hoe	2		\$ 18	\$ 36		Rocky's Ace Hardware or Aubuchon
Rake	1		\$ 20	\$ 20		Rocky's Ace Hardware or Aubuchon
Landscape rake	2		\$ 11	\$ 22		Rocky's Ace Hardware or Aubuchon
Trowel	3		\$ 6	\$ 18		Rocky's Ace Hardware or Aubuchon
Drip irrigation	2		\$ 178	\$ 356		Rocky's Ace Hardware or Aubuchon
Watering can	3		\$ 5	\$ 15		Rocky's Ace Hardware or Aubuchon
Picnic Tables	2		\$ 106	\$ 212		Rocky's Ace Hardware or Aubuchon
Plantings:						
Seeds				\$ 100	communal & herbs	Dover Agway
Berries / grapes	10		\$ 35	\$ 350	blueberries, strawberries, raspberries	Pawtuckaway Nursery
Fruit trees	10		\$ 40	\$ 400	apples, peaches, plums, cherries	Pawtuckaway Nursery
Perennial vegetable	10		\$ 30	\$ 300	asparagus, rhubarb	Pawtuckaway Nursery
Sign	1		\$ 100	\$ 100		
Rain Barrels	2		\$ 60	\$ 120	for children's garden	https://www.amazon.com/EarthMinded-Rain-Barrel-Diverter-Parts/dp/B005CJFBJE
Misc.				\$ 200		Rocky's Ace Hardware or Aubuchon
			TOTAL	\$ 8,846		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R - 2021.04.07 – 053**
Resolution Re: Monitoring Funds of \$75,000 for Great Bay Permit

- WHEREAS: On November 24, 2020 the EPA Region 1 issued the Great Bay Total Nitrogen Permit for Wastewater Treatment Facilities in New Hampshire (“General Permit”) with an effective date of February 1, 2021; and
- WHEREAS: On February 10, 2021 the Council approved resolution [R-2021.02.10-021](#) authorizing the City Manager to sign and submit a Notice of Intent (“NOI”) to obtain coverage under the Great Bay Permit; and
- WHEREAS: The Cities of Dover, Rochester, and Portsmouth (“the Cities”) collectively engaged Brown and Caldwell to review the General Permit and provide recommendations on funding priorities; and
- WHEREAS: In order to conduct efficient and timely research into water quality and various factors that may be affecting same in the Great Bay Estuary, Brown and Caldwell has recommended the Cities provide funding to Piscataqua Regions Estuaries Partnership (PREP) and the University of New Hampshire’s Jackson Estuarine Laboratory for collaboration on monitoring and sampling.

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

The Purchasing Agent is hereby authorized to release \$75,000 of funds to be used for monitoring funds as selected by the City Manager. The City Manager is hereby authorized to direct these funds to an appropriate monitoring activity.

If applicable, competitive bidding is waived pursuant to Dover Code § 5-28 for purchases in relation to those stated in this resolution. The Purchasing Agent is authorized to issue one or more purchase orders in the amount approved herein, consistent with the resolution and the purposes stated herein.

FINANCING

Account	Description	Appropriation	Balance
5320.1.300.43256.4341.00000.00.000.000.300	CS-Sewer-WWTP-Technical Services	\$158,000	\$104,403

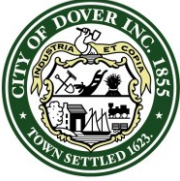
AUTHORIZATION

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.7.

Resolution Number: **R - 2021.04.07 – 053**

Resolution Re: Monitoring Funds of \$75,000 for Great Bay Permit

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 Marcia Gasses, 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:

In addition to submitting the NOI to gain coverage under the General Permit, on February 10, 2021 the Council approved resolution [R-2021.02.10-020](#) authorizing the City Manager to enter into an Inter-municipal Agreement (“IMA”) to participate in the Adaptive Management Framework under the Great Bay General Permit. Additionally, the Cities collectively engaged Brown and Caldwell to review the General Permit requirements and work with PREP regarding a research and monitoring plan. Since then Brown and Caldwell provided a prioritization list of monitoring activities for the Cities to contribute to. The Cities have agreed to collectively fund \$225,000 for monitoring funds (\$75,000 individually). The prioritization list provided for Brown and Caldwell is attached.

The Great Bay Total Nitrogen General Permit embraces an adaptive management approach for ambient monitoring, pollution tracking, reduction planning, and review. Communities that opted-in to the General Permit via a filed NOI must submit a proposal to EPA to monitor the ambient water quality in the Great Bay Estuary to determine progress and trends. The communities that have joined the IMA expect to work collaboratively with the Piscataqua Regions Estuaries Partnership (PREP) and the University of New Hampshire’s Jackson Estuarine Laboratory for collaboration on monitoring and sampling. The intent of the proposed additional funding is to expand sampling and monitoring efforts of other confounding factors, in addition to total nitrogen, that may have contributed to an overall loss of eel grass habitat.



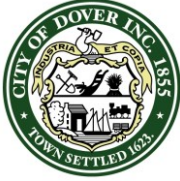
2021 Funding Priorities for Great Bay Estuary

The recently adopted National Pollutant Discharge Elimination System (NPDES) Great Bay Total Nitrogen General Permit for Wastewater Treatment Facilities in New Hampshire (“General Permit” NHG58A000) includes a voluntary engagement in the Adaptive Management Framework for the Great Bay Estuary (GBE). Through an inter-municipal agreement, permittees have an opportunity to engage with the Piscataqua Region Estuaries Partnership (PREP) and the New Hampshire Department of Environmental Services (DES) on ongoing and future management and environmental monitoring activities. The goals of this engagement are to bolster monitoring, modeling, and data analysis through participation, provide additional funding to ensure a comprehensive understanding of the interrelated stressors affecting GBE, and inform proper estuary management approaches.

The Piscataqua Region Monitoring Collaborative (PRMC) coordinates monitoring and research activities for the GBE and identified funding gaps for its highest priority science activities planned for 2021. Brown and Caldwell reviewed and prioritized PRMC’s 2021 funding needs based on each program’s ability to offer the most immediate impact toward achieving GBE management goals for participating permittees. Filling these funding gaps maintains the continuity of and expands data collection efforts to improve knowledge of stressors to GBE. Understanding limited funded availability, studies 1 – 4 in the table below are the highest priorities for funding in 2021.

BC Priority Order	Study Name	Total Funding Gap	Running Total	Funds Needed By	Study Description
1	Light Array Deployment and Monitoring	\$6,500	\$6,500	April	Full deployment of new light monitoring equipment necessary to develop linkages between stressors and eelgrass communities. Partially funded.
2	Estuarine Water Quality Monitoring	\$123,845	\$130,345	April	Continuation of the ongoing estuarine water quality monitoring for a variety of stressors. Additional funding will be used to expand spatial coverage and increase frequency of data collection. Partially funded.
3	External Advisors	\$14,000	\$144,345	June	Engagement of subject matter experts (e.g., Jud Kenworthy, Brad Peterson, Brian Howes) to provide important perspectives on Piscataqua Region issues and help guide future study development. Currently unfunded.
4	Tier 1 Eelgrass Monitoring	\$10,000	\$154,345	June	Additional funds for higher resolution imagery during aerial eelgrass monitoring. Partially funded.
5	Sediment Source and Transport	\$40,000	\$194,345	July	Collection of sediment cores, bathymetry data, and hydrodynamic modeling to address some potential eelgrass stressors not well covered by the other studies. Currently unfunded.
6	Shoreline Hardening	\$12,000	\$206,345	July	Document and track shoreline hardening, which has important implications for several potential stressors to eelgrass such as hydrodynamics, sediment transport, and water quality. Currently unfunded.
7	Point Source and Non-Point Source Loading Analysis	\$24,000	\$230,345	June	Compile existing data to assess total nitrogen loads to GBE. Currently unfunded.
8	Nutrient Budget, Part 2	\$15,000	\$245,345	June	Hydrodynamic modeling and data collection effort focusing on nitrogen processing in GBE. Partially funded.
	Total	\$245,345			

A guarantee of funding for monitoring in 2021 demonstrates the permittees’ commitment to engagement in the Adaptive Management Framework and restoration and protection of GBE. This immediate commitment also serves as a bridge to achieving the ultimate goal of addressing future funding needs in a long-term, comprehensive, forward-looking program that prioritizes data collection, analysis, and management activities where the greatest impact can be made toward effective management of GBE.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2021.04.14 – 054**
Resolution Re: FY2022 CIP Appropriation and Authorization for CWSRF
Loan for Cocheco River Outfall Stormwater Plan

WHEREAS: The City Council desires to make public improvements and to finance these improvements through the NH Clean Water State Revolving Fund (CWSRF) and;

WHEREAS: The City identified a need to make improvements and submitted a pre-application to NH Department of Environmental Services (NH DES) for the Cocheco River Outfall Stormwater Project and the project was determined to meet CWSRF eligibility; and

WHEREAS: The City's participation in the CWSRF for the Cocheco River Outfall Stormwater Project provides an opportunity for \$75,000 loan principal forgiveness; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following capital project is appropriated for \$150,000.00 with estimated useful lives in excess of the length indicated:

Item #	Description	Proposed	Life/Yrs	Department	Fund
		Appropriation			
1	Cocheco River Outfall Stormwater Project	\$150,000	10	Comm Serv - PW	General Fund
	Total	\$150,000			

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 this project. The City Manager, Finance Director and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH CWSRF Program to obtain the loan for eligible identified project.

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
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.8.

Resolution Number: **R – 2021.04.14 – 054**
Resolution Re: FY2022 CIP Appropriation and Authorization for CWSRF
Loan for Cocheco River Outfall Stormwater 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		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, 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 – 2021.04.14 – 054**
Resolution Re: FY2022 CIP Appropriation and Authorization for CWSRF
Loan for Cocheco River Outfall Stormwater Plan

RESOLUTION BACKGROUND MATERIAL:

This resolution makes an appropriation for a FY2022 Capital Improvements Program project financed by loan from NH DES Clean Water State Revolving Fund, with up to \$75,000.00 principal forgiveness for the planning loan, and authorizes the city to enter into the loan agreement with NH DES.

This resolution makes an appropriation for the Cocheco River Outfall Stormwater Project.

The drainage basin for the Cocheco River Outfall includes the area of the City approximately bounded by Central Avenue to the west, Garrison Hill Park to the north, the B&M Railroad tracks and portions of Portland Avenue and Cocheco Street to the east, and parts of the downtown area to the south. The drainage area totals over 270 acres. Stormwater runoff from areas to the west of the B&M Railroad tracks drain to the intersection of Broadway between New York Street and Ham Street, where it enters the Broadway Railroad Culvert, which is currently under construction. The Broadway Railroad Culvert conveys stormwater flow under the B&M Railroad tracks. From there, stormwater is conveyed through the Chapel Street Ravine and eventually discharges to the Cocheco River near 11 Cocheco Street. Approximately 218 acres of the tributary drainage area is located upstream of the Broadway Railroad Culvert, with the remaining 50+ acres located between the railroad tracks and the Cocheco River.

This project includes development of a stormwater master plan for the tributary area that will guide the city's decision-making with respect to future stormwater infrastructure improvements and maintenance activities within the drainage basin. There are two SRF-funded projects located within the drainage basin, including the Broadway Railroad Culvert Reconstruction Project (SRF # CS-330200-09) and the Chapel Street Ravine Stormwater Treatment Study. However, these are projects focusing on isolated areas of the drainage basin, including replacement of a critical stone box culvert under the railroad tracks and a study to focus on potential stormwater treatment in a ravine adjacent to the culvert. There are other significant drainage issues throughout the entire drainage basin that warrant careful evaluation and correction, including century-old drainage infrastructure that is deteriorating and severely under capacity, numerous stone box culvert trunk lines located on private property that are not easily accessible for maintenance, and street flooding during moderate storm events. The location and accessibility-related issues restrict the ability to route all of the stormwater runoff to deep-sump catch basins prior to entering the drainage system. Due to the magnitude of needs in this large drainage basin, it is not feasible that all of these issues may be corrected with a single project. It is anticipated that correcting many of these issues will need to occur over time in a cost-effective manner. Therefore, a master plan is necessary to guide the City in implementing a phased approach to correcting stormwater related issues in the drainage basin.

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired:

Description	Sewer
Pending Authorization	150,000
Prior FY2022 CIP Authorization	10,616,930
FY2022 Principal Retirement	4,037,722
Net Change	6,729,208



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2021.04.14 – 054**
Resolution Re: **FY2022 CIP Appropriation and Authorization for CWSRF
Loan for Cocheco River Outfall Stormwater Plan**

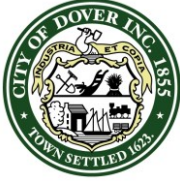
Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2020 and this authorization, against the legal debt limits. The statutory debt limit for the City General Fund is 3% of equalized assessed value.

Description	General Fund
Debt Outstanding	42,960,853
Authorized - Unissued	26,955,315
Total Issued & Unissued	69,916,168
This Authorization	150,000
Grand Total	70,066,168
Legal Debt Limit	118,758,715
Unused Capacity	48,692,547
Percent Unused	41.00%

Budgetary and Rate Impacts

The \$150,000 CWSRF loan is expected to be paid back over a 10-year period. Principal repayments would be \$7,500 per year after an offset of \$75,000 for the amount of principal forgiveness. The annual impact to the City's General Fund budget is based upon annual principal and interest repayment. The interest that would accrue on outstanding principal balances over the 10 year period, based on an interest rate of 2.424%, is estimated to be a total of \$11,817 impact to the City's General Fund budget over that 10 year period, approximately \$1,182 annual impact. The combined impact of principal and interest repayment for the CWSRF loan would be \$0.0023 impact on the property tax rate. For a single family home with an assessed value of \$351,400 the annual impact would be \$0.81.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.9.

Resolution Number: **R – 2021.04.14 – 055**
Resolution Re: Reprogram Unexpended Bond Proceeds from Leighton Way and Cochecho Pump Stations to Downtown Inflow and Infiltration Elimination

- WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Debt Financing authorization for certain CIP projects; and
- WHEREAS: There is \$61,758.19 of unexpended bond proceeds from the Leighton Way Pump Station project as it was completed under budget. There is \$791,772.61 of unexpended bond proceeds from the Cochecho Pump Station project as it was completed under budget; and
- WHEREAS: The City has identified the immediate need for additional funding for the Downtown Inflow and Infiltration Elimination Project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$853,530.80 of unexpended bond proceeds is hereby reprogrammed from the Leighton Way Pump Station project and the Cochecho Pump Station project as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
5320.1.300.43250.4757.04574.16	Leighton Way Pump Station	61,758.19	(61,758.19)	0.00
5320.1.300.43250.4757.04574.19	Cochecho Pump Station	791,772.61	(791,772.61)	0.00
5320.1.300.43250.4757.04561.16	Downtown Inflow & Infiltration Elimination	0.00	61,758.19	61,758.19
5320.1.300.43250.4757.04561.19	Downtown Inflow & Infiltration Elimination	0.00	791,772.61	791,772.61
	Total Available Funding	853,530.80	0.00	853,530.80

NOTE: This resolution reprograms unexpended bond proceeds and therefore 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 the 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: Sue Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.9.

Resolution Number: **R – 2021.04.14 – 055**
Resolution Re: Reprogram Unexpended Bond Proceeds from Leighton Way and Cocheco Pump Stations to Downtown Inflow and Infiltration Elimination

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 Marcia Gasses, 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.9.

Resolution Number: **R – 2021.04.14 – 055**
Resolution Re: Reprogram Unexpended Bond Proceeds from Leighton Way and Cochecho Pump Stations to Downtown Inflow and Infiltration Elimination

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Leighton Way Pump Station project and Cochecho Pump Station project. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the identified projects. This resolution reprograms funding from the Leighton Way Pump Station project and the Cochecho Pump Station projects to the Downtown Inflow and Infiltration Elimination project.

On November 12, 2014 the City Council adopted the FY16 Capital Improvements Plan (CIP) Authorization for bonding, which included \$350,000.00 for the Leighton Way Pump Station project. The project is now completed and there is \$61,758.19 of unexpended bond proceeds that can be reprogrammed to another Sewer Fund project.

On December 13, 2017 the City Council adopted the FY19 CIP Authorization for bonding, which included \$1,650,000.00 for the Cochecho Pump Station project. The project is now completed and there is \$791,772.61 of unexpended bond proceeds that can be reprogrammed to another Sewer Fund project.

The City of Dover owns, operates and maintains wastewater collection and treatment facilities that serve the City's estimated population of 32,000. The collection system includes almost 115 miles of sanitary sewer. In 2018 the City completed and Inflow and Infiltration (I/I) study to identify potential areas of excessive I/I into its collection system. As part of the study, field work was completed, including CCTV and manhole inspections in multiple areas. The field work and subsequent I/I analysis identified the City's Downtown sewer shed area are where improvements were warranted.

The Downtown I/I Elimination project scope includes trenchless rehabilitation of approximately 4,500 feet of sanitary sewer and manholes within the downtown area. The engineers estimated cost for the project is twice the original projected budget. Therefore, additional funding is needed for the project.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.10.

Resolution Number: **R – 2021.04.14 – 056**
Resolution Re: Fiscal Year 2022 Budget Appropriations, Fees and Capital
Improvements Program

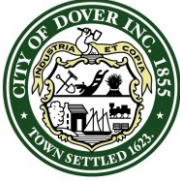
WHEREAS: The City Manager submitted his budget for next fiscal year to the City Council on April 14, 2021; and

WHEREAS: The City Council, after holding the required public hearings, desires to adopt the budgets of the various funds for Fiscal Year 2022, (July 1, 2021 through June 30, 2022);

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

1. The annual budget for the City of Dover for Fiscal Year 2022, submitted to the City Council by the City Manager and on file with the City Clerk, is adopted to raise the following estimated revenues (including any Budgetary Use of Fund Balance) and appropriate the following appropriations:

Fund	Fund Description	Est Revenue	Appropriations	Fund Type
1000	General Fund			General Fund
2100	Community Development Fund			Special Revenue
2210	Drug Investigation Fund			Special Revenue
2220	Dover Housing Auth Policing			Special Revenue
2245	DHHS Assistance Programs			Special Revenue
2800	School Cafeteria Fund			Special Revenue
2820	School Dept. of Education Grants			Special Revenue
2950	School Special Pgms & Grants Fund			Special Revenue
3207	Public Safety Special Details			Special Revenue
3213	Parking Activity Fund			Special Revenue
3320	Residential Solid Waste Fund			Special Revenue
3381	McConnell Center Fund			Special Revenue
3410	Recreation Programs			Special Revenue
3455	Library Fines Fund			Special Revenue
3500	OPEB Liability Fund			Special Revenue
3710	Downtown Dover TIF Fund			Special Revenue
3715	Waterfront TIF Fund			Special Revenue
3810	School Tuition Program Fund			Special Revenue
3830	School Facilities Fund			Special Revenue
5300	Water Fund			Enterprise
5320	Sewer Fund			Enterprise
6100	DoverNet Fund			Internal Service
6110	Central Stores Fund			Internal Service
6310	Fleet Maintenance Fund			Internal Service
6800	Workers Compensation Fund			Internal Service
	Totals	<u>0</u>	<u>0</u>	



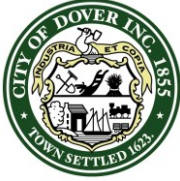
CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.10.

Resolution Number: **R – 2021.04.14 – 056**
Resolution Re: Fiscal Year 2022 Budget Appropriations, Fees and Capital Improvements Program

2. The total amounts set forth in said budgets are hereby appropriated effective July 1, 2019 as provided by law for the departments to perform their functions, transfers to and from reserves and between other funds, and for public purposes not foreign to or incompatible with the mission of the City. General Fund Appropriations include \$_____ for City operations, \$_____ for School Department operations, \$_____ for Debt Service and \$_____ for County Tax.
3. There is no Budgetary Use of Fund Balance included in the General Fund for the purpose of offsetting property taxes.
4. In accordance with RSA 76:6, the City Tax Assessor shall revise and report to the Department of Revenue Administration the amount required for Tax Overlay to provide for the issuance of property tax abatements for tax year 2021 (Fiscal Year 2022).
5. In accordance with RSA 21-J:34, the City Manager shall revise and report to the Department of Revenue Administration the estimated amount of all non-property tax revenues for Fiscal Year 2022 .
6. For water consumption per hundred cubic feet (HCF) effective July 1, 2021, the Water and Sewer User Fees will be \$_____ and \$_____, respectively.
7. Effective July 1, 2021, the City Manager is authorized to enter into agreements with, and make payments to, the various agencies receiving Grants/Subsidies and Membership Dues as contained within the budget.
8. Effective July 1, 2021, the City Manager is authorized to enter into agreements with, and make payments to, various vendors supplying computer hardware and software annual maintenance services and support contracts as contained within the budget.
9. Effective July 1, 2021, any new funds represented in the budget are established for the purposes enumerated within the budget.
10. Effective July 1, 2021, the City Manager is authorized to make transfers between funds for the purposes prescribed, including special, capital and other reserve funds, including transfers to or from the City and School Employee Benefits Reserves.
11. Effective July 1, 2021, all fees and charges represented within the budget and the associated schedule of fees is adopted.
12. Effective July 1, 2021, in accordance with RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to sign all grant applications and any such funding awarded during the fiscal year is appropriated for such purpose. The City Manager, within the parameters of City Charter provision C6-8, is authorized to transfer funds within a department to provide for local match as required by grant awards.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.10.

Resolution Number: **R – 2021.04.14 – 056**

Resolution Re: Fiscal Year 2022 Budget Appropriations, Fees and Capital Improvements Program

13. Effective July 1, 2021, revenues from the sale of city property are appropriated for their established and intended use.
14. Effective July 1, 2021, revenues from the fees collected for Recreation Special Programs are appropriated for their established and intended use.
15. Effective July 1, 2021, the City Manager is authorized during the fiscal year to initiate Recreation Special Programs fee discount for promotional events to generate revenue and program participation.
16. Effective July 1, 2021, revenues from the fees collected by the Youth to Youth Program from participant fees, speaking engagement fees, and program presentation fees are appropriated for Youth to Youth program expenses and functions.
17. The City Financial Policies, as contained within the budget, are reaffirmed and adopted for the coming fiscal year.
18. In accordance with RSAs 674:8 and 674:21-V(b), the FY2022-27 Capital Improvements Program, as amended, is hereby reaffirmed and adopted.
19. In accordance with City Charter provision C6-11, the designated depositories for city funds for fiscal year 2021 shall be Citizens Bank and the New Hampshire Public Deposit Investment Pool (NHPDIP). The City Treasurer is authorized to utilize, in addition to Citizens Bank and NHPDIP, other banks located within the City of Dover or banks authorized per RSA 48:16 (*City Treasurer Duties*), if deemed most advantageous to the City and in compliance with the City's adopted investment policy.
20. The sum of \$_____ representing budgeted transfers to fund 30% of the OPEB Actuarial Determined Contribution as identified per the City's adopted financial policies is to be transferred to the OPEB Trust.
21. The sum of \$_____, collected as Transportation Improvement Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Transportation Improvement Reserve is hereby appropriated for use by the City of Dover for payments to COAST for Fiscal Year 2021 COAST Bus grant subsidy.
22. The sum of \$_____, collected as Vehicle Reclamation Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Vehicle Reclamation Reserve is hereby appropriated for use by the City of Dover for payments associated with the collection, disposal, recycling or reclamation of vehicle or other waste material for Fiscal Year 2022.
23. In accordance with RSA 80:52-c *Electronic Payments*, the City Treasurer is authorized to accept payments of City Department fees, property taxes, utility bills by use of credit card or other means of electronic payments.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.10.

Resolution Number: **R – 2021.04.14 – 056**

Resolution Re: Fiscal Year 2022 Budget Appropriations, Fees and Capital
Improvements Program

Note: This Resolution requires a two- thirds majority vote to adopt pursuant to Dover Charter C6-3.1, unless General Fund revenues are increased or General Fund appropriations are decreased to result in the General Fund property tax levy being in compliance with budget limitation tax cap. This Resolution requires an advertised public hearing for each of the City and School budgets to be separated by at least 24 hours and held at least seven days in advance of final adoption. Final adoption of the budget by the City Council shall occur not later than June 15th prior to the beginning of the next fiscal year.

Resolution to be referred to Public Hearings as follows:

School Department Budget hearing Wednesday, May 12, 2021

City Budget hearing Wednesday, May 26, 2021

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.10.

Resolution Number: **R – 2021.04.14 – 056**
Resolution Re: Fiscal Year 2022 Budget Appropriations, Fees and Capital Improvements Program

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 Marcia Gasses, 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:		
Ordinance does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This resolution adopts the budget for various funds for the next fiscal year, as well as setting utility rates, authorizing grant, subsidy and membership payments, computer maintenance contracts, transfers between funds, setting fees for various services, authorizing signing of grant applications and appropriations thereof, approval of the investment policy and adopting the six year Capital Improvements Program, as required by State Statute to support assessment of impact fees.