



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, November 10, 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**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. CHAPTER 9: BOARDS, COMMISSION, AND COMMITTEES – SECTION 9, BOARD OF HEALTH**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - B. CHAPTER 53: BICYCLES AND PLAY VEHICLES, SECTION 2**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - C. CHAPTER 141: VEHICLES AND TRAFFIC, SECTIONS 13, 18, 30, AND 42**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - D. REPROGRAM UNEXPENDED BOND PROCEEDS FROM COCHECO PUMP STATION PROJECT TO VARNEY BROOK PUMP STATION PROJECT AND ISSUE CHANGE ORDER ONE TO WRIGHT-PIERCE FOR CONSTRUCTION OVERSIGHT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (CITY COUNCIL VOTE OCCURRING ON DECEMBER 8, 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.
- 9. CITY MANAGER'S REPORT**
- 10. APPROVAL OF MINUTES**
 - A. October 27, 2021 – Regular Meeting**
 - B. November 3, 2021 – Workshop Session**
 - C. November 3, 2021 – Joint Workshop with School Board**
- 11. MAYOR'S REPORT**



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12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

1. **CHAPTER 9: BOARDS, COMMISSION, AND COMMITTEES – SECTION 9, BOARD OF HEALTH**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **CHAPTER 53: BICYCLES AND PLAY VEHICLES, SECTION 2**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **CHAPTER 141: VEHICLES AND TRAFFIC, SECTIONS 13, 18, 30, AND 42**
SPONSORED BY MAYOR CARRIER BY REQUEST

C. RESOLUTIONS

1. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM THE GARRISON ELEMENTARY SCHOOL IMPROVEMENT PROJECT TO DOVER HIGH SCHOOL PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **ADOPTION OF FISCAL YEAR 2023 – 2028 CAPITAL IMPROVEMENTS PROGRAM (CIP)**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **APPROPRIATION FOR FISCAL YEAR 2023 CAPITAL IMPROVEMENTS PROGRAM (CIP) – NON-DEBT FINANCED PROJECTS (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **APPROPRIATION FOR FISCAL YEAR 2023 CAPITAL IMPROVEMENTS PROGRAM (CIP) AND AUTHORIZATION FOR BONDING (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
SPONSORED BY MAYOR CARRIER BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B19064 OPEB ACTUARIAL SERVICES – THE HOWARD E. NYHART COMPANY, INC**
SPONSORED BY MAYOR CARRIER BY REQUEST



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2. B22011 DESIGN-BUILD SERVICES FOR THE FIRST FLOOR CITY HALL RESTROOMS

SPONSORED BY MAYOR CARRIER BY REQUEST

3. B22021 CONSUMABLE OFFICE SUPPLIES – STATE OF NH CONTRACT WITH W.B. MASON

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. Coheco 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. DIRECTING THE CITY COUNCIL'S ORDINANCE COMMITTEE TO (I) REVIEW ANY NEED FOR WARD REDISTRICTING AND (II) PREPARE A DRAFT ORDINANCE SETTING FORTH WARD BOUNDARIES

SPONSORED BY COUNCILOR SHANAHAN, COUNCILOR CULLEN AND COUNCILOR WILLIAMS.

2. B22013 CONSTRUCTION OF THE PUDDING HILL WATER TREATMENT FACILITY

SPONSORED BY MAYOR CARRIER BY REQUEST

3. ESTABLISHMENT OF THE KATE CROWELL SCHOLARSHIP TRUST FUND

SPONSORED BY MAYOR CARRIER BY REQUEST

C. ORDINANCES IN 1ST READING

1. CHAPTER 13 – CITY COUNCIL, SECTION 5

(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 8, 2021.)

SPONSORED BY MAYOR CARRIER BY REQUEST



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- 2. CHAPTER 141: VEHICLES AND TRAFFIC, SECTIONS 27, 30, AND 31.**
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 8, 2021.)
SPONSORED BY MAYOR CARRIER BY REQUEST

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2021.10.27 – 181**
Resolution Re: **Reprogram Unexpended Bond Proceeds from Cocheco Pump Station project to Varney Brook Pump Station project and Issue Change Order One to Wright-Pierce for Construction Oversight**

WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Debt Financing authorization for certain CIP projects; and

WHEREAS: There is \$41,293.89 of unexpended bond proceeds from the Cocheco Pump Station project, where the project is complete and remaining funds are available for other Sewer Fund projects, and the City has identified additional funding is needed to complete the Varney Brook Pump Station project; and

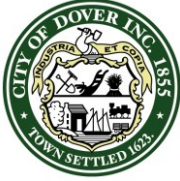
WHEREAS: In September 2017, City staff sought and received approval via resolution [R-2017.12.13-174](#) to award bid [#B18015](#) to Wright-Pierce for professional design services for upgrades to the Varney Brook Pump Station in the amount of \$282,119.00; and

WHEREAS: A subsequent proposal for construction oversight of the Varney Brook Pump Station was received from Wright-Pierce in the amount of \$376,500.00 with a contract executed following approval via resolution [R-2019.06.26-083](#). Wright-Pierce has submitted change order one in the amount of \$50,000.00 for additional engineering construction services related to this project; and

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

The amount of \$41,293.89 of unexpended bond proceeds is hereby reprogrammed from the Cocheco Pump Station project to the Varney Brook Pump Station project as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
5320.1.300.43250.4757.04578.19	Cocheco Pump Station	41,293.89	(41,293.89)	0.00
5320.1.300.43250.4741.04542.19	Varney Brook Pump Station	0.00	41,293.89	41,293.89
	Total Available Funding	41,293.89	0.00	41,293.89



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AND FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

Upon receipt of approval by the NH Department of Environmental Services, the Purchasing Agent is hereby authorized to issue a Purchase Order to Wright-Pierce of Portsmouth, NH for additional engineering construction services for the Varney Brook Pump Station in the amount not to exceed \$50,000.00. 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
5320.1.300.43250.4741.04542.19	Varney Brook Pump Station	2,000,000.00	41,293.89
5320.1.300.43250.4757.04573.07	Sewer - Pump Station Equip Replacement	545,693.26	13,344.47

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk

Document Created by: Purchasing
Document Posted on: November 2,
2021

R-2021.10.27 Reprogram Unexpended Bond Proceeds from Cocheco Pump Station project to Varney Brook Pump Station project and Issue Change Order One to Wright-Pierce for Construction Oversight

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DOCUMENT HISTORY:

First Reading Date: 10/27/2021	Public Hearing Date: 11/10/2021
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.		



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RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Cocheco Pump Station project. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the identified Cocheco Pump Station project. This resolution reprograms funding from the identified Cocheco Pump Station project to Varney Brook Pump Station project.

On December 13, 2017 the Dover City Council approved the FY19-FY24 six-year Capital Improvements Program (CIP) and Authorization for Bonding for FY19 CIP projects including the Cocheco Pump Station project and Varney Brook Pump Station project.

City administration identified reprogramming appropriations from the Cocheco Pump Station project because that project is completed and there are available unexpended appropriations.

The funding to be reprogrammed is needed for additional engineering construction services related to the Varney Brook Pump Station Upgrade project. There have been various modifications to the design and delays in equipment (primarily due to COVID) and coordination with local utility companies leading to the project being extended beyond the original substantial completion date of September 15, 2020 to April 20, 2021.

Bid Information:

A Sealed Request for Bid #B18015 was issued and received for Professional Design Services for upgrades to the Varney Brook Pump Station on September 14, 2017 at 2:00 p.m.

Award Information:

A purchase order will be issued to Wright-Pierce to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	330	Number of Responses:	3
Warranty:	None	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	As Needed
Recommended Award to:	Wright-Pierce	Fund:	CIP
Other Approvals Required:	Yes, NHDES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

CITY MANAGER'S REPORT

November 10, 2021

Reporting On:
October 2021

By: J. Michael Joyal, Jr.
City Manager

Legal Department

Joshua Wyatt, City Attorney

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

For the month of October:

	For Month	FY22	FY21	FY20	FY19
Legal Matters/Questions Handled	39	182	703	466	342
Review Existing Legal Contracts & Draft Memo	16	51	-	-	-
Legal Contracts/Memo Created	11	49	350	256	269
Right to Know Requests Processed	6	23	51	49	41
Resolutions	8	24	73	75	53
Ordinances	6	10	19	10	18
Leases	0	7	-	-	-
Primex Auto Claims Handled	2	-	-	-	-
Primex Liability Claims Handled	8	-	-	-	-
Primex Property Claims Handled	1	-	-	-	-

Customer Focused Outcomes: Right to Know

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

- Deltek, Inc. – Solicitation for city bid B21065 and B21069
- Foster's Daily Democrat - Garabedian Property & Willand Pond homeless encampment
- Impressions & Design – 2021 list of school staff and salaries
- Linda@limmer03 – School salary list
- Local Labs – Contract donations regarding Center for Tech and Civil Life
- Ransom Consulting – 29 1/2 Littleworth Road and 72 Littleworth Road underground tanks

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

City Council & City Boards	Attention to resolutions and ordinances as needed or requested by City Council; assistance with Charter amendment process;
Community Services	Assistance with trial in Strafford Superior Court concerning Spruce Lane and Old Garrison Road; assistance with code enforcement issues; assistance with construction contract administration questions; assistance with Great Bay Municipal Alliance for Adaptive Management; assistance with real estate questions; assistance with dredge cell inquiry; assistance with Pudding Hill aquifer remediation efforts; assistance with public road acceptance issues; assistance with new cable franchise agreement;
Executive	No assistance required.
Fire & Rescue	Assistance with code enforcement issues affecting various properties; assistance with contracts; assistance with RSA 91-A requests; assistance with HIPAA compliance;
Finance	Assistance with current use collection matter; assistance with tax assessment; assistance with sale of city property; assistance with election-related questions; assistance with trust administration; track and file City claims with Primex;
Planning	Assistance with zoning ordinance amendments and review; assistance with Code enforcement; assistance with development agreement administration; assistance with CDBG administration and compliance; assistance with RSA 91-A requests; assistance with general questions and public inquiries;
Police	Assistance with general inquiries and research; assistance with parking code amendments; assistance as requested on statutory or code interpretation; assistance with parking administration and code matters;
Public Library	No assistance required.
Public Welfare	Assistance with general inquiries;
Recreation	No assistance required.
School	Assistance with RSA 91-A requests; assistance with Dover High School/Regional CTC matters; assistance with review of and revision to various contracts; assistance with face covering policy issues; assistance with review of potential new policies; assistance with labor matters; assistance with labor negotiation Request for Proposal; assistance with other matters as requested;

Financial Outcomes: Litigation

-Maloney v. City of Dover – Case now pending with Rockingham Superior Court; City accepted service. Case is undergoing discovery. The City recently filed a motion to continue the trial and re-establish discovery deadlines, as well as a motion for conditional default for overdue discovery requests.

-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. The City recently received its first payment from the State of New Hampshire pursuant to RSA 126-A:83, II, by virtue of an opioid-related settlement entered into by the State of New Hampshire. Settlements or other payments in satisfaction of City claims may be forthcoming from other defendants, but would be required to be tendered to the State's Opioid Abatement Trust Fund per RSA 126-A:83, I. Certain of the City's opioid claims have become part of bankruptcy proceedings.

-Mary Hebbard v. City of Dover, John & Karen Brough and Ryan Colbath - served on City of Dover on April 17, 2019. Discovery is complete. Partial summary judgment rulings received in February 2021. The case was tried by the City Attorney, Deputy City Attorney, and outside counsel in the Strafford County Superior Court on September 15, 17, 20, 21, and 22, as well as October 20th and 22nd of 2021. The case is now in a post-trial briefing stage, with post-trial briefs due in December 2021. Once fully briefed, the trial court will decide the remaining issues on the merits.

-City of Dover v. Mary and Rick Hebbard - 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. In May 2021, the Court issued an order granting an injunction and requiring removal of the berm and restoration of surface drainage. In September 2021, the Court issued a final Order on the remaining issues, finding the defendants to be in contempt of a prior stipulation and requiring that the defendants complete construction of the drainage project within 90 days of receiving additional materials from the City. The defendants did not appeal. The parties are currently in the process of resuming the construction of the drainage system. The City has engaged an engineer and delivered materials on site November 1, 2021.

-Stergiou et. al. v. City of Dover - Planning Board appeal filed in August 2020 by certain abutters. The City accepted service in September 2020. This case was dismissed on jurisdictional grounds. An appeal to New Hampshire Supreme Court has been filed by the intervening abutter. The appeal is in the briefing stage. The appellants filed their brief in September 2021. The City recently filed a memorandum of law stating its position in the appeal. The plaintiffs before the trial court filed no brief. The appeal is currently awaiting either the scheduling of oral argument or a decision.

-Barufaldi v. City of Dover - A city employee has filed an action in Strafford County Superior Court requesting declaratory judgment concerning the employee's ability to, and cost of, participation in the New Hampshire Retirement System. The trial court granted the City's motion to dismiss. The Plaintiff has appealed. The appeal is in the briefing stage. The appellant's brief has been filed. The City filed its brief in October 2021.

- Susan Mistretta, Tax Collector for City of Dover v. Diversified Building & Maintenance, LLC - On August 31, 2021, the City's tax collector commenced suit in her official capacity in the Strafford County Superior Court for collection of unpaid land use change tax ("LUCT"). This matter has been resolved and the lawsuit is in the process of being dismissed.

-Parents Unite for Kids Health, Inc. v. Dover School District et al. - A nonprofit corporation has sued eight school districts (predominantly in Strafford County), including the Dover School District,

with respect to the districts' face mask policies. The plaintiff has filed several claims challenging the authority and constitutionality of the policies. The plaintiff is asking the Court to issue an injunction stopping enforcement of the policies during the pendency of the case. The Dover School District has filed a Joint Motion to Dismiss along with the other districts, as well as an objection to the request for an injunction. An injunction hearing will be held on November 3, 2021.

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

Dover Business & Industrial Development Authority

by Daniel Barufaldi

Leadership & Governance Outcomes:

Summary:

Economic activity continued to expand in most sectors in Dover through October. The downtown restaurants that reopened with outside seating, the relaxation of indoor capacity utilization with social distancing and barriers continue facing severe worker shortages exacerbated by the Department of Labor not sufficiently expanding the temporary foreign worker visa allowance to cover workforce losses during and after the first pandemic surge. The current D variant surge has prolonged the business loss as customers continue to be wary of public closed spaces. This limits restaurant, retail and hotel business. Efforts are underway with Senators Shaheen and Hassen to expand the temporary work visas being offered to foreign hospitality and accommodation workers during the tourism season. Senatorial offices have so far not been successful in influencing the Secretary of Labor to change the allocation of temporary workforce visas before next year. Digital media spots are being negotiated with Town Square Media to attract cross border workers to Dover from Maine. Local restaurants are being forced to attenuate open hours or open days due to lack of staff. Colder weather limited outside seating during October. 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 last August, surged to 2.8% in July but went back to 2.7% in September and October with Dover schools reopening. The number of people employed in October has still not fully returned to pre-pandemic levels as many have left the workforce due to a variety of reasons. Among them lack of childcare facilities and their high cost keeping parents out of active employment, and the decision by many remote workers to change their work lifestyle or start their own businesses. Dover's hotels are doing better than expected enjoying an average occupancy rate of 90% and are struggling at that occupancy level due to lack of workers. The corporate guest market has declined but the trades, utilities and medical staffing requirements continue to buoy demand. We are beginning to see increased vacancies developing in leased office space currently at 10.2% and expect to see more as leases expire. While retail space has continued to cost more, office space lease rates are beginning to decline but are still hovering at about \$18.94 per square foot. 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 and has now been terminated due to lack of further interest brought about by the amount of work/detail required to apply successfully. The stock market, somewhat volatile in the oil and commodities sectors in the first months of the second quarter, has become more favorable in October technical growth stocks with good earnings leading the way. Recent high inflation rates in the form of sharply rising energy, food and vehicle costs, further curtailed consumer confidence as did the resurgence of COVID-19 cases. It is anticipated that some volatility will continue through the last two months of 2021. The durable goods sector reported some significant sales gains after the previous sales declines. Sensor shortages continue to curtail new car production of several brands at present. Dealerships are trying to sell cars on line and are experiencing some success even with substantially higher pricing for used cars. The manufacturing sector, including capital goods and aircraft related parts, continues to show declines including some major layoffs. Most downtown retailers are on

reduced hours and staffing. Commercial real estate activity continues strong despite very high labor and materials costs for projects. Lumber costs have declined 70% from the peak but steel costs remain at twice the 2019 levels. A number of new commercial/ industrial projects were greenlighted in the first two quarters with other projects surfacing and being initiated for fall and spring starts. Residential real estate markets saw some minor decreases in closed single family home sales at sustained high prices and multifamily residential apartment projects continue strong for the moment. One recently completed mixed use new build was put up for sale in June. 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 6.5% GDP growth in the last quarter. Mortgage interest rates most recently decreased again to 2.2%. Lending rates are still a great value but bank lending restrictions have tightened. Most recent predictions are that inflation is here to stay and will continue to rise going forward.

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 will 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 annual revenue growth in the services sector are now slightly less sanguine.

Commercial Real Estate:

Non-residential commercial real estate sales activity is at about 100% 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 three 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. We are now working with American DuraFilm that is building a 15,000 SF building on Innovation Way at Venture Drive and are anticipating a an early November closing. Trading City owned land for project financed utility development is now also 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. One new project at Enterprise Park will contain four 2,500 SF accelerator spaces. 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. 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 decreased year-over-year in Q2 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 over 17% 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 \$400,000+ median price range. Pending sales suggest the markets for high-end single family houses and condo's will continue, though slightly abated, through the rest of 2021 with a probable pause in growth in 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, although Boeing has just reported its first post-pandemic profitable quarter. 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 the building is being renovated for multi-family housing. Measured Progress has been sold and will be moved to the buyer's HQ in the South. The property will be occupied by a German plastics packaging machinery firm specializing in medical packaging. 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 started to stabilize 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 and have completed their CVS building.

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 regarding student apprenticeships with the Chamber of Commerce Education Committee, Dover High School CTC, Great Bay Community College, Somersworth High School CTC and UNH for BIZEDConnect have now resumed. Recent reductions in the NH BPT and EPT are being maintained by the Governor's veto so far. The FY2022 Tax Cap Budget, was received with some relief by local businesses that feared an over the tax cap budget strategy from the School District when combined with high electric energy costs and

water processing costs and their concerns about their survivability. New Hampshire has the 6th best total tax burden in the U.S and is far better than the other New England states.

Retail & Tourism:

Due to the relaxation of limits on gatherings necessitated by the pandemic and the fear surrounding it, local retail and tourism activities are beginning to rebound, limited only by a lack of sufficient workforce and supply chain glitches .On-line shopping continues to prosper due to the brick and mortar small retail closings and customers' continuing fears/uncertainty regarding 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 may close when their leases expire. Large big box chains with highly developed on-line sales/highly developed 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 Build Back Better grants, GAP Program, and NH Chamber Relief Program as well as the DoverCARES Emergency Loan Fund and grant programs. 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. The eviction moratorium is scheduled to end shortly, alleviating financial pressures on local small landlords but may once again be saved by Executive Order.

Employment and Wages:

Local labor market pressure that initially collapsed with the widespread business closures and layoffs brought on by the pandemic has now increased to just below pre-pandemic levels.

In the higher skill set categories, doctors, paramedics, physician's assistants and nurses are once again in short supply as elective procedures suspended in anticipation of COVID-19 surges that didn't materialize, are once again resumed and a resurgence of COVID-19, Variant D hospitalizations have hospitals at near capacity locally. NH hospitals are in financial deficit. It is reported that Frisbee Hospital in Rochester, now owned by HGA lost a significant % of their doctors and nurses and alleviated the nursing crunch at WDH in Dover.

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 near completion).
- The Old courthouse Building on First and Second has a buyer has entered into an agreement to buy and renovate and is in TRC.
- 6 Grove St. Project is once again underway.
- 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.
- American Durafilm 15,000 SF building on Innovation Way, Enterprise Park.
- 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

September	Sep-21	Sep-20	Sep-19	Fiscal YTD 2022	Fiscal Year 2021	Fiscal Year 2020
Meter Activity - Total						
Meter Transactions	39,407	33,557	48,644	126,190	385,006	442,999
Income from Meters	\$69,957	\$57,738	\$89,641	\$228,622	\$676,715	\$836,199
Active Meter Days	25	25	24	77	302	292
Average Daily Meter Transactions	1,576	1,342	2,027	1,639	1,275	1,517
Meter Activity - Parking Garage						
Meter Transactions	2,277	1,700	4,101	7,451	11,463	36,219
Income from Meters	\$6,397	\$4,187	\$10,547	\$20,250	\$62,637	\$88,142
Active Meter Days	25	25	24	77	302	292
Average Daily Meter Transactions	91	68	171	97	74	124
Parking Permit Activity						
Total Parking Permits Issued	809	686	650	2,516	8,756	6,809
Residential Permits Issued	38	39	32	119	473	441
Business Permits Issued	771	647	618	2,397	8,283	6,499
Permit Income	\$34,560	\$23,028	\$16,767	\$110,680	\$265,168	\$246,485
Parking Ticket Activity						
Total Parking Tickets Issued	707	557	977	2,001	6,644	7,862
Accessible Space Tickets Issued	2	2	5	7	23	48
Winter Restriction Tickets Issued	0	0	0	0	381	164
Parking Ticket Income	\$16,360	\$12,973	\$18,598	\$38,612	\$160,519	\$180,148
Electric Vehicle Charging Stations						
Number of times Stations Used	12	10	38	61	100	233
Charging Station Income	\$93	\$83	\$188	\$407	\$571	\$952

COAST

Ridership Activity

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

Month	Route 1 Dover/Somersworth/ Berwick	Route 13 Dover/Somersworth	Route 33 Downtown Dover/County Complex/Portland Ave	Route 34 Downtown Dover/Knox Marsh Rd
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
May 2021	3,235	2,999	1,088	225
June 2021	3,245	3,513	1,157	261
July 2021	3,274	3,717	1,203	255
August 2021	3,210	3,799	1,275	368
September 2021	3,191	3,165	1,144	338

J. MICHAEL JOYAL, JR.
CITY MANAGER



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 27, 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 O'Connor, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.

Absent: Councilor Gasses and Councilor Muffett-Lipinski.

Also Present: City Manager Joyal,

5. PROCLAMATIONS/AWARDS

Mayor Carrier read and presented a proclamation regarding National American Indian Heritage Month.

6. APPROVAL OF AGENDA

Deputy Mayor Ciotti moved to substitute as a whole Items 12.A.1., 12.A.2., and 12.A.3., and added that they be referred to a second public hearing and a third reading on November 10, 2021.

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

Vote: 7/0.

Deputy Mayor Ciotti moved to suspend the rules to allow the Representatives of Our Place speak to the Council; seconded by Councilor O'Connor.

Vote: 7/0.

Laura McIntosh, 73 Bellamy Road, and Mike Bennett, 10 Grandview Drive,

Representatives of Our Place: They gave a presentation to the Council regarding the Our Place program.

7. PUBLIC HEARINGS

A. CHAPTER 9: BOARDS, COMMISSION, AND COMMITTEES – SECTION 9, BOARD OF HEALTH

SPONSORED BY MAYOR CARRIER BY REQUEST

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 27, 2021**
Meeting Time: **7:00 pm**

B. CHAPTER 53: BICYCLES AND PLAY VEHICLES, SECTION 2
SPONSORED BY MAYOR CARRIER BY REQUEST

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

C. CHAPTER 141: VEHICLES AND TRAFFIC, SECTIONS 13, 18, 30, AND 42
SPONSORED BY MAYOR CARRIER BY REQUEST

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

**D. AUTHORIZATION TO ACCEPT AND EXPEND WENTWORTH DOUGLASS
HOSPITAL GRANT (REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL)**
SPONSORED BY MAYOR CARRIER BY REQUEST

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

**E. AUTHORIZATION TO ACCEPT AND EXPEND THE COMMUNITY ORIENTED
POLICING SERVICES (COPS) GRANT**
(REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL)
SPONSORED BY MAYOR CARRIER BY REQUEST

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

**F. AMENDMENT OF FY2022 SCHEDULE OF FEES TO AMEND THE REPLACEMENT
PARKING PERMIT FEE**
(REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL)
SPONSORED BY MAYOR CARRIER BY REQUEST

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

**G. REPROGRAM UNEXPENDED BOND PROCEEDS FROM THE GARRISON
ELEMENTARY SCHOOL IMPROVEMENT PROJECT TO DOVER HIGH SCHOOL
PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
(CITY COUNCIL VOTE OCCURRING ON NOVEMBER 10, 2021)
SPONSORED BY MAYOR CARRIER BY REQUEST

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

**H. ADOPTION OF FISCAL YEAR 2023 – 2028 CAPITAL IMPROVEMENTS PROGRAM
(CIP) (CITY COUNCIL VOTE OCCURRING ON NOVEMBER 10, 2021)**
SPONSORED BY MAYOR CARRIER BY REQUEST

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 27, 2021**
Meeting Time: **7:00 pm**

**I. APPROPRIATION FOR FISCAL YEAR 2023 CAPITAL IMPROVEMENTS PROGRAM (CIP) – NON-DEBT FINANCED PROJECTS
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(CITY COUNCIL VOTE OCCURRING ON NOVEMBER 10, 2021)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

**J. APPROPRIATION FOR FISCAL YEAR 2023 CAPITAL IMPROVEMENTS PROGRAM (CIP) AND AUTHORIZATION FOR BONDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(CITY COUNCIL VOTE OCCURRING ON NOVEMBER 10, 2021)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

8. CITIZEN'S FORUM

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

Aliya Caldwell, Elliot Park: She spoke about the pending eviction at the Willand Pond homeless encampment, and urged the Council to expand the warming shelter to a full-time shelter.

Michael Julio, 6 East Watson: He spoke about the pending eviction at Willand Pond, and urged the Council to expand the warming shelter to a full-time shelter.

Ariel Hayes, 38B Hill Street: She spoke about the pending eviction at Willand Pond, and urged the Council to expand the warming shelter to a full-time shelter.

Maggie Fogarty, 16 Florence Street: She spoke about the warming center in Somersworth and urged that it be opened during the winter months.

Jodi Langellotti, 453 Sixth Street: She spoke in favor of opening the warming center.

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. He gave an COVID-19 update. He referred to his report and discussed the financial reports. He gave an update on the Willand Pond encampment. He asked people to be cautious on Halloween. He recognized volunteers, Joan Kula and Deborah Maher, for their help in keeping the grounds around City Hall and the Parking Garage beautiful. He recognized City employees' long-term anniversaries. He gave an overview of Dover's results in the National Community Survey.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 27, 2021**
Meeting Time: **7:00 pm**

Councilor O'Connor asked about services available at the Willand Pond encampment.
Councilor Shanahan asked about a workshop to be held on November 3, 2021.
City Manager said there will be a workshop on November 3, 2021. At that time Community Action Program (CAP) representatives will be presenting to the City.

Mayor Carrier asked about progress on road construction in the City.
Community Services Director Storer gave an overview of projects in the City.

City Manager Joyal gave an overview of Atlantic Broadband's work in the City. He said Atlantic Broadband is being asked to give more notice to residents regarding their work in the area.

Deputy Mayor Ciotti moved to accept the City Manager's Report; seconded by Councilor O'Connor.
Vote: 7/0.

10. APPROVAL OF MINUTES

A. October 13, 2021 – Regular Meeting

Deputy Mayor Ciotti moved to the Minutes; seconded by Councilor O'Connor.
Councilor Cullen said Councilor Muffett-Lipinski wished to have a workshop on November 3, 2021 and not the thirteenth.
Deputy Mayor Ciotti moved to accept the Minutes as amended; seconded by Councilor Thibodeaux.
Vote: 7/0.

11. MAYOR'S REPORT

Mayor Carrier said he attended several meetings over the past two weeks.
Zombie walk on Saturday, October 30th starting at 2:00 pm. November 4th the Dover Leadership Academy is graduating. November 4th Arts Commission award presentation. Veterans Day ceremony on November 11th. He discussed new applicants for the Board of Health.
Deputy Mayor Ciotti moved to accept the Mayor's Report; seconded by Councilor Thibodeaux.
Vote: 7/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. CHAPTER 9: BOARDS, COMMISSION, AND COMMITTEES – SECTION 9, BOARD OF HEALTH SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved to refer to a public hearing and a third reading on November 10, 2021; seconded by Councilor Williams.
Vote: 7/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 27, 2021**
Meeting Time: **7:00 pm**

2. CHAPTER 53: BICYCLES AND PLAY VEHICLES, SECTION 2 **SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Ciotti moved to refer to a public hearing and a third reading on November 10, 2021; seconded by Councilor Williams.

Vote: 7/0.

3. CHAPTER 141: VEHICLES AND TRAFFIC, SECTIONS 13, 18, 30, AND 42 **SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Ciotti moved to refer to a public hearing and a third reading on November 10, 2021; seconded by Councilor Thibodeaux.

Vote: 7/0.

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. FISCAL YEAR 2022 CAPITAL IMPROVEMENTS PROGRAM (CIP) **APPROPRIATION AND AUTHORIZATION FOR BONDING FOR PUDDING HILL** **WATER TREATMENT PLANT** **(REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL)** **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: 7/0.

2. AUTHORIZATION TO ACCEPT AND EXPEND WENTWORTH DOUGLASS **HOSPITAL GRANT (REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL)** **SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor O'Connor.
Fire Chief Haas gave an overview of the Resolution to the Council.
Roll Call Vote: 7/0.

3. AUTHORIZATION TO ACCEPT AND EXPEND THE COMMUNITY ORIENTED **POLICING SERVICES (COPS) GRANT** **(REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL)** **SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Thibodeaux.
Police Chief Breault gave an overview of the Resolution to the Council.
Roll Call Vote: 7/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 27, 2021**
Meeting Time: **7:00 pm**

**4. AMENDMENT OF FISCAL YEAR 2022 SCHEDULE OF FEES TO AMEND THE REPLACEMENT PARKING PERMIT FEE
(REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor O'Connor.
Parking Manager Simons gave an overview of the Resolution to the Council.
Roll Call Vote: 7/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. B22008 WINTER SAND
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. Cochemo 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 | |

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

Mayor Carrier asked the Council if they wanted to pull any items for further discussion.
Deputy Mayor Ciotti pulled Item 13.A.1.

Deputy Mayor Ciotti moved for the adoption of 13.A.1.; seconded by Councilor Shanahan.
Community Services Director Storer gave an overview of the Resolution to the Council.
Roll Call Vote: 7/0.

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

Councilor O'Connor gave an overview of the Arena Commission Report to the Council.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 27, 2021**
Meeting Time: **7:00 pm**

Councilor Shanahan gave an overview of the Arts Commission Report to the Council.

Councilor Williams gave an overview of the Conservation Commission Report to the Council.

Councilor Thibodeaux said she did not have an Energy Commission Report, but invited Jackson Kaspari, Resilience Coordinator for Dover to come speak to the Council.

Resilience Coordinator Kaspari gave an overview of his new position with the City.

B. RESOLUTIONS

1. B21048-RFP22-001 CONSULTING DESIGN SERVICES FOR THE HENRY LAW AVENUE & RIVER STREET RECONSTRUCTION PROJECT
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: 7/0.

2. REPROGRAM UNEXPENDED BOND PROCEEDS FROM COCHECO PUMP STATION PROJECT TO VARNEY BROOK PUMP STATION PROJECT AND ISSUE CHANGE ORDER ONE TO WRIGHT-PIERCE FOR CONSTRUCTION OVERSIGHT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 10, 2021, WITH CITY COUNCIL VOTE OCCURRING ON DECEMBER 8, 2021)
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved to refer to a public hearing on November 10, 2021; seconded by Councilor O'Connor.

Vote: 7/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

Deputy Mayor Ciotti moved to place letter from CWDAC on file; seconded by Councilor O'Connor.

Vote: 7/0

Deputy Mayor Ciotti moved to place letter from Planning on file; seconded by Councilor O'Connor.

Vote: 7/0.

15. COUNCIL MATTERS OF INTEREST

Councilor O'Connor asked parents to make sure their children have flashlights on Halloween.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 27, 2021**
Meeting Time: **7:00 pm**

Mayor Carrier talked about a non-profit food truck, Rhett's Food Truck, that feeds the hungry.

Deputy Mayor Ciotti thanked staff for their work removing trash in

Councilor Shanahan and Councilor Thibodeaux both reminded citizens about the November 2, 2021 Municipal Election.

16. ADJOURN

Councilor O'Connor moved to adjourn; seconded by Councilor Williams.
Vote: 7/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: McConnell Center, Room 305
Meeting Date: **Wednesday, November 3, 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 Muffett-Lipinski, Councilor O'Connor, Councilor Thibodeaux, and Councilor Williams.

Absent: Councilor Shanahan

Also Present: City Manager Joyal 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.

Michael Lessard, 18 Chapel Street: He spoke in favor of helping the Homeless, and ask that the Warming Shelter be opened year-round.

Celine Johns-Thomas, 63 Park Street: She spoke about her use of the Warming Center, and the difficulties he had getting services.

Deputy Mayor Ciotti moved to suspend the rules to allow Somersworth City Councilor Crystal Paradis to speak; seconded by Councilor Thibodeaux.

Roll Call Vote: 8/0.

Somersworth Councilor Paradis spoke to the Council. She strongly urged the City Council to open the warming center 24/7.

Mayor Carrier talked about the Tri-City Mayors and the three City Managers meeting, and said they are looking for solutions so people are not left in the cold.

Julie Henderson, Homeless in Dover: She talked about being homeless since last year and needing the Warming Center.

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: McConnell Center, Room 305
Meeting Date: **Wednesday, November 3, 2021**
Meeting Time: **6:00 pm**

6. DISCUSSIONS

A. HOMELESS SERVICES PRESENTATION

Betsey Andrews Parker, Community Action Partnership, gave a presentative to the Council regarding what the Agency does, and what they need to provide even more assistance.

Jonathan Burns, SOS Recovery Community Center, gave a presentation to the Council regarding the services the Agency provides.

7. ADJOURNMENT

Councilor O'Connor moved to adjourn; seconded by Councilor Gasses.
Vote: 8/0.



CITY OF DOVER

JOINT MEETING OF CITY COUNCIL AND SCHOOL BOARD - AGENDA

Meeting Type: Workshop Session
Meeting Location: McConnell Center, Room 305
Meeting Date: **Wednesday, November 3, 2021**
Meeting Time: **7:00 pm**

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

City Council: Mayor Carrier, Deputy Mayor Ciotti, Councilor Cullen, Councilor Gasses, Councilor Muffett-Lipinski, Councilor O'Connor, Councilor Thibodeaux, and Councilor Williams.

School Board: Zachary Koehler, Keith Holt, Kathleen Morrison, Rachel Burdin, Carolyn Mebert, and Jessica Rozzo

Absent: Councilor Shanahan and School Board Chairperson Russell.

Also Present: City Manager Joyal, Assistant City Manager Parker, City Attorney Wyatt, Finance Director Lynch, City Clerk Mistretta, Superintendent Harbron, Business Administrator Limanni.

5. CITIZEN'S FORUM

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

Christina Lawrence, 117 Silver Street: She spoke against the turf project in the CIP.

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

6. DISCUSSIONS

A. CAPITAL IMPROVEMENTS PROGRAM (CIP) DISCUSSIONS

Business Administrator Limanni and Superintendent Harbron discussed the School CIP projects with the Council.

B. BUDGET PROCESS

City Manager Joyal gave an overview of the budget process.

Mayor Carrier started a discussion on ideas for improving the budget process.

Superintendent Harbron answered questions about the School's staffing and training issues.

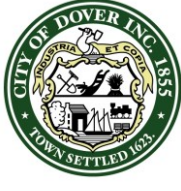
C. SHARED SERVICES

Mayor Carrier said the City Manager and Superintendent are always looking for areas where they can combine services and resources.

7. ADJOURNMENT

Councilor O'Connor moved to adjourn; seconded by Councilor Muffett-Lipinski.

Vote: Unanimous.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.B.1. Ordinance Number: O – 2021.10.13 – 009 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 2 Board of Health
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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to make a technical correction to Chapter 9 Boards, Commissions, and Committees, Section 2, Board of Health, to bring the ordinance in line with RSAs.

2. AMENDMENT

Chapter 9 entitled Boards, Commissions, and Committees, is hereby amended by revising Section 9-2, Board of Health as follows:

§9-2 Board of Health.

A. Membership. The Board of Health shall consist of five regular members and one alternate member, including a physician who lives or practices in the City of Dover, a dentist two members consisting of either a physician, dentist, physician assistant, or nurse practitioner who lives or practices in the City of Dover, two a citizens of the City of Dover with relevant qualifications or experience in public health one acting as an alternate, an ex officio City Councilor, and the Health Officer. ~~Pursuant to RSA 128:3, the~~ The Health Officer shall act as Chair and Secretary.

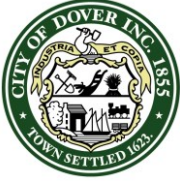
B. Terms of members. Members shall be appointed to terms of three years.

C. Authority and duties. The Board of Health shall perform the following functions:

(1) The Board of Health shall study, consider and recommend to the City Council and the City Manager, or designee, general policies for public health in the City of Dover.

(2) As authorized by RSA 147:1, and with the consultation of the Board of Health, the Health Officer may make such rules and regulations for the prevention and removal of nuisances, for the control and restriction of infections and contagious disease and such other regulations relating to the public health as, in his/her judgment, the health and safety of the people may require, which shall take effect when approved by the City Council and published in one or more newspapers of the City. The members of the Board, except the Health Officer, shall serve without pay.

(3) The Board of Health shall meet at such times and places as it may deem necessary for the consideration of matters relating to the public health; it shall investigate, inquire into and advise in all cases referred to it for such purpose by the Health Officer. In case the Health Officer is unable to act as the executive officer of the Board through sickness or other good cause, the Board may elect from



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 2 Board of Health

its membership a suitable person to act temporarily as Chair of the Board for the purposes of conducting necessary meetings or proceedings.

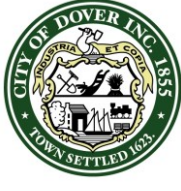
3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.B.1. Ordinance Number: O – 2021.10.13 – 009 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 2 Board of Health
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DOCUMENT HISTORY:

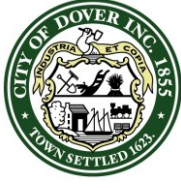
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

Chapter 9-2 was previously amended on March 10, 2021 through ordinance 2021.02.24-001. This previous amendment added in language referencing RSA 128:3, however RSA 128:7 states “this chapter shall not apply to cities.” As the City is not subject to RSA chapter 128 this ordinance is a technical correction to bring Chapter 9-2 in compliance with RSAs. Additionally, due to the increased interest in participation an alternate citizen member was added.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.B.2. Ordinance Number: O – 2021.10.13 - 008 Ordinance Title: Bicycles and Play Vehicles Chapter: 53 Section: 2
---	--

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 53 of the City of Dover’s Code, entitled “Bicycles and Play Vehicles,” and specifically section 2.

2. AMENDMENT

Chapter 53 entitled “Bicycles and Play Vehicles” is hereby amended by revising Section 53-2, “Bicycle registration required,” as follows:

§ 53-2 Bicycle registration ~~required~~encouraged.

A. ~~It shall be unlawful for a~~Any person residing in Dover ~~who rides or operates to ride or operate~~any bicycle upon any way within the City of Dover ~~is urged to register without first having registered~~the same with the Police Department. In order to be registered, a bicycle shall:

(1) Be in good, safe mechanical condition.

~~_(2) Be equipped with an audible signaling device and adequate brakes.~~

~~(3)~~ Have a distinctive identification marker or serial number.

B. Any owner or person having the custody and control over any bicycle registered in accordance with the provisions hereof shall not attach any registration sticker to any bicycle other than that to which it is assigned. Fees and periods of registration shall be established by the Chief of Police.

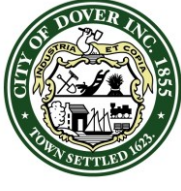
3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.B.2. Ordinance Number: O – 2021.10.13 - 008 Ordinance Title: Bicycles and Play Vehicles Chapter: 53 Section: 2
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DOCUMENT HISTORY:

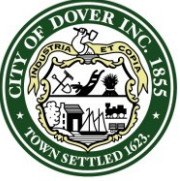
First Reading Date: 10/13/2021	Public Hearing Date: 10/27/2021
Approved Date:	11/10/2021
	Effective Date:

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision has been proposed and endorsed by the Transportation Advisory Commission after consideration of resident concerns over enforceability and potential confusion. While municipalities are empowered by state law to mandate bicycle registration, *see* RSA 265:149, the Dover Police Department has not historically enforced this provision. The amendments bring Chapter 53-2 in line with current practice. New Hampshire statutes also specify numerous equipment provisions related to bicycles, so it is unnecessary to have additional provisions in City Code.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Ordinance Number: O – 2021.10.13 – 009 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 13 18 30 42	Agenda Item #: 12.B.3.

The City of Dover Ordains:

1. PURPOSE

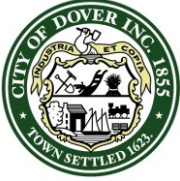
The purpose of this ordinance is to amend Chapter 141 of the City of Dover’s Code, entitled “Vehicles and Traffic,” and specifically sections 13, 18, 30, and 42.

2. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-13, “General parking restrictions”, as follows:

§ 141-13 General parking restrictions.

- A. Truck parking. Vehicles over 19 feet in overall length, with permission of the Chief of Police or his/her designated representative, may stop and unload merchandise in a parking space, but under no circumstances shall any vehicle obstruct or impede the free flow of traffic.
- B. Designation of taxicab stands and bus stops. The Chief of Police may establish bus stops and taxicab stands on such public streets and in such places and such numbers as shall be determined to be of the greatest benefit and convenience to the public, and every such bus stop or taxicab stand shall be designated by an appropriate sign. It shall be unlawful for the owner/operator, owner or person having custody of any vehicle other than a bus or taxicab to park or permit the same to be parked in an officially designated bus stop or taxicab stand.
- C. Loading and unloading zones. The Chief of Police may establish loading and unloading zones which shall be marked by appropriate signs. It shall be unlawful for the owner of any vehicle or any person having custody to any vehicle to park said vehicle or permit the same to be parked in any zone designated as a loading or unloading zone unless actually engaged in loading or unloading with the vehicle's hazard lights activated.
- D. Parking of commercial vehicles.
 - (1) It shall be unlawful for the driver of any bus or taxicab to stand or park upon any street in any business district at any place other than a bus stop or taxicab stand, except while actually engaged in taking on or leaving passengers.
 - (2) No tractor-trailer combination or other truck shall park on the travel portion of the street for the purpose of loading or unloading on Monday through Saturday, between the hours of



CITY OF DOVER

CITY OF DOVER - ORDINANCE

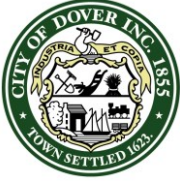
Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 13
18
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42

11:00 a.m. and 1:00 p.m. and from 3:30 p.m. to 6:00 p.m., upon the streets indicated in Schedule K (§ **141-50**). This subsection shall not apply to trucks used on said streets for emergency purposes or while engaged in highway or other necessary maintenance or repairs.

E. Restricted parking.

- (1) Henry Law Park — River Street parking area. No person shall park a vehicle in designated parking in the River Street parking area at the Henry Law Park and Recreation Facility unless he/she is a City employee on City business or is present and using the recreational facility or grounds at Henry Law Park. The parking of vehicles for any other purpose is prohibited. Violators shall be subject to Table B fines under § **141-23** as set forth in the Fine Schedule adopted by City Council.
- (2) Summer Street. No person, except for visitors to the Woodman Institute, shall be allowed to park on the northerly side of Summer Street from the intersection with Central Avenue westerly for 120 feet, during operating hours when the Woodman Institute is open for the season. Signage shall be posted that indicates the hours, days and/or months of the restricted parking, based on the Woodman Institute's operating hours. Violators shall be subject to Table A fines under § **141-23**.
- (3) Orchard Street. No person, except for visitors to the Dover Police Station, shall be allowed to park in the two posted police station visitor spaces in front of 40 Chestnut Street (Cochecho Park Apartments) and the three posted police station visitor spaces on the first floor of the parking garage. Violators shall be subject to Table A fines under § **141-23**.
- (4) ~~Orchard Street Parking Garage. Between the hours of 2:00 a.m. and 6:00 a.m., no person shall park a vehicle in the Orchard Street Parking Garage unless it is properly displaying a valid permit or has obtained an overnight parking receipt for a designated space from a parking meter. (reserved)~~
- (5) Orchard Street Parking Garage. No person shall park a non-plug-in electric vehicle in a designated electric vehicle charging station space. Plug-in electric vehicles shall not remain in a designated electric charging station space in excess of four hours.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
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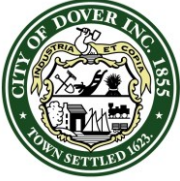
- (6) Orchard Street Parking Garage. The Chief of Police shall have the authority to designate certain spaces within the parking garage for vehicles properly displaying a permit that is valid for use in the parking garage. Violations of this subsection shall be a Table B violation, and the vehicle may be towed at the vehicle owner's expense.
- (7) Orchard Street Parking Garage: The parking garage is not intended for long-term storage of vehicles, and any vehicle remaining in the parking garage for more than five consecutive days without prior notification to and the approval of the Police Department shall be a Table B violation and the vehicle may be towed at the owner's expense.
- F. Parking for primary purpose of advertising prohibited. No person shall park a vehicle upon any public way for the primary purpose of advertising goods or services, except as provided in Chapter **109**, Peddlers and Vendors. Violators shall be subject to Table B fines under § **141-23** as set forth in the Fine Schedule as adopted by City Council.

3. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-18, “Downtown Resident parking permit”, as follows:

§ 141-18 **Downtown Resident parking permit.**

- A. The Police Department is authorized to sell and distribute parking permits for residents of downtown who reside within 200 feet of an authorized residential parking area. Permits shall be valid for such periods of time, location and under such conditions as provided by the Police Department on or with such permits.
- B. A maximum of one residential parking permit may be issued per legal residential unit upon certification that on-site parking is unavailable. Permits shall be assigned to specific vehicles owned by occupants of such residential unit. Permits are only valid for the nearest parking area designated by the Police Department for a particular residential unit.
- C. Authorized residential parking areas include designated spaces in the metered parking garage and City-controlled parking lots that are not leased or deeded to a third party, excluding the Orchard Street Parking Lot. In addition, the following streets qualify for



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CITY OF DOVER - ORDINANCE

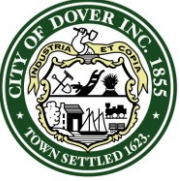
Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
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residential permit parking: ~~First Street (northerly side spaces not subject to third party license), Second Street (both sides, from the driveway between 20 and 22 Second Street westerly to Chestnut Street),~~ Main Street, St. John Street and School Street (angled parking spaces only). Lastly, tenants who were previously issued and hold residential parking permits on First or Second Street as of November 1, 2021 may continue to use those permits until the expiration or surrender of such permits and not thereafter; no new residential parking permits shall be issued for First Street or Second Street.

- D. Residential parking permits are not intended for long-term storage of vehicles, and any vehicle remaining in the same space or the same parking garage for more than five consecutive days without notification to and the approval of the Police Department shall have its permit revoked, and the vehicle may be towed at the owner's expense. Notice of this requirement shall be provided with each residential parking permit issued.
- E. The Police Department, on a yearly basis, shall verify the residential status of each permit holder and require a signed statement from the applicant as to his/her qualifications to obtain a residential parking permit.
- F. Accepted documentation to qualify for a residential permit is a lease or utility bill in the applicant's name demonstrating a qualified address, and absent either of those two, a vehicle registered to a qualified address and verification by the property owner.
- G. Any misrepresentation regarding the application for or use of a residential parking permit, any unauthorized transfer of the permit, or any other misuse of the permit shall be cause for its revocation by the Police Department.
- H. This section does not authorize resident parking permits for residential developments that have insufficient on-site parking and were approved as "commercial ventures" by the Planning Board.
- I. The rate for the permits shall be set and/or adjusted by the City Council during the annual Fee Schedule adoption.

4. AMENDMENT

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Ordinance Number: O – 2021.10.13 – 009 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 13 18 30 42	Agenda Item #: 12.B.3.

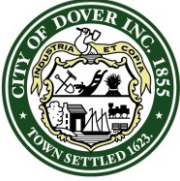
Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-30, “Hours of operation and rates”, as follows:

§ 141-30 Hours of operation and rates.

- A. Paid parking shall be required daily between the hours of 9:00 a.m. and 8:00 p.m., except on Sundays, with the exception of:
 - (1) The Orchard Street Parking Garage where designated as metered or paid parking shall also be required as paid parking at all times, 24 hours a day and seven days a week.
 - (2) The following holidays: January 1; the third Monday in January, known as Martin Luther King, Jr. Civil Rights Day; the third Monday in February, known as Washington's Birthday; the last Monday in May, known as Memorial Day, or on a date to coincide with the federal observance if it is held on a different day; July 4; the first Monday in September, known as Labor Day; the second Monday in October, known in Dover as Indigenous People’s Day; November 11, known as Veterans Day; Thanksgiving Day; the Friday after Thanksgiving; and Christmas Day. When one of the listed holidays falls on a Sunday, the Monday after shall be observed as a holiday.
- B. Parking meter rates shall be set forth in the annual Fee Schedule adopted by the City Council.
- C. For good cause, the Chief of Police, upon recommendation of the Parking Commission, shall have the authority to temporarily suspend the provisions of this section for specified dates and times.
- D. Free parking permitted for persons with a walking disability under RSA 265:74 shall be limited to a maximum of three hours.

5. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-42, “Schedule C: Stop Intersections”, as follows



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CITY OF DOVER - ORDINANCE

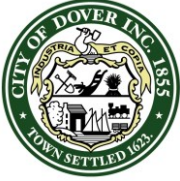
Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
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§ 141-42 Schedule C: Stop Intersections.

In accordance with § 141-8, the following streets are designated as full stop street intersections:

Stop Sign on	At Intersection of:
Abbott Street	Central Avenue
Abbott Street	Mount Vernon Street
Academy Street	Church Street
Adelle Drive	Durham Road
Alder Lane	Wilbrod Avenue
Allan Street	Old Rochester Road
Alumni Drive	Bellamy Road
Alumni Drive	Durham Road
Amy Lane	Sixth Street
Angle Street	Central Avenue
Apache Street	Old Rochester Road
Applevale Drive	Middlebrook Road
Arch Street	Washington Street
Ash Street	Central Avenue
Ash Street	Grove Street
Ash Street	Horne Street
Ash Street	Mt. Vernon Street
Ash Street (4-way)	Maple Street
Atkinson Street	St. Thomas Street
Atkinson Street	Silver Street
Atkinson Street	Washington Street
Atlantic Avenue	Portland Avenue
Auburn Street	New Rochester Road
Augusta Way	Middle Road
Austin Drive	Garrison Road
Ayers Lane	Royer Lane
Back Road	Henry Law Avenue
Baker Street	East Concord Street
Beech Road	Longmeadow Road
Beech Road	Stark Avenue
Belanger Drive	Dover Point Road
Belknap Street	Fisher Street
Belknap Street	Silver Street
Belknap Street	Washington Street



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Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
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Stop Sign on

Bellamy Road
Benjamin Way
Beverly Lane
Birchwood Place **[Added 4-25-2018 by Ord. No. 2018.04.11-003]**

Boxwood Lane
Brickyard Drive
Browning Drive
Cailey Anna Lane
Canney Lane
Canney Lane
Cataract Avenue
Cataract Avenue
Chandler Way
Chapel Street
Charles Street
Cherrywood Drive
Chestnut Street
Chestnut Street (4-way)
Church Street
Church Street
Clearwater Drive
Clifford Street
Clifford Street **[Added 1-28-2015 by Ord. No. 2015.01.14-001]**

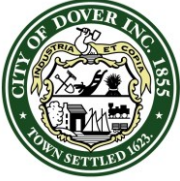
Cobble Hill Drive
Cochecho Street
Columbus Avenue
Columbus Avenue
Conifer Commons
Constitution Way
Corbin Drive
Cordeiro Drive
Cornerstone Drive
Cottonwood Drive
Country Club Drive
County Farm Cross Road

At Intersection of:

Durham Road
Danielle Lane
Bellamy Road
Central Avenue

Cottonwood Drive
Isaac Lucas Drive
Tennyson Avenue
Corbin Drive
Overlook Drive
Quaker Lane
Bellamy Road
Rutland Street
Knox Marsh Road
Portland Avenue
Central Avenue
Sixth Street
Central Avenue
Sixth Street
Central Avenue
Locust Street
Spur Road
Rutland Street
Towle Avenue

Elmview Circle
Rogers Street
Littleworth Road
Tolend Road
Glenwood Avenue
Dover Point Road
Mast Road
Varney Road
County Farm Cross Road
Wildewood Drive
Gulf Road
County Farm Road



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
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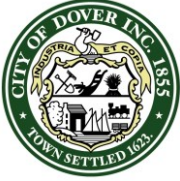
Stop Sign on

County Farm Cross Road
County Farm Road
County Farm Road
Court Street
Crescent Avenue
Crestview Drive [Added 12-26-2016 by Ord.
No. 2016.10.12-013]

Crosby Road
Cushing Street
Cushing Street
Danielle Lane
Danielle Lane
Dean Drive
Deborah Lane
Digby Lane
Dover Neck Road
Dover Point Road (northbound)
Drew Road
Dover Street
Dover Street
Dunn's Bridge Lane
Durrell Street
East Street
East Concord Street
East Concord Street
East Watson Street
Ela Street
Elliott Park
Elm Street
Elm Street
Elmview Circle
Emerald Lane [Added 12-9-2015 by Ord. No.
2015.10.28-02]
Essex Street
Essex Street
Everett Street
Evergreen Valley Drive

At Intersection of:

Sixth Street
County Farm Cross Road
Sixth Street
Central Avenue
Horne Street
Glenwood Avenue
Littleworth Road
Silver Street
Washington Street
Mathes Hill Drive
Spruce Lane
Tolend Road
Spur Road
Back River Road
Middle Road
Route 4
Back River Road
East Street
Park Street
Durham Road
St. John Street
New York Street
Ham Street
Hill Street
Court Street
Pearl Street
Stark Avenue
Silver Street
Summer Street
Court Street
Susannah's Crossing
Forest Street
Portland Avenue
Ham Street
Sullivan Drive



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Stop Sign on

Ezras Way
Fairway Drive
Fayette Street
Fieldstone Drive
Fifth Street
Fifth Street

Fifth Street [Added 8-27-2014 by Ord. No. 2014.08.13-16]

Fisher Street

Fisher Street

Florence Street [Added 3-27-2019 by Ord. No. 2019.03.13-005]

Florence Street [Added 3-27-2019 by Ord. No. 2019.03.13-005]

Florence Street

Forest Street [Added 4-22-2020 by Ord. No. 2020.48.08-004]

Forest Street [Added 4-22-2020 by Ord. No. 2020.48.08-004]

Fourth Street

Fourth Street

Fourth Street [Added 12-9-2015 by Ord. No. 2015.10.28-025]

Fourth Street

Foxtail Ridge

Franklin Plaza

French Cross Road

Garrison Road

George Street

Gerrish Road

Glen Hill Road [Added 4-23-2014 by Ord. No. 2014.04.09-006]

Glencrest Avenue

Glencrest Avenue

Glenwood Avenue

Governor Sawyer Lane

Grady's Lane

At Intersection of:

Littleworth Road

Gulf Road

Green Street

Long Hill Road

Central Avenue

Chestnut Street

Grove Street

Locust Street

Rutland Street

Broadway

Oak Street

Pearl Street

Essex Street

Hancock Street

Central Avenue

Chestnut Street

Grove Street

Washington Street

Sixth Street

Central Avenue

Tolend Road

Back River Road

Henry Law Avenue

Old Dover Point Road

Tolend Road

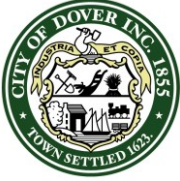
Glenwood Avenue

Horne Street

Sixth Street

Stark Avenue

Mast Road



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
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Stop Sign on

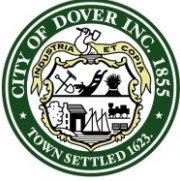
Grandview Drive
Green Street
Grove Street
Grove Street [Added 4-22-2020 by Ord. No. 2020.48.08-004]
Grove Street
Grove Street
Grove Street
Grove Street (northerly and southerly)
Hale Street
Hale Street
Ham Street
Ham Street
Ham Street
Hampshire Circle
Hancock Street
Hancock Street
Hanson Street [Added 4-25-2018 by Ord. No. 2018.04.11-003]
Hanson Street
Harlans Way
Hawthorne Road
Henry Law Avenue
Hill Street
Hill Street
Homestead Lane
Horne Street
Horne Street
Horne Street
Hough Street
Hough Street
Hough Street
Hough Street
Hough Street
Hubbard Road
Hubbard Road
Industrial Park Drive

At Intersection of:

Littleworth Road
Washington Street
Ash Street
Third Street

Fifth Street
Fourth Street
Hough Street
Sixth Street
Central Avenue
Locust Street
Broadway
Central Avenue
Park Street
Whittier Street
Forest Street
Portland Avenue
Central Avenue

Henry Law Avenue
Mast Road
Stark Avenue
George Street
Broadway
Central Avenue
Dover Point Road
Glenwood Avenue
Hough Street
Sixth Street
Central Avenue
Grove Street
Horne Street
Maple Street
Mt. Vernon Street
Hawthorne Road
Middle Road
Littleworth Road



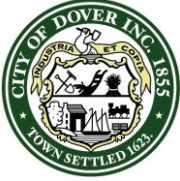
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
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Stop Sign on	At Intersection of:
Ironwood Lane	Cherrywood Drive
Ironwood Lane	Cottonwood Drive
Isaac Lucas Circle	Middle Road
Ivans Lane	Dover Point Road
Karens Way	Cordeiro Drive
Keating Avenue [Added 4-22-2020 by Ord. No. 2020.48.08-004]	Renaud Avenue
Kent Avenue [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Newport Road
Kent Avenue [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Applevale Drive and Middlebrook Road
Kirkland Street	Central Avenue
Kirkland Street	Locust Street
Landing Way	Dover Point Road
Leathers Lane	Back River Road
Leighton Road	Dover Point Road
Lexington Street	Silver Street
Lexington Street	Washington Street
Locust Street	Washington Street
Long Hill Road	Old Rochester Road
Long Hill Road	Sixth Street
Longmeadow Road	Woodland Road
Lowell Avenue	Central Avenue
Maple Street	Ash Street
Maple Street	Hough Street
Maple Street	Sixth Street
Martin Lane	Henry Law Avenue
Mast Road	Back River Road
Mast Road	Spruce Lane
Mathes Hill Drive	Danielle Lane (south)
Mathes Hill Drive	Mast Road
Mechanic Street	Chapel Street
Merry Street [Added 12-26-2016 by Ord. No. 2016.10.12-013]	Central Avenue
Merry Street	Ridge Street
Middle Road	Back Road
Middle Road	Dover Point Road



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 13
18
30
42

Stop Sign on

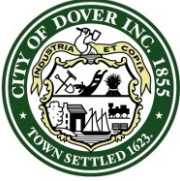
Middlebrook Road
Milk Street
Mineral Park Drive
Mohawk Drive
Morningside Drive (southerly)
Mt. Vernon Street
Mt. Vernon Street
Mt. Vernon Street
Mt. Vernon Street (4-way)
Mulligan Drive
Mulligan Drive
Nelson Street
Newport Road
Newport Road [Added 9-9-2020 by Ord. No. **2020.08.26-012**]
Newton Street
New Bellamy Lane
New Bellamy Lane
New York Street
Niles Street
Northam Drive
Northway Circle
Oak Street
Old Dover Point Road
Old Littleworth Road
Olde Madbury Lane
Old Rochester Road
Old Rochester Road
Old Stage Road
Orchard Street
Overlook Drive
Park Street
Park Street [Added 3-27-2019 by Ord. No. **2019.03.13-005**]
Park Street
Park Street
Parker Street

At Intersection of:

Stark Avenue
Central Avenue
Pleasant View Circle
Shawnee Lane
River Dale Avenue
Hough Street
Lowell Avenue
Sixth Street
Ash Street
Back Road
Samuel Hanson Avenue
Atkinson Street
Middlebrook Road
Hawthorne Road

New Rochester Road
Dover Point Road
Spur Road
Broadway
Henry Law Avenue
Glenwood Avenue
Plaza Drive
Atlantic Avenue
Dover Point Road
Littleworth Road
Knox Marsh Road
Indian Brook Drive
Long Hill Road
Littleworth Road
Central Avenue
Tuttle Lane
Ham Street
Hill Street

New York Street
Oak Street
Rutland Street



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
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Stop Sign on

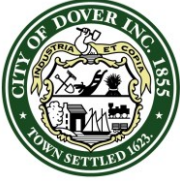
Parker Street
Pearson Drive
Penny Lane
Philip Street
Philip Street
Pierce Street
Pierce Street
Pinecrest Lane
Pineview Drive
Plaza Drive
Pleasant View Circle
Pointe Place [Added 3-27-2019 by Ord. No. 2019.03.13-005]
Pondview Drive
Portland Avenue
Production Drive
Progress Drive
Quail Drive
Quaker Lane
Redden Street
Renaud Avenue [Added 4-22-2020 by Ord. No. 2020.48.08-004]
Reservoir Street
Reyner's Brook Drive
Richmond Street
Ridge Street
River Street
Riverside Drive
Roberta Drive
Roberts Road
Rogers Street
Roosevelt Avenue
Roosevelt Avenue
Rutland Street
Rutland Street
St. John Street
St. John Street

At Intersection of:

Woodman Park Drive
Dover Point Road
Henry Law Avenue
Long Hill Road
Old Rochester Road
Broadway
Central Avenue
Weeks Lane
Dover Point Road
Glenwood Avenue
Whittier Street
Julia Drive and Teresa Drive

Mast Road
Main Street
Sixth Street
Knox Marsh Road
Sixth Street
Tuttle Lane
Horne Street
Shamrock Lane

Mt. Vernon Street
Sixth Street
Washington Street
Driveway of 833 Central Avenue
Henry Law Avenue
Dover Point Road
Dover Point Road
Dover Point Road
Portland Avenue
Horne Street
Mt. Vernon Street
Central Avenue
Silver Street
Broadway
Chapel Street



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 13
18
30
42

Stop Sign on

St. Thomas Street (westerly)
St. Thomas Street (westerly)
St. Thomas Street (westerly)
Salem Avenue [Added 9-9-2020 by Ord. No. 2020.08.26-012]
Samuel Hanson Avenue
Sandpiper Drive
School Street
Seaborne Drive
Second Street
Shamrock Lane [Added 4-22-2020 by Ord. No. 2020.48.08-004]
Shawnee Lane
Shaw's Lane
Sixth Street
Sixth Street (4-way)
South Pine Street
South Watson Lane
South Watson Lane
Southwood Drive
Spring Street
Spring Street
Spruce Lane (easterly and westerly)
Spur Road [Added 4-1-1992 by Ord. No. 04-92]
Station Drive
Strafford Road
Sullivan Drive
Summer Street
Summer Street [Added 3-27-2019 by Ord. No. 2019.03.13-005]
Summer Street
Sumner Drive
Sunnybrooke Drive
Sunset Drive
Susannah's Crossing [Added 12-9-2015 by Ord. No. 2015.10.28-026]

At Intersection of:

Atkinson Street
Belknap Street
Locust Street
Applevale Drive
Back Road
Watson Road
Main Street
Garrison Road
Chestnut Street
Renaud Avenue
Old Rochester Road
Garrison Road
Central Avenue
Chestnut Street
Central Avenue
East Watson Street
Stark Avenue
Mast Road
Central Avenue
Locust Street
Back River Road
Gerrish Road
Sixth Street
Old Rochester Road
Old Rochester Road
Central Avenue
Elm Street
Locust Street
Knox Marsh Road
Mast Road
Bellamy Road
Emerald Lane



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 13
18
30
42

Stop Sign on

Sylvan Drive
Tennyson Avenue
Tennyson Avenue
Third Street
Third Street
Third Street (westerly)
Thornwood Drive **[Added 3-27-2019 by Ord. No. 2019.03.13-005]**
Three Rivers Farm Road
Towle Avenue
Towne Drive
Trakey Street
Trakey Street
Tuttle Lane
Tuttle Lane
Union Street
Upper Factory Road **[Added 4-23-2014 by Ord. No. 2014.04.09-007]**
Wallace Drive
Washington Street **[Added 12-26-2016 by Ord. No. 2016.10.12-013]**
Watson Road
Watson Road
Wentworth Douglass Hospital Driveway
Wentworth Douglass Hospital ER Entrance
Wentworth Terrace
Westgate Drive
Westwood Circle
Whittier Street
Whittier Street
Wilbrod Avenue
Wildewood Drive
Wildewood Drive
Willand Avenue
Willand Avenue
Williams Street
Willow Street

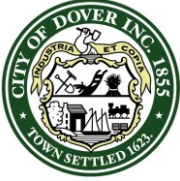
At Intersection of:

Durham Road
Court Street
Henry Law Avenue
Chestnut Street
Grove Street
Chestnut Street
Julia Drive and Teresa Drive

Gulf Road
Clifford Street
Henry Law Avenue
Central Avenue
Locust Street
Dover Point Road
Middle Road
Court Street
Tolend Road

Columbus Avenue
Arch Street

County Farm Road
Tolend Road
Old Rollinsford Road
Central Avenue
Hilton Park Drive
Knox Marsh Road
Littleworth Road
Glenwood Avenue
Tolend Road
Glenwood Avenue
Cottonwood Drive
Sixth Street
New Rochester Road
Old Rochester Road
Henry Law Avenue
Tolend Road



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 13
18
30
42

Stop Sign on

Wingate Lane
Winston Avenue [Added 9-9-2020 by Ord.
No. 2020.08.26-012]
Winston Avenue [Added 9-9-2020 by Ord.
No. 2020.08.26-012]
Woodland Road
Woodman Park Drive
Young Street

At Intersection of:

Back River Road
Applevale Drive
Applevale Drive and Middlebrook Road
Stark Avenue
Clifford Street
Main Street

6. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:

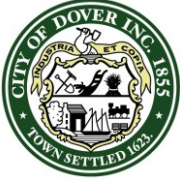
Daniel R. Lynch
Finance Director

Sponsored by:

Mayor Robert Carrier
By request

Document Created by: Legal
Document Posted on: November 2, 2021

O-2021.10.13, Chapter 141, Vehicles and Traffic
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CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

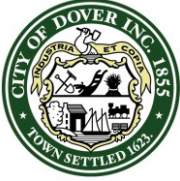
Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 13
18
30
42

Approved as to Legal
Form and Compliance:

Joshua M. Wyatt
City Attorney

Recorded by:

Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item #: 12.B.3.

Ordinance Number: **O – 2021.10.13 – 009**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 13
18
30
42

DOCUMENT HISTORY:

First Reading Date:	10/13/2021	Public Hearing Date:	10/27/2021 11/10/2021
Approved Date:	Effective Date:		

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor 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 - ORDINANCE Agenda Item #: 12.B.3. Ordinance Number: O – 2021.10.13 – 009 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 13 18 30 42
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ORDINANCE BACKGROUND MATERIAL:

Section 13: The removal of this subsection is a technical update in keeping with a prior ordinance updating Section 141-30(A)(1).

Section 18: Due to current and anticipated increase in demand for turnover of customer parking in support of downtown businesses, the changes to this section would remove First and Second Streets as authorized resident permit parking areas. Permits would be available in nearby areas, such as the Transportation Center Lot, Chestnut Street Bridge, Third Street lot, and Orchard Street parking garage. Residential tenants currently holding permits on First and Second Street would be exempted from the amendment, though no new residential parking permits would issue for First or Second Street. The parking commission voted to approve and recommend these amendments.

Section 30: RSA 265:74 provides for free parking for those with walking disabilities, subject to local “discretion to set the time periods using guidelines which shall be provided by the governor’s commission on disability.” Those guidelines are available at this link: <https://www.nh.gov/disability/documents/parkingguidelines71118.pdf> The guidelines were considered and found to be consistent with the change proposed herein. In addition, with Dover’s change to progressive pricing, all day paid parking is allowed. The parking commission voted to approve and recommend these amendments.

Section 42: Residents have recently expressed concern about the lack of a stop sign at the intersection of Glencrest Avenue and Glenwood Avenue. The Transportation Advisory Committee reviewed the issue and concurred with the placement of a new stop sign.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2021.10.13 – 174**
Resolution Re: Reprogram Unexpended Bond Proceeds from the Garrison Elementary School Improvement Project to Dover High School 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: There is \$38,562.63 of unexpended bond proceeds from the Garrison Elementary School Improvement project as it was completed under budget; and
- WHEREAS: The City has identified the immediate need for additional funding for the ongoing Dover High School Construction project; and
- WHEREAS: The School Board adopted a resolution on October 4, 2021 requesting that the \$38,562.63 of unexpended bond proceeds to be reprogrammed to the High School construction project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$38,562.63 of unexpended bond proceeds is hereby reprogrammed from the Garrison Elementary School Construction project as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
4019.1.600.46900.4725.07103.19	GES Construction	\$ 38,562.63	\$ (38,562.63)	\$ -
4016.1.600.46900.4725.07101.16	DHS Construction	\$ 180,664.21	\$ 38,562.63	\$ 219,226.84
		\$ 219,226.84	\$ -	\$ 219,226.84

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Sue Mistretta
City Clerk

Document Created by: Finance Department
Document Posted on: November 4, 2021

R-2021.10.13 Reprogram Unexpended Bond Proceeds from the Garrison Elementary School Construction Project.doc
unexpended Bond Proceeds from the Garrison Elementary School Improvement Project to Dover High School Project
Page 1 of 2



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2021.10.13 – 174**
Resolution Re: Reprogram Unexpended Bond Proceeds from the Garrison Elementary School Improvement Project to Dover High School Project

DOCUMENT HISTORY:

First Reading Date: 10/13/2021	Public Hearing Date: 10/27/2021
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:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Garrison Elementary School Improvements.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the identified project. This resolution reprograms funding from the Garrison Elementary School project to the Dover High School project.

On December 9, 2015 the City Council adopted the FY2017 Capital Improvements Plan (CIP) Authorization for bonding, which included \$6,900,000.00 for the Garrison Elementary School Improvements project. The project is now completed and there is \$38,562.63 of unexpended bond proceeds that can be reprogrammed to another School department CIP project.

The Dover High School project is an approved FY2016 CIP Project and is currently an active project. The project has need for additional funding for final completion.

A copy of the School Board resolution adopted October 4, 2021 requesting the reprogramming of the unexpended bond proceeds to the High School project is attached to this City Council resolution.

RESOLUTION

RE: FY2021-2022 Closeout of Garrison Elementary School Construction Project

- WHEREAS: Construction on Garrison Elementary School was completed as of September 24, 2021. The primary components of this project included renovations to the driveways and parking lots, the existing building envelope and its interior, upgrades to all mechanical, electrical, plumbing components, and other improvements to Shaw's Lane lighting; and
- WHEREAS: The final cost of the project was \$8,222,223.73; and
- WHEREAS: The project resulted in \$38,562.63 of unexpended funds; and
- WHEREAS: The Garrison Elementary School Construction Joint Building Committee approved the attached Final Financial Report for the construction of the Garrison Elementary School; and
- WHEREAS: The Garrison Elementary School Construction Joint Building Committee voted to transfer the Garrison Elementary School building to the School District; and

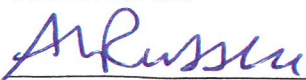
NOW, THEREFORE, BE IT RESOLVED THAT HEREIN IS A FORMAL REQUEST FROM THE DOVER SCHOOL BOARD TO THE MAYOR AND DOVER CITY COUNCIL THAT:

1. The Final Financial Report of the Garrison Elementary School Construction Joint Building Committee be received and acknowledged as attached in the Background of this resolution; and
2. The dissolution of the Garrison Elementary School Construction Joint Building Committee be acknowledged.
3. The amount of \$38,562.63 of unexpended bond proceeds be hereby reprogrammed from the Garrison Elementary School Construction project to the Dover High School Construction Project as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
4019.1.600.46900.4725.07103.19	GES Construction	\$ 38,562.63	\$ (38,562.63)	\$ -
4016.1.600.46900.4725.07101.16	DHS Construction	\$ 180,664.21	\$ 38,562.63	\$ 219,226.84
		\$ 219,226.84	\$ -	\$ 219,226.84

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.

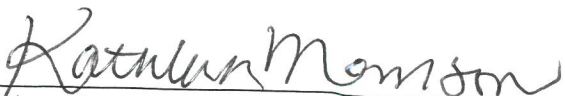
SUBMITTED BY:



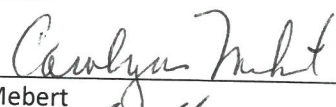
Amanda L. Russell, Chairperson



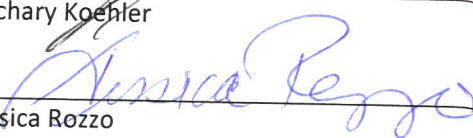
Keith Holt, Vice Chairperson


Kathleen Morrison, Secretary


Rachel Burdin


Carolyn Mebert


Zachary Koehler


Jessica Rozzo

October 4, 2021

CAPITAL IMPROVEMENTS SUMMARY
Garrison Elementary School Project
Final Financial Report - September 24, 2021

Transfer of Appropriations from Garrison School Facility Improvements, FY2006, CC approval 2/10/2016	\$	14,830.98
Transfer of Appropriations from Woodman Park Elementary School Facility Improvements, FY2008, CC approval 2/10/2016	\$	56,455.62
Transfer of Appropriations from Dover High School, FY2009, CC approval 2/10/2016	\$	471.76
Transfer of Appropriations from Garrison School Facility Improvements, FY2015, CC approval 2/10/2016	\$	89,028.00
Appropriation (FY16), CC approval 12/9/2015	\$	6,900,000.00
Appropriation (FY18), CC approval 12/13/2017	\$	1,200,000.00
Total Appropriation:	\$	8,260,786.36

<u>Date</u>	<u>CIPM#</u>	<u>Expenditures to Date:</u>	<u>Amount:</u>
7/21/2016	GES01	Harriman - For Professional Services provided between 6/1/2016-6/30/2016 - Facilities Study	\$ 5,250.00
7/21/2016	GES01	Harriman - Reimbursable Expenses (travel) through 6/30/2016 - Facilities Study	\$ 83.77
9/15/2016	GES02	Harriman - For professional Services provided between 7/1/2016-7/31/2016 - Facilities Study	\$ 9,550.00
9/15/2016	GES02	Harriman - Reimbursable Expenses (travel) through 7/31/2016 - Facilities Study	\$ 12.49
10/6/2016	GES03	Harriman - For professional Services provided between 8/1/2016-8/31/2016 - Facilities Study	\$ 11,650.00
10/6/2016	GES03	Harriman - Reimbursable Expenses (travel) through 8/31/2016 - Facilities Study	\$ 221.32
11/3/2016	GES04	Harriman - For professional Services provided between 9/1/2016-9/30/2016 - Facilities Study	\$ 12,450.00
11/3/2016	GES04	Harriman - Reimbursable Expenses (travel) through 9/30/2016 - Facilities Study	\$ 114.63
1/19/2017	GES05	Harriman - For professional Services provided between 10/1/2016-12/31/2016 - Facilities Study	\$ 1,000.00
4/6/2017	GES06	Harriman - For professional Services provided between 1/1/2017-1/31/2017 - Facilities Study	\$ 10,600.00
4/6/2017	GES07	Harriman - For professional Services provided between 2/1/2017-2/28/2017 - Phase I Design	\$ 22,275.00
4/6/2017	GES08	Harriman - For professional Services provided between 2/1/2017-2/28/2017 - Phase I Design	\$ 37,125.00
4/6/2017	GES08	Harriman - Reimbursable Expenses (travel) through 2/28/2017 - Phase I Design	\$ 27.09
5/4/2017	GES09	Harriman - For professional Services provided between 3/1/2017-3/31/2017 - Phase I Design	\$ 14,850.00
5/4/2017	GES09	Harriman - Reimbursable Expenses (travel) through 3/31/2017 - Phase I Design	\$ 13.20
5/18/2017	GES10	Titcomb Associates - Topographical and Boundary Field Survey	\$ 9,100.00
6/1/2017	GES11	Harriman - For professional Services provided between 4/1/2017-4/30/2017 - Phase I Design	\$ 29,700.00
6/1/2017	GES11	Harriman - Reimbursable Expenses (travel) through 4/30/2017 - Phase I Design	\$ 188.79
6/29/2017	GES12	Harriman - For professional Services provided between 5/1/2017-5/31/2017 - Phase I Design	\$ 9,900.00
6/29/2017	GES12	Harriman - Reimbursable Expenses (travel) through 5/31/2017 - Phase I Design	\$ 64.74
6/30/2017	GES13	Harriman - For professional Services provided between 6/1/2017-6/30/2017 - Phase I Design (ck date 7/20/17)	\$ 19,800.00
6/30/2017	GES14	Titcomb Associates - Add'l Services for Wetland Delineation (ck date 7/20/17)	\$ 2,000.00
6/30/2017	GES15	John Turner Consulting Inc. - Geotechnical Investigation (8.1.17 manifest, FY17 expense)	\$ 7,000.00
8/24/2017	GES16	Harriman - For professional Services provided between 7/1/2017-7/31/2017 - Phase I Design	\$ 39,600.00
8/24/2017	GES16	Harriman - Reimbursable Expenses (travel) through 7/31/2017 - Phase I Design	\$ 12.23
10/19/2017	GES17	Harriman - For professional Services provided between 8/1/2017-7/31/2017 - Phase I Design	\$ 99,000.00
10/19/2017	GES17	Harriman - Reimbursable Expenses (travel) through 8/31/2017 - Phase I Design	\$ 96.75
10/19/2017	GES18	Harvey Construction Corp., - CM's Preconstruction Phase Services	\$ 25,000.00
10/19/2017	GES19	John L. Carter Sprinkler Co., Inc. - Sprinkler MIC Testing	\$ 2,370.00
11/2/2017	GES20	Desmarais Environmental, Inc. - Industrial hygiene services to conduct haz material survey for asbestos	\$ 1,960.00
11/2/2017	GES21	Harriman - For professional Services provided between 9/1/2017-9/30/2017 - Phase I Design	\$ 79,200.00
11/2/2017	GES21	Harriman - Reimbursable Expenses (travel/printing) through 9/30/2017 - Phase I Design	\$ 207.36
1/25/2018	GES22	Harriman - For professional Services provided between 10/1/2017-12/31/2017 - Phase I Design	\$ 59,400.00
1/25/2018	GES22	Harriman - Reimbursable Expenses (travel/printing) through 12/31/2017 - Phase I Design	\$ 547.61
2/22/2018	GES23	Harvey Construction Corp., - CM's Preconstruction Phase Services	\$ 5,744.00
3/22/2018	GES24	Harvey Construction - GMP Services through 1/31/2018 (App#1)	\$ 43,280.84
4/5/2018	GES25	Harriman - For professional Services provided between 1/1/2018-1/31/2018 - Facilities Study	\$ (1,000.00)
4/5/2018	GES25	Harriman - For professional Services provided between 1/1/2018-1/31/2018 - Phase I Design	\$ 9,900.00
4/5/2018	GES25	Harriman - Reimbursable Expenses through 1/31/2018 - Phase I Design	\$ 2,794.71
3/22/2018	GES26	Horizon Engineering Associates - Commissioning Services 1/1/2018-2/2/2018	\$ 325.00
4/5/2018	GES27	Harvey Construction - GMP Services through 2/28/2018 (App#2)	\$ 262,111.03
4/19/2018	GES28	Harriman - For professional Services provided between 2/1/2018-2/28/2018 - Phase I Design	\$ 172,792.00
4/19/2018	GES28	Harriman - Reimbursable Expenses through 2/28/2018 - Phase I Design	\$ 1.54
4/19/2018	GES29	Desmarais Environmental, Inc. - Project monitoring & additional charges for premium time & sampling	\$ 8,435.00
5/3/2018	GES30	Harvey Construction - GMP Services through 3/31/2018 (App#3)	\$ 330,094.53
5/3/2018	GES31	Harriman - For professional Services provided between 3/1/2018-3/31/2018 - Phase I Design	\$ 61,704.00
5/3/2018	GES31	Harriman - Reimbursable Expenses through 3/31/2018 - Phase I Design	\$ 29.38
5/3/2018	GES31	Harriman - FFE Design Fees - 50% of fee	\$ 6,700.00
5/3/2018	GES32	Horizon Engineering Associates - Commissioning Services 2/3/2018-3/2/2018	\$ 2,654.00
5/3/2018	GES32	Horizon Engineering Associates - Commissioning Services 3/3/2018-3/30/2018	\$ 1,508.00
5/17/2018	GES33	S.W. Cole Engineering, Inc. - Steel inspection services rendered through 4/21/2018	\$ 475.00
5/17/2018	GES34	Desmarais Environmental, Inc. - Abatement services performed in April 2018	\$ 4,308.00
5/31/2018	GES35	Horizon Engineering Associates - Commissioning Services 3/31/2018-4/27/2018	\$ 453.00
5/31/2018	GES36	S.W. Cole Engineering, Inc. - Steel inspection services rendered through 5/19/2018	\$ 950.00
5/31/2018	GES37	Harvey Construction - GMP Services through 4/30/2018 (App#4)	\$ 279,065.41
5/31/2018	GES38	Harriman - For professional Services provided between 4/1/2018-4/30/2018 - Phase I Design	\$ 3,960.00
5/31/2018	GES38	Harriman - Reimbursable Expenses through 4/30/2018 - Phase I Design	\$ 38.25
5/31/2018	GES38	Harriman - FFE Design Fees - 25% of fee	\$ 3,350.00
5/31/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,352.99
6/7/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 1,352.99
6/14/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 845.61
6/21/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 350.02
6/28/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$ 340.86
6/28/2018	GES39	Harriman - For professional Services provided between 5/1/2018-5/31/2018 - Phase I Design	\$ 3,960.00
6/28/2018	GES39	Harriman - Reimbursable Expenses through 5/31/2018 - Phase I Design	\$ 47.53
6/28/2018	GES39	Harriman - FFE Design Fees - 10% of fee	\$ 1,340.00
6/28/2018	GES40	Harvey Construction - GMP Services through 5/31/2018 (App#5)	\$ 464,756.48
6/30/2018	GES41	Horizon Engineering Associates - Commissioning Services 4/28/2018-6/1/2018 (ck date 7/19/2018)	\$ 1,858.00
6/30/2018	GES42	Harriman - For professional Services provided between 6/1/2018-6/30/2018 - Phase I Design (ck date 7/19/2018)	\$ 3,960.00
6/30/2018	GES42	Harriman - Reimbursable Expenses through 6/30/2018 - Phase I Design (ck date 7/19/2018)	\$ 25.19
6/30/2018	GES42	Harriman - FFE Design Fees - 5% of fee (ck date 7/19/2018)	\$ 670.00
6/30/2018	GES43	Harvey Construction - GMP Services through 6/30/2018 (App#6) (ck date 7/19/2018)	\$ 911,296.16

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7/12/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	277.38
7/19/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	138.68
7/26/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	216.66
<u>Expenditures to Date, Cont'd:</u>				
8/2/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	143.39
8/9/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	138.68
8/16/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	208.04
8/16/2018	GES44	Desmarais Environmental, Inc. - Abatement services performed in July 2018	\$	20,340.00
8/16/2018	GES45	Pro AV Systems - Phase I (30% of project cost, 9 Lightspeed Topcat Systems)	\$	15,544.00
8/16/2018	GES46	Ockers Company - Epson Projectors and installation kits	\$	98,784.00
8/23/2018	GES47	Harvey Construction - GMP Services through 7/31/2018 (App#7)	\$	900,437.49
8/23/2018	GES48	Optiv Security, Inc. - WAPs	\$	15,334.48
8/23/2018	GES49	Ockers Company - Installation of Epson Projectors	\$	1,890.00
8/23/2018	GES50	Horizon Engineering Associates - Commissioning Services 6/2/2018-7/27/2018	\$	2,742.00
8/23/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	289.26
8/30/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	277.38
9/6/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	346.72
9/6/2018	GES51	Harriman - For professional Services provided between 7/1/2018-7/31/2018 - Phase I Design	\$	3,960.00
9/6/2018	GES51	Harriman - Reimbursable Expenses through 7/31/2018 - Phase I Design	\$	154.50
9/6/2018	GES51	Harriman - FFE Design Fees - 4% of fee	\$	536.00
9/13/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	346.72
9/20/2018	GES52	Optiv Security, Inc. - POE+ switches for outdoor cameras	\$	6,557.54
9/20/2018	GES53	Harvey Construction - GMP Services through 8/31/2018 (App#8)	\$	727,156.11
9/20/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	359.14
9/27/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	349.16
10/4/2018	GES54	Harriman - For professional Services provided between 8/1/2018-8/31/2018 - Phase I Design	\$	3,960.00
10/4/2018	GES54	Harriman - Reimbursable Expenses through 8/31/2018 - Phase I Design	\$	113.50
10/4/2018	GES54	Harriman - FFE Design Fees - 4% of fee	\$	268.00
10/11/2018	GES55	Harvey Construction - GMP Services through 9/30/2018 (App#9)	\$	532,561.00
10/11/2018	GES56	Horizon Engineering Associates - Commissioning Services 7/28/2018-8/31/2018	\$	612.00
10/11/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	138.69
10/18/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	138.69
10/25/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	144.65
11/1/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	138.69
11/1/2018	GES57	Harriman - For professional Services provided between 9/1/2018-9/30/2018 - Phase I Design	\$	3,960.00
11/1/2018	GES59	School Furnishings, Inc. - FFE	\$	13,651.44
11/1/2018	GES60	Virco, Inc. - FFE	\$	22,468.02
11/8/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	138.69
11/15/2018	n/a	M. Brooks - Clerk of Works, Wages/Benefits	\$	138.69
11/15/2018	GES58	C&W Services - post construction clean-up	\$	1,799.28
11/15/2018	GES61	Kelley Brothers - Door cores (91) for project	\$	3,494.40
11/15/2018	GES62	Horizon Engineering Associates - Commissioning Agent	\$	1,901.00
11/15/2018	GES63	S.W. Cole Engineering, Inc. - Steel inspections on new bar joists.	\$	950.00
11/15/2018	GES64	Harvey Construction - GMP Services through 10/31/2018 (App#10)	\$	347,387.78
11/29/2018	GES65	Pro AV Systems - 8 Lightspeed Topcat Systems & 8 Redcat Access Systems	\$	23,150.00
11/29/2018	GES66	Harriman - For professional Services provided between 10/1/2018-10/31/2018 - Phase I Design	\$	3,960.00
11/29/2018	GES66	Harriman - Reimbursable Expenses through 10/31/2018 - Phase I Design	\$	12.60
12/27/2018	GES67	Harvey Construction - GMP Services through 11/30/2018 (App#11)	\$	201,744.09
12/27/2018	GES68	Ockers Company - Installation of Epson Projectors	\$	1,680.00
12/27/2018	GES69	Creative Office Pavilion - Phase I FFE purchases	\$	25,165.40
1/24/2019	GES70	Virco, Inc. - FFE	\$	13,956.20
1/24/2019	GES71	Horizon Engineering Associates, LLP - Commissioning Services, 9/29/2018-11/30/2018	\$	3,097.02
1/24/2019	GES72	Harvey Construction - GMP Services through 12/31/2018 (App#12)	\$	189,849.31
1/24/2019	GES73	School Furnishings, Inc. - FFE	\$	15,009.05
1/24/2019	GES74	Harriman - For professional Services provided between 11/1/2018-12/31/2018 - Phase I Design	\$	7,920.00
1/24/2019	GES74	Harriman - Reimbursable Expenses through 12/31/2018 - Phase I Design	\$	297.96
1/24/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	40.87
1/25/2019	n/a	Eversource rebate on LED lighting, Phase I	\$	(16,067.00)
2/7/2019	GES75	Desmarais Environmental - Abatement design and monitoring services	\$	3,258.00
2/21/2019	GES76	D.M. Burns Security, Inc - 50% deposit	\$	1,100.00
2/21/2019	GES77	Harvey Construction - GMP Services through 1/31/2019 (App#13)	\$	277,009.79
3/14/2019	GES78	Harriman - For professional Services provided between 1/1/2019-1/31/2019 - Phase I Design	\$	3,960.00
3/14/2019	GES78	Harriman - Reimbursable Expenses through 1/31/2019 - Phase I Design	\$	86.77
3/14/2019	GES79	Horizon Engineering Associates, LLP - Commissioning Services, 12/1/2018-12/31/2018	\$	710.00
3/14/2019	GES80	Optiv Security, Inc. - Custom consulting service for WAPs	\$	4,200.00
3/21/2019	GES81	Horizon Engineering Associates, LLP - Commissioning Services, 1/1/2019-2/1/2019	\$	454.00
3/21/2019	GES82	Harvey Construction - GMP Services through 2/28/2019 (App#14)	\$	307,808.07
4/4/2019	GES83	Harriman - For professional Services provided between 2/1/2019-2/28/2019 - Phase I Design	\$	3,960.00
4/4/2019	GES84	D.M. Burns Security, Inc - Balance remaining to relocate rear hallway keypad to security system & relocate motion detectors	\$	1,100.00
4/4/2019	GES85	D.M. Burns Security, Inc - reinstalled keypad with new wire; troubleshoot motions; new wires in hallway motions	\$	1,635.00
4/4/2019	GES86	S.W. Cole Engineering, Inc. - professional services through 2/23/2019 (steel inspection, 1/26/19)	\$	950.00
4/18/2019	GES87	Horizon Engineering Associates, LLP - Commissioning Services, 2/2/2019-3/1/2019	\$	551.00
4/18/2019	GES88	Ockers Company - installation, cabling & testing of projectors	\$	1,890.00
4/18/2019	GES89	School Furnishings, Inc. - FFE	\$	5,281.60
4/18/2019	GES90	Harvey Construction - GMP Services through 3/31/2019 (App#15)	\$	368,344.19
4/24/2019	JE6757	Reimbursement from state for CCTV system (public school infrastructure grant)	\$	(42,000.00)
5/16/2019	GES91	Harriman - For professional Services provided between 3/1/2019-3/31/2019 - Phase I Design	\$	3,960.00
5/16/2019	GES92	Horizon Engineering Associates, LLP - Commissioning Services, 3/2/2019-3/29/2019	\$	1,112.08
5/16/2019	GES93	School Furnishings, Inc. - FFE	\$	2,388.00
5/16/2019	GES94	Optiv Security - HPE Aruba Switch	\$	2,620.34
5/16/2019	GES95	Pro AV Systems - 10 installed Lightspeed Topcats	\$	13,119.32

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5/16/2019	GES96	Harvey Construction - GMP Services through 4/30/2019 (App#16)	\$	264,457.22
5/16/2019	GES97	Virco, Inc. - FFE	\$	10,647.84
5/30/2019	GES98	Creative Office Pavilion - FFE purchases	\$	18,070.30
5/30/2019	GES99	School Furnishings, Inc. - FFE	\$	13,178.39
5/30/2019	GES100	Harriman - For professional Services provided between 4/1/2019-4/30/2019 - Phase I Design	\$	3,960.00
5/30/2019	GES100	Harriman - For reimbursable expenses between 4/1/2019-4/30/2019 - Phase I Design	\$	124.08
5/30/2019	GES100	Harriman - For professional Services provided between 4/1/2019-4/30/2019 - FFE Design Fees	\$	536.00
6/6/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	447.51
<u>Expenditures to Date, Cont'd:</u>				
6/13/2019	n/a	S. Parsons - Clerk of Works, Wages/Benefits	\$	447.51
6/27/2019	GES101	Creative Office Pavilion - FFE purchases	\$	16,673.60
6/27/2019	GES102	Harvey Construction - GMP Services through 5/31/2019 (App#17)	\$	103,777.44
6/27/2019	GES103	Harriman - For professional Services provided between 5/1/2019-5/31/2019 - Phase I Design	\$	3,960.00
6/27/2019	GES103	Harriman - For reimbursable expenses between 5/1/2019-5/31/2019 - Phase I Design	\$	99.41
6/30/2019	GES104	Harvey Construction - GMP Services through 6/30/2019 (App#18), (Check Date 7/11/2019)	\$	71,794.73
6/30/2019	GES105	MacKinnon & Sons Excavating, LLC - Excavating & Miscellaneous Services performed on 6/20/2019 (Check Date 7/11/2019)	\$	8,580.00
6/30/2019	GES106	Harriman - For professional Services provided between 6/1/2019-6/30/2019 - Phase I Design (Check Date 8/8/2019)	\$	3,960.00
6/30/2019	GES107	Ockers Co. - Installation & configuration of projectors (Check Date 8/8/2019)	\$	2,100.00
6/30/2019	GES108	Brox Industries - Stone & Loam carried by MacKinnon & Sons for parking lot (Check Date 8/8/2019)	\$	1,475.76
6/30/2019	GES109	Horizon Engineering Associates - Services 3/30/2019-6/28/2019 (Check Date 8/8/2019)	\$	10,816.00
6/30/2019	GES110	School Furnishings, Inc. - FFE (Check Date 8/8/2019)	\$	12,222.68
7/3/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	453.16
7/11/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	465.04
7/18/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	475.12
7/25/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	490.59
8/1/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	475.12
8/8/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	475.12
8/15/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	475.12
8/22/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	490.61
8/22/2019	GES111R	MacKinnon & Sons Excavating, LLC - Excavating & Miscellaneous Services performed on 7/17/2019	\$	2,025.00
8/22/2019	GES113	Harriman - For professional Services provided between 6/1/2019-6/30/2019 - Phase I Design (Check Date 8/8/2019)	\$	5,940.00
8/29/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	382.30
8/30/2019	n/a	Citizens Bank-Credit Card - items for ribbon cutting ceremony (part of \$3K approved by JBC 8/13/2019), tumblers, pencils, stickers	\$	1,204.44
9/5/2019	n/a	S. Cartabona - Clerk of Works, Wages/Benefits	\$	475.12
9/5/2019	GES112	Tri-City Masonry - site improvements	\$	294.00
9/19/2019	GES114	MacKinnon & Sons Excavating - site improvements (labor)	\$	5,130.00
9/19/2019	GES115	Continental Paving, Inc. - site improvements (supply) - original PO amount \$100,000	\$	105,936.86
9/19/2019	GES116	Everett J. Prescott, Inc - work related to playground area	\$	456.64
9/19/2019	GES117	Core & Main LP - site improvements	\$	817.60
9/19/2019	GES118	Redimix Companies - site improvements	\$	392.00
9/19/2019	GES119	Fastenal Company - site improvements	\$	39.95
9/19/2019	GES120	Tri-State Sealcoating & Paving, Inc - site improvements	\$	990.00
9/19/2019	GES121	Brox Industries, Inc - site improvements	\$	675.47
9/19/2019	GES122	Brox Industries, Inc - site improvements	\$	233.68
9/19/2019	GES123	Affinity LED Light, LLC - lot light (part of \$1,500 approved by JBC 8/27/2019)	\$	153.00
9/30/2019	GES124	Citizens Bank, Credit Card - payment for Peavey Escort 5000 purchased through Audio Leaders	\$	810.00
9/19/2019	GES125	Harvey Construction - GMP Services through 9/1/2019 (App#19)	\$	123,583.60
9/26/2019	GES126	Hi-Way Safety Systems, Inc - white lane lines, fog lines, etc for playground area	\$	186.91
9/26/2019	GES127	4Promos LLC - lanyards for ribbon cutting ceremony	\$	490.00
9/26/2019	GES128	New England Sealcoating Co., Inc. - 30% deposit for painting in playground area	\$	2,550.00
9/26/2019	GES129	Horizon Engineering Associates - Commissioning Services provided 8/3/2019-8/30/2019	\$	3,004.00
10/2/2019	n/a	Eversource rebate on LED lighting, Phase II	\$	(8,000.00)
10/31/2019	GES130	R.Pepin & Sons, Inc. - site improvements	\$	886.00
10/31/2019	GES131	Dustons Market - items for ribbon cutting ceremony	\$	50.95
10/31/2019	GES132	Hannaford Bros Company - items for ribbon cutting ceremony	\$	126.56
10/31/2019	GES133	Amazon.com - items for ribbon cutting ceremony	\$	632.71
10/31/2019	GES135	R.M.S. Electric - installation of Lot Light	\$	2,795.00
10/31/2019	GES136	Siemens - Control System Upgrade at GES	\$	20,648.95
11/17/2019	GES134	New England Sealcoating, Inc. - painting in playground area	\$	5,950.00
12/5/2019	GES137	City of Dover - loam as a result of finish pavement and structure installation	\$	3,349.50
12/5/2019	GES138	Pro AV Systems - 25% payment per original proposal, video/audio/rack/equipment/services for gymnasium	\$	8,214.35
12/5/2019	GES139	Virco, Inc. - FFE	\$	1,774.64
1/2/2020	GES140	School Furnishings - FFE	\$	35,301.03
1/2/2020	GES141	Horizon Engineering Associates - Commissioning Services provided 9/28/2019-11/1/2019	\$	1,300.00
1/2/2020	GES142	Pro AV Systems - balance of proposal for video/audio/rack/equipment/services for gymnasium	\$	24,412.99
1/2/2020	GES143	Liberty Electric, Inc. - Associated electrical expense with Pro AV system	\$	4,180.00
6/24/2021	GES144	Northeast Electric - Shaw's Lane Lighting - PO#202106094	\$	11,730.00
8/5/2021	GES145	Northeast Electric - Shaw's Lane Lighting - PO#202108201	\$	5,041.64
8/5/2021	GES146	Northeast Electric - Shaw's Lane Lighting - PO#202108201	\$	389.06
8/5/2021	GES147	Shea Concrete - Shaw's Lane Lighting - PO#202107645	\$	6,150.00
8/5/2021	GES148	MacKinnon & Sons - Shaw's Lane Lighting - PO#202107580	\$	21,105.00
8/5/2021	GES149	Reliable Equipment - Skyjack R/T Scissor - PO#202107639	\$	1,200.00
8/5/2021	GES150	Northeast Electric - Shaw's Lane Lighting - PO#202108201	\$	24.60
8/5/2021	GES151	Reliable Equipment - Skyjack R/T Scissor Pickup - PO#202107639	\$	50.00
8/26/2021	GES152	Brox Industries - Asphalt - PO#202201448	\$	232.74
8/26/2021	GES153	Tri-State Sealcoating - Sawcut & Prep - PO#202201449	\$	1,722.00
9/16/2021	GES154	Northeast Electric - Shaw's Lane Lighting - PO#202201928	\$	10.00
9/16/2021	GES155	CED - Shaw's Lane Lighting - PO#202201927	\$	42.08
Total Expenditures:			\$	8,222,223.73

Budget Availability: **\$38,562.63**

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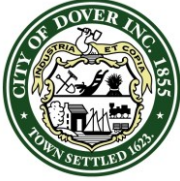
<u>Harvey Construction Corporation, Guaranteed Maximum Price (GMP)</u>		
Original Contract Sum		\$ 6,148,800.00
Alternate 6 (HVAC and associated costs)	Change Order #001, Approved 2/13/2018	\$ 393,319.00
	Total Change Order #001:	\$ 393,319.00
Ceramic Tile (\$6,210 applied to Harvey GMP budget item; zero dollar change to contract)	Change Order #002, Approved 2/13/2018	\$ -
	Total Change Order #002:	\$ -
Asbestos Removal (\$25,846 applied to Harvey Contingency, zero dollar change to contract)	Change Order #003, Approved 2/13/2018	\$ -
	Total Change Order #003:	\$ -
Miscellaneous Electrical Items (\$3,557 applied to Harvey Contingency, zero dollar change to contract)	Change Order #004, Approved 2/27/2018	\$ -
	Total Change Order #004:	\$ -
PR-003 Infill Skylight	Change Order #005, Approved 4/10/2018	\$ 5,684.00
	Total Change Order #005:	\$ 5,684.00
ASI-007 Admin Area Reno	Change Order #006, Approved 4/24/2018	\$ 56,544.82
	Total Change Order #006:	\$ 56,544.82
<u>Harvey Construction Corporation, Guaranteed Maximum Price (GMP), Cont'd.</u>		
Contingency_Demo Duct/Relocate Sprinkler/Baffle Install	Change Order #007, Approved 5/8/2018	\$ -
	Total Change Order #007:	\$ -
Fire Alarm Modifications/Voice Amplifier Connection/Additional WAP	Change Order #008, Approved 5/8/2018	\$ 6,209.69
	Total Change Order #008:	\$ 6,209.69
Contingency_Demo Existing Flooring at Corridor	Change Order #009, Approved 5/22/2018	\$ -
	Total Change Order #009:	\$ -
Cubbies	Change Order #010, Approved 5/22/2018	\$ 70,448.60
	Total Change Order #010:	\$ 70,448.60
Cafeteria renovation, (PCO 11, 12, 13 & materials under PR 008, 009, 010)	Change Order #011, Approved 6/4/2018	\$ 133,846.34
	Total Change Order #011:	\$ 133,846.34
Transfer of buyout savings to GMP contingency	Change Order #012, Approved 6/4/2018	\$ -
	Total Change Order #012:	\$ -
Electrical Room 161 Panel Relocation	Change Order #013, Approved 7/3/2018	\$ 7,134.94
	Total Change Order #013:	\$ 7,134.94
Bal. HVAC Rev to Admin Area; Admin Area VCT; Admin Office Carpet; Wainscot; Bal. of Admin Area Finishes	Change Order #014, Approved 7/17/2018	\$ 63,923.09
	Total Change Order #014:	\$ 63,923.09
Entrance Emergency Lighting; Backflow Preventor for new boiler	Change Order #015, Approved 7/31/2018	\$ 1,656.46
	Total Change Order #015:	\$ 1,656.46
Additional Glazing, PCO#25	Change Order #016, Approved 9/21/2018	\$ 1,154.53
Prep canopy lead paint, PCO#26		\$ -
Revised urinal screen size, PCO#27		\$ 1,355.19
Replace two doors/hardware scheduled ETR, PCO#28		\$ -
Inspectional services requests, PCO#30		\$ 27,214.00
New backflow preventor, PCO#31		\$ 1,815.32
Replace existing valves not functioning, PCO#32		\$ 3,822.88
Added transformer, PCO#33		\$ 33,219.57
	Total Change Order #016:	\$ 68,581.49
Credit PCO25 from Contingency, PCO#34	Change Order #017, Approved 11/6/2018	\$ (1,154.53)
Balance of PR16 - Added Transformer, PCO#35		\$ 1,389.79
R&R Flooring at 178 Teachers Room, PRO#36		\$ 3,015.03
PR20 added duct smokes, PCO#37		\$ 19,222.10
PR18 Boiler Pump, PCO#39		\$ 18,575.96
Replace Leaking Coil at Admin Area, PCO#40		\$ 2,549.64
PR19 added Staff Restroom, PCO#41		\$ 32,280.48
	Total Change Order #017:	\$ 75,878.47
Additional KG Finishes, PCO#38	Change Order #018, Approved 11/20/2018	\$ 31,983.41
Little League Field in Lieu of Basketball Court, PCO#42		\$ -
Change Hardware at Staff Restroom, PCO#43		\$ 1,207.06
PR19 Toilet Accessories, PCO#44		\$ 694.40
30 Wing Heat, PCO#45		\$ -
Wire Boiler Controls, PCO#46		\$ -
11/6/2018 Allowance Reconciliation, PCO#48		\$ (61,128.80)
Credit C&W Invoice, PCO#49		\$ (1,799.28)
	Total Change Order #018:	\$ (29,043.21)
	Change Order #019, Approved 1/15/2019	

CAPITAL IMPROVEMENTS SUMMARY
Garrison Elementary School Project
As of: January 31, 2020

Modify Sprinkler Heads Wing 10, ISD Request, PCO#50	\$	2,319.57
F&I (8) Additional White Boards	\$	10,030.46
Total Change Order #019:	\$	12,350.03
Change Order #020, Approved 1/29/2019		
ASI 25 - Added Wall Clocks, PCO#47	\$	491.42
PR21 - Tamper Resistant Receptacles at KG, PCO#52	\$	1,022.87
Total Change Order #020:	\$	1,514.29
Change Order #021, Approved 3/12/2019		
PR23 - New CUHs, PCO#53	\$	6,239.58
PR27R1-New Boiler Pump & VFD, PCO#55	\$	12,026.47
Total Change Order #021:	\$	18,266.05
Change Order #022, Approved 3/26/2019		
PR22 - Guardrail/Fall Protection, PCO#56	\$	7,831.92
New Light Fixtures at Room 169, PCO#57 (contingency)	\$	-
PR26-AC Data 188, PCO#58	\$	15,836.91
PR25 - Tel/Data Room Door Opening, PCO#59	\$	4,629.69
Total Change Order #022:	\$	28,298.52
Change Order #023, Approved 5/21/2019		
Added Power and Tel/Data for AV, PCO#060	\$	-
Replace Corroded Heads at 30 Wing, PCO#061	\$	1,796.41
Total Change Order #023:	\$	1,796.41
Change Order #024, Approved 9/10/2019		
GMP Returned Savings	\$	(358,693.72)
Total Change Order #024:	\$	(358,693.72)
Total Change Orders to Date:	\$	557,715.27
New Contract Sum Including Approved Change Orders:	\$	6,706,515.27

Retainage

3/22/2018	GES24	Harvey Construction - Application #1	\$	380.00
4/5/2018	GES27	Harvey Construction - Application #2	\$	13,555.77
5/3/2018	GES30	Harvey Construction - Application #3	\$	16,812.41
5/31/2018	GES37	Harvey Construction - Application #4	\$	14,642.66
6/28/2018	GES40	Harvey Construction - Application #5	\$	23,446.03
6/30/2018	GES43	Harvey Construction - Application #6 (ck date 7/19/2018)	\$	44,885.29
8/23/2018	GES47	Harvey Construction - Application #7	\$	43,499.41
9/20/2018	GES53	Harvey Construction - Application #8	\$	35,128.33
10/11/2018	GES55	Harvey Construction - Application #9	\$	25,727.59
11/15/2018	GES64	Harvey Construction - Application #10	\$	13,296.05
12/27/2018	GES67	Harvey Construction - Application #11	\$	8,809.50
1/24/2019	GES72	Harvey Construction - Application #12	\$	8,328.14
2/21/2019	GES77	Harvey Construction - Application #13	\$	12,972.64
3/21/2019	GES82	Harvey Construction - Application #14	\$	14,588.88
4/18/2019	GES90	Harvey Construction - Application #15	\$	17,479.36
5/16/2019	GES96	Harvey Construction - Application #16 (released retainage)	\$	(146,776.03)
9/19/2019	GES125	Harvey Construction - Application #19 (released retainage)	\$	(146,776.03)
Total Retainage Held:				\$ -



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2021.10.13 – 175**

Resolution Re: Adoption of FY2023-FY2028 Capital Improvements Plan

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

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

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

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

The Proposed Capital Improvements Program for Fiscal Year 2023-2028 reflected in the attached document is hereby adopted.

NOTE: This resolution requires a duly advertised public hearing.

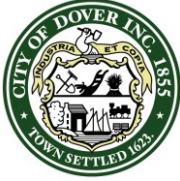
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2021.10.13 – 175**

Resolution Re: Adoption of FY2023-FY2028 Capital Improvements Plan

DOCUMENT HISTORY:

First Reading Date: 10/13/2021

Public Hearing Date: 10/27/2021

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

This resolution establishes the attached FY2023 through FY2028 Capital Improvements Program.

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

The FY2023 – FY2028 CIP projects and their anticipated schedule for funding are reflected in the attached document.

Capital Improvements Program - FY2023-2028

Proposed

6-Oct-21

All Projects

BOLD = New Project
UNDERLINED = Change in Schedule

* = Multi Category Project
ITALIC = \$ Change

PROJECT DESCRIPTION	2023	2024	2025	2026	2027	2028	Total	Finance Method
GENERAL GOVERNMENT								
Transfer to Capital Reserve - Infrastructure & Equip	1,175,000	1,325,000	1,475,000	1,625,000	1,775,000	1,925,150	9,300,150	OB
Transfer to Capital Reserve - Cemetery	125,000	125,000	125,000	125,000	125,000	125,000	750,000	OB
General Facility Improvements	50,000	50,000	50,000	50,000	50,000	50,000	300,000	RF
CAMA Software Replacement and Implementaion	37,000						37,000	OB
Cemetery Equipment & Improvements		250,000		250,000		250,000	750,000	RF
Chapel Restoration			500,000				500,000	DF
TOTAL GENERAL GOVT.	1,387,000	1,750,000	2,150,000	2,050,000	1,950,000	2,350,150	11,637,150	
POLICE								
Police Cruiser Replacement Program	144,000	144,000	144,000	144,000	144,000	144,000	864,000	RF
Public Safety Communications/Security Improvements	100,000	100,000	100,000	100,000	100,000	100,000	600,000	OB
TOTAL POLICE	244,000	244,000	244,000	244,000	244,000	244,000	1,464,000	
FIRE & RESCUE								
<i>Ambulance Replacement</i>	271,000		263,000		266,000		800,000	RF
Front Line Vehicle Corrosion Repair	100,000						100,000	RF
<i>Protective Gear</i>	208,000					250,000	458,000	RF
<i>Command/Staff Vehicle Replacement</i>		62,000		62,000		62,000	186,000	RF
Pumper/Quint Replacement				900,000			900,000	RF
<i>SCBA Gear</i>				506,730			506,730	RF
Squad Replacement				500,000			500,000	RF
Aerial Platform Replacement						1,500,000	1,500,000	DF
TOTAL FIRE & RESCUE	579,000	62,000	263,000	1,968,730	266,000	1,812,000	4,950,730	
COMMUNITY SERVICES - PUBLIC WORKS								
PW Heavy Equipment	450,000	500,000	550,000	600,000	650,000	700,000	3,450,000	RF
General Streets Improvements	2,341,451	2,435,109	2,532,513	2,633,814	2,739,166	2,848,733	15,530,786	OB
General Sidewalk Improvements	126,531	131,592	136,856	142,330	148,023	153,944	839,276	OB
Bridge Improvements	180,000	200,000	200,000	200,000	200,000	200,000	1,180,000	OB
Drainage System Improvements	250,000	300,000	350,000	400,000	450,000	450,000	2,200,000	OB
Traffic Signal Upgrades/Traffic Calming	90,000	90,000	90,000	90,000	90,000	90,000	540,000	OB
Cochecho Replace Storm Drain Outfall	500,000						500,000	DF
Roundabout Dover Point Road/Pointe Place	175,000	800,000					975,000	DF/RF
Portland Avenue Retaining Wall	750,000						750,000	DF
<u>Street Reconstruction - Whittier Street</u>	650,000						650,000	DF
Street Reconstruction Lower Central Avenue		3,000,000					3,000,000	DF
Street Reconstruction - Sunset Drive			200,000	1,000,000			1,200,000	DF
<u>Bridge Replacement - Oak Street</u>				5,000,000			5,000,000	GF
<u>Soundwalls - Renaud/Keating</u>				400,000			400,000	RF/GF
Street Reconstruction - Atlantic Avenue				900,000	600,000		1,500,000	DF
Street Reconstruction - Home Street*				250,000		2,000,000	2,250,000	DF
Drainage Improvements - Spruce/Tanglewood					900,000		900,000	DF
Street Reconstruction - Piscataqua/Back River*					1,000,000		1,000,000	DF
Sidewalk Construction - Outer Sixth Street						300,000	300,000	DF
Sidewalk Construction - Dover Point Road						800,000	800,000	DF
Street Reconstruction - Oak/Ham/Ela*						1,000,000	1,000,000	DF
Street Reconstruction - Rutland						300,000	300,000	DF
TOTAL COMM SERV - PW	5,512,982	7,456,701	4,059,369	11,616,144	6,777,189	8,842,677	44,265,062	
CULTURE & RECREATION								
Transfer to Capital Reserve - Park/Playground Imprv.	112,500	112,500	112,500	112,500	112,500	112,500	675,000	OB
Park Infrastructure Replace/Maintenance	75,000	75,000	75,000	75,000	75,000	75,000	450,000	RF
Community Trail Phase IV	131,000						131,000	RF
<i>Park Improvements - Garrison Hill Park</i>	320,000						320,000	RF
Indoor Pool Solar Panel Purchase			150,000				150,000	RF
Arena - Foster Rink Air Conditioning				75,000			75,000	RF
Henry Law Park Public Bathrooms					410,000		410,000	RF
TOTAL CULTURE & RECREATION	638,500	187,500	337,500	262,500	597,500	187,500	2,211,000	
PUBLIC LIBRARY								
Library Books and Collections	129,241	133,118	137,112	141,225	145,462	149,826	835,984	OB
TOTAL PUBLIC LIBRARY	129,241	133,118	137,112	141,225	145,462	149,826	835,984	
TOTAL CITY DEPARTMENTS	8,490,723	9,833,319	7,190,981	16,282,599	9,980,151	13,586,153	65,363,926	
EDUCATION								
Transfer to Capital Reserve - Curriculum	150,000	150,000	150,000	150,000	150,000	150,000	900,000	OB
Transfer to Capital Reserve - Facilities	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000	OB
<i>Transfer to Capital Reserve - Info. Technology</i>	480,000	20,000	20,000	20,000	20,000	20,000	580,000	OB
Transfer to Capital Reserve - Athletics	20,000	20,000	20,000	20,000	20,000	20,000	120,000	OB
<i>Curriculum Replacement and Upgrade</i>	250,000	100,000	100,000	100,000	100,000	100,000	750,000	RF
Facilities/School Maintenance and Repairs	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Furniture Replacement	25,000	25,000	25,000	25,000	25,000	25,000	150,000	OB
<u>DHS Equip Storage, Bleacher, Turf/Track Replace</u>	200,000		2,500,000				2,700,000	DF
<i>Information Technology Replacement and Upgrade</i>		480,000	480,000	480,000	480,000	480,000	2,400,000	OB
Garrison Elementary School Renovations		300,000		5,928,000			6,228,000	DF
DHS Solar Panel Purchase				600,000	100,000	100,000	800,000	RF

Capital Improvements Program - FY2023-2028

Proposed

6-Oct-21

All Projects

BOLD = New Project

* = Multi Category Project

UNDERLINED = Change in Schedule

ITALIC = \$ Change

PROJECT DESCRIPTION	Fiscal Year						Total	Finance Method
	2023	2024	2025	2026	2027	2028		
TOTAL EDUCATION	1,475,000	1,445,000	3,645,000	7,673,000	1,245,000	1,245,000	16,728,000	
TOTAL GENERAL FUND	9,965,723	11,278,319	10,835,981	23,955,599	11,225,151	14,831,153	82,091,926	
SPECIAL REVENUE FUNDS								
Building Access Control and CCTV Systems	100,000	100,000	100,000	60,000			360,000	OB
Conservation Funding	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000	OB
<i>DoverNet Client System Replacement</i>	55,700	55,700	55,700	55,700	55,700	55,700	334,200	OB
SAU Athletic Improvements	30,000	30,000	30,000	30,000	30,000	30,000	180,000	OB
SAU Cafeteria Maintenance/Repair/Upgrade	40,000	40,000	40,000	40,000	40,000	40,000	240,000	OB
SAU HVAC Upgrades	260,000	4,240,000					4,500,000	GF
SAU Light Vehicle Replacement	50,000	50,000	50,000	50,000	50,000	50,000	300,000	OB
Downtown Parking Garage Maintenance	225,000						225,000	RF
SAU Technology Replacement and Upgrade	480,000						480,000	GF
McConnell Center Boiler & Pump Replacement		4,500	250,000				254,500	OB
McConnell Center Rubber Roof			6,500	275,000			281,500	OB
Parking Facility - Downtown			8,100,000				8,100,000	DF
McConnell Center Gym AC				10,000	260,000		270,000	OB
TOTAL SPECIAL REVENUE FUNDS	1,490,700	4,770,200	8,882,200	770,700	685,700	425,700	17,025,200	
TIF DISTRICT FUNDS								
Waterfront Development Site Improvements	4,200,000	4,200,000					8,400,000	DF
TOTAL TIF DISTRICT FUNDS	4,200,000	4,200,000	0	0	0	0	8,400,000	
COMMUNITY SERVICES - WATER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Water Exploration	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Water Light Vehicle Replacement*	15,000	15,000	15,000	15,000	15,000	15,000	90,000	OB
Water Main Replacement - City Wide	162,240	168,730	175,479	182,498	189,798	197,390	1,076,135	RF
Water Meter Replacement	175,000	175,000	175,000	175,000	175,000	175,000	1,050,000	OB
Water Treatment Plant & Well Equipment	81,120	84,365	87,739	91,249	94,899	98,695	538,067	RF
Wellhead Protection	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
SCADA Radio Replacements & Upgrades	100,000						100,000	OB
New Water Storage Tank	3,100,000	3,000,000					6,100,000	DF
Rehabilitate Garrison Hill Water Storage Tank		1,400,000					1,400,000	DF
New Supply Source Development				300,000	4,000,000	4,000,000	8,300,000	RF/DF
<i>Water Main Replacement - Littleworth Road</i>				1,000,000	1,000,000	1,100,000	3,100,000	DF
Water Main Replacement - Durham Road				850,000			850,000	DF
Water Main Replacement - Horne Street*				100,000		1,500,000	1,600,000	DF
Water Main Replacement - Piscataqua Road*				250,000	1,500,000		1,750,000	DF
Well Upgrades - Hughes Well					2,000,000	2,000,000	4,000,000	DF
Water Main Replacement - Central Avenue					300,000	3,700,000	4,000,000	DF
Emergency Interconnect with Portsmouth						300,000	300,000	GF
Water Main Replacement - Chapel/Portland						250,000	250,000	DF
Water Main Replacement - Oak/Ham/Ela*						1,000,000	1,000,000	DF
TOTAL WATER FUND	4,373,360	5,583,095	1,193,218	3,703,747	10,014,697	15,076,085	39,944,202	
COMMUNITY SERVICES - SEWER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Inflow/Infiltration Study/Mitigation	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	RF
Pump Station Equipment Replace-Maint.	81,120	84,365	87,739	91,249	94,899	98,695	538,067	OB
Sewer Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Sewer Light Vehicle Replacement*	15,000	15,000	15,000	15,000	15,000	15,000	90,000	OB
Sewer Main Replacements - City Wide	162,240	168,730	175,479	182,498	189,798	197,390	1,076,135	RF
<i>WWTP General Permit Compliance</i>	1,900,000	400,000	400,000	400,000	400,000	400,000	3,900,000	OB/RF
Henry Law/River Street - Sewer Main Replace	500,000	500,000					1,000,000	DF
SCADA Radio Replacements & Upgrades	100,000						100,000	OB
WWTP - Capacity Upgrades, Nutrient Removal	750,000						750,000	DF
Phase C Inflow & Infiltration Removal		1,950,000					1,950,000	DF
Pump Station Upgrade - Mill Street		200,000	2,300,000				2,500,000	DF
Pump Station Upgrade - Charles Street				250,000	1,050,000		1,300,000	DF
Sewer Main Replacement - Horne Street*				100,000		1,000,000	1,100,000	DF
WWTP - Capacity Upgrades, treatment				300,000		4,100,000	4,400,000	DF
Pump Station Upgrade - Butterfield Building						150,000	150,000	DF
Sewer Main Installation - North End						500,000	500,000	DF
TOTAL SEWER FUND	4,348,360	4,158,095	3,818,218	2,178,747	2,589,697	7,301,085	24,394,202	
TOTAL OTHER FUNDS	14,412,420	18,711,390	13,893,636	6,653,194	13,290,094	22,802,870	89,763,604	
TOTAL ALL PROJECTS	24,378,143	29,989,709	24,729,617	30,608,793	24,515,245	37,634,023	171,855,530	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

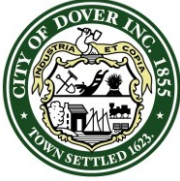
Resolution Number: **R – 2021.10.13 – 176**
Resolution Re: **Appropriation For FY2023 Capital Improvements
Program – Non-Debt Financed Projects**

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

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT:
The following capital outlays are appropriated as part of the FY2023 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	General Facility Improvements	\$50,000	General Fund Capital Reserve	Trust
2	Police Cruiser Replacement Program	144,000	General Fund Capital Reserve	Trust
3	Ambulance Replacement	271,000	General Fund Capital Reserve	Trust
4	Fire Front Line Vehicle Corrosion Repair	100,000	General Fund Capital Reserve	Trust
5	Fire Protective Gear	208,000	General Fund Capital Reserve	Trust
6	Public Works Heavy Equipment	450,000	General Fund Capital Reserve	Trust
7	Roundabout Dover Point Road/Pointe Place	175,000	Transportation Reserve	Trust
8	Park Infrastructure Replace/Maintenance	50,000	Park Improvements Reserve	Trust
9	Park Improvements - Garrison Hill Park	50,000	Park Improvements Reserve	Trust
10	Park Infrastructure Replace/Maintenance	25,000	Recreation Facilities Capital Reserve	Trust
11	Community Trail Phase IV	131,000	Recreation Facilities Capital Reserve	Trust
12	Park Improvements - Garrison Hill Park	270,000	Recreation Facilities Capital Reserve	Trust
13	Downtown Parking Garage Maintenance	225,000	Parking Improvements Reserve	Trust
14	Facilities/School Maintenance and Repairs	100,000	School Facilities Reserve	Trust
15	DHS Equip Storage, Bleacher, Turf/Track Replace	200,000	School Facilities Reserve	Trust
16	Curriculum Replacement and Upgrade	250,000	School Curriculum Reserve	Trust
17	Water Exploration	100,000	Water Fund Capital Reserve	Trust
18	Water Heavy Equipment Replacement	40,000	Water Fund Capital Reserve	Trust
19	Water Main Replacement - City Wide	162,240	Water Fund Capital Reserve	Trust
20	Water Treatment Plant & Well Equipment	81,120	Water Fund Capital Reserve	Trust
21	Wellhead Protection	100,000	Water Fund Capital Reserve	Trust
22	Inflow/Infiltration Study/Mitigation	300,000	Sewer Fund Capital Reserve	Trust
23	Sewer Heavy Equipment Replacement	40,000	Sewer Fund Capital Reserve	Trust
24	Sewer Main Replacement - City Wide	162,240	Sewer Fund Capital Reserve	Trust
25	WWTP General Permit Compliance	1,400,000	Sewer Fund Capital Reserve	Trust
	Total	\$5,084,600		

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2021.10.13 – 176**
Resolution Re: **Appropriation For FY2023 Capital Improvements
Program – Non-Debt Financed Projects**

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

First Reading Date: 10/13/2021
Approved Date:

Public Hearing Date: 10/27/2021
Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2021.10.13 – 176**
Resolution Re: **Appropriation For FY2023 Capital Improvements
Program – Non-Debt Financed Projects**

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates capital reserve funds to finance a portion of the FY2023 Capital Improvements Program. In addition, it authorizes the transfer of Capital Reserve Fund moneys.

The following table reflects the amount to be appropriated from the various funds and their projected balances as of 6/30/2022:

Description	Proposed Appropriation	Balance 6/30/2022	Notes
Capital Reserve Funds CIP			
General Fund Capital Reserve	\$1,223,000	\$152,020	(1)
Parks Improvements Reserve	\$100,000	\$36,726	(2)
Transportation Reserve	\$175,000	\$109,408	(3)
Recreation Facilities Capital Reserve	\$426,000	\$313,406	(4)
School Facilities Capital Reserve	\$300,000	\$1,236,727	
School Curriculum Reserve	\$250,000	\$101,606	(5)
Water Fund Capital Reserve	\$483,360	\$2,290,159	
Sewer Fund Capital Reserve	\$1,902,240	\$1,436,353	(6)
Parking Improvements Reserve	\$225,000	\$811,181	
Total	\$5,084,600		

1. The General Fund Capital Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$1,175,000 into the reserve is proposed in the CIP FY 2023-2028 to be budgeted during FY2023 as part of the City's General Fund Operating Budget.
2. The Parks Improvements Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$112,500 into the reserve is proposed in the CIP FY 2023-2028 to be budgeted during FY2023 as part of the City's General Fund Operating Budget.
3. The Transportation Reserve will have sufficient funds for the appropriations as a transfer in the amount of \$175,000 into the reserve is estimated for FY 2023 from Transportation Improvement Fees collected by the City.
4. The Recreation Facilities Capital Reserve will have sufficient funds for the appropriations as a transfer in the amount of \$120,000 into the reserve is estimated for FY2023 from the collection of Recreation Impact Fees.
5. The School Curriculum Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$150,000 into the reserve is proposed in the CIP FY 2023-2028 to be budgeted during FY2023 as part of the School's General Fund Operating Budget.
6. The Sewer Fund Capital Reserve will have sufficient funds for the appropriations as a transfer from the Sewer Fund of \$500,000 into the reserve is proposed in the CIP FY 2023-2028 to be budgeted during FY2023 as part of the City's Sewer Fund Operating Budget.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2021.10.13 – 177**

Resolution Re: **Appropriation For FY2023 Capital Improvements Program and Authorization for Bonding**

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

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following capital projects are appropriated, with estimated useful lives in excess of the length indicated, as part of the FY2023 Capital Improvements Program:

Item #	Description	Proposed Appropriations	Life/Yrs	Department	Fund
1	Cochecho Replace Storm Drain Outfall	500,000	20	Comm Serv - PW	General
2	Portland Avenue Retaining Wall	750,000	20	Comm Serv - PW	General
3	Sidewalk Replacement - Whittier Street	650,000	20	Comm Serv - PW	General
4	Waterfront Development Site Improvements	8,400,000	20	Waterfront TIF	Waterfront TIF
5	New Water Storage Tank	6,100,000	20	Comm Serv - Water	Water
6	Henry Law/River Street - Sewer Main Replace	1,000,000	20	Comm Serv - Sewer	Sewer
7	WWTP - Capacity Upgrades, Nutrient Removal	750,000	20	Comm Serv - Sewer	Sewer
	Total	18,150,000			

AND FURTHER BE IT RESOLVED THAT:

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

AND FURTHER BE IT RESOLVED THAT:

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

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2021.10.13 – 177**
Resolution Re: **Appropriation For FY2023 Capital Improvements
Program and Authorization for Bonding**

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

First Reading Date: 10/13/2021
Approved Date:

Public Hearing Date: 10/27/2021
Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2021.10.13 – 177**
Resolution Re: **Appropriation For FY2023 Capital Improvements Program and Authorization for Bonding**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes appropriations for the projects of the FY2023 Capital Improvements Program financed by debt and authorizes the sale of bonds and/or participation in the CWSRF or DWSRF.

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

Debt Authorization versus Debt Retirement

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

Description	City	School	Water	Sewer	Waterfront TIF	Total
FY2023 Authorization	1,900,000	0	6,100,000	1,750,000	8,400,000	18,150,000
FY2023 Retirement	4,041,199	3,344,746	1,282,556	1,544,872	229,142	10,442,515
Net Change	(2,141,199)	(3,344,746)	4,817,444	205,128	8,170,858	7,707,485

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2021 and this authorization, against the legal debt limits.

Description	City	School	Water	DBIDA-IP	Waterfront TIF	Exempt	Total
Debt Outstanding	38,083,620	85,543,306	13,042,743	0	2,199,104	26,824,327	165,693,100
Authorized - Unissued	26,955,315	1,651,000	31,678,000	0	8,412,500	9,985,765	78,682,580
Total Issued & Unissued	65,038,935	87,194,306	44,720,743	0	10,611,604	36,810,092	244,375,680
This Authorization	1,900,000	0	6,100,000	0	8,400,000	1,750,000	18,150,000
Grand Total	66,938,935	87,194,306	50,820,743	0	19,011,604	38,560,092	262,525,680
Legal Debt Limit	126,522,280	295,218,652	421,740,932	4,000,000	NA	NA	
Unused Capacity	59,583,345	208,024,346	370,920,189	4,000,000			
Percent Unused	47.1%	70.5%	87.9%	100.0%			

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

DBIDA limits are set by special legislation.

IP = Industrial Park projects

IB = Industrial Building projects

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

R-2021.10.13 CIP FY2023 Authorization for Bonding

Document Created by: Finance Department

Resolution.doc

Document Posted on: November 4, 2021

Page 3 of 6



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2021.10.13 – 177**

Resolution Re: **Appropriation For FY2023 Capital Improvements
Program and Authorization for Bonding**

Multi-Year Projects Proposed Bonding Schedule

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

			Proposed						
Item #	Description		Appropriations	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
1	Cochecho Replace Storm Drain Outfall		\$ 500,000	500,000					
2	Portland Avenue Retaining Wall		750,000	750,000					
3	Sidewalk Replacement - Whittier Street		650,000	650,000					
4	Waterfront Development Site Improvements		8,400,000	4,200,000	4,200,000				
5	New Water Storage Tank		6,100,000	3,100,000	3,000,000				
6	Henry Law/River Street - Sewer Main Replace		1,000,000	500,000	500,000				
7	WWTP - Capacity Upgrades, Nutrient Removal		750,000	750,000					
			18,150,000	10,450,000	7,700,000	-	-	-	

Financial Policy Considerations

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

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

Water Fund debt will exceed the 5% policy limit in FY2022 and continue through FY2028 as a result of the funding appropriated in this resolution and the funding for Water System Facilities Upgrade in the FY2017 CIP and FY2018 CIP. The Water Fund debt service as a percentage of budget is projected to exceed the 40% policy level in FY2023 and continue through FY2028. This is the result of the funding appropriated for Water System Facilities Upgrade in FY2017 and FY2018 CIPs, as well as the \$6,100,000 proposed for debt financing in this resolution.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2021.10.13 – 177**

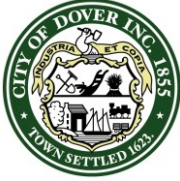
Resolution Re: **Appropriation For FY2023 Capital Improvements Program and Authorization for Bonding**

Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate and the Utility Rates, net of existing debt service and aid, related to the projects proposed to be bonded in FY2023. The top table reflects the impact of the new CIP projects only; the second set reflects the combined impact of the new CIP projects and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.

CIP Only					CIP Only				
Net Change in Property Tax Rates					Net Change in Utility Rates				
	2023	2024	2025			2023	2024	2025	
City	0.07	0.14	0.16		Water	0.41	0.74	0.77	
School	0.01	0.03	0.11		Sewer	0.21	0.50	0.70	
Total Change	0.08	0.17	0.27		Total Change	0.62	1.24	1.47	
Est Tax Rate	25.13	25.30	25.57		Est Utility Rate	16.21	17.45	18.92	
% Change City	0.75%	1.50%	1.70%		% Change Water	6.89%	11.64%	11.51%	
% Change School	0.09%	0.26%	0.96%		% Change Sewer	2.18%	5.08%	6.90%	
% Change Total	0.32%	0.68%	1.07%		% Change Total	3.98%	7.65%	8.73%	
Including Prior Year Authorizations					Including Prior Year Authorizations				
Net Change in Property Tax Rates					Net Change in Utility Rates				
	2023	2024	2025			2023	2024	2025	
City	0.20	0.26	(0.20)		Water	1.96	1.81	(0.28)	
School	-0.01	0.01	0.05		Sewer	0.78	0.65	0.61	
Total Change	0.19	0.27	(0.15)		Total Change	2.74	2.46	0.33	
Est Tax Rate	25.24	25.51	25.36		Est Utility Rate	18.33	20.79	21.12	
% Change City	2.15%	2.74%	-2.09%		% Change Water	32.94%	22.88%	-3.61%	
% Change School	-0.09%	0.09%	0.44%		% Change Sewer	8.09%	6.24%	5.93%	
% Change Total	0.76%	1.07%	-0.59%		% Change Total	17.58%	13.42%	1.83%	
Rate per \$1,000 of Assessed Value					Rate per 100 Cubic Feet of Water Consumption				

The table below reflects the net change from year to year, and the total change after 3 years, for an average single family home for taxes and user fees, based on the FY21 assessed value at \$351,205 with 75 HCF of average water usage.



CITY OF DOVER

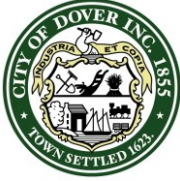
CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2021.10.13 – 177**

Resolution Re: **Appropriation For FY2023 Capital Improvements
Program and Authorization for Bonding**

Impact to Average Single Family Home				
				Change
				After
Description	Yr1	Yr2	Yr3	3 Years
CIP Only				
Property Tax	28	60	95	183
Water Fees	31	56	58	144
Sewer Fees	16	38	53	106
Total Avg SFH Impact	75	153	205	432
Including PY Authorizations				
Property Tax	67	95	(53)	109
Water Fees	147	136	(21)	262
Sewer Fees	59	49	46	153
Total Avg SFH Impact	272	279	(28)	524



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2021.11.10 – 182**

Resolution Re: B19064 OPEB Actuarial Services – The Howard E. Nyhart Company, Inc.

WHEREAS: A Sealed Request for Proposal #B19064 was issued and received for OPEB (Other Postemployment Benefits) actuarial services to prepare a valuation of the City's retiree health, dental and life insurance obligations on May 14, 2019 at 2:00 p.m.; and

WHEREAS: Four responses were received and reviewed for necessary qualifications, experience, skills, project understanding, approach and ability to comply with proposed scope of services. The Howard E. Nyhart Company, Inc. was selected for this project in the amount of \$15,000.00. The agreement in July 2019 was an initial two-year term with two optional one-year renewals; and

WHEREAS: In July 2021, the first renewal was executed in the amount of \$3,100.00 which included the preparation of an Interim GASB 75 Report for fiscal year ending 2022. Following discussions with the Finance Director, the City received an additional scope of work to prepare a 30-year projection of OPEB liabilities and assets, as well as preparation of an Experience Study in the amount of \$14,000.00. It is the recommendation to award the additional scope of work in the amount not to exceed \$14,000.00 for a total project cost to date of \$32,100.00; and

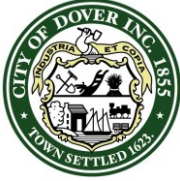
WHEREAS: The Government Finance Officers' Association of the United States and Canada (GFOA) recommends Best Practices for complying with Governmental Accounting Standards Board (GASB) Statement 74/75, to include performing an experience study of actuarial assumptions and conduct periodic OPEB liability and asset modeling.

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 Howard E. Nyhart Company, Inc. of Indianapolis, IN for an additional scope of work in the amount of \$14,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing			
Account	Description	Appropriation	Balance
1000.1.190.41991.4312.00000.00	Misc Gen Govt - Management Services	67,000.00	44,010.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2021.11.10 – 182**

Resolution Re: B19064 OPEB Actuarial Services – The Howard E. Nyhart Company, Inc.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk

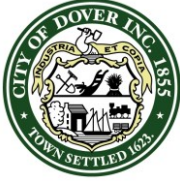
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2021.11.10 – 182**

Resolution Re: B19064 OPEB Actuarial Services – The Howard E. Nyhart Company, Inc.

RESOLUTION BACKGROUND MATERIAL:

On April 23, 2019, the City requested proposals from qualified Actuarial Consultants to prepare a valuation of the City's retiree health, dental and life insurance obligations. These obligations consist of explicit and implicit liabilities. The Howard E. Nyhart Company, Inc. was selected to perform these services in the amount of \$15,000.00. The first of two possible one-year agreement extensions was executed in July 2021 in the amount of \$3,100.00 and included the preparation of an Interim GASB 75 Report for fiscal year ending 2022.

The Government Finance Officers' Association of the United States and Canada (GFOA) recommends Best Practices for complying with Governmental Accounting Standards Board (GASB) Statement 74/75 financial reporting requirements. GASB Statement 74/75 requires municipalities to obtain actuarial services to properly report in their annual financial statements the long term liability for Other Post-Employment Benefit (OPEB) Plans. The City has an OPEB obligation for retiree health insurance and since 2006 has utilized actuarial services to complete annual OPEB liability calculations to include in the City's annual financial statements. The actuarial determined OPEB liability utilizes assumed assumptions for items such as inflation rate, health care premium rate trends, discount rate on OPEB Trust Fund investments, retirees' experience trends, and City pre-funding contributions.

The GFOA Best Practice further recommends every five years performing an experience study to determine the difference between assumed assumptions and actual experience. The City has not performed an experience study since the inception of the actuarial determined OPEB liability in 2006. This study will compare actual results and trends for the City's OPEB Plan to the actuarial assumptions used in the prior years' OPEB liability valuations. The information obtained from the study will be used to revise actuarial assumptions used in future OPEB liability valuations.

The GFOA Best Practice further recommends for municipalities with an explicit OPEB liability, meaning paying retirees' insurance premiums on a pay as you go basis, as well as, for municipalities that are pre-funding their OPEB liability, to prepare a forecast of the Plan's liability and assets. The City has an explicit OPEB liability (pays premiums on a monthly basis) and the City is pre-funding the OPEB liability by annually placing funds into the OPEB Trust Fund. In 2011 the City Council appointed an Ad-hoc committee to review and make recommendations to update the City's existing financial policies. In the final report of recommendations provided to the City Council, the Ad-hoc committee recommended establishing a dedicated fund and maintaining sufficient annual contributions to offset the City's OPEB liability. In developing this financial policy recommendation the Ad-hoc committee had obtained a forecast of the OPEB liability and pre-funding scenario that would result in long-term fiscal sustainability for the City. The goal of conducting an updated forecast is to use asset allocation modeling and cash-flow projections to ensure the City's existing pre-funding model will continue to result in long-term fiscal sustainability for the City.

An additional scope of work is being requested for the preparation of a 30-year projection of OPEB liabilities and assets, as well as preparation of an Experience Study in the amount of \$14,000.00 for a total project cost to date of \$32,100.00. The Experience Study is a comprehensive report detailing actual retirement, termination, salary growth and health care coverage election at retirement experience. The report will include proposed changes to the current assumptions if applicable and cost impact due to the assumption changes.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2021.11.10 – 182**

Resolution Re: B19064 OPEB Actuarial Services – The Howard E. Nyhart Company, Inc.

Bid Information:

A Sealed Request for Proposal #B19064 was issued and received for OPEB (Other Postemployment Benefits) actuarial services to prepare a valuation of the City's retiree health, dental and life insurance obligations on May 14, 2019 at 2:00 p.m.

Award Information:

A purchase order will be issued to The Howard E. Nyhart Company, Inc. to authorize future expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	96	Number of Responses:	4
Warranty:	N/A	Terms:	2-Year/Optional Renewal
Work Bonded:	No	Contract:	Yes
Prices will hold for:	June 30, 2022	Estimated Delivery:	As needed
Recommended Award to:	The Howard E. Nyhart Company, Inc.	Fund:	Operating
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B19064 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2021.11.10 – 183**

Resolution Re: B22011 Design-Build Services for the Remodel of City Hall
First Floor Restrooms

WHEREAS: A sealed Request for Proposal #B22011 was issued and received for Design-Build Services for the Remodel of City Hall First Floor Restrooms on October 21, 2021 at 2:00 PM. A mandatory pre-proposal meeting was held on October 7, 2021 at 11:00 AM with seven vendors in attendance; and

WHEREAS: The City received two bid replies which were reviewed for necessary experience, technical and professional qualifications, possession of a satisfactory record of performance, as well as cost. The lowest responsive and responsible bid was submitted by Martini Northern of Newfields, NH. Martini Northern provided two options for consideration for the remodel as noted in the background section of this resolution; and

WHEREAS: Option #1 is recommended for a complete renovation to the men's and women's restrooms on the first floor in City Hall which includes the design and remodel of the two areas to ensure compliance with the Americans for Disabilities Act (ADA), as well as meet code compliance and to maintain the historical integrity of both spaces. It is the recommendation to award to Martini Northern, a vendor that the City has worked with previously in the amount of \$139,154.00; and

WHEREAS: The project was a part of the Substantial Amendment to the Community Development Block Grant (CDBG) FY22 Action Plan approved by the City of Dover and HUD.

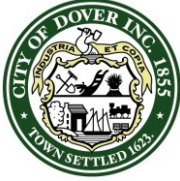
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a purchase order to Martini Northern of Newfields, NH for Design-Build Services for the Remodel of City Hall First Floor Restrooms in the amount of \$139,154.00. 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
2100.1.180.46341.4835.06388.22	Grants/Subsidy - City Hall Barrier Removal	90,729	90,729
2100.1.180.46341.4835.06388.21	Grants/Subsidy - City Hall Barrier Removal	48,425	48,425



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2021.11.10 – 183**

Resolution Re: B22011 Design-Build Services for the Remodel of City Hall
First Floor Restrooms

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor 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:

Document Created by: Purchasing
Document Posted on: November 4, 2021

R-2021.11.10 B22011 Design-Build Services for the
Remodel of City Hall First Floor Restrooms
Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2021.11.10 – 183**

Resolution Re: B22011 Design-Build Services for the Remodel of City Hall
First Floor Restrooms

The City requested proposals from qualified architect/contractor teams for design-build services for architectural design(s), remodeling cost estimates and construction services for first floor men's and women's restrooms in City Hall. The project includes the design and remodel of the two areas to ensure compliance with the Americans for Disabilities Act (ADA), as well as to meet code compliance and to maintain the historical integrity of both spaces. In order to meet design, occupancy and ADA requirements, the design to remodel may include a new floorplan in both spaces, as well as changing or swapping the men's and women's restrooms.

Martini Northern provided two options, the first option is a complete renovation to the men's and women's restrooms on the first floor which includes the design and remodel of the two areas to ensure compliance with the Americans for Disabilities Act (ADA), as well as meet code compliance, and to maintain the historical integrity of both spaces in the amount of \$139,154.00. The second option is strictly removing and replacing toilet partitions, selective demolition, patch tiles as required and relocate/replace selective plumbing fixtures in the amount of \$89,812.00. Option #1 is recommended for this project as the latter will leave the restrooms with mismatched floor and wall finishes, wall and floor patches, as well as potential ADA accessibility implications. Option #1 also provides an opportunity to provide cost savings and value management to potentially reduce the cost of the proposed estimate within Martini Northern's proposal. The project is expected to be complete by April 1, 2022.

Bid Information:

A sealed Request for Proposal #B22011 was issued and received for Design-Build Services for the Remodel of City Hall First Floor Restrooms on October 21, 2021 at 2:00 PM.

Award Information:

A purchase order will be issued to Martini Northern to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	634	Number of Responses:	2
Warranty:	Per Manufacturer	Terms:	Completion by 4/1/22
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	2022
Recommended Award to:	Martini Northern	Fund:	CDBG
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

B22011 Bid Documents



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2021.11.10 – 184**
Resolution Re: B22021 Consumable Office Supplies – State of NH
Contract with W.B. Mason

WHEREAS: There are several State of New Hampshire contract pricing schedules available for municipal use with various vendors that participate. W.B. Mason in Manchester, NH is an authorized vendor with the State of New Hampshire for consumable office supplies solicited through NH State Bid#2463-22 for a three-year contract effective November 1, 2021 through October 31, 2024; and

WHEREAS: W.B. Mason offers various product discounts where any non-profit, county, city, town, school district or any other governmental organization is eligible to participate. The City has been very pleased with the availability, delivery and pricing structure offered by this vendor. As the pricing schedule for W.B. Mason is through October 31, 2024, it seems to be financially prudent for the City to take advantage of this discounted pricing; and

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

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

The Purchasing Agent is hereby authorized to issue Purchase Orders as-needed to W.B. Mason of Manchester, NH for consumable office supplies at discounted prices established under State of NH Contract #8002937. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
xxxx.1.xxx.xxxxx.4611.xxxxx.xx	Office Supplies	111,728	69,382
xxxx.1.xxx.xxxxx.4612.xxxxx.xx	Operating Supplies	824,716	200,249

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2021.11.10 – 184**
Resolution Re: B22021 Consumable Office Supplies – State of NH
Contract with W.B. Mason

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 – 2021.11.10 – 184**
Resolution Re: B22021 Consumable Office Supplies – State of NH
Contract with W.B. Mason

RESOLUTION BACKGROUND MATERIAL:

There are several State of New Hampshire contract pricing schedules available for municipal use with various vendors that participate. W.B. Mason in Manchester, NH is an authorized vendor with the State of New Hampshire for consumable office supplies solicited through NH State Bid#2463-22 for a three-year contract effective November 1, 2021 through October 31, 2024.

Through the original bid solicitation, vendors were asked to provide unit pricing on commonly purchased items, as well as tier pricing discounts. Three responses to the solicitation were received with W.B. Mason being the lowest bidder. As the City currently utilizes W.B. Mason, it will simply be a matter of the vendor setting the rate/discount structure to the existing City's account.

Per 5-29B Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures when purchasing through the State of New Hampshire or at State bid prices. As the estimated expense may exceed the \$25,000.00 threshold, Council approval is required.

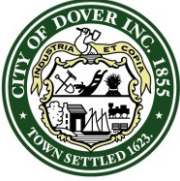
Award Information:

A purchase order(s) will be issued to W.B. Mason to authorize future expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	By the State of NH	Number of Responses:	3
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	10/31/2024	Estimated Delivery:	As-Needed
Recommended Award to:	W.B. Mason	Fund:	Various
Other Approvals Required:	State of NH award, approved 9/21/2021	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B22021 – State of NH Bid & Contract Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2021.11.10 – 185**
Resolution Re: Directing the City Council's Ordinance Committee to (i) Review Any Need for Ward Redistricting and (ii) Prepare a Draft Ordinance Setting Forth Ward Boundaries

WHEREAS: Every ten years, upon receipt of the federal census results, the City reexamines its existing ward boundaries to ensure the proportionality of all wards; and

WHEREAS: Due to the coronavirus disease 2019 pandemic ("COVID-19"), the decennial census results were delayed by several months in 2021; and

WHEREAS: At the municipal election on November 2, 2021, the voters of the City of Dover approved an amendment (Question 1) removing the City's ward boundaries from the City's charter in order to enable ward boundaries to instead be set forth in an ordinance enacted by the City Council; and

WHEREAS: The City has now received the federal census results for Dover.

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

The City Council's Ordinance Committee is hereby directed to promptly review the federal census results for Dover and determine whether and which wards may need adjustments to ensure proportionality and equal population as required by law.

AND, FURTHER BE IT RESOLVED THAT:

The City Council's Ordinance Committee is further directed to promptly prepare a proposed ordinance for the City Council's consideration setting forth Dover's proposed ward boundaries.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Dennis Shanahan
Councilor Lindsey Williams
Councilor Fergus Cullen

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.1.	
Resolution Number: R - 2021.11.10 – 185 Resolution Re: Directing the City Council's Ordinance Committee to (i) Review Any Need for Ward Redistricting and (ii) Prepare a Draft Ordinance Setting Forth Ward Boundaries		

DOCUMENT HISTORY:

First Reading Date: _____ Approved Date: _____	Public Hearing 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:

For reference, Question 1 from the 2021 municipal election in Dover is reproduced below showing the new text of the City Charter to take effect January 1, 2022 pursuant to RSA 49-B:6, IV(b):

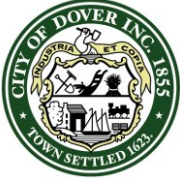
QUESTION 1

QUESTION: SHALL DOVER APPROVE THE CHARTER AMENDMENT REPRINTED BELOW:

a. *Amend § C1-2 to read as follows:*

- “A. The city shall be divided into six wards as presently constituted. The general laws of the state relative to wards of cities, officers thereof and voters, checklists, elections and jurors shall be applicable to such wards.

Document Created by: Legal Document Posted on: November 4, 2021	R-2021.11.10 Directing the City Council's Ordinance Committee to (i) Review Any Need for Ward Redistricting and (ii) Prepare a Draft Ordinance Setting Forth Ward Boundaries Page 2 of 5
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2021.11.10 – 185**
Resolution Re: Directing the City Council's Ordinance Committee to (i) Review Any Need for Ward Redistricting and (ii) Prepare a Draft Ordinance Setting Forth Ward Boundaries

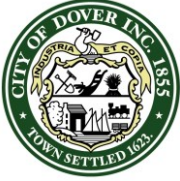
B. Ward boundaries shall divide the City of Dover into six wards of as equal population as is practicable. To achieve that goal, starting upon the issuance of the results of the 2010 census, and every 10 years thereafter upon receipt of the federal census results, the City Council shall promptly initiate review of the ward boundaries to determine if redistricting is necessary and the City Council shall enact by ordinance any necessary ~~propose~~ changes to the ward lines pursuant to § C1-3 of the City's Charter, ~~through a Charter amendment pursuant to RSA Chapter 49-B,~~ in such a way that will as near as is practicable ensure the wards have equal population.”

b. *Amend § C1-3 to read as follows:*

“If the City Council determines that ward redistricting is necessary upon receipt of the federal census results, then the City Council shall promptly undertake and enact such redistricting of ward boundaries in the form of an ordinance, which shall be approved by a two-thirds majority vote of all elected members of the City Council after a duly advertised public hearing posted in two public places at least seven days in advance of such hearing.

“**Ward One** begins at the Dover/Rollinsford boundary line at Hall Street; thence following southeasterly along the Dover/Rollinsford boundary to Broadway; thence southwesterly along the center line of Broadway to the intersection with the Boston and Maine Railroad; thence southeasterly along the railroad to Central Avenue; thence southerly along the center line of Central Avenue to Washington Street; thence westerly along the center line of Washington Street to Chestnut Street; thence northerly along the center line of Chestnut Street to the Cochecho River; thence northerly along the center line of the Cochecho River to Spaulding Turnpike; thence following the center line of the Spaulding Turnpike northerly to its intersection with Glenwood Avenue; thence following the center line of Glenwood Avenue in a northeasterly direction to Central Avenue; thence crossing Central Avenue to a block line established by the 2010 Census and following said block line in an easterly direction to the Dover/Rollinsford boundary line; thence following the Dover/Rollinsford boundary line a southeasterly direction to the point of beginning.

Ward Two begins at Broadway and the Rollinsford/Dover boundary; thence following the Dover/Rollinsford boundary in a southeasterly direction to the confluence of the Cochecho/Piscataqua River; thence following the center line of the confluence in a northwesterly direction to a block line established by the 2010 census; thence turning southwesterly to the intersection of Henry Law Avenue and Tennyson Avenue; thence following the center line of Tennyson Avenue in a southwesterly direction to Court Street; thence following the center line of Court Street in a northwesterly direction to Central Avenue; thence following center line of Central Avenue Street in a southwesterly direction to Silver Street; thence following the center line of Silver Street westerly to Elm Street; thence following the center line of Elm Street in a Southerly direction to Fisher Street; thence following the center line of Fisher Street in a easterly direction to Locust Street; thence following the center line of Locust Street southerly to Central Avenue; thence following the center line of Central Avenue westerly to the Spaulding Turnpike; thence following the center line of Spaulding Turnpike in a northwesterly direction to the intersection with the Boston and Maine Railroad; thence northeasterly along the railroad to center line of the Washington Street; thence following the center line of Washington Street in an easterly direction to the Community Trail; thence following the center line of Community Trail northerly to the center line of the Cochecho River; thence following the center line of the Cochecho River in an easterly direction to Chestnut Street; thence following along the center line of Chestnut Street northerly to Washington Street; thence following the center line of Washington Street easterly to Central Avenue; thence following the center line of Central Avenue northerly to the Boston and Maine Railroad line; thence following the Boston and Maine



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

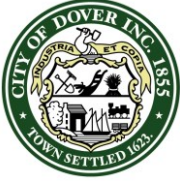
Resolution Number: **R - 2021.11.10 – 185**
Resolution Re: Directing the City Council's Ordinance Committee to (i) Review Any Need for Ward Redistricting and (ii) Prepare a Draft Ordinance Setting Forth Ward Boundaries

railroad line northeasterly to the intersection of Broadway; thence following the center line of Broadway in a northeasterly direction to the point of beginning.

Ward Three begins at the intersection of Spaulding Turnpike and Central Avenue; thence following the center line of Central Avenue in a northeasterly direction to Locust Street; thence following the center line of Locust Street northerly to Fisher Street; thence following the center line of Fisher Street in a westerly direction to Elm Street; thence following the center line of Elm Street northerly to the intersection with Silver Street; thence following the center line of Silver Street easterly to the intersection of Central Avenue; thence following the center line of Central Avenue in a northeasterly direction to Court Street; thence following the center line of Court Street southeasterly to Tennyson Avenue; thence following the center line of Tennyson Avenue in a northeasterly direction to Henry Law Avenue; thence following a block line established by the 2000 census in a northeasterly direction to the Cochecho River; thence following the Cochecho River southeasterly to its confluence with the Piscataqua River and the exterior block line established by the 2000 census located in the center of said Piscataqua River; thence following the exterior block line established by the 2000 census located in the center of the Little Bay channel where it intersects the Spaulding Turnpike at the Little Bay Bridge; thence following the exterior block line established by the 2000 census located in the center of Little Bay in a northwesterly direction to a point of intersection at the common boundary corner between Dover and Madbury near the Scammel Bridge; thence following the center line of the Bellamy River in a northwesterly direction to Spur Road Extension; thence following the center line of the Spur Road Extension southerly to the intersection Spur Road; thence following the center line of Spur Road northwesterly to the Spaulding Turnpike; thence following the center line of the Spaulding Turnpike in a northwesterly direction to the point of beginning.

Ward Four begins at the intersection of the Bellamy River and Central Avenue; thence following the center line of Central Avenue northeasterly to the intersection with the Spaulding Turnpike; thence following the center line of the Spaulding Turnpike in a southeasterly direction to Spur Road; thence following the center line of Spur Road southwesterly to Spur Road Extension; thence following the center line of Spur Road Extension in a northwesterly direction to a block line established by the 2000 Census and following said block line in a southwesterly direction to the Bellamy River; thence following the center line of the Bellamy River in a southwesterly direction to a point of intersection at the common boundary corner between Dover and Madbury near the Scammel Bridge; thence following the common boundary line between Dover and Madbury in a northwesterly direction to the center line of the Bellamy River; thence following the center line of the Bellamy River easterly to the point of beginning.

Ward Five begins at the Rochester/Dover line at the Cochecho River; thence following the Cochecho River southeasterly to the abandoned Railroad Bridge over the Cochecho River; thence following the abandoned railroad line southerly to Washington Street; thence following the center line of Washington Street westerly to the intersection with the Boston and Maine Railroad; thence following the center line of intersection with the Boston and Maine Railroad southerly to the Spaulding Turnpike; thence following the Spaulding Turnpike in a southerly direction to Central Avenue; thence following the center line of Central Avenue southerly to the Bellamy River Bridge; then following along the center line of the Bellamy River in a westerly direction to the Madbury/Dover/Barrington boundary; thence following the Madbury/Dover/Barrington boundary in a northwesterly direction to the point of beginning.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

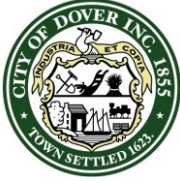
Resolution Number: **R - 2021.11.10 – 185**
Resolution Re: Directing the City Council's Ordinance Committee to (i) Review Any Need for Ward Redistricting and (ii) Prepare a Draft Ordinance Setting Forth Ward Boundaries

~~Ward Six begins at the point where the Dover Somersworth Rochester boundaries intersect with a block line established by the 2010 Census; thence proceeds westerly along the block line to the intersection with Glenwood Avenue; thence following the center line of Glenwood Avenue westerly to the Spaulding Turnpike; thence following the center line of the Spaulding Turnpike in a southerly direction to the Cochecho River; thence following the Cochecho River in a northerly direction to the Dover/Rochester boundary line; thence following the boundary line in a northeasterly direction to the point of beginning."~~

- c. *Amend § C4-4 to read as follows:* "In order to be qualified to be a candidate for election as School Board Member, a person must be a duly qualified voter in the city and a resident of the city. In order to be a candidate for election as a School Board member from a Ward, in addition to the aforementioned qualifications, a person must be a resident of the ward from which he or she is seeking election. In the event that the ward boundaries are redistricted or amended at any time during their term of office or in conjunction with the Municipal Election said Ward candidate is elected which may result in removing them from said ward, the candidate shall be allowed to serve out their term as the representative of the Ward to which they are elected for one term."
- d. *Amend § C3-4 to read:* Include "or amended at any time during their term of office or" after the word "redistricted" as part of the proposed new final sentence of § C3-4 within the newly added language proposed with Question 2, such that the full new sentence at the end of this provision would read: "In the event that the ward boundaries are redistricted or amended at any time during their term of office or in conjunction with the Municipal Election which may result in removing them from said ward, the elected candidates shall be allowed to serve out their term as the representative of the Ward to which they are elected."
- e. *Amend § C2-2 to read as follows:* "At each municipal election, the inhabitants of each ward shall choose three Selectpersons, a Clerk, a Moderator and a Supervisor of the Checklist, who, being duly sworn, shall perform and discharge respectfully the duties, in accordance with the provisions of State RSA and specified in Chapter 17, Article I, Election Procedures, of the Municipal Code, of said officers for said wards and shall hold office until their successors are duly elected and qualified. In case of any vacancy in said offices, in any ward, the City Council shall fill such vacancy at its first regular meeting after such vacancy shall occur. Appointees shall be from the same ward in which the vacancy exists and shall hold office for the unexpired term. The term of office shall be for a two year term. In the event that the ward boundaries are redistricted or amended at any time during the term of office of said officers for said wards or in conjunction with the Municipal Election which may result in removing them from said ward, the elected officers for said wards shall be allowed to serve out their term as an officer of the Ward to which they are elected."

Background/Purpose: Due to the coronavirus disease 2019 ("COVID-19") pandemic, the current census results have been delayed significantly. The City is expected to receive those results in September 2021, which is almost six months later than normal, and which would leave insufficient amount of time to review and if necessary redistrict wards in time for a charter amendment process, which requires approval by voters on November 2, 2021. Accordingly, this amendment is intended to assign ward review and redistricting to the City Council, in order to expedite that process in time for the 2022 elections. The amendment also includes related textual changes clarifying that the redistricting or amendment process shall not affect already-elected representatives or officers.

YES
NO



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2021.11.10 – 186**

Resolution Re: B22013 Construction of the Pudding Hill Water Treatment Facility

- WHEREAS: A sealed Request for Bid #B22013 was issued and received for the Construction of the Pudding Hill Water Treatment Facility on October 27, 2021 PM. A non-mandatory pre-bid meeting was held at Dover City Hall, as well as by a virtual conference platform on September 29, 2021 at 10:00 AM with eight vendors in attendance; and
- WHEREAS: The City received three bid replies which were reviewed for necessary experience, technical and professional qualifications, possession of a satisfactory record of performance, as well as cost. The lowest responsive and responsible bid was submitted by Penta Corporation of Moultonboro, NH in the total base bid amount of \$13,816,516.00 and bid alternate total of \$111,394.00 for a total Base Bid and Alternate amount of \$13,927,910.00; and
- WHEREAS: The City Council approved the capital project appropriation for the construction of the Pudding Hill water treatment facility via resolution [R-2021.09.22-163](#) in the amount of \$17,400,000.00. The work of this project includes the construction of a new water treatment facility which will treat the Griffin, Ireland and DPH-1 wells. It is the recommendation to award to Penta Corporation in the total amount of \$13,927,910.00; and
- WHEREAS: A 3% or \$450,000.00 contingency allowance is in the construction contract. The City is requesting an additional 7% percent or \$900,000.00 to be approved and held in contingency in conjunction with RFB #B22013.

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 Penta Corporation of Moultonboro, NH for the Construction of the Pudding Hill Water Treatment Facility in the amount of \$13,927,910.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

AND, FURTHER BE IT RESOLVED THAT:

The City Manager, or designee, is hereby authorized to issue purchase order revisions, consistent with the purchase order authorized herein, to use the \$900,000.00 additional contingency funds to ensure timely completion of the project.

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

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4720.03595.22	Water - Pudding Hill Water Treatment Plant	17,400,000	17,400,000



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2021.11.10 – 186**

Resolution Re: B22013 Construction of the Pudding Hill Water Treatment Facility

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2021.11.10 – 186**

Resolution Re: B22013 Construction of the Pudding Hill Water Treatment Facility

RESOLUTION BACKGROUND MATERIAL:

The Pudding Hill water treatment facility will be new construction which will treat the Griffin, Ireland and DPH-1 wells. The construction contract includes, but is not limited to, a new CMU and steel building including plumbing, HVAC, and electrical systems; new process including piping and chemical feed systems; new instrumentation and SCADA, including integration with the City's existing SCADA system; site improvements to accommodate new facility including yard piping, driveway, grading, drainage, relocation of existing utilities and fencing; and concrete basins below grade.

The building at the Ireland Well will be demolished and the existing well will be connected to the new treatment facility including new controls and transmission main. The building at the DPH-1 Well will remain and the existing well will be connected to the new treatment facility including new controls and transmission main, as well as new electrical service from the new treatment facility. The Griffin Well will be connected to the new treatment facility and cleaned.

The City is requesting that the City Council approve an additional \$900,000.00 for project contingency funds to ensure the project is completed in a timely manner and without delays. Obtaining this approval now will allow the project work to continue in the event an unforeseen condition arises, as the City can initiate purchase order revisions without a delay to obtain City Council approvals.

Bid Information:

A sealed Request for Bid #B22013 was issued and received for the Construction of the Pudding Hill Water Treatment Facility on October 27, 2021 PM.

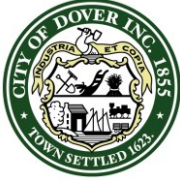
Award Information:

A purchase order will be issued to Penta Corporation to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	729	Number of Responses:	3
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	780 Calendar days from NTP
Recommended Award to:	Penta Corporation	Fund:	Fund 5300
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

B22013 Bid Documents



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2021.11.10 – 187**

Resolution Re: Establishment of the Kate Crowell Scholarship Trust Fund

WHEREAS: On or about October 5, 2021 the City received notification from the family of Kate Crowell that they wished to establish the Kate Crowell Scholarship Trust; and

WHEREAS: The scholarship trust to be created will be funded at an asset level that meets the Board of Trustees of Trust Funds policy threshold for establishing a separate scholarship trust; and

WHEREAS: On November 8, 2021 the Dover School Board approved a resolution requesting establishment of the Kate Crowell Scholarship Trust Fund; and

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

The City of Dover hereby establishes the Kate Crowell Scholarship Trust Fund, for the purpose of funding an annual \$1,000.00 scholarship to a Dover High School senior who will be continuing their education in the Arts. The fund is established as an expendable trust fund, which allows for principal, any investment income and any additional donations to the trust to be disbursed for the purpose of the Trust. The City of Dover Board of Trustees of Trust Funds will be trustees of these funds.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2021.11.10 – 187**

Resolution Re: Establishment of the Kate Crowell Scholarship Trust Fund

DOCUMENT HISTORY:

First Reading Date:

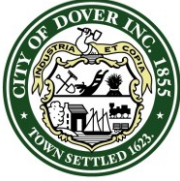
Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2021.11.10 – 187**

Resolution Re: Establishment of the Kate Crowell Scholarship Trust Fund

RESOLUTION BACKGROUND MATERIAL:

The establishment of this trust fund is per the request of the family of Kate Crowell.

Ms. Cowell attended Dover High School and went on to study Fine Arts at UNH, a Painting Intensive at UC-Santa Cruz, and post-graduate work at Brandeis University. Ms. Cowell was actively involved in the Dover/Portsmouth art community for 20 years.

The trust will be expendable, which allows for principal, any investment income and any additional donations to the trust to be disbursed for the purpose of the Trust.

The payment of the annual scholarship will be per request made by the Dover High School principal and/or guidance department through the established scholarship awards process.

All funds of the trust will be managed and reported on by the Trustees of Trust Funds in accordance with State law.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 13.C.1.	
	Ordinance Number:	O – 2021.11.10 – 010
	Ordinance Title:	Remove the Requirement to Record and Broadcast the Council Orientation
Chapter:		13 City Council
Section:		13-5 Video and Audio Recording

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to remove the requirement to record and broadcast the Council Orientation.

2. AMENDMENT

Chapter 13 entitled “City Council” is hereby amended by revising Section 13-5, “Video and Audio Recording” as follows:

§ 13-5 ~~Video and audio recording-(Reserved)~~

~~City Council orientation segments shall be video recorded and broadcast.~~

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2021.11.10 – 010 Ordinance Title: Remove the Requirement to Record and Broadcast the Council Orientation Chapter: 13 City Council Section: 13-5 Video and Audio Recording
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DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

This is to remove the requirement that the City Council orientation be recorded and broadcasted.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.2. Ordinance Number: O – 2021.11.10 – 011 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 27 30 31
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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 141 of the City of Dover’s Code, entitled “Vehicles and Traffic,” and specifically sections 27, 30, and 31 as set forth below.

2. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-27, “Definitions”, as follows:

§ 141-27 Definitions.

As used in this article the following terms mean:

IN-VEHICLE PARKING METER

An electronic device that displays the City and zone for which parking fees are being paid for through the device.

METERED ON-STREET PARKING SPACE

A portion of a public highway consisting of a section of a public right-of-way in which the parking of a vehicle is controlled by a parking meter.

METERED PARKING GARAGE

A portion of a public highway consisting of a parking garage, deck or structure in which the parking of a vehicle is controlled by a parking meter.

METERED PARKING LOT

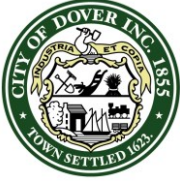
A portion of a public highway consisting of a parking lot in which the parking of a vehicle is controlled by a parking meter.

MULTI-SPACE PARKING METER

A parking meter that controls vehicle parking for more than one space in a parking meter zone.

PARKING METER

A mechanical device located upon a public highway or sidewalk in a place regularly designated as a parking meter zone, as hereinafter defined, which shall record a certain number of minutes by the use of a clock mechanism determining the period of time for which parking privileges may be extended to the person so depositing a coin, or any device that produces a ticket upon which the amount of time parking privileges are extended may be printed.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.2.

Ordinance Number: **O – 2021.11.10 – 011**
Ordinance Title: Vehicles and Traffic
Chapter: 141
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30
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PARKING METER ZONE

Any designated section of the public highway within which a vehicle may be temporarily parked and allowed to remain for such period of time as indicated upon the parking meter or multi-space parking meter attached therein.

PAY-BY-PLATE APPLICATION:

A telephone or other electronic application to pay for parking.

3. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-31, “Unlawful acts; separate violations”, as follows:

§ 141-31 Unlawful acts; separate violations.

A. The following shall be considered violations of this article:

(1) It shall be unlawful for any person to park or allow any vehicle registered in his/her name to be parked in a parking meter zone so that the vehicle is not entirely within the area designated or delineated by lines or markings.

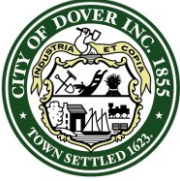
(2) It shall be unlawful for any person to park or allow any vehicle registered in his/her name to be parked in excess of 19 feet in overall length in a multi-space parking meter zone except as provided in § **141-32**.

(3) Multi-space parking meters.

(a) It shall be unlawful for any person to park or allow any vehicle registered in his/her name to be parked or left standing in any area where parking is controlled by a multi-space parking meter:

[1] Without purchasing a receipt from said multi-space parking meter for such parking or standing time.

[2] Without displaying any receipt so purchased from a multi-space parking meter in a position on the dashboard of the vehicle in order that the time printed on said receipt is clearly visible from outside the vehicle, except in a metered parking garage when the proper space number is entered into the pay-by-space parking meter, wherein such receipt display is not required.



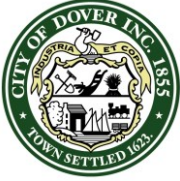
CITY OF DOVER

CITY OF DOVER - ORDINANCE

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Ordinance Title: Vehicles and Traffic
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- [3] After parking or standing time which has been purchased has expired.
 - [4] Displaying an altered or falsified receipt or any receipt that has not been purchased from the multi-space parking meter controlling the parking space in which the vehicle displaying the receipt is parked. Violators will be subject to Table B fines under § **141-23** as set forth in the Fine Schedule as adopted by City Council.
 - [5] In excess of the posted time limits.
- (b) Exception. No multi-space parking meter receipt is required for a vehicle parked in a parking meter zone for less than 15 minutes; this exception does not apply to metered parking lots or a metered parking garage.
- (c) Each violation of the acts described in Subsection **A(3)(a)[1]** to **[5]** shall constitute a separate violation and additional violation.
- (d) Use of a pay-by-plate application to pay for parking is permitted notwithstanding the provisions of Subsection A(3)(a)[1] under the following conditions:
- [1] The pay-by-plate application is authorized for use in the City of Dover.
 - [2] The pay-by-plate application is activated for the proper zone the vehicle is parked in.
 - [3] The fee has been paid for the specific vehicle and license plate using or occupying the parking.
- (4) It shall be unlawful for any person to park or allow any vehicle registered in his/her name to remain parked in a parking meter zone when time purchased on the parking meter for that space has expired, except as provided in § **141-30**.
- (5) It shall be unlawful for any person to park or allow any vehicle registered in his/her name to be parked or left standing on any public highway or part of a public highway within the City in a parking meter zone without conforming to the provisions of this article.
- (6) It shall be unlawful for any person to park in a metered on-street parking space with a receipt from a multi-space parking meter in a metered parking lot or a metered parking garage.



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- (7) The City’s print-at-home permit program provides permits specific to the single vehicle associated with each such permit. It shall be unlawful for any person to forge, falsify, or print multiple copies of print-at-home permits for use by others, or in any other way assist, facilitate, aid, or abet the use of a print-at-home permit by or for any other vehicle other than the permitted vehicle. Violators will be subject to Table B fines under § **141-23** as set forth in the Fine Schedule as adopted by City Council.
- B. Where a violation of this article is found, each additional one hour that a vehicle is so parked in violation shall constitute a separate additional violation.
- C. The previous provisions of this article shall not apply to City-owned vehicles or to persons who are disabled and have obtained permission to park from the Chief of Police.
- D. Chronic offenders. Any person with five violations of any subsection of § **141-31A(3), (4) and (6)** or § **141-37** in a calendar year for any metered on-street parking space shall be fined as set forth in the Fine Schedule as adopted by City Council for each subsequent offense.

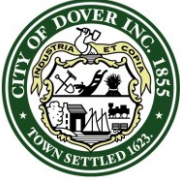
4. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-30, “Hours of operation and rates”, as follows:

§ 141-30 Hours of operation and rates.

- A. Paid parking shall be required daily between the hours of 9:00 a.m. and 8:00 p.m., except on Sundays, with the exception of:
- (1) The Orchard Street Parking Garage where designated as metered or paid parking shall also be required as paid parking at all times, 24 hours a day and seven days a week.
- (2) The following holidays: January 1; the third Monday in January, known as Martin Luther King, Jr. Civil Rights Day; the third Monday in February, known as Washington's Birthday; the last Monday in May, known as Memorial Day, or on a date to coincide with the federal observance if it is held on a different day; July 4; the first Monday in September, known as Labor Day; the second Monday in October, known as Columbus Day; November 11, known as Veterans Day; Thanksgiving Day; the Friday after Thanksgiving; and Christmas Day. When one of the listed holidays falls on a Sunday, the Monday after shall be observed as a holiday.

(3) Any vehicle bearing the following special New Hampshire license plates and in use by the person qualifying for said special plates shall be entitled to free parking in metered spaces for no



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more than three hours each day: Purple Heart (including Purple Heart-Vanity), Gold Star, Prisoner of War, and Pearl Harbor Survivor (including Pearl Harbor Survivor-Vanity). Any vehicle with license plates from another state or United States territory bearing substantially equivalent governmental license plates shall, provided the vehicle is in use by the person qualifying for said special license plates, likewise be entitled to no more than three hours each day of free parking in metered spaces.

- B. Parking meter rates shall be set forth in the annual Fee Schedule adopted by the City Council.
- C. For good cause, the Chief of Police, upon recommendation of the Parking Commission, shall have the authority to temporarily suspend the provisions of this section for specified dates and times.

5. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.2. Ordinance Number: O – 2021.11.10 – 011 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 27 30 31
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DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

Sections 141-27 and 141-31: These two proposed changes are interrelated. City staff are proposing these amendments to formally codify that pay-by-plate is an authorized means of paying for parking.

Section 141-30: On October 19, 2021, the Parking Commission considered a proposal to exempt certain special plates from parking fees, including veteran plates. At that meeting, the Parking Commission voted to exempt the special plates for parking by individuals with special license plates for Purple Heart (including Purple Heart-Vanity), Gold Star, Prisoner of War, and Pearl Harbor Survivor (including Pearl Harbor Survivor-Vanity). For reference, RSA 265:73 enables the City Council to provide free parking for “any motor vehicle used for a purpose, or by a person, designated” by the City Council so long as the vehicle is “under the direct control of the owner.” *See also* RSA 47:17, VII.