

CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 13, 2022**
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. FISCAL YEAR 2023 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – SCHOOL DEPARTMENT PORTION
(IF THE VOTE WILL EXCEED THE TAX CAP LIMITATION, IT REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL IN ORDER TO PASS.)
(THE CITY PORTION PUBLIC HEARING TO BE HELD ON APRIL 20, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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.

9. CITY MANAGER'S REPORT

10. APPROVAL OF MINUTES

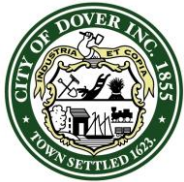
- A. March 23, 2022 – Regular Meeting**
- B. March 30, 2022 – Workshop Session**
- C. April 6, 2022 – Special Meeting**
- D. April 6, 2022 – Workshop Session**

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

- A. ORDINANCES IN THE 2nd READING**
- B. ORDINANCES IN THE 3RD READING**
- C. RESOLUTIONS**

- 1. AUTHORIZATION OF ANNUAL APPRAISAL OF REAL ESTATE FOR FISCAL YEAR 2023 (TAX YEAR 2022).
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)
SPONSORED BY MAYOR CARRIER BY REQUEST**



CITY OF DOVER

CITY COUNCIL - AGENDA

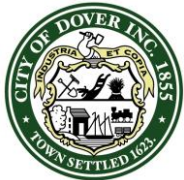
REVISED

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13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B21048-RFP22-006 DESIGN ENGINEERING SERVICES FOR A ROUNDABOUT AT THE INTERSECTION OF DOVER POINT ROAD AND THORNWOOD LANE**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B22051 ASPHALT TRENCH PATCHING SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **B22053 MISCELLANEOUS SEWER DEPARTMENT SUPPLIES AND ACCESSORIES**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **B22054 MISCELLANEOUS WATER DEPARTMENT SUPPLIES**
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **B22058 SAND & GRAVEL**
SPONSORED BY MAYOR CARRIER BY REQUEST
6. **AUTHORIZATION TO ACCEPT AND EXPEND DOVER ROTARY CLUB LIBRARY DONATION**
SPONSORED BY MAYOR CARRIER BY REQUEST
7. **ACCEPTANCE OF EASEMENT FROM OWNER OF TAX MAP 36, LOT 22 (16 WHITTIER STREET)**
SPONSORED BY MAYOR CARRIER BY REQUEST
8. **ART DISPLAY IN THE McCONNELL CENTER CAFETERIA**
SPONSORED BY COUNCILOR NEMETH
9. **APPROVAL OF LEASE AGREEMENT BETWEEN UNITY OF THE SEACOAST AND THE CITY OF DOVER**
SPONSORED BY MAYOR CARRIER BY REQUEST
10. **SUBMISSION OF LIST OF CITY-OWNED REAL ESTATE FOR DISPOSAL PURSUANT TO DOVER CODE SECTION 29-6**
SPONSORED BY MAYOR CARRIER BY REQUEST



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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 (M-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)**
30. **Government Affairs (Carrier)**

B. RESOLUTIONS

1. **B22056 HOT BITUMINOUS PAVING (ASPHALT) LAID IN PLACE**
SPONSORED BY MAYOR CARRIER BY REQUEST

C. ORDINANCES IN 1ST READING

1. **CHAPTER 81 – FIRE PREVENTION AND LIFE SAFETY, SECTION 23**
(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 27, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **CHAPTER 125 – STREETS AND SIDEWALKS, SECTION 9**
(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 27, 2022.)
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.A.

School Portion Public Hearing Only

Resolution Number: **R – 2022.03.23 – 072**

Resolution Re: Fiscal Year 2023 Budget Appropriations, Fees and Capital Improvements Program

WHEREAS: The City Manager submitted the proposed FY2023 budget to the City Council on March 23, 2022; and

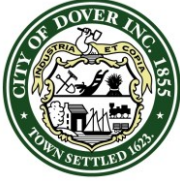
WHEREAS: The Proposed FY2023 budget submitted to the City council, as required by City Charter, contains the Dover School District's proposed Budget Amounts for FY2023; and

WHEREAS: The City Council, after holding the required public hearings, desires to adopt the budgets of various fund for Fiscal years 2023, (July 1, 2022 through June 30, 2023);

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

1. The annual budget for the City of Dover for Fiscal Year 2023, submitted to the City Council by the City Manager and on file with the City Clerk, is adopted to raise the following estimated revenues (including any Budgetary Use of Fund Balance) and appropriate the following appropriations:

Fund	Fund Description	Est Revenue	Appropriations	Fund Type
1000	General Fund	141,057,001	141,057,001	General Fund
2100	Community Development Fund	347,340	347,340	Special Revenue
2210	Drug Investigation Fund	247,873	247,873	Special Revenue
2220	Dover Housing Auth Policing	136,344	136,344	Special Revenue
2245	DHHS Assistance Programs	76,943	76,943	Special Revenue
2250	Youth Tobacco & Alcohol Awareness	118,314	118,314	Special Revenue
2800	School Cafeteria Fund	1,650,000	1,650,000	Special Revenue
2820	School Dept. of Education Grants	7,766,000	7,766,000	Special Revenue
2950	School Special Pgms & Grants Fund	175,000	175,000	Special Revenue
3207	Public Safety Special Details	317,672	317,672	Special Revenue
3213	Parking Activity Fund	1,371,231	1,371,231	Special Revenue
3320	Residential Solid Waste Fund	1,813,979	1,813,979	Special Revenue
3381	McConnell Center Fund	828,972	828,972	Special Revenue
3410	Recreation Programs	461,920	461,920	Special Revenue
3455	Library Fines Fund	36,605	36,605	Special Revenue
3500	OPEB Liability Fund	2,019,307	2,019,307	Special Revenue
3710	Downtown Dover TIF Fund	868,336	868,336	Special Revenue
3715	Waterfront TIF Fund	788,520	788,520	Special Revenue
3810	School Tuition Program Fund	125,000	125,000	Special Revenue
3830	School Facilities Fund	195,000	195,000	Special Revenue
5300	Water Fund	7,052,364	7,052,364	Enterprise
5320	Sewer Fund	9,936,229	9,936,229	Enterprise
6100	DoverNet Fund	1,748,481	1,748,481	Internal Service
6110	Central Stores Fund	94,608	94,608	Internal Service
6310	Fleet Maintenance Fund	1,257,425	1,257,425	Internal Service
6800	Workers Compensation Fund	497,064	497,064	Internal Service
	Totals	180,987,528	180,987,528	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

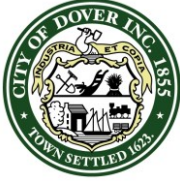
Agenda Item#: 7.A.

School Portion Public Hearing Only

Resolution Number: **R – 2022.03.23 – 072**

Resolution Re: Fiscal Year 2023 Budget Appropriations, Fees and Capital Improvements Program

2. The total amounts set forth in said budgets are hereby appropriated effective July 1, 2022 as provided by law for the departments to perform their functions, transfers to and from reserves and between other funds, and for public purposes not foreign to or incompatible with the mission of the City. General Fund Appropriations include \$49,579,035 for City operations, \$68,516,258 for School Department operations, \$12,653,111 for Debt Service and \$10,308,597 for County Tax.
3. There is no Budgetary Use of Fund Balance included in the General Fund for the purpose of offsetting property taxes.
4. In accordance with RSA 76:6, the City Tax Assessor shall revise and report to the Department of Revenue Administration the amount required for Tax Overlay to provide for the issuance of property tax abatements for tax year 2022 (Fiscal Year 2023).
5. In accordance with RSA 21-J:34, the City Manager shall revise and report to the Department of Revenue Administration the estimated amount of all non-property tax revenues for Fiscal Year 2023 .
6. For water consumption per hundred cubic feet (HCF) effective July 1, 2022, the Water and Sewer User Fees will be \$6.41 and \$9.81, respectively.
7. Effective July 1, 2022, the City Manager is authorized to enter into agreements with, and make payments to, the various agencies receiving Grants/Subsidies and Membership Dues as contained within the budget.
8. Effective July 1, 2022, the City Manager is authorized to enter into agreements with, and make payments to, various vendors supplying computer hardware and software annual maintenance services and support contracts as contained within the budget.
9. Effective July 1, 2022, any new funds represented in the budget are established for the purposes enumerated within the budget.
10. Effective July 1, 2022, the City Manager is authorized to make transfers between funds for the purposes prescribed, including special, capital and other reserve funds, including transfers to or from the City and School Employee Benefits Reserves.
11. Effective July 1, 2022, within the parameters of City Charter C6-8, the head of any non-school department, with the approval of the City Manager, may transfer any unspent balance or any portion thereof from one fund or agency within his/her department to another fund or agency within his/her department. A receiving transferee “fund or agency” within the meaning C6-8 includes any other necessary funding purposes or need within that department, whether or not money is appropriated in the existing budget.
12. Effective July 1, 2022, all fees and charges represented within the budget and the associated schedule of fees is adopted.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

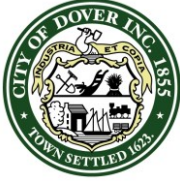
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Resolution Number: **R – 2022.03.23 – 072**

Resolution Re: Fiscal Year 2023 Budget Appropriations, Fees and Capital Improvements Program

13. Effective July 1, 2022, in accordance with RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to sign all grant applications and any such funding awarded during the fiscal year is appropriated for such purpose. The City Manager, within the parameters of City Charter provision C6-8, is authorized to transfer funds within a department to provide for local match as required by grant awards.
14. Effective July 1, 2022, in accordance with RSA 31:95-e, the City Manager is authorized to accept on behalf of the City gifts of personal property which may be offered to the City consistent with the parameters of the City Charter.
15. Effective July 1, 2022, revenues from the sale of city property are appropriated for their established and intended use.
16. Effective July 1, 2022, revenues from the fees collected for Recreation Special Programs are appropriated for their established and intended use.
17. Effective July 1, 2022, the City Manager is authorized during the fiscal year to initiate Recreation Special Programs fee discount for promotional events to generate revenue and program participation.
18. Effective July 1, 2022, revenues from the fees collected by the Youth to Youth Program from participant fees, speaking engagement fees, and program presentation fees are appropriated for Youth to Youth program expenses and functions.
19. The City Financial Policies, as contained within the budget, are reaffirmed and adopted for the coming fiscal year.
20. In accordance with RSAs 674:8 and 674:21-V(b), the FY2023-28 Capital Improvements Program, as amended, is hereby reaffirmed and adopted.
21. In accordance with City Charter provision C6-11, the designated depositories for city funds for fiscal year 2023 shall be Citizens Bank and the New Hampshire Public Deposit Investment Pool (NHPDIP). The City Treasurer is authorized to utilize, in addition to Citizens Bank and NHPDIP, other banks located within the City of Dover or banks authorized per RSA 48:16 (*City Treasurer Duties*), if deemed most advantageous to the City and in compliance with the City's adopted investment policy.
22. The sum of \$1,145,420.00 representing budgeted transfers to fund 30% of the OPEB Actuarial Determined Contribution as identified per the City's adopted financial policies is to be transferred to the OPEB Trust.
23. The sum of \$139,000.00, collected as Transportation Improvement Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Transportation Improvement Reserve is hereby appropriated for use by the City of Dover for payments to COAST for Fiscal Year 2023 COAST Bus grant subsidy.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.

School Portion Public Hearing Only

Resolution Number: **R – 2022.03.23 – 072**

Resolution Re: Fiscal Year 2023 Budget Appropriations, Fees and Capital
Improvements Program

24. The sum of \$66,000.00, collected as Vehicle Reclamation Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Vehicle Reclamation Reserve is hereby appropriated for use by the City of Dover for payments associated with the collection, disposal, recycling or reclamation of vehicle or other waste material for Fiscal Year 2023.
25. The sum of \$250,000.00, currently held in custody by the City of Dover Board of Trustees of Trust Funds in the School Student Services Capital Reserve is hereby appropriated for use by the City of Dover School District for Fiscal Year 2023 eligible transportation appropriations as budgeted and expended in the School District's General Fund budget.
26. In accordance with RSA 80:52-c *Electronic Payments*, the City Treasurer is authorized to accept payments of City Department fees, property taxes, utility bills by use of credit card or other means of electronic payments.

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

Resolution to be referred to Public Hearings as follows:

School Department Budget hearing Wednesday, April 13, 2022

City Budget hearing Wednesday, April 20, 2022

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.

School Portion Public Hearing Only

Resolution Number: **R – 2022.03.23 – 072**

Resolution Re: Fiscal Year 2023 Budget Appropriations, Fees and Capital Improvements Program

DOCUMENT HISTORY:

First Reading Date: 2022.03.23	Public Hearing Date: 04/13/2022
	04/20/2022
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

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



CITY OF DOVER

CITY COUNCIL - MINUTES

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

Mayor Carrier motioned to move Item 13.B.1. to follow Public Forum.

Vote: 9/0.

7. PUBLIC HEARINGS

A. ACCEPTANCE OF DONATION FROM DOVER ROTARY CLUB FOR THE SKATEPARK PROJECT

SPONSORED BY MAYOR CARRIER BY REQUEST

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

B. AUTHORIZATION OF ANNUAL APPRAISAL OF REAL ESTATE FOR FISCAL YEAR 2023 (TAX YEAR 2022).

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

(CITY COUNCIL VOTE TO OCCUR ON APRIL 13, 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.

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

Deputy Mayor Shanahan moved for the adoption of 12.C.1.; seconded by Councilor Muffett-Lipinski.

Recreation Director Bannon gave an overview of the Resolution to the Council and recognized the Dover Rotary Club.

Mr. Jim Munro, President of the Dover Rotary Club, thanked the Mayor and Council for the recognition.

Roll Call Vote: 9/0.



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9. CITY MANAGER'S REPORT

A. March 23, 2022 City Manager's Report

City Manager Joyal submitted his report in writing. He said approval of his report will include the following appointments:

City Engineer Kenneth Mavrogeorge – Planning Board staff

Tom Hardimann – City Manager's representative on the Personnel Advisory Board

Mark Moeller – Dover Housing Authority

He discussed a few financial items in his report, and recognized employee anniversaries.

B. Fiscal Year 2023 Proposed Budget Presentation

City Manager Joyal gave a PowerPoint presentation to the Council regarding the Fiscal Year 2023 Proposed Budget.

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

Roll Call Vote: 9/0.

10. APPROVAL OF MINUTES

A. March 9, 2022 – Regular Meeting

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 and meetings he has attended.

Deputy Mayor Shanahan moved to accept the Mayor's Report.

Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3rd READING

C. RESOLUTIONS

1. ACCEPTANCE OF DONATION FROM DOVER ROTARY CLUB FOR THE SKATEPARK PROJECT

SPONSORED BY MAYOR CARRIER BY REQUEST

Moved up on the Agenda to follow the Public Forum.



CITY OF DOVER

CITY COUNCIL - MINUTES

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13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. B21067 CENTRAL AVENUE NORTH WATER IMPROVEMENTS – ADDITIONAL SCOPE OF WORK #3**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 2. B22040 HVAC PREVENTIVE MAINTENANCE & REPAIR SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 3. B22042 PAVEMENT MARKINGS**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 4. B22043 REFLECTORIZED PAVEMENT LINES**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 5. B22049 CONSTRUCTION EQUIPMENT RENTAL**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 6. B22064 ELECTRICAL SUPPLIES AND DEVICES – STATE OF NH CONTRACT WITH NORTHEAST ELECTRICAL DISTRIBUTORS**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 7. AUTHORIZING DOVER400'S USE OF THE CITY HALL AUDITORIUM FOR NEW YEAR'S EVE ON DECEMBER 31, 2022**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 8. APPROVAL OF BELLAMY PARK BUILDING LEASE WITH BREAKIN' CHAINS DISC GOLF SUPPLIES, LLC**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 9. AUTHORIZATION FOR CONSERVATION & EASEMENT FARMING LICENSE TO SCRUTON'S DAIRY, INC. (BLACKWATER ROAD)**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 10. APPROVAL OF LEASE AGREEMENT AT DOVER ICE ARENA WITH COLLINS SPORTS CENTER, INC.**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 11. ACCEPTANCE OF DONATED COMMEMORATIVE PLAQUE FROM THE LAFAYETTE TRAIL, INC.**
SPONSORED BY MAYOR CARRIER BY REQUEST



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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 (M-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. Coheco Waterfront Development Advisory Committee (Carrier)
28. Dover Main Street (Carrier)
29. Strafford Regional Planning Commission (Williams)
30. Government Affairs (Carrier)

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

Mayor Carrier asked the Council if they had items they would like pulled for further discussion.

Councilor Thibodeaux pulled Items 13.A.9. and 13.A.11.

Councilor Cullen pulled Item 13.A.6.

Deputy Mayor Shanahan moved for the adoption of Item 13.A.6.; seconded by Councilor Nemeth.

Recreation Director Bannon gave an overview of the Resolution to the Councilor.

Roll Call Vote: 8/1; Passed. Councilor Cullen was opposed.

Deputy Mayor Shanahan moved for the adoption of Item 13.A.9.; seconded by Councilor Hackett.

Roll Call Vote: 9/0.

Deputy Mayor Shanahan moved for the adoption of Item 13.A.11.; seconded by Councilor Thibodeaux.

Roll Call Vote: 9/0.

Councilor Nemeth gave an overview of the Graffiti Management Ad-Hoc Committee Report to the Council.

Councilor Nemeth gave an overview of the Heritage Commission Report to the Council.

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

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

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

Councilor Hinkel gave an overview of the Parking Commission Report to the Council.



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CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
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Councilor Hackett gave an overview of the Pool Advisory Committee Report to the Council.

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

Deputy Mayor Shanahan gave an overview of the Recreation Advisory Board Report to the Council.

B. RESOLUTIONS

1. AUTHORIZING A PERMIT PROGRAM FOR OUTDOOR DINING USE OF CERTAIN PARKING SPACES FROM APRIL 15, 2022 TO OCTOBER 15, 2022 SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Muffett-Lipinski. Parking Manager Simons gave an overview of the Resolution to the Council.

Deputy Mayor Shanahan moved to amend the Resolution to lower the price of the permit to \$250.00; seconded by Councilor Thibodeaux.

City Manager Joyal explained why the price of the permit was recommended to be \$1,100.00.

Deputy Mayor Shanahan withdrew the motion, and Councilor Thibodeaux remove her second.

Mayor Carrier asked for a roll call vote on the original Resolution.

Roll Call Vote: 9/0

2. B22046 WHITTIER STREET SIDEWALK IMPROVEMENTS SPONSORED BY MAYOR CARRIER BY REQUEST

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

Community Services Director Storer gave an overview of the Resolution to the Council.

Roll Call Vote: 9/0

3. FISCAL YEAR 2023 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM (IF THE VOTE WILL EXCEED THE TAX CAP LIMITATION, IT REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL IN ORDER TO PASS.) (TO BE REFERRED TO A SCHOOL DEPARTMENT PORTION PUBLIC HEARING ON APRIL 13, 2022, AND THE CITY PORTION PUBLIC HEARING ON APRIL 20, 2022.) SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved refer to a public hearing for School portion on April 13, 2022, and City Portion on April 20, 2022; seconded by Councilor Thibodeaux.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 23, 2022**
Meeting Time: **7:00 pm**

Deputy Mayor Shanahan moved to substituted as a whole; seconded by Councilor Thibodeaux.

Vote: 9/0

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Williams mentioned that on April 7, 2022 there will be a virtual Dover Climate Resource Forum.

Councilor Muffett-Lipinski referred to the Solid Waste Advisory Commission meeting and asked about creating a sub-committee to discuss a new type of recycling bin.

City Manager Joyal said the Council could create an ad-hoc committee to address the issue.

Councilor Nemeth she thanked the City's participation in donating items to help Ukraine.

Mayor Carrier recognized Council Nemeth for her work with the Arts Commission presentation at the Cocheco Waterfront Development

Councilor Hinkel said he wanted to clarify that the Ukraine resolution from the March 9, 2022 did not condemn Russian citizens, but was directed at Vladimir Putin personally.

City Manager Joyal reminded the Council that there will be a Goal Setting meeting on Saturday.

16. ADJOURN

Councilor Muffett-Lipinski moved to adjourn; seconded by Councilor Thibodeaux.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Conference Room
Meeting Date: **Wednesday, March 30, 2022**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Deputy Mayor Shanahan 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.

Mayor Carrier read a Proclamation to the Council recognizing National Doctors' Day, March 30, 2022.

5. PUBLIC FORUM

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

Michelle Clancy, School Board Member, 22 Parsons Lane: She spoke in support of the proposed School Department budget.

Robin Trefethen, School Board Member, 3 Nantucket Court: She spoke in support of the proposed School Department budget.

Leigh-Anne Sapienza, 48½ Dover Point Road: She spoke in support of the proposed School Department budget.

Micaela Demeter, School Board Member, 33A Piscataqua Road: She spoke in support of the proposed School Department budget.

Christopher Langellotti, 453 Sixth Street: He spoke in support of the proposed School Department budget.

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

6. DISCUSSIONS

A. BUDGET PRESENTATIONS

1. SCHOOL

Superintendent Harbron and Business Administrator Limanni gave a PowerPoint presentation to the Council regarding the proposed School Department budget.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Conference Room
Meeting Date: **Wednesday, March 30, 2022**
Meeting Time: **7:00 pm**

2. EXECUTIVE

City Manager Joyal gave an overview of the proposed budget book with the Council. He also discussed the following areas:

City Council

Executive Department

- City Manager's Office
- Human Resources
- Media Services
- Legal Department
- Business Development

3. FINANCE

Director Lynch gave a PowerPoint presentation to the Council regarding the proposed Finance Department budget.

4. PLANNING

Director Benton gave a PowerPoint presentation to the Council regarding the proposed Planning and Community Development Department budget.

5. DOVERNET

Director Dove gave a PowerPoint presentation to the Council regarding the proposed Office of Information Technology and DoverNet Department budget.

7. ADJOURNMENT

Councilor Williams moved to adjourn.

Vote: 8/0.

All handouts and Budget Presentations have been archived with these minutes.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 6, 2022**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Cullen 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. PUBLIC FORUM

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

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

6. APPOINTMENTS COMMITTEE REPORT

Councilor Williams gave an overview of the Appointments Committee Report to the Council. She introduced the two Ethics Commission applicants: former City Attorney Allan Krans, Sr. and former Ward 6 Councilor Matt Keane.

Councilor Cullen moved to suspend the rules to consider the applicants; seconded by Deputy Mayor Shanahan.

Roll Call Vote: 9/0.

Mr. Krans spoke to the Council regarding his interest to serve on the Ethics Commission.

Mr. Keane spoke to the Council regarding his interest to serve on the Ethics Commission.

Councilor Williams listed the following recommendations for appointments:

D'Artagnan Stein – Arts Commission changing his status as an alternate member to a regular member

Appointments:

Kimberly Hanson – Arts Commission as an alternate member

Allan Krans – Ethics Commission

Matt Keane – Ethics Commission – former Councilor position

Reappointments:

Richard Kincaid – Arts Commission

Michael Lee – Arts Commission

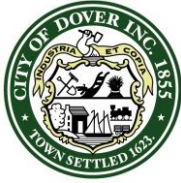
Deputy Mayor Shanahan moved to accept the Appointments Committee Report; seconded by Councilor Williams.

Vote: 9/0.

7. ADJOURNMENT

Deputy Mayor Shanahan moved to adjourn; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Conference Room
Meeting Date: **Wednesday, April 6, 2022**
Meeting Time: **To immediately follow Special Meeting**

1. CALL TO ORDER

2. ~~MOMENT OF SILENCE~~

3. ~~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. PUBLIC FORUM

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

John O'Connor, : He spoke in favor of the proposed budgets for Community Services and Recreation Department.

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

6. DISCUSSIONS

A. BUDGET PRESENTATIONS

1. WELFARE

City Manager Joyal, referring to the Proposed Budget book, gave an overview of the proposed Welfare budget.

2. LIBRARY

Director LaFrance gave a PowerPoint presentation to the Council regarding the proposed Library budget.

3. RECREATION

Director Bannon gave a PowerPoint presentation to the Council regarding the proposed Recreation Department budget.

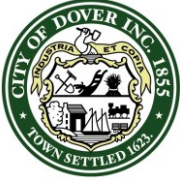
4. COMMUNITY SERVICES

Director Storer gave a PowerPoint presentation to the Council regarding the proposed budget for Community Services.

7. ADJOURNMENT

Councilor Muffett-Lipinski moved to adjourn; seconded by Councilor Thibodeaux.

Vote: 9/0.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2022.02.23 – 053**

Resolution Re: Authorization of Annual Appraisal of Real Estate for Fiscal Year 2023 (Tax Year 2022)

- WHEREAS: New Hampshire statutes require real estate assessments (appraisals) be reasonably proportional each year, pursuant to RSA 75:8; and
- WHEREAS: The level of assessments and uniformity are set by the State's Assessing Standards Board; and
- WHEREAS: The State requires that assessments be between 90% and 110% of market value at least once in every five years, pursuant to RSA 75:8-a and State Assessing Standards Board; and
- WHEREAS: It has been the practice of the City to ensure compliance to this standard every year, in an effort to avoid extraordinary changes in assessments and resulting tax bills; and
- WHEREAS: Since 1998, the practice of the City has been to conduct annual appraisals of real estate to follow market trends to ensure proportionality; and

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

In accordance with New Hampshire RSA 75:8-b *Annual Appraisal; Municipalities Over 10,000*, an annual appraisal of real estate within the City of Dover for Fiscal Year 2023 (Tax Year 2022) is hereby authorized.

This Resolution requires two public hearings. Resolution to be referred to a public hearing on Wednesday March 9th, 2022 and a second public hearing on Wednesday March 23rd, 2022. City Council vote to occur on Wednesday April 13th, 2022.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 12.C.1.	
Resolution Number: R - 2022.02.23 – 053 Resolution Re: Authorization of Annual Appraisal of Real Estate for Fiscal Year 2023 (Tax Year 2022)		

DOCUMENT HISTORY:

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

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

In accordance with NH RSA 75:8-b *Annual Appraisal; Municipalities Over 10,000*, except when assessing real estate under NH RSA 75:8-a, any municipality with a population over 10,000 intending to appraise real estate annually at market value, shall authorize such annual appraisal by a majority vote of the governing body (City Council).

In Dover, the assessing practice has been to fully analyze and reassess all sections and classification of properties on an annual basis in order to keep all assessments proportional and within a market level of 90% to 110%.

For the past several years, the City has maintained assessments within the range of 92% to 98% of market value.

By this time each year the City Assessing Office has reviewed sales data for properties within the City that have sold in the past 6 months to determine if the market trends demonstrate a change in value.

Effective FY23/TY22, with the ongoing appreciation and shifts in the real estate market, assessments will need to be adjusted in order to maintain market level and proportionality. The City currently anticipates at least a 10% increase to the market.

Document Created by: Finance Department Document Posted on: April 7, 2022	R-2022.02.23 Authorization of Annual Appraisal of Real Estate for FY2023 (TY2022) Page 2 of 2
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2022.04.13 – 073**
Resolution Re: B21048-RFP22-006 Design Engineering Services for a Roundabout at the Intersection of Dover Point Road and Thornwood Lane

WHEREAS: A sealed (RFQ) Request for Qualifications #B21048 was solicited and received for on-call specialized municipal engineering services on an as-needed basis on May 13, 2021 at 3:00 p.m. for services to commence on or about July 1, 2021 for a four-year period. On July 28, 2021, City Council approved to award to several vendors in various engineering service areas for on-call specialized municipal engineering services via resolution [R-2021.07.28-135](#); and

WHEREAS: A project was identified meeting the criteria of RFQ #B21048, a sealed [Request for Proposal #B21048-RFP22-006](#) was solicited to five vendors who were finalists under two of the five service areas approved via resolution [R-2021.07.28-135](#) for Design Engineering Services for a Roundabout at the Intersection of Dover Point Road and Thornwood Lane on March 24, 2022 at 2:00 p.m.; and

WHEREAS: The City received three replies which were reviewed for understanding of project scope, approach for completing the work, commitment to timeline and proposal costs. It is the recommendation to accept the lowest cost proposal which was submitted by Green International Affiliates, Inc. in the amount not to exceed \$144,702.90.

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 Green International Affiliates, Inc. of Tewksbury, MA for Design Engineering Services for a Roundabout at the Intersection of Dover Point Road and Thornwood Lane in the amount not to exceed \$144,702.90. 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	Charge
4023.1.180.43122.4751.03341.23.	Roadways - Transportation Improvement Program	175,000.00	175,000.00	144,702.90
			Total	144,702.90

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2022.04.13 – 073**
Resolution Re: B21048-RFP22-006 Design Engineering Services for a Roundabout at the Intersection of Dover Point Road and Thornwood Lane

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 Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2022.04.13 – 073**
Resolution Re: B21048-RFP22-006 Design Engineering Services for a Roundabout at the Intersection of Dover Point Road and Thornwood Lane

RESOLUTION BACKGROUND MATERIAL:

The City solicited a Statement of Qualifications and Proposals [#B21048](#) from engineering firms, following the guidelines set forth by Purchasing Code 5-41 Professional Services, to establish on-call agreements with firms for the following engineering service areas:

- 1) Highway/Transportation Engineering
- 2) Traffic Management
- 3) Water Supply, Treatment & Distribution Engineering
- 4) Wastewater Collection & Treatment Engineering
- 5) Dam & Structural Engineering

On March 2, 2022, the City requested proposals from the five firms selected under the [Highway/Transportation Engineering](#), and [Traffic Management](#) service areas via [RFP#B21048-RFP22-006](#) for Design Engineering Services for a Roundabout at the Intersection of Dover Point Road and Thornwood Lane. Although initially called Thornwood Lane, the road into the development has now been publicly accepted by the City and was named Pointe Place.

The Pointe Place development project triggered a requirement for traffic control improvements to the intersection with Dover Point Road. Over ten years ago, a signalized intersection was proposed for the improvement; however, since that time, the City and State instead decided to pursue a roundabout option. The private developer is responsible for a cost-share due to the impact on the public way of Dover Point Road. The City has received a \$200,000 contribution from the private developer which would have funded the cost for a new signalized intersection. Final plans and associated documentation shall be complete 120 days following the City's notice to proceed. The project will be bid for construction by the end of 2022.

Bid Information:

A sealed [Request for Proposal #B21048-RFP22-006](#) was solicited to five vendors who were finalists under the [Highway/Transportation Engineering](#), and [Traffic Management](#) service areas approved via resolution [R-2021.07.28-135](#) for Design Engineering Services for a Roundabout at the Intersection of Dover Point Road and Thornwood Lane on March 24, 2022 at 2:00 p.m.

Award Information:

A purchase order will be issued to Green International Affiliates, Inc. to authorize expenditures as outlined in this resolution.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

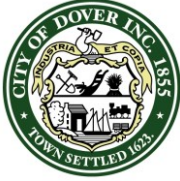
Agenda Item#: 13.A.1.

Resolution Number: **R – 2022.04.13 – 073**
Resolution Re: B21048-RFP22-006 Design Engineering Services for a Roundabout at the Intersection of Dover Point Road and Thornwood Lane

Purchasing Information:

Type:	Purchase Order	Advertised:	No/RFQ#B21048
Invitations Mailed:	5	Number of Responses:	3
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	120 calendar days following NTP
Recommended Award to:	Green International Affiliates, Inc.	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B21048-RFP22-006 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2022.04.13 – 074**
Resolution Re: **B22051 Asphalt Trench Patching Services**

WHEREAS: A sealed Request for Proposal #B22051 was requested and received for Asphalt Trench Patching Services on an as needed, or as requested, basis on March 30, 2022 at 2:00 p.m. Submitted rates will hold for one year beginning April 15, 2022 with the option to extend two (2) additional one-year terms contingent upon funding availability and satisfactory vendor performance. Rate increases, if any, for additional years will not exceed the Consumer Price Index (Boston); and

WHEREAS: Eight (8) different types of construction-related applications were identified for which these trench patching service might be utilized in the upcoming construction season; and

WHEREAS: The City received four responses with varying rates per application along with their associated list of equipment and number of personnel on-site for each application. Responses were reviewed for necessary compliance with the bid specifications and ability to comply with proposed scope of services and timelines. The list of vendors is outlined in the background section of this resolution.

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

The Purchasing Agent is hereby authorized to issue purchase orders to each of the vendors identified in the background section of this resolution for Asphalt Trench Patching Services on an as needed, or as requested, basis at rates provided in conjunction with Bid #B22051. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4715.00000.00	Streets - Land Improvement	1,956,619	1,616,059
xxxx.1.300.xxxxx.4432.xxxxx.xx	CS Imprv other than Buildings	650,020	142,663

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2022.04.13 – 074**
Resolution Re: **B22051 Asphalt Trench Patching Services**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Eight (8) different types of construction-related applications were identified for which trench patching services might be utilized in the upcoming construction season. Contract pricing will be based on Time and Materials Only. Man hours paid under this agreement shall be only for production hours.

1. Per hour via hand PAVE application;
2. Per hour via Hand PREP & Hand PAVE application;
3. Per hour via Machine PREP & Hand PAVE application;
4. Per hour via Machine PREP & Machine PAVE application;
5. Per hour via Machine PAVE application;
6. Per foot Saw Cutting of trench in preparation for paving;
7. Per LF Placement of Asphalt Curb; and
8. Per hour Infrared Paving.

The bids meeting specifications were submitted with varying rates per application along with their list of equipment and number of personnel on-site for each application by four vendors as listed below.

1. Durell Paving of Dover, NH
2. J.T. Travis, Inc. of Sanford, ME (new vendor that is in the process of being vetted by the City's finance/purchasing office)
3. Pavement Maintenance Systems, Inc. of Peabody, MA
4. Tri-State Sealcoating & Paving, Inc. of Dover, NH



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2022.04.13 – 074**

Resolution Re: **B22051 Asphalt Trench Patching Services**

Award Information:

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

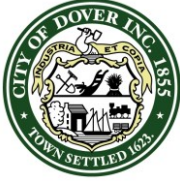
Bid Information:

A sealed Request for Proposal #B22051 was issued and received for as needed or as requested Asphalt Trench Patching Services on March 30, 2022 at 2:00 p.m. EST.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	49	Number of Responses:	4
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	2022 construction season	Estimated Delivery:	As needed
Recommended Award to:	Various as identified in this resolution.	Fund:	Various
Other Approvals Required:	No	References Checked:	Yes
Previously Worked for City:	Yes, with the exception of J.T. Travis, Inc.	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B22051 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2022.04.13 – 075**
Resolution Re: **B22053 Miscellaneous Sewer Department Supplies and Accessories**

WHEREAS: A sealed Request for Bid #B22053 was issued and received for Miscellaneous Sewer Department Supplies and Accessories on March 16, 2022 at 2:00 p.m.; and

WHEREAS: Unit pricing will hold for one year beginning May 1, 2022 unless otherwise noted by responding vendor, and vendor(s) providing the low unit price on an item will be utilized on an as-needed basis depending upon their different type of product. There are some items that will be awarded to the same vendor for conformity sake such as manhole castings and supplies; and

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

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

The Purchasing Agent is hereby authorized to issue purchase orders to various vendors identified in the background section for as-needed Miscellaneous Sewer Department Supplies and Accessories at per unit prices provided in conjunction with Bid #B22053. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding and subject to final FY2023 budget adoption.

Financing

Account	Description	Appropriation	Balance
xxxx.1.300.xxxxx.4652.xxxxx.xx	CS Maint Supplies Improv o/t bldg FY2023	435,558.00	Anticipated

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2022.04.13 – 075**
Resolution Re: **B22053 Miscellaneous Sewer Department Supplies and Accessories**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2022.04.13 – 075**
Resolution Re: **B22053 Miscellaneous Sewer Department Supplies and Accessories**

RESOLUTION BACKGROUND MATERIAL:

A sealed Request for Bid #B22053 was issued and received for Miscellaneous Sewer Department Supplies and Accessories on March 16, 2022 at 2:00 p.m. The following vendors submitted unit pricing in varying amounts for 196 different products.

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

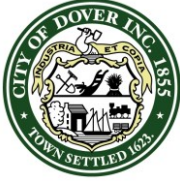
Award Information:

Purchase Orders will be issued to various vendors at lowest unit price(s) submitted in conjunction with Bid #B22053 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	158	Number of Responses:	6
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year/April 30, 2023	Estimated Delivery:	As Needed
Recommended Award to:	Various	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B22053 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2022.04.13 – 076**

Resolution Re: **B22054 Miscellaneous Water Department Supplies**

WHEREAS: A sealed Request for Bid #B22054 was issued and received for Miscellaneous Water Department Supplies on March 16, 2022 at 2:30 p.m.; and

WHEREAS: Unit pricing will hold for one year beginning May 1, 2022 unless otherwise noted by responding vendor, and vendor(s) providing the low unit price on an item will be utilized on an as-needed basis depending upon their different type of product; and

WHEREAS: The bids meeting specifications were submitted for 688 different types of products with varying unit prices from eight vendors.

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

The Purchasing Agent is hereby authorized to issue purchase orders to various vendors identified in the background section for as-needed Miscellaneous Water Department Supplies at per unit prices provided in conjunction with Bid #B22054. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding and subject to final FY2023 budget adoption.

Financing

Account	Description	Appropriation	Balance
xxxx.1.300.xxxxx.4652.xxxxx.xx	CS Maint Supplies Improv o/t bldg FY2023	435,558.00	Anticipated

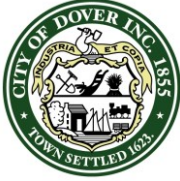
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2022.04.13 – 076**

Resolution Re: **B22054 Miscellaneous Water Department Supplies**

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2022.04.13 – 076**

Resolution Re: **B22054 Miscellaneous Water Department Supplies**

RESOLUTION BACKGROUND MATERIAL:

A sealed Request for Bid #B22054 was issued and received for Miscellaneous Water Department Supplies on March 16, 2022 at 2:30 p.m. The following vendors submitted unit pricing in varying amounts for 688 different products.

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

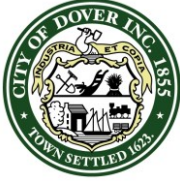
Award Information:

Purchase Orders will be issued to various vendors at lowest unit price(s) submitted in conjunction with Bid #B22054 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	157	Number of Responses:	8
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year/April 30, 2023	Estimated Delivery:	As Needed
Recommended Award to:	Various	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B22054 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2022.04.13 – 077**
Resolution Re: **B22058 Sand and Gravel**

WHEREAS: A sealed Request for Bid #B22058 was issued and received for various types of Sand and Gravel products on an as-needed and as-requested basis on March 31, 2022 at 2:00 p.m. Submitted Rates will hold for one year beginning May 1, 2022 and will be negotiated for the optional two (2) one-year extensions. Rate increases, if any, for year two and three will not exceed the Consumer Price Index (Boston); and

WHEREAS: The City received pricing from one vendor and determined that it was fair and reasonable. It is the recommendation to accept the proposal which was submitted by Brox Industries of Dracut, MA for as-needed and as-requested sand & gravel products to be picked up at their Rochester, NH location and or delivered to Dover at the per ton prices provided in conjunction with Bid #B22058.

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 Brox Industries of Dracut, MA for as-needed and as-requested sand and gravel products at per ton prices provided in conjunction with Bid #B22058. 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.4652.xxxxx.xx	CS Maint Supplies - Impr o/t Buildings	384,989.00	92,598.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2022.04.13 – 077**
Resolution Re: **B22058 Sand and Gravel**

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 Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2022.04.13 – 077**
Resolution Re: **B22058 Sand and Gravel**

RESOLUTION BACKGROUND MATERIAL:

This is a blanket bid for the purchase of various sand, gravel and loam materials to be ordered on an as needed basis with no guarantee of annual consumption.

The vendor is to guarantee pricing for a one (1) year period beginning May 1, 2022. Materials are to be priced out both loaded on to City trucks at the pit location in Rochester, NH and or delivered to a City-designated storage area. Submitted Rates will hold for one year beginning May 1, 2022 and will be negotiated for the optional two (2) one-year extensions. Rate increases, if any, for year two and three will not exceed the Consumer Price Index (Boston).

While Brox Industries was the only respondent to this solicitation, the pricing offered to the City reflects a 10%+/- discount over their current published list prices, and most commonly used items by the City reflects a discount.

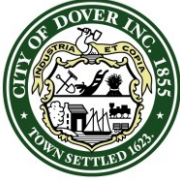
Award Information:

A purchase order will be issued to Brox Industries to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	139	Number of Responses:	1
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	One year/April 30, 2023	Estimated Delivery:	As Needed
Recommended Award to:	Brox Industries	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B22058 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2022.04.13 – 078**

Resolution Re: Authorization to Accept and Expend the Dover Rotary Club Library Donation

WHEREAS: The City of Dover Public Library has requested of the Dover Rotary Club, a donation to sponsor summer reading challenge program; and

WHEREAS: The Dover Rotary Club has graciously offered \$650.00 to support the Library. Each summer reading booklet purchased with donated funding will have a Rotary sticker placed on the booklet to recognize the Dover Rotary Club as a sponsor; and

WHEREAS: In adhering to the requirements established per NH RSA 31:95-b, authorization by the City Council to apply for, accept and expend Grant funds for eligible uses is required; and

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

In accordance with RSA 31:95-b the City Manager is authorized to accept and expend the Dover Rotary Club funds allocated for use by the City of Dover Public Library as appropriated for said purposes. Upon receipt of the donation award or any amendments thereto, the amount of the donation is hereby appropriated. The City Council, in a majority vote, accepts the terms and requirements of the donation and authorizes the City Manager to sign all necessary paperwork for the donation.

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.6.

Resolution Number: **R – 2022.04.13 – 078**

Resolution Re: Authorization to Accept and Expend the Dover Rotary Club
Library Donation

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

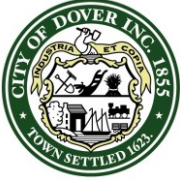
Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The City of Dover Public Library has requested of the Dover Rotary Club, a donation to sponsor the Summer Reading Challenge program. The Dover Rotary Club has graciously offered \$650.00 to support the Library program. The Library will use the funding to purchase summer reading booklets, which will in turn have a Dover Rotary sticker placed on the booklets to recognize the sponsorship.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2022.04.13 – 079**

Resolution Re: Acceptance of Easement from Owner of Tax Map 36, Lot 22 (16 Whittier Street)

WHEREAS: In relation to other planned work, the City of Dover's Community Services Department has planned to update an existing drainage line that traverses Tax Map 36, Lot 22 (16 Whittier Street); and

WHEREAS: City staff believe the City already holds a prescriptive easement for this line, but in any event would like to formalize same in an easement conveyance of record in the Strafford County Registry of Deeds before commencing the work; and

WHEREAS: The owner of Tax Map 36, Lot 22 has agreed to convey and formalize a recorded drainage easement to the City in connection with the planned work.

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

The City Manager is hereby authorized to negotiate, finalize, sign, acquire, and accept a formal drainage easement from the owner of Tax Map 36, Lot 22 (Robert D. Lewis and Dorothy M. Lewis Revocable Living Trust, Carrie M. Lewis and Dorothy M. Lewis Trustees), and to take any necessary steps to record said deed at the Strafford County Registry of Deeds.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By request

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

Recorded by: Susan M. Mistretta
City Clerk



Agenda Item#: 13.A.7.

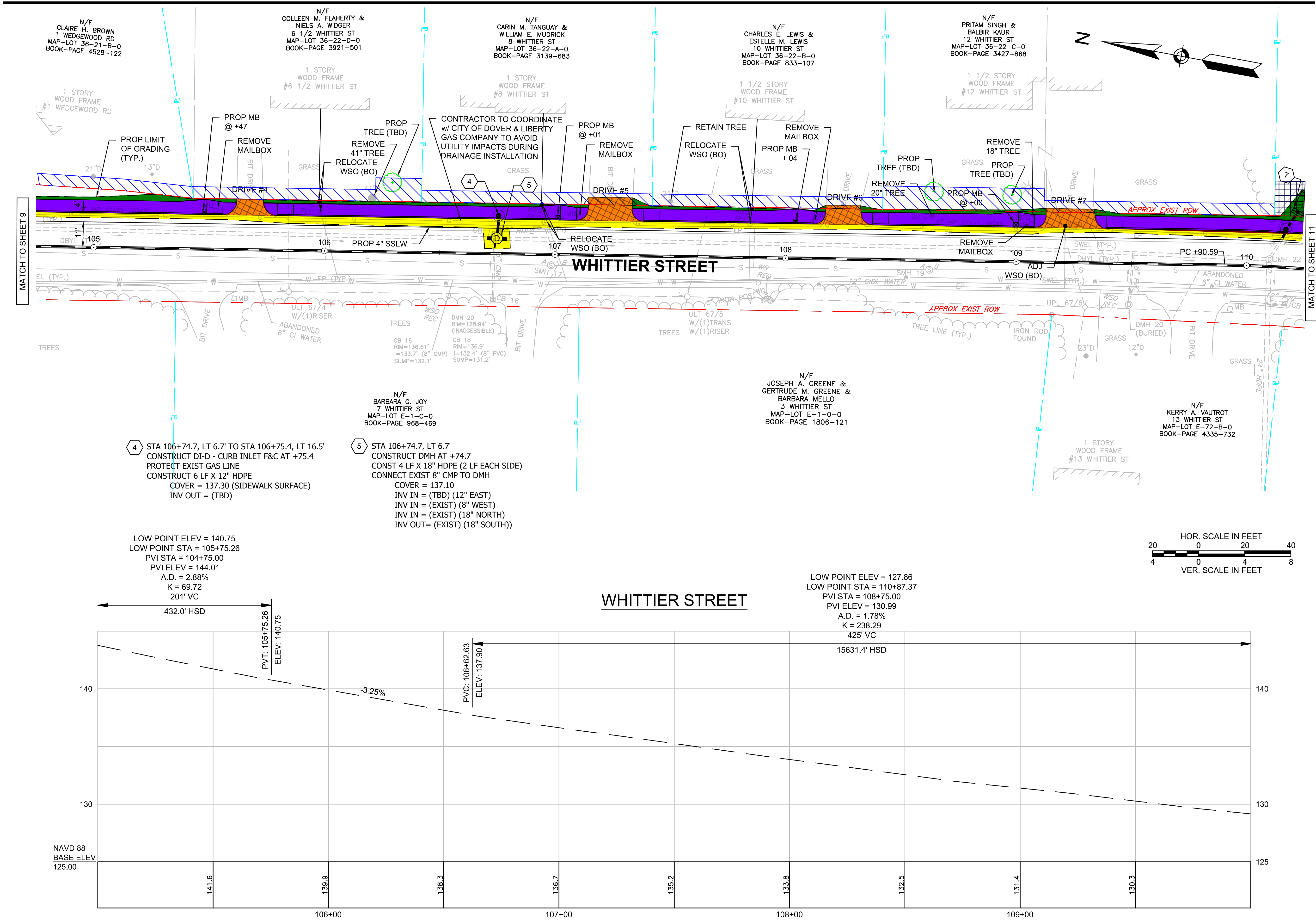
Resolution Re: Acceptance of Easement from Owner of Tax Map 36, Lot 22 (16 Whittier Street)

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does	does not	pass.

See attached easement deed and Whittier Street General Plan dated May 16, 2019.



TEC, Inc.

146 Dascomb Road
Andover, MA 01810
(978) 794-1792
www.TheEngineeringCorp.com

169 Ocean Boulevard
Unit 101, PO Box 249
Hampton, NH 03842
(603) 601-8154

DESIGNED BY	ADC
DRAWN BY	DGR
CHECKED BY	JAC
DATE	MAY 16, 2019
SCALE	1" = 40'

PREPARED FOR

City of Dover
Public Works
271 Mast Road
Dover, NH 03820

REVISIONS

ISSUED FOR

Construction

PROJECT TITLE

Whittier Street
Sidewalk Improvements

PROJECT LOCATION

Whittier Street
Dover, NH

DRAWING TITLE

General Plan & Profile

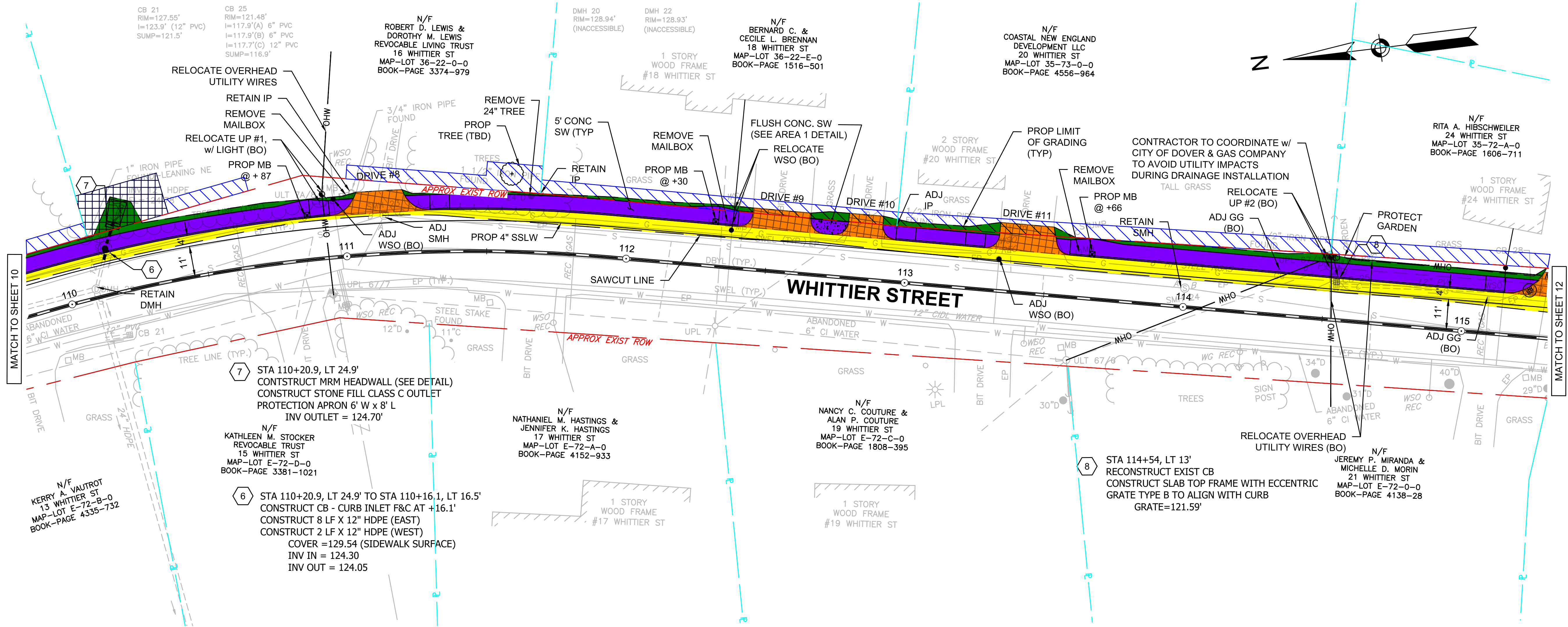
PROJECT NO.
N0788

TEC CAD FILE
N0788_GEN_PLAN.dwg

DRAWING NO.
10

SHEET 10 OF 14

6/6/19



LOW POINT ELEV = 127.86
LOW POINT STA = 110+87.37
PVI STA = 108+75.00
PVI ELEV = 130.99
A.D. = 1.78%
K = 238.29
425' VC

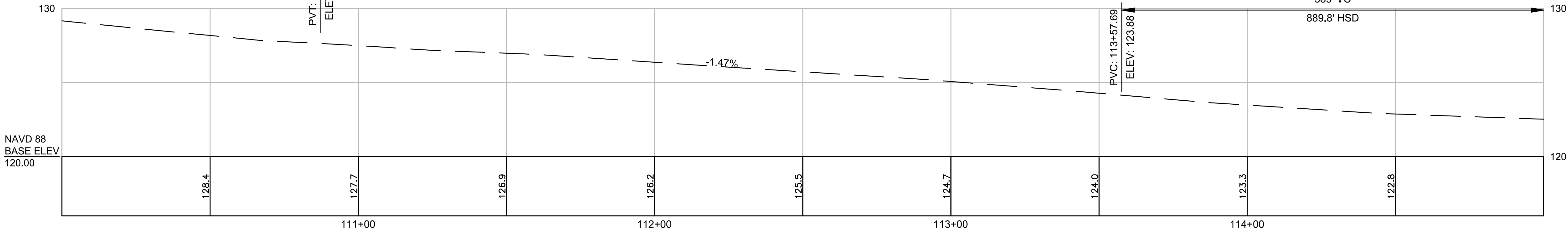
15631.4' HSD

PVT: 110+87.37
ELEV: 127.86

WHITTIER STREET

LOW POINT ELEV = 122.23
LOW POINT STA = 115+82.99
PVI STA = 115+50.00
PVI ELEV = 121.05
A.D. = 2.51%
K = 153.02
385' VC

HOR. SCALE IN FEET
20 0 20 40
4 0 4 8
VER. SCALE IN FEET



TEC, Inc.

146 Dascomb Road
Andover, MA 01810
(978) 794-1792
www.TheEngineeringCorp.com

169 Ocean Boulevard
Unit 101, PO Box 249
Hampton, NH 03842
(603) 601-8154

DESIGNED BY ADC
DRAWN BY DGR
CHECKED BY JAC
DATE MAY 16, 2019
SCALE 1" = 40'

PREPARED FOR

City of Dover
Public Works
271 Mast Road
Dover, NH 03820

REVISIONS

ISSUED FOR

Construction

PROJECT TITLE

Whittier Street
Sidewalk Improvements

PROJECT LOCATION

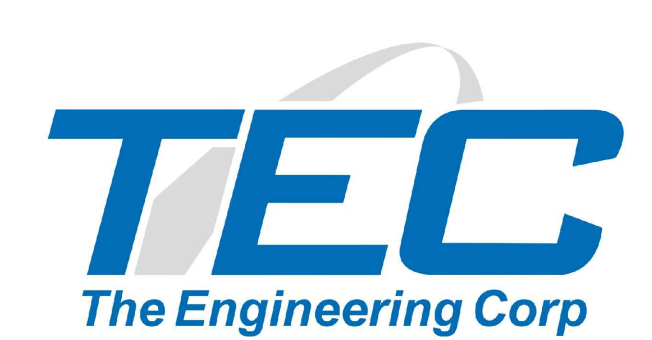
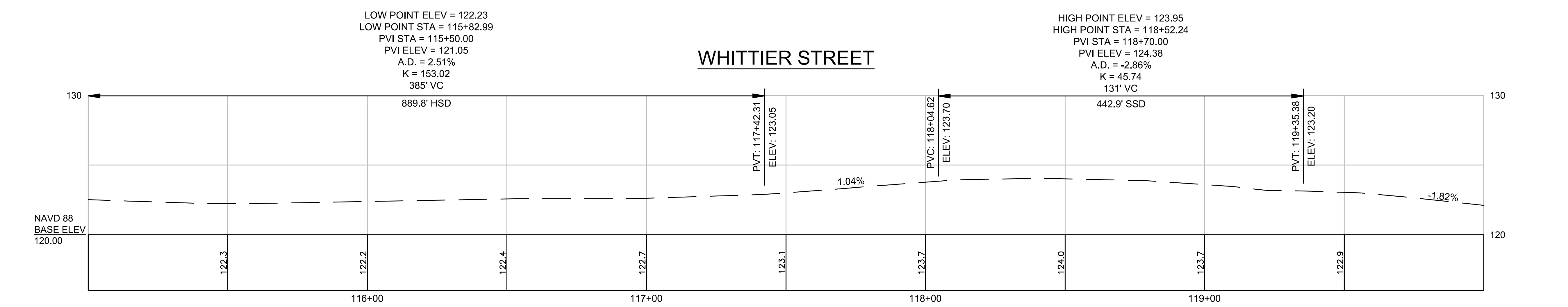
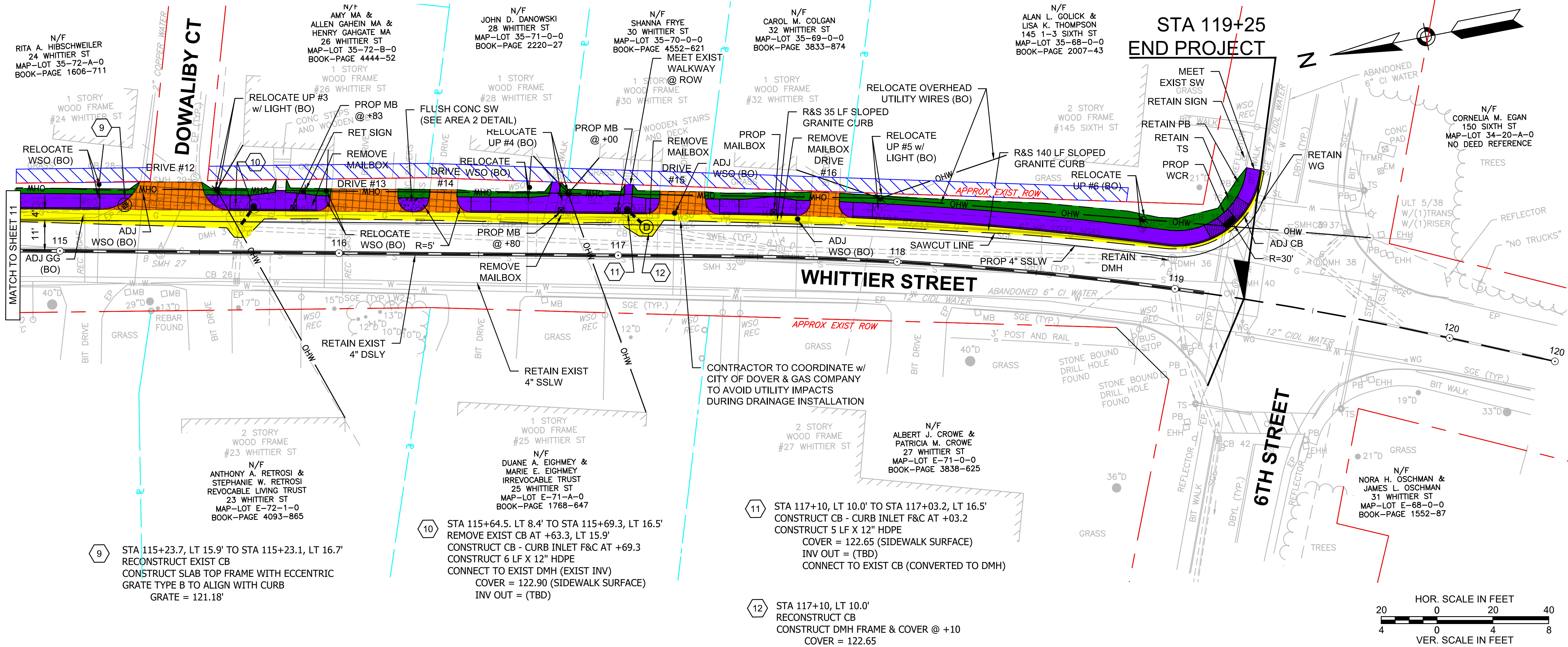
Whittier Street
Dover, NH

DRAWING TITLE

General Plan &
Profile

PROJECT NO. N0788
TEC CAD FILE N0788_GEN_PLAN.dwg
DRAWING NO. 11
SHEET 11 OF 14

ANTHONY D. CIOFFI
No. 11860
LICENSED PROFESSIONAL ENGINEER
6/6/19



TEC, Inc.
146 Dascomb Road
Andover, MA 01810
(978) 794-1792
www.TheEngineeringCorp.com
169 Ocean Boulevard
Unit 101, PO Box 249
Hampton, NH 03842
(603) 601-8154

DESIGNED BY ADC
DRAWN BY DGR
CHECKED BY JAC
DATE MAY 16, 2019
SCALE 1" = 40'

PREPARED FOR
City of Dover
Public Works
271 Mast Road
Dover, NH 03820

REVISIONS

ISSUED FOR
Construction

PROJECT TITLE
Whittier Street
Sidewalk Improvements

PROJECT LOCATION
Whittier Street
Dover, NH

DRAWING TITLE
General Plan &
Profile

PROJECT NO. N0788
TEC CAD FILE N0788_GEN_PLAN.dwg
DRAWING NO. 12
SHEET 12 OF 14

ANTHONY D. CIOFFI
No. 11860
LICENSED PROFESSIONAL ENGINEER
6/6/19

Return To:
City of Dover
City Attorney's Office
City Hall
288 Central Avenue
Dover, NH 03820

DRAINAGE EASEMENT DEED

CARRIE M. LEWIS AND DOROTHY M. LEWIS, as Trustees of the Robert D. Lewis and Dorothy M. Lewis Revocable Living Trust, of 16 Whittier Street, Dover, New Hampshire 03820, (hereinafter collectively "Grantor") for good and valuable consideration, hereby acknowledged, on behalf of themselves, their successors, and assigns, does hereby confirm, convey, and grant to the **CITY OF DOVER**, a municipal corporation, having a mailing address of 288 Central Avenue, Dover, New Hampshire 03820 (hereinafter "Grantee") and Grantee's successors and assigns, with QUITCLAIM COVENANTS, the following permanent easement rights in the Permanent Easement Area with respect to the Grantor's property situate at 16 Whittier Street, Dover, Assessor's Tax Map 36, Lot 22, Strafford County, New Hampshire, acquired by Warranty Deed dated May 19, 2006 and recorded in Book 3374, Page 979 of the Strafford County Registry of Deeds (the "Premises").

WHEREAS Grantor hereby acknowledges a likely existing prescriptive easement in favor of the Grantee in, under, and over a portion of the Premises, the dimensions and scope of which are uncertain. By this instrument, Grantor and Grantee aim to, among other things, formalize and fix the boundaries and scope of the Grantee's utility easement.

1. Permanent Easement: The "Permanent Easement Area" is part of the Premises and includes drainage infrastructure as installed by the City, and is inclusive of the following more particularly described area:

Beginning at an iron pipe on the Easterly side of Whittier Street marking the North West corner of the Premises; thence

Running along the East side of Whittier Street in a southerly direction a distance of 30' to a point; thence

Running in an easterly direction a distance of 15' to a point; thence

Running in a northerly direction a distance of 30' to a point at land now or formerly of Pritam Singh and Balbar Kaur located at 12 Whittier Street, Dover, NH; thence

Running in a westerly direction a distance of 15' to the point of beginning.

Said Permanent Easement Area is shown on a plan entitled, "Whittier Street Sidewalk Improvements General Plan and Profile" on file with the City of Dover Community Services Department. Said Permanent Easement Area to contain 450 square feet, more or less.

2. Purpose and Rights. The Grantee shall have a permanent easement in, under, across and over the Permanent Easement Area for the purpose of installing, operating, constructing, maintaining, repairing and/or replacing storm water drainage as well as installing, operating, constructing, maintaining, repairing, and/or replacing underground related pipe and appurtenances. Grantee shall be solely responsible for the costs of installing and maintaining the aforesaid underground drainage pipe and appurtenances. Grantor agrees that no tree, building or other structure or planting, which in any way impairs Grantee's rights hereunder, shall be located within the Permanent Easement Area. Grantor agrees that no portion of the Permanent Easement Area shall be excavated or altered without the written permission of the Grantee. Grantor hereby expressly consents to the removal and elimination of all trees and other vegetation, if any, as needed, and waive and/or release any compensation, damages, rights, action, recourse, or appeal arising out of or in relation to the removed and eliminated trees and other vegetation, if any. The Grantee shall have the right to remove obstructions in the Permanent Easement Area including trees, shrubs and pavement and to take such other actions as may be reasonably necessary, useful or convenient for the enjoyment of the easement rights herein granted.
3. Grantee's Responsibility to Restore. Disturbed areas within the Permanent Easement area will be restored to a pre-existing or better condition. Pavement, lawns and/or landscaping, removed by the Grantee during the course of exercising its rights under this instrument, shall be restored at the Grantee's expense. The Grantee further agrees to notify the Grantor in advance of construction and to preserve and maintain driveway access except when active excavation is being performed.
4. Grantor; Retained Rights. Grantor retains the right to freely use and enjoy its interest in the Permanent Easement Area insofar as the exercise thereof does not endanger or interfere with the purposes of this instrument. Grantor shall not, erect any buildings, or structures, substantially change the grade or slope, or install trees or shrubs greater than 3 feet in height within the Permanent Easement area without the Grantee's consent.
5. Easement to Run with Land. All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assignees of the Grantee and of the Grantor, the parties hereto and all subsequent owners of the Premises and shall run with the land.

MEANING AND INTENDING to convey a permanent easement over a portion of the premises conveyed to the within Grantor by Warranty Deed dated May 19, 2006 and recorded in Book 3374, Page 979 of the Strafford County Registry of Deeds.

In accordance with N.H. RSA 78-B:2, I, this deed is exempt and recorded without the payment of N.H. Real Estate Transfer Tax.

Acceptance of this easement was authorized by vote of the Dover City Council on April 13, 2022.

DATED this ____ day of _____, 2022

GRANTORS

Carrie M. Lewis as Trustee of the Robert D.
Lewis and Dorothy M. Lewis Revocable Living
Trust

Dorothy M. Lewis as Trustee of the Robert D.
Lewis and Dorothy M. Lewis Revocable Living
Trust

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

The foregoing instrument was acknowledged before me this ____ day of _____, 2022
by _____, known to me or satisfactorily proven to be the person whose
name is subscribed to the foregoing instrument, who acknowledged this instrument for the
purposes set forth herein.

Justice of the Peace/Notary Public
Printed Name:
My Commission Expires

Accepted by:

**GRANTEE,
CITY OF DOVER**

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

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

The foregoing instrument was acknowledged before me this ____ day of _____, 2022
By J. Michael Joyal, Jr., City Manager of the City of Dover, known to me or satisfactorily
proven to be the person whose name is subscribed to the foregoing instrument, who
acknowledged this instrument for the purposes set forth herein.

Justice of the Peace/Notary Public
Printed Name:
My Commission Expires:

CERTIFICATE OF TRUSTEE

Pursuant to New Hampshire RSA 564-A:7, II, the undersigned trustees, Carrie M. Lewis and Dorothy M. Lewis as Trustees of the Robert D. Lewis and Dorothy M. Lewis Revocable Living Trust, created by Robert D. Lewis and Dorothy M. Lewis as grantors under trust agreement dated _____, and thereto have full and absolute power in said trust agreement to convey any interest in real property and improvements thereon held in said trust and no purchaser or third party shall be bound to inquire whether the trustee has said power or is properly exercising said power or to see to the application of any trust asset paid to the trustee for a conveyance thereof.

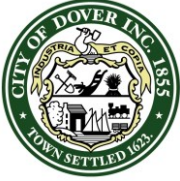
Carrie M. Lewis as Trustee of the Robert D.
Lewis and Dorothy M. Lewis Revocable Living
Trust, u/t/d _____

Dorothy M. Lewis as Trustee of the Robert D.
Lewis and Dorothy M. Lewis Revocable Living
Trust, u/t/d _____

STATE OF NEW HAMPSHIRE
Strafford, ss.

On this, the _____ day of _____, 2022, before me, the undersigned officer, personally appeared Carrie M. Lewis and Dorothy M. Lewis as Trustees of the Robert D. Lewis and Dorothy M. Lewis Revocable Living Trust of Dover, New Hampshire, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that she and he executed the same for the purposes set forth therein.

Justice of the Peace/Notary Public
My Commission Expires:



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2022.04.13 – 080**

Resolution Re: Art Display in the McConnell Center Cafeteria

WHEREAS: The Arts Commission supports and promotes the display of various forms of art throughout Dover.

WHEREAS: Maura Sullivan is an artist who paints commissions to support various charities including the Hyde Family Hospice in Dover.

WHEREAS: On March 10, 2022, the Arts Commission reviewed and approved the application for Maura Sullivan to display and sell her artwork in the McConnell Center Cafeteria beginning May 16, 2022 through June 17, 2022. Any sold artwork will remain on display throughout the display period.

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

The City Manager is authorized to enter into the McConnell Center Use Agreement with Maura Sullivan for the display, and charitable sale, of her artwork in the McConnell Center Cafeteria.

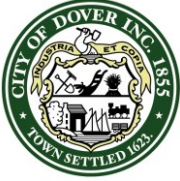
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Linnea Nemeth
Councilor

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

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2022.04.13 – 080**

Resolution Re: Art Display in the McConnell Center Cafeteria

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 Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Maura Sullivan is an artist who paints with acrylics. Maura was diagnosed with NF2 in her 30's and is deaf and sight impaired due to her treatments. She has found art to be therapeutic and enjoyable. She paints to support various charities that are near and dear to her heart. Currently she is raising money painting custom commissions for the Hyde House Family Hospice in Dover.

The request is for Maura to exhibit approximately 20 paintings framed 8 x 10s in the Cafeteria that are for sale and to raise money to the charity. A sample of Maura's art is attached for reference.

See the attached McConnell Center Use Agreement for reference.

The McConnell Center Advisory Committee approved the display on March 28, 2022.

MCCONNELL CENTER USE AGREEMENT

THIS MCCONNELL CENTER USE AGREEMENT (“Agreement”) is made as of the date executed by all parties below, by and between Maura Sullivan of Dover, New Hampshire, (hereinafter referred to as “User”), and the **CITY OF DOVER**, New Hampshire, of 288 Central Avenue, Dover, County of Strafford and State of New Hampshire 03820 (hereinafter referred to as “City”). For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows with respect to an art display planned at the McConnell Center at 61 Locust Street, Dover, New Hampshire:

- 1. Description and Term.** The User is hereby granted permission to display and sell artwork for a charitable purpose within the cafeteria of the McConnell Center on the following date or dates: May 16, 2022 through June 17, 2022.
- 2. Cost.** No fee or amount shall be due to the User in connection with this Agreement.
- 3. Operations and Maintenance.** The User shall accept the McConnell Center “as is” and shall be solely responsible for ensuring the portion of the McConnell Center Cafeteria used by User is kept in safe and good condition fit for its intended use during the period of use described above. User is responsible for installing the correct hangings for the art work displayed with the approval of the City.
- 4. Use.** The User shall only use the McConnell Center in compliance with applicable law, including but not limited to federal law, state law, and local law.
- 5. Sale of Artwork.** If any of the User’s artwork is purchased during the term of this Agreement it shall remain on display throughout the term. Sold artwork may be identified with a notecard on the display.
- 6. Assignment.** The User shall not assign any rights in this Agreement.
- 7. Indemnification.** The User agrees to pay, and to protect, defend (with counsel acceptable to the City), indemnify and save harmless the City from and against any and all liabilities, losses, damages, costs, expenses (including all reasonable attorney’s fees and expenses), causes of action, allegations, suits, claims, demands or judgments of any nature whatsoever arising from:
 - (i) any injury to, or the death of, any person(s) arising out of or in relation to this Agreement;
 - (ii) any damage to property or to the McConnell Center;
 - (iii) any act or omission of the User or its agents, officers or employees;

- (iv) violation by the User of any agreement or condition of this Agreement; or
- (v) violation by the User of any law, order, ordinance or regulation affecting the McConnell Center or any part thereof or the ownership or use or occupancy thereof.

8. Liability. The User understands that the display area in the McConnell Center Cafeteria is a common area with public access. The User assumes the risk of any loss, theft, or damage to the artwork displayed under this Agreement. The City does not guarantee the security of any artwork displayed and shall not be liable for any loss, theft, or damage to the artwork displayed under this Agreement.

9. Laws Governing. The parties agree that the laws of the State of New Hampshire will govern all disputes arising out of or in relation to this Agreement and determine all rights hereunder.

10. Relationship of Parties. The User is in all respects an independent contractor and is neither an agent nor an employee of the City of Dover.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement on the date set forth above.

USER

Date: _____

Duly Authorized

Printed Name: _____

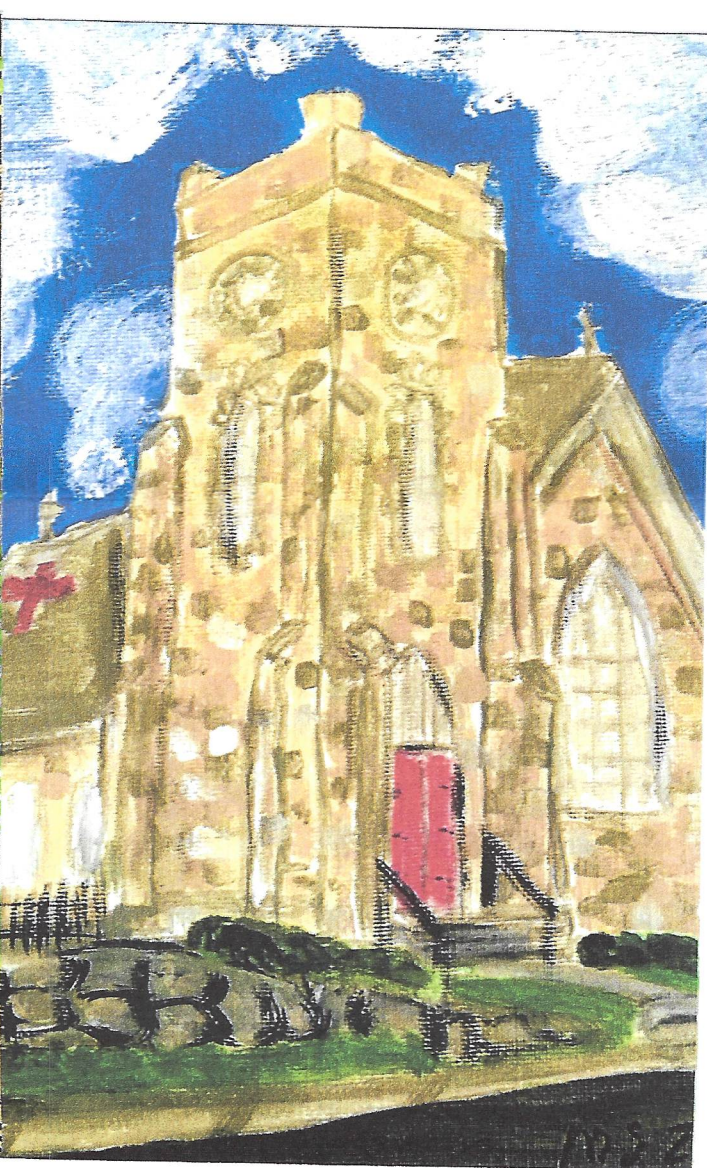
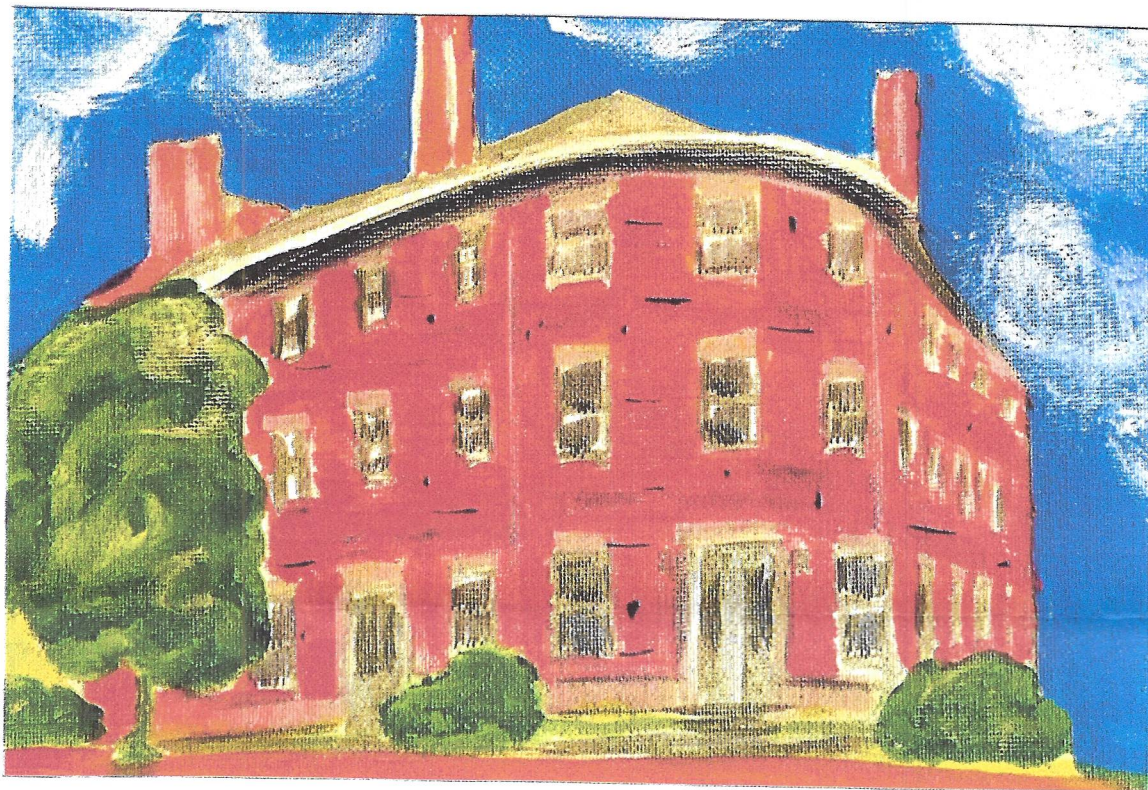
Title: _____

CITY OF DOVER

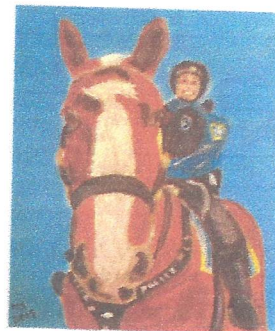
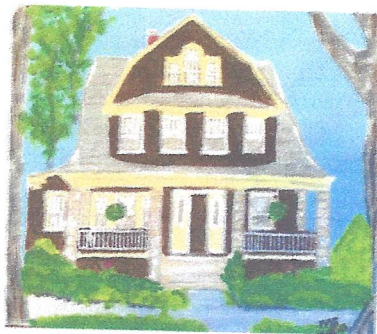
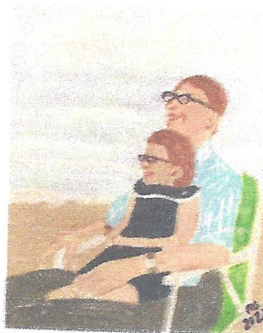
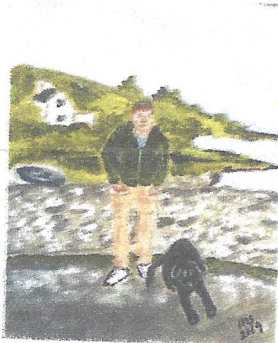
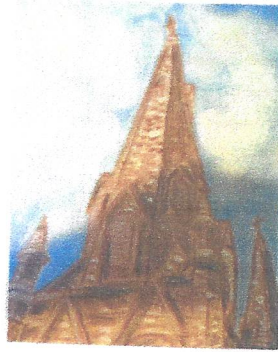
By

Date: _____

J. Michael Joyal, Jr., City Manager



MAURA SULLIVAN ART

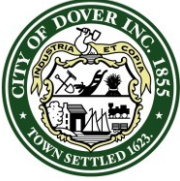


Framed acrylic 8x10 paintings \$50.00

Local delivery preferred, shipping available.

100% of commission in support of Hyder Family Hospice House

Please take a business card for email and bio.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R - 2022.04.13 – 081**

Resolution Re: Approval of Lease Agreement Between Unity of the Seacoast and the City of Dover

HEREAS: Unity of the Seacoast, a non-profit corporation, seeks to enter into a three (3) year lease with the City of Dover, with options to renew and other terms described in the draft lease attached to this resolution; and

WHEREAS: The location of the leased premises would be room 246 at the McConnell Center, located as 61 Locust Street, which contains approximately 768 square feet.

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

The City Manager is authorized to execute and enter into a lease agreement between the City of Dover and Unity of the Seacoast for rental of room 246 at the McConnell Center, on terms substantially consistent with the draft lease attached to this resolution.

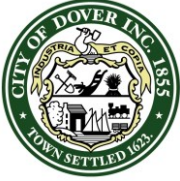
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R - 2022.04.13 – 081**

Resolution Re: Approval of Lease Agreement Between Unity of the Seacoast and the City of Dover

DOCUMENT HISTORY:

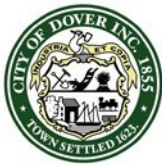
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

See draft Lease Agreement between parties attached to this Resolution. At a meeting on March 28, 2022, the McConnell Center Advisory Committee approved leasing the space to this proposed tenant.



CITY OF DOVER

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603.516.6000

LEASE AGREEMENT

THIS LEASE AGREEMENT made this _____ day of _____, 2022, by and between **UNITY OF THE SEACOAST** of 61 Locust Street, Suite 246, Dover, New Hampshire 03820, a domestic non-profit corporation, (hereinafter referred to as “LESSEE”), and the **CITY OF DOVER**, New Hampshire, of 288 Central Avenue, Dover, County of Strafford and State of New Hampshire 03820 (hereinafter referred to as “LESSOR”).

WITNESSETH:

That IN CONSIDERATION of the mutual promises contained herein, and FOR OTHER GOOD AND VALUABLE CONSIDERATION contained herein, the parties agree as follows:

1. Description and Term.

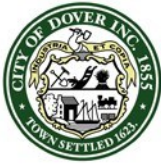
That the LESSOR does hereby demise and lease to the LESSEE the Space within the City’s McConnell Center located at 61 Locust Street, Dover, New Hampshire, which Space is intended to contain 768 square feet and more particularly identified as room 246 (the “Space”).

In conjunction with the use of the Space, LESSEE shall have the right to use available parking in the McConnell Center/Library parking lot for LESSEE’ employees in the adjacent City Parking lot to the rear of the Public Library during LESSEE’s normal operations, subject to applicable law and regulations. Additionally, parking spaces may be available on streets adjacent to the McConnell Center. It is agreed parking spaces will not be reserved and are available on a first come first served basis with no signage designating parking spaces to the LESSEE. The LESSOR does not guarantee the availability of any parking spaces at any time. Parking may be subject to change, amendment, or relocation for good cause at the sole discretion of the City of Dover.

The term of LESSEE’s Lease Agreement shall be for three (3) years beginning on May 1, 2022 and ending on April 30, 2025. There shall be an option to renew for two (2) additional three (3) year terms at the LESSEE’S request pursuant to Section 6 below.

LESSEE agrees to and shall pay monthly rent to the LESSOR in the amount of \$960.00, which amount will be adjusted annually by the LESSOR based upon the City’s proposed operating budget for the coming fiscal year. The aforesaid annual revision shall occur in March and take effect the following July 1st.

Monthly rent shall be paid the first of each month to the City of Dover. If a term commences on a day other than the 1st of a month, that month’s rent shall be prorated based on the number of



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days in the month.

2. Condition of Premises.

The LESSOR leases the Space “as is”. LESSEE shall be solely responsible for all associated costs for desired original and future build-out of the Space; and plans for such build-out must be reviewed for potential approval by LESSOR. LESSEE shall be solely responsible for insuring all improvements and contents of the Space and shall name LESSOR as an additional insured.

LESSOR shall, at its own expense, maintain and keep the building in good structural order and repair including, but not limited to, all partitions, doors, windows, fixtures and equipment. In addition, LESSOR shall, at its own expense, make normal repairs and maintain performance of the leased Space, as needed, including, without limitation, the replacement of broken glass, interior repainting, the repair of floors, and the keeping of windows and doors watertight. LESSOR shall also, at its expense, maintain in good operating condition all plumbing, electrical, heating, sprinkling, air conditioning and other utility systems. All items herein mentioned shall be maintained in as good order and repair as they were at the date of the commencement of the term of this Lease Agreement, reasonable wear and damage by accident, fire or other insured against casualty and covered by said insurance excepted. LESSEE and LESSOR will perform a walk through to evaluate condition of the Space prior to occupancy.

LESSOR agrees to maintain the Space in condition fit for its intended use and to make all necessary repairs of which LESSOR is aware, including adequate heat and water, and a sound physical structure. Furthermore, LESSOR will maintain the grounds and remove the common area rubbish and maintain and keep reasonably free from snow and ice the parking areas, sidewalks and entrances/exits to building.

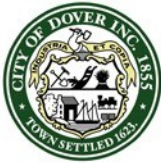
3. Access to Premises.

The LESSOR shall also have the right to enter upon the Space at all reasonable times to inspect same and to expel the LESSEE if the LESSEE shall fail to comply with or breach in any way this Lease Agreement. The LESSOR shall provide the LESSEE with reasonable notice of any inspections of or visits to the Space.

4. Unavoidable Casualty and Eminent Domain.

In the event of an unavoidable casualty, including fire, not arising as a result of the negligence or intentional conduct of the LESSEE whereby the Space or any portion of it is destroyed or damaged so as to be unfit for use or occupancy, the LESSOR specifically reserves the option of terminating this Lease Agreement. However, that in the event of total destruction or damage which is the equivalent of total destruction, this Lease Agreement shall automatically terminate.

In the event the Space shall be taken either under threat of eminent domain or by eminent domain



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proceedings in whole, then this Lease Agreement shall be terminated and the rent shall be pro-rated and returned to the LESSEE as of the date of such taking. A condemnation award shall belong exclusively to the LESSOR.

5. Use.

The LESSEE shall only use the Space in compliance with the City's ordinances, rules and regulations. Additionally, the Space shall be used for charitable non-profit purposes only. No residential use shall be permitted.

6. Renewal of Lease Agreement.

At least sixty (60) days but no earlier than one hundred twenty (120) days prior to the expiration of the initial term of this Lease Agreement or the expiration of an additional term, the LESSEE shall notify the LESSOR in writing of the LESSEE's intention to exercise its option to extend the term of the Lease Agreement for an additional period as set forth in Section 1 herein.

7. Subletting and Assignment.

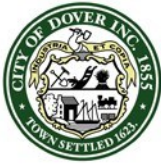
LESSEE shall neither sublet nor assign the Space or the associated parking spaces under any circumstances without prior written consent by the LESSOR.

8. Personal Property.

In the event that at the end of the term or upon any earlier termination of this Lease Agreement including, but not limited to, termination for failure of the LESSEE to perform as required hereunder, there remains personal property of the LESSEE in the Space, the LESSOR is authorized to dispose of said property after giving written notice of its intent to do so to the LESSEE at the last known address of the LESSEE.

9. Default/Early Termination.

In the event the LESSEE fails to perform its obligations under this Lease Agreement, this Lease Agreement is defaulted, and the LESSOR is entitled to immediate occupation and possession of the Space and the associated parking spaces. If the LESSEE shall default in the observance or performance of any conditions or covenants on LESSEE's part to be observed or performed, under or by virtue of any provisions of this Lease Agreement, the LESSOR, without being under any obligation to do so and without thereby waiving such default, may remedy such default at the expense of the LESSEE. If the LESSOR makes any expenditure or incurs any obligations for payment in connection therewith including, but not limited to, attorney's fees, such sums paid or obligations incurred shall be paid to the LESSOR as additional rent. In the event that there is damage to the Space due to the LESSEE's actions or inactions, or the LESSEE fails to



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make any utility payments when due, the Lease Agreement may be immediately terminated at the option of the LESSOR.

Both the LESSEE and the LESSOR shall have the right to terminate this Lease Agreement for any reason upon giving at least three (3) months written notice to the other party.

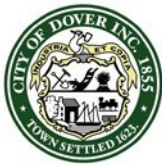
10. Indemnification.

LESSEE agrees to pay, and to protect, defend (with counsel acceptable to the City), indemnify and save harmless LESSOR from and against any and all liabilities, losses, damages, costs, expenses (including all reasonable attorney's fees and expenses), causes of action, allegations, suits, claims, demands or judgments of any nature whatsoever arising from:

- (i) any injury to, or the death of, any person(s);
- (ii) any damage to property or to the Space;
- (iii) any act or omission of LESSEE or its agents, officers or employees;
- (iv) violation by LESSEE of any agreement or condition of this Lease Agreement; or
- (v) violation by LESSEE of any law, ordinance or regulation affecting the Space or any part thereof or the ownership and occupancy thereof.

11. Insurance.

General liability/casualty and property insurance shall continue to be maintained on the subject property by the LESSOR. LESSEE shall procure and maintain in force, at its expense, during the term of this Lease Agreement, and any extensions of such term, liability and property damage insurance for the LESSEE's leased Space to be considered primary and non-contributory coverage. Said insurance to be in limits of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate. LESSOR has no obligation for any loss to LESSEE's personal property. Proof of LESSEE's insurance shall be supplied to the LESSOR at the time of occupancy and LESSEE shall provide certificates for any renewal no later than ten (10) business days prior to the expiration of said policy. The LESSOR shall be listed as "Additional Insured" on the policy and proof of insurance certificate. The insurance coverage procured by LESSEE shall cover the LESSOR with the same scope of coverage provided to the LESSEE without subjecting the LESSOR to any different or additional terms, conditions, limitations or exclusions. A condition of the insurance coverage shall be thirty (30) days' notice to the LESSOR upon cancellation of the policy.



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12. Liens and Encumbrances.

LESSEE will not create or allow any lien, encumbrance or charge on the LESSEE's Space or on the McConnell Center or on the rents or income therefrom which may be superior to the LESSOR's rights hereunder.

13. Parties Bound.

This Lease Agreement and its addendums is binding upon the heirs, executors, administrators and assigns of the parties hereto and constitutes the entire agreement between the parties.

14. Notice.

All notices by either party to be given with respect to this Lease Agreement shall be in writing and shall be given by first class mail to the addresses stated above.

15. Modification of Lease Agreement.

This Lease Agreement contains the entire agreement between the parties and shall not be modified in any manner except by an instrument in writing executed by the both parties.

16. Section Headings.

The section headings throughout this instrument are for convenience and reference only, and the words contained herein shall in no way be held to explain, modify or amplify, or aid in the interpretation, construction or meaning of the provisions of the Lease Agreement.

17. Severability.

Any determination that any provision of this Lease Agreement or any application thereof is invalid, illegal or unenforceable in any respect in any instance shall not affect the validity, legality or enforceability of such provision in any other instance or the validity, legality or enforceability of any other provision of this Lease Agreement.

18. Laws Governing.

The parties agree that the laws of the State of New Hampshire will govern all disputes under this Lease Agreement and determine all rights hereunder.

19. Security Deposit.

Upon execution of this Lease Agreement, LESSEE deposits with LESSOR \$_____ as



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security for the performance by LESSEE of the terms of this Lease Agreement to be returned to LESSEE, with interest, following the full and faithful performance by LESSEE of this Lease Agreement. In the event of damage to the Space caused by LESSEE or LESSEE's agents or visitors, LESSOR may use funds from the deposit to repair, but is not limited to this fund and LESSEE remains liable.

20. Merger.

This Lease Agreement contains all terms and conditions agreed upon by the parties hereto and no other agreements or representations, oral or otherwise, regarding the subject matter of this Lease Agreement shall be deemed to exist, provided, however, that any subsequent modifications or agreements affecting this Lease Agreement shall be in writing and signed by the parties hereto.

21. Taxes.

Pursuant to RSA 72:23, I, LESSEE agrees to pay all properly assessed current and potential real and personal property taxes no later than the due date. LESSEE is obligated by the foregoing to pay real and personal property taxes on structures or improvements added by the LESSEE. Failure of the LESSEE to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said Lease by the LESSOR.

23. Immunity

Nothing within this Lease Agreement is intended to benefit or create an obligation to a third-party. Nothing within this Lease Agreement shall be deemed to constitute a waiver of any existing immunity of the City of Dover, which immunities are hereby reserved to the City of Dover. This covenant shall survive the termination of this Lease Agreement's conclusion.



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IN WITNESS WHEREOF, the parties have hereunto executed this Lease Agreement on the date set forth above.

UNITY OF THE SEACOAST

Witness
Sign and Print

Thomas Scheinler
Duly Authorized

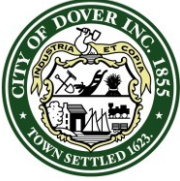
Witness
Sign and Print

Tracy Hutch
Duly Authorized

CITY OF DOVER
By J. Michael Joyal, Jr., City Manager

Witness
Sign and Print

Duly Authorized



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#:13.A.10.

Resolution Number: **R – 2022.04.13 – 083**

Resolution Re: Submission of List of City Owned Real Estate for Disposal
Pursuant to Dover Code Section 29-6

WHEREAS: [Dover Code Section 29-6](#) states the Finance Department shall annually prepare a list of real estate owned by the City, and forward same to the City Manager and City Council; and

WHEREAS: The Code further provides that the City Manager shall evaluate the properties and recommend for sale those properties that do not have a present or reasonably foreseeable use; and

WHEREAS: Upon receiving the City Manager's list of recommended sales, the City Council may then authorize the City Manager to dispose of such property in such manner as the Council deems appropriate; and

WHEREAS: The current list of City-owned properties with the City Manager's recommendations for sale is attached to this resolution.

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

In accordance with Dover Code § 29-6(C) and (J), the City Manager is authorized to market for sale those real properties owned by the City that are recommended for sale in the list referenced in the background of this resolution and attached hereto.

AND, FURTHER BE IT RESOLVED THAT:

In connection with marketing and soliciting offers for the aforesaid properties for sale to potential buyers, should the City Manager determine a need for real estate agent or broker services, the Purchasing Agent is authorized to engage a real estate agent or broker to be paid on a commission basis, with such commission to be paid from proceeds at closing.

AND, FURTHER BE IT RESOLVED THAT:

In receiving offers for the sale of real property, the City Manager shall determine the offer most advantageous to the City and is authorized to negotiate and enter into a purchase and sales agreement, subject to final City Council approval, that provides for a quitclaim deed, inclusive of any related rights, easements, infrastructure, and appurtenances deemed necessary to retain by the City and/or convey to the purchaser.

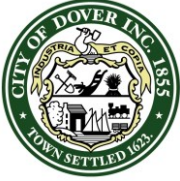
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By request

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

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#:13.A.10.

Resolution Number: **R – 2022.04.13 – 083**
Resolution Re: Submission of List of City Owned Real Estate for Disposal
Pursuant to Dover Code Section 29-6

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 Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Attached is the list of City owned real property. The properties shaded in green contain the City Manager's new recommendation (this year) of properties to be sold as required by Dover Code § 29-6(A) and (B). The properties shaded in yellow on the attached list were approved by the City Council last year ([R-2021-03.10-033](#)) and provided here only for informational purposes. The properties shaded in blue on the accompanying list are understood to be subject to previous authorizing resolutions of City Council, most recently in 2015 ([R-2015-03.25.028](#)).

Parcel ID	St#	St Name	acres	Specific Use/Location	Recommended Disposition
33059-A00000		AVON AV	0.09	Unbuildable lot adjacent to unnamed cemetery off Washington St near Avon Ave	Consider offers from abutters and/or bid
D0007-000000		VENTURE DR	25	Buildable Land in Enterprise Business Park near turnpike	Consider offers to sell for economic development
3.9.0		Old Mill Lane, Rollinsf	10.00	Buildable Land end of Country Club Estates Drive Rollinsford	Consider offers from abutters and/or bid
17081-000000		SOUTH WATSON LN	0.14	ROW to 3 landlocked houses off South Watson Ln	Consider offers from abutters
33109-000000		ARCOLA ST	0.28	Buildable lot at end of Arcola St	Consider offers from abutters and/or bid
33110-000000		ARCOLA ST	0.09	Unbuildable lot beyond end of Arcola St ROW	Consider offers from abutters and/or merge with adjacent lot
33111-000000		ARCOLA ST	0.05	Unbuildable lot beyond end of Arcola St ROW	Consider offers from abutters and/or merge with adjacent lot
33112-000000		ARCOLA ST	0.17	Unbuildable lot beyond end of Arcola St ROW	Consider offers from abutters and/or merge with adjacent lot
C0020-000000		GLEN HILL RD	38	Buildable land - former Minachello property/building location. May have well head restrictions.	Consider offers to sell for economic development
D0005-A00000		SIXTH ST	17.95	Woodland adjacent to Spaulding Tpk and Enterprise Business Park	Consider offers to sell for economic development
G0032-C00000		CROSBY RD	5.01	Buildable lot off Crosby Rd	Consider offers to sell for economic development
G0035-D00000		LITTLEWORTH RD	49.9	Buildable lot behind Crosby Rd off Littleworth Rd (sewer main)	Consider offers to sell for economic development - retain sewer easement
H0002-000000	275	DURHAM RD	13.92	Buildable lot near high voltage lines off Durham Rd	Consider offers to sell for economic development
I0083-003000		SPRUCE LN	0.23	Unbuildable Lot off Spruce Ln (sewer main)	Consider offers from abutters and retain sewer easement
H0038-A00000		KNOX MARSH RD	0.16	Unbuildable Lot	Consider offers from abutters
D0011-006000		QUALITY WY	2.61	Buildable Land in Enterprise Business Park	Consider offers to sell for economic development
D0011-006SND		QUALITY WY	1.21	Unbuildable Sending Area Land for Enterprise Park	Consider offers to sell for economic development
D0011-007000		QUALITY WY	3.49	Buildable Land in Enterprise Business Park	Consider offers to sell for economic development
D0011-007SN1		QUALITY WY	0.98	Unbuildable Sending Area Land for Enterprise Park	Consider offers to sell for economic development
D0011-007SN2		QUALITY WY	0.94	Unbuildable Sending Area Land for Enterprise Park	Consider offers to sell for economic development
D0011-008000		QUALITY WY	8.61	Buildable Land in Enterprise Business Park	Consider offers to sell for economic development
D0011-008SN1		QUALITY WY	0.55	Unbuildable Sending Area Land for Enterprise Park	Consider offers to sell for economic development
D0011-008SN2		QUALITY WY	0.8	Unbuildable Sending Area Land for Enterprise Park	Consider offers to sell for economic development
D0011-008SN3		QUALITY WY	1.83	Unbuildable Sending Area Land for Enterprise Park	Consider offers to sell for economic development
D0011-001000		VENTURE DR	36.19	Buildable Land in Enterprise Business Park	Consider offers to sell for economic development
D0014-000000		VENTURE DR	5.02	Buildable Land in Enterprise Business Park	Consider offers to sell for economic development and retain water easement
22001-002000		RIVER ST	4.07	Waterfront - Phase I	Transfer to Developer per LDA
22001-003000		RIVER ST	5.32	Waterfront - Bluffs	Consider offers from abutters and/or bid

22001-004000		RIVER ST	8.16	Waterfront - Phase II	Transfer to Developer per LDA
02001-000000	288	CENTRAL AV	1.29	City Hall	
02013-000000	320	CENTRAL AV	0.12	Front portion of Belknap Parking Lot	merge lot with adjacent parking lot
02015-000000	18	LOCUST ST	0.05	Rear portion of Belknap Parking Lot	merge lot with adjacent parking lot
02083-000000	46	CHESTNUT ST	1.26	Police Station and Parking Garage	
02083-001000		ORCHARD ST	1.85	Orchard St Parking Lot	
03023-001000		MAIN ST	0.06	Immigrants Park	
03025-000000	8	SCHOOL ST	0.16	School St Parking Lot (CDBG Purchase & DTC Lease)	
03026-000000		SCHOOL ST	0.22	School St Parking Lot (CDBG Purchase & DTC Lease)	
03027-000000	2	MECHANIC ST	0.22	School St Parking Lot (CDBG Purchase & DTC Lease)	
03055-000000	13	BROADWAY	0.12	Central Fire Station Parking Lot	
03056-000000	9	BROADWAY	0.12	Central Fire Station	
06054-A00000		THIRD ST	0.35	Third St Parking Lot (remaining portion)	
06054-C00000		CHESTNUT ST	0.415	Chestnut St Parking Lot	
08019-000EMT	12	LEIGHTON RD	0	Easement for Sewer Pump Station	
08037-000000	10	WENTWORTH TR	0.234	Wentworth Terrace Pump Station	
09057-000000	61	LOCUST ST	3.4	McConnell Center	
09059-000000	22	ATKINSON ST	0.091	McConnell Center day care related play area	
10034-000000		ALONG B & M RR	1.61	Landlocked, abuts RR with Cocheco River frontage across from Trans Center Lot	
10040-000000		WASHINGTON ST	1.46	Community trail - Trestle Bridge to Washington St	
12126-000000		FISHER ST	2.6	Community trail urban portion - Silver to Fisher	
12126-A00000		SILVER ST	0.45	Community trail urban portion - Silver St Tunnel	
13004-000000		WOODMAN PARK DR	13.29	Woodman Park School and park/ballfield	
13004-A00000	11	TOWLE AV	4.15	Woodman Park School	
16030-A00000	60	MILL ST	0.02	Mill St Sewer Pump Station	
18001-000000		EAST WATSON ST	42	Pine Hill Cemetery "New Section"	
19052-001000	131	CENTRAL AV	33	Pine Hill Cemetery "Old Section"	
21026-054000		BACK RD	2.37	Woodland/Drainage Area for Mt Pleasant Development	
21026-055000	18	BACK RD	0.01	Back Rd Sewer Pump Station	
22001-000000	31	RIVER ST	0.37	River St Pump Station	
22001-001000		RIVER ST	4.3	Waterfront Park incl. Dock/Butler Building	
22042-000000		TOWNE DR	28.4	Maglaras Park/ballfield	
23015-000000	6	WASHINGTON ST	6.5	Indoor Pool and Children's Museum	
24024-A00EMT		FOREST ST	0	Utility Easement over 24-61 (1 Forest Street)	
24057-000000		PORTLAND AV	0.293	Waldron Cemetery	
24078-000000		HANCOCK ST	0.73	Hancock Park	
24095-000000		PORTLAND AV	0.84	Arena Park & Ride Parking Lot (State DOT)	
24105-A00000	20	COCHECO ST	0.159	Cocheco St Sewer Pump Station	
25022-000000		FAIRVIEW AV	0.187	Amanda Howard Park	Merge lot with adjacent park lot
25023-000000		FAIRVIEW AV	0.19	Amanda Howard Park	Merge lot with adjacent park lot
25034-000000		ELMWOOD AV	0.12	Amanda Howard Park	Merge lot with adjacent park lot
26001-000000	140	PORTLAND AV	0.34	Guppy Park ballfield	

26002-000000	100	PORTLAND AV	39	Guppy Park Pavilion, Arena and Jenny Thompson Pool	
27112-000000	45	PARK ST	1.07	Park St Park	
28032-000000	10	ABBAY SAWYER MEM	11	Garrison Hill Park	
28034-A00000		FLORAL AV	0.08	Unbuildable lot opposite High Ridge Dr	
31003-A00000		FOURTH ST	2.04	Along Cocheco River Fourth to Transportation lot - Sewer trunk line	
31004-B00LSE	33	CHESTNUT ST	0.3	Transportation Center (School St lot lease agreement)	
32039-B00000		FOURTH ST	4.3	Along Cocheco River behind Cederbrook Dr properties	
34020-B00000		WHITTIER ST	14	Cassily conservation land (LCHIP purchase)	
34021-000000		AUTUMN ST	8.4	Cassily conservation land (LCHIP purchase)	
34022-000000		HILLSIDE DR	8.08	Parking area adjacent to Cassily Land and Beckwith Field	
36030-000000	78	HORNE ST	13.6	Horne Street School and Park	
37018-000000		HALL ST	0.09	Unnamed Cemetery off Hall St	
37035-A00000		PAGE AV	1	Woodland adjacent to Lowell Ave Water Treatment Plant - Berry Brook headwaters	
37040-000000	11	LOWELL AV	6.3	Lowell Ave Water Treatment Plant	
37053-000000		PAGE AV	0.08	Woodland adjacent to Lowell Ave Water Treatment Plant - Berry Brook headwaters	
39015-000000		WILLAND POND RD	1.18	Willand Pond Park (Willand Pond Rd entrance)	
39020-000000		NEWTON ST	0.12	Unbuildable lot end of Newton St - snow storage	
40010-000000		LAKEVIEW DR	0.182	Along Willand Pond - Future recreation access	
40010-A00000		LAKEVIEW DR	0.544	Along Willand Pond - Future recreation access	
40013-000000		EARLE ST	0.17	Unbuildable lot with access to Willand Pond Park land	
40017-000000	24	HOOPER DR	8.28	Willand Pond Park and well house (Rt 108 entrance)	
40043-A00000	56	NEW ROCHESTER RD	0.06	New Rochester Rd Sewer Pump Station	
A0023-002000		BLACKWATER RD	11.6	Future Cotton well site along Blackwater Rd	
A0029-A00001		SPAULDING TRNPK	42.26	Future Cotton well site adjacent to Spaulding Tpk	
A0043-D00000	308	LONG HILL RD	4.5	Northend water tower	
B0004-000000		COTTONWOOD DR	0.33	Alden Woods Playground	
C0005-000000		COUNTY FARM RD	0.46	Along Cocheco River at pedestrian/pipe bridge (former covered bridge)	
C0007-000000		ROCHESTER NECK RD	21	Hoppers - aquifer recharge basin from Isinglass River pumphouse	
C0008-000000	110	GLEN HILL RD	9	Calderwood Well pumphouse	
C0012-000000	140	GLEN HILL RD	12	Campbell Well pumphouse	
C0015-000000		TOLEND RD	1	Woodland near Tolend Landfill along Green Hill Rd	
C0016-000000		TOLEND RD	11	Woodland adjacent to Tolend Landfill along Green Hill Rd	

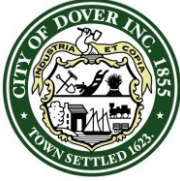
C0017-000000		TOLEND RD	3.4	Woodland adjacent to Tolend Landfill along Green Hill Rd	
C0018-000000	610	TOLEND RD	42	Tolend Landfill - Superfund site	
C0019-000000		TOLEND RD	8	Woodland opposite Green Hill Rd	
C0021-000000		TOLEND RD	23	Open Space Land along Cocheco River	
C0022-000000		GLEN HILL RD	5	Woodland w/ frontage on Tolend Rd and Glen Hill Rd	
C0024-000000		TOLEND RD	21	Woodland adjacent to Tolend Landfill	
C0025-000000		TOLEND RD	4	Woodland adjacent to Tolend Landfill	
C0027-000000		TOLEND RD	34	Woodland adjacent to Tolend Landfill	
C0028-A00000		TOLEND RD	3.42	Woodland adjacent to Tolend Landfill	
C0031-000000		TOLEND RD	26	Woodland near Tolend Landfill	
C0032-000000		TOLEND RD	16.2	Woodland near Tolend Landfill (aquired from Souther)	
C0041-000000		TOLEND RD	0.69	Woodland along Cocheco River (landlocked?)	
C0046-000000		TOLEND RD	37	Woodland - deeded recreation use	
D0001-000000	40	SMITH WELL RD	45.22	Smith Cummings well house	
D0005-000000		SULLIVAN DR	26.369	Sullivan Drive ball field (LWCF Protected)	
D0005-033000	31	SULLIVAN DR	1.63	Sullivan Drive sewer pump station	
D0010-A00000	32	LONG HILL RD	14.26	Long Hill Park (LWCF Protected)	
D0061-A00000	16	CRANBROOK LN	0.11	Cranbrook Ln Sewer Pump Station	
E0020-D00000		SIXTH ST	1.45	Woodland - future Northend Fire overflow lot	
E0024-001000	262	SIXTH ST	3	Northend Fire Station	
F0014-000000	104	FRENCH CROSS RD	25.5	Bouchard Water Treatment Plant	
F0015-000TOT		EMERALD LN	0.04	Emerald Woods Park	
F0042-000000	19	OLD STAGE RD	10	Hughes Well pumphouse	
F0064-000000		FRENCH CROSS RD	0.935	Adjacent to Bouchard Well Treatment Plant	
G0001-000000	182	CROSBY RD	0.01	Crosby Rd Sewer Pump Station	
G0019-B00000		TOLEND RD	14.222	Woodland adjacent to Spaulding Tpk and Stocklan Cirle (sewer main)	
H0011-001000	16	DALEY DR	20.03	Dover Middle School	
H0011-A00000		DURHAM RD	0.38	Unbuildable lot Bellamy River frontage across from Back River Rd off Durham Rd	Future intersection improvements at Backriver-Durham Rd
H0011-B00000	25	DURHAM RD	0.91	Southend Fire Station	
H0012-000000	25	ALUMNI DR	24.83	Dover High School	
H0017-000000		BELLAMY RD	30	Bellamy Park	
H0018-D00000	19	BELLAMY RD	1.15	Adjacent to Bellamy Park	
H0056-000000		BELLAMY RD	5.4	Former Gravel Pit adjacent to Ireland Well and along Bellamy River	
H0058-000000	271	MAST RD	57.28	Community Services Facility	
H0063-000000		MAST RD	11	Woodland along Bellamy River	
I0002-G00000	50	GARRISON RD	19	Garrison Elementary School and park (portion LCWF purchase)	
I0002-G00001		GARRISON RD	2.88	Shaw's Lane Parking Lot	
I0002-H00000	32	SHAWS LN	6.6	Shaw's Lane concession building and softball fields	
I0028-000EMT	5	SPRUCE DR	0	Spruce Drive Sewer Pump Station (easement)	
I0032-A00000	135	MAST RD	0.212	Mast Rd Sewer Pump Station	
I0036-000000		SPRUCE LN	1.28	Woodland adjacent to Spruce Ln park	
I0036-U00000		SPRUCE LN	0.449	Unbuildable Lot off Spruce Lane near Danielle	
I0037-000000		SPRUCE LN	0.98	Spruce Lane Park	

I0047-002000		DANIELLE LN	7.89	Pedestrian Walkway Danielle Dr to Backriver Rd	
I0071-000000	14	GARRISON RD	7.5	Shaw's Lane soccer fields	
I0072-000000		BACK RIVER RD	4	Shaw's Lane upper field and parking area	
I0075-000000		GARRISON RD	1.81	Unbuildable Lot off Garrison Rd - former stump dump	
I0086-000000	156	BACK RIVER RD	0.4	Veteran's Building	
I0091-000000		PISCATAQUA RD	0.3	Unbuildable Lot at Drew Rd and Piscataqua Rd - winter salt/sand pile (high voltage lines)	
I0130-000000	29	RIVERDALE AV	2.91	Morningside Drive Park	
J0003-000000		GARRISON RD	24	Open Space off Garrison Rd along Bellamy River (sewer main)	
K0004-C00000		HENRY LAW AV	5.68	Woodland adjacent to Maglaras Park (high voltage lines)	
K0015-000000		HUBBARD RD	4	Woodland adjacent to Pine Hill Cemetery - "New Section"	
K0018-A00010		APPLEVALE DR	5.26	Applevale Dr Park	
K0051-000000		APPLEVALE DR	0.29	Applevale Dr Sewer Pump Station	
L0058-D00000		DOVER POINT RD	3.36	Woodland off Dover Point Rd along Piscatqua River - future river access	
L0109-000000		DOVER POINT RD	0.149	Historic Fire Station - Dover Point Rd	Historic structure
M0047-B00000	87A	GERRISH RD	0.95	Gerrish Rd Sewer Pump Station	
M0057-A00000	484	MIDDLE RD	35.86	Wastewater Treatment Plant	
M0083-030000		OVERLOOK DR	0.27	Overlook Drive Park	
M0084-001000		DOVER POINT RD	23	Conservation lot off Dover Point Rd (high voltage lines)	
M0084-G00001		DOVER POINT RD	1.57	Unbuildable Lot off Dover Point Rd	Stormwater outfall
M0090-D00013	22	ISAAC LUCAS CR	0.036	Isaac Lucas Cir Sewer Pump Station	
PROPERTY OWNED IN OTHER COMMUNITIES:					
I-19A		Bellamy Reservoir, Mad	53.10	Woodland near Tolend Landfill	
I-32		Bellamy Reservoir, Mad	45.50	Woodland near Tolend Landfill	
I-45		Bellamy Reservoir, Mad	0.50	Woodland near Tolend Landfill	
3-57		French Cross Road, Mad	1.00	Aquifer/Wellhead protection	
9-65		355 Mast Road, Mad	2.82	Aquifer/Wellhead protection	
3-52-	19	Old Stage Road, Mad	12.00	Aquifer/Wellhead protection	
0268-0001-000	422	182 Rochester Neck R	1.00	Isinglass River Pump Station for Hoppers	
1-14-1		Shady Lane, Rollinsfor	8.50	Garrison Hill Park	
1-14		Shady Lane, Rollinsfor	28.00	Garrison Hill Park	
40-40		Willand Pond, Somers	3.60	Willand Pond Wells/Pumphouse & Recreation Area	
40-61		Willand Pond, Somers	11.80	Willand Pond Recreation Area	

To Council R2022.04.13

Approved to dispose of Per City Council R2021.03.10-033

Approved to dispose of Per City Council R2015.03.25-028



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2022.04.13 – 084**

Resolution Re: B22056 Hot Bituminous Paving (Asphalt) Laid in Place

WHEREAS: Sealed Request for Bid #B22056 was requested and received for Hot Bituminous Paving (Asphalt) Laid in Place on April 6, 2022 at 3:00 PM. The bid requested unit pricing on various scope of services and products for paving various streets; and

WHEREAS: Two bids were received with the low bid being submitted by Brox Industries, Inc. of Dracut, MA in the total amount of \$1,916,020.00. It is the recommendation to award to Brox Industries, Inc. at the item rates as outlined on the [results page](#) for the total amount of \$1,916,020.00.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Brox Industries, Inc. for laid in place asphalt paving services given at the per unit rates provided in conjunction with Bid #B22056 in the total amount not to exceed \$1,916,020.00. 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	Charge
1009.1.300.43121.4715.00000.21	Streets - Land Improvements	1,756,619.00	1,151,706.94	1,151,706.94
1000.1.300.43121.4715.00000.00	Streets - Land Improvements	1,956,619.00	1,616,058.73	764,313.06
			Total	1,916,020.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2022.04.13 – 084**

Resolution Re: B22056 Hot Bituminous Paving (Asphalt) Laid in Place

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2022.04.13 – 084**

Resolution Re: B22056 Hot Bituminous Paving (Asphalt) Laid in Place

RESOLUTION BACKGROUND MATERIAL:

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

In addition to standard street paving work, this scope includes a 1.25” finish overlay on the private parking lot at Red’s Shoe Barn in Dover, NH. Work may also be delayed on Oxbow Lane due to the City issuing a separate bid to have a contractor furnish and install 1,400 linear feet of granite curbing. The street list ([see Attachment E](#)) is accessible with the bid documents.

Bid Information:

Sealed Request for Bid #B22056 was requested and received for Hot Bituminous Paving (Asphalt) Laid in Place on April 6, 2022 at 3:00 PM.

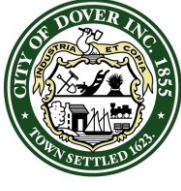
Award Information:

A purchase order will be issued to Brox Industries, Inc. to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	108	Number of Responses:	2
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	One Year	Estimated Delivery:	2022
Recommended Award to:	Brox Industries, Inc.	Fund:	Streets
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B22056 Bid Documents](#)

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2022.04.13 - 004 Ordinance Title: Fire Prevention and Life Safety Chapter: 81 Section: 23 Barbecue Pits
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The City of Dover Ordains:

1. **PURPOSE**

The purpose of this ordinance is to amend Chapter 81 of the Code of the City of Dover, entitled “Fire Prevention and Life Safety,” in order to align certain local requirements of barbecue pits with the State Fire Code, as set forth more fully in the background section of this ordinance.

2. **AMENDMENT**

Chapter 81 entitled “Fire Prevention and Life Safety” is hereby amended by revising Section 81-23, “Barbecue Pits”, as follows:

a. **THE FOLLOWING ARE AMENDED:**

§ 81-23 **Barbecue pits.**

Within any multifamily dwelling, or within ~~15~~ten feet of any multifamily dwelling of three units or more, it shall be unlawful to burn barbecues, pits, hibachis, chimineas, gas grills or the like.

Within any multifamily dwelling, or within ~~15~~ten feet of any multifamily dwelling of three units or more, it shall be unlawful to store combustible or flammable fuel utilized for the operation of barbecues, pits, hibachis, chimineas, gas grills or the like.

3. **TAKES EFFECT**

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

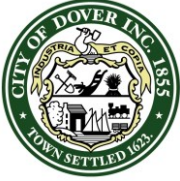
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

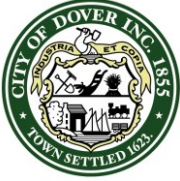
Ordinance Number: **O – 2022.04.13 - 004**
Ordinance Title: Fire Prevention and Life Safety
Chapter: 81
Section: 23 Barbecue Pits

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 Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2022.04.13 - 004**
Ordinance Title: Fire Prevention and Life Safety
Chapter: 81
Section: 23 Barbecue Pits

ORDINANCE BACKGROUND MATERIAL:

The State Fire Code adopted by reference the Life Safety Code 2015 edition and the Uniform Fire Code NFPA 1, 2015 edition. *See* RSA 153:1, VI-a; RSA 155-A:1, IV-a; *see also* RSA 155-A:2, I (“All buildings, building components, and structures constructed in New Hampshire shall comply with the state building code and state fire code.”).

While currently Dover’s local code requires that grills and similar cooking devices be used at least 15 feet away from of a multifamily dwelling, NFPA 1 (2015 edition) provides as follows:

For other than one- and two-family dwellings, no hibachi, grill, or other similar devices used for cooking, heating, or any other purpose shall be used or kindled on any balcony, under any overhanging portion, or within **10 feet** (3m) of any structure.

NFPA 1, § 10.10.6.1 (2015 ed.) (emphasis added). Accordingly, the local requirement is currently more stringent than the requirement within state law. City staff believe the State Fire Code is adequately protective. Therefore, this ordinance proposes to bring the local requirement concerning the proximity of grilling devices to multifamily dwellings into line with the State Fire Code. *See* RSA 155-A: V (“Counties, towns, cities, and village districts may adopt by ordinance pursuant to RSA 674:51 or RSA 47:22 any additional regulations provided that such regulations are not less stringent than the requirements of the state building code and the state fire code.”); RSA 47:22 (“The . . . governmental body of any city, is hereby empowered and authorized in the passing and adopting of ordinances, establishing codes, rules and regulations . . . for the prevention of fires to adopt any additional regulations provided that the regulations are not less stringent than the requirements of the state building code under RSA 155-A or the state fire code under RSA 153 . . .”).

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.2. Ordinance Number: O – 2022.04.13 - 005 Ordinance Title: Streets and Sidewalks Chapter: 125 Section: Section 9, Permit required to obstruct public road or sidewalk
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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 125 of the Code of the City of Dover, entitled “Streets and Sidewalks,” in order to clarify and allow more flexibility for the Community Services Department to issue revocable licenses for third party to locate a non-intrusive structure, fixture, or other encroachment within a public right of way.

2. AMENDMENT

Chapter 125 entitled “Streets and Sidewalks” is hereby amended by revising Section 125-9, “Permit required to obstruct public road or sidewalk”, as follows

a. THE FOLLOWING ARE AMENDED:

§ 125-9 Permit required ~~to for~~ obstructions; license required for non-intrusive encroachments ~~public road or sidewalk~~.

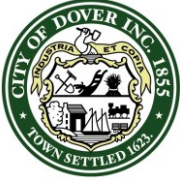
A. No person shall obstruct a public road or sidewalk ~~without~~, except with a permit for temporary obstructions from the Community Services Department, which permit may be issued by the Director for good cause allowing a temporary obstruction.

B. No person shall place, install, or locate any structure, fixture, object, or other encroachment within the limits of a public road or sidewalk, except as follows:

- 1. Pursuant to a license issued by the City Manager in accordance with § 125-22;**
- 2. A sign or fence permitted in accordance with the City’s zoning ordinance; or**
- 3. For all other types of structures, fixtures, objects or other encroachments, pursuant to a revocable license from the Community Services Department, which the Director may issue for good cause for non-intrusive structures, fixtures, objects, or other encroachments on such terms as the Director may determine and require.**

C. All applications for a permit to obstruct a public road or sidewalk shall include, for each application, the fee listed in the annual Schedule of Fees adopted by the City Council. All requests for the issuance of a revocable license, other than those issued by the City Manager in accordance with § 125-22, shall include the same aforesaid fee.

D. Notwithstanding the foregoing, licenses or permits pursuant to RSA 31:100 (entitled “Street Fairs”) and RSA 286:2 (entitled “Theatricals; Parades; Meetings”) may be issued



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.2.

Ordinance Number: **O – 2022.04.13 - 005**
Ordinance Title: Streets and Sidewalks
Chapter: 125
Section: Section 9, Permit required to obstruct public road or sidewalk

by the Licensing Board in accordance with Chapter **97**, Licensing, of the Code of the City of Dover.

3. TAKES EFFECT

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.2. Ordinance Number: O – 2022.04.13 - 005 Ordinance Title: Streets and Sidewalks Chapter: 125 Section: Section 9, Permit required to obstruct public road or sidewalk
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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		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

Periodically, the City receives requests for structures or objects to be placed in the public right of way. For example, a citizen may request permission to locate a mirror in the public right of way in order to improve visibility when leaving their driveway. The intent of this ordinance is to streamline those requests for permission and enable City staff to grant a revocable license, provided the proposal is not intrusive.