



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 26, 2022**
Meeting Time: **7:00 pm**

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

Councilor Hinkel led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Carrier, Deputy Manager Shanahan, Councilor Cullen, Councilor Hackett, Councilor Hinkel, Councilor Muffett-Lipinski, Councilor Nemeth, Councilor Thibodeaux, and Councilor Williams.

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Councilor Cullen said he didn't appreciate getting the Annual Comprehensive Financial Report at the start of this meeting.

Deputy Mayor Shanahan moved to approve the Agenda as presented; seconded by Councilor Muffett Lipinski.

Vote: 9/0.

7. PUBLIC HEARINGS

A. CHAPTER 17, SECTIONS 12 & 13 - ELECTIONS SPONSORED BY MAYOR CARRIER BY REQUEST

Philip Hatcher, 9 Woodland Road: He discussed the proposed ward boundaries and asked the Council to review again.

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

B. CHAPTER 121, SECTIONS 1 & 5 - SEWER USE SPONSORED BY MAYOR CARRIER BY REQUEST

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

C. AUTHORIZATION TO ACCEPT AND EXPEND THE NH STATE LIBRARY GRANT FOR PUBLIC LIBRARY WEBSITE IMPROVEMENTS (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) 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, January 26, 2022**
Meeting Time: **7:00 pm**

**D. REPROGRAM UNEXPENDED BOND PROCEEDS FROM FIRE & RESCUE
EMERGENCY SHELTER GENERATOR TO SOUTH END FIRE STATION BUILDING
IMPROVEMENTS PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(CITY COUNCIL VOTE TO OCCUR ON FEBRUARY 9, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

**E. FISCAL YEAR 2023 CAPITAL IMPROVEMENTS PROGRAM (CIP) APPROPRIATION
AND AUTHORIZATION FOR CLEAN WATER STATE REVOLVING FUND (CWSRF)
LOAN FOR WASTEWATER TREATMENT FACILITY (WWTF) SECONDARY
CLARIFIER AND ACCEPTANCE OF AMERICA RESCUE PLAN ACT (ARPA) GRANT
FUNDING (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(CITY COUNCIL VOTE TO OCCUR ON FEBRUARY 9, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

**F. AUTHORIZATION TO ACCEPT AND EXPEND THE NH DEPARTMENT OF
ENVIRONMENTAL SERVICES ARPA GRANT FOR PUMP STATION EVALUATION
PROJECT
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(CITY COUNCIL VOTE TO OCCUR ON FEBRUARY 9, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

**G. FISCAL YEAR 2023 CIP APPROPRIATION AND AUTHORIZATION FOR CWSRF
LOAN FOR HENRY LAW PARK STORMWATER BEST MANAGEMENT PRACTICES
AND ACCEPTANCE OF ARPA GRANT FUNDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(CITY COUNCIL VOTE TO OCCUR ON FEBRUARY 9, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

8. PUBLIC 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.

Ryan Crosby, 26 Shore Lane, Executive Director of Dover Housing Authority: He spoke about his concern for the 2023 School Department budget, and its impact on the children who come from disadvantage homes.

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 26, 2022**
Meeting Time: **7:00 pm**

9. CITY MANAGER'S REPORT

A. January 26, 2022 Report

City Manager Joyal said he submitted his report in writing. He gave an update on the COVID pandemic.

B. Presentation of Annual Comprehensive Financial Report (ACFR) by Independent Auditors

Alina Korsak, CPA, gave a PowerPoint presentation to the Council regarding the Independent Audit performed by Melanson. She answered questions from the Council. City Manager Joyal discussed the handouts with the Council.
(Handouts have been archived with the Minutes.)

City Manager Joyal answered questions from the Council regarding his written report. He acknowledged Donna Benton, newly appointed as Director of Planning and Community Development. He recognized the Finance Department for receiving the Governmental Accounting Standards Board (GASB) award for the sixteenth year in a row. He also recognized employees' anniversaries.

Deputy Mayor Shanahan moved to accept the City Manager's Report; seconded by Councilor Thibodeaux.
Vote: 9/0.

10. APPROVAL OF MINUTES

A. January 12, 2022 – Regular Meeting

B. January 19, 2022 – Joint Meeting with School Board

Deputy Mayor Shanahan moved to approve the Minutes; seconded by Councilor Muffett-Lipinski.
Vote: 9/0.

11. MAYOR'S REPORT

Mayor Carrier gave an overview of events he has attended the past few weeks.

Deputy Mayor Shanahan moved to accept the Mayor's Report; seconded by Councilor Hackett.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 26, 2022**
Meeting Time: **7:00 pm**

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. CHAPTER 17, SECTIONS 12 & 13 - ELECTIONS

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing on February 9, 2022;
seconded by Councilor Williams
Vote: 9/0.

2. CHAPTER 121, SECTIONS 1 & 5 - SEWER USE

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing on February 9, 2022;
seconded by Councilor Williams
Vote: 9/0.

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. AUTHORIZATION TO ACCEPT AND EXPEND THE NH STATE LIBRARY GRANT FOR PUBLIC LIBRARY WEBSITE IMPROVEMENTS

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

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing on February 9, 2022;
seconded by Councilor Williams
Vote: 9/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. B22006 CONSULTING ENGINEERING SERVICES FOR THE 2021 PAVEMENT CONDITION ASSESSMENT PROJECT

SPONSORED BY MAYOR CARRIER BY REQUEST

2. AUTHORIZATION TO PURCHASE TWO (2) NEW 2022 FORD F250 TRUCKS

SPONSORED BY MAYOR CARRIER BY REQUEST

3. APPROVAL OF GRANITE STATE INDEPENDENT LIVING LEASE AGREEMENT

SPONSORED BY MAYOR CARRIER BY REQUEST

4. APPROVAL OF NEW HAMPSHIRE INDONESIAN COMMUNITY LEASE AGREEMENT

SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 26, 2022**
Meeting Time: **7:00 pm**

5. APPROVAL OF REACH FOR THE TOP THERAPY SERVICES LEASE AGREEMENT

SPONSORED BY MAYOR CARRIER BY REQUEST

6. AUTHORIZATION TO EXECUTE DEFAULT SERVICE REIMBURSEMENT AGREEMENT BETWEEN STANDARD POWER OF AMERICA, INC. AND THE CITY OF DOVER

SPONSORED BY MAYOR CARRIER BY REQUEST

7. APPROVAL OF DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT OF THE CITY OF DOVER EMPLOYMENT AGREEMENT

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 | |

Deputy Mayor Shanahan moved to adopt the Consent Calendar; seconded by Councilor Hinkel. Mayor Carrier asked the Council if they had items they would like pulled for further discussion. Councilor Thibodeaux pulled Items 13.A.3., 13.A.4, and 13.A.5. Mayor Carrier asked for a roll call vote on the remaining items on the Consent Calendar. Roll Call Vote: 9/0.

Deputy Mayor Shanahan moved for the adoption of item #13.A.3.; seconded by Councilor Thibodeaux. Roll Call Vote: 9/0.

Deputy Mayor Shanahan moved for the adoption of item #13.A.4.; seconded by Councilor Muffett-Lipinski. Roll Call Vote: 9/0.

Deputy Mayor Shanahan moved for the adoption of item #13.A.5.; seconded by Councilor Hinkel. Roll Call Vote: 9/0.

Councilor Muffett-Lipinski gave an overview of the School Board Report to the Council.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 26, 2022**
Meeting Time: **7:00 pm**

Councilor Cullen gave an overview of the Planning Board Report to the Council.

Councilor Williams gave an overview of the Appointments Committee Report to the Council.

Councilor Hackett gave an overview of the Arena Commission Report to the Council.

Councilor Nemeth 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 introduced Jackson Kaspari, Assistant City Planner, who gave an overview of the NH Energy Aggregation Committee. She continued with her report on the Energy Commission to the Council. Mayor Carrier spoke about the advantages of the solar arrays in the City.

B. RESOLUTIONS

1. CITY COUNCIL FISCAL YEAR 2023 – BUDGET GUIDANCE SPONSORED BY MAYOR CARRIER

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Muffett-Lipinski. Deputy Mayor Shanahan moved to make an amendment to add the following sentence to the Now, Therefore: "Any additional adjustments needed to sustain critical education-focused programs, e.g., maintaining teacher staffing levels at current levels or providing services required by State statute or Federal law, will only be considered if accompanied by specific justification."

Motion was seconded by Councilor Williams.

Councilor Muffett-Lipinski asked for data specific justification.

Deputy Mayor Shanahan withdrew his first amendment so he could make a second one. Deputy Mayor Shanahan moved to make an amendment to add the following sentence to the Now, Therefore: "Any additional adjustments needed to sustain critical education-focused programs, e.g., maintaining teacher staffing levels at current levels or providing services required by State statute or Federal law, will only be considered if accompanied by specific data-based justification."

Motion was seconded by Councilor Muffett-Lipinski.

Roll Call Vote: 9/0.

Deputy Mayor Shanahan moved for the adoption of the amended resolution; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 26, 2022**
Meeting Time: **7:00 pm**

Councilor Hackett started a discussion regarding the Ward boundary changes. Deputy Mayor Shanahan asked for Councilor directive to create a possible Epsilon prime. City Manager Joyal said the State is going to do what they wanted to do. Deputy City Manager Parker gave an overview of the process for selecting the proposed Ward boundary changes. There was no consensus to make changes to the Ordinance.

Councilor Cullen acknowledged Councilor Williams' work.

Councilor Hinkel said he is keeping a blog of the City Council meetings.

Councilor Nemeth said she attended the Dover Housing Authority meeting and gave a shout-out to the dedicated staff.

16. ADJOURN

Councilor Muffett-Lipinski moved to adjourn; seconded by Councilor Nemeth
Vote: 9/0.