



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 23, 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 Mayor 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

Deputy Mayor Shanahan moved to approve the Agenda; seconded by Councilor Thibodeaux. Councilor Muffett-Lipinski moved to add a Solid Waste Advisory Committee Report.

Vote:

7. PUBLIC HEARINGS

A. APPROVAL AND AUTHORIZATION FOR DEVELOPMENT AGREEMENT BETWEEN CITY OF DOVER, TERRA NOVA, LLC, AND WESTFIELD, LLC SPONSORED BY MAYOR CARRIER BY REQUEST

Gary Dickerman, 39 Sandra's Run: He spoke against this Resolution.

Katherine Surman, 39 Sandra's Run: She spoke against this Resolution.

Elizabeth Goldman, 44 Rutland Street: She spoke against this Resolution.

David Emery, 39 Grandview Drive: He spoke against this Resolution.

Mary Hebbard, 97 Spruce Lane: She spoke in favor of this Resolution, and there will be plenty of opportunity for public input.

Elaine Zubkus, 48 Wallace Drive: She spoke against this Resolution.

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



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B. SETTING OF PROPERTY TAX EXEMPTIONS FOR ELDERLY, BLIND AND DISABLED FOR FY2023

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.

Pamela Lessard, 62 Glenwood Avenue: She spoke about her concerns for the homeless, the warming center, and the need for affordable housing in Dover.

Michael Lessard, 18 Chapel Street: He spoke about his concerns for the homeless people in Dover.

Gary Dickerman, 39 Sandra's Run: He spoke against item 12.C.5.

Phyllis Woods, 1 Barry Street: She spoke about her concerns for the sale of the warming center, and the plan to help homeless people.

Nancy Vawter, 7 Briarwood Lane: She spoke in favor of the School Department's budget as presented.

Mary Hebbard, 97 Spruce Lane: She spoke against Item 13.B.1.

Abraham McGuire, 44 Ayers Lane: He spoke against Item 13.B.1.

Janice Woods, 22 Campfire Drive: She spoke about the need to help the homeless. She recognized the incredible work of the Community Action Partnership (CAP) at the warming center.

Jim Verschuere, : He spoke in favor of the City Council working with the School Board to provide the best education to the children in Dover.

Jessica Nyby, 2 Crestview Drive: She spoke in favor of the School Department's budget as presented.

Mayor Carrier asked Ms. Daudelin up to the podium to speak to the Council.

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

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



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9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. He gave the Council a COVID-19 update. He highlighted a few items in his report: snow removal, revenues and expenses. He said as part of the approval of this report he will appointed Planning Director Donna Benton to the Strafford Regional Planning Commission's Transportation Advisory Commission, with Assistant City Engineer Jillian Semprini as alternate.

Councilor Thibodeaux referred to the Fire Department calls this past month and voiced her concerns of adequate coverage.

City Manager Joyal gave an overview of the challenges for the Fire Department, and his plans to add a third ambulance.

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

Vote: 9/0.

10. APPROVAL OF MINUTES

A. February 9, 2022

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 to the Council of Homeless Task Force.

He recommended the four Cocheco Waterfront Development Advisory Committee members due for reappointment by the Dover Housing Authority: Elizabeth Goldman, Dana Lynch, Jack Mettee, and Otis Perry.

Deputy Mayor Shanahan moved to accept the Mayor's Report; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING



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C. RESOLUTIONS

- 1. 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)**
SPONSORED BY MAYOR CARRIER BY REQUEST

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

- 2. 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)**
SPONSORED BY MAYOR CARRIER BY REQUEST

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

- 3. 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)**
SPONSORED BY MAYOR CARRIER BY REQUEST

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

- 4. 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)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Muffett-Lipinski.
Environmental Project Manager Young gave an overview of the resolution to the Council.
Finance Director Lynch gave an overview of the financing for the project.
Roll Call Vote: 9/0.



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**5. APPROVAL AND AUTHORIZATION FOR DEVELOPMENT AGREEMENT
BETWEEN CITY OF DOVER, TERRA NOVA, LLC, AND WESTFIELD, LLC
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Muffett-Lipinski.
Deputy City Manager Parker gave an overview of the resolution to the Council.
Roll Call Vote: 9/0.

**6. SETTING OF PROPERTY TAX EXEMPTIONS FOR ELDERLY, BLIND AND
DISABLED FOR FY2023
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Nemeth.
Finance Director Lynch gave an overview of the resolution to the Council.
Roll Call Vote: 9/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

**1. ACCEPTANCE OF DONATION FOR A CHILDREN'S MEMORY GARDEN FROM
JASPER'S HEART
SPONSORED BY MAYOR CARRIER BY REQUEST**

**2. B21048-RFP22-005 DESIGN ENGINEERING SERVICES FOR THE COCHECO
STREET DRAIN LINE REPLACEMENT
SPONSORED BY MAYOR CARRIER BY REQUEST**

**3. B22027 ARCHITECTURAL EVALUATION OF RENOVATIONS AND REPAIRS OF
THE DOVER PUBLIC LIBRARY
SPONSORED BY MAYOR CARRIER BY REQUEST**

**4. B22034 TELEHANDLER
SPONSORED BY MAYOR CARRIER BY REQUEST**

**5. B22038 FENCE AT THE FACILITIES, GROUNDS AND CEMETERIES BUILDING
SPONSORED BY MAYOR CARRIER BY REQUEST**

**6. APPROVAL OF LOT LINE RESTORATION FOR 178 HENRY LAW AVENUE
SPONSORED BY MAYOR CARRIER BY REQUEST**

**7. APPOINTING THE ENERGY COMMISSION TO SERVE AS THE CITY'S ELECTRIC
AGGREGATION COMMITTEE FOR PURPOSES OF THE JOINT POWERS
AGREEMENT OF COMMUNITY POWER COALITION OF NEW HAMPSHIRE
SPONSORED BY COUNCILOR THIBODEAUX**



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COMMITTEE REPORTS

1. School Board (Muffett-Lipinski)
2. Planning Board (Cullen)
3. Appointments Committee (Williams)
4. Arena Commission (Hackett)
5. Arts Commission (Nemeth)
6. Board of Health (Williams)
7. Collaborative City Council and School Board (Muffett-Lipinski)
8. Conservation Commission (Williams)
9. Downtown TIF Advisory Board (Hinkel)
10. Energy Commission (Thibodeaux)
11. Graffiti Management Ad Hoc Committee (Nemeth)
12. Heritage Commission (Nemeth)
13. Legislative Liaison (Shanahan)
14. Library Board of Trustees (Thibodeaux)
15. McConnell Center Advisory Committee (Thibodeaux)
16. Ordinance Committee (Shanahan)
17. Parking Commission (Hinkel)
18. Pool Advisory Committee (Hackett)
19. Racial Equity and Inclusion Ad-Hoc Committee (Nemeth)
20. Recreation Advisory Board (Shanahan)
21. **Solid Waste Advisory Commission (Muffett-Lipinski)**
23. Transportation Advisory Commission (Williams)
24. Waterfront TIF Advisory Board (Shanahan)
25. **Joint Building Committee – DHS (Carrier)**
26. **COAST (Shanahan)**
27. Cochecho Waterfront Development Advisory Committee (Carrier)
28. **Dover Main Street (Carrier)**
29. **Strafford Regional Planning Commission (Williams)**

Deputy Mayor Shanahan moved for the adoption of the Consent Calendar; seconded by Councilor Nemeth.

Mayor Carrier asked the Council if they had items they would like pulled for further discussion. Councilor Thibodeaux pulled Item 13.A.7.

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 to adopt Item 13.A.7; seconded by Councilor Thibodeaux.

Councilor Thibodeaux gave an overview of the resolution to the Council.

Roll Call Vote: 9/0.

Councilor Muffett-Lipinski gave an overview of the Solid Waste Advisory Committee Report to the Council.

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

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

Councilor Williams gave an overview of the Strafford Regional Planning Commission Report to the Council.

B. RESOLUTIONS

1. **ACCEPTING THE RECOMMENDATION OF THE AD HOC COMMITTEE TO STUDY STORMWATER AND FLOOD RESILIENCE FUNDING AND STATEMENT OF INTENT TO FORM A STORMWATER UTILITY BY FUTURE ORDINANCE SPONSORED BY DEPUTY MAYOR SHANAHAN**

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Nemeth.

Roll Call Vote: 6/3; Passed. (Councilors Cullen, Hinkel, and Muffett-Lipinski were opposed.)



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2. AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE STATE COUNCIL ON THE ARTS GRANT
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Muffett-Lipinski.
Roll Call Vote: 9/0.

3. AUTHORIZATION TO APPROVE S.U.R. CONSTRUCTION, INC. ALT #1 - COST OF CONNECTIONS TO PRIVATE PROPERTY RESIDENCES
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Muffett-Lipinski.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 9/0.

4. B22023 JOHN DEERE MODEL 544P LOADER OR EQUIVALENT WITH PLOW AND WING ASSEMBLY
SPONSORED BY MAYOR CARRIER BY REQUEST

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

5. ACCEPTANCE OF THE FISCAL YEAR 2023 ACTION PLAN AND THE EXPENDITURES FOR FISCAL YEAR 2022 CDBG ENTITLEMENT FUNDS, FISCAL YEAR 2022 PROGRAM INCOME AND FISCAL YEAR 2023 PROGRAM INCOME
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 9, 2022.)
SPONSORED BY COUNCILOR CULLEN

Deputy Mayor Shanahan moved to refer to a public hearing to be held on March 9, 2022; seconded by Councilor Hinkel.
Councilor Hackett will be recusing herself from the vote.
Vote: 8/0.

6. AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES 2022 LOCAL SOURCE WATER PROTECTION GRANT
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 9, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing to be held on March 9, 2022; seconded by Councilor Thibodeaux.
Vote: 9/0



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- 7. ACCEPTANCE OF DRINKING WATER GROUNDWATER TRUST FUND (DWGTF) GRANT FOR DESIGN OF DOVER-PORTSMOUTH INTERCONNECTION AND AUTHORIZATION TO EXPEND DWGTF GRANT.
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 9, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to refer to a public hearing to be held on March 9, 2022; seconded by Councilor Hinkel.

Vote: 9/0.

- 8. AMENDMENT OF FISCAL YEAR 2022 SCHEDULE OF FEES FOR PARKING PERMIT FEES FOR PORTLAND AVENUE LOT, AND BUSINESS PERMIT FEES FOR THIRD STREET, FOURTH STREET, AND SCHOOL STREET LOTS.
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 9, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to refer to a public hearing to be held on March 9, 2022; seconded by Councilor Thibodeaux.

Vote: 9/0.

- 9. AUTHORIZATION OF ANNUAL APPRAISAL OF REAL ESTATE FOR FISCAL YEAR 2023 (TAX YEAR 2022).
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)
(TO BE REFERRED TO TWO PUBLIC HEARINGS TO BE HELD ON MARCH 9, 2022 AND MARCH 23, 2022, WITH CITY COUNCIL VOTE TO OCCUR ON APRIL 13, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to refer to two public hearings to be held on March 9, 2022 and March 23, 2022; seconded by Councilor Nemeth.

Vote: 9/0.

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 141 – VEHICLES AND TRAFFIC, SECTIONS 18, 49, 51, and 52
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 9, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to refer to a public hearing to be held on March 9, 2022; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.



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14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Thibodeaux reminded citizens of her Coffee with a Councilor session on Saturday.

16. ADJOURN

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