



**CITY OF DOVER**

## **CITY COUNCIL - AGENDA**

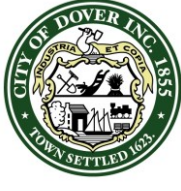
Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Conference Room**  
Meeting Date: **Wednesday, June 9, 2021**  
Meeting Time: **7:00 pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
  - A. JUNETEENTH DAY**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
  - A. ESTABLISHMENT OF SCHOOL STUDENT SERVICES CAPITAL RESERVE FUND  
SPONSORED BY MAYOR CARRIER BY REQUEST**
  - B. GENERAL FUND BUDGET AMENDMENT – TRANSFER FUNDS INTO SCHOOL  
STUDENT SERVICES CAPITAL RESERVE FUND  
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)  
SPONSORED BY MAYOR CARRIER BY REQUEST**
  - C. REPROGRAM UNEXPENDED BOND PROCEEDS FROM VARIOUS WATER FUND  
CAPITAL IMPROVEMENT PROJECTS (CIP) TO UPPER CENTRAL AVENUE WATER  
MAIN REPLACEMENT CIP PROJECT.  
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)  
(CITY COUNCIL VOTE TO OCCUR ON JUNE 23, 2021.)  
SPONSORED BY MAYOR CARRIER BY REQUEST**
- 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](mailto:CityCouncil-All@dover.nh.gov), Voicemails must be left at (603) 516-6338, and written letters or correspondence must be directed to City of Dover, ATTN: City Council, 288 Central Avenue, Dover, NH 03820.

Correspondence that does not state the individual's name and Dover address shall not be placed on file with the Council public meeting record.
- 9. CITY MANAGER'S REPORT**
- 10. APPROVAL OF MINUTES**
  - A. May 26, 2021 – Workshop Session**
  - B. June 2, 2021 – Workshop Session**
  - C. June 2, 2021 – Special Meeting**
- 11. MAYOR'S REPORT**

|  <p><b>CITY OF DOVER</b></p> | <table> <tr> <th colspan="2">CITY COUNCIL - AGENDA</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, June 9, 2021</td></tr> <tr> <td>Meeting Time:</td><td>7:00 pm</td></tr> </table> | CITY COUNCIL - AGENDA |  | Meeting Type: | Regular Meeting | Meeting Location: | City Hall, Council Conference Room | Meeting Date: | Wednesday, June 9, 2021 | Meeting Time: | 7:00 pm |
|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|--|---------------|-----------------|-------------------|------------------------------------|---------------|-------------------------|---------------|---------|
| CITY COUNCIL - AGENDA                                                                                         |                                                                                                                                                                                                                                                                                                                                  |                       |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Type:                                                                                                 | Regular Meeting                                                                                                                                                                                                                                                                                                                  |                       |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Location:                                                                                             | City Hall, Council Conference Room                                                                                                                                                                                                                                                                                               |                       |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Date:                                                                                                 | Wednesday, June 9, 2021                                                                                                                                                                                                                                                                                                          |                       |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Time:                                                                                                 | 7:00 pm                                                                                                                                                                                                                                                                                                                          |                       |  |               |                 |                   |                                    |               |                         |               |         |

## 12. UNFINISHED BUSINESS

### A. ORDINANCES IN THE 2<sup>ND</sup> READING

### B. ORDINANCES IN THE 3<sup>RD</sup> READING

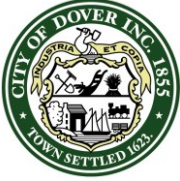
### C. RESOLUTIONS

- PROMULGATION OF A LAND ACKNOWLEDGEMENT FOR DOVER  
(TO BE REMOVED FROM THE TABLE)**  
SPONSORED BY COUNCILOR SHANAHAN
- ESTABLISHMENT OF SCHOOL STUDENT SERVICES CAPITAL RESERVE FUND**  
SPONSORED BY MAYOR CARRIER BY REQUEST
- GENERAL FUND BUDGET AMENDMENT – TRANSFER FUNDS INTO SCHOOL  
STUDENT SERVICES CAPITAL RESERVE FUND  
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**  
SPONSORED BY MAYOR CARRIER BY REQUEST

## 13. NEW BUSINESS

### A. CONSENT CALENDAR

- B21072 2021-2022 VARIOUS CHEMICALS**  
SPONSORED BY MAYOR CARRIER BY REQUEST
- B21079 CATCH BASIN CLEANING SERVICES**  
SPONSORED BY MAYOR CARRIER BY REQUEST
- B21083 HOUSEHOLD HAZARDOUS WASTE COLLECTION SERVICES**  
SPONSORED BY MAYOR CARRIER BY REQUEST
- B21084 CURBSIDE WEED CONTROL SERVICES**  
SPONSORED BY MAYOR CARRIER BY REQUEST
- ADDITIONAL SCOPE OF WORK FOR DREDGE CELL CLOSURE -  
GEOINSIGHT INC**  
SPONSORED BY MAYOR CARRIER BY REQUEST
- AUTHORIZATION TO PURCHASE ROTARY LOBE PUMPS FOR THE WWTF**  
SPONSORED BY MAYOR CARRIER BY REQUEST



**CITY OF DOVER**

## **CITY COUNCIL - AGENDA**

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Conference Room**  
Meeting Date: **Wednesday, June 9, 2021**  
Meeting Time: **7:00 pm**

**7. ENVIRONMENTAL PROJECTS CONSULTING SERVICES - PESCHEL CONSULTING LLC**

SPONSORED BY MAYOR CARRIER BY REQUEST

**8. TIRE AND ELECTRONICS RECYCLING SERVICES**

SPONSORED BY MAYOR CARRIER BY REQUEST

### **COMMITTEE REPORTS**

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

### **B. RESOLUTIONS**

**1. REQUEST FOR PUBLIC BODIES OF THE CITY OF DOVER TO RETURN TO NORMAL MEETING PROCEDURES**

SPONSORED BY MAYOR CARRIER BY REQUEST

**2. B15060 ADDITIONAL SCOPE OF WORK FOR THE COCHECHO WATERFRONT DEVELOPMENT PROJECT - HORSLEY WITTEN GROUP, INC.**

SPONSORED BY MAYOR CARRIER BY REQUEST

**3. B21001 ROCK SALT & SOLAR SALT COOPERATIVE PURCHASE, YEAR 2**

SPONSORED BY MAYOR CARRIER BY REQUEST

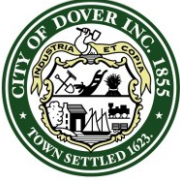
**4. FISCAL YEAR 2021 TRANSFER OF APPROPRIATIONS – GENERAL FUND**

SPONSORED BY MAYOR CARRIER BY REQUEST

**5. FISCAL YEAR 2021 GENERAL FUND UNASSIGNED FUND BALANCE TRANSFERS TO CERTAIN SPECIAL REVENUE AND CAPITAL PROJECT FUNDS TO ADDRESS FUND DEFICITS**

**(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**

**(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 23, 2021.) SPONSORED BY MAYOR CARRIER BY REQUEST**



**CITY OF DOVER**

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- 6. AUTHORIZATION TO ACCEPT AND EXPEND THE AMERICAN RESCUE PLAN ACT GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)  
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 23, 2021.)  
SPONSORED BY MAYOR CARRIER BY REQUEST**

**C. ORDINANCES IN 1<sup>ST</sup> READING**

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.C.  
Public Hearing Only**

Resolution Number: **R – 2021.05.26 – 085**  
Resolution Re: Reprogram Unexpended Bond Proceeds from Various  
Water Fund CIP Projects to Upper Central Avenue Water  
Main Replacement CIP Project

- 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: The City has identified the immediate need for additional funding for the Upper Central Avenue Water Main Replacement CIP Project, as the adopted CIP appropriation is \$825,000.00 for the project and based upon bid response of \$2,307,450.00 for the project, the additional amount of \$1,482,450.00 is required; and
- WHEREAS: There is \$591,178.04 of unexpended bond proceeds from the Spur Road Water Main replacement project as it was completed under budget. There is \$23,710.00 of unexpended bond proceeds from the Elm Street Area Water Main replacement project. There is \$43,708.46 of unexpended bond proceeds from the Keating/Birchwood Water Main replacement project. There is \$179,366.75 of unexpended bond proceeds from the Spaulding Turnpike Water Main replacement; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$1,768,450.00 of unexpended bond proceeds is hereby reprogrammed from the following Water Fund CIP Projects listed below to the Upper Central Avenue Water Main replacement project as follows:

| Project Number                 | Project Description                         | Available<br>Balance | Reprogram<br>Adjustment | Adjusted<br>Balance |
|--------------------------------|---------------------------------------------|----------------------|-------------------------|---------------------|
| 5300.1.300.43320.4757.03554.16 | Keating/Birchwood Water Main Replacement    | 43,708.46            | (43,708.46)             | 0.00                |
| 5300.1.300.43320.4757.03562.17 | Spur Road Water Main Replacement            | 591,178.04           | (591,178.04)            | 0.00                |
| 5300.1.300.43320.4757.03584.13 | Spaulding Turnpike Water Main Replacement   | 179,366.75           | (179,366.75)            | 0.00                |
| 5300.1.300.43320.4757.03593.19 | Elm Street Area Water Main Replacement      | 23,710.00            | (23,710.00)             | 0.00                |
| 5300.1.300.43320.4757.03567.21 | Littleworth Road Water Main Replacement     | 930,486.75           | (930,486.75)            | 0.00                |
| 5300.1.300.43320.4757.03566.16 | Upper Central Avenue Water Main Replacement | 0.00                 | 43,708.46               | 43,708.46           |
| 5300.1.300.43320.4757.03566.17 | Upper Central Avenue Water Main Replacement | 0.00                 | 591,178.04              | 591,178.04          |
| 5300.1.300.43320.4757.03566.13 | Upper Central Avenue Water Main Replacement | 0.00                 | 179,366.75              | 179,366.75          |
| 5300.1.300.43320.4757.03566.19 | Upper Central Avenue Water Main Replacement | 0.00                 | 23,710.00               | 23,710.00           |
| 5300.1.300.43320.4757.03566.21 | Upper Central Avenue Water Main Replacement | 825,000.00           | 930,486.75              | 1,755,486.75        |
|                                | Total Available Funding                     | 2,593,450.00         | 0.00                    | 2,593,450.00        |

**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.



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**Agenda Item#: 7.C.  
Public Hearing Only**

Resolution Number: **R – 2021.05.26 – 085**  
Resolution Re: Reprogram Unexpended Bond Proceeds from Various  
Water Fund CIP Projects to Upper Central Avenue Water  
Main Replacement CIP Project

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Robert Carrier  
By Request

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

Recorded by: Sue Mistretta  
City Clerk

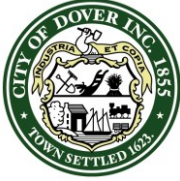
### DOCUMENT HISTORY:

First Reading Date: 05/26/2021  
Approved Date:

Public Hearing Date: 06/09/2021  
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.            |     |    |



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**Agenda Item#: 7.C.  
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Resolution Number: **R – 2021.05.26 – 085**  
Resolution Re: Reprogram Unexpended Bond Proceeds from Various  
Water Fund CIP Projects to Upper Central Avenue Water  
Main Replacement CIP Project

### RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the various Water Fund CIP projects being reprogrammed to the Upper Central Avenue Water Main Replacement project. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the identified projects.

On December 14, 2011 the City Council adopted the FY13 Capital Improvements Plan (CIP) Authorization for bonding, which included \$500,000.00 for the Sixth Street Water Main Loop project. \$233,081.00 of the Sixth Street project funding was reprogrammed to the Spaulding Turnpike Water Main Replacement project via City Council resolution adopted September 28, 2016. The Spaulding Turnpike water main project is now completed and there is \$179,366.75 of unexpended bond proceeds that can be reprogrammed to another Water Fund project.

On November 12, 2014 the City Council adopted the FY16 Capital Improvements Plan (CIP) Authorization for bonding, which included \$550,000.00 for the Keating/Birchwood Water Main Replacement project. The project is now completed and there is \$43,708.46 of unexpended bond proceeds that can be reprogrammed to another Water Fund project.

On December 9, 2015 the City Council adopted the FY17 Capital Improvements Plan (CIP) Authorization for bonding, which included \$2,200,000.00 for the Piscataqua Road Water Main Replacement project. The Piscataqua Road project funding was reprogrammed to Spur Road Water Main Replacement project via City Council resolution adopted September 27, 2017. The Spur Road project is now completed and there is \$591,178.04 of unexpended bond proceeds that can be reprogrammed to another Water Fund project.

On December 13, 2017 the City Council adopted the FY19 CIP Authorization for bonding, which included \$1,100,000.00 for the Elm Street Area Water Main Replacement project. The project is now completed and there is \$23,710.00 of unexpended bond proceeds that can be reprogrammed to another Water Fund project.

On December 11, 2019 the City Council adopted the FY21 Capital Improvements Plan (CIP) Authorization for bonding, which included \$1,100,000.00 for the Littleworth Road Water Main Replacement project. The available project funding is being reprogrammed to the Upper Central Avenue Water Main Replacement project so this project can be completed. The Littleworth Road Water Main project is slated in the CIP for FY2023 and an appropriate funding amount will be reflected for this project in the FY2023 CIP.

The total amount being reprogrammed is \$1,768,450.00, this amount, plus the \$825,000 approved in the FY2021 CIP for Upper Central Avenue Water Main Replacement project will result in \$2,593,450.00 being available for the Upper Central Avenue project. \$2,307,450.00 will be needed for the construction contract, \$100,000.00 will be for construction contingency allowance, and \$186,000.00 will fund the cost for engineering firm construction oversight services.

# CITY MANAGER'S REPORT

**June 9, 2021**

*Reporting On:*  
***May 2021***

*By: J. Michael Joyal, Jr.*  
*City Manager*

## Legal Department

Joshua Wyatt, City Attorney

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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 the month of May:

|                                                | For Month | FY21 | FY20 | FY19 |
|------------------------------------------------|-----------|------|------|------|
| Legal Matters/Questions Handled                | 34        | 654  | 466  | 342  |
| Document Creation & Review Including Contracts | 27        | 322  | 256  | 269  |
| Right to Know Requests Processed               | 02        | 45   | 49   | 41   |
| Resolutions                                    | 07        | 68   | 75   | 53   |
| Ordinances                                     | 01        | 18   | 10   | 18   |

### Customer Focused Outcomes: Right to Know

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

- The Planning & Zoning Resource Co – Regent Drive
- The Planning & Zoning Resource Co – Sixth Street

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

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>City Council &amp; City Boards</b> | Assistance to the City Council and other City boards: Attention to resolutions and ordinances as needed or requested by City Council; assistance with Charter amendment process; assistance with tracking and reviewing pending legislation;                                                                                                                                                                                                        |
| <b>Community Services</b>             | Assistance with Great Bay Municipal Alliance for Adaptive Management; assistance with Great Bay general permit compliance; assistance with sewer easements and license agreements; assistance with compliance on tree cutting and vegetation issues; assistance with title research for various parcels; assistance with Pudding Hill aquifer remediation efforts; assistance with community garden program; assistance with conservation easement; |
| <b>Executive</b>                      | Assistance to DBIDA with respect to purchase and sale agreement; assistance with land disposition inquiries;                                                                                                                                                                                                                                                                                                                                        |
| <b>Fire &amp; Rescue</b>              | Assistance with contracts; assistance with HIPAA compliance; assistance with new software under development; assistance with developing draft document retention schedule; assistance with insurance claims coverage;                                                                                                                                                                                                                               |
| <b>Finance</b>                        | Prepare and review various contracts; research legal questions as requested; track and file City claims with Primex; assistance with bond inquiries; assistance with budget resolution;                                                                                                                                                                                                                                                             |
| <b>Planning</b>                       | Assistance with development-related contracts; assistance with site regulations; assistance with enforcement issues; assistance with CDBG program and inquiries; assistance with sale of City property as authorized by City Council; assistance with compliance and other questions; assistance with community garden program; assistance with conservation easement;                                                                              |
| <b>Police</b>                         | Assistance with grants; assistance with other matters;                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Public Library</b>                 | None                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Public Welfare</b>                 | Assistance with general inquiries; assistance with compliance matters; assistance with potential update to guidelines;                                                                                                                                                                                                                                                                                                                              |
| <b>Recreation</b>                     | None                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>School</b>                         | Assistance with Right to Know request; assistance with review of and revision to various contracts; assistance with personnel matter; assistance with other matters as requested;                                                                                                                                                                                                                                                                   |

## 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.

**Mary Hebbard v. City of Dover, John & Karen Brough and Ryan Colbath:** Served on City of Dover on April 17, 2019. Discovery is complete. Case is scheduled for 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. Partial summary judgment rulings were received in February 2021. Case was tried by City Attorney, Deputy City Attorney, and outside counsel on April 7, 8 and 9 of April 2021. The post-trial briefing was divided into two areas: (1) injunctive relief concerning removal of a berm, and (2) remaining issues, including enforcement of a stipulated Court-Order for an underground drainage system. The parties have fully briefed both subjects. In May 2021, the Court issued an order granting an injunction and requiring removal of the berm and restoration of surface drainage. The Court has not yet issued an Order on the remaining issues.

**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 was dismissed on jurisdictional grounds. Appeal to New Hampshire Supreme Court has been filed by the intervening abutter.

**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 parties have tentatively reached a settlement agreement, subject to local approvals and signing.

**Hampstead School Board v. SAU 55:** This is an RSA chapter 91-A dispute between two public education bodies. The case is on appeal to the New Hampshire Supreme Court. After the Supreme Court issued a decision that held attorney-client privileged communications of public bodies are subject to RSA 91-A balancing, and potential disclosure, the City of Dover, along with the NHMA, numerous other New Hampshire cities, and the New Hampshire Attorney General's Office, have each moved as amici curiae to intervene and ask the Supreme Court to reconsider its holding. No reconsideration order or ruling has been received from the Court.

*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

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## Leadership & Governance Outcomes:

### Summary:

Economic activity continued to expand in several sectors in Dover through May. The downtown restaurants that reopened with outside seating, the relaxation of indoor capacity utilization with social distancing and barriers are now facing severe worker shortages exacerbated by the expanded and extended unemployment insurance benefits that incentivize entry level workers to stay out of work. The NH Governor has indicated the expanded unemployment insurance benefits provided by the Feds will be terminated in NH prior to Labor Day. Outside seating in May was also limited by patches of inclement weather, 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, stabilized at 3.0% in April and May from 4.0% unemployment in March. At the height of the initial pandemic peak, Dover's unemployment rate was 17.3 %. 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. Dover's hotels that were doing better than expected enjoying an average occupancy rate of 75% have now stabilized at that occupancy level. The corporate guest market had declined but the trades, utilities and medical staffing filled the gap. These segments have now also declined due to lack of workers 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. While retail space has continued to cost more, office space lease rates are beginning to decline. These vacancies are due to the realization that remote working works for some large 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. Our restaurants are currently under great financial stress and are anxiously anticipating the rollout of the Dover Cares 2.0 grant program to get them through until the weather allows daily outside seating. 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 the summer season. The durable goods sector reported some significant sales gains after the previous sales declines. Sensor shortages are curtailing new car production of several brands at present. 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 months. 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 last month. 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 with other projects surfacing in April and May. 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 2.6% 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 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 85% 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. Trading City owned land for project financed utility development is now being considered to develop projects with no City cash outlays where practical. 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 is fully booked and has a waiting list. Office leasing was non-existent this month. The lending environment remains highly favorable to brave borrowers, with historically low but rising 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 median price 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 in Rochester 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. It is anticipated that a local developer will renovate this property and turn it into a multi-family residential development. 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. 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 completing 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. Entry level jobs are not being filled even as wage rates continue to rise. 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 FY2022 School District original property tax proposed, with an over the 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 6<sup>th</sup> 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. 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 with highly developed on-line sales/ delivery systems 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 and grant program. All have now been informed of the available programs including the latest landlord notifications 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 3.0% unemployment rate, 1.4% 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 effect will be when the NH additional amount is discontinued in August. 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 2<sup>nd</sup> has a buyer 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 completed.
- 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

| April                                     | Apr-21   | Apr-20  | Apr-19   | Fiscal YTD<br>2021 | Fiscal Year<br>2020 | Fiscal Year<br>2019 |
|-------------------------------------------|----------|---------|----------|--------------------|---------------------|---------------------|
| <b>Meter Activity - Total</b>             |          |         |          |                    |                     |                     |
| Meter Transactions                        | 37,592   | 3,682   | 41,634   | 307,712            | 442,999             | 466,721             |
| Income from Meters                        | \$68,082 | \$9,673 | \$58,657 | \$550,179          | \$836,199           | \$648,806           |
| Active Meter Days                         | 26       | 26      | 22       | 251                | 292                 | 249                 |
| Average Daily Meter Transactions          | 1,446    | 142     | 1,892    | 1,226              | 1,517               | 1,874               |
| <b>Meter Activity - Parking Garage</b>    |          |         |          |                    |                     |                     |
| Meter Transactions                        | 2,126    | 143     | 3,019    | 17,656             | 36,219              | 36,749              |
| Income from Meters                        | \$6,163  | \$342   | \$5,094  | \$48,892           | \$88,142            | \$61,468            |
| Active Meter Days                         | 26       | 26      | 22       | 251                | 292                 | 249                 |
| Average Daily Meter Transactions          | 84       | 6       | 137      | 70                 | 124                 | 148                 |
| <b>Parking Permit Activity</b>            |          |         |          |                    |                     |                     |
| Total Parking Permits Issued              | 756      | 626     | 623      | 7,240              | 6,809               | 6,767               |
| Residential Permits Issued                | 39       | 34      | 41       | 393                | 441                 | 637                 |
| Business Permits Issued                   | 717      | 592     | 582      | 6,847              | 6,499               | 6,130               |
| Permit Income                             | \$21,338 | \$7,385 | \$6,722  | \$228,776          | \$246,485           | \$232,682           |
| <b>Parking Ticket Activity</b>            |          |         |          |                    |                     |                     |
| Total Parking Tickets Issued              | 573      | 162     | 527      | 5,444              | 7,862               | 8,181               |
| Accessible Space Tickets Issued           | 2        | 0       | 3        | 19                 | 48                  | 77                  |
| Winter Restriction Tickets Issued         | 0        | 0       | 0        | 381                | 164                 | 327                 |
| Parking Ticket Income                     | \$13,357 | \$8,793 | \$9,764  | \$132,375          | \$180,148           | \$168,062           |
| <b>Electric Vehicle Charging Stations</b> |          |         |          |                    |                     |                     |
| Number of times Stations Used             | 10       | 2       | 17       | 69                 | 233                 | not captured        |
| Charging Station Income                   | \$48     | \$6     | \$47     | \$393              | \$952               | not captured        |

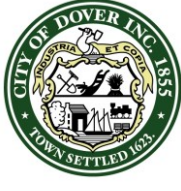
## COAST

### Ridership Activity

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

| Month          | Route 1<br>Dover/Somersworth/<br>Berwick | Route 13<br>Dover/Somersworth | Route 33<br>Downtown Dover/County<br>Complex/Portland Ave | Route 34<br>Downtown Dover/Knox<br>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                                         |
| March 2021     | 3,367                                    | 2,833                         | 1,240                                                     | 505                                         |
| April 2021     | 3,464                                    | 2,702                         | 1,183                                                     | 318                                         |

**J. MICHAEL JOYAL, JR.**  
**CITY MANAGER**

|  <p><b>CITY OF DOVER</b></p> | <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, May 26, 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, May 26, 2021 | Meeting Time: | 7:00 pm |
|---------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--|---------------|-----------------|-------------------|------------------------------------|---------------|-------------------------|---------------|---------|
| CITY COUNCIL - MINUTES                                                                                        |                                                                                                                                                                                                                                                                                                                                   |                        |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Type:                                                                                                 | Regular Meeting                                                                                                                                                                                                                                                                                                                   |                        |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Location:                                                                                             | City Hall, Council Conference Room                                                                                                                                                                                                                                                                                                |                        |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Date:                                                                                                 | Wednesday, May 26, 2021                                                                                                                                                                                                                                                                                                           |                        |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Time:                                                                                                 | 7:00 pm                                                                                                                                                                                                                                                                                                                           |                        |  |               |                 |                   |                                    |               |                         |               |         |

## 1. CALL TO ORDER

## 2. MOMENT OF SILENCE

## 3. PLEDGE OF ALLEGIANCE

Councilor Thibodeaux 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 virtually.

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

## 5. PROCLAMATIONS/AWARDS

Mayor Carrier presented and read a proclamation for Harvey's Bakery.

Mayor Carrier presented and read a proclamation for Indonesian Community Connect, Inc.

## 6. APPROVAL OF AGENDA

Deputy Mayor Ciotti added an Appointments Committee 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. FISCAL YEAR 2022 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – CITY PORTION ONLY SPONSORED BY MAYOR CARRIER BY REQUEST

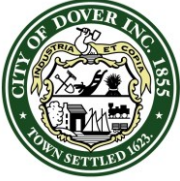
**William Baber, 5 Gerrys Lane, Energy Commission Chairperson:** He spoke in favor of the proposed City budget.

**Linnea Nemeth, 21 Taylor Road, Arts Commission Chairperson:** She spoke in favor of the proposed City budget.

**Nathaniel Stewart, 5 Redden Street:** He spoke against the proposed City budget.

**Daniel Eltringham, 15½ Broadway:** He spoke against the proposed City budget.

**Ashly Seeliger, 30 Baker Street:** She spoke against the proposed City budget.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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**Sayles, Kasten, 26 Atkinson Street:** He spoke against the proposed City budget.

**Lana, 207 Locust Street:** She spoke against the proposed City budget.

**Eva Ford, 143 Sixth Street:** She spoke against the proposed City budget.

**Josie Pinto, 137B Locust Street:** She spoke against the proposed City budget.

**Rachel Vaz, 21 East Street:** She spoke against the proposed City budget.

**Erin Allgood, 91A Portland Avenue:** She spoke against the proposed City budget.

**Linda Merullo, 21 Sandy Lane:** She spoke in favor of the proposed City budget, and urged the Council to pass a tax cap budget.

**Ray Bardwell, 199 Spur Road:** He spoke in favor of the proposed City budget.

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

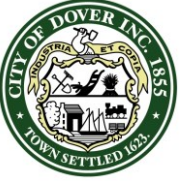
**B. APPROVAL OF PROPOSED AMENDMENTS TO CITY CHARTER AND  
AUTHORIZATION TO SUBMIT FINAL REPORT TO THE NEW HAMPSHIRE  
SECRETARY OF STATE, ATTORNEY GENERAL, AND COMMISSIONER OF THE  
DEPARTMENT OF REVENUE**

SPONSORED BY COUNCILOR SHANAHAN, COUNCILOR WILLIAMS, AND  
COUNCILOR CULLEN

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

**C. ACCEPTANCE OF SUBSTANTIAL AMENDMENTS TO THE FFY15-19  
CONSOLIDATED PLAN AND FFY19 ACTION PLAN FOR CARES FUNDS**  
SPONSORED BY DEPUTY MAYOR CIOTTI

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

|                                                                                                               |                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <p><b>CITY OF DOVER</b></p> | <h2 style="text-align: center; background-color: #2e5496; color: white; padding: 5px;">CITY COUNCIL - MINUTES</h2> <p>Meeting Type: <b>Regular Meeting</b><br/> Meeting Location: <b>City Hall, Council Conference Room</b><br/> Meeting Date: <b>Wednesday, May 26, 2021</b><br/> Meeting Time: <b>7:00 pm</b></p> |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## 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](mailto: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.

**Gail Daudelin, Dover Main Street Chairperson:** She gave overview of Dover Main Street Report to the Council.

**Gretchen Lothrop, 16 Grandview Drive:** She spoke in favor of the proposed School budget.

**Carolyn Schulten, 18 Cote Drive:** She spoke in favor of the proposed School budget.

**Michelle Mastrobattista, 64 Ezra's Way:** She spoke in favor of the proposed School budget.

**Kathleen Blake, 16 Redden Street, Racial Equity and Inclusion Committee member:** She spoke in favor of Item 13.B.1.

**Natalie Strickland, 191 Central Avenue:** She spoke in favor of Item 13.B.1.

**Jo Jordon, 9 Deepwood Drive:** She spoke about the need to maintain a tax cap budget.

**Erin Allgood, 91A Portland Avenue:** She spoke in favor of Item 13.B.1.

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 referred to specific items of interest. He gave an updated on COVID-19 to the Council.

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

Roll Call Vote: 9/0.

## 10. APPROVAL OF MINUTES

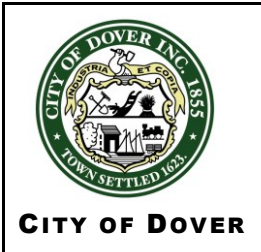
**A. May 12, 2021 – Workshop Session**

**B. May 12, 2021 – Regular Meeting**

**C. May 19, 2021 – Workshop Session**

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

Roll Call Vote: 9/0.



## CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Conference Room**  
Meeting Date: **Wednesday, May 26, 2021**  
Meeting Time: **7:00 pm**

### 11. MAYOR'S REPORT

Mayor Carrier spoke about the events he has attended in the past two weeks. He spoke about the Memorial Day ceremony.

Deputy Mayor Ciotti moved to accept the Mayor's Report; seconded by Councilor O'Connor.  
Roll Call Vote: 9/0.

### 12. UNFINISHED BUSINESS

#### A. ORDINANCES IN THE 2<sup>ND</sup> READING

#### B. ORDINANCES IN THE 3<sup>RD</sup> READING

#### C. RESOLUTIONS

- 1. APPROVAL OF PROPOSED AMENDMENTS TO CITY CHARTER AND AUTHORIZATION TO SUBMIT FINAL REPORT TO THE NEW HAMPSHIRE SECRETARY OF STATE, ATTORNEY GENERAL, AND COMMISSIONER OF THE DEPARTMENT OF REVENUE**  
SPONSORED BY COUNCILOR SHANAHAN, COUNCILOR WILLIAMS, AND COUNCILOR CULLEN

Councilor Muffett-Lipinski lost her virtual connection at 8:56 pm.

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Shanahan.  
Councilor Shanahan gave an overview of the Resolution to the Council.  
Roll Call Vote: 8/0.

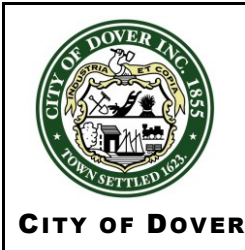
- 2. ACCEPTANCE OF SUBSTANTIAL AMENDMENTS TO THE FFY15-19 CONSOLIDATED PLAN AND FFY19 ACTION PLAN FOR CARES FUNDS**  
SPONSORED BY DEPUTY MAYOR CIOTTI

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Gasses.  
Roll Call Vote: 8/0.

### 13. NEW BUSINESS

#### A. CONSENT CALENDAR

- 1. VARIOUS SENIOR CENTER TRIPS**  
SPONSORED BY MAYOR CARRIER BY REQUEST
- 2. B11001 WRIGHT-PIERCE ADDITIONAL SCOPE OF WORK #7 FOR ENGINEERING CONSTRUCTION ADMINISTRATION SERVICES FOR THE**



## CITY COUNCIL - MINUTES

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

### **STARK AVENUE & DOWNTOWN AREA SEWER REHABILITATION PROJECT - PHASE B**

SPONSORED BY MAYOR CARRIER BY REQUEST

### **3. B21065 CONSULTING DESIGN SERVICES FOR THE PORTLAND AVENUE RETAINING WALL & SIDEWALK IMPROVEMENT PROJECT**

SPONSORED BY MAYOR CARRIER BY REQUEST

### **4. B99057 KLEINFELDER NORTHEAST, INC. ADDITIONAL SCOPE OF WORK #7 BROADWAY STREET RAILROAD CULVERT PROJECT**

SPONSORED BY MAYOR CARRIER BY REQUEST

### **5. DOVER CITYWIDE AQUIFER MANAGEMENT PLANNING - EMERY & GARRETT GROUNDWATER INVESTIGATIONS**

SPONSORED BY MAYOR CARRIER BY REQUEST

## **COMMITTEE REPORTS**

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

Deputy Mayor Ciotti moved for the adoption of the Consent Calendar; seconded by Councilor Thibodeaux.

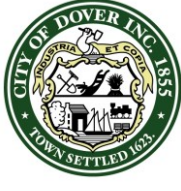
Roll Call Vote: 8/0.

Deputy Mayor Ciotti gave an overview of the Appointments Committee Report to the Council. He asked the Council to reappoint Mr. Daniel Pontoh to the Racial Equity and Inclusion Committee, who had resigned for moving out of the City. It was determined that he could remain a member.

Roll Call Vote: 8/0.

Councilor Shanahan gave an overview of the Stormwater and Flood Resilience Funding Ad-Hoc Committee Report to the Council.

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

|  <p><b>CITY OF DOVER</b></p> | <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, May 26, 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, May 26, 2021 | Meeting Time: | 7:00 pm |
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| CITY COUNCIL - MINUTES                                                                                        |                                                                                                                                                                                                                                                                                                                                   |                        |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Type:                                                                                                 | Regular Meeting                                                                                                                                                                                                                                                                                                                   |                        |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Location:                                                                                             | City Hall, Council Conference Room                                                                                                                                                                                                                                                                                                |                        |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Date:                                                                                                 | Wednesday, May 26, 2021                                                                                                                                                                                                                                                                                                           |                        |  |               |                 |                   |                                    |               |                         |               |         |
| Meeting Time:                                                                                                 | 7:00 pm                                                                                                                                                                                                                                                                                                                           |                        |  |               |                 |                   |                                    |               |                         |               |         |

Mayor Carrier gave an overview of the Joint Building Committee – Dover High School and Regional CTC Report to the Council.

Councilor Shanahan gave an overview of the COAST Report to the Council.

## B. RESOLUTIONS

### 1. PROMULGATION OF A LAND ACKNOWLEDGMENT FOR DOVER SPONSORED BY COUNCILOR SHANAHAN

Councilor Muffett-Lipinski reestablished her virtual connection at 9:23 pm.

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Williams  
Councilor Shanahan gave an overview of the Resolution to the Council.  
Deputy Mayor Ciotti felt it was not enough and would not support the Resolution.  
Councilor Shanahan said this Resolution is the first step.  
Councilor Cullen moved to table the Resolution; seconded by Deputy Mayor Ciotti.  
Roll Call Vote: 6/3; Tabled. Councilors Shanahan, Thibodeaux and Williams were opposed.

### 2. APPROVAL OF SETTLEMENT AGREEMENT BETWEEN CITY OF DOVER AND CONSOLIDATED COMMUNICATIONS OF NORTHERN NEW ENGLAND COMPANY, LLC (CONCERNING DUAL POLES) SPONSORED BY MAYOR CARRIER BY REQUEST

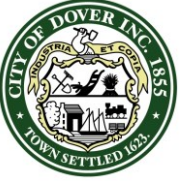
Deputy Mayor Ciotti moved for its adoption; seconded by Councilor O'Connor.  
City Manager Joyal gave an overview of the Resolution to the Council.  
Roll Call Vote: 9/0.

### 3. DOVER PUDDING HILL AQUIFER ADDITIONAL SCOPE OF WORK #8 - EMERY & GARRETT GROUNDWATER INVESTIGATIONS SPONSORED BY MAYOR CARRIER BY REQUEST

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

### 4. ESTABLISHMENT OF SCHOOL STUDENT SERVICES CAPITAL RESERVE FUND (TO BE REFERRED TO A PUBLIC HEARING ON JUNE 9, 2021.) SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved to refer to a public hearing on June 9, 2021; seconded by Councilor O'Connor.  
City Manager Joyal gave an overview of the Resolution to the Council.  
Roll Call Vote: 9/0.

|                                                                                                               |                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <p><b>CITY OF DOVER</b></p> | <h2 style="text-align: center; background-color: #2e5496; color: white; padding: 5px;">CITY COUNCIL - MINUTES</h2> <p>Meeting Type: <b>Regular Meeting</b><br/> Meeting Location: <b>City Hall, Council Conference Room</b><br/> Meeting Date: <b>Wednesday, May 26, 2021</b><br/> Meeting Time: <b>7:00 pm</b></p> |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**5. GENERAL FUND BUDGET AMENDMENT – TRANSFER FUNDS INTO SCHOOL STUDENT SERVICES CAPITAL RESERVE FUND  
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)  
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 9, 2021.)  
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Ciotti moved to refer to a public hearing on June 9, 2021; seconded by Councilor Gasses.  
City Manager Joyal gave an overview of the Resolution to the Council.  
Roll Call Vote: 9/0.

**6. REPROGRAM UNEXPENDED BOND PROCEEDS FROM VARIOUS WATER FUND CAPITAL IMPROVEMENT PROJECTS (CIP) TO UPPER CENTRAL AVENUE WATER MAIN REPLACEMENT CIP PROJECT.  
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)  
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 9, 2021, WITH CITY COUNCIL VOTE TO OCCUR ON JUNE 23, 2021.)  
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Ciotti moved to refer to a public hearing on June 9, 2021; seconded by Councilor O'Connor.  
City Manager Joyal gave an overview of the Resolution to the Council.  
Roll Call Vote: 9/0.

**7. ORDINANCES IN 1<sup>ST</sup> READING**

**14. COUNCIL CORRESPONDENCE**

Deputy Mayor Ciotti referred to a letter from a Jordan Schmolka and asked that it be added as Council correspondence.  
Deputy Mayor Ciotti moved to place correspondence on file; seconded by Councilor O'Connor.  
Roll Call Vote: 9/0.

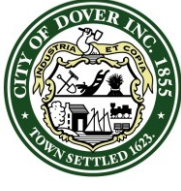
**15. COUNCIL MATTERS OF INTEREST**

Mayor Carrier reminded the Council and citizens of the State of the State will be held on June 15, 2021.

Councilor Gasses thanked everyone for reaching out to the Council.

Councilor Shanahan said the Racial Equity and Inclusion Committee will be meeting tomorrow and asked the Council to attend to learn about what the committee is doing.  
Councilor Williams spoke of her disappointment with the Council tabling the Resolution.

Councilor O'Connor recognized Citizen Forum speaker and said he was sorry for her loss.

|                                                                                                               |                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <p><b>CITY OF DOVER</b></p> | <h2 style="text-align: center; background-color: #2e5d30; color: white; padding: 5px;">CITY COUNCIL - MINUTES</h2> <p>Meeting Type: <b>Regular Meeting</b><br/> Meeting Location: <b>City Hall, Council Conference Room</b><br/> Meeting Date: <b>Wednesday, May 26, 2021</b><br/> Meeting Time: <b>7:00 pm</b></p> |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Councilor Muffett-Lipinski apologized to Councilors Shanahan and Williams for dropping the ball on the Land Acknowledgement Resolution. She said the Council needed to address more social emotional support for the citizens of Dover.

### 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, June 2, 2021**  
Meeting Time: **6:00 pm**

### 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 Thibodeaux. Councilor Muffett-Lipinski, and Councilor Williams attended virtually.

**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.*

**Jodi Langellotti, 453 Sixth Street:** She spoke about the long-term impact of passing this budget and how it's the State who is passing on the burden to cities and towns. She asked people to go to the polls. She asked the Council to show the citizens they can compromise.

**Victor Gagnon, 9 Salem Avenue:** He spoke about the struggles of senior citizens in the City. Social Security received a 1.3% increase in January. He supported a tax cap budget.

**Michael Atherton, 22 West Concord Street:** He spoke in support of the proposed School budget.

**Denise Copley, 29 Samuel Hanson Avenue:** She spoke in support of the proposed School budget.

**Cynthia Walter, 22 West Concord Street:** She spoke in support of the proposed School budget.

**Kathleen Cintavey, 5 Olive Meadow Lane:** She spoke in support of a tax cap budget.

**Linnea Nemeth, 21 Taylor Road:** She spoke in support of the proposed School budget.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: City Hall, Council Conference Room  
Meeting Date: **Wednesday, June 2, 2021**  
Meeting Time: **6:00 pm**

**Sheriff Mark Brave, 17 Schooner Drive:** He spoke about meeting with people whose opinions differ from him and how productive it can be when you listen to one another. He spoke about how several movements do not want to defund the police. He spoke about other communities who do have a social services department, and Dover needs to incorporate social services within the police department. He fully supported Police Chief Breault and the Dover Police Department.

**David Ford, 143 Sixth Street:** He spoke in favor moving money from the Police budget to mental health and social services.

**Joseph Merullo, 21 Sandy Lane:** He spoke in support of a tax cap budget.

**Jennifer McCarthy, 18 Prebble Street:** She spoke in support of the proposed School budget.

**Sarah LaPierre, 70 Grandview Drive:** She spoke in support of the proposed School budget.

**Darci Blake, 1 Lisa Beth Drive:** She spoke in favor of moving money from the Police budget to mental health and social services.

**Sharon Boucher, 40 New Rochester Road:** She spoke in support of the proposed School budget.

**Ashly Seeliger, 30 Baker Street:** She spoke in favor moving money from the Police budget to mental health and social services.

**Lynn Steakhouse, Locust Street:** She spoke in favor moving money from the Police budget to mental health and social services.

**Benjamin Schwartz, 14 Lisa Beth Circle:** He spoke in support of the proposed School budget.

**Rachel Vaz, 21 East Street:** She talked about keeping Dover affordable. She spoke in favor moving money from the Police budget to mental health and social services.

**Andrew Jones, 30 Maple Street:** He spoke in favor moving money from the Police budget to mental health and social services.

**Margaret Fogarty, 16 Florence Street:** She spoke in support of the proposed School budget. She spoke in favor moving money from the Police budget to mental health and social services.

**Nathaniel Stewart, 5 Redden Street:** He spoke that there were more than two options: support the Schools or have a Tax Cap budget.

**Eva Ford, 143 Sixth Street:** She spoke in favor moving money from the Police budget to mental health and social services.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: City Hall, Council Conference Room  
Meeting Date: **Wednesday, June 2, 2021**  
Meeting Time: **6:00 pm**

**Phyllis Woods, 1 Barry Street:** She spoke in support of mental health services in Dover, but didn't support funding it with the Police Department's budget. She spoke against the proposed School budget.

**Daniel Eltringham, 15½ Broadway:** He spoke in favor of reducing the proposed Police Department.

**Marilyn Yorke, 52 Fisher Street:** She said she depends on the Police and Fire Department to keep her safe. She supported a tax cap budget.

**MaryAnn Cooper, 45 Elm Street:** She spoke in support of the Police Department.

**Jill Sears, 74 Atkinson Street:** She spoke in support of the proposed School budget.

**Linda Merullo, 21 Sandy Lane:** She spoke in favor of a tax cap budget.

Councilor O'Connor moved to suspend the rules to allow Lisa Dillingham, Dover Teachers' Union President, speak since she is not a Dover resident; seconded by Councilor Thibodeaux.  
Roll Call Vote: 9/0.

**Lisa Dillingham, Dover Teachers' Union President:** She spoke in favor of the proposed School budget. She said the DTU didn't support reducing the Police Department budget.

**Robert Ragazzo, 16 Hill Street:** He spoke in support of the proposed School budget.

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

## 6. DISCUSSIONS

### A. BUDGET PRESENTATIONS

#### 1. GENERAL BUDGET DISCUSSION

Mayor Carrier referred to the Budget Adjustment Options handout. He asked the Councilors if they had other items they wished to add.

Councilor Cullen asked about the baseline budget amount.

City Manager Joyal gave an overview of the tax cap budget – budget increased allowed is \$2,874,888. City portion is \$1,202,396 and School portion is \$1,491,665.

Councilor Cullen asked about General Fund

City Manager Joyal said the tax levy only applies to the General Fund.

City side of the budget is below the tax cap budget by \$126,950. School side is over the tax cap budget by \$5,160,130.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: City Hall, Council Conference Room  
Meeting Date: **Wednesday, June 2, 2021**  
Meeting Time: **6:00 pm**

Red items are already in the budget. Black items are not.

Items

- A.1. – Consensus was no
- A.2. – Consensus was yes.
- A.3. – Consensus was no.
- A.4. – Consensus was no.
- A.5. – Consensus was no.
- A.6. – Consensus was no.
- A.7. – Consensus was no.

- B.1. – Consensus was yes.

Councilor Muffett-Lipinski asked for a portion of the Police Department budget to be put towards a mental health response study.

City Manager Joyal said vacant position funds are used for overtime. He added that the City is receiving a grant and funds will be available for a mental health services study.

Consensus was to add \$50,000 for the study as grant funded.

- C.1. – Consensus was no.
- C.2. – Consensus was no.
- C.3. – Consensus was no.

- D.1. – Consensus was no.
- D.2. – Consensus was no.
- D.3. – Consensus was no.
- D.4. – Consensus was no.

- E.1. – Consensus was no.
- E.2. – Consensus was no.
- E.3. – Consensus was no.
- E.4. – Consensus was yes.
- E.5. – Consensus was no.
- E.6. – Consensus was no.

- F.1. – Consensus was no.

Based on the above changes the City side of the budget is \$108,297 below the tax cap budget for the City side.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: City Hall, Council Conference Room  
Meeting Date: **Wednesday, June 2, 2021**  
Meeting Time: **6:00 pm**

### School Operations

Business Administrator Limanni said the School is expecting an additional \$100,000 revenue for tuitions and would like the proposed budget to reflect that.

Consensus was yes.

G.1. – Consensus was no.

G.2. – Consensus was yes to reduce School budget by 5,060,130.

G.3. – Consensus was no.

G.4. – Consensus was no.

G.5. – Consensus was no.

Council discussion consensus was to have a tax cap budget.

Overall budget is \$108,297 below the tax cap.

Council consensus 6/3.

### 7. ADJOURNMENT

Councilor O'Connor moved to adjourn to the Special Meeting; seconded by Councilor Thibodeaux.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Special Meeting  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, June 2, 2021**  
Meeting Time: **To follow Workshop Session**

### 1. CALL TO ORDER

### 2. ~~MOMENT OF SILENCE~~

### 3. ~~PLEDGE OF ALLEGIANCE~~

### 4. ROLL CALL ATTENDANCE

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

**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 Special Meeting. Statements shall be limited to five minutes.*

**Lisa Dillingham, Dover Teachers' Union President:** She asked for the amount of \$200,000 be added to the School budget to meet the allowable amount under the tax cap.

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

### 6. FISCAL YEAR 2022 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved to substitute the Resolution as a whole; seconded by Councilor O'Connor.

Roll Call Vote: 9/0.

City Manager Joyal asked for the Item #3 to be read into the record.

Deputy Mayor Ciotti read Item #3 of the substituted resolution.

City Manager went over the changes to the budget that had Council consensus during the Workshop session:

Remove \$24,148 from Executive Department

Remove \$36,782 from Police Department

Add \$79,583 to the Recreation Department

Reduce the School expenditure \$5,060,130

Adding \$50,000 for Mental Health Response plan, which will be paid for by a grant

Updating the School non-tax School Revenue of \$100,000

He said these changes has the total budget \$180,297 below the tax cap.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Special Meeting  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, June 2, 2021**  
Meeting Time: **To follow Workshop Session**

City Manager Joyal listed the amendment and asked for motions to approve them.

1<sup>st</sup> amendment: General Fund - both Estimated Revenues and Appropriations is amended to be \$129,029,496

Deputy Mayor Ciotti made the motion to make the above change; seconded by Councilor O'Connor.

Roll Call Vote: 9/0.

2<sup>nd</sup> amendment: Totals - both Estimated Revenues and Appropriations is amended to be \$161,368,274.

Deputy Mayor Ciotti made the motion to make the above change; seconded by Councilor Shanahan.

Roll Call Vote: 9/0.

3<sup>rd</sup> amendment: Item #2 City Operations amended to be \$44,959,679

Deputy Mayor Ciotti made the motion to make the above change; seconded by Councilor O'Connor.

Roll Call Vote: 9/0.

4<sup>th</sup> amendment: Item #2 School Department Operations amended to be 61,576,498.

Deputy Mayor Ciotti made the motion to make the above change; seconded by Councilor Shanahan.

Roll Call Vote: 9/0.

Councilor Shanahan moved to add \$108,297 to the School Department's budget; seconded by Councilor Thibodeaux.

Roll Call Vote: 7/2; Passed. Deputy Mayor Ciotti and Councilor Cullen were opposed.

City Manager Joyal went over the amendments needed to reflect the addition of \$108,297 to the School Department's budget. He asked for motions to reflect the changes.

5<sup>th</sup> amendment: General Fund - both Estimated Revenues and Appropriations is now amended to be \$129,137,793

Deputy Mayor Ciotti made the motion to make that change; seconded by Councilor Shanahan.

Roll Call Vote: 9/0.

6<sup>th</sup> amendment: Totals - both Estimated Revenues and Appropriations is now amended to be \$161,476,571.

Deputy Mayor Ciotti made the motion to make that change; seconded by Councilor O'Connor.

Roll Call Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

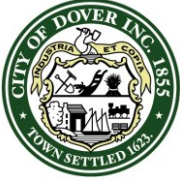
Meeting Type: Special Meeting  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, June 2, 2021**  
Meeting Time: **To follow Workshop Session**

7<sup>th</sup> amendment: Item #2 School Department Operations is now amended to be 61,684,795.  
Deputy Mayor Ciotti made the motion to make the above change; seconded by Councilor Shanahan.  
Roll Call Vote: 9/0.

Deputy Mayor Ciotti moved for the adoption of the amended Resolution; seconded by Councilor Shanahan.  
Roll Call Vote: 7/2; Passed. Councilor Shanahan and Councilor Williams were opposed.

### **7. ADJOURNMENT**

Councilor O'Connor moved to adjourn.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 12.C.1.**

**Proposed to be Substituted**

Resolution Number: **R – 2021.05.26 – 080**

Resolution Re: Promulgation of a Land Acknowledgement for Dover

WHEREAS: The City of Dover recently established the ad hoc Committee on Racial Equity and Inclusion; and

WHEREAS: The Committee acknowledges that the path to racial equity and inclusion begins with ensuring that the indigenous peoples that inhabited the land now known as Dover, NH thousands of years before the arrival of European settlers are recognized; and

WHEREAS: Land Acknowledgements are done to recognize and identify the first people who inhabited a place, to show respect, and to honor the land that is, and was, their homeland. It can be the first step towards reconciliation between the first people and the people who came to colonize a land that was already inhabited. Land Acknowledgements help prevent the colonial practice of erasure of the first peoples and invite true and accurate history to be taught and learned. Making a formal Land Acknowledgement fosters an atmosphere of respect, collaboration, and recognition; and

WHEREAS: The Committee has consulted with representatives of the Abenaki, Pennacook, and Wabanaki peoples to prepare a statement that acknowledges and honors the people, past and present, who have stewarded the land we now call Dover, New Hampshire; and

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

The City of Dover adopts the following as the City's Land Acknowledgement statement:

“This (event/meeting) takes place at Cocheco (CO-chi-co) on **N’dakinna** (n-DA-ki-na), now called Dover, New Hampshire, which is the unceded traditional ancestral homeland of the Abenaki (a-BEN-a-ki), Pennacook and Wabanaki Peoples, past and present. We acknowledge and honor with gratitude the land, waterways, living beings, and the **Aln8bak (Al-nuh-bak)**, the people who have stewarded **N’dakinna** (n-DA-ki-na) for many millennia.”

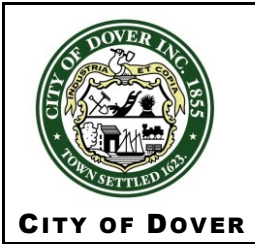
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Councilor Dennis Shanahan

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

Recorded by: Susan M. Mistretta  
City Clerk



## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **Proposed to be Substituted**  
R – 2021.05.26 – 080  
Resolution Re: Promulgation of a Land Acknowledgement for Dover

### DOCUMENT HISTORY:

|                                |                          |
|--------------------------------|--------------------------|
| First Reading Date: 05/26/2021 | Public Hearing Date: N/A |
| 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:                                |     |    |
| Ordinance does   does not pass.             |     |    |

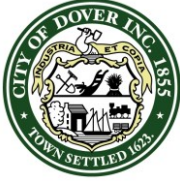
### Background Information:

The City Council Ad Hoc Committee on Racial Equity and Inclusion seeks to ensure that our community recognizes the history and legacy of the peoples that inhabited the land that we now call Dover, New Hampshire. One means to do this is public recognition of the indigenous peoples by way of an acknowledgement, such as the one included in this resolution.

The Committee on Racial Equity and Inclusion presents this Land Acknowledgement now as an important contribution to celebrating and honoring our history as we approach the 400<sup>th</sup> anniversary of the settling of this area.

The City Council mandate for the Committee is to develop an action plan containing recommendations outlining “existing and new steps to be taken to work to eliminate any potential relics of past systemic racism in municipal operations.” Included in this action plan will be steps to ensure equitable recognition of all peoples that have contributed to making Dover what it is today. These recommendations may include enhancing an existing memorial park, or a new commemoration in a public area.

For clarification, this resolution is not intended to formally create, waive, or impact anyone’s or the City’s real estate or other rights and obligations, but instead is a gesture meant to acknowledge and educate the public about history.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 12.C.2.**

Resolution Number: **R – 2021.05.26 – 083**

Resolution Re: Establishment of School Student Services Capital Reserve Fund

WHEREAS: The Dover School Department requires significant capital investments for the support of students with disabilities; and

WHEREAS: The Dover School Board approved a May 10, 2021 resolution (copy attached) in accordance with RSA 35:1-b, requesting the City Council adopt the creation of a School Student Services Capital Reserve; and

WHEREAS: The City Council adopts the City's annual Capital Improvements Program, which may include appropriations for capital outlay and funding capital reserve funds; and

WHEREAS: The City Council is authorized to establish the capital reserve fund, and direct the Board of Trustees of Trust Funds to hold and invest the amounts so designated until such time as the funds are needed; and

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

In accordance with NH RSA 34, a capital reserve fund is established titled School Student Services Capital Reserve for the purpose of funding specialized student transportation, equipment, and specialized instructional and support services in support of students with disabilities. Moneys deposited into the capital reserve fund are to be held in custody of the Board of Trustees of the Trust Funds.

AND, FURTHER BE IT RESOLVED;

The School Board is designated as the agent to carry out the purposes of the reserve, and upon approval of a majority vote of the City Council, funds may be expended from the reserve for purposes for which the reserve is created.

**NOTE: This resolution requires a majority favorable vote for passage after a 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#: 12.C.2.**

Resolution Number: **R – 2021.05.26 – 083**  
Resolution Re: Establishment of School Student Services Capital Reserve Fund

### DOCUMENT HISTORY:

|                                |                                 |
|--------------------------------|---------------------------------|
| First Reading Date: 05/26/2021 | Public Hearing Date: 06/09/2021 |
| 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.            |     |    |

### RESOLUTION BACKGROUND MATERIAL:

The State of New Hampshire authorizes through RSA 35:1-b, school districts to establish capital reserve fund for special education purposes.

In accordance with NH RSA Chapter 34, a City may establish a capital reserve fund once a public hearing has been held on the proposal and the City Council votes to approve creating the reserve.

The intent of a capital reserve fund is to allow a community to set aside funds on an annual basis and allow them to accumulate for a designated purpose related to future purchases. When adequate funding has been accumulated and the timing is appropriate, purchases/projects may be identified in the CIP or Annual Operating budget and authorized by vote of the City Council to be funded from this fund.

The School Student Services Capital Reserve Fund is being established for the purpose of funding specialized student transportation, equipment, and specialized instructional and support services in support of students with disabilities. The goal is that the reserve would allow for accumulating funds in an effort to provide for budget stability and long-term security by avoiding spikes in the budget due to unforeseen costs.

Attached to this resolution as background material is a resolution adopted by the Dover School Board on May 10, 2021 requesting creation of this capital reserve fund.

## RESOLUTION

### RE: REQUEST FOR THE CREATION OF A SCHOOL STUDENT SERVICES CAPITAL RESERVE FUND

- WHEREAS: The Dover School Department requires significant capital investments for the support of persons with disabilities; and
- WHEREAS: The Dover School Department has a well-established administrative team to advise the Dover School Board and business office regarding both planned and unplanned expenditure that are required by law for specialized student transportation, equipment, and specialized instructional and support services; and
- WHEREAS: The State of New Hampshire allows any school district in the state to establish a reserve fund for special education purposes under the provisions of RSA 35:1-b; and
- WHEREAS: The City Council has requested that the Dover School Department utilize capital reserve funds to provide savings opportunities and budget related security associated with long-term planning.

NOW, THEREFORE, BE IT RESOLVED THAT HEREIN IS A FORMAL REQUEST FROM THE DOVER SCHOOL BOARD TO THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Council approves the creation of a distinct capital reserve fund to be used by the Dover School Department for School Student Services.

#### SUBMITTED BY:



Amanda Russell, Chairperson



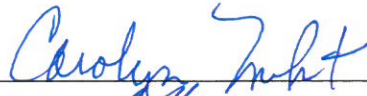
Keith Holt, Vice Chairperson

Kathleen Morrison, Secretary

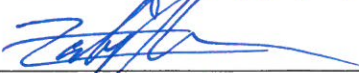


Rachel Burdin

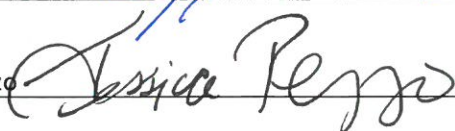
Carolyn Mebert



Zachary Koehler



Jessica Rozzo



May 10, 2021



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 12.C.3.**

Resolution Number: **R – 2021.05.26 – 084**

Resolution Re: General Fund Budget Amendment – Transfer Funds into  
School Student Services Capital Reserve Fund

- WHEREAS: The Dover School Department requires significant capital investments for the support of students with disabilities; and
- WHEREAS: The Dover School Board approved a May 10, 2021 resolution requesting the City Council adopt the creation of a School Student Services Capital Reserve; and
- WHEREAS: The Dover School Board has identified that there is unexpended FY2021 appropriations that exist and could be reprogrammed to transfer into the School Student Services capital reserve; and
- WHEREAS: The Dover School Board approved a second resolution on May 10, 2021 (copy attached) requesting the City Council to adopt a General Fund budget amendment to transfer funds into the newly created School Student Services capital reserve fund; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:  
The amount of Two Hundred and Fifty Thousand Dollars (\$250,000.00) is appropriated for transfer into the School Student Services Capital Reserve Fund from the Dover School District's FY2021 General Fund adopted appropriations.

| Account Number                             | Account Description                          | Adopted<br>Budget | Budget<br>Amendment | Revised<br>Budget |
|--------------------------------------------|----------------------------------------------|-------------------|---------------------|-------------------|
| 1000.2.600.05251.4918.00000.00.000.000.910 | Transfer to Student Services Capital Reserve | 0.00              | 250,000.00          | 250,000.00        |
|                                            |                                              | 0.00              | 250,000.00          | 250,000.00        |
| 1000.1.600.46900.4950.00000.00.000.000.950 | School District Education Appropriation      | 60,417,400.00     | (250,000.00)        | 60,167,400.00     |
|                                            |                                              | 60,417,400.00     | (250,000.00)        | 60,167,400.00     |

**NOTE: THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.**

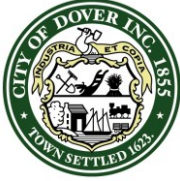
### AUTHORIZATION

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#: 12.C.3.**

Resolution Number: **R – 2021.05.26 – 084**  
Resolution Re: General Fund Budget Amendment – Transfer Funds into  
School Student Services Capital Reserve Fund

### DOCUMENT HISTORY:

|                                |                                 |
|--------------------------------|---------------------------------|
| First Reading Date: 05/26/2021 | Public Hearing Date: 06/09/2021 |
| 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.            |     |    |

### RESOLUTION BACKGROUND MATERIAL:

In accordance with City Charter C6-8 Transfers, the School Department's School Board approved a resolution on May 10, 2021 identifying that \$250,000.00 of the department's FY2021 General Fund available (unexpended) appropriations be transferred into the School Student Services Capital Reserve Fund.

In accordance with NH RSA Chapter 34 *Capital Reserve Funds for Cities*, the City Council must approve any transfer into a city capital reserve fund.

This resolution does not increase any appropriations.

A copy of the adopted School Board resolution is attached to this City Council resolution.

**RESOLUTION TO TRANSFER FUNDS TO THE SCHOOL STUDENT  
SERVICES CAPITAL RESERVE FUND**

WHEREAS: the School Board has identified that the District will be incurring future expenses for the education of persons with disabilities; and

WHEREAS: on **TBD** the Dover City Council established a capital reserve fund titled School Student Services Capital Reserve fund for special education purposes under the provisions of RSA 35:1-b; and

WHEREAS: the Dover School Board has recognized Two Hundred and Fifty Thousand (\$250,000) Dollars in unencumbered funds within the 2021 Fiscal Year's Dover City Council adopted budget appropriation available for transfer to capital reserves;

NOW, THEREFORE, BE IT RESOLVED BY THE DOVER SCHOOL BOARD THAT:

1. **Source of Funds.** Capital reserve fund may consist of moneys transferred during any fiscal year from appropriations that exist as a result of any particular purpose which may not be needed; or may consist of unexpended moneys in the School District's general fund at the end of any fiscal year. All earnings on capital reserve funds shall become part of the capital reserve.
2. **Annual Reporting.** The Dover School District shall annually report the amount of moneys in the capital reserve fund.
3. **Purpose.** The moneys in the capital reserve fund may only be expended for special education purposes under the provisions of RSA 35:1-b; These purposes are consistent with the resolution adopted by the Dover City Council.
4. **Designation.** The Dover City Council hereby approves transfer of Two Hundred and Fifty Thousand (\$250,000) Dollars to the School Special Services Reserve Fund. Said transfer to be from School Department approved FY21 appropriations.

**RESOLVED**, this 10th day of May 2021.

**SUBMITTED BY:**



Amanda Russell, Chairperson



Keith Holt, Vice Chairperson

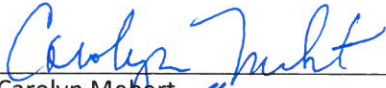
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Kathleen Morrison, Secretary



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Rachel Burdin



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Carolyn Mebert



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Zachary Koehler



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Jessica Rozzo

May 10, 2021



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.1.**

Resolution Number: **R – 2021.06.09 - 086**  
Resolution Re: B21072 2021-2022 Various Chemicals

WHEREAS: The City of Dover joined the Northeast/Merrimack Valley Chemical Consortium in a sealed Request for Bid #B21072 for various chemicals on an as-needed basis for several City departments. Results were received on May 21, 2021 at 1:00 p.m.; and

WHEREAS: The low bids meeting specifications were submitted by numerous vendors for requested chemicals at per unit prices. It is the recommendation to award to the low bidders for as-needed chemicals during the period of July 1, 2021-June 30, 2022 at rates outlined on the [results page](#); 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 can be accomplished 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 purchase orders to each of the vendors identified on the results page at rates provided in conjunction with Bid #B21072 for various as-needed chemicals. 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                      | FY22 Appropriation | Balance    |
|--------------------------------|----------------------------------|--------------------|------------|
| 1000.1.350.45124.4612.00000.00 | Indoor pool operating supplies   | 13,000.00          | 13,000.00  |
| 1000.1.350.45125.4612.00000.00 | Thompson Pool operating supplies | 19,000.00          | 19,000.00  |
| 5300.1.300.43320.4612.00000.00 | Water Operating supplies         | 130,000.00         | 130,000.00 |
| 5320.1.300.43250.4612.00000.00 | Sewer Operating Supplies         | 40,000.00          | 40,000.00  |

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Robert Carrier  
By Request

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

Recorded by: Susan Mistretta  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.1.**

Resolution Number: **R – 2021.06.09 - 086**  
Resolution Re: B21072 2021-2022 Various Chemicals

### 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 – 2021.06.09 - 086**  
Resolution Re: B21072 2021-2022 Various Chemicals

### RESOLUTION BACKGROUND MATERIAL:

The City of Dover joined the Northeast/Merrimack Valley Chemical Consortium along with other member New Hampshire cities of Concord, Jaffrey, Hooksett, Keene, Meredith, Nashua, Raymond and Salem, as well as approximately sixty (60) Massachusetts cities to solicit a request for bid for various chemicals for the 2021-2022 fiscal year.

A sealed request for Bid #B21072 was issued and received by the Northeast/Merrimack Valley Chemical Consortium for various chemicals for several City departments on May 21, 2021 at 1:00 p.m. with per unit rates to hold for the period of July 1, 2021 to June 30, 2022. The low bids meeting specifications were submitted by the numerous vendors for requested chemicals at rates specified on the [results page](#).

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 can be accomplished through the State of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

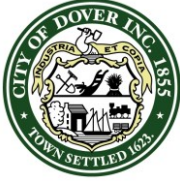
### Award Information:

Purchase orders will be issued to low bidders of each chemical for one year to authorize expenditures.

### Purchasing Information:

|                                    |                               |                                     |                                                                     |
|------------------------------------|-------------------------------|-------------------------------------|---------------------------------------------------------------------|
| <b>Type:</b>                       | Purchase Order                | <b>Advertised:</b>                  | Yes                                                                 |
| <b>Invitations Mailed:</b>         | 89                            | <b>Number of Responses:</b>         | 23                                                                  |
| <b>Warranty:</b>                   | Meets Specifications          | <b>Terms:</b>                       | Net 30, FOB Dover                                                   |
| <b>Work Bonded:</b>                | No                            | <b>Contract:</b>                    | No                                                                  |
| <b>Prices will hold for:</b>       | One Year (June 30, 2022)      | <b>Estimated Delivery:</b>          | As needed                                                           |
| <b>Recommended Award to:</b>       | Various Vendors (Low Bidders) | <b>Fund:</b>                        | Various                                                             |
| <b>Other Approvals Required:</b>   | No                            | <b>References Checked:</b>          | Satisfactory                                                        |
| <b>Previously Worked for City:</b> | Yes                           | <b>Reason for Council Approval:</b> | Purchase may exceed the \$25,000 amount requiring Council approval. |

## [B21072 Bid Documents and Vendor List](#)



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.2.**

Resolution Number: **R – 2021.06.09 – 087**  
Resolution Re: B21079 Catch Basin Cleaning Services

WHEREAS: A Sealed Request for Bid #B21079 was solicited and received on May 14, 2021 at 2:00 PM for Catch Basin Cleaning Services of approximately 1,519 catch basins in the South end of the City for work to begin after July 1, 2021 and completed no later than December 31, 2021; and

WHEREAS: Three (3) bid responses were received and reviewed for necessary qualifications, experience, skills, project understanding, approach and ability to comply with proposed scope of services. It is the recommendation to award to the low bidder, Triton Storm Water of Harrisville, RI at the rate of \$47.50 per basin for a total projected amount of \$72,152.50.

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 Triton Storm Water of Harrisville, RI for Catch Basin Cleaning Services given the rates provided in conjunction with Bid #B21079 in the projected amount not to exceed \$72,152.50. 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                    | FY22 Appropriation | Balance    |
|--------------------------------|--------------------------------|--------------------|------------|
| 1000.1.300.43155.4443.00000.00 | Stormwater Rental of Equipment | 88,512.00          | 88,512.00  |
| 1000.1.300.43155.4715.00000.00 | Stormwater Streets             | 200,000.00         | 200,000.00 |

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Robert Carrier  
By Request

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

Recorded by: Susan Mistretta  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.2.**

Resolution Number: **R – 2021.06.09 – 087**  
Resolution Re: B21079 Catch Basin Cleaning 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 – 2021.06.09 – 087**  
Resolution Re: B21079 Catch Basin Cleaning Services

### RESOLUTION BACKGROUND MATERIAL:

The City of Dover, NH has approximately 4,450 catch basins in its storm water drainage system, including schools and City-owned parking lots. The Community Services Department is responsible for the operation and maintenance of the storm water system and oversees the contracted cleaning of the catch basins on the South side of Dover one year and the North side of Dover the following year.

The City has identified a vendor to clean the South side catch basins this summer/fall 2021. The City will provide the selected contractor with a map of the storm water system indicating the structures that are to be cleaned. The vendor will be allowed to leave their equipment at the Dover Public Works Facility on Mast Road to help facilitate timely daily operational activities. The vendor selected will be responsible for transporting catch basin debris to the City of Dover Dredge-Cell Landfill located off River Street in Dover for proper disposal. Work is to be completed by December 31, 2021.

A Community Services Department employee will be assigned to the selected vendor for coordination and inspection of basins to ensure compliance with the city of Dover MS4 requirements. The City will provide the vendor with a location map. City staff will be notified immediately by the Vendor if a basin is found with a silt bag in it.

### Award Information:

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

### Purchasing Information:

|                                    |                    |                                     |                                                                                                     |
|------------------------------------|--------------------|-------------------------------------|-----------------------------------------------------------------------------------------------------|
| <b>Type:</b>                       | Purchase Order     | <b>Advertised:</b>                  | Yes                                                                                                 |
| <b>Invitations emailed:</b>        | 92                 | <b>Number of Responses:</b>         | 3                                                                                                   |
| <b>Warranty:</b>                   | N/A                | <b>Terms:</b>                       | Net 30, FOB Dover                                                                                   |
| <b>Work Bonded:</b>                | N/A                | <b>Contract:</b>                    | Yes                                                                                                 |
| <b>Prices will hold for:</b>       | December 31, 2021  | <b>Estimated Delivery:</b>          | As needed,<br>after July 1, 2021                                                                    |
| <b>Recommended Award to:</b>       | Triton Storm Water | <b>Fund:</b>                        | Operating                                                                                           |
| <b>Other Approvals Required:</b>   | No                 | <b>References Checked:</b>          | Satisfactory                                                                                        |
| <b>Previously Worked for City:</b> | Yes                | <b>Reason for Council Approval:</b> | Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation. |

## [B21079 Bid Documents and Vendor Lists](#)



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.3.**

Resolution Number: **R – 2021.06.09 – 088**

Resolution Re: B21083 Household Hazardous Waste Collection Services

WHEREAS: A Sealed Request for Bid #B21083 was issued and received for Household Hazardous Waste Collection Services on May 25, 2021 at 2:00 p.m.; and

WHEREAS: Two firms responded with unit pricing for different chemicals that the City anticipates will be collected for the project in its entirety. The collection day will be held on August 28, 2021; and

WHEREAS: The low bid meeting specifications was submitted by MXI Environmental Services, LLC of Abingdon, VA at varying rates for collection of various household hazardous waste chemicals. The estimated annual expenditure will exceed the \$25,000.00 threshold thereby require council approval.

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 MXI Environmental Services, LLC of Abingdon, VA for Household Hazardous Waste Collection Services at given rates provided in conjunction with bid #B21083. 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             | FY22 Appropriation | Balance |
|------------------------------|-------------------------|--------------------|---------|
| 3320.1.300.43230.4421.000000 | Waste Disposal Services | 722,705            | 722,705 |

### 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.3.**

Resolution Number: **R – 2021.06.09 – 088**

Resolution Re: B21083 Household Hazardous Waste Collection 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.3.**

Resolution Number: **R – 2021.06.09 – 088**

Resolution Re: B21083 Household Hazardous Waste Collection Services

### RESOLUTION BACKGROUND MATERIAL:

The City requested proposals from qualified firms for Household Hazardous Waste Collection Services. The vendor will operate collection activities on site at the Community Services Garage on Saturday, August 28, 2021 from 8:30 a.m. to 12:30 p.m. All collected waste, equipment and related materials resulting from the operation of this collection will be removed from the site by the vendor no later than 7:00 p.m. on the day of the collection.

### Bid Information:

A Sealed Request for Bid #B21083 was issued and received for Household Hazardous Waste Collection Services on May 25, 2021 at 2:00 p.m.

### Award Information:

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

### Purchasing Information:

|                                    |                                |                                     |                                                                                                     |
|------------------------------------|--------------------------------|-------------------------------------|-----------------------------------------------------------------------------------------------------|
| <b>Type:</b>                       | Purchase Order                 | <b>Advertised:</b>                  | Yes                                                                                                 |
| <b>Invitations emailed:</b>        | 124                            | <b>Number of Responses:</b>         | 2                                                                                                   |
| <b>Warranty:</b>                   | N/A                            | <b>Terms:</b>                       | Net 30, FOB Dover                                                                                   |
| <b>Work Bonded:</b>                | No                             | <b>Contract:</b>                    | Yes                                                                                                 |
| <b>Prices will hold for:</b>       | Until Completion               | <b>Estimated Delivery:</b>          | 8/28/2021                                                                                           |
| <b>Recommended Award to:</b>       | MXI Environmental Services LLC | <b>Fund:</b>                        | Recycling Collections                                                                               |
| <b>Other Approvals Required:</b>   | No                             | <b>References Checked:</b>          | Satisfactory                                                                                        |
| <b>Previously Worked for City:</b> | Yes                            | <b>Reason for Council Approval:</b> | Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation. |

## [B21083 Bid Documents and Vendor Lists](#)



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.4.**

Resolution Number: **R – 2021.06.09 – 089**  
Resolution Re: **B21084 Curbside Weed Control Services**

- WHEREAS: A Sealed Request for Proposal #B21084 was issued and received for Curbside Weed Control Services for the 2021 season on May 27, 2021 at 2:00 p.m.; and
- WHEREAS: The City requested proposals from vendors to identify the best option for the City to implement during the 2021 summer season while staying in the allocated amount of funding, as well as the non-use of glyphosate-based herbicides; and
- WHEREAS: The City received one bid reply from the City's current vendor, Municipal Pest Management Services, Inc., which was reviewed for necessary qualifications, experience, skills, project understanding, approach and possession of a satisfactory record of performance. It is the recommendation to accept the proposal submitted by Municipal Pest Management Services, Inc. in the amount of \$40,000.00.

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 Municipal Pest Management Services, Inc., of Newington, NH for Curbside Weed Control Services in the amount not to exceed \$40,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

### Financing

| Account                      | Description                      | Appropriation | Balance |
|------------------------------|----------------------------------|---------------|---------|
| 1000.1.300.43121.4432.00000. | Maint Chrgs - Impr o/t Buildings | 190,000       | 61,108  |
|                              |                                  |               |         |

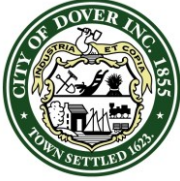
### AUTHORIZATION

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 – 2021.06.09 – 089**  
Resolution Re: **B21084 Curbside Weed Control 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.4.**

Resolution Number: **R – 2021.06.09 – 089**  
Resolution Re: **B21084 Curbside Weed Control Services**

### RESOLUTION BACKGROUND MATERIAL:

Municipal Pest Management Services, Inc. provided a scope of services that proposes a SWEEP (Sustainable Weed Control on Pavements) Program for the 2021 season. The SWEEP program consists of crack filling, sediment removal and hand pulling. Also included in the proposal is the use of an organic herbicide, Finalsan Herbicide, as well as the testing of several new organic herbicides for potential, all of which will be vetted by the Community Services Department.

Funding allocated for this project is \$40,000.00. The following outlines the SWEEP Program proposal costs.

| Item                      | Cost                        |
|---------------------------|-----------------------------|
| Crack and Crevice Filling | \$14,365.00 (135 Man Hours) |
| Sediment Removal          | \$990.00                    |
| Hand Pulling / Hand Tools | \$1,190.00                  |
| Organic Herbicide         | \$23,455.00                 |
| <b>Total</b>              | <b>\$40,000.00</b>          |

### Bid Information:

A Sealed Request for Proposal #B21084 was issued and received for Curbside Weed Control Services for the 2021 season on May 27, 2021 at 2:00 p.m.

### Award Information:

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

### Purchasing Information:

|                                    |                                          |                                     |                                                                                                     |
|------------------------------------|------------------------------------------|-------------------------------------|-----------------------------------------------------------------------------------------------------|
| <b>Type:</b>                       | Purchase Order                           | <b>Advertised:</b>                  | Yes                                                                                                 |
| <b>Invitations Emailed:</b>        | 201                                      | <b>Number of Responses:</b>         | 1                                                                                                   |
| <b>Warranty:</b>                   | N/A                                      | <b>Terms:</b>                       | Net 30, FOB Dover                                                                                   |
| <b>Work Bonded:</b>                | No                                       | <b>Contract:</b>                    | Yes                                                                                                 |
| <b>Prices will hold for:</b>       | 2021 Service Completion                  | <b>Estimated Delivery:</b>          | As Needed                                                                                           |
| <b>Recommended Award to:</b>       | Municipal Pest Management Services, Inc. | <b>Fund:</b>                        | CS - Streets                                                                                        |
| <b>Other Approvals Required:</b>   | No                                       | <b>References Checked:</b>          | Satisfactory                                                                                        |
| <b>Previously Worked for City:</b> | Yes                                      | <b>Reason for Council Approval:</b> | Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation. |

## [B21084 Bid Documents and Vendor Lists](#)



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.5.**

Resolution Number: **R – 2021.06.09 – 090**  
Resolution Re: Additional Scope of Work for Dredge Cell Closure –  
GeoInsight, Inc.

WHEREAS: After going through a request for proposal in 1999, GeoInsight, Inc. of Londonderry NH was hired to provide professional consulting services relative to the Cocheco River Dredge Cell project; and

WHEREAS: Several resolutions have been approved by City Council through the years allowing continued services from GeoInsight, Inc. for the ever changing and expanding scope of work including the completion of the lengthy permitting application process; and

WHEREAS: GeoInsight, Inc. is offering additional engineering services for the planned final filling and closure of the Dover Landing Dredge/Cocheco River maintenance Dredge Cell in the amount not to exceed \$136,200.00.

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 GeoInsight, Inc. of Manchester, NH in the amount not to exceed \$136,200.00 for additional engineering services related to Dover Landing Dredge/Cocheco River maintenance Dredge Cell. 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      |
|--------------------------------|-----------------|---------------|--------------|
| 4325.1.300.43230.4757.03190.00 | Utility Systems | 3,194,427.36  | 3,194,427.36 |

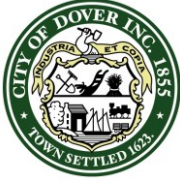
### AUTHORIZATION

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.5.**

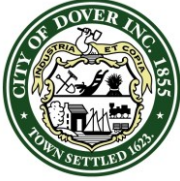
Resolution Number: **R – 2021.06.09 – 090**  
Resolution Re: Additional Scope of Work for Dredge Cell Closure –  
GeoInsight, Inc.

### 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 – 2021.06.09 – 090**

Resolution Re: Additional Scope of Work for Dredge Cell Closure –  
GeoInsight, Inc.

### **RESOLUTION BACKGROUND MATERIAL:**

The City undertook the design, construction and closure of the dredge spoil disposal facility under an agreement with US Army Corps of Engineers (USACOE) to facilitate the Cocheco River Navigation Channel dredge project. The design was based on the USACOE dredge spoils volume estimate to provide 7 feet of water in the navigation channel at low tide. The dredging project took three dredge seasons to complete as ledge was encountered and the river froze solid during January. The delays required the approval of additional funding from the US congress which was under increasing pressure to reduce federal expenditures. The ACOE suggested reducing the depth of the dredge in subsequent budget request from the 7 feet to 6 feet and then 5.5 feet which lowered the cost of the dredging by reducing the volume of material to be dredged. As a consequence the dredge cell did not receive the volume of spoils originally estimated and a significant deficit was left at the dredge cell. Unable to secure dredge spoils from other dredge projects the City requested permission from the NH Department of Environmental Services to place urban soils from three City owned properties slated for redevelopment into the dredge cell. The placement of the urban soils will fill the cell and allow for the capping and closure of the dredge cell which has been sitting idle for several years.

GeoInsight, Inc. is the engineering firm that designed and provided oversight during the construction and operation of the dredge facility. The City is requesting GeoInsight, Inc. again to provide the engineering oversight of the disposal of the urban soils and complete the design of the final cap and closure of the facility.

A phased scope of work provided by GeoInsight, Inc. with a cost estimate in the amount of \$75,940.00 was approved via council resolution [R-2014.09.10-191](#) to complete the related engineering tasks. As the clayey character of the soil from one of the redevelopment projects may be suitable to construct an impermeable soil cap and potentially save the City a significant amount of dollars capping the dredge cell.

Most recently, the City received an additional scope of work in the amount not to exceed \$136,200.00. The engineering services to be provided are for the planned final filling and closure of the Dover Landing Dredge/Cocheco River Maintenance Dredge Cell (cell). In addition, services associated with the redevelopment of the area above the cell and certain areas immediately adjacent to the cell will be provided. The City has been filling and monitoring the cell in many phases over an approximately 16-year period, and it is expected that following a final addition of a relatively small amount of the material, the capping and closure will be coordinated with proposed redevelopment of the Waterfront Redevelopment Project.

### **Bid Information:**

A sealed bid solicitation was issued in 1999 and awarded by council to GeoInsight, Inc.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.5.**

Resolution Number: **R – 2021.06.09 – 090**

Resolution Re: Additional Scope of Work for Dredge Cell Closure –  
GeoInsight, Inc.

### Purchasing Information:

|                                    |                  |                                     |                                                                    |
|------------------------------------|------------------|-------------------------------------|--------------------------------------------------------------------|
| <b>Type:</b>                       | Purchase Order   | <b>Advertised:</b>                  | No                                                                 |
| <b>Invitations Mailed:</b>         | N/A              | <b>Number of Responses:</b>         | N/A                                                                |
| <b>Warranty:</b>                   | Per manufacturer | <b>Terms:</b>                       | Net 30, FOB Dover                                                  |
| <b>Work Bonded:</b>                | No               | <b>Contract:</b>                    | Yes                                                                |
| <b>Prices will hold for:</b>       | Until completion | <b>Estimated Delivery:</b>          | As needed                                                          |
| <b>Recommended Award to:</b>       | GeoInsight, Inc. | <b>Fund:</b>                        | Cocheco Dredge Cell                                                |
| <b>Other Approvals Required:</b>   | Yes, State NH    | <b>References Checked:</b>          | Satisfactory                                                       |
| <b>Previously Worked for City:</b> | Yes              | <b>Reason for Council Approval:</b> | Purchase to exceed the \$25,000 amount requiring Council approval. |



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.6.**

Resolution Number: **R – 2021.06.09 – 091**  
Resolution Re: Authorization to Purchase Rotary Lobe Pumps for the  
WWTF

WHEREAS: Three Verder/Alfa Laval Rotary Lobe Pumps were part of the 2012 Dewatering upgrade to feed Sludge to the new included Screw Presses. As the pumps are beyond their useful life and have become very problematic with slippage, excessive vibration and leakage, quotes to replace the pumps were obtained from the two major Rotary Lobe Pump manufacturers; and

WHEREAS: It is necessary to replace the Rotary Lobe Pumps, The Maher Corporation provided a quote to replace two pumps for a total of \$23,400.00. The third will be rebuilt using parts previously ordered as a backup; and

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

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to The Maher Corporation of Rockland, MA for the purchase of two Borger Rotary Lobe Pumps in the amount of \$23,400.00. 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   |
|--------------------------------|-----------------------------------------------|---------------|-----------|
| 5320.1.300.43256.4725.04598.14 | WWTP Facility Upgrade 2013 - Blding Improvern | 169,602.12    | 32,239.31 |

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Robert Carrier  
By Request

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

Recorded by: Susan Mistretta  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.6.**

Resolution Number: **R – 2021.06.09 – 091**  
Resolution Re: Authorization to Purchase Rotary Lobe Pumps for the  
WWTF

### 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.6.**

Resolution Number: **R – 2021.06.09 – 091**  
Resolution Re: Authorization to Purchase Rotary Lobe Pumps for the  
WWTF

### RESOLUTION BACKGROUND MATERIAL:

As part of the 2012 Dewatering Upgrade, three Verder/Alfa Laval Rotary Lobe Pumps were installed to feed Sludge to the new Inclined Screw Presses. All three of the pumps have been rebuilt at least twice with new lobes, wear plates and seals. The existing pumps all have excessive casing wear (the pumps do not have Radial Wear Plates). The pumps have been identified being beyond their useful life and have become very problematic with slippage, excessive vibration and leakage.

The department looked at the possibility of reusing the existing motors, frames and controls with just replacement of the bare pump units with another manufacture. With taking the current pump and motor configuration into consideration, the two major Rotary Lobe Pump manufactures were contacted and found that it would be possible with some minor pipe and base modifications. The quote for the Borger Rotary Lobe Pump (pump only) is \$11,700 each and the Vogelsang Rotary Lobe Pump (new pump package) is \$37,763 each. The Vogelsang pump does not have a Radial Wear Plate to protect the pump casing. In addition to obtaining quotes, the department also looked into the possibility of applying a coating to the inside of the casing to address the wear and found that it was not possible.

### Award Information:

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

### Purchasing Information:

|                                    |                       |                                     |                                                                    |
|------------------------------------|-----------------------|-------------------------------------|--------------------------------------------------------------------|
| <b>Type:</b>                       | Purchase Order        | <b>Advertised:</b>                  | N/A                                                                |
| <b>Invitations emailed:</b>        | N/A                   | <b>Number of Responses:</b>         | N/A                                                                |
| <b>Warranty:</b>                   | Per Manufacturer      | <b>Terms:</b>                       | Net 30, FOB Dover                                                  |
| <b>Work Bonded:</b>                | No                    | <b>Contract:</b>                    | Yes                                                                |
| <b>Prices will hold for:</b>       | Completion            | <b>Estimated Delivery:</b>          | 2021                                                               |
| <b>Recommended Award to:</b>       | The Maher Corporation | <b>Fund:</b>                        | Sewer Fund                                                         |
| <b>Other Approvals Required:</b>   | No                    | <b>References Checked:</b>          | Satisfactory                                                       |
| <b>Previously Worked for City:</b> | Yes                   | <b>Reason for Council Approval:</b> | Purchase to exceed the \$25,000 amount requiring Council approval. |



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.7.**

Resolution Number: **R – 2021.06.09 – 092**  
Resolution Re: Environmental Projects Consulting Services – Peschel Consulting LLC

WHEREAS: The City of Dover's FY2022 anticipated budget maintains the position of Environmental Projects Manager, continuing a transition from relying exclusively on Peschel Consulting LLC (Dean Peschel) for environmental consulting services; and

WHEREAS: Mr. Peschel previously worked directly for the City as their Environmental Projects Manager, and has detailed project-specific knowledge on issues like the Tolend Road Superfund Landfill and the City's Dredge Spoils Facility; and his availability on an on-call, as-needed basis will provide access to his experience and knowledge. Mr. Peschel will continue providing consulting services at an hourly rate of \$200.00 on an as-needed basis for the FY2022 fiscal year; and

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

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Peschel Consulting LLC of Eliot, ME in the amount not to exceed \$50,000.00 for Environmental Consulting Services at rates outlined in this resolution. 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                      | FY22 Appropriation | Balance |
| 5320.1.300.43250.4341.00000.00 | CS - Sewer - Technical Services  | 205,802            | 205,802 |
| 5300.1.300.43320.4339.00000.00 | CS - Water - Consulting Services | 10,000             | 10,000  |
|                                |                                  |                    |         |

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Robert Carrier  
By Request

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

Recorded by: Susan Mistretta  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.7.**

Resolution Number: **R – 2021.06.09 – 092**  
Resolution Re: Environmental Projects Consulting Services – Peschel Consulting LLC

### 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.7.**

Resolution Number: **R – 2021.06.09 – 092**  
Resolution Re: Environmental Projects Consulting Services – Peschel Consulting LLC

### **RESOLUTION BACKGROUND MATERIAL:**

Environmental matters involving the City of Dover create complex challenges and liabilities for the city. Institutional knowledge, experience and expertise in state and federal regulations and scientific knowledge are required to protect the interest of the city.

Both parties to the agreement are satisfied that the terms of the Agreement have been successfully met with the desired level of results and is requesting the City Council to renew the Agreement for one year. Tasks include, but are not limited to the following:

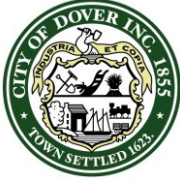
- Dover Landfill (Tolend Rd) Project Manager, estimate \$40,000.00
- General City Coordination and Assistance, estimate \$10,000.00
  - Closure of the Dover Dredge disposal facility
  - Restoration of the Pudding Hill aquifer
  - Well supply Impact Studies
  - Coordination of groundwater exploration
  - Ongoing consideration with the proposed General NHDES permit
  - MS4 Permit compliance assistance
  - Environmental consulting services, as needed

### **Bid Information:**

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

### **Award Information:**

A purchase order will be issued to the Peschel Consulting LLC to authorize expenditures as outlined in this resolution.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.8.**

Resolution Number: **R – 2021.06.09 – 093**  
Resolution Re: Tire and Electronics Recycling Services

WHEREAS: In 1981, four New Hampshire municipalities founded the Northeast Resource Recovery Association to provide a clearinghouse for current, up to date information and a source of technical and marketing assistance in the general areas of waste reduction and recycling. Membership has grown to over 300 municipalities. Dover has been a member of and has utilized these services for several years; and

WHEREAS: As a member of this organization, the City would like to continue to utilize Northeast Resource Recovery Association for its recycling needs. The estimated annual expenditure for Fiscal Year 2022 is \$45,000.00, of which \$35,000.00 will be applied to the Trust and \$10,000.00 to the operating fund; 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 can be accomplished 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 Northeast Resource Recovery Association for continued as-needed recycling services at rates outlined in the background section for fiscal year 2021-2022. 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                           | FY22 Appropriation    | Balance    |
|--------------------------------|---------------------------------------|-----------------------|------------|
| 1000.1.300.43240.4421.00000.00 | Recyding Mgmt-Waste Disposal Svs      | 155,100.00            | 155,100.00 |
| 8933.1.300.43240.4831.00000.00 | Vehide Redamation Trust-Disb by Agent | Est. Balance, 6/30/21 | 338,597.03 |

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Robert Carrier  
By Request

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

Recorded by: Susan Mistretta  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.8.**

Resolution Number: **R – 2021.06.09 – 093**

Resolution Re: Tire and Electronics Recycling Services

### DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

### DOCUMENT ACTIONS:

| <b>VOTING RECORD</b>                        |     |    |
|---------------------------------------------|-----|----|
| 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.8.**

Resolution Number: **R – 2021.06.09 – 093**  
Resolution Re: Tire and Electronics Recycling Services

### RESOLUTION BACKGROUND MATERIAL:

In 1981, four NH Municipalities founded the Northeast Resource Recovery Association (NRRA) to provide a clearinghouse for current, up to date information and a source of technical and marketing assistance in the general areas of waste reduction and recycling. Membership has grown to over 300 municipalities with goals such as maximizing recycling revenues, sharing cutting edge information, reducing disposal costs, reducing global warming emissions and access to expert technical assistance.

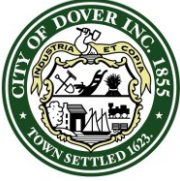
Dover is a member of this non-profit recycling cooperative and has utilized this program for many years. A resolution was prepared and approved by the Board of Trustees of the Trust Funds on May 24, 2021, documenting disbursement of funds from the Vehicle Reclamation Trust.

Electronic Recycling Services: NRRA will provide the City a closed container at the rate of \$120.00 per month, a hauling fee of \$100.00 per trip and a per pound fee of \$0.165 for mixed electronics and \$0.27 for projection and console televisions.

Tire Recycling Services: NRRA will supply a 20' on-site container at the rate of \$100.00 per month, as well as a per tire fee ranging from \$3.25/each for car tires (up to 19.5") to a fee of \$105.00/each for oversized 25" loader tires.

### Purchasing Information:

|                                    |                                           |                                     |                                                                    |
|------------------------------------|-------------------------------------------|-------------------------------------|--------------------------------------------------------------------|
| <b>Type:</b>                       | Purchase Order                            | <b>Advertised:</b>                  | No                                                                 |
| <b>Invitations Mailed:</b>         | N/A                                       | <b>Number of Responses:</b>         | N/A                                                                |
| <b>Warranty:</b>                   | N/A                                       | <b>Terms:</b>                       | Net 30, FOB Dover                                                  |
| <b>Work Bonded:</b>                | No                                        | <b>Contract:</b>                    | No                                                                 |
| <b>Prices will hold for:</b>       | One Year                                  | <b>Estimated Delivery:</b>          | As Needed                                                          |
| <b>Recommended Award to:</b>       | Northeast Resource Recovery Association   | <b>Fund:</b>                        | Trust / Recycling Disposal Services                                |
| <b>Other Approvals Required:</b>   | Yes, Board of Trustees of the Trust Funds | <b>References Checked:</b>          | Satisfactory                                                       |
| <b>Previously Worked for City:</b> | Yes                                       | <b>Reason for Council Approval:</b> | Purchase to exceed the \$25,000 amount requiring Council approval. |



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.1.**

Resolution Number: **R - 2021.06.09 – 094**

Resolution Re: Request for Public Bodies of the City of Dover to Return to Normal Meeting Procedures

WHEREAS: On March 25, 2020, the City Council passed a resolution ([R-2020.03.25-047](#)) in the early stages of the coronavirus disease 2019 (COVID-19) pandemic, which recommended and requested that the City of Dover's boards, committees, and commissions created pursuant to Dover Code chapter 9 postpone unnecessary meetings until such time as there is no declared emergency, and that any necessary meetings be held in compliance with guidance issued by public officials and health authorities; and

WHEREAS: In 2020 and 2021, numerous successful efforts have been undertaken to bring the virus under control, including the development of several efficacious vaccines, which have been made broadly available to members of the public at no cost; and

WHEREAS: Currently, members of the public have had sufficient, reasonable opportunity to receive all required vaccine doses and become fully vaccinated; and

WHEREAS: COVID-19 data for New Hampshire have shown consistent, improving trends in virus transmission and hospitalizations.

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

The City of Dover's boards, committees, and commissions created pursuant to Dover Code chapter 9, including all subcommittees, should resume all normal meetings, with such meetings to be held at a physical location and all members (or at least a quorum) physically present. Exceptions may be made in the event of an "emergency" within the definition of RSA 91-A:2, III(b), or if an individual member has sufficient reason to attend remotely and the public body chooses to allow remote participation pursuant to RSA 91-A:2, III(a).

AND, FURTHER BE IT RESOLVED THAT:

R-2020.03.25-047 is rescinded and withdrawn, except that in conducting public meetings, all public bodies should continue to monitor, observe, and in their judgment implement public health guidance issued by the Centers for Disease Control and Prevention, the Governor, the New Hampshire Department of Health and Human Services, and other public health authorities.

### 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

|                                                                                                                                                        |                                   |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|--|
| <br><b>CITY OF DOVER</b>                                              | <b>CITY OF DOVER - RESOLUTION</b> |  |
|                                                                                                                                                        | <b>Agenda Item#: 13.B.1.</b>      |  |
| Resolution Number: <b>R - 2021.06.09 – 094</b><br>Resolution Re: Request for Public Bodies of the City of Dover to Return to Normal Meeting Procedures |                                   |  |

**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:**

The COVID-19 pandemic, by itself, no longer constitutes an “emergency” within the definition of RSA 91-A:2, III(b), meaning a quorum should be physically present at meetings unless another justification or set of circumstances supports declaring an “emergency.” For reference, the statutory definition of an “emergency” is as follows: “an ‘emergency’ means that immediate action is imperative and the physical presence of a quorum is not reasonably practical within the period of time requiring action.” RSA 91-A:2, III(b).

The New Hampshire Municipal Association has advised local boards to resume in-person meetings no later than June 12, 2021.

Due to the widespread distribution of vaccines and the efficacy of those vaccines, the Centers for Disease Control and Prevention (“CDC”) has updated its guidance and relaxed previously recommended precautions. A copy of the current CDC guidance for fully vaccinated individuals is attached, and which can be found online at this link: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html>

The State of New Hampshire has also issued its own guidance, a copy of which is attached, and which can also be found online at this link: <https://www.nhmunipal.org/sites/default/files/uploads/partners/fully-vaccinated-guidance.pdf>

|                                                                |                                                                                                         |
|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| Document Created by: Legal<br>Document Posted on: June 4, 2021 | Request for Public Bodies of the City of Dover to<br>Return to Normal Meeting Procedures<br>Page 2 of 2 |
|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|

## NH Public Health Recommendations for People Who Are Fully Vaccinated When Around Others From Outside the Household

May 17, 2021

On May 13, 2021, CDC released updated [Public Health Recommendations for Fully Vaccinated People](#). The NH Division of Public Health Services (DPHS) continues to recommend that businesses and organizations implement the mitigation measures outlined in the NH [Universal Best Practices](#), including face mask use and social/physical distancing for all persons (irrespective of vaccination status) as a pandemic control measure, to protect vulnerable individuals who may not be able to be vaccinated or who might only have partial immunity from vaccination, and to protect business operations from introduction and spread of COVID-19. In settings highlighted in the chart below where small groups of fully vaccinated people are gathering, then strict social distancing and face mask use may not be necessary.

Additionally, NH DPHS (similar to CDC), continues to recommend that everybody wear face masks and physically distance in certain settings, including on public transportation, schools, healthcare settings like hospitals and long-term care facilities, correctional facilities, homeless shelters, and other settings that may be high-risk for spread of COVID-19 or where a high proportion of people may not be fully vaccinated.

**TABLE:** NH recommendations for physical distancing and face mask use for fully vaccinated people in settings where there is potential for close contact with others.

| Should I Wear a Face Mask & Physically Distance in Settings Around Other People? |          | Other Peoples' Vaccination Status                                                          |                                                                                              |
|----------------------------------------------------------------------------------|----------|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
|                                                                                  |          | All fully vaccinated                                                                       | Vaccination status unknown or not all are fully vaccinated                                   |
| Location                                                                         | Indoors  | NO*<br> | YES<br> |
|                                                                                  | Outdoors | NO*<br> | NO*<br> |

\*Unless required to by a business or organization, or a person desires maximal protection

*Note: Please note that if you are significantly immune compromised, then the recommendations above may not apply to you; please discuss your risk and protective measures with a trusted healthcare provider.*

People who are unvaccinated or only partially vaccinated against COVID-19 should continue to wear face masks and physically distance when around other people indoors, and outdoors if unable to consistently maintain 6 feet of physical separation from others.

Rationale: A fully vaccinated person is at low risk for acquiring infection and spreading to others. However, because vaccines are not 100% effective and there is still a large number of unvaccinated people, mitigation measures like physical distancing and masking still have an important role to control this pandemic. Compared with vaccination alone, [modeling studies](#) from the CDC and academic partners have shown that a combination of high vaccination rates with continued use of population-level mitigation measures (face mask use, physical distancing, etc.) will be more effective at limiting COVID-19 infections, hospitalizations, and deaths, and decrease community transmission more quickly. NH and most other states around the country continue to have a “substantial” [level of community transmission](#) of COVID-19, and a large proportion of the NH population is not yet fully vaccinated. Therefore, the next several weeks are an important time of transition to drive COVID-19 numbers lower. While we know that vaccination is highly effective at preventing COVID-19 (both asymptomatic and symptomatic disease) and limiting transmission to others, [population-level](#) mitigation measures will end the pandemic more quickly, protect the vulnerable and people unable to be vaccinated, and enable return to more normal societal functioning. Additionally, current CDC guidance is difficult for businesses and organizations to implement without developing a process to identify which people are fully vaccinated vs. not fully vaccinated. All of these considerations factored into our updated and clarified NH guidance outlined above.

NH DPHS will closely monitor COVID-19 infection rates and vaccination uptake, and will re-evaluate face mask use recommendations in the next 3-4 weeks. As vaccination rates increase and community transmission decreases, NH DPHS expects to fully implement CDC guidance by the end of June. **Therefore, it is important for people who have not yet scheduled themselves to be fully vaccinated against COVID-19 to do so now as we transition from relying on community mitigation measures to vaccination to control and end this pandemic.**

Other benefits and recommendations for people fully vaccinated outlined in the CDC guidance are consistent with current NH recommendations, including recommendations that fully vaccinated people:

- Do not need to quarantine after international travel (no persons, vaccinated or unvaccinated, are required to quarantine after domestic travel)
- Do not need to quarantine after a known exposure to another person with COVID-19
- Can be exempted from asymptomatic screening testing programs
- Can be exempted from testing after a known exposure, or after domestic travel (if they remain asymptomatic)

Fully vaccinated persons still should:

- Self-isolate and be evaluated for testing if experiencing any new or unexplained symptoms of COVID-19
- Be tested 3-5 days after international travel



# COVID-19

## Interim Public Health Recommendations for Fully Vaccinated People

Updated May 28, 2021

Print

### Summary of Recent Changes

Updates as of May 28, 2021



- Updated Choosing Safer Activities infographic with new considerations for the example activity for outdoor gatherings with fully vaccinated and unvaccinated people.

# Choosing Safer Activities

Accessible link: <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/participate-in-activities.html>

|            |  | Unvaccinated People | Examples of Activities                                                                                                                     | Fully Vaccinated People |
|------------|--|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
|            |  |                     | Outdoor                                                                                                                                    |                         |
| Safest     |  |                     | Walk, run, wheelchair roll, or bike outdoors with members of your household                                                                |                         |
|            |  |                     | Attend a small, outdoor gathering with fully vaccinated family and friends                                                                 |                         |
|            |  |                     | Attend a small, outdoor gathering with fully vaccinated and unvaccinated people, particularly in areas of substantial to high transmission |                         |
| Less Safe  |  |                     | Dine at an outdoor restaurant with friends from multiple households                                                                        |                         |
| Least Safe |  |                     | Attend a crowded, outdoor event, like a live performance, parade, or sports event                                                          |                         |
|            |  |                     | Indoor                                                                                                                                     |                         |
| Less Safe  |  |                     | Visit a barber or hair salon                                                                                                               |                         |
|            |  |                     | Go to an uncrowded, indoor shopping center or museum                                                                                       |                         |
|            |  |                     | Attend a small, indoor gathering of fully vaccinated and unvaccinated people from multiple households                                      |                         |
| Least Safe |  |                     | Go to an indoor movie theater                                                                                                              |                         |
|            |  |                     | Attend a full-capacity worship service                                                                                                     |                         |
|            |  |                     | Sing in an indoor chorus                                                                                                                   |                         |
|            |  |                     | Eat at an indoor restaurant or bar                                                                                                         |                         |
|            |  |                     | Participate in an indoor, high intensity exercise class                                                                                    |                         |

## Get a COVID-19 vaccine



Prevention measures not needed



Take prevention measures  
Wear a mask, stay 6 feet apart, and wash your hands.

- Safety levels assume the recommended prevention measures are followed, both by the individual and the venue (if applicable).
- CDC cannot provide the specific risk level for every activity in every community. It is important to consider your own personal situation and the risk to you, your family, and your community before venturing out.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

CS324153K

INFOGRAPHIC  
If you are fully vaccinated you can start doing many things that you had stopped doing because of the pandemic.

[Text Version](#)

## Key Points

The following recommendations apply to non-healthcare settings. For related information for healthcare settings, visit [Updated Healthcare Infection Prevention and Control Recommendations in Response to COVID-19 Vaccination](#).

Fully vaccinated people can:

- Resume activities without wearing masks or physically distancing, except where required by federal, state, local, tribal, or territorial laws, rules and regulations, including local business and workplace guidance
- Resume domestic travel and refrain from testing before or after travel or self-quarantine after travel
- Refrain from testing before leaving the United States for international travel (unless required by the destination) and refrain from self-quarantine after arriving back in the United States
- Refrain from testing following a known exposure, if asymptomatic, with some exceptions for specific settings
- Refrain from quarantine following a known exposure if asymptomatic
- Refrain from routine screening testing if feasible

For now, fully vaccinated people should continue to:

- Get tested if experiencing [COVID-19 symptoms](#)
- Follow CDC and health department travel requirements and recommendations

## Overview

Currently authorized vaccines in the United States are highly effective at protecting vaccinated people against symptomatic and severe COVID-19. Additionally, a [growing body of evidence](#) suggests that fully vaccinated people are less likely to have asymptomatic infection or transmit SARS-CoV-2 to others. How long vaccine protection lasts and how much vaccines protect against emerging SARS-CoV-2 variants are still under investigation.

For the purposes of this guidance, people are considered fully vaccinated for COVID-19  $\geq 2$  weeks after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna), or  $\geq 2$  weeks after they have received a single-dose vaccine (Johnson & Johnson [J&J]/Janssen)<sup>±</sup>; there is currently no post-vaccination time limit on fully vaccinated status. Unvaccinated people refers to individuals of all ages, including children, that have not completed a vaccination series or received a single-dose vaccine.

At this time, there are limited data on vaccine protection in people who are immunocompromised. People with immunocompromising conditions, including those taking immunosuppressive medications (for instance drugs, such as mycophenolate and rituximab, to suppress rejection of transplanted organs or to treat rheumatologic conditions), should discuss the need for personal protective measures with their healthcare provider after vaccination.

This guidance provides recommendations for fully vaccinated people, including:

- How fully vaccinated people can safely resume activities
- How fully vaccinated people should approach domestic and international travel
- How fully vaccinated people should approach isolation, quarantine, and testing

CDC will continue to evaluate and update public health recommendations for fully vaccinated people as more information, including on new variants, becomes available. Further information on evidence and considerations related to these recommendations is available in the [Science Brief](#).

## Guiding Principles for Fully Vaccinated People

- Indoor and outdoor activities pose minimal risk to fully vaccinated people.
- Fully vaccinated people have a reduced risk of transmitting SARS-CoV-2 to unvaccinated people.
- Fully vaccinated people should still get tested if experiencing [COVID-19 symptoms](#).
- Fully vaccinated people should not visit private or public settings if they have tested positive for COVID-19 in the prior 10 days or are experiencing [COVID-19 symptoms](#).
- Fully vaccinated people should continue to follow any applicable federal, state, local, tribal, or territorial laws, rules, and regulations.

# Recommendations for Indoor and Outdoor Settings

Risk of SARS-CoV-2 infection is minimal for fully vaccinated people. The risk of SARS-CoV-2 transmission from fully vaccinated people to unvaccinated people is also reduced. Therefore, fully vaccinated people can resume activities without wearing a mask or physically distancing, except where required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance. Fully vaccinated people should also continue to wear a well-fitted mask in correctional facilities and homeless shelters. [Prevention measures](#) are still recommended for unvaccinated people.

## Travel

Fully vaccinated travelers are less likely to get and spread SARS-CoV-2 and can now travel at low risk to themselves within the United States. International travelers need to pay close attention to the [situation at their international destinations](#) before traveling due to the spread of new variants and because the burden of COVID-19 varies globally.

CDC prevention measures continue to apply to all travelers, including those who are vaccinated. All travelers are [required to wear a mask](#) on all planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States and in U.S. transportation hubs such as airports and stations.

## Domestic travel (within the United States or to a U.S. territory)

- Fully vaccinated travelers do not need to get a SARS-CoV-2 viral test before or after domestic travel, unless testing is required by local, state, or territorial health authorities.
- Fully vaccinated travelers do not need to self-quarantine following domestic travel.
- For more information, see [Domestic Travel During COVID-19](#).

## International travel

- Fully vaccinated travelers do not need to get tested before leaving the United States unless required by their destination.
- Fully vaccinated air travelers coming to the United States from abroad, including U.S. citizens, are still [required](#) to have a negative SARS-CoV-2 viral test result or documentation of recovery from COVID-19 before they board a flight to the United States.
- International travelers arriving in the United States are still recommended to get a SARS-CoV-2 viral test 3-5 days after travel regardless of vaccination status.
- Fully vaccinated travelers do not need to self-quarantine in the United States following international travel.
- For more information, see [International Travel During COVID-19](#).

# Recommendations for Isolation, Quarantine and Testing

The following recommendations apply to non-healthcare settings. Guidance for residents and staff of healthcare settings can be found in the Updated Healthcare [Infection Prevention Control Recommendations in Response to COVID-19 Vaccination](#).

## Fully vaccinated people with COVID-19 symptoms

Although the risk that fully vaccinated people could become infected with COVID-19 is low, any fully vaccinated person who experiences [symptoms consistent with COVID-19](#) should [isolate themselves from others](#), be clinically evaluated for COVID-19, and tested for SARS-CoV-2 if indicated. The symptomatic fully vaccinated person should inform their healthcare provider of their vaccination status at the time of presentation to care.

## Fully vaccinated people with no COVID-like symptoms following an exposure to someone with suspected or confirmed COVID-19

Most fully vaccinated people with no COVID-like symptoms do not need to [quarantine](#), be restricted from work, or be tested following an exposure to someone with suspected or confirmed COVID-19, as their risk of infection is low.

However, they should still monitor for [symptoms of COVID-19](#) for 14 days following an exposure.

Exceptions where testing (but not quarantine) is still recommended following an exposure to someone with suspected or confirmed COVID-19 include:

- Fully vaccinated residents and employees of correctional and detention facilities and homeless shelters.

## Fully vaccinated people with no COVID-19-like symptoms and no known exposure to someone with suspected or confirmed COVID-19

It is recommended that fully vaccinated people with no COVID-19-like symptoms and no known exposure should be exempted from routine screening testing programs, if feasible.



For Healthcare Professionals

[COVID-19 Clinical Resources](#)

<sup>†</sup>This guidance applies to COVID-19 vaccines currently authorized for emergency use by the U.S. Food and Drug Administration: Pfizer-BioNTech, Moderna, and Johnson & Johnson (J&J)/Janssen COVID-19 vaccines. This guidance can also be applied to COVID-19 vaccines that have been authorized for emergency use by the World Health Organization (e.g. AstraZeneca/Oxford).

## Previous Updates

Updates from Previous Content



### As of May 13, 2021

- Update that fully vaccinated people no longer need to wear a mask or physically distance in any setting, except where required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance
- Update that fully vaccinated people can refrain from testing following a known exposure unless they are residents or employees of a correctional or detention facility or a homeless shelter

Last Updated May 28, 2021



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.2.**

Resolution Number: **R – 2021.06.09 – 095**

Resolution Re: B15060 Additional Scope of Work for the Cochecho Waterfront Development Project - Horsley Witten Group, Inc.

WHEREAS: A Sealed Request for Qualifications #B15060 was issued and received for a Design and Engineering Team for the Waterfront Development project on May 12, 2015 at 11:00 am; and

WHEREAS: Eight firms replied and the proposals were evaluated by the Design Team RFQ Review Sub-committee of the Cochecho Waterfront Development Advisory Committee (CWDAC) and City personnel. The Council approved award of the contract to the team of Union Studio, Horsley Witten, Ironwood Design, GZA, Waterstone Engineering, and Abramson & Associates; and

WHEREAS: In June 2017, Union Studio proposed a change of the prime consultant to team member, Horsley Witten Group, Inc. which was approved by council. Project Phases I – IV have been ongoing with Horsley Witten Group, Inc. and as outlined in the background section; and

WHEREAS: Horsley Witten Group, Inc. has submitted an additional scope of work in the amount of \$365,311.00 for project adjustments to the “Flex Fund” contract budget, as well as new bid construction administration tasks. It is the recommendation to increase the contract by this amount, making the new Flex Fund contract total \$718,900.00.

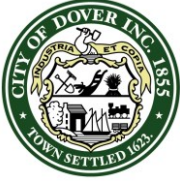
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Horsley Witten Group, Inc. of Sandwich, MA for an additional scope of work related to the Dover Cochecho Waterfront Development project for adjustments to the “Flex Fund” contract budget, as well as new bid and construction administration tasks in the amount of \$365,311.00. 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   |
|--------------------------------|----------------------------------------------|---------------|-----------|
| 4017.1.180.41910.4715.02513.17 | Land Improvements                            | 1,650,000     | 900       |
| 4021.1.300.43121.4751.03121.21 | Street/Utility Extension - Waterfront Parcel | 2,397,046     | 2,248,704 |



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.2.**

Resolution Number: **R – 2021.06.09 – 095**

Resolution Re: B15060 Additional Scope of Work for the Cochecho Waterfront Development Project - Horsley Witten Group, Inc.

### 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

### 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.            |     |    |

|                                                                                                               |                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <p><b>CITY OF DOVER</b></p> | <p style="text-align: center;"><b>CITY OF DOVER - RESOLUTION</b></p> <p style="text-align: right;"><b>Agenda Item#: 13.B.2.</b></p> <p>Resolution Number: <b>R – 2021.06.09 – 095</b><br/> Resolution Re: B15060 Additional Scope of Work for the Cochecho Waterfront Development Project - Horsley Witten Group, Inc.</p> |
|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### RESOLUTION BACKGROUND MATERIAL

Phase I and Phase II led by Union Studio costs of \$395,000.00, approved by council via resolution [R-2017.03.22-020](#).

Phase III led by Horsley Witten Group, Inc for engineering services to include surveying, design development and construction documents in the amount of \$423,677.00 was approved by council via resolution [R-2017.06.14-055](#).

In April 2018, Horsley Witten Group, Inc. submitted a proposal for additional work and unforeseen conditions outside the original contract scope in the amount of \$186,100.00 which was approved by council via resolution [R-2018.03.14-019](#).

In September 2018, \$5,000.00 was added for additional services. In February 2019, the city received a request to add \$20,000.00 for technical services thereby bringing changes to threshold requiring council approval which was approved by council via resolution [R-2019.02.27-019](#).

In May 2019, an additional scope of work was added in the amount of \$4,950.00 for land surveying services.

In June 2019, an additional \$149,750.00 was added for increases to the Flex Fund for Phase IV tasks during fiscal year July 1, 2019-June 30, 2020 and lump sum contract increases as approved by council via resolution [R-2019-06.26-082](#). The work was extended to June 30, 2021.

An Additional Scope of Work and contract extension is being requested for adjustments to the “Flex Fund” contract budget in the amount of \$169,351.00, as well as new bid and construction administration tasks in the amount of \$195,960.00 for a total of \$365,311.00 for tasks during fiscal year July 1, 2021 to June 30, 2022. New Flex Fund total \$718,900.00 (Total new contract amount \$1,154,788.00).

|                                             | Previous Flex Fund | Proposed Increase | Flex Fund Total     |
|---------------------------------------------|--------------------|-------------------|---------------------|
| Flex Fund, Additional Scope of Work         |                    | \$169,351.00      | \$169,351.00        |
| New Bid & Construction Administration Tasks |                    | \$195,960.00      | \$195,960.00        |
|                                             | \$353,589.00       | \$365,311.00      | <b>\$718,900.00</b> |

#### Award Information:

A purchase change order will be issued to Horsley Witten Group, Inc. to authorize expenditures as outlined in this resolution.

|                                                                     |                                                                                                                                               |
|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Document Created by: Purchasing<br>Document Posted on: June 4, 2021 | R-2021.06.09 B15060 Additional Scope of Work for the Cochecho Waterfront Development Project - Horsley Witten Group, Inc..docx<br>Page 3 of 4 |
|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                           |                                                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <br><b>CITY OF DOVER</b> | <b>CITY OF DOVER - RESOLUTION</b>                                                                                                                                             |
|                                                                                                           | <b>Agenda Item#: 13.B.2.</b>                                                                                                                                                  |
|                                                                                                           | Resolution Number: <b>R – 2021.06.09 – 095</b><br>Resolution Re: B15060 Additional Scope of Work for the Cochecho Waterfront Development Project - Horsley Witten Group, Inc. |

**Purchasing Information:**

|                                    |                                  |                                     |                                                                    |
|------------------------------------|----------------------------------|-------------------------------------|--------------------------------------------------------------------|
| <b>Type:</b>                       | Purchase Order                   | <b>Advertised:</b>                  | Yes                                                                |
| <b>Invitations Mailed:</b>         | 265 engineers and 180 architects | <b>Number of Responses:</b>         | 8 and 1 NB                                                         |
| <b>Warranty:</b>                   | N/A                              | <b>Terms:</b>                       | Net 30, FOB Dover                                                  |
| <b>Work Bonded:</b>                | No                               | <b>Contract:</b>                    | Yes                                                                |
| <b>Prices will hold for:</b>       | Until Completion                 | <b>Estimated Delivery:</b>          | As needed                                                          |
| <b>Recommended Award to:</b>       | Horsley Witten Group, Inc.       | <b>Fund:</b>                        | CIP                                                                |
| <b>Other Approvals Required:</b>   | No                               | <b>References Checked:</b>          | Satisfactory                                                       |
| <b>Previously Worked for City:</b> | Yes                              | <b>Reason for Council Approval:</b> | Purchase to exceed the \$25,000 amount requiring Council approval. |

**[B15060 Bid Documents and Vendor List](#)**



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.3.**

Resolution Number: **R – 2021.06.09 – 096**

Resolution Re: B21001 Rock Salt & Solar Salt Cooperative Purchase, Year 2

WHEREAS: A Sealed Request for Proposal 18-20 was issued and received by the City of Concord for Rock Salt and Solar Salt on July 17, 2020 at 2:00 p.m.; and

WHEREAS: In an effort to obtain better pricing and quality of product and delivery service, the RFP was a cooperative endeavor with several other municipalities as outlined in the background section of this resolution. The Council awarded the first year of the contract to Morton Salt, Inc. via resolution [R-2020.08.26-142](#) at the rate of \$48.65 per ton for delivered rock/solar salt and \$48.50 per ton for picked up rock/solar salt at the Portsmouth plant; and

WHEREAS: Rates for the second year of the agreement beginning July 1, 2021 through June 30, 2022 were received by the vendor requesting an 8% increase to the current contract pricing or \$52.54 per ton for delivered rock/solar salt and \$52.38 per ton for picked up rock/solar salt at the Portsmouth plant.

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 Morton Salt, Inc. of Chicago, IL for rock/solar salt delivered or picked up at the given rates provided in conjunction with Bid #B21001 for Year 2. The City Manager, or designee, is hereby authorized to finalize contract language with the vendor, consistent with the Purchase Order authorized herein, for the City Manager's signature.

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

### Financing

| Account                     | Description                       | FY22 Appropriation | Balance |
|-----------------------------|-----------------------------------|--------------------|---------|
| 1000.1.300.43125.4612.00000 | Snow Removal - Operating Supplies | 264,500            | 264,500 |

### 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 – 2021.06.09 – 096**

Resolution Re: B21001 Rock Salt & Solar Salt Cooperative Purchase, Year 2

### 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 – 2021.06.09 – 096**

Resolution Re: **B21001 Rock Salt & Solar Salt Cooperative Purchase, Year 2**

### **RESOLUTION BACKGROUND MATERIAL:**

A Sealed Request for Proposal 18-20 was issued and received by the City of Concord for Road Salt and Solar Salt on July 17, 2020 at 2:00 PM and included the municipalities noted below.

City of Concord  
City of Laconia

City of Dover  
City of Lebanon

City of Keene City of Somersworth  
City of Rochester

Due in large part to increasing fuel prices, Morton Salt, Inc. has requested an 8% increase for delivered and picked up rock salt/solar salt for the 2021-2022 season. Rates are to be for a one (1) year period of time (7/1/2021-6/30/2022). Based on quantities used during the 2020-2021 season, expenses are estimated to be \$160,000.00 during the 2021-2022 Season.

Below is a history of Delivered Pricing for the City of Dover.

|                            |               |
|----------------------------|---------------|
| 2021-2022 Season, Proposed | \$52.54 / Ton |
| 2020-2021 Season           | \$48.65 / Ton |
| 2019-2020 Season           | \$50.15 / Ton |
| 2018-2019 Season           | \$50.15 / Ton |
| 2017-2018 Season           | \$53.15 / Ton |
| 2016-2017 Season           | \$54.38 / Ton |
| 2015-2016 Season           | \$54.38 / Ton |

### **Award Information:**

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution. City staff will work with the City of Concord and the vendor to finalize the terms of the second year of the agreement with Morton Salt, Inc. following City Council approval.

### **Purchasing Information:**

|                                    |                   |                                     |                                                                                                     |
|------------------------------------|-------------------|-------------------------------------|-----------------------------------------------------------------------------------------------------|
| <b>Type:</b>                       | Purchase Order    | <b>Advertised:</b>                  | Yes                                                                                                 |
| <b>Invitations Mailed:</b>         | N/A               | <b>Number of Responses:</b>         | 3                                                                                                   |
| <b>Warranty:</b>                   | Per manufacturer  | <b>Terms:</b>                       | Net 30, FOB Dover                                                                                   |
| <b>Work Bonded:</b>                | No                | <b>Contract:</b>                    | Yes                                                                                                 |
| <b>Prices will hold for:</b>       | June 30, 2022     | <b>Estimated Delivery:</b>          | As Needed                                                                                           |
| <b>Recommended Award to:</b>       | Morton Salt, Inc. | <b>Fund:</b>                        | Operating – Snow Removal                                                                            |
| <b>Other Approvals Required:</b>   | No                | <b>References Checked:</b>          | Satisfactory                                                                                        |
| <b>Previously Worked for City:</b> | Yes               | <b>Reason for Council Approval:</b> | Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation. |

## **B21001 Bid Documents**



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.4.**

Resolution Number: **R – 2021.06.09 – 097**

Resolution Re: FY2021 Transfer of Appropriation – General Fund

- WHEREAS: The City Council adopted the FY2021 Budget on May 13, 2020; and
- WHEREAS: Some non-school departments have incurred expenditures not originally anticipated as part of the budget; and
- WHEREAS: Unspent appropriations exist within some non-school department accounts; and
- WHEREAS: A transfer of appropriations is necessary to cover the expenditures not originally anticipated in the department budgets;

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

Pursuant to C6-8 of the City Charter, the City Manager is authorized to transfer unspent FY2021 appropriations as deemed necessary between non-school departments within the General Fund to cover these unanticipated expenditures.

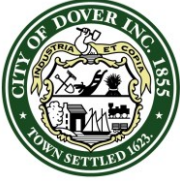
### AUTHORIZATION

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.4.**

Resolution Number: **R – 2021.06.09 – 097**

Resolution Re: FY2021 Transfer of Appropriation – General Fund

### DOCUMENT HISTORY:

First Reading Date:

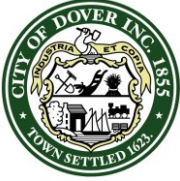
Public Hearing Date:

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.             |     |    |



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.4.**

Resolution Number: **R – 2021.06.09 – 097**

Resolution Re: **FY2021 Transfer of Appropriation – General Fund**

### **RESOLUTION BACKGROUND MATERIAL:**

There are certain departments and divisions within the General Fund that are anticipated to exceed the appropriations and others that will have remaining appropriations. This resolution allows the City Manager to move appropriations between departments in order to cover needed unanticipated expenditures.

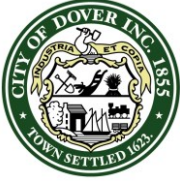
The following areas have, or are projected to have, a need for appropriations:

| <b><u>Department</u></b>       | <b><u>Projected Shortfall</u></b> |
|--------------------------------|-----------------------------------|
| <b>Debt Service – City</b>     | <b><u>\$ 13,288</u></b>           |
| <b>City Departments Total:</b> | <b><u>\$ 13,288</u></b>           |

The above areas have a need for appropriations based on current actual expenditures, as well as, estimates of expenditures for the remaining portion of the fiscal year. These areas have been identified because there is currently a need for appropriations.

This resolution does not increase appropriations.

The Debt Service - City function has an estimated shortfall of \$13,288 due to Interest costs for the Tax Anticipation Note (TAN) that the City issued in December 2020. The issuance of a TAN was an unplanned event for FY2021. Therefore, there was no amount budgeted in FY2021 for TAN Interest costs.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.5.**

Resolution Number: **R – 2021.06.09 – 098**  
Resolution Re: FY2021 General Fund Unassigned Fund Balance Transfers to Certain Special Revenue and Capital Project Funds to Address Fund Deficits

WHEREAS: The City Council has adopted the creation of Special Revenue Funds to account for specific sources of revenue and account for the expenditure of those revenues for said purpose; and

WHEREAS: On an annual basis the City Council adopts the City's six-year Capital Improvements Plan and in conjunction adopts appropriations for projects to be debt financed or reserved financed, with a capital project fund being created for each annual adoption of appropriations; and

WHEREAS: Due to extraordinary circumstances certain Special Revenue Funds have an existing fund deficit; and upon completion of projects within certain Capital Project funds anticipated revenues are actually less than planned resulting in fund deficits; and

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

To address the following Special Revenue and Capital Project Funds existing and projected Fiscal Year 2021 fund deficits, the following amounts are to be transferred from General Fund Unassigned Fund Balance.

|      |                                             |             | Transfer     |
|------|---------------------------------------------|-------------|--------------|
|      |                                             | Fund        | From         |
| Fund | Description                                 | Deficit     | General Fund |
| 4004 | Capital Projects FY2004                     | (146,343)   | 146,343      |
| 4005 | Capital Projects FY2005                     | (960,842)   | 960,842      |
| 4320 | Tolend Road Landfill Closure Fund           | (1,694,000) | 1,694,000    |
|      |                                             |             |              |
|      | Subtotal: Transfer to Capital Project Funds |             | 2,801,185    |

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

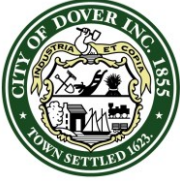
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Robert Carrier  
By Request

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

Recorded by: Susan M. Mistretta  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.5.**

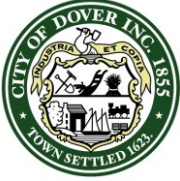
Resolution Number: **R – 2021.06.09 – 098**  
Resolution Re: FY2021 General Fund Unassigned Fund Balance Transfers to Certain Special Revenue and Capital Project Funds to Address Fund Deficits

### 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.             |     |    |



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.5.**

Resolution Number: **R – 2021.06.09 – 098**  
Resolution Re: FY2021 General Fund Unassigned Fund Balance Transfers to Certain Special Revenue and Capital Project Funds to Address Fund Deficits

### RESOLUTION BACKGROUND MATERIAL:

The Tolend Road Landfill Fund was established by City Council to track the expenditures incurred for closure and post closure maintenance of the former landfill. The City debt financed the closure costs and post closure costs had been debt financed as well. Starting in FY2017 the City began financing post closure costs through annual operating budget transfers into the Tolend Road Landfill Fund.

The EPA recently completed a Five Year Review of the landfill post closure operations, which had five specific recommendations for additional work at the former landfill including the Eastern Plume, and additional work for the Southern Plume. Two new contaminants have become a national concern for EPA and sampling is being required for these contaminants in the landfill and in the two extended plumes. The annual operations and maintenance costs that were averaging \$400,000 per year for the City's obligation, dramatically increased to \$600,045 in FY2019, \$944,598 in FY2020 and \$652,598 in FY2021. The FY2020 budget reflected an increase in the annual operating budget transfers to address the deficit created in FY2019. However, the substantial cost increase in FY2020 resulted in the Tolend Road Landfill fund deficit increasing.

A Capital Project fund is created to account for the appropriations adopted on an annual basis as part of the Capital Improvements Plan. This annual fund is put in place to account for appropriations to be debt or reserve financed consistent with the resolutions adopted by City Council. The Capital Project funds listed in this resolution are ready to be closed out as the projects have been completed, yet the funds have existing deficits. A portion of these deficits could have been created due to small balances of appropriations eligible for bonding not actually being debt financed because the related bond sale had to be sized at \$5,000 whole dollar increments. The deficits may also exist because when the project expenditures to be reserve financed were incurred, a transfer from the respective capital reserve to fund an eligible expenditure may have been missed. The Finance Department has improved the accounting for capital projects by ensuring projects have a complimenting appropriation account and revenue account to ensure project expenditures are agreeing to project revenues. Internal controls have also been put in place to track projects that are reserved financed and annually track that the necessary transfers are being made from the appropriate capital reserves for eligible expenditures.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.6.**

Resolution Number: **R – 2021.06.09 – 099**

Resolution Re: Authorization to Accept and Expend American Rescue Plan Act Funds

WHEREAS: In response to the COVID-19 pandemic, the City has received notice from the United States Department of the Treasury of an award of American Rescue Plan Act (ARPA) funds in the amount of \$7,535,686 to be utilized for eligible costs incurred beginning March 3, 2021 and ending December 31, 2024; and,

WHEREAS: The City has access to the first disbursement of funds representing one half of this amount, \$3,767,843 with the remaining half to be made available twelve months from now; and

WHEREAS: In adhering to the requirements established by the United States Department of the Treasury and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to apply for, accept and expend ARPA funds for eligible COVID-19 related recovery uses is needed; and,

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

In accordance with RSA 21-P:43, the City Manager is authorized to apply for, accept and expend American Rescue Plan Act of 2021 grant funds allocated for use by the City of Dover in mitigating the impact of the COVID-19 pandemic and any funding received is hereby appropriated for said purposes.

AND, FURTHER BE IT RESOLVED THAT:

In expending funds for eligible uses identified in the American Rescue Plan Act, the Purchasing Agent is hereby authorized to issue needed Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter III, Purchasing Procedures. The City Manager, or designee, is hereby authorized to contract with vendors, consistent with the Purchase Orders authority herein. The amount of this authorization shall be limited so as not to exceed available funding.

**THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.**

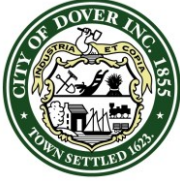
### AUTHORIZATION

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.6.**

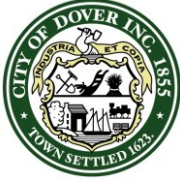
Resolution Number: **R – 2021.06.09 – 099**  
Resolution Re: Authorization to Accept and Expend American Rescue Plan Act Funds

### 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.6.**

Resolution Number: **R – 2021.06.09 – 099**

Resolution Re: Authorization to Accept and Expend American Rescue Plan Act Funds

### **RESOLUTION BACKGROUND MATERIAL:**

The recently implemented American Rescue Plan Act of 2021 has provided emergency funding to the City of Dover that is to be used to fill budgeted revenue shortfalls and respond to acute pandemic response needs including providing support for communities and populations hardest-hit by the COVID-19 crisis.

ARPA has authorized a total of \$7,535,686 to be distributed to the City of Dover in two allocations over the course of 12 months for eligible costs incurred beginning March 3, 2021 and ending December 31, 2024. An initial allocation of \$3,767,843 has been made available and requires authorization by the City Council to be accepted and utilized for eligible uses.

As required by ARPA, the United States Department of the Treasury has issued an Interim Final Rule that establishes eligible uses for the available funds to include:

- COVID-19 mitigation efforts related to medical expenses, behavioral healthcare, and public health and safety staffing;
- Countering negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- Replacing lost public sector revenue, using funding to maintain government services to the extent there is a reduction in revenue experienced due to the pandemic;
- Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors;
- Investing in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

The FY2022 Adopted Budget anticipates utilizing these grant funds to support the development of a community mental health crisis response plan and to fund public safety related expenses incurred in responding to the COVID-19 pandemic. Remaining funds will be used to replace revenues that were not able to be realized in the current and forthcoming fiscal years due to COVID-19 impacts. Should additional ARPA funds become available and/or should funds received remain otherwise unallocated, uses consistent with those required by the US Treasury rules will be considered and adhered to.