



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 27, 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. CHAPTER 81 – FIRE PREVENTION AND LIFE SAFETY, SECTION 23
SPONSORED BY MAYOR CARRIER BY REQUEST

B. CHAPTER 125 – STREETS AND SIDEWALKS, SECTION 9
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. April 13, 2022 – Regular Meeting**
- B. April 20, 2022 – Special Meeting**
- C. April 20, 2022 – Workshop Session**

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. CHAPTER 81 – FIRE PREVENTION AND LIFE SAFETY, SECTION 23
SPONSORED BY MAYOR CARRIER BY REQUEST

2. CHAPTER 125 – STREETS AND SIDEWALKS, SECTION 9
SPONSORED BY MAYOR CARRIER BY REQUEST

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS



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C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B17022 TAX ASSESSING AND DATA COLLECTION SERVICES – AGREEMENT EXTENSION REQUEST**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B19042 FOURTH OF JULY FIREWORK DISPLAY**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **B19043 ORGANIC TURF TREATMENT, WOODMAN PARK ELEMENTARY SCHOOL ATHLETIC FIELD - AGREEMENT EXTENSION REQUEST**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **B22061 PRECAST CONCRETE STRUCTURES**
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **CITYWIDE 2022-2023 GROUNDWATER MONITORING PROGRAM WITH EMERY & GARRETT GROUNDWATER INVESTIGATIONS LLC**
SPONSORED BY MAYOR CARRIER BY REQUEST
6. **DOVER PUDDING HILL AQUIFER ADDITIONAL SCOPE OF WORK #9 – EMERY & GARRETT GROUNDWATER INVESTIGATIONS LLC**
SPONSORED BY MAYOR CARRIER BY REQUEST
7. **PROFESSIONAL ENGINEERING SERVICES FOR THE CONSTRUCTION OF THE PUDDING HILL WATER TREATMENT FACILITY, ADDITIONAL SCOPE OF WORK NO. 1 - UNDERWOOD ENGINEERS**
SPONSORED BY MAYOR CARRIER BY REQUEST

COMMITTEE REPORTS

- | | |
|---|--|
| 1. School Board (Muffett-Lipinski) | 16. Ordinance Committee (Shanahan) |
| 2. Planning Board (Cullen) | 17. Parking Commission (Hinkel) |
| 3. Appointments Committee (Williams) | 18. Pool Advisory Committee (Hackett) |
| 4. Arena Commission (Hackett) | 19. Racial Equity and Inclusion Ad-Hoc Committee (Nemeth) |
| 5. Arts Commission (Nemeth) | 20. Recreation Advisory Board (Shanahan) |
| 6. Board of Health (Williams) | 21. Solid Waste Advisory Commission (Muffett-Lipinski) |
| 7. Collaborative City Council and School Board (M-Lipinski) | 22. Transportation Advisory Commission (Williams) |
| 8. Conservation Commission (Williams) | 23. Waterfront TIF Advisory Board (Shanahan) |
| 9. Downtown TIF Advisory Board (Hinkel) | 24. Joint Building Committee – DHS (Carrier) |
| 10. Energy Commission (Thibodeaux) | 25. COAST (Shanahan) |
| 11. Graffiti Management Ad Hoc Committee (Nemeth) | 26. Cochecho Waterfront Development Advisory Committee (Carrier) |
| 12. Heritage Commission (Nemeth) | 27. Dover Main Street (Carrier) |
| 13. Legislative Liaison (Shanahan) | 28. Strafford Regional Planning Commission (Williams) |
| 14. Library Board of Trustees (Thibodeaux) | 29. Government Affairs (Carrier) |
| 15. McConnell Center Advisory Committee (Thibodeaux) | |



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B. RESOLUTIONS

1. **B14074 CONSTRUCTION PHASE FOR THE COMPOSITE ELEVATED WATER STORAGE TANK, ADDITIONAL SCOPE OF WORK NO. 19, UNDERWOOD ENGINEERS, INC.**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B22013 CONSTRUCTION OF THE PUDDING HILL WATER TREATMENT FACILITY - ADDITIONAL SCOPE OF WORK NO. 1**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **B22035 COMPOSITE ELEVATED WATER STORAGE TANK**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **ADOPTION OF 2022-2023 CITY COUNCIL GOALS**
SPONSORED BY MAYOR CARRIER

C. ORDINANCES IN 1ST READING

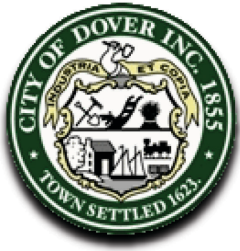
1. **CHAPTER 9 – BOARDS AND COMMISSIONS, SECTION 25**
(TO BE REFERRED TO A PUBLIC HEARING ON MAY 11, 2022.)
SPONSORED BY COUNCILOR NEMETH
2. **CHAPTER 141 – VEHICLES AND TRAFFICS, SECTION 42 SCHEDULE C**
(TO BE REFERRED TO A PUBLIC HEARING ON MAY 11, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST

14. COUNCIL CORRESPONDENCE

- A. **Letter from the Town of Rye, Office of the Selectmen, dated April 11, 2022.**

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN



CITY MANAGER'S REPORT



Seasonal installation of the Paddlesports Dock on the Cocheco River, 2022

April 27, 2022

Reporting on: March 2022

J. Michael Joyal, Jr.

City Manager

Report Highlights

Section 1: Customer Focused Outcomes

Ensure overall municipal service delivery remains responsive to needs of community and that response time to citizen concerns is reasonable.

Section 2: Product & Process Outcomes

Ensure overall municipal services meet and/or exceed the highest industry standards given the resources available.

Section 3: Leadership & Governance Outcomes

Effectively continue to communicate with the community at large through various means and support citizen engagement in local governance and community forums, and provide leadership in the implementation of the City's Master Plan.

Section 4: Financial & Benchmark Outcomes

Maintain and strengthen financial stability of municipality to include reporting on any financial concerns and addressing them as they may arise during the course of the fiscal year.

Section 5: Workforce-Focused Outcomes

Continue to recruit, retain and support training of employees and volunteers necessary to fulfill service delivery needs of community.

COMMON ABBREVIATIONS

ACO	Animal Control Officer	POP	Problem Oriented Policing
CREU	Community Response & Enforcement Unit	SIB	Special Investigations Bureau
DPL	Dover Public Library	SCRTOU	Strafford County Regional Tactical Operations Unit
F&G	Facilities & Grounds	Y2Y	Youth to Youth
HSRO	High School Resource Officer		
MSRO	Middle School Resource Officer		
WFRO	Whittier Falls Resource Officer		

City of Dover's Municipal Leadership Team



Michael Joyal
City Manager



Gary Bannon
Recreation Director



David Balian
Public Welfare
Director



Donna Benton
Planning &
CDBG Director



William Breault
Police Chief



Susan Daudelin
Human Resources
Director



Annie Dove
Information Technology
Director



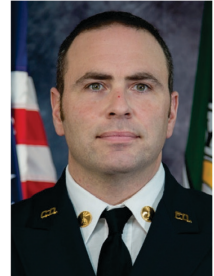
Michael Gillis
Media Services
Director



Denise LaFrance
Public Library
Director



Daniel Lynch
Finance Director



Michael McShane
Fire & Rescue
Chief, EOC Director



Christopher Parker
Deputy City Manager



John Storer
Community Services
Director



Joshua Wyatt
City Attorney

1. Customer Focused Outcomes

“ENSURE OVERALL MUNICIPAL SERVICE DELIVERY REMAINS RESPONSIVE TO NEEDS OF COMMUNITY AND THAT RESPONSE TIME TO CITIZEN CONCERNS IS REASONABLE.”

STATISTICS * RESPONSE

Community Services – Facilities, Grounds & Cemetery:

Facilities & Grounds FY2022	Burials Ash	Burials Full	Service Calls	Work Orders
July 2021	13	1	97	176
August 2021	6	1	109	184
September 2021	8	3	97	180
October 2021	9	2	84	177
November 2021	8	3	62	113
December 2021	1	1	85	128
January 2022	1	4	80	121
February 2022	0	1	58	102
March 2022	2	1	88	135

Facilities & Grounds addressed 95 work orders throughout the month. The Ides of March caused some ill winds to blow creating issues needing attention and two flags poles were victims. The halyard on Middle Road/Court Street flag pole needed to be replaced and the flag pole in the Upper Square also needs attention. The height of the flag pole makes it unreachable with the City's bucket truck, so assistance is required.

The Irish flag was flown for St Patrick's Day and the Greek Independence Day was celebrated by raising the flag of Greece on March 25th, 2022. The City continues to fly the flag of Ukraine, showing thoughts and support are with the peoples of that embattled country as they continue to suffer the effects of war.

Employees assisted the Recreation Department with the installation of the Public Dock on River Street. Tennis courts were cleaned off and tennis nets will be put up in City parks. A bus shelter at the Jenny Thompson outdoor pool was damaged and three of the panels were replaced. The historical markers which grace sidewalks in the summer are being installed. Two décor light issue were addressed and light fixtures were replaced on the Community Trail bridge.

There were four work orders involving tree issues. One tree came down across Dover Point Road and was cut up and removed during a wind storm. Seven additional work orders required large limbs to be removed. On three occasions Sav-a-Tree, of which Urban Tree Service now belongs, was called in due to the height. The

City bucket truck can reach a height of twenty-nine feet, fully extended, assistance was needed on Middle Road, Old Colony Road and Roberts Road where the large limbs were beyond reach.

Thirty work orders of signs needing attention were resolved and eight of these required new sign posts. At the intersection of Central Avenue at Fifth Street, the signs on the pedestrian crosswalk island have been frequent victims of damage by motor vehicles, sometimes twice in the same day. Two issues with graffiti were addressed as well.

There were eleven complaints regarding traffic signal complaints, with most regarding lights going to flash or timing. The engineering firm, Sebago, is still working on timing and changes that have been made to try to assist the flow of traffic at peak times during the day in various locations. Round lenses were replaced in two signals, one red and one green. Traffic cameras require periodic cleaning, and this was completed at many of the locations that have these cameras. The pedestrian signal at Central Ave and Morin St was struck down and repaired by the Electric Light Company. Currently there is an issue with the wiring at Central Ave and Third St, the process to resolve that is ongoing.

Forty work orders pertained to building issues, including replacing lights at the Griffin Well Treatment Plant, assembling chairs and shelving and moving several pieces of furniture from one space to another as offices relocate within City Hall. Value Rooter was called to address issues and TV the sewer line at the Bellamy Park building and also at City Hall. The first-floor bathrooms at City Hall underwent renovation this month and work is wrapping up early in April. Several calls involved water that kept running in fixtures after the water was turned back on each day and Facilities employees would respond to address the various issues.

The gas tank at the new Facilities Grounds & Cemeteries building was moved to its permanent location and fencing was installed around it and along the front of the building.

Monthly elevator inspections and fire extinguisher inspections were conducted at all public buildings. Six work requests to move various items were addressed, as were six requests for delivery of supplies to various locations. Two keys were issued and one was returned.

Siemens was awarded the HVAC bid that went out last month. The new drive arrived at the end of the month for dehumidifier at the Indoor Pool, where one of the drives had become inoperable. TRANE came in to work on the issue at City Hall on the ground floor, as the long-awaited part had come in, but the problem continues. This HVAC issue leaves the Parking Bureau with no heat. Regular filter maintenance continues by city employees.

From March 24 through March 27th, flags were lowered in honor of Madeleine Albright.

Ms. Albright defied convention and broke barriers again and again. She was an immigrant who came to the United States fleeing persecution. Like so many before and after her, she was proudly American.

The following was released by the White House:

As the devoted mother of three beloved daughters, Madeleine worked tirelessly raising them while earning her doctorate degree and starting her career in American diplomacy. She took her talents first to the Senate as a staffer for Senator Edmund Muskie followed by the National Security Council under President Carter. Later she served as United States Ambassador to the United Nations, and ultimately, made history as our first woman Secretary of State, appointed by President Clinton. A scholar, teacher, bestselling author, and

later accomplished business woman, she always believed America was the indispensable Nation, and inspired the next generation of public servants to follow her lead, including countless women leaders around the world. Madeleine was always a force for goodness, grace, and decency — and for freedom.

Community Services – Streets & Stormwater: During the month of March, the Highway Division was kept busy with winter storm operations. Roads were pretreated with a brine solution prior to four winter events. Brine is made out of water and solar salt which is prepared prior to storm events. Brine can be applied to roadways up to seven days in advance of inclement weather. This application helps keep roads ice free for a longer period of time prior to plowing.

All City streets and parking lots were plowed and snow was removed as needed. Sidewalks in the downtown and along school routes were cleared after each storm. Spot sanding/salting was performed on icy roadways and sidewalks (and straight sand on all dirt roads) after varying temperatures resulted in slippery conditions. The residential sand/salt pile, located at the beginning of Piscataqua Road, was restocked and several of the bins in the downtown were also refilled.

Mailboxes damaged by plows were either repaired or replaced, as needed. Temporary boxes were provided in some cases in order for residents to receive their mail. Permanent boxes will be installed in the spring, and any lawn damages will be repaired at that time as well.

Street sweeping equipment was washed and prepped for use. One Heavy Equipment Operator has started street sweeping already. Roads slated for restriping are typically completed first, followed by the downtown, then all remaining City streets. Crews will return to re-sweep any trouble spots as needed. Sidewalk sweeping has also been underway.

Crews repaired 405 potholes with high performance cold patch. They will repair the potholes with asphalt once the plants reopen.

Community Services – Utilities: For the month of March, the City's water system produced on average 1.8 MGD (million gallons per day). The Smith well, Cummings well, Bouchard well, Campbell Well and Calderwood well are all on line while Hughes well is on standby mode. Ireland and DPH-1 wells continue to be off line due to the PFAS levels. The crews closed 72 work orders for the month and 1 service request. The North End tank was cleaned with no major issues reported.

The meter crews replaced 133 meters. The Utilities crews closed 33 work orders and 30 service requests. A leak was reported on Snows Court. when the crew excavated the site they found an old iron water service for an old house lot. They repaired it with no other issues. The utilities crew also repaired three hydrants that where struck on Washington Street, Old Rochester Road, and Old Rollinsford Road.

Pump station crews continued to complete quarterly pump maintenance at all 23 lift stations. Crews closed 100 work orders and 11 service requests. Utilities crews repaired a sewer service for the Bellamy Park building and investigated the sewer main collapse on Court Street. The sewer main on Court Street between Tennyson Avenue and Middle Road is collapsing due to low flows which creates an environment that produces hydrogen sulfide, a corrosive gas. The crews used the new camera van which also arrived this month to investigate the sewer main but found that it was in such disrepair that the need for the main to be replaced was crucial. A sewer main was also found to be failed on Hampshire Circle during routine cleaning. The crews worked to replace a 15-foot section of the main. This repair and failure did not cause any sewer backups.



Leak on Snows Court



Damaged Sewer Main
Hampshire Circle



Sewer Main repair
Hampshire Circle

Fire & Rescue:

Below is a summary of Emergency Medical transports, listed by the receiving facility that the patient was transported to by Dover Fire & Rescue:

Facility	February 2022 # of individuals
Wentworth Douglass Hospital	193
Dover ER (Portsmouth Regional)	28
Non Transports/Sign offs/Refusal of Care	76
Frisbie Memorial Hospital	2
Portsmouth Regional Hospital	8
Mass General Hospital (MA)	0
Brigham and Woman's Hospital (MA)	0
Boston Children's Hospital (MA)	0
Maine Medical (ME)	0
York Hospital (ME)	0
Exeter Hospital	0
Elliot Hospital (NH)	0
Total:	307

Inspection Services Division:

Inspection Services in **February** had a total count of **363** inspections conducted and **49** permits issued. Here is the Inspection Services activity breakdown for **February**:

Inspections & Permits	
Life Safety Inspections	70
Business Inspections	05
Sprinkler / Alarm Inspections	17
Building Inspections	72
Electrical Inspections	73
Plumbing / Mechanical Inspections	67
Blasting Inspections	00
Health/Housing Standards Inspections	39
School / Daycare Inspections	19
Oil Burner Inspections	01
Woodstove / Fireplace Inspections	00
Building Permits	42
Blasting Permits	00
Certificate of Occupancy Permits	07

Planning & Community Development: Zoning Administrator Kypfer worked on multiple ongoing complaint investigations, including along James Street and Reservoir Street, working in conjunction with the Planning Director and the City Attorney as necessary. These investigations included: site inspections, issuing letters of warning for potential zoning violation, and responding to the placement of illegal off-premise signs.

Police Department:

Dover Police Department Patrol Division	Calls for Service	Traffic Stops	Non-Enforcement Contacts	Incidents Handled
March 2021	1,598	972	250	2,820
April 2021	1,500	692	221	2,413
May 2021	1,649	690	238	2,577
June 2021	1,818	764	230	2,812
July 2021	1,776	824	223	2,823
August 2021	1,689	769	202	2,660
September 2021	1,500	460	147	2,107
October 2021	1,855	444	229	2,528
November 2021	1,785	376	180	2,528
December 2021	1,543	333	170	2,046
January 2022	1,557	348	155	2,060
February 2022	1,400	261	137	1,798
March 2022	1,661	243	141	2,045

Supplemental Field Operations Activity:

- Conducted checks of the Community Trail.
- Conducted daily checks of the Transportation Center.
- Conducted daily checks of City parks.
- Conducted daily checks of the parking garage as a result of concerns of vagrancy and criminal mischief.
- Conduct daily checks of the McConnell Center / Library parking area.
- Conducted frequent checks of areas known to be inhabited by the local homeless population.

K-9 Unit: In March, the police department acquired K9 “Vision”, a one year old Belgian Malinois, who has been assigned to Officer Tim David. Officer David and “Vision” began six months of training at the Boston, Massachusetts Police K9 Academy on March 28, 2022. Once completed, they will become the department’s newest K9 team. “Vision” will be certified in tracking, apprehension, and narcotics detection.

Accident Reconstruction Team: The Accident Reconstruction Team was not called out during the month of March for any collisions in Dover.



Dover Police K9 Vision

Special Investigations Unit (SIU): During the month of March 2022, 16 registered sex offenders were processed by the Dover Police Department’s Special Investigations Unit. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

SIU detectives investigated 9 unattended deaths in March 2022.

SIU detectives presented 8 investigations to a Grand Jury for indictment. All of the indictments resulted in a “true bill”, meaning the Grand Jury determined that probable cause existed that the accused committed a crime. Cases presented to the Grand Jury are classified as a felony offense or a misdemeanor with an enhanced penalty.

In March, SIU detectives partnered with deputies of the United States Marshal’s Office and performed in-person checks on registered sex offenders who live in the City of Dover. One registrant was found to be out of compliance and was later arrested for a felony level offense.

SIU detectives conducted a witness tampering investigation which resulted in the arrest of an adult male in Dover for a felony level offense.

SIU detectives and members of the FBI Major Offender Task Force conducted targeted drug operations. These investigations are ongoing.

SIU detectives obtained search warrants on five occasions during March 2022. These warrants were for various open criminal investigations including narcotic violations, fraud, and burglary.

SIU detectives attended 2 forensic interviews at the Strafford County Child Advocacy Center. These interviews are designed to document detailed information about alleged crimes that were experienced or witnessed by children.

SIU detectives referred 44 police reports to the Division of Children, Youth and Families. These informational referrals are for incidents that officers responded to in which children witnessed or were alleged victims of criminal acts or other concerning conduct.

The Special Investigations Unit is responsible for doing background investigations for police department applicants. During March, two of these investigations were ongoing.

During the month of March 2022, SIU detectives had 44 open investigations.

CREU Commander: Community Response and Engagement Unit (CREU) Sergeant Alex Mitrushi attended meetings between the Police Social Worker (PSW) and the Dover School Department, Community Partners, and SOS Recovery. These meetings were to help Kaitlin Jones build relationships with other organizations and departments with the goal of providing the best resources to those in need. This will be an ongoing process as the role develops and PSW creates more relationships within the community.

Sergeant Mitrushi reviewed calls for service, spoke with patrol officers and supervisors and explained the process for officers to make referrals to the Police Social Worker. In total, 13 referrals were made in March.

Sergeant Mitrushi is a suicide prevention instructor and is trained to present the NAMI Connect Program. NAMI is the National Alliance on Mental Illness and the Connect Program is a nationally recognized comprehensive model for planning and implementing suicide prevention and postvention practices. Sergeant Mitrushi taught an in-person training on March 3rd at Dover High School. The course was 3-hour long and was for parents/community members; 8 citizens attendees.

Sergeant Mitrushi is a NAMI Crisis Intervention Team (CIT) member and the department's point of contact for NAMI referrals. The CIT program is a community-based approach to improve the outcomes of encounters between law enforcement officers and people suffering from a mental health crisis. Every quarter, departments who participate in the CIT program are asked to report when they have referred someone to a mental health or mental health related service. Sergeant Mitrushi reviewed reports and saw that Dover officers made 63 referrals in the 1st quarter of 2022. This information was reported back to NAMI NH.

Sergeant Mitrushi spoke with a prosecutor from the South Portland, Maine Police Department regarding their response to graffiti in the City of South Portland. Sergeant Mitrushi obtained information on tracking the cleanup of graffiti as well as mural programs. Sergeant Mitrushi is the staff liaison to the City's Graffiti Management Ad-Hoc Committee.

Sergeant Mitrushi created 9 social media posts in the month of March, which included 5 Wellness Wednesday campaign posts, 2 retirement posts, a recruitment post, and a post for International Women's Day. The Wellness Wednesday social media campaign was developed by Sergeant Mitrushi and the PSW as a community outreach initiative to raise awareness towards mental health and wellness. Each month will focus on a new theme and provide wellness tips, information, and local resources with the goal to reduce stigma associated with mental health.

Middle School Liaison Officer: During the month of March, Dover Middle School Liaison Officer Brynn Dunne assisted DMS staff with both a variety of calls for service.

On the morning of March 4, 2022, a teacher approached Officer Dunne and reported witnessing a student possibly rummaging through the purse of a staff member while alone in the Dean's office. Officer Dunne looked at the purse and noted it appeared to have been disturbed. The owner of the purse confirmed it had been rummaged through, though nothing was missing. After viewing surveillance footage and confirming the student observed was the only likely suspect, Officer Dunne contacted his mother. She responded to the school and met with Officer Dunne and the Dean. The student denied his actions, although his mother confirmed he has a history of theft. The student received school sanctions. No further police action was needed.

Later in the afternoon on March 4, 2022 Officer Dunne learned of a possible assault in the 8th grade boy's bathroom. After speaking to all involved parties it was determined that a group of boys were rough housing and, as a result, struck another student already in the bathroom. No further police or school action was taken.

On the morning of March 15, 2022, a student asked to meet with Officer Dunne. He reported that he disobeyed his step-father that morning and the step-father had threatened to assault him. The student reported feeling unsafe at home, as well. Although he confirmed that no assault occurred, he stated he was fearful that he would have been struck. Officer Dunne spoke to the student's guidance counselor and completed a report to be sent to DCYF.

While completing recess duty on March 16, 2022, a student reported getting hit with a ball and that he believed it was intentional. The Dean completed an investigation and learned it was not intentional. No further action was taken.

During the morning hours of March 25, 2022, two fifth grade students reported having their umbrellas broken the previous day by older students. Officer Dunne and the Dean were able to confirm the involved students were in 7th and 8th grade. Both admitted to having broken the umbrellas and received school sanctions.

Two students reported to Officer Dunne and the Dean on March 25, 2022, that fellow 8th grade peers threw rocks at them while walking on Locust Street several days prior. The rock throwers' parents were contacted and the students were spoken to. They admitted that they should not have thrown rocks and were regretful. No further action was taken.

On March 30, 2022, Officer Dunne was monitoring 6th grade recess and observed two students engaging in a fist fight. Officer Dunne stepped in and ended the fight. The students reported they were upset about the soccer game and that both wanted to be goalie. Officer Dunne spoke with the boys about their behavior. They sat out the rest of recess in the Dean's office before returning to class.

On March 2, 2022, Officer Dunne assisted Detective Donais with information pertinent to a burglary case she was investigating. A burglary occurred across the street from a bus stop around the time students were exiting the bus. Officer Dunne used the DMS bus list to determine which students may be potential witnesses. Detective Donais followed up with their families.

While conducting afternoon bus duty on March 2, 2022, a student confided in Officer Dunne that other peers were being rude to him at the Dover Teen Center. Officer Dunne spoke to the student to ease his concerns, and also contacted Teen Center Director Steve Pappajohn to let him know. Pappajohn was already aware of the issue and stated he would speak with the student again that afternoon.

Guidance reported to Officer Dunne on March 2, 2022 that a student had been absent for 3 days without a call from a parent. A patrol officer checked the residence and learned the student was sick and asked the parent to contact DMS.

An 8th grade student left DMS without permission on March 2, 2022. Officer Dunne immediately contacted patrol units to search the area, while DMS staff contacted his guardian. The student was located at his residence shortly after. A patrol officer met with the student and his guardian at the residence. The student admitted to having mental health issues and needed to leave school in order to calm down. Other options were discussed with the student. He has not left school without permission since this incident.

An 8th grade student reported to Officer Dunne on March 3, 2022, that a former DMS student had created a photograph of her that appeared to show her nude buttocks. She advised the photograph was clearly manufactured and that she had not posed for any such photograph. Officer Dunne spoke with the parent of the juvenile who had reportedly made the image which it had been deleted. The parent of the student that produced the mock up has been cooperative and continues to check the former student's phone and social media. As of that date, the student has not reported any further problems regarding this issue.

On March 11, 2022, a student reported seeing a suspicious vehicle in the DMS parking lot the evening before. The student informed Officer Dunne that the operator appeared to be taking photographs of him and his friends. Officer Dunne was able to confirm that the vehicle was that of a parent and that the parent had spoken to Principal Lyndes while looking for his daughter. It turned out that he was early for her drama club release and had been driving around looking for her. The student was praised for his vigilance and encouraged to report any further suspicious activity.

A Horne Street School employee contacted Officer Dunne on March 15, 2022 to a rumor that a parent of DMS and DHS students had rented a room at a local hotel for the juveniles and their peers to spend the night in, unsupervised. After an investigation, it was determined that a mother rented a room at the Days Inn for her son's birthday so he and some of his friends could go swimming in the indoor pool. The mother was there the whole time and the kids were supervised.

On March 17, 2022, the guidance office advised Officer Dunne that students are complaining about persistent juvenile problems at the Park Street Park after school hours. This includes assaults and disorderly conduct. Officer Dunne informed patrol officers and requested that they check the area when available.

On March 2, 2022, Officer Dunne and Dean Vail met with C&W Services to discuss optimal placement of additional surveillance cameras within the school and on the exterior. They pointed out the various blind spots with the current system and the priority locations for new cameras.

During the month of March, DMS hosted a Read-a-Thon encouraging students to read as many books as possible for a PTA fundraiser. The event concluded on March 17. On that date Officer Dunne was invited to read a picture book to a 5th grade classroom to celebrate the Read-a-Thon. The students did not know Officer Dunne was one of their guest readers and were quite excited when she arrived. Officer Dunne read *Hungry Hungry Sharks*, a childhood favorite of hers. Officer Dunne is well known around DMS for her love of sharks, so it only seemed fitting to read that book.

On March 18, 2022 at the teacher workshop, all staff watched a refresher video for Civilian Response to Active Shooter Events (CRASE) training. The video featured Sgt. Travaglini explaining the CRASE curriculum. Officer Dunne was available after the screening to answer questions by staff members.

Officer Dunne continued to meet with her Big Brothers Big Sisters of New Hampshire (BBBSNH) little sister in March. The two played at Henry Law Park, ate ice cream at Lickees and Chewies, and climbed Garrison Tower.

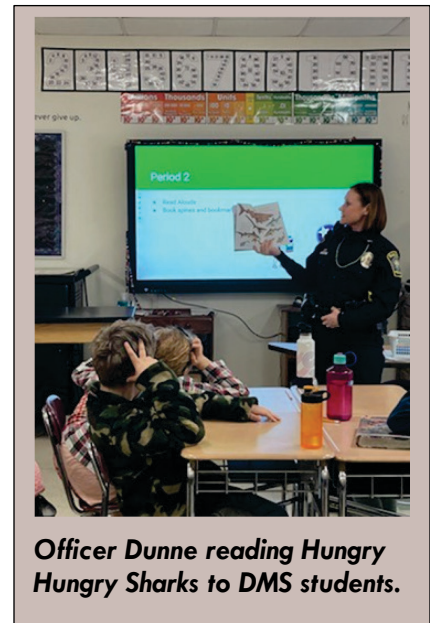
As part of Officer Dunne's daily duties, she continues to maintain a presence in the hallways, bathrooms, at lunch, and outside during the morning and afternoon drop-off and pick-up.

Officer Dunne attends recess for grades 6-8 daily. Officer Dunne ensures everyone is acting safely and will chat with students furthering her connections with the community.

Dover High School Liaison Officer: During the month of March, Dover High School Liaison Officer Molly Shoer assisted DHS staff with a variety of calls for service.

On March 2, 2022, Officer Shoer responded to Bellamy Academy to assist faculty with a student who had mentioned a bomb in a conversation with a teacher. Officer Shoer and DHS/BA faculty investigated the situation, and determined there was no credibility to the threat, and the comment was made due to the student being in mental distress. The student was subsequently transported to the hospital for an evaluation.

On March 4, 2022, Officer Shoer was made aware by DHS faculty that multiple male students were found in one bathroom stall together. The school searched the bags of the students per policy, and located multiple vape pens, which the students identified as marijuana. It was determined that the pens belonged to one student. Officer Shoer took custody of the vape pens, and the incident was documented by Officer Shoer and the students will face school discipline.



On March 9, 2022, Officer Shoer was given a vape pen by a DHS faculty member and identified the student it belonged too. The faculty member advised they believed the student to be under the influence and had already contacted the parent. No further police assistance as the situation will be handled by school administration.

On March 17, 2022, Officer Shoer responded to the second floor for a report of a fight. Two students were identified. After an investigation done by DHS and Officer Shoer, it was determined that both students entered the fight willingly. Both students received school discipline.

On March 17, 2022, Officer Shoer and the DHS administration investigated a report of a student possibly in possession of a large amount of vape pens. This information came about after DHS faculty and Officer Shoer investigated a growing conflict between two male students. Officer Shoer and Principal Driscoll interviewed the student in question, and ultimately a search was done of his belongings by Principal Driscoll. Thirty-six nicotine vapes were located between two backpacks in the student's possession. The student received school discipline, and the case was sent to detectives for review for potential juvenile charges.

On March 21, 2022, Officer Shoer spoke with a female student who reported fake social media accounts on two platforms in her name, claiming to be her. One of the accounts was Instagram, and the other, Fansly, an adult content website. The individual who created the account on Instagram, used her photos, and added a link to the Fansly account. The case is being investigated by the Special Investigations Unit.

On March 2, 2022, Officer Shoer located a student who had not attended any classes but was in the building. In addition, this student suffers from a substance abuse issue, and there were concerns they were under the influence. Officer Shoer located the student in one of the bathrooms. The student was immediately disrespectful, which was uncharacteristic. Officer Shoer escorted the student to the office, and immediately noticed that they were likely under the influence of marijuana. The student ended up admitting this to Officer Shoer, and a dean. Officer Shoer left the student in the custody of a dean.

On March 9, 2022, Officer Shoer responded to Bellamy Academy to assist faculty with an unruly student. Upon arrival, Officer Shoer noted that posters had been pulled down from the walls. Officer Shoer met with the dean and the student in the office. The student was suffering from a mental health crisis, and as such was having trouble calming down. Officer Shoer and the dean were able to keep the student under control until their guardian arrived.

When able, Officer Shoer will make visits to Bellamy Academy to interact with students who don't frequently attend classes in the main DHS building. As a result of this, Officer Shoer has been able to prevent and solve multiple issues by building rapport with the students there, which otherwise would have likely not been possible.

As part of Officer Shoer's daily duties, she continues to maintain a presence in the hallways, bathrooms, at lunch, and outside during the morning and afternoon drop-off and pick-up.

Problem Oriented Police Officer (POP): For the month of March, Problem Oriented Police (POP) Officer David Collis completed 25 community contacts, responded to 25 calls for service, assisted other DPD units 21 times, attended 3 trainings, and made 1 arrest.

This month, Officer Collis continued his work with the homeless population in Dover. As the winter resources close, Officer Collis started to try to assist homeless individuals prepare for the coming months. This included rides, ensuring that they had food, and ensuring that they would be staying in safe areas. This also

included checking camp sites that had been set up during the winter months. Officer Collis ensured that any sites he located were abandoned so that the sites can be prepared to be cleaned up in April. He also maintained a visible presence in areas that were frequented by the local homeless population such as River Street and the Dover Transportation Center.

Officer Collis also continued his grant related work in regards to substance abuse and violent crime. He did this by conducting surveillance on known drug locations and maintained a visible presence in other areas, acting as a crime deterrent. He also assisted other units with controlled drug buys and a search warrant that led to the seizure of a large quantity of illegal narcotics.

Officer Collis continued his direct contact with local business and property owners. This included taking reports directly from the individuals. He took reports of crimes or issues and also worked with the owners to solve/alleviate these issues. These reports included thefts, trespassing, unwanted subjects, and illegal dumping. Officer Collis also assisted patrol units with many in progress calls, many of which involved mental health issues and homeless individuals.

Whittier Falls Liaison Officer: There were three arrests in March in the Whittier Falls neighborhood. On March 8th, Officer Cooper responded to a motor vehicle collision in the parking lot of 41-45 Addison Place. While conducting the investigation, she learned that an involved driver, a DHA resident, had an unrelated warrant.

On March 15th, Officer Cooper arrested a male for Criminal Trespass from Union Street.

On March 28th, Officer Cooper arrested a Pleasant View Circle resident on a forgery warrant from a case in February.

Officer Cooper continues to work closely with Whittier Falls residents. The joint effort assists with identifying and deterring crime, and also assists with improving the overall quality of life for the residents. Additionally, she works cohesively with the juvenile detective, the Division for Children, Youth and Families (DCYF), and the schools.

On March 17th, Officer Cooper accompanied DHA staff to the elderly sites while Executive Director Ryan Crosby spoke with the residents. There was a large turnout and Officer Cooper was able to meet with many residents. In the coming months, Officer Cooper hopes to begin scheduling events again.

In addition to her DHA Duties, Officer Cooper responded to seven calls and made one arrest that was unrelated to the DHA. Officer Cooper acted as the Dover High School Resource Officer on March 23rd and 24th.



Officer Cooper meets with DHA residents.

Police Social Worker (PSW): During the month of March, Police Social Worker (PSW) Katie Jones continued to acclimate to the position and the department, which included familiarizing herself with the roles, responsibilities, and chain of command for both sworn and non-sworn positions, reviewing the department's policies and procedures, and learning how to navigate the various databases.

Jones continued building the foundation of her position through taking the several steps to further define the key pillars of the PSW position. These include the following:

Case Management: To provide prevention and intervention to individuals/families by tracking cases when being referred directly to the PSW, or when the PSW selects cases directly from reviewing the police log. She also tracks how the cases were referred to her and their status. During the month of March, she handled 19 Total Cases. Eight are 8 active; four are inactive (closed due to completion) and five are pending.

Jones is also collaborating with the School Resource Officers on development and implementation of pilot program, ACERT. To that end, she had a meetings with both SROs and Coalition Coordinator Vicki Harris during the month.

She will also play an important role in the department's Post Arrest Diversion Program. On March 28, 2022, she attended a meeting with several members of the department and Bob Faghan, MLADC, from Live Free Recovery Program.

Jones attended the following meetings to support networking and collaboration efforts:

March 1st: SCPHN – Ashely Wright, Continuum of Care Manager; Sierra Bickford, Public Health Outreach

March 2nd: Dover Mental Health Alliance (DMHA); subsequently joined the fundraising sector of DMHA Workgroup

March 2nd: Dover School District Administration - Dr. William Harbron, Superintendent; Dr. Christine Boston, Assistant Superintendent

March 4th: National Association of Social Workers (NASW) – Lynn Stanley, Executive Director of NH, VT, and ME Chapters

March 4th: SOS Recovery – Ashley Lewis, Operations Manager

March 7th: Dover Housing Authority (DHA) – Ryan Crosby, Executive Director; Officer Juel Cooper, DHA Officer

March 9th: City Government – All Department Head Meeting

March 14th: Community Partners Emergency Services – Chris Kozack, COO; Susan Huebel, MCRT Clinician

March 15th: Easterseals – Brandi Chagnon, Care Coordinator; Jean Lanciano, Program Manager; Elaine Dunton, Program Manager

March 15th: Community Partners Clinical Services – Janet Salsbury, CCO; James Gorham, Director of Adult Services; Amanda Seavey, Director of Youth Services

March 16th: Waypoint Outreach Services – Mandy Lancaster, Programs Manager; 6 associated staff members

March 18th: DMHA Fundraising Workgroup Meeting –

March 18th: Department of Public Welfare – David Balian, Director; Susan Gaston, Social Worker

March 21st: Wentworth-Douglass Hospital – Monica Veil-Weiss, ED Social Worker; Peter Fifield, Doorway Director; Jen Stout, Doorway Clinician

March 23rd: Mental Health Court – Blair Rowlett, Community Corrections Director; Erin Guyotte, Case Manager; Tom Velardi, Strafford County Attorney

March 24th: Community Action Partnership of Strafford County (CAPSC) – Sarah Jones, Programs Director; Dan Clark, Supervisor

March 24th: Prevention Leadership Workgroup Meeting – Including but not limited to: SCPHN, Dover Y2Y, Community Partners, SOS, Rochester Youth Diversion Program; meets monthly

March 25th: Dover Public Schools, Counseling Departments – Introductions to DMS, DHS, WPS, Horne Street, and Garrison school counselors, facilitated by Dr. Christine Boston

March 29th: Bureau of Elderly and Adult Services (BEAS) – Sarah Leclere, Supervisor; BEAS Program Staff Jones also continued with the “Wellness Wednesday” weekly social media postings. “Wellness Wednesday” includes a visually pleasing/easy to digest infograph, takeaway wellness tips/tricks, and local resources and/or upcoming events. “Wellness Wednesday” will focus on a specific topic that aligns with the monthly wellness themes.

Traffic Activities: Lt. Speidel fulfilled the role as police representative for the Planning Technical Review Committee (TRC) for scheduled meetings on March 3, 10, 17 and 24. Projects under review before Planning Board submission included a site review for a utility substation on Hawthorne Road, a residential subdivision off Tolend Road and Sun Haw Lane, an additional review of the mixed use River Street development, a multi-family residential project on upper Central Avenue, an additional review of a large mixed use project at 47 Chestnut Street, and a commercial project on Littleworth Road. Staff review of each project is intended to flesh out technical aspects in the purview of police, fire, engineering, and economic development to help resolve potential conflicts before submission to the Planning Board.

Lt. Speidel performed 2 child passenger seat inspections during the month of March. Each safety check takes approximately 30 to 60 minutes and involves a review of child restraint systems in the caregiver’s vehicle, instruction on proper child seat installation procedures, and discussion of safety precautions specific to the age group. Lieutenant Speidel is a certified Child Passenger Safety technician through the Safe Kids Worldwide program, and the police department provides this service free of charge.

Lt. Speidel worked closely with Dover Main Street representatives to coordinate the “Run Before You Crawl” 5K event on March 12, which was based at the Dover Transportation Center. Lt. Speidel coordinated the police department’s operational planning for this event, to include the deployment of directional signs, barricades and cones to facilitate road closures, parking restrictions and traffic diversions, the scheduling and assignment of police personnel, and coordination with railroad administrators for the temporary suspension of freight service. This was the first of ten planned footrace events of the 2022 “Dover Race Series” and represents one of the first to return to in-person following the COVID-19 pandemic.

On March 23, Lt. Speidel attended a pre-bid meeting of staff pertaining to the Chestnut Street bridge deck rehabilitation project. Lt. Speidel worked closely with engineering staff to develop parameters for traffic control in conjunction with this pending project.

Parking Bureau: Parking Manager Bill Simons along with the Planning Director met with representatives of the waterfront project to review proposed loading zones. The developer wanted several, time specific restrictions in public parking spaces posted to accommodate trash removal.

Recommendations were made to consolidate all parking restriction needs (tenant move in and move out, trash and other maintenance, and commercial deliveries) into one multi-purpose loading zone per building. Preferably on private property to avoid a reduction in the public parking capacity.

Parking Manager Bill Simons met with residents on Gage Street about concerns related to the parking of construction vehicles for three new homes being built on the street. Close monitoring, additional signage and strong support from the City Engineer communicating with the developer has resulted in an improved situation.

Parking Manager Bill Simons is working closely with the developers of the Old Court House on to minimize the loss of parking capacity on First and Second Streets related to the project. This included determining where workers should be parking to avoid areas normally used by customers of downtown businesses and the installation of a construction material laydown area in the Transportation Center Lot. The project is expected to last 16-18 months.

DISPATCH COMMUNICATIONS	RADIO TRANSMISSIONS	PHONE CALLS	911 CALLS RECEIVED	LOBBY CUSTOMERS	POLICE ALARMS RECEIVED	FIRE & MEDICAL ALARMS
March 2021	13,716	7,551	439	204	96	71
April 2021	12,943	7,770	438	190	77	63
May 2021	14,089	8,025	442	212	68	68
June 2021	14,606	7,825	457	214	93	72
July 2021	14,212	7,873	439	258	108	79
August 2021	14,302	7,821	479	224	83	83
September 2021	14,606	7,625	423	200	91	80
October 2021	14,300	7,405	413	210	103	65
November 2021	14,225	7,300	307	220	81	58
December 2021	15,888	9,144	330	138	81	66
January 2022	16,708	7,906	350	154	93	75
February 2022	14,263	7,067	297	224	72	53
March 2022	16,283	7,899	328	246	79	66

ANIMAL CONTROL MARCH 2022	
Total Calls for Service: 58	Breakdown:
Handled by Officers/Dispatch: 38	Found/Loose Animals: 26
Handled by Animal Control Officer: 20	Welfare Checks: 7
	Animal Bites: 6
	Misc/Other: 19



Minnie – Found & brought home.

Animal Control Officer Ladisheff responded to 29 voicemails and followed up on 5 incidents handled by patrol officers. One call involved a lost dog, Minnie, who was reported missing but located and returned to her owner.

Records Unit: Permit applications submitted and reviewed during the month of March:

One of the parade permit applications reviewed includes a revision to the Spirit of Recovery 5K road race, which is organized by the Triangle Club and is scheduled for May 2022. This is one of the ten remaining races in the Dover Race Series, which is projected to return to in-person events in calendar year 2022. Organizers proposed a wholesale change to the Spirit of Recovery course, seeking to have the Triangle Club serve as the hub of the event instead of using the previous course originating at Liberty Mutual. Lieutenant Speidel corresponded and met several times with organizers to provide technical review of numerous proposed course, before arriving at an acceptable version that endeavors to minimize adverse traffic impacts to the extent possible. The new course will involve the closure of Broadway on the morning of May 15, and include neighborhood streets such as Ham, Baker, Park, and Pearl Streets.

Licensing Board Actions = 10

Taxi Cab Licenses	0
Notifications to City Hall	1
Raffle/Tagging Permits	3
Block Party Permits	1
Parade Permits	3
Road Toll Permits	0
Dance / Entertainment	1
Gun - Seller	1
Other	0

Public Library: March library circulation totaled 21,829 items. (8,856 adult + 8,376 children's print items; plus 4,597 items downloaded including 3,790 audiobooks & eBooks, 691 Hoopla streaming music, movies, and books, and 116 eMagazines).

145 new library patrons registered at the library bringing total active cardholders to 12,855.

The Dover Public Library's Book a Librarian service helped 27 community members.

The Dover Public Library's 3D printer produced 18 items requested by patrons.

The Library's museum passes were borrowed 68 times saving community members approximately \$2,010 in admission fees.

52 new patrons registered for downloadable audiobooks/ eBooks and 33 registered for Hoopla.

Internet and PC uses by the public totaled 999 on library workstations, plus another 6,124 via Wi-Fi, plus 12 Chromebook loan.

The library's website statistics showed 43,742 page views by 8,034 users in 15,209 sessions.

128 meetings & tutoring sessions were hosted in the library's Lecture Hall, Trustees Room, & Learning Center.

11,911 people visited the library during March, an average of 384 per day (open 31 days).

Public Welfare Department: The Public Welfare Department had 214 client contacts this month. 121 calls were answered, 11 appointments were made, 20 Intakes conducted, and 23 Referrals were given.

There were 20 new cases in March and 12 continuing. Currently there are 32 active cases.

Total Permits Issued: March 2022

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
21-381	MIDDLETON	28	DOVER POINT ROAD	TO CONST. AN OFFICE BUILDING	C	K	26	900000	9025
21-542	NORTH COUNTRY HARD CIDE	38	LITTLEWORTH ROAD	CHANGE OF USE TO MANUFACTURING	C	G	4G11	188000	1905
21-574	ROSSEAU	12	MCKONE LANE	INSTALL THREE PANEL ANTENNAS	C	K	100	35000	375
21-608	ONE FIRST STREET, LLC	10	SECOND STREET	FOUND. ONLY FOR 4 STORY STRUCTUR	C	6	2000	1000000	10025
22-014	QUANTUM REAL ESTATE GRO	14	LITTLEWORTH ROAD	CONST. A BUSINESS USE STRUCTURE	C	H	29A4	792000	7945
22-038	CITY OF DOVER	33	CHESTNUT STREET	ERECT A TEMPORARY TENT	C	31	4B0	1600	41
22-046	ARANOSIAN OIL CO. INC.	52	CENTRAL AVENUE	INSTALL A WINDOW FOR DRIVE-THRU	C	15	7100	3000	55
22-054	CITY OF DOVER	73	LOCUST STREET	RELACE SLATE ROOF	C	9	5700	886998	0
22-058	TWO PIERCE STREET, LLC	8	PIERCE STREET	SUITE 100, INT. FIT-UP FOR FOOD ESTAB	C	4	2200	10000	125
22-033	PENTAIR FILTRATION SOLUTI	47	CROSBY ROAD	PERFORM STRUCTURAL WORK FOR AD	I	G	32A0	6130	85
22-045	PEAK TECH	121	BROADWAY	SUITE 201, INSTALL A PALLET LIFT	I	26	600	19000	215
22-081	CITY OF DOVER	87A	GERRISH ROAD	CONST. A STAIRWAY	I	M	47B	6400	0
21-145	SMITH	10	ABBOTT STREET	CONST. A DECK & FARMERS PORCH	R	29	2600	20000	225
21-392	TSAKIRIS	46A	BACK RIVER ROAD	CREATE FIRST FLR CUSTOMARY HOME	R	I	6C0	2500	50
21-419	LAKE VIEW PARK, LCC	7	GAGE STREET	CONST. A SFD W/1 CAR ATT. GARGE W/	R	39	632	371620	3745
21-420	LAKE VIEW PARK LLC	9	GAGE STREET	CONST. A SFD W/1 CAR ATT. GARGE W/	R	39	633	371620	3745
21-440	STICE	39	LABRADOR LANE	CONST. A GUNITE POOL	R	A	5197	50000	525
21-478	PRINTY	24	HILL STREET	ALT./REPAIRS OF ALL 3 UNITS DUE TO	R	27	21300	340000	3425
21-480	100 BROWNING, LLC	6	HAYDEN DRIVE	CONST. A SFD CONDO UNIT W/UNFNH	R	M	102-1	325000	3275
21-494	DOVER BLUFF CONDO ASSOC.	98	HENRY LAW AVENUE	BLDG. 8, UNITS 21, 22 & 23 FIRE REPAIR	R	22	9E212	345212	3475
21-535	O'CONNER	132	SIXTH STREET	CREATE HABITABLE AREA ON THIRD F	R	34	1910	19500	225
21-549	STAGGER	27	FOSTERS DRIVE	CONST. A STORAGE SHED	R	L	89B2	15000	175

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
21-557	DIAMOND CAPITOL, LLC	71	RUTLAND STREET	IMPRVMNTS TO EXSTNG SFD	R	14	1700	80000	825
21-558	DIAMOND CAPITOL, LLC	73	RUTLAND STREET	INT. ALT./IMPRVMNTS TO SFD	R	14	17A0	45000	475
21-560	DENHAM	31	CRANBROOK LANE	CREATE A BASEMENT BATHROOM	R	D	8900	14500	170
21-587	HAWKINS	295	CENTRAL AVENUE	REPLACE ROOF & SIDING	R	2	2100	20000	225
21-616	KERNANDER	18	BEAUMONT DRIVE	INSTALL A 16 PANEL ROOF MOUNTED S	R	M	6150	13000	185
22-001	DBS HOLDINGS, LLC	533	SIXTH STREET	CONST. A SFD W/2 CAR GARAGE UNDE	R	A	5900	350000	3525
22-004	GAGNON	45	HOUGH STREET	REPAIR EXISTING ROOF	R	30	1100	14480	165
22-013	HAWKINS FAMILY TRUST	32	HAM STREET	PERFORM INT. DEMO. OF EXISTING 2-FA	R	20	3200	8600	115
22-025	MARKIS	25	WENTWORTH TERRACE	CREATE HABITABLE AREA ON 3RD FLR	R	8	39A0	225000	2275
22-039	CARBINE	23	SANDPIPER DRIVE	CREATE HABITABLE AREA & BATHRM I	R	C	2B13	39150	415
22-044	PARRY	23	DOVER NECK ROAD	CONST. REAR PORCH	R	M	79A0	20000	225
22-052	HOFFMAN	2	ELA STREET	ADDITION ONTO ADU	R	27	28900	10000	125
22-053	BONYMAN	211	EMERALD LANE	CONST. A REAR SCREENED PORCH W/D	R	F	1520	25000	275
22-055	MYERS	11	BELLAMY WOODS	REPAIR BASEMENT FROM WATER DAM	R	I	1N11	17000	195
22-056	100 BROWNING LLC	8	HAYDEN DRIVE	CONST. STORAGE AREA TO HABITABLE	R	M	10212	4500	105
22-057	JLDD, INC.	32	MOUNT VERNON STREET	APT. 1 & 2, CONST. A 2 FAMILY DWLLN	R	30	101	360000	3625
22-060	SALLESE	3	SAINT JOHN STREET	INT. RENO. OF A 3 UNIT DWELLING, INS	R	24	5500	70000	725
22-063	KONTOS	4A	GREENFIELD DRIVE	RENOVATE BATHROOM	R	I	1Q19	15000	175
22-064	TROZINSKI	28	CHILDS DRIVE	FINISH A PORTION OF THE BASEMENT	R	N	8AF	30000	325
22-065	KNIZEWSKI	33	RUTLAND STREET	RENOVATE & RELOCATE KITCHEN	R	12	141A0	40000	425
22-067	TROCHALAKIS	7	CULLEN BAY ROAD	CONST. AN INGROUND GUNITE POOL &	R	M	93A2	53000	555
22-069	KALIWODA-KIPP	49	SANDY LANE	REMOVE & RECONSTRUCT PORCH	R	A	5200	45000	475
22-070	KATH	4	COUNTRY CLUB ESTATES	CONST. A FARMERS PORCH	R	N	12V0	50000	525
22-071	LEBLANC	51	PICNIC ROCK DRIVE	CREATE HABITABLE AREA IN BASEME	R	16	20150	26000	285
22-073	DEGNON	24-26	NEW YORK STREET	REPAIR JOISTS, SISTERING & ADDING	R	27	3800	4300	68

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
22-076	GAGNE	138	BROADWAY	INSTALL REPLACEMENT WINDOWS	R	27	27700	37000	395
22-077	JONES, MATT	128	GROVE STREET	REMOVE WALL & INSTALL LVL BEAM	R	29	68C0	1000	35
22-078	KRUPP	12	AUSTIN DRIVE	CREATE HABITABLE AREA IN BASEME	R	I	7920	15000	175
22-082	COPLEY COMMONS DOVER, L	2	ROSEMARY DRIVE	CONST. A SFD, DETACHED CONDO W/1	R	1	4A	280000	2825
22-083	COPLEY COMMONS DOVER, L	4	ROSEMARY DRIVE	CONST. A SFD DETACHED CONDO W/1 C	R	1	4A	360000	3635
22-084	COPLEY COMMONS DOVER, L	55	COPLEY DRIVE	CONST. A SFD DETACHED CONDO W/1 C	R	1	4A	280000	2825
22-086	COPLEY COMMONS DOVER, L	6	ROSEMARY DRIVE	CONST. A DETACHED SFD W/1 CAR GAR	R	1	4A	360000	3635
22-088	COTE	11	NELSON STREET	REPAIR REAR FOUNDATION WALL	R	9	7400	40000	425
22-089	MARACA	503	SIXTH STREET	INSTALL AN INGROUND SWIMMING PO	R	A	47147	36500	390
22-092	GENNACO	19	TUTTLE LANE	RENOVATE A BATHROOM	R	M	68BQ	15444	179
22-101	TAUERAS	28	COURT STREET	REPLACE DECKING & PORCH RAILINGS	R	20	8200	2000	45
22-107	REDMAN	15	GRANDVIEW DRIVE	CREATE HABITABLE AREA IN UNFINISH	R	F	4350	8000	105

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 59

Total Construction Value: \$8,723,054.00

Total Fees Collected: \$79,813.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	3	Change of Use	0
Commercial Renovations	5	Commercial	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	1	Two Family Dwelling	0
Multi-Family Dwelling Units	0	Industrial	0
Industrial	0	Renovations	3
Industrial Renovations	3	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	8	Single Family Dwellings	7
Renovations Dwelling Unit	37	Accessory Dwelling Unit	0
Demo. of a Dwelling Unit	0		
Accessory Dwelling Unit	0		
		Total	10

NAME	STREET NAME		Total Units	Units Built**	Units Under Construction	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Mixed Use														
Downtown Dover Storage, LLC	14 Broadway		24	0	24		12/14/2021	Site	P21-29	4	5		H	0.72
One First Street LLC	One First Street		58	0	58		8/24/2021	Site	P21-30	6	20		H	1.74
Chinburg	1 Washington	A	36	36	0	6/11/2020	5/26/2020	Site	P17-46A	23	14	6/11/2025	H	1.1
Pointe Place Phase V	Northfield Drive	A	84	30	54	10/13/2020	7/28/2020	Site	P20-32	K	19	10/13/2025	G	2.5
Fakhoury	12 Preble Street	A	12	0	12		7/28/2020	Site	P19-11A	4	76		H	0.4
Soujourrn	66 Third Street	A	10	0	10	7/2/2020	1/29/2020	Site	P19-61	31	7	7/2/2025	H	0.3
Salty Sea	52 Old Rochester Rd	A	15	0	15	1/9/2018	12/12/2017	Site	P17-74	40	25	1/9/2023	H	0.5
Little Bay Marina	421 Dover Point Road	A	25	25	0	7/31/2020	2/25/2020	Site	P19-05	8	9,10,11	7/31/2025	G	0.8
Total: Mixed Use			182	91	91									5.5
Multi-Family:														
Dove Development, LLC	51 & 65 Bellamy		31	3	28		1/11/2022	Site	P21-66	H	46 & 50		W	10.9
McIntosh Dover, LLC	23 Cataract		128	2	126		1/11/2022	Site	P21-45	13	23 & 34		W	44.8
Railroad Apartments	2 Grove St	A	87	0	87	3/23/2021	12/15/2020	Site	P20-56	31	4	3/23/2026	H	30.5
Cottages at Back River	54 Back River Road	A	54	0	54	12/14/2021	3/9/2021	Site	P20-60	I	6	12/14/2026	G	18.9
Marker 44	87 Portland Ave	A	32	0	32	6/11/2019	11/13/2018	Site	P-18034	24	114	6/11/2024	H	11.2
Total: Multi-family			173	0	173									60.6
Subdivisions:														
Settlement on Sixth	447 Sixth Street		11	0	11	2/8/2022	11.9.2021	Site	P21-43	B	5	2/8/2027	H	3.9
Schwartz	26 Bellamy Road	H	5	0	5	7/28/2021	6/25/2021	Site	P21-25	H	14D	7/28/2026	G	1.8
Khavari	Leather's Lane	H	40	10	30	4/27/2021	12/15/2020	Site	P20-71	I	4-A	4/27/2026	G	14.0
Georgakilas/Middle Road	Hayden Drive	H	13	6	7	12/15/2020	10/27/2020	12/15/2020	P20-51	M	102-12	12/15/2025	G	4.6
Lawrence & Cheryl Mulcahy	71 Glenwood Road	H	7	0	7	4/27/2021	1/26/2021	4/27/2021	P20-18	D	20	4/27/2026	H	2.5
Porch Light Drive	Cataract Ave	H	18	2	16		3/8/2022		P19-80B	14	10-G		W	6.3
RV Paolini Construction, LLC	Cottage Park Drive	M	5	2	3	6/18/2019	12/11/2018	Site	P18-45	M	6	6/18/2024	G	1.8
Singh	County Farm Cross Road	H	4	4	0	3/14/2018	10/24/2017	3/15/2018	P17-58	B	6G	3/14/2023	H	1.4
Quantum	Littleworth Road	H	6	0	6	8/2/2017	6/13/2017	8/3/2017	P17-34	H	29A	8/2/2022	W	2.1
Ayer	Eagan Drive	H	17	11	6	11/17/2017	4/11/2017	1/10/2018	P16-25	N	18	11/17/2022	G	6.0
Arch St	Fresian Drive	H	11	0	11	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	3.9
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.5
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	4	5	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	H	3.2
Picnic Rock	Back River Rd	H	21	20	1	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.4
StoneCroft	Carriage Hill Ln	H	11	10	1	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	3.9
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	30	2	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.2
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.4
Total: Subdivisions			213	110	103									74.6
Elderly:														
Arbor Woods	Cielo Dr	H	72	68	4	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			72	68	4									
TOTAL APPROVED UNITS			640	269	371									

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS

* Built or permit issued and unit under construction

A:Apt, H:House, C:Condo

2. Product & Process Outcomes

“ENSURE OVERALL MUNICIPAL SERVICES MEET AND/OR EXCEED THE HIGHEST INDUSTRY STANDARDS GIVEN THE RESOURCES AVAILABLE.”

PROGRAMS * PRODUCTION

PLANNING & COMMUNITY DEVELOPMENT: Planning and Community Development staff met with several developers regarding conceptual reviews. Projects included some residential only, mixed use and some industrial. There is active interest throughout the City and with project costs trending up, interest in development is still on the rise.

In early 2020, the City Council approved a purchase of online permit program for land use and building processed permits. The program is a significant investment for the City and staff is working to ensure that it is an investment that is easily used by stakeholders (internal and external) to ensure buy in by the end users. Between October and December, Planning staff continued to work with IT staff and the vendor to review various permits and the data needed to review and process them. In addition, staff worked on converting historic data into a format that can be brought forward in the new database to create one repository for historic and current data. This winter/early spring, Planning staff attended numerous training sessions and are currently testing out the new software to work out as many kinks as possible before going live. The intended roll out of the online software is July 1st.

Planning and Community Development staff continues to work with Media Services and the City Manager's office on developing improved signage in City Hall. These signs will enhance directory needs and flow in City Hall. Included would be ADA enhancements to signs and internal wayfinding. An RFP was released by Media Services. Planning and the City Manager's office assisted in the review of the responses and identified a preferred vendor. Media Services and the preferred vendor have been working on proofs of signage. Planning staff assisted in reviewing proofs and provided feedback to Media Services on changing needed before manufacturing.

Community Development Planner Carpenter met with the Executive Director and Capital Improvements Coordinator for the Dover Housing Authority to discuss upcoming projects and possible CDBG engagement.

Director Benton has been working with One First Street LLC on the development agreement and conditions of Planning Board approval for the project at First/Second Street.

Director Benton reviewed and investigated affordable housing options in place statewide. One such is in Nashua where a housing trust fund has been established. The fund can be used to provide housing finance options for developers and residents. At the same time staff looked at options around the City for affordable housing developments, similar to the approved cottage project on Back River Road. The developer of that project is seeking two additional projects in the region.

Zoning Administrator had a follow-up meeting with the City's Asset Management Administrator on March 21 to work through parcel data and zoning discrepancies identified in the MapGeo interactive mapper and work towards solutions.

Director Benton and the City Attorney worked with the Northern New England Passenger Rail Authority on a revised station agreement.

Planning and Community Development staff continued work on the Community Facilities & Utilities Chapter of the Master Plan, with Community Services staff and the project consultant, Resilience Planning & Design. Stakeholder interviews were held over the winter and Director Benton met with the consultant for an update and held a meeting in late February. The consultant, steering committee, and staff reviewed drafts in March and plan to bring to the Planning Board in May.

Planning, Business Development, Inspection Services, and Parking staff reviewed options for outdoor dining and formulated a process for this summer.

Community Development Planner Carpenter performed on-site project inspections for purposes of confirming compliance with HUD wage requirements for carpenters, plumbers, electricians and others working on the projects.

POLICE DEPARTMENT:

Dover Coalition for Youth: The Dover Coalition for Youth is planning a pre-prom presentation for the senior class at Dover High School. On April 14th Kathi and Chris Sullivan will be presenting at DHS and that same evening holding a parent and community presentation. In addition to the speakers, the Coalition is working with the school to distribute underage drinking prevention materials.

The Dover High School has contacted Vicki Harris requesting resources to address vaping. The Coalition worked with Dover Youth to Youth students to develop a series of vaping prevention posters which will be delivered to the school. Additionally, the Coalition is providing the school with 50 vaping quit kits that contain a variety of cessation resources. The kits are designed to be given to students who are caught vaping.

The Police Department will once again participate in the next National Drug Take Back Day with the DEA. The event is scheduled for Saturday April 30th from 10am-2pm. This event occurs twice a year and is coordinated by Vicki Harris.

Teen Center:

Total attendance for the month of March was 324 participants on 21 days of programming. The Teen Center is using a 20-participant maximum per afternoon to keep within safe practices of physical distancing

March 2022 provided a possible 365 reservations and 324 were filled (89%), via Sign-Up Genius. These include special events and trips that had separate Sign-Up Genius events created for reservations.

Some program highlights for the month of March 2022 included, but were not limited to:

Teen Center After School Program – March 2022

“Friday Flix” (Movie & Popcorn Afternoon)

8-Ball Billiards Tournament

Outdoor Games Day

Street Hockey Challenge

St. Patrick’s Day Holiday Party – “Wear Your Green” & “Cookie Decorating”

Featured Snack Special Days

Mac n’ Cheese, Tacos, Pancakes, Mini-Pizzas, Sloppy Joes, etc.

March Teacher Workshop Trip –

Mall of New Hampshire Excursion

- ***TC Facebook Page & Sign-Up Genius Portal***

Continued efforts are made to maintain the TC Facebook bulletin page and Sign-Up Genius scheduling portal with resources, program/schedule announcements, inspirational messaging and best practices. Staff also share photos of TC youth participants to continue to promote all opportunities provided at the TC.

- ***TC Youth & Family Outreach***

A weekly email is sent to connected families and youth, to encourage sign-ups for the daily afternoon reservation slots through the Sign-Up Genius online portal. Announcements, webinars, trainings and opportunities are also shared on a weekly basis.

- ***TC Kitchen Installation Project***

The demolition days were a successful start to the new TC Kitchen installation that is under way in the main room of the TC. Project scope is 4-5 weeks, and will yield a brand new commercial-grade kitchen where the TC can provide cooking classes and special events.



The Teen Center received 6 new registrations in March 2022.

Community Service Program: The youth community service program tracked six participants in the month March 2022. A total of 4 hours of community service work was completed with none of the participants finishing their assigned community service hours.

Diversion: The Diversion Committee did not meet in March of 2022. The case breakdown is as follows:
(0) case(s) in active Diversion contracts

-
- (1) successful completion(s)
 - (0) new case(s) heard
 - (1) new case(s) pending for intake meeting (April)
 - (0) case(s) sent back to prosecution

The Diversion Committee will meet during the month of April on a date yet to be determined.

PUBLIC LIBRARY: The Dover Public Library hosted 86 programs in March which were attended by 1,831 community members. These programs included passive, virtual and in-person as the Library strives to reach out to the community in various ways. These included: 7 D & D sessions with 34 attendees; 8 Beyond Books Story times with 62 attendees; 4 Big Kids Storytimes 24; 3 Shake Your Rattle and Roll with 95 attendees; 4 Family Story times with 62 attendees; 1 Come and Play! with 14 attendees; 2 Knitting Group 18; 5 Book Group 30; 1 Paper Bag craft 312; 1 Lego Club 43; 1 Creative Movement 27; 1 Local Author Noreen Biehl 40; 1 Georgia O'Keefe program 24; 1 Chocolate Making Demo w/Lickee's & Chewee's 48; and 1 Nailed It Spring Edition 18



The Dover Public Library celebrated Women's History month by hosting two programs about prominent women from history. On March 10th the library hosted a NH Humanities program about Mary Baker Eddy. Then on March 23 there was a program about artist Georgia O'Keefe. There were also displays around the Library highlighting books and movies about women's history.

The Dover Public Library virtually welcomed Rebecca McGory, a program officer at the U.S. Committee for Refugees and Immigrants, for a program about Ukraine on March 24th. In the program, McGory explained the history of events that led to the current conflict, the role of other nations in the escalating crisis and the growing impact on humanitarian efforts. 41 people attended the virtual event and McGory donated all programming fees to a Ukrainian organization she volunteered with: BUR, a non-profit that helps rebuild homes for families as well as partnered with schools in Konotop and Cherkasy to teach English at summer camps.

The Dover Public Library staff has completed training with the Affirming Spaces Project and now has a designation of Community Partner. The Affirming Spaces Project (ASP) is a New Hampshire-based organization dedicated to improving local communities through the development and maintenance of welcoming and affirming environments for patrons, visitors and employees of all genders. ASP was founded by a small group of local residents who share a common goal: improving our communities and the daily lives of all residents.

RECREATION DEPARTMENT:

Gym: A new session of Interval Strength with Lisa began in March. Sessions run every 6 weeks and class size has been increased. Pickleball and Badminton continues to be offered as well as youth & adult open gym for basketball. Open gyms were very well attended throughout the month for both youth and adult. Both the 35+ and 50+ basketball leagues held playoffs throughout the month of March. 50+ wrapped up their league and the 35+ finals will be held in early April. New this year, the department will be offering an over 30 spring men's basketball league on Monday and Thursday nights in May and June. There were 4 sessions of Dover Basketball skills work for Boys and girls in grades 2 & 3 and grades 4-6.

Tuesday/Thursday programs were held at Woodman Park School while Saturday programs were held at the Butterfield Gym within the McConnell Center. Rec 5th & 6th grade all-star basketball teams competed in tournaments in Farmington, Rochester and Seabrook. The boys were runners-up in the Farmington tournament, with two players being named to the all-tournament team and one player winning the Sportsmanship award. The 5th & 6th girls were runners up at the Seabrook tournament to wrap up season. Basketball rentals continued on the weekends. Plans were made for summer programs and the interview & hiring process has begun.

On-line sign-ups are now being utilized for most Recreation programming. Attendance in the fitness facility and gym has returned to pre-pandemic levels.

Pools: March was a busy month at the Indoor Pool. Recreation swim, Therapy swim and Hydrofitness classes have been busier than pre-pandemic times. Weekend birthday parties are back to pre-pandemic levels. The division ran an American Red Cross Lifeguard course with 7 participants. Staff are finding that many of the candidates for these courses already have positions lined up elsewhere, but because the Recreation Department continuously offers the course, they are coming to Dover to get trained. There is another course scheduled for the end of April into early May to try and draw some summer staff. The first Water Safety Instructor Course is advertised and will be held on May 14-15, 21-22. Staff hope to have most current swim instructors certified and gain some new staff. Spring swim lessons for March and April filled very quickly including waitlists. Pool staff has been able to accommodate the waitlists for infant/toddler program, which has grown in popularity. Continue to accommodate midweek private swim lessons as staffing schedule allows. The Pool has mechanically been running well. Routine filter maintenance took place 2 weeks ago. Adult group lessons returned this month through the Recreation Department. The intermediate class was full with 8 participants and the beginner class had a group of 4. Adult Learn to swim will continue in April in conjunction with Great Bay Masters volunteers for Learn to swim month. Great Bay Masters has given the proceeds to the pool and registration takes place online like all other program offerings. Staffing is fluctuating once again. Supervisors are each lifeguarding 8-12 hours per week. As we head into summer, staff are working as diligently as possible to recruit more lifeguards. Lifeguard classes will run until needs are met. Lighting on the pool deck is a problem at times. There are lights going out often, and the lighting company no longer makes the lights that are required. The electrician is working with Affinity lighting to resolve the problems. Birthday Parties: 6

Ice Arena: March at the Dover Arena means the season for the Foster Rink has ended. The ice came up on the third week and the first off-ice event is the second weekend in April with the Dog Show. Early in the

month, the Arena hosted several high school hockey quarterfinal playoff games. The Winter COED League finished its season with a fun playoff. The Spring 3 on 3 League starts at the end of the month and will run for 7 weeks on Thursday and Friday nights. Rock Night has continued to be very popular every Saturday night with a steady 130 participants each week. The month of April means spring programs will be starting. A new session of Learn to Skate will start on Wednesdays as well as Youth Intro to Hockey. Roller derby comes back on April 13th with practices once a week. Camp Kool preparation is under way as we gear up for the first normal summer of camp since before COVID. Adult and Youth Stick Practice: 270 skaters, Birthday Parties: 0

Senior Center: This month continued to hold Chair Yoga, Tai Chi and Pickleball, as well as daily games and activities. Space was set aside in one of the Senior Center rooms to leave a ping-pong table set up and are now inviting members to use it on a reservation basis. Staff is planning new trips for 2022 including the Painted Canyons of the West and Spotlight on San Antonio - and the calendar is filling up! Members had their first trip of 2022 down to Seacoast Rep to see La Cage Aux Folles. Staff look forward to welcoming back UNH OT grad students in April for their spring semester.

3. Leadership & Governance Outcomes

“EFFECTIVELY CONTINUE TO COMMUNICATE WITH THE COMMUNITY AT LARGE THROUGH VARIOUS MEANS AND SUPPORT CITIZEN ENGAGEMENT IN LOCAL GOVERNANCE AND COMMUNITY FORUMS, AND PROVIDE LEADERSHIP IN THE IMPLEMENTATION OF THE CITY'S MASTER PLAN.”

OUTREACH * COMMUNICATION

Media Services Division: In March, Media Services provided numerous updates on a variety of projects, public services, and current events. These included road, development and construction projects, the COVID-19 pandemic, weather and storm information, and previews of upcoming meetings of public bodies.

Media Services continued to update the Fiscal Year 2023 online budget portal, part of the Budget Revealed initiative to help residents understand the budget process. In March, the page was continually updated with information about the proposed citywide budget, including video coverage of all budget meetings and all budget documents presented to the City Council. Media Services also generated frequent updates about the budget process for Dover Download, the website and the media, including press releases. In March, Media Services also launched the Budget Revealed newsletter, which is distributed weekly during the budget process, from March to May.

Media Services in March continued production on a new video series for the School District. The series, “Empowering All Learners: Conversations with the Superintendent,” help highlight some of the district’s many educational initiatives throughout the schools. In March, interviews were recorded at Dover High School with students representing the Mental Health Initiative and Project DREAM. These episodes are expected to air in April.

Media Services also produced informational spots for Women’s History Month, including for publication in Dover Download and Channel 22.

In March, Media Services sent out 75 email newsletters, including the weekly editions of Dover Download, special alerts, departmental and project updates. These newsletters are designed to help communicate a wide variety of information to the public, of general interest and for specific projects and topics, and to instill the city’s commitment to community stewardship. More than 250 updates were posted to social media and other external communications platforms.

Media Services in March worked to fulfill multiple requests for photo and video media from the media, as well as regional organizations, and the Greater Dover Chamber of Commerce.

Media Services in March distributed 66 news releases across multiple platforms for other city matters, including ongoing projects and special announcements.

Planning & Community Development: The Department of Planning and Community Development continued to update its blog, Facebook page and Twitter feed to communicate with the public. The Department of Planning and Community Development has 757 Facebook followers (City of Dover NH Planning) friends and 906 followers on Twitter @DoverNHPlanning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 2,920 likes and 3,175 followers).

The Department of Planning and Community Development sent 265 new homeowner letters to residents. These letters include information about the zoning of the lot, and how to be involved in the community.

Planning and Media Services staff have created a video preview of Planning Board agenda for the Planning Board meetings. The videos include the plans themselves with a detailed introduction of the plan, and opportunities for engagement.

Planning and Media Services staff continued to develop and enhance an electronic “newsletter” for planning related items. Content included meeting summaries, meeting previews, and various special topics about ongoing improvement in the office, reviewing census data, housing affordability, wishing departing staff and board members well, staff bios and book reviews.

Zoning Administrator Kypfer sits on the NNECAPA 2022 Conference Committee, currently planning for the October conference in Sunday River, Maine, and attended an associated meeting on March 22.

Zoning Administrator Kypfer attended legislative committee meetings on March 18 and 25 for the New Hampshire Planners Association. These meetings were designed to review potential LSRs (bills before the upcoming legislative session) and the impacts of bills adopted last session on municipal land use.

Zoning Administrator Kypfer attended a pre-construction meeting for Middleton Chiropractic on Dover Point Road on March 23.

Police Department:

Dover Youth to Youth:

During the week of March 6-12, 2022, Dana Mitchell and Conor Wiley provided 4 classroom presentations to 4 fourth grade classrooms at Garrison Elementary School on the consequences of using tobacco, e-cigarettes and vaping devices.

On March 14-16, 2022 and on March 21, 2022, four Youth to Youth teams provided a total of 4 classroom presentations to the same 4th grade classes to close out the program. Y2Y presenters focused on the deceptiveness of tobacco and vaping advertising and marketing, and their failure to warn users of the consequences of their products.

Also during March, Dover Youth to Youth conducted the same two-part TRUTH lessons at Woodman Park Elementary School to five 4th grade classrooms.

During the 2021-22 school year, the entire 4th grade class of Dover students across all three elementary schools received these lessons, totaling almost 300 students.

During March, Dover Youth to Youth held a week-long webinar series March 1st – 4th for Yakima, WA. Students from Youth to Youth provided 4 separate webinars for the Yakima County School District. Topics covered included: Concepts in Empowerment, Administering Youth Empowerment Programs, Advocacy Skills, and Advanced Concepts for Coaching Youth.

During March, Dover Youth to Youth continued conducting webinars for King County, WA. Students from Youth to Youth provided 2 separate webinars for the Department of Health. Topics covered included: Pop Culture Influences on Alcohol Use and Principles of Policy Change. The training was done as part of King County's Marijuana Education & Prevention Program.

Dover Youth to Youth has been collaborating with the NY Reality check program for 20 years. Reality Check is a large statewide tobacco prevention program with youth groups in various communities across the State of New York. They will be conducting a conference in Albany for 2 days in May and have asked Dover Youth to Youth to present there and attend other advocacy training being conducted there. This will be the first in person training conducted by Dover Youth to Youth outside of Dover schools.

Public Library: Karin Mayer-Gottlob, Assistant Children's Librarian, visited 2 head start classrooms in March to perform story times and bring them handpicked books.

The Library staff helped 27 community members with technology help through the Book-a-Librarian program.



Presenters from Y2Y with students from Garrison School 4th grade sporting their new TRUTH about Nicotine T-shirts provided following completion of training on vape and tobacco products.

Through the statewide collaborative NHAIS system, Dover Public Library's Interlibrary Loan Dept. sent 131 volumes to other libraries and borrowed 99 from other libraries for patrons.

The Dover Public Library has 5,115 subscribers to its two monthly e-newsletters—Children's and Adults.

Library staff posted 236 items to its various social media platforms in March. Total social media platform followers is 13,216.

The Dover Public Library staff added 131 books to its 2 Little Free Libraries.

Public Welfare: The Public Welfare Director went to Willand shelter triage event to assist clients in preparation to the shelter closing.

4. Financial & Benchmark Outcomes

“MAINTAIN AND STRENGTHEN FINANCIAL STABILITY OF MUNICIPALITY TO INCLUDE REPORTING ON ANY FINANCIAL CONCERNS AND ADDRESSING THEM AS THEY MAY ARISE DURING THE COURSE OF THE FISCAL YEAR”

FINANCES * GRANTS * CIP

PURCHASE ORDERS – OVER \$5,000 FOR MARCH

Department/Division	PO Date	Vendor Name	Amount
City Finance Office	3/29/2022	SAINT ANSELM COLLEGE	\$28,000.00
City Info Tech	3/14/2022	SHI INTERNATIONAL CORP	\$12,846.00
City Info Tech	3/4/2022	RINGCENTRAL, INC.	\$13,920.00
City Info Tech	3/14/2022	SHI INTERNATIONAL CORP	\$15,670.00
City Info Tech	3/4/2022	FIRSTLIGHT	\$22,554.00
City Info Tech	3/12/2022	ESRI CORP.	\$23,412.34
City Info Tech	3/4/2022	DELL MARKETING L.P.	\$44,539.82
Community Services	3/25/2022	EXCEL ELEVATOR & ESCALATOR	\$5,024.00
Community Services	3/4/2022	THE DIRT DOCTORS, LLC	\$5,192.00
Community Services	3/31/2022	PREMIER RECYCLING EQUIPMENT	\$5,650.00
Community Services	3/25/2022	JM HAYDEN EQUIPMENT CO	\$8,070.40
Community Services	3/17/2022	NORTHERN N.E. PASSENGER RAIL AUTHORITY	\$14,458.00
Community Services	3/22/2022	PETE'S TIRE BARNs, INC.	\$20,000.00
Community Services	3/7/2022	STANTEC CONSULTING SERVICES, INC.	\$60,154.00
Community Services	3/7/2022	KLEINFELDER NORTHEAST, INC.	\$85,892.00
Community Services	3/30/2022	SIEMENS INDUSTRY, INC.	\$139,647.00
Police	3/7/2022	EAST COAST K-9, LLC.	\$8,500.00
Police	3/21/2022	McFARLAND FORD SALES, INC.	\$146,320.00
Public Library	3/7/2022	APPLEWOOD INTERACTIVE, LLC	\$22,370.00
Public Library	3/17/2022	SMP ARCHITECTURE	\$50,600.00
Recreation	3/29/2022	FIRST STUDENT, INC.	\$5,472.05
Recreation	3/17/2022	UNITED SITE SERVICES NORTHEAST, INC.	\$11,160.00
Recreation	3/29/2022	MARTINEAU ELECTRIC, INC.	\$24,500.00
Recreation	3/25/2022	NORTHEAST ELECTRICAL DISTRIBUTORS	\$34,060.00

BIDS

Department	Bid #	Bid Date	Description
Various	B21048-RFP22-006	3/2/2022	Design Eng Svs of a Roundabout at the Intersection of Dover Point Rd & Thornwood Lane
Community Services	B22035	3/2/2022	Composite Elevated Water Storage Tank
Community Services	B22057	3/3/2022	Pest Management Services
Community Services	B22059	3/7/2022	Wet Well Cleaning Services
Community Services	Q22-023	3/8/2022	Yard Waste Disposal
Community Services	B22051	3/8/2022	Asphalt Trench Patching Services
Community Services	B22058	3/9/2022	Sand and Gravel
Executive	B22060	3/12/2022	Dover Sports Complex (RFI)
Community Services	B22056	3/14/2022	Hot Bituminous Paving (Asphalt) Laid in Place
Community Services	B22055	3/15/2022	Bridge Repairs - Chestnut Street Bridge over Cocheco River
Various	B22064	N/A	Electrical Supplies & Devices - State of NH Contract with Northeast Electrical Distributors
Community Services	B22061	3/17/2022	Precast Concrete Structures
Community Services	B22063	3/21/2022	Removal of the Dover City Hall Communication Tower
Community Services	Q22-022	3/22/2022	Land Appraisal
Planning	Q22-021	3/31/2022	Conservation Easement Appraisal at 170 Garrison Road
Recreation	Q22-024	3/31/2022	Dover Recreation Summer Staff Uniforms

Planning & CDBG Department: Community Development Planner Carpenter met with three CDBG-CARES Business Grant recipients for purposes of confirming grant compliance and authorizing final disbursement of funds to the recipients.

Planning and Business Development staff reviewed responses for a project to remodel the first floor bathrooms in City Hall. These bathrooms are intended to be the buildings ADA compliant bathrooms and need to be updated to reflect changes in the law since 1987 when they were last addressed. A vendor was selected and design elements were reviewed in December. Construction began in February and will be completed by mid-April.

Planning and Engineering staff worked with the Purchasing Agent to develop and release an RFP for design services for the 2015 Downtown Pedestrian and Vehicular Access Study. The RFP was shared with the 3 short listed engineering firms pre-qualified for transportation work. After review, one firm did not bid, a second firm was above the price range staff felt was reasonable for the project, and the final firm was selected. Planning staff forwarded necessary materials to the final firm in January. A kick off meeting was held on March 14 and a downtown site walk will occur in April between the consultant and city staff.

Community Trail: Phase III of the Community Trail is complete. Director Benton is working with the consultant, NHDOT, and Finance staff to on necessary reimbursement and close out documents.

For phase IV, Planning Staff is working with NHDOT on potential extra funding to be able to expand the feasibility research for a preferred alternative route on the southern side of the Bellamy River and crossing the Bellamy River further into Bellamy Park to then continue to Route 155. The Council authorized the contract for Fuss and O'Neil to design the trail in this area. A change-order would be brought to the City Council after hearing from NHDOT about funding.

Mark II Solar System: Director Benton worked with staff from IT/GIS and the City Engineer to put together a site plan for the Voyage Mark II Solar System installation on the Community Trail. Director Benton submitted all the necessary documents to have Dover become one of 10 Generation 1 of Voyage Communities in North America. The solar system should be added to the Community Trail starting at Fisher Street and heading towards Central Avenue this spring. In September, contract documents were drafted by NCESE and were signed by the City Manager. Installation should occur next summer but supply chain issues may cause delay. Staff is staying in touch with NCESE.

Conservation Funding This project is tied to the funding received through the Transfer of Development Rights Program. Currently, over \$1,900,000 has been invoiced with over \$1,300,000 received on those invoices.

Public Library: The Dover Public Library roof project will begin in April. On April 18 materials will be delivered, on April 20 they will begin erecting staging, and on April 28 they will begin removing current roofing. They Library/McConnell Center driveway will be impacted at times during the project and we will keep the public informed.

Passport application processing fees provide a continuing source of revenue for the Library. We processed 36 applications in March generating \$1,260 in revenue.

Public Welfare Department: The Director interviewed for the vacant Welfare Technician/Assistant position. 37 applications were received and 6 of those applicants were interviewed. A candidate was chosen who will start at the beginning of April.

Recreation Department: Jenny Thompson Pool Renovation Project bid package for design out to bid with results coming in this month. Project specifications will be done this spring and the actual construction will start in September and be completed by May 2023.

The Skatepark Project is in the final review of plans process through the TRC to be ready when the next level of work will begins in May. We are working on the lighting system to include in the project. The Dover Rotary Club donated \$30,000.00 to the project to purchase a park shelter to be part of the support facilities for Skatepark programming.

The Cocheco River Park design details for support facilities for Paddlesports discussions are underway with stakeholders and the Park Subcommittee from CWDAC. There are more details to be worked out in how all of the needs can be met for the various user groups and the general public. The Paddlesports dock was installed at the end of the month to start the new season of access on the Cocheco River.

FY2022 WEATHER EVENT MANAGEMENT REPORT

Date of Event	Weather Condition	Accumulation Inches	Total OT Hours	Total OT Cost	Contractor Cost	Salt Tons	Salt Cost	Salt/Sand Mix-Yards	Salt/Sand Cost	Sand Only Yards	Sand Only Cost	Salt Brine Gallons	Salt Brine Cost	Total Event Cost
FY2022 Amount Budgeted:				\$167,000.00	\$90,000.00	\$264,500.00							\$521,500.00	
12/9 & 12/10	Train Station Only	0.00	0.00	\$0.00	\$140.00	\$1.50	\$78.81	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$218.81
12/18 & 12/19	Wet Snow/Rain	1.50	475.10	\$16,133.70	\$6,023.75	235.25	\$12,360.04	67.50	\$1,706.40	0.00	\$0.00	80.00	\$5.60	\$36,229.49
12/22/2021	Ice	0.00	44.77	\$1,599.59	\$280.00	113.25	\$5,950.16	22.50	\$568.80	24.00	\$552.00	0.00	\$0.00	\$8,950.55
12/25 & 12/26	Wet Snow	4.00	458.20	\$15,155.80	\$9,685.00	355.25	\$18,664.84	250.00	\$6,320.00	50.00	\$1,150.00	0.00	\$0.00	\$50,975.64
12/28/2021	Snow	1.00	39.00	\$1,318.34	\$280.00	82.00	\$4,308.28	15.00	\$379.20	7.00	\$161.00	0.00	\$0.00	\$6,446.82
1/5 & 1/6	Ice/Sleet/Rain	0.00	48.05	\$1,596.58	\$280.00	88.50	\$4,649.79	246.00	\$6,218.88	9.00	\$207.00	0.00	\$0.00	\$12,952.25
1/7/2022	Snow/Icy Roads	5.00	311.97	\$10,349.90	\$8,161.50	279.00	\$14,658.66	89.00	\$2,249.92	23.00	\$529.00	0.00	\$0.00	\$35,948.98
1/17/2022	Wet snow/rain	3.00	224.52	\$7,162.22	\$2,750.00	132.75	\$6,974.69	194.00	\$4,904.32	17.00	\$391.00	8,775.00	\$614.25	\$22,796.48
1/24/2022	Snow	1.00	78.55	\$2,587.41	\$210.00	149.00	\$7,828.46	21.00	\$530.88	8.00	\$184.00	3,840.00	\$268.80	\$11,609.55
1/29/2022	Snow	10.00	757.95	\$24,792.34	\$8,035.00	93.75	\$4,925.63	294.00	\$7,432.32	3.00	\$69.00	0.00	\$0.00	\$45,254.29
2/1/2022	Downtown pickup	0.00	129.35	\$4,067.22	\$3,475.00	6.00	\$315.24	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$7,857.46
2/4 & 2/5	Snow, Ice, Sleet	1.50	442.18	\$14,054.15	\$11,922.25	507.75	\$26,677.19	118.00	\$2,983.04	0.00	\$0.00	0.00	\$0.00	\$55,636.63
2/7/2022	Icy Roads	0.00	45.73	\$1,387.79	\$140.00	44.75	\$2,351.17	87.00	\$2,199.36	24.00	\$552.00	0.00	\$0.00	\$6,630.32
2/8 & 2/9	Icy Roads	0.00	49.22	\$1,638.40	\$1,035.00	22.00	\$1,155.88	49.00	\$1,238.72	3.00	\$69.00	0.00	\$0.00	\$5,137.00
2/10/2022	Icy Roads	0.00	44.37	\$1,480.29	\$210.00	19.00	\$998.26	149.00	\$3,766.72	0.00	\$0.00	0.00	\$0.00	\$6,455.27
2/25/2022	Snow	8.00	377.12	\$12,459.58	\$14,201.25	251.00	\$13,187.54	185.00	\$4,676.80	3.00	\$69.00	3,840.00	\$268.80	\$44,862.97
3/2/2022	Snow	3.00	136.22	\$4,423.57	\$3,891.25	166.00	\$8,721.64	13.00	\$328.64	0.00	\$0.00	0.00	\$0.00	\$17,365.10
3/3/2022	Snow	1.50	69.08	\$2,047.32	\$3,661.25	148.00	\$7,775.92	10.00	\$252.80	0.00	\$0.00	0.00	\$0.00	\$13,737.29
3/9/2022	Snow	3.00	58.67	\$1,845.35	\$210.00	155.00	\$8,143.70	3.00	\$75.84	0.00	\$0.00	6,580.00	\$460.60	\$10,735.49
3/12/2022	Icy Roads	0.00	45.23	\$1,539.48	\$140.00	118.00	\$6,199.72	14.00	\$353.92	0.00	\$0.00	0.00	\$0.00	\$8,233.12
2021-2022 Season-Year to Date:		42.50	3,835.28	\$125,639.03	\$74,731.25	2,967.75	\$155,925.59	1,827.00	\$46,186.56	171.00	\$3,933.00	23,115.00	\$1,618.05	\$408,033.48
FY2022 Budget Spent:				75.23%	83.03%				78.50%					78.24%

FY2022 WEATHER EVENT MANAGEMENT REPORT

	Accumulation Inches	Total OT Hours	Total OT Cost	Contractor Cost	Salt Tons	Salt Cost	Salt/Sand Mix- Yards	Salt/Sand Cost	Sand Only Yards	Sand Only Cost	Salt Brine	Salt Brine Cost	Total Event Cost
Through February 2021	44.25	3,078.77	\$99,926.57	\$73,962.50	2,779.25	\$135,210.51	851.00	\$21,513.28	96.00	\$1,896.00	19,355.00	\$1,548.40	\$334,057.26
Through February 2020	48.50	3,808.13	\$128,490.45	\$96,349.43	2,825.75	\$141,711.36	1,498.50	\$37,837.13	49.00	\$818.30	37,004.00	\$2,960.32	\$408,166.98
Through February 2019	43.50	3,769.87	\$121,137.29	\$38,383.50	3,261.25	\$163,551.69	2,598.50	\$65,612.13	125.50	\$2,127.23	32,975.00	\$2,638.00	\$393,449.83
Through February 2018	54.75	4,820.70	\$150,506.71	\$35,355.50	3,073.25	\$163,343.24	2,741.50	\$65,631.51	100.50	\$1,582.88	9,430.00	\$1,594.80	\$418,014.63
Through February 2017	61.50	5,157.52	\$162,064.13	\$20,634.30	3,084.25	\$167,721.52	3,070.00			\$39,142.50	22,080.00	\$1,766.40	\$391,328.85
Through February 2016	33.25	3,295.10	\$104,808.60	\$25,638.00	1,541.00	\$83,799.58	1,877.50			\$23,938.13	4,800.00	\$384.00	\$238,568.31

2019-2020 Parking Bans: 9
2020-2021 Parking Bans: 12
2021-2022 Parking Bans: 9

- 1 Ban
- 2 Bans

City of Dover

Revenues of Major Funds March 31, 2022

(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
REVENUES								
1000 General Fund								
Taxes	\$ 96,419,603	689,082	50,988,833	53.0%	\$ 45,430,770	\$ -	\$ 45,430,770	47.0%
Licenses & Permits	7,020,899	815,537	5,435,753	77.0%	1,585,146	-	1,585,146	23.0%
Intergovernmental	3,310,543	996	2,859,821	86.0%	450,722	-	450,722	14.0%
Charges for Services	4,476,524	409,001	3,684,964	82.0%	791,560	(16,762)	808,323	18.0%
Miscellaneous Revenue	535,549	44,880	980,506	183.0%	(444,957)	(1,994)	(442,963)	-83.0%
Education	18,182,086	282,961	13,538,608	74.0%	4,643,478	-	4,643,478	26.0%
Operating Transfers In	414,000	-	-	0.0%	414,000	-	414,000	100.0%
Other Financing Sources	174,900	-	-	0.0%	174,900	-	174,900	100.0%
Sub-total : 1000 General Fund	\$ 130,534,104	2,242,456	77,488,483	59.0%	\$ 53,045,621	\$ (18,756)	\$ 53,064,377	41.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 240,000	38,892	282,347	118.0%	(42,347)	\$ -	(42,347)	-18.0%
Parking Income	860,325	79,479	661,335	77.0%	198,990	-	198,990	23.0%
Parking Fines	180,000	19,289	139,247	77.0%	40,753	-	40,753	23.0%
Other Financing Sources	0	-	-	0.0%	-	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	\$ 1,280,325	137,660	1,082,930	85.0%	\$ 197,395	\$ -	\$ 197,395	15.0%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 12,380	-	-	0.0%	\$ 12,380	\$ -	\$ 12,380	100.0%
Charges for Services	1,783,105	120,822	1,212,913	68.0%	570,192	-	570,192	32.0%
Miscellaneous Revenue	0	2,348	13,235	0.0%	(13,235)	-	(13,235)	0.0%
Other Financing Sources	0	-	-	0.0%	0	-	0	0.0%
Sub-total : 3320 Residential Solid Waste	\$ 1,795,485	123,170	1,226,148	68.0%	\$ 569,337	\$ -	\$ 569,337	32.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 726,063	62,694	556,072	77.0%	\$ 169,991	\$ -	\$ 169,991	23.0%
Operating Transfers In	139,664	8,712	78,412	56.0%	61,252	-	61,252	44.0%
Sub-total : 3381 McConnell Center	\$ 865,727	71,407	634,484	73.0%	\$ 231,243	\$ -	\$ 231,243	27.0%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 430,420	28,932	228,777	53.0%	\$ 201,644	\$ -	\$ 201,644	47.0%
Miscellaneous Revenue	11,500	360	2,858	25.0%	8,642	-	8,642	75.0%
Operating Transfers In	20,000	-	-	0.0%	20,000	-	20,000	100.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 461,920	29,292	231,635	50.0%	\$ 230,286	\$ -	\$ 230,286	50.0%
5300 Water Fund								
Intergovernmental	\$ 2,500	-	-	0.0%	\$ 2,500	\$ -	\$ 2,500	100.0%
Charges for Services	6,298,328	548,678	4,328,149	69.0%	\$ 1,970,179	-	1,970,179	31.0%
Miscellaneous Revenue	70,500	8,862	94,513	134.0%	(24,013)	-	(24,013)	-34.0%
Other Financing Sources	87,500	-	-	0.0%	87,500	-	87,500	100.0%
Sub-total : 5300 Water Fund	\$ 6,458,828	557,540	4,422,662	68.0%	\$ 2,036,166	\$ -	\$ 2,036,166	32.0%
5320 Sewer Fund								
Intergovernmental	\$ 28,394	-	16,994	60.0%	\$ 11,400	\$ -	\$ 11,400	40.0%
Charges for Services	8,394,291	1,082,861	6,113,402	73.0%	2,280,889	-	2,280,889	27.0%
Miscellaneous Revenue	57,000	6,587	63,290	111.0%	(6,290)	-	(6,290)	-11.0%
Other Financing Sources	520,992	-	-	0.0%	520,992	-	520,992	100.0%
Sub-total : 5320 Sewer Fund	\$ 9,000,677	1,089,447	6,193,686	69.0%	\$ 2,806,991	\$ -	\$ 2,806,991	31.0%
6100 Dovernet Fund								
Charges for Services	\$ 1,342,533	112,274	1,010,877	75.0%	\$ 331,656	\$ -	\$ 331,656	25.0%
Miscellaneous Revenue	25,000	-	75,000	300.0%	(50,000)	-	(50,000)	-200.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6100 Dovernet Fund	\$ 1,367,533	112,274	1,085,877	79.0%	\$ 281,656	\$ -	\$ 281,656	21.0%
Total : REVENUES	\$ 151,764,599	4,363,245	92,365,905	61.0%	\$ 59,398,694	\$ (18,756)	\$ 59,417,451	39.0%

City of Dover

Expenditures of Major Funds

March 31, 2022

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 489,497	\$ 15,442	\$ 141,207	29.0%	\$ 348,290	\$ 8,758	\$ 339,532	69.4%
Executive	1,845,857	167,577	1,550,822	84.0	295,035	358,213	(63,178)	(3.4)
Finance	2,257,714	181,506	1,607,211	71.0	650,503	373,093	277,410	12.3
Planning	928,962	52,592	557,776	60.0	371,186	113,209	257,977	27.8
Misc General Government	1,126,566	167,111	652,920	58.0	473,646	120,955	352,691	31.3
Police	9,992,496	743,872	6,622,528	66.0	3,369,968	1,229,080	2,140,888	21.4
Fire & Rescue	10,349,292	865,863	7,716,868	75.0	2,632,424	1,384,553	1,247,871	12.1
Community Service Public Works	9,117,013	573,803	4,251,483	47.0	4,865,530	1,499,665	3,365,864	36.9
Recreation	2,824,966	229,125	1,908,455	68.0	916,511	491,393	425,118	15.0
Public Library	1,592,164	131,829	1,093,921	69.0	498,243	262,477	235,766	14.8
Public Welfare	812,413	22,032	237,524	29.0	574,889	57,492	517,397	63.7
Debt Service	6,208,772	2,112	1,975,119	32.0	4,233,653	3,663,611	570,042	9.2
Other Financing Sources/Uses	3,755,288	130,257	3,364,517	90.0	390,771	-	390,771	10.4
School	69,685,360	5,161,108	41,143,246	59.0	28,542,114	26,353,973	2,188,141	3.1
Intergovernmental	9,548,144	-	9,548,144	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 130,534,504	\$ 8,444,231	\$ 82,371,743	63.1%	\$ 48,162,761	\$ 35,916,471	\$ 12,246,290	9.4%
3213 Parking Activity Fund								
Police	\$ 1,280,325	\$ 64,109	\$ 554,395	43.0%	\$ 725,930	\$ 169,800	\$ 556,130	43.4%
Sub-total : 3213 Parking Activity Fund	\$ 1,280,325	\$ 64,109	\$ 554,395	43.3%	\$ 725,930	\$ 169,800	\$ 556,130	43.4%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,963,620	\$ 133,518	\$ 968,610	49.0%	\$ 995,009	\$ 861,556	\$ 133,454	6.8%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,963,620	\$ 133,518	\$ 968,610	49.3%	\$ 995,009	\$ 861,556	\$ 133,454	6.8%
3381 McConnell Center Fund								
Recreation	\$ 865,727	\$ 48,797	\$ 325,444	38.0%	\$ 540,283	\$ 465,954	\$ 74,329	8.6%
Sub-total : 3381 McConnell Center Fund	\$ 865,727	\$ 48,797	\$ 325,444	37.6%	\$ 540,283	\$ 465,954	\$ 74,329	8.6%
3410 Recreation Special Revenue Fund								
Recreation	\$ 461,920	\$ 11,200	\$ 177,702	38.0%	\$ 284,218	\$ 48,497	\$ 235,721	51.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 461,920	\$ 11,200	\$ 177,702	38.5%	\$ 284,218	\$ 48,497	\$ 235,721	51.0%
5300 Water Fund								
Community Service Public Works	\$ 6,739,228	\$ 575,122	\$ 4,754,408	71.0%	\$ 1,984,820	\$ 643,834	\$ 1,340,986	19.9%
Sub-total : 5300 Water Fund	\$ 6,739,228	\$ 575,122	\$ 4,754,408	70.5%	\$ 1,984,820	\$ 643,834	\$ 1,340,986	19.9%
5320 Sewer Fund								
Community Service Public Works	\$ 9,187,322	\$ 656,367	\$ 6,219,550	68.0%	\$ 2,967,772	\$ 1,164,204	\$ 1,803,568	19.6%
Sub-total : 5320 Sewer Fund	\$ 9,187,322	\$ 656,367	\$ 6,219,550	67.7%	\$ 2,967,772	\$ 1,164,204	\$ 1,803,568	19.6%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 1,890,978	\$ 79,413	\$ 747,666	40.0%	\$ 1,143,312	\$ 602,641	\$ 540,671	28.6%
Sub-total : 6100 Dovernet Fund	\$ 1,890,978	\$ 79,413	\$ 747,666	39.5%	\$ 1,143,312	\$ 602,641	\$ 540,671	28.6%
Total : EXPENDITURES	\$ 152,923,623	\$ 10,012,757	\$ 96,119,518	62.9%	\$ 56,804,105	\$ 39,872,957	\$ 16,931,149	11.1%

City of Dover

Arena - General Fund
Revenue & Expenditure Report
(Including Arena Debt Service attributed to the General Fund)
March 31, 2022

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenue	1,207,650	165,561	953,571	79.0	254,079	0	254,079	21.0
Expenditures	1,240,329	100,842	786,365	63.4	453,964	282,444	171,520	13.8
Debt Service								
Principal	25,000	-	-	-	25,000	0	25,000	100.0
Interest	594	-	-	-	594	0	594	100.0
	(58,273)	64,719	167,206	16	(225,479)	(282,444)	56,965	(193)

5. Workforce Focused Outcomes

"CONTINUE TO RECRUIT, RETAIN AND SUPPORT TRAINING OF EMPLOYEES AND VOLUNTEERS NECESSARY TO FULFILL SERVICE DELIVERY NEEDS OF COMMUNITY."

TRAINING * STAFFING

Employee Anniversaries –April 2022

Employee Name	Department/Division	Years of Service
Sirois, Sharon	FG	37
Tweedy, Samuel M	Police	27
Terlemezian, David A	Police	26
Laskey, Mark L	Public Works	24
LaFrance, Denise A	Library	23
Chabot, Craig S	Fire	22
Young, Edward W Jr	Public Works	21
Mountain, Fulton T	Public Works	17
Dwyer, Cheryl L	Public Works	15
Bretz, Jennifer	Public Works	14
Flanagan, Dennis M	Recreation	6
Gray, Janet E	Finance	6
Lynch, Bryon E	Police	6
Daley, Daniel R	Police	4
Donais, Jenna R	Police	4
Eaton, Bethany M	Finance	3
Elbert, Dennis	Police	3
McGee, Michael M	Police	3
Goelzer, Leah M	Finance	1
Toffice, Tristen L	Recreation	1

MARCH SEPARATIONS: 11

5 Community Services
1 Finance
5 Police

MARCH NEW HIRES: 04

2 Community Services
1 Executive
1 Police

Planning Department: Zoning Administrator Kypfer attended a Community Rating System (CRS) virtual training hosted by the State FMP on March 15.

Zoning Administrator Kypfer attended a webinar entitled “Why GIS is so Mission-Critical to Planning and Zoning Departments” hosted by AppGeo on March 30.

Director Benton and hiring committees finalized interviews for two job postings, one for an Outreach Coordinator and one for City Planner. Job offers were sent in March and both were accepted. Both new hires will begin in April.

Police Department: The police department continues to seek qualified candidates for vacancies in the ranks of sworn personnel. Following the March police test sponsored by the Great Bay Police Testing Alliance, a number of oral board interviews are scheduled for the month of April.

The department is also actively seeking candidates for public safety dispatcher.

Officer Ryan Anderson completed his field training in the month of March and was assigned to the Field Operations Division in the Patrol Bureau. Officer Morgan Morse continues to split her time between field training and required classes as part of the NH law package portion of the full-time NH Police Standards and Training Academy. Officers Erin Driscoll and Jacob Watkins continue to attend the full-time NH Police Standards and Training Academy and are projected to graduate in late May.



Dispatcher Jon Gustafson was hired in the month of March to fill one of the vacant full time positions in the Public Safety Dispatch Center. He comes to the City of Dover with several years of dispatch experience working previously with the both Carroll County and Cheshire County Sherriff's Departments. Dispatcher Gustafson has a Bachelor's degree in Communications from St. Joseph's College and a Master's degree in Communications from Southern New Hampshire University and lives in Rochester with his wife and daughter.

Officer Daniel Gebers retired from the Dover Police Department on March 3 after a 21-year career. He had previously worked as a police officer in Colorado. Officer Gebers was hired by the City of Dover in July of 2000, and worked his entire career as a uniformed patrol officer. Officer Gebers was a firearms instructor and served as one of the agency's armorers, performing service and maintenance on rifles and service weapons.



Officer Daniel Gebers



**Lieutenant
Scott Pettingill**

Lieutenant Scott Pettingill retired from the Dover Police Department on March 25 after a 21-year career with the City of Dover. Lieutenant Pettingill previously worked for the Raleigh, North Carolina Police Department before relocating to New Hampshire. He served in various roles as a patrol officer, field training officer, and detective, and subsequently served in a number of roles as a supervisor. As a sergeant, he alternately supervised the Special Investigations Unit and the Community Response and Engagement Unit, as well as a patrol shift. As a lieutenant, he served as a patrol shift

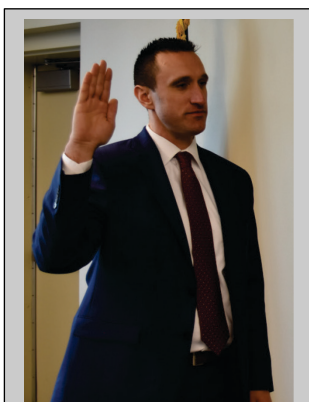
commander and most recently as the detective lieutenant, in charge of both the Special Investigations Unit and the Legal Unit.

Detective Timothy Burt retired from the Dover Police Department on March 31, 2022 following more than 23 years with the City of Dover. Detective Burt has spent the majority of his career as the leader of the department's Crime Scene Unit. Detective Burt has a wealth of specialized experience in crime scene related fields and is a certified expert in footwear impressions.



Detective Timothy Burt

Detective Burt has led the crime scene collection efforts at numerous serious case investigations, including multiple homicide cases. In his "retirement", Tim will join the staff at the New Hampshire Police Standards and Training Academy where he will provide crime scene instruction to new recruits and current officers.



**Lieutenant
Mark Nadeau**

On March 25, 2022, Mark Nadeau gave his oath of office and was sworn in following his promotion from Detective Sergeant to Detective Lieutenant. Lt. Nadeau was promoted to fill the vacancy left by the departing Scott Pettingill. Lt. Nadeau has served the City of Dover since 2009, having previously been an officer with the Milton Police Department, and has played a key role conducting major case

investigations as the leader of the Special Investigations Unit.

On March 25, John Carmichael was presented an exceptional service award by Chief Breault for his many years of dedicated service to the Dover Police Department. John began work as a public safety dispatcher in 1975, and was eventually promoted to



John Carmichael and Chief Breault

Records Bureau Commander. John “retired” in 2003 but continued to work as a part-time secretary for another 19 years.

From March 7-11, Sergeants Nate Goard and Christopher Plummer attended the FBI-LEEDA Supervisor’s Training. LEEDA stands for Law Enforcement Executive Development Association, whose mission is to advance the science and art of law enforcement leadership and promote the exchange of information to improve law enforcement management practices through training, education, and networking among police professionals. This training was geared specifically for first-line supervisors with the goal of enhancing their leadership competencies. Attendees are engaged in personality diagnostics, leadership case studies, mentoring, developing your people, performance managements, risk management, and credibility.

From March 7-11, Officer Luis Berdecia attended Crisis Intervention Training. This interactive training is facilitated by the New Hampshire chapter of the National Alliance for Mental Illness (NAMI-NH) to provide extensive information on people living with mental illness – primarily focusing on those that commonly result in law enforcement contact. The training also provided techniques for de-escalation during these interactions with the safety of all involved being the primary goal. The department has committed to training 100% of our officers in CIT. At this point, more than 50% of all sworn officers have been through the 40 hour training.

On March 7, Officers Derek O’Neil and David Anderson attended training on Shooting Incident Documentation/Blood Stain Documentation. Both are members of the agency’s Crime Scene Unit. This eight hour training consisted of introductory training on approaches and methods related to shooting incidents investigations as well as blood stain analysis.

On March 9, Dover Coalition for Youth Coordinator Vicki Harris attended a webinar on the subject of Cannabis in the Era of Commercialization. This presentation focused on what is happening with cannabis policy in New England, examined the potential implications for risk factors associated with cannabis use disorder, and explored what the emerging science is telling us in terms of how to reduce harms for those who may be using cannabis.

On March 9, 2022, Captain David Terlemezian attended a virtual seminar entitled What Cops Want in 2022. The course, facilitated by Police1 by Lexipol, explored the results of an industry survey to gain further insight into the challenges facing our nation’s law enforcement officers and identified potential solutions for improving job satisfaction. The course outlined methods for creating workplace cultures that attract and retain officers, and strategies for prioritizing officer health and safety.

From March 14-16, Officer David Collis attended Assisting Individuals in Crisis & Group Crisis Intervention. This course helped prepare participants to understand a wide range of crisis intervention services for both the individual and for groups. Participants explored essential techniques for providing group crisis interventions, demobilizations, defusing and the critical incident stress debriefing.

On March 21, Officers Tyler Malsbury, Carmen Cusick, and Brendan Madsen attended Intoxilyzer recertification. This is an annual certification, conducted by the NH Department of Safety, for officers conducting breathalyzer tests using the Intoxilyzer 9000 instrument.

On March 28, several members of the department's Crime Scene Unit conducted a full day of training. Detectives Timothy Burt, Molly Martuscello, and Adam Gaudreault and Officers David Anderson and Derek O'Neil practiced using multiple footwear databases and learned how to code impressions to enter them into FPX. Detective Molly Martuscello also provided an overview of multiple topics that were covered during her 10-week training program at the National Forensic Academy in Knoxville, Tennessee. Detective Martuscello returned from this 10-week training session in mid-March, and will assume the role of lead Crime Scene Unit specialist following the retirement of Detective Timothy Burt.

From March 28 to April 1, Dispatcher Angelica Mirrer attended a virtual course entitled Basic Public Safety Telecommunication. This course covers the basic skills, knowledge and abilities every successful public safety dispatcher needs to meet the demands of this critical work. Additional topics covered in this training included radio communications techniques, call classifications, NIMS Incident Command System, liability issues, call processing, and radio technology.

Public Library: Children's Librarian Patty Falconer attending training in March on the topic of Early Efforts: Creating a Parent Nation.

Karin Mayer-Gottlob, Assistant Children's Librarian, attended a multi-day training on Ready To Read.

Adult Services Librarian, Susan Dunker, attended training in March on Land Acknowledgment and Improving Signage.

Nick Gagnon, Technology Librarian at the Dover Public Library, attended a Dover Chamber of Commerce Local Experts workshop with hosts Chris Sleys (Ourea) and Michael Shevenell (TheNetWorks) on the topic of Security tips and Troubleshooting Tricks. Nick met with Melissa Launder of the Chamber of Commerce and shared opportunities the Library offers and learned about workshops and community connections they are developing.

In March Library Director, Denise LaFrance, attended the Public Library Association conference in Portland Oregon. She attended sessions on racial and social justice, inclusion, diversity, equity, bias, library outreach, and fine free libraries.

Emily Ainaire, Teen & Information Services Librarian, and Patty Falconer, Children's Librarian, worked with local business owner Chris Guerette from Lickee's & Chewy's to host a virtual chocolate making demonstration. This collaboration allowed patrons to get a behind the scenes look at a popular Dover business and learn about some basic chocolate work skills.

6. Sustainability-Focused Outcomes

“DEVELOP STRATEGIES AND IMPLEMENT PROGRAMS THAT ENCOURAGE THE EFFICIENT USE AND PRESERVATION OF NATURAL RESOURCES BY MUNICIPAL SERVICES AND THROUGHOUT THE COMMUNITY.”

ENVIRONMENTAL * PRESERVATION

Community Development Planner Carpenter prepared environmental review reports for CDBG funded weatherization and energy efficiency projects

Resilience Coordinator Kaspari helped facilitate a Climate Forum Planning Committee meeting on March 2nd. During this meeting the Committee discussed plans for the April 7th Dover Climate Resources Forum.

Resilience Coordinator Kaspari hosted a group of St. Thomas Aquinas students and their AP Environmental Science Teacher at City Hall on March 9th as part of a winter-term course focused on climate change. Kaspari presented information on some of the City’s recent initiatives.

Resilience Coordinator Kaspari met with Strafford Regional Planning Commissions Resiliency Subcommittee on March 10th. During this meeting the Subcommittee debriefed from the virtual roundtable discussion focused on energy and started planning for the next event.

Resilience Coordinator Kaspari and Open Lands Committee Chair, Anna Boudreau met with land owners on March 11th to discuss next steps for a potential conservation easement on their property.

Resilience Coordinator Kaspari met with the Plastics Reduction Group and discussed potential collaborations for the upcoming Earth Day on March 22nd.

Resilience Coordinator Kaspari assisted Deputy City Manager Parker in producing an update to the City Council regarding the performance of the High School solar array.

Resilience Coordinator Kaspari made progress on the Resilience Plan.

Resilience Coordinator Kaspari compiled invoices and billing data to share with Standard Power of America, Inc. as part of the hydro net metering agreement.

Resilience Coordinator Kaspari met with Jessica Dolan on March 24th to discuss sustainability initiatives at Wentworth Douglass and shared information on the City’s objectives and recent progress.

Resilience Coordinator Kaspari was a guest speaker at the Conservation Law Foundations live show on March 24th where he highlighted Dover's solar projects and discussed the power of community engagement.

Resilience Coordinator Kaspari met with the Dover Housing Authority to discuss options for expanding solar in the City on March 25th.

Resilience Coordinator Kaspari met with Asset Management Technician Pine on March 28th to review options for using an ArcGIS package to assist with conservation easement monitoring.

Resilience Coordinator Kaspari reviewed and provided feedback for a RFP document as part of his role on CPCNH's Risk Management Committee.

Resilience Coordinator Kaspari attended a webinar on March 30th focused on electric school busses.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

Councilor Hackett led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Muffett-Lipinski.

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved for the approval of the Agenda; seconded by Councilor Williams.

Vote: 8/0.

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**

Carolyn Mebert, School Board Chairperson, 254 Dover Point Road: She spoke in favor of the proposed School Department budget.

Douglas Knight, 19 Roosevelt Avenue: He spoke in favor of the proposed School Department budget.

Stephanie DeMatteo, 6 Tennyson Avenue, Dover High School Teacher: She spoke in favor of the proposed School Department budget.

William DeGrandpre, 21 Danielle Lane: He urged the Council to vote in a tax cap budget.

Kathleen Cintavey, 5 Olive Meadow Lane: She spoke against the proposed School Department budget.

Laura Morreale, 11 Cushing Street: She spoke against the proposed School Department budget.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 13, 2022**
Meeting Time: **7:00 pm**

Edwina Hastings, 7 Erik Drive: She urged the Council to vote in a tax cap budget.

Jodi Langellotti, 453 Sixth Street: She spoke in favor of the proposed School Department budget.

Diane Weir, 106 Court Street: She spoke against the proposed School Department budget.

Kathryn Schuetz, 12 Shady Lane: She spoke in favor of the proposed School Department budget.

Jessica Nyby, 2 Crestview Drive: She spoke in favor of the proposed School Department budget.

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

James Verschueren, 102B Sixth Street: He spoke in favor of the proposed School Department budget.

Nathaniel Stewart, 5 Redden Street: He spoke in favor of the proposed School Department budget.

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

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

Jill Brooks, 60 Cushing Street: She spoke in favor of the proposed School Department budget.

Jeremiah Dickinson, 1 Hull Avenue: He spoke in favor of the proposed School Department budget.

Mayor Carrier, seeing no one else 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.

Jackson Brown, 55A New York Street: He spoke about the closed warming center and his concerns for the people



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 13, 2022**
Meeting Time: **7:00 pm**

Councilor Cullen moved to suspend the rules to allow the representative from the Strafford County Family Justice Center to speak; seconded by Councilor Thibodeaux.

Roll Call Vote: 8/0.

Director Amanda Vachon, Strafford County Family Justice Center: She gave an overview of the program to the Council.

Micaela Demeter, School Board Member, 33A Piscataqua Road: She spoke about the need to have meetings on a calendar on the website.

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

9. CITY MANAGER'S REPORT

City Manager Joyal discussed a few items of interest with the Council.

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

Vote: 9/0.

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**

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

Vote: 8/0.

11. MAYOR'S REPORT

Mayor Carrier gave an overview of events and meetings he has attended the past two weeks.

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

Vote: 9/0.

12. UNFINISHED BUSINESS

- A. **ORDINANCES IN THE 2nd READING**
- B. **ORDINANCES IN THE 3rd READING**



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 13, 2022**
Meeting Time: **7:00 pm**

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**

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

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**



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 13, 2022**
Meeting Time: **7:00 pm**

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. 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 Hinkel.

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

Councilor Nemeth pulled Item 13.A.10.

Councilor Cullen pulled Item 13.A.5.

Councilor Thibodeaux pulled 13.A.1.

Mayor Carrier asked for a roll call vote on the remaining items on the Consent Calendar.

Roll Call Vote: 8/0.

Deputy Mayor Shanahan moved for the adoption of Item 13.A.1; seconded by Councilor Thibodeaux.

Councilor Thibodeaux questioned the name of the street.

City Manager Joyal gave an overview of the Resolution to the Council.

Councilor Thibodeaux motioned to change the name of the street on the Resolution from Thornwood Lane to Pointe Place; seconded by Councilor Hinkel.

Roll Call Vote: 8/0.

Deputy Mayor Shanahan moved for the adoption of Item 13.A.1 as amended; seconded by Councilor Hackett.

Roll Call Vote: 8/0.

Deputy Mayor Shanahan moved for the adoption of item 13.A.5; seconded by Councilor Thibodeaux.

Councilor Cullen asked that it be noted that the City has received only one bid for this item for two years in a row.

Roll Call Vote: 8/0.

Deputy Mayor Shanahan moved for the adoption of item 13.A.10; seconded by Councilor Nemeth.

City Manager Joyal gave an overview of the Resolution to the Council.

Roll Call Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 13, 2022**
Meeting Time: **7:00 pm**

Deputy Mayor Shanahan gave an overview of the COAST report to the Council.

Mayor Carrier gave an overview of the Dover Main Street Report to the Council.

Mayor Carrier gave an overview of the Government Affairs Report to the Council.

B. RESOLUTIONS

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

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

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

Deputy Mayor Shanahan moved to refer to a public hearing to be held on April 27, 2022;
seconded by Councilor Nemeth.
Vote: 8/0.

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

Deputy Mayor Shanahan moved to refer to a public hearing to be held on April 27, 2022;
seconded by Councilor Thibodeaux.
Vote: 8/0.

14. COUNCIL CORRESPONDENCE

Councilor Nemeth asked that Mike Russo's, 35 Samuel Hanson Avenue, email be archived with the minutes.

15. COUNCIL MATTERS OF INTEREST

None.

16. ADJOURN

Councilor Hinkel moved to adjourn; seconded by Councilor Nemeth.
Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 20, 2022**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Hinkel led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Muffett-Lipinski.

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

5. PUBLIC HEARINGS

- A. FISCAL YEAR 2023 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – CITY PORTION
(IF THE VOTE WILL EXCEED THE TAX CAP LIMITATION, IT REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL IN ORDER TO PASS.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

6. ADJOURNMENT

Deputy Mayor Shanahan moved to adjourn; seconded by Councilor Thibodeaux.

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Conference Room
Meeting Date: **Wednesday, April 20, 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 Nemeth, Councilor Thibodeaux, and Councilor Williams.

Absent: Councilor Muffett-Lipinski.

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.

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

6. DISCUSSIONS

A. BUDGET PRESENTATIONS

1. FIRE

Chief McShane gave a PowerPoint presentation to the Council regarding the proposed Fire Department budget.

2. POLICE

Chief Breault gave a PowerPoint presentation to the Council regarding the proposed Police Department budget.

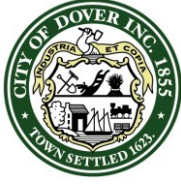
City Manager Joyal gave a quick overview of the four handouts he gave to the Council to review:

- Analysis of Tax Cap – FY 2023 Budget as of April 18, 2022
- FY 2023 Proposed Budget – City Department Related Grant Funding
- Proposed 2023 Budget – Suggested General Fund Budget Adjustment Options with Tax Bill Impact as of April 18, 2022.
- Proposed 2023 Budget Council Budget Adjustment Calculations as of April 18, 2022

7. ADJOURNMENT

Deputy Mayor Shanahan moved to adjourn; seconded by Councilor Hinkel.

Vote: 8/0.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Ordinance Number: O – 2022.04.13 - 004 Ordinance Title: Fire Prevention and Life Safety Chapter: 81 Section: 23 Barbecue Pits	Agenda Item#: 12.A.1.

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.

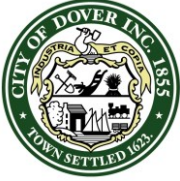
AUTHORIZATION

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#: 12.A.1.

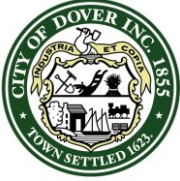
Ordinance Number: **O – 2022.04.13 - 004**
Ordinance Title: Fire Prevention and Life Safety
Chapter: 81
Section: 23 Barbecue Pits

DOCUMENT HISTORY:

First Reading Date: 04/13/2022	Public Hearing Date: 04/27/2022
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.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.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#: 12.A.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	

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:

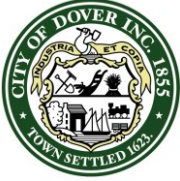
1. Pursuant to a license issued by the City Manager in accordance with § 125-22;

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#: 12.A.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	
	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	Agenda Item#: 12.A.2.

DOCUMENT HISTORY:

First Reading Date: 04/13/2022	Public Hearing Date: 04/27/2022
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.		

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.

Document Created by: Legal Document Posted on: April 21, 2022	O-2022.04.13 Streets and Sidewalks, Chapter 125, Section 9 Page 3 of 3
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2022.04.27 – 085**

Resolution Re: B17022 Tax Assessing and Data Collection Services –
Agreement Extension Request

WHEREAS: A sealed Request for Proposal #B17022 was issued and received for Tax Assessing and Data Collection Services on May 9, 2017 at 11:00 a.m.; and

WHEREAS: One bid was received from Corcoran Consulting Associates, Inc. of Wolfeboro, NH which was approved via council resolution [R-2017.06.14-056](#) for a three-year agreement with two (2) one-year extensions ending on June 30, 2022; and

WHEREAS: The City requested an agreement extension with the current service provider through December 31, 2022. Corcoran Consulting Associates, Inc. has agreed to extend their agreement in the amount of \$86,463.35 which is the current year's rate for an extended six-month period.

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 Corcoran Consulting Associates, Inc. of Wolfeboro Falls, NH for Tax Assessing and Data Collection Services in the amount not to exceed \$86,463.35. 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.

Account	Description	Appropriation	Balance	Charge
1000.1.150.41513.4312.00000.00.	Assessing-Management Svs.	184,980.00	Anticipated	86,463.35
			Total	86,463.35

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.1.

Resolution Number: **R – 2022.04.27 – 085**

Resolution Re: B17022 Tax Assessing and Data Collection Services –
Agreement Extension Request

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 – 2022.04.27 – 085**
Resolution Re: B17022 Tax Assessing and Data Collection Services –
Agreement Extension Request

RESOLUTION BACKGROUND MATERIAL:

The bid submitted by Corcoran Consulting Associates, Inc. in the total amount of \$154,000.00 for year one was approved via council resolution [R-2017.06.14-056](#) with an annual 3% increase thereafter for the remaining four years of the agreement through June 30, 2022. The City requested a six-month agreement extension with the current service provider to conclude on December 31, 2022.

The City released a new Request for Proposal ([#B22065](#)) for tax assessing services to be under agreement on a calendar year basis, January 1st through December 31st, rather than the current agreement which is based on the fiscal year, July 1st through June 30th. The new term of the agreement with the awarded vendor will be effective January 1, 2023.

Bid Information:

A sealed Request for Proposal #B17022 was issued and received for Tax Assessing and Data Collection Services on May 9, 2017 at 11:00 a.m.

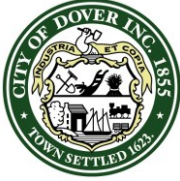
Award Information:

A purchase order will be issued to Corcoran Consulting Associates, Inc. to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	21	Number of Responses:	1
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	December 31, 2022	Estimated Delivery:	2022
Recommended Award to:	Corcoran Consulting Associates, Inc.	Fund:	General Fund
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.

[B17022 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2022.04.27 – 086**

Resolution Re: **B19042 Fourth of July Firework Display**

WHEREAS: A sealed Request for Proposal #B19042 was issued and received for firework displays on February 21, 2019 at 2:30 p.m.; and

WHEREAS: The City received one bid reply from Atlas PyroVision Entertainment Group, Inc. of Jaffrey, NH for an one (1) year commitment in July 2019 with the option to extend two (2) additional one-year terms (July 2020 and July 2021). Due to COVID-19 restrictions, the firework display did not occur in July 2020, which extended the renewal term to July 2022. Total costs for the firework display in 2019 and 2021 did not exceed the \$25,000.00 threshold for Council approval; and

WHEREAS: The City received a proposal for the July 2022 firework display from Atlas PyroVision Entertainment Group, Inc. It is the recommendation to accept this proposal in the amount of \$16,000.00 of which the City has a \$7,500.00 credit from 2021 to be used to offset the expense for the July 2022 firework display. The total cost over the three years (2019, 2021 and 2022) exceeds \$25,000.00 requiring Council approval.

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

The Purchasing Agent is hereby authorized to issue a purchase order to Atlas PyroVision Entertainment Group, Inc. for firework displays in the amount not to exceed \$16,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance	Charge
1009.1.350.45120.4591.00000.00	Rec Prgms-Special Programs	20,500.00	5,000.00	5,000.00
1000.1.350.45120.4591.00000.00	Rec Prgms-Special Programs	20,500.00	13,986.60	6,000.00
7200.1.000.00000.2049.09500.00	Held for Benefit of Rec Dept	5,000.00	5,000.00	5,000.00
			Total	16,000.00

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.2.

Resolution Number: **R – 2022.04.27 – 086**

Resolution Re: **B19042 Fourth of July Firework Display**

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.2.

Resolution Number: **R – 2022.04.27 – 086**

Resolution Re: **B19042 Fourth of July Firework Display**

RESOLUTION BACKGROUND MATERIAL:

The cost of the firework displays under bid #B19042 is as follows: the firework display in July 2019 was \$10,000.00; there was no display in July 2020; the display in July 2021 was \$15,000.00, however, due to the fireworks accident, Atlas PyroVision Entertainment Group, Inc. issued a credit of \$7,500.00 that the City will be using to offset the expense for the July 2022 display. The firework display proposal received for July 2022 is \$16,000.00 of which the City has a credit of \$7,500.00 from July 2021 that will offset the expense. The total cost for firework displays over years 2019, 2021 and 2022 will be \$33,500.00 requiring Council approval.

Award Information:

A Purchase Order will be issued to Atlas PyroVision Entertainment Group, Inc. to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	13	Number of Responses:	1
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	July 5, 2022	Estimated Delivery:	7/4/2022 with a rain date of 7/5/2022
Recommended Award to:	Atlas PyroVision Entertainment Group, Inc.	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.

[B19042 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2022.04.27 – 087**
Resolution Re: B19043 Organic Turf Treatment, Woodman Park
Elementary School Athletic Field – Agreement Extension
Request

WHEREAS: A Sealed Request for Bid B19043 was issued and received for Organic Turf Treatment on April 17, 2019 at 2:00 pm. A mandatory Prebid meeting was conducted on April 8, 2019 with four vendors attending; and

WHEREAS: Four replies were submitted and evaluated by staff to ensure they met the terms of council resolution [R-2018.02.28-015](#) Commitment to Organic Land Management Practices. On May 2, 2019, the City of Dover awarded a one-year agreement in the amount of \$6,035.00 for a fully organic, environmentally friendly turf treatment service for the 2019 season at Woodman Park's athletic field to PJC Organic of Rowley, MA. On May 5, 2020, Council approved via resolution [R-2020.05.27-076](#) an award to PJC Organic for the 2020 and 2021 seasons; and

WHEREAS: It is the recommendation to extend one additional year to PJC Organic for the 2022 season in the amount not to exceed \$6,850.00.

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 PJC Organic of Rowley, MA for Organic Turf Treatment services at Woodman Park's athletic field in the amount of \$6,850.00. 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
1000.1.300.43180.4432.00000.00	F&G-Maint Chrgs-Improv o/t Building	156,325.00	74,007.77	6,850.00
			Total	6,850.00

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.3.

Resolution Number: **R – 2022.04.27 – 087**
Resolution Re: B19043 Organic Turf Treatment, Woodman Park
Elementary School Athletic Field – Agreement Extension
Request

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 – 2022.04.27 – 087**
Resolution Re: B19043 Organic Turf Treatment, Woodman Park
Elementary School Athletic Field – Agreement Extension
Request

RESOLUTION BACKGROUND MATERIAL:

In support of the City Council's commitment to organic land management practices, Stonyfield Organic, a company dedicated to supporting communities who are working to transition their playing fields to organic landscaping practices, offered a grant of \$5,000 to help with the initial cost of converting a ballfield to organic turf management. Initially the intent was to target Sullivan Drive Field, but later it was decided to focus on Woodman Park's athletic field due to its higher visibility.

The City Council accepted Stonyfield Organic's \$5,000 grant via Resolution [R-2018.09.12-122](#), and City staff worked with both Beyond Pesticides and Osborne Organic to develop a fully organic program for the Woodman Park's athletic field for the summer season of 2019.

City staff and Osborne Organic then adapted the recommended treatment program for Woodman Park's athletic field, and subsequently went out for bids to institute a similar, organic treatment program for all City-maintained ballfields and parks (see [B19043](#)). Unfortunately, pricing for all City sites was much higher than expected, so a decision was made to break out and treat Woodman Park's athletic field as a pilot-program for a complete transition to a fully organic program, which would be administered under the guidance of Osborne Organic. PJC Organic was subsequently awarded the contract specifically for Woodman Park's athletic field.

The current objective is to continue the pilot-program at Woodman Park, utilizing the same contractor (PJC Organic). PJC Organic will also be continuing their turf management program throughout the City for the 2022 season.

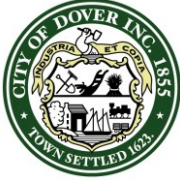
Award Information:

A purchase order will be issued to PJC Organic to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	199	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One year	Estimated Delivery:	2022 Season
Recommended Award to:	PJC Organic	Fund:	F&G Maintenance
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.

[B19043 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2022.04.27 – 088**
Resolution Re: **B22061 Precast Concrete Structures**

- WHEREAS: A sealed Request for Bid #B22061 was issued and received for various precast concrete structures on April 12, 2022 at 3:00 p.m.; and
- WHEREAS: The City received two proposals, however, one proposal was not opened or considered as it was delivered after the bid due date and time. The bid meeting the selection criteria was submitted by Shea Concrete Products of Nottingham, NH. Prices will hold for one year beginning on May 1, 2022 and includes delivery to Dover, NH; and
- WHEREAS: It is the recommendation to proceed with an award to Shea Concrete Products of Nottingham, NH for several different types of precast concrete structures at rates provided in conjunction with bid #B22061.

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

The Purchasing Agent is hereby authorized to issue purchase orders to Shea Concrete Products of Nottingham, NH for various precast concrete structures on an as-needed basis given the rates provided in conjunction with bid #B22061. 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 – 2022.04.27 – 088**
Resolution Re: **B22061 Precast Concrete Structures**

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 – 2022.04.27 – 088**
Resolution Re: **B22061 Precast Concrete Structures**

RESOLUTION BACKGROUND MATERIAL:

A sealed Request for Bid #B22061 was issued and received for Precast Concrete Structures on April 12, 2022 at 3:00 p.m. One bid was received from Shea Concrete Products and results were reviewed by staff at the Community Services Department. A second bid was received from George R. Roberts Co. on April 14, 2022, however, as it was late, it could not be opened or considered due to general requirements of the bid solicitation.

Shea Concrete Products is one of two vendors currently under contract for precast concrete structures through April 30, 2022. The percentage increase to costs over the current year range from 0% to 7-11% for the majority of bid items.

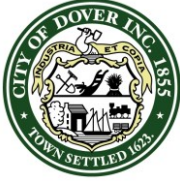
Award Information:

Purchase Orders will be issued as needed to Shea Concrete Products to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	248	Number of Responses:	1 (and 1 Late Bid)
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	One year/April 30, 2023	Estimated Delivery:	As Needed
Recommended Award to:	Shea Concrete Products	Fund:	Maintenance Supplies
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.

[B22061 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2022.04.27 – 089**

Resolution Re: Citywide 2022-2023 Groundwater Monitoring Program with
Emery & Garrett Groundwater Investigations, LLC

WHEREAS: Emery and Garrett Groundwater Investigations, LLC (EGGI) was the awarded firm through Sealed Bid #[B13043](#) for hydrogeological consulting services, exploration and development of replacement groundwater supply. EGGI has been the ongoing consultant for various other groundwater projects for the City throughout the years; and

WHEREAS: The current groundwater monitoring program is ending and the City received a scope of services and costs totaling \$108,975.00 from EGGI for the 2022-2023 citywide groundwater monitoring program. Due to their vast experience in this field, it is the recommendation to award this project to EGGI in the amounts outlined in this resolution; and

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

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Emery and Garrett Groundwater Investigations, LLC for the citywide groundwater monitoring program for 2022-2023 in the amount not to exceed \$108,975.00. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement 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
5300.1.300.43320.4341.00000.00	CS-Water-Technical Services	358,718.00	198,375.00	108,975.00
			Total	108,975.00

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 – 2022.04.27 – 089**

Resolution Re: Citywide 2022-2023 Groundwater Monitoring Program with
Emery & Garrett Groundwater Investigations, LLC

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2022.04.27 – 089**

Resolution Re: Citywide 2022-2023 Groundwater Monitoring Program with
Emery & Garrett Groundwater Investigations, LLC

RESOLUTION BACKGROUND MATERIAL:

Emery & Garrett Groundwater Investigations, LLC (EGGI) has proposed continuation of the citywide long-term groundwater monitoring program initiated in 2016 for the monitoring year of 2022-2023. EGGI has modified their work efforts and budgets for certain individual tasks, with a \$5,000 or 4.8% increase over last year's budget. In addition to groundwater samples collected from thirteen monitoring wells and submitted to National Testing Laboratories for drinking water quality analysis, the budget includes the costs of sampling eight production wells for per- and poly-fluoroalkyl substances (PFAS), including continuing the sampling at the five New Hampshire Department of Environmental Services compliance stations.

The summary of EGGI's scope of services is as follows.

Task 1 - Water Quality Sample Collection and Analyses	
Task 1A - 13 Monitoring Wells	\$7,500
Task 1B.1 – Production Wells-General Water Quality	\$6,500
Task 1B.2 – Production Wells - PFAS and Arsenic Sampling of 8 Production Wells – Raw Water (Non-Compliance) (One time Per Year)	\$7,500
Task 1C - 5 Water Supplies (Biannual PFAS Compliance Sampling)	\$6,500
Task 1D - Large Withdrawal Permit Monitoring - Production Well DPH#1	\$7,275
Total Cost for Task 1	\$35,275
Task 2 - Aquifer Water Level Monitoring	
Task 2A - 13 Monitoring Wells	\$15,000
Task 2B - Large Groundwater Withdrawal Permit Monitoring for Well DPH#1	\$5,700
Total Cost for Task 2	\$20,700
Task 3 – Reporting (Preparation of Annual Aquifer Monitoring Summary Report, and DPH #1 and Willand Pond LGWP Reports)	\$14,000
Task 4 - Presentation of Groundwater Data to Staff or City Council	\$2,000
Task 5 - Smith/Cummings Water Level and Water Quality Monitoring	
Task 5A - Water Level Monitoring of 9 Wells	\$2,700
Task 5B - Water Quality Monitoring of 7 Wells (VOC analysis twice per year)	\$3,000
Task 5C - Annual Report	\$2,800
Total Cost for Task 5	\$8,500
Task 6 - General Hydrogeological Consulting Services and Contingency	\$18,500
Task 7 – BROX Quarry Expansion Technical Support	\$10,000
Total Cost for Task 1 through 7	\$108,975



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2022.04.27 – 089**

Resolution Re: Citywide 2022-2023 Groundwater Monitoring Program with
Emery & Garrett Groundwater Investigations, LLC

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	As needed
Recommended Award to:	Emery & Garrett Groundwater Investigations, LLC	Fund:	Water Fund
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2022.04.27 – 090**

Resolution Re: Dover Pudding Hill Aquifer Add'l Scope of Work #9 -
Emery & Garrett Groundwater Investigations, LLC

WHEREAS: Emery & Garrett Groundwater Investigations, LLC (EGGI) was the awarded firm through [Sealed Bid B13043](#) for hydrogeological consulting services, exploration and development of replacement groundwater supply; and

WHEREAS: As part of the ongoing work, EGGI was retained to provide water quality sampling assistance and overall hydrogeological consulting services related to monitoring, tracking, modeling, and projecting the potential spread of contamination within the Pudding Hill aquifer via council approved additional scopes of work #1 through #8 as outlined in background section of this resolution; and

WHEREAS: The City received Additional Scope of Work #9 for continued work and monitoring related to Artificial Recharge and Surface Water in the Pudding Hill Aquifer in the amount of \$89,400.00 for the term of May 15, 2022 to May 15, 2023; and

WHEREAS: Per 5-28.B. Competitive bidding may be waived by the majority vote of the City Council.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Emery and Garrett Groundwater Investigations, LLC for the extended services listed in Additional Scope of Work #9 in the amount not to exceed \$89,400.00. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement 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
5300.1.300.43320.4341.00000.00	CS-Water-Technical Services	358,718.00	89,400.00	89,400.00
			Total	89,400.00

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.6.

Resolution Number: **R – 2022.04.27 – 090**

Resolution Re: Dover Pudding Hill Aquifer Add'l Scope of Work #9 -
Emery & Garrett Groundwater Investigations, LLC

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2022.04.27 – 090**
Resolution Re: Dover Pudding Hill Aquifer Add'l Scope of Work #9 -
Emery & Garrett Groundwater Investigations, LLC

RESOLUTION BACKGROUND MATERIAL:

In 2012 the City entered into an agreement with Schnitzer Industries (New England Metal Recycling) to co-fund a study that would potentially replace the Griffin well, a city production well that has had contaminants emanating from the former metal recycling facility.

City Council awarded a scope of work at costs totaling \$378,830 to Emery & Garrett Groundwater Investigations (EGGI) for the development of artificial recharge basins at the Dover Pudding Hill Aquifer via resolution [R-2016.09.28-127](#). EGGI submitted Additional Scope of Work #1 for extending the Artificial Recharge Pilot Study for an additional month at a cost of \$141,500.00 which was approved by City Council via resolution [R-2017.04.12.-037](#)

In August 2017, EGGI submitted Additional Scope of Work #2 for extending the Artificial Recharge Pilot Study for an additional month at a cost of \$48,850.00 which was approved by City Council via resolution [R-2017.08.09-098](#).

In December 2017, EGGI submitted Additional Scope of Work #3 for Temperature and Sampling Survey of the Bellamy River, additional groundwater sampling at 15 wells, and meeting attendances at a cost of \$124,500.00 which was approval by City Council via resolution [R-2017.12.13-176](#).

In March 2018 EGGI submitted Additional Scope of Work #4 for a one year extension of the pilot testing for the Pudding Hill Aquafer at a cost of \$293,550.00 approved by City Council via resolution [R-2018.03.14-022](#)

In September 2018, EGGI submitted Additional Scope of Work #5 for the continuation of the Artificial Recharge Pilot Testing and Groundwater Monitoring Programs as they relate to the PFAS contamination issues discovered in the Pudding Hill Aquifer in the amount of \$164,850 approved by City Council via [R-2018.09.26-129](#)

In May 2019, EGGI submitted Additional Scope of Work #6 for continued work and monitoring related to Artificial Recharge in the Pudding Hill Aquifer and PFAS contamination in the amount of \$297,700.00. Schnitzer Industries (New England Metal Recycling) has committed to reimbursing the City for 100% of these costs which was approved by City Council via [R-2019.05.22-073](#).

In April 2020, EGGI submitted Additional Scope of Work #7 for continued work and monitoring related to Artificial Recharge in the Pudding Hill Aquifer and PFAS contamination in the amount of \$273,900.00. Schnitzer Industries (New England Metal Recycling) has committed to reimbursing the City for 100% of these costs which was approved by City Council via [R-2020.04.08-055](#).

In May 2021, EGGI submitted Additional Scope of Work #8 for continued work and monitoring related to Artificial Recharge in the Pudding Hill Aquifer and PFAS contamination in the amount of \$259,500.00. Schnitzer Industries (New England Metal Recycling) has committed to reimbursing the City for 100% of these costs which was approved by City Council via [R-2021.05.26-082](#).



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2022.04.27 – 090**

Resolution Re: Dover Pudding Hill Aquifer Add'l Scope of Work #9 -
Emery & Garrett Groundwater Investigations, LLC

Additional Scope of Work #9 is being requested for continued work and monitoring related to Artificial Recharge in the Pudding Hill Aquifer and PFAS contamination for the period of May 15, 2022 to May 15, 2023 in the amount of \$89,400.00.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year/5/15/2023	Estimated Delivery:	As needed
Recommended Award	Emery & Garrett Groundwater Investigations, LLC	Fund:	Water Fund
Previously Worked for City:	Yes	Reason for Council Approval:	Waive competitive bidding procedures.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2022.04.27 – 091**

Resolution Re: Professional Engineering Services for the Construction of the Pudding Hill Water Treatment Facility, Additional Scope of Work No. 1 – Underwood Engineers

WHEREAS: Underwood Engineers completed the final design for the construction of the Pudding Hill water treatment facility that was bid ([#B22013](#)) by the City on September 21, 2021; and

WHEREAS: The City received a scope of work from Underwood Engineers for professional engineering services for the construction of the Pudding Hill water treatment facility. The construction phase includes construction administration, resident project representative services, startup services, preparation of an operation and maintenance manual, record drawings, as well as funding assistance and field testing in the total amount of \$1,125,000.00; and

WHEREAS: On December 8, 2021, City Council approved the proposal received from Underwood Engineers of Portsmouth, NH for professional engineering services for the construction of the Pudding Hill water treatment facility in the total amount of \$1,175,000.00 via resolution [R-2021.12.08-196](#); and

WHEREAS: The City has been informed it is eligible to receive funding assistance through a PFAS American Rescue Plan Act (ARPA) grant for this project, Underwood Engineers provided Additional Scope of Work No. 1 which includes a cost proposal for added costs to comply with ARPA funding requirements to the current contract documents in the amount of \$35,000.00; and

WHEREAS: Per 5-28B, Competitive bidding purchases; waiver of the Dover Purchasing Procedure, competitive bidding may be waived by a majority vote of the City Council.

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

The Purchasing Agent is hereby authorized to issue a purchase order to Underwood Engineers of Portsmouth, NH for Additional Scope of Work No. 1 for professional engineering services for the construction of the Pudding Hill water treatment facility in the amount of \$35,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance	Charge
5300.1.300.43320.4720.03595.22.	Water-Pudding Hill WTP	17,400,000.00	1,337,863.24	35,000.00
			Total	35,000.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2022.04.27 – 091**

Resolution Re: Professional Engineering Services for the Construction of the Pudding Hill Water Treatment Facility, Additional Scope of Work No. 1 – Underwood Engineers

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis 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.7.

Resolution Number: **R – 2022.04.27 – 091**

Resolution Re: Professional Engineering Services for the Construction of the Pudding Hill Water Treatment Facility, Additional Scope of Work No. 1 – Underwood Engineers

RESOLUTION BACKGROUND MATERIAL:

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

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

On December 8, 2021, City Council approved the proposal received from Underwood Engineers of Portsmouth, NH for professional engineering services for the construction of the Pudding Hill water treatment facility in the total amount of \$1,175,000 via resolution [R-2021.12.08-196](#). The construction phase includes construction administration, resident project representative services, startup services, preparation of an operation and maintenance manual, record drawings, as well as funding assistance and field testing in the total amount of \$1,125,000.00. The City also requested an additional \$50,000.00 be approved for Underwood Engineers to have a required "increased coverage" on their insurance limits for this project. Total contract amount \$1,175,000.00.

In addition, Underwood Engineers provided their fixed professional engineering labor rate sheet for the primary engineering team members for 2022 and their anticipated average annual rate increase for 2023 of 4%. Direct expenses and subconsultants will be passed on to the City at cost with no mark-up to the City.

Additional Scope of Work No. 1 in the total amount of \$35,000.00 is being requested to comply with the PFAS American Rescue Plan Act (ARPA) grant and funding requirement to the original contract documents. New contract total \$1,210,000.00.

Upon approval of the December 2021 resolution, the City was notified through the NH PFAS Remediation Fund that the City would be eligible for a PFAS Remediation grant in the amount of \$1,500,000 and a PFAS Remediation loan for some portion of the project costs. At that time the City was estimating financing up to \$3,796,787 through either City bonds or PFAS Remediation loan.

The City recently was informed that, with the influx of ARPA Infrastructure funding into the PFAS Remediation Fund, the Fund could provide a grant of up to \$5,188,000 for the Pudding Hill Water Treatment Facility project. The acceptance of the additional PFAS ARPA grant funds requires that the City and any contractors need to comply with federal grant provisions, to include Davis Bacon prevailing wages. The City followed up with Underwood Engineers to determine what cost increases could be expected for complying



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2022.04.27 – 091**

Resolution Re: Professional Engineering Services for the Construction of the Pudding Hill Water Treatment Facility, Additional Scope of Work No. 1 – Underwood Engineers

with federal ARPA provisions. Underwood Engineers identified their cost increase would be \$35,000 and Penta Corporation identified their cost increase would be \$959,226.76.

The funding table below shows the higher cost for complying with ARPA funding requirements, yet there is an overall \$2,693,773 net increase in grant assistance for the project by accepting the PFAS ARPA grant funding. This should result in the City not having to bond on its own or obtain a PFAS Remediation loan. The City will save on bond issuance costs and debt interest as a result of not issuing any bonds or loan financing.

Pudding Hill Water Treatment Facility			
		ARPA Grant	
	Original	Revised	Change
City Council Appropriation	\$17,400,000.00	\$17,400,000.00	\$0.00
Use of Appropriated Funds:			
Engineering Services	\$1,175,000.00	\$1,175,000.00	\$0.00
Engineering - ARPA Conditions		\$35,000.00	\$35,000.00
Construction Contract	\$13,927,910.00	\$13,927,910.00	\$0.00
Construction - ARPA Conditions		\$959,226.76	\$959,226.76
City Construction Contingency	\$900,000.00	\$0.00	-\$900,000.00
Total Project Cost:	\$16,002,910.00	\$16,097,136.76	\$94,226.76
Non-Obligated Appropriation Balance	\$1,397,090.00	\$1,302,863.24	-\$94,226.76
Total:	<u>\$17,400,000.00</u>	<u>\$17,400,000.00</u>	
Funding Sources:			
NEMR - Construction	\$11,053,212.80	\$11,053,212.80	\$0.00
NEMR - Engineering	\$1,050,000.00	\$1,050,000.00	\$0.00
City - PFAS Grant	\$1,500,000.00	\$5,188,000.00	\$3,688,000.00
City - PFAS Loan	\$3,796,787.20	\$108,787.20	-\$3,688,000.00
Total:	<u>\$17,400,000.00</u>	<u>\$17,400,000.00</u>	
Net Grant Funding Increase:			\$2,693,773.24

Award Information:

A purchase order will be issued to Underwood Engineers to authorize expenditures as outlined in this resolution.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2022.04.27 – 091**

Resolution Re: Professional Engineering Services for the Construction of the Pudding Hill Water Treatment Facility, Additional Scope of Work No. 1 – Underwood Engineers

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	# of Responses:	N/A
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	780 Calendar days from NTP for Final Completion
Recommended Award to:	Underwood Engineers	Fund:	Fund 5300
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Competitive bidding waiver.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2022.04.27 – 092**
Resolution Re: B14074 Construction Phase for the Composite Elevated Water Storage Tank, Additional Scope of Work No. 19, Underwood Engineers, Inc.

WHEREAS: A sealed Request for Qualifications (RFQ) #B14074 was issued and received for Professional Engineering Services for Water Systems Facility Upgrades on July 9, 2014 at 11:00 a.m. Four firms replied and interviews were conducted on August 3, 2014 with representatives from all four firms. The evaluating committee recommended award to Underwood Engineers, Inc. of Portsmouth, NH as the top ranked firm for this project; and

WHEREAS: The City received Additional Scope of Work #19 in the amount of \$460,000.00 for professional engineering services for the construction phase of the Composite Elevated Water Storage Tank, which includes construction administration, resident project representative services, startup services, O&M manuals, record drawings, field testing and additional design services; and

WHEREAS: It is the recommendation to proceed with a contract in the amount of \$460,000.00 to Underwood Engineers, Inc.

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

The Purchasing Agent is hereby authorized to issue a purchase order for Additional Scope of Work #19 to Underwood Engineers, Inc. of Portsmouth, NH for professional engineering services for the construction phase of the Composite Elevated Water Storage Tank, which includes construction administration, resident project representative services, startup services, O&M manuals, record drawings, field testing and additional design services in the amount not to exceed \$460,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance	Charge
5300.1.300.43320.4757.03547.23.	Glenwood Ave Storage Tank	6,100,000.00	6,100,000.00	460,000.00
			Total	460,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2022.04.27 – 092**
Resolution Re: B14074 Construction Phase for the Composite Elevated Water Storage Tank, Additional Scope of Work No. 19, Underwood Engineers, Inc.

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis 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 – 2022.04.27 – 092**
Resolution Re: B14074 Construction Phase for the Composite Elevated Water Storage Tank, Additional Scope of Work No. 19, Underwood Engineers, Inc.

RESOLUTION BACKGROUND MATERIAL:

The City of Dover requested the submission of Statements of Qualifications from full service engineering firms to provide services for water system facilities upgrades including, but not limited to, eight wells and three water treatment facilities. Underwood Engineers, Inc. was selected via council approval for Phase I on November 12, 2014 and awarded Phase II in the amount of \$350,300.00 on October 26, 2016 via Resolution

[R-2016.10.26-142.](#)

Additional Scope of Work #1 to Phase II for \$4,700 Temporary PFSA Treatment and \$7,300 conceptual permanent treatment considerations Additional Scope of Work #1 total \$12,000 was approved via council resolution [R-2017.08.09-093.](#) New total contract \$362,300.00.

Additional Scope of Work #2 adding \$210,900 additional services at Rochester Road and Bellamy was approved via council resolution [R-2017.08.09-093.](#) New total contract \$573,200.00.

Additional Scope of Work #3 adding \$82,100 additional services for Somersworth Interconnection was approved via council resolution [R-2017.08.09-093.](#) New total Contract \$655,300.00.

Additional Scope of Work #4 adding \$94,948 additional services for Washington and Main was approved via council resolution [R-2017.11.08-158.](#) New total contract \$750,248.00.

Additional Scope of Work #5 adding \$894,000 additional services for Contract I water transmission main and Contract III Willand Pond, Smith/Cummins Wells and Somersworth Interconnection was approved via council resolution [R-2019.01.09-006.](#) New total contract \$1,644,248.00.

Additional Scope of Work #6 adding \$18,400 for Portsmouth-Dover Water Interconnection. New total contract \$1,662,648.00.

Additional Scope of Work #7 adding \$9,400 additional services for Raw Water Transmission Main and Smith and Cummings and Willand Pond facility improvements. New total contract \$1,672,048.00

Additional Scope of Work #8 adding \$43,700 for engineering survey and preliminary design phase engineering services for Central Avenue North Water Improvements in the amount of \$43,700 was approved via council resolution [R-2020.05.13-074.](#) New total contract \$1,715,748.00.

Additional Scope of Work #9 adding \$108,200 for engineering services, including survey, design, subsurface (borings & probes), permitting and bidding services for Littleworth Road Water Improvements was approved via council resolution [R-2020.05.13-074.](#) New total contract \$1,823,948.00.

Additional Scope of Work #10 adding \$240,000 for construction administration, resident project representative services, startup services, preparation of an operational and maintenance manual, record drawings, SRF and Trust Fund administration and compliance, and special services for water facilities improvements [Phase II Contract IV – Bellamy Recharge Facility \(Bid #B20039\)](#) was approved via council resolution [R-2020.06.24-114.](#) New contract total \$2,063,948.00.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2022.04.27 – 092**

Resolution Re: B14074 Construction Phase for the Composite Elevated Water Storage Tank, Additional Scope of Work No. 19, Underwood Engineers, Inc.

Additional Scope of Work #11 adding \$10,000 for a Water Storage Tank Evaluation of the Garrison Hill Tank was approved via council resolution [R-2020.06.24-114](#). New contract total \$2,073,948.00.

Additional Scope of Work #12 adding \$37,000 for preliminary design services at French Cross Road Water Treatment Plan and Hughes Well was approved via council resolution [R-2020.06.24-114](#). New contract total \$2,110,948.00.

Additional Scope of Work #13 adding \$191,100 for professional engineering services for the construction phase, which includes construction administration, resident project representative services, record drawings and geotechnical and soil testing for Main Street and Washington Street Water Improvements approved via council resolution [R-2020.09.23-155](#). New contract total \$2,302,048.00.

Additional Scope of Work #14 adding \$86,600 for final design and bidding services for Central Avenue North Water Improvements approved via council resolution [R-2020.11.18-187](#). The Central Avenue North Water Improvements project will replace an 1888 vintage 6-inch diameter, cast iron water main with a new 12-inch main. It will run on Central Avenue from Abbey Sawyer Memorial Drive up to Glenwood Avenue. It will significantly improve reliability and fire flow capacity and replace a 130 year old pipe. New contract total \$2,388,648.00.

Additional Scope of Work #15 adding \$190,000 for the Rehabilitation of the Garrison Hill tank planned under the Phase II Water Facility Improvements and replacement of adjacent cast iron main that feeds the tank, including the preliminary design of composite elevated tank, survey, subsurface investigations and final design approved via council resolution [R-2020.01.27-016](#). New contract total \$2,578,648.00.

Additional Scope of Work #16 adding \$155,000 for the survey, preliminary design of water main, subsurface and CCTV investigation, final design and bidding of the Central Avenue Urban Core (Phase I) Water Transmission project. The Central Avenue Urban Core (Phase I) will include replacement of the 16" transmission main from the railroad tracks north to, and including, Abbey Sawyer Road. The intent would be to complete the construction during 2022, in advance of the City's 400-year celebration. The final section for replacement would include Central Avenue from Silver Street to the railroad tracks, which would likely follow in 2023. In the event that there are additional grant stimulus funds coming to the City this winter/spring, there is a need to proceed expeditiously with the design phase to be shovel-ready prepared approved via council resolution [R-2021.02.10-019](#). New contract total \$2,733,648.00.

Additional Scope of Work #17 adding \$186,000.00 for professional engineering services for the construction phase of the Central Avenue North Water Improvements project, which includes construction administration, resident project representative services, record drawings and geotechnical and soil testing approved via Council resolution [R-2021.06.23-107](#). New contract total \$2,919,648.00.

Additional Scope of Work #18 adding \$24,700.00 in additional services for an amended scope of service, construction phase, for the Main Street and Washington Street Water Improvements. New total contract \$2,944,348.00.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2022.04.27 – 092**
Resolution Re: B14074 Construction Phase for the Composite Elevated Water Storage Tank, Additional Scope of Work No. 19, Underwood Engineers, Inc.

Additional Scope of Work #19 is being requested for professional engineering services for the construction phase of the Composite Elevated Water Storage Tank, which includes construction administration, resident project representative services, startup services, O&M manuals, record drawings, field testing and additional design services in the amount not to exceed \$460,000.00. New contract total \$3,404,348.00.

Breakdown of Professional Engineering Services are as follows:

Task	Total
Task 1: Construction Administration	\$ 100,000.00
Task 2: Resident Project Representative	\$ 250,000.00
Task 3: Startup Services	\$ 20,000.00
Task 4: O&M Manuals	\$ 16,000.00
Task 5: Record Drawings	\$ 18,000.00
Task 6: Field Testing	\$ 26,000.00
Task 7: Additional Design Services	\$ 30,000.00
Total	\$ 460,000.00

Award Information:

A purchase order will be issued to Underwood Engineers, Inc. selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	206	Number of Responses:	4
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	2021
Recommended Award to:	Underwood Engineers, Inc.	Fund:	Water/CIP
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.

[B14074 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2022.04.27 – 093**

Resolution Re: B22013 Construction of the Pudding Hill Water Treatment Facility, Additional Scope of Work No. 1

WHEREAS: A sealed Request for Bid #B22013 was issued and received for the Construction of the Pudding Hill Water Treatment Facility on October 27, 2021 at 2:00 p.m. A non-mandatory pre-bid meeting was held at Dover City Hall, as well as by a virtual conference platform on September 29, 2021 at 10:00 AM with eight vendors in attendance; and

WHEREAS: On November 10, 2021, City Council approved the award to Penta Corporation of Moultonboro, NH in the total amount of \$13,927,910, as well as an additional \$900,000 to be held in contingency in conjunction with RFB #B22013 via resolution [R-2021.11.10-186](#); and

WHEREAS: The City has been informed it is eligible to receive funding assistance through a PFAS American Rescue Plan Act (ARPA) grant for this project, Penta Corporation provided Additional Scope of Work No. 1 which includes a cost proposal for added costs to comply with ARPA funding requirements to the current contract documents in the amount of \$959,226.76; and

WHEREAS: The City Council approved the authorization of \$900,000 via resolution [R-2021.11.10-186](#) to be held in contingency in conjunction with RFB #B22013, it is the recommendation to proceed with approval of the net difference required to authorize Additional Scope of Work No. 1 in the amount of \$59,226.76.

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

The Purchasing Agent is hereby authorized to issue a purchase order to Penta Corporation of Moultonboro, NH for Additional Scope of Work No. 1 for the Construction of the Pudding Hill Water Treatment Facility project in the amount of \$59,226.76. 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
5300.1.300.43320.4720.03595.22.	Water-Pudding Hill WTP	17,400,000.00	1,397,090.00	59,226.76
			Total	59,226.76



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2022.04.27 – 093**

Resolution Re: B22013 Construction of the Pudding Hill Water Treatment Facility, Additional Scope of Work No. 1

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Name
Councilor

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

Recorded by: Susan M. Mistretta
City Clerk

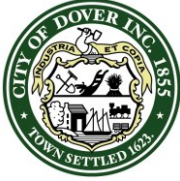
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis 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.2.

Resolution Number: **R – 2022.04.27 – 093**

Resolution Re: B22013 Construction of the Pudding Hill Water Treatment Facility, Additional Scope of Work No. 1

RESOLUTION BACKGROUND MATERIAL:

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

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

On November 10, 2021, City Council approved the award to Penta Corporation of Moultonboro, NH in the total amount of \$13,927,910, as well as an additional \$900,000 to be held in contingency in conjunction with RFB #B22013 via resolution [R-2021.11.10-186](#).

Additional Scope of Work No. 1 in the total amount of \$959,226.76 is being requested to comply with the PFAS American Rescue Plan Act (ARPA) grant and funding requirements to the original contract documents. New contract total \$14,887,136.76.

On October 27, 2021 the City Council voted via resolution [R-2021.09.22-163](#) to appropriate \$17,400,000 for design and construction of the Pudding Hill Water Treatment Facility. This resolution also identified the funding sources for the project. These funding sources, in addition to the funding from New England Metals Recycling (NEMR), were noted as authorization to participate in any Federal or State loan or grant programs for drinking water projects, to include assistance through the NH PFAS Remediation Fund administered by NH Department of Environmental Services.

Upon approval of the October 2021 resolution the City was notified through the NH PFAS Remediation Fund that the City would be eligible for a PFAS Remediation grant in the amount of \$1,500,000 and a PFAS Remediation loan for some portion of the project costs. At that time the City was estimating financing up to \$3,796,787 through either City bonds or PFAS Remediation loan.

The City recently was informed that, with the influx of ARPA Infrastructure funding into the PFAS Remediation Fund, the Fund could provide a grant of up to \$5,188,000 for the Pudding Hill Water Treatment Facility project. The acceptance of the additional PFAS ARPA grant funds requires that the City and any contractors need to comply with federal grant provisions, to include Davis Bacon prevailing wages. The City followed up with Underwood Engineers to determine what cost increases could be expected for complying with federal ARPA provisions. Underwood Engineers identified their cost increase would be \$35,000 and Penta Corporation identified their cost increase would be \$959,226.76.

The funding table below shows the higher cost for complying with ARPA funding requirements, yet there is an overall \$2,693,773 net increase in grant assistance for the project by accepting the PFAS ARPA grant



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2022.04.27 – 093**

Resolution Re: B22013 Construction of the Pudding Hill Water Treatment Facility, Additional Scope of Work No. 1

funding. This should result in the City not having to bond on its own or obtain a PFAS Remediation loan. The City will save on bond issuance costs and debt interest as a result of not issuing any bonds or loan financing.

Pudding Hill Water Treatment Facility			
		ARPA Grant	
	Original	Revised	Change
City Council Appropriation	\$17,400,000.00	\$17,400,000.00	\$0.00
Use of Appropriated Funds:			
Engineering Services	\$1,175,000.00	\$1,175,000.00	\$0.00
Engineering - ARPA Conditions		\$35,000.00	\$35,000.00
Construction Contract	\$13,927,910.00	\$13,927,910.00	\$0.00
Construction - ARPA Conditions		\$959,226.76	\$959,226.76
City Construction Contingency	\$900,000.00	\$0.00	-\$900,000.00
Total Project Cost:	\$16,002,910.00	\$16,097,136.76	\$94,226.76
Non-Obligated Appropriation Balance	\$1,397,090.00	\$1,302,863.24	-\$94,226.76
Total:	<u>\$17,400,000.00</u>	<u>\$17,400,000.00</u>	
Funding Sources:			
NEMR - Construction	\$11,053,212.80	\$11,053,212.80	\$0.00
NEMR - Engineering	\$1,050,000.00	\$1,050,000.00	\$0.00
City - PFAS Grant	\$1,500,000.00	\$5,188,000.00	\$3,688,000.00
City - PFAS Loan	\$3,796,787.20	\$108,787.20	-\$3,688,000.00
Total:	<u>\$17,400,000.00</u>	<u>\$17,400,000.00</u>	
Net Grant Funding Increase:			\$2,693,773.24

Bid Information:

A sealed Request for Bid #B22013 was issued and received for the Construction of the Pudding Hill Water Treatment Facility on October 27, 2021 at 2:00 p.m.

Award Information:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

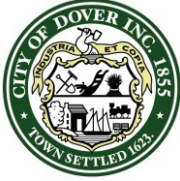
Resolution Number: **R – 2022.04.27 – 093**

Resolution Re: B22013 Construction of the Pudding Hill Water Treatment Facility, Additional Scope of Work No. 1

Purchasing Information:

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

[B22013 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2022.04.27 – 094**

Resolution Re: B22035 Composite Elevated Water Storage Tank

- WHEREAS: A sealed Request for Bid #B22035 was issued and received for the construction of the Composite Elevated Water Storage Tank on April 13, 2022 at 2:30 p.m.; and
- WHEREAS: The City received four bid replies which were reviewed for necessary experience, technical and professional qualifications, understanding of project scope, approach for completing the work and commitment to project timeline, as well as possession of a satisfactory record of performance. The lowest responsive and responsible bid was submitted by Caldwell Tanks, Inc. of Louisville, KY; and
- WHEREAS: It is the recommendation to accept the bid submitted by Caldwell Tanks, Inc. of Louisville, KY in the Base Bid (Schedule 1) amount of \$4,552,220.00, Base Bid (Schedule 2) amount of \$929,590.00, add Alt B (Smith Well Road Drainage Work) amount of \$15,920.00, and add Alt C (Smith Well Sewer Work) amount of \$113,970.00 for a total bid amount of \$5,611,700.00.

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 Caldwell Tanks, Inc. of Louisville, KY for the construction of the Composite Elevated Water Storage Tank in the total amount not to exceed \$5,611,700.00. 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
5300.1.300.43320.4757.03547.23.	Glenwood Ave Storage Tank	6,100,000.00	6,100,000.00	5,481,810.00
1009.1.300.43155.4715.00000.00	Storm Water-Land Improv	150,000.00	12,123.18	12,123.18
1000.1.300.43155.4715.00000.00	Storm Water-Land Improv	200,000.00	79,926.32	3,796.82
5320.1.300.43250.4757.04530.22.	Sewer Mn Replace-City Wide	156,000.00	67,696.65	67,696.65
5320.1.300.43250.4757.04530.23.	Sewer Mn Replace-City Wide	162,240.00	144,240.00	46,273.35
			Total	5,611,700.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2022.04.27 – 094**

Resolution Re: B22035 Composite Elevated Water Storage Tank

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.3.

Resolution Number: **R – 2022.04.27 – 094**

Resolution Re: B22035 Composite Elevated Water Storage Tank

RESOLUTION BACKGROUND MATERIAL:

The City of Dover requested bids from qualified contractors for the construction of a composite elevated water storage tank, including process piping, plumbing, HVAC, instrumentation and electrical system in the base bid amount of \$5,481,810.00 (Schedule 1 and 2). In addition, the City is recommending to add Alternate B in the amount of \$15,920.00 which is to furnish and install drain pipe and catch basins on Smith Well Road and add Alternate C in the amount of \$113,970.00 which is to furnish and install sewer pipe, manhole frames and covers, and re-align existing sewer service where directed on Smith Well Road. The total cost of the project is \$5,611,700.00.

The timeline for this project is five hundred sixty (560) calendar days to substantial completion and six hundred (600) calendar days to final completion following the City's Notice to Proceed.

Bid Information:

A sealed Request for Bid #B22035 was issued and received for the construction of the Composite Elevated Water Storage Tank on April 13, 2022 at 2:30 p.m.

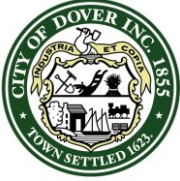
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	503	Number of Responses:	4
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	600 calendar days FC
Recommended Award to:	Caldwell Tanks, Inc.	Fund:	Various
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.

[B22035 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2022.04.27 – 095**

Resolution Re: **Adoption of 2022- 2023 City Council Goals**

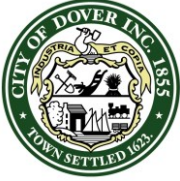
- WHEREAS: On March 26, 2022, the Mayor and members of the City Council held a goal setting retreat to identify goals and a series of objectives to be accomplished in the next two years; and
- WHEREAS: The Mayor and City Council are committed to serving their Dover community in an open, positive, and respectful manner while working towards the long-term betterment of the Dover community; and
- WHEREAS: The mission of the Dover City Council is to provide leadership and vision for the City of Dover to ensure affordable, high quality services and to provide opportunities through responsive and accessible government; and
- WHEREAS: The Mayor and City council desire to articulate to the community, all City boards and commissions, the City Manager and the City's professional staff their collective aspirations and expectations for the term of their service.

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

The 2022-2023 Mayor and Dover City Council establish the goals and objectives as identified and finalized in the attached City Council Goals, 2022-2023, for the purpose of communicating aspirations, expectations and direction which the Mayor and members of the City Council intend to focus upon and pursue during the course of their current City Council terms.

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2022.04.27 – 095**

Resolution Re: **Adoption of 2022- 2023 City Council Goals**

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:

The City Council Goals, 2022-2023 are attached. By way of additional background, the City of Dover Goal Setting Summary dated March 26, 2022 is also attached.



City of Dover Goal Setting Summary





City of Dover Goal Setting Summary

Participants

Mayor Carrier

Deputy Mayor Shanahan

Councilors Thibodeaux, Hackett, Hinkel, Williams, Nemeth, and Cullen

Also attending were City Manager Joyal, Deputy City Manager Parker, City Attorney Wyatt, Human Resources Director Daudelin, Finance Director Lynch, Planning & CDBG Director Benton, Police Chief Breault, Fire Chief McShane, Community Services Director Storer, Recreation Director Bannon, Library Director LaFrance, Welfare Director Balian and City Clerk Mistretta.

The session was facilitated by:

Carl Weber, Director, Member Services, Primex³

Purpose and Intended Results

The purpose of this goal setting session was to assist the Dover City Council and City department heads in establishing short- and long-term goals that will move the City's vision forward. The goals identified will become part of the Council and management staff's ongoing action plan moving forward.

Ground Rules

At the outset of the session, participants identified a list of ground rules that set the stage for how to proceed. Participants chose the following ground rules for themselves:

- Be open to ideas
- Move the conversation forward
- Active listening/open mind
- Encourage participation
- All ideas/brainstorm
- Recognize one speaker at a time
- Raise hand to speak
- Bathroom breaks so people aren't walking in/out
- Think creatively
- No phones (unless emergency)
- Disagreements allowed
- Consensus and unanimous
- Allow someone to speak and finish their point
- Respect others' opinions/thoughts
- Remember our vision, mission, core value
- There are NO dumb questions/no judgment
- Ask clear and concise questions
- Contribute to the conversation
- Recognize success as well as challenges
- Brainstorm and share all goals prior to discussing individual goals
- Avoid going down rabbit holes
- Be creative yet realistic
- Make space, take space
- It's okay to share partial thoughts/expect accept non-closure
- Critique the idea not the person



City of Dover Goal Setting Summary

Brief Review of Dover's Vision, Mission and Values

Facilitators and participants briefly reviewed the City's Vision Statement, Mission Statement, and Core Values. These factors make up a lens through which goals and objectives can be evaluated and developed.

One additional phrase was added by the group to provide clarity and to expand on the prior concepts to reflect the current state of the City:

- Follow Guidelines of our Master Plan

Identification and Categorization of Goals

Goals were defined as qualitative statements of what the City intends to accomplish over a period of years. These are "big picture" items vital to organizational success.

Participants were asked to present goals to move the City forward. As each goal was presented, the individual decided whether it was similar to, or different from, a previously stated goal. The individual goals (bulleted list after the collective goal name) created a larger collective goal that took shape during the session. Those collective goals were then developed by breakout groups and presented back in the full session for feedback and additions.

Development of Strategic Objectives for Goals

Strategic Objectives were defined as short- and long-term quantitative results that directly support the goals. Objectives should be measurable, achievable, and consistent with the goals, and should also align with the City's overall vision, mission and core values. These objectives create the basis for an ongoing action plan going forward.

Participants were broken into groups, and each group was tasked naming and summarizing the larger goal to develop at least two strategic objectives to help the City achieve this goal. Each group was assigned to address one of the broad goals listed below. Participants then returned to report their identified strategic objectives to the full group, and the full group had the opportunity to provide additional feedback and direction on the objectives.

Goal #1: Inclusive Dover – Supporting needs of marginalized communities (historically excluded) to benefit the whole community – strengthen ties, linked to social resilience.

- Work on ADA and universal design issues in public areas
- Incorporate REI recommendations into departmental level plans (DEI)

Inclusive Dover - Strategic Objectives

1. Define physical & social barriers
2. Use Able NH and REI recs/assessment info



City of Dover Goal Setting Summary

3. Add universal design principle to infrastructure
4. Use Able NH study to inform FY24 CIP
5. Engage DMHA & others to define needs and recommendations
6. Receive interim reports from groups – regular updates/quarterly updates
7. Review recommendations from various projects & budget – Able NH, REI, Mental Health Study
8. Incorporate into strategic planning & budget docs & process
9. Council setting inclusivity focused framing for goal setting
10. Communicating to Boards and Commissions via staff and council liaison
11. Add council goals/city vision to Board/Commission orientation welcoming **by 12/22**.
12. Acknowledge successes by Departments and Boards – show community what is being done
 - Develop regular Council update schedule
 - Recognize continual learning and improvement
13. Link to communication goals (Goal #5: Cross-Community Engagement)
 - Different learning styles
 - Section 508 compliance on website
 - Feedback/loops, learning together (video, audio)
14. Develop uniform template for written reports

Goal #2: Community Engagement - Improve the use of expertise and input from Board and Employees.

- Expand employee led improvements – Bring successes to the city council and public
- Setup the Board of Health in a new vision for the needs of the city now and in the future

Community Engagement - Strategic Objectives

1. Targeted Recruitment (Leadership Academy)
2. Comprehensive review of purpose/scope/relevance
3. Encourage joint meetings for committees (also volunteer recognition)
4. Standardized set of requirements, as need by ordinance
5. "Annual" report by each Board to City Council
 - In person and writing

Goal #3: Waterfront Deep Dive - Engage the Council in updates on development of the waterfront

- Start and finish the waterfront
- Implement a plan for community amenities in the waterfront: Recreation/water/art



City of Dover Goal Setting Summary

Waterfront Deep Dive - Strategic Objectives

1. Endorse and promote CWDACs key benchmarks (milestones) to help keep the public informed and include the developers – Environmental
2. Be aware of/keep abreast of CIP components and any changes in costs of budget on the Waterfront development
 - Promote public access to water during/after development and amenities for all ages
 - Have a groundbreaking ceremony

Goal #4: Budget Collaboration

- Respect tax CAP restraints adopted by community. Routine overrides for run-of-the-mill budget challenges does not.
- Structural reforms to improve school budget adoption process to reduce conflict.
- Separate contract/wage decisions from budget adoption timing
- Foster more cooperative structure between elected groups. Cease interfering with duties of each other.
- Incrementally increase school side of the budget to 60% of the city budget over a 10-year period, beginning with the FY24 budget, to align with other communities.

Budget Collaboration - Strategic Objectives

1. Reform processes & timeline
 - Disconnect contract approvals from budget adoption
 - Remove elected officials from CBA negotiations
 - Review timeline for budget adoption & school board term start/stop
2. Foster more cooperation, less interference
 - Based on updated timeline better implementation of Fiscal Policy #26
 - Improved school board & school department participation in C.I.P.
 - More joint meetings – Quarterly
3. Budget review to adopt incremental increases
 - Review & implement appropriate budget benchmarks
 - Benchmark based on appropriate communities
 - Legislative advocacy for consistent state funding



City of Dover Goal Setting Summary

Goal #5: Cross-Community Engagement – Improve Community-wide communications through multiple channels and allowing for two-way communication to gain feedback for improvement.

- Establish and publicize plans for facility and asset management
 - ✓ Utilize concise messages for purpose and use of public facilities
 - ✓ Publicize use of grants and developer fees that enhance life in Dover without adding to our tax burden
- Seek to engage the public to a greater degree
 - ✓ Explore citizen feedback options in a variety of formats
 - ✓ Seek ways to communicate with sections of our community that lack skill or resources to communicate electronically
- Expand opportunities for cross-community dialogue & learning (not physical space, process/opportunity)
- Improve opportunities for constructive citizen feedback
- Reboot City website

Cross-Community Engagement - Strategic Objectives

1. Meet People where they're at
 - Digital
 - Email
 - Mail
 - Newspapers
 - Channel 22
 - Community Events
 - Engaging different age demographics
2. Identify ways for people to provide feedback
 - Neighborhood meetings
 - Phone line
 - Online
 - Community Events
 - Public Meetings
 - Neighborhood based web pages
 - Instructions for participating in public meetings
3. Reorganize the website to make content more accessible



City of Dover Goal Setting Summary

Goal #6: Build a Resilient Community

- Renewable energy
- Infrastructure – built, natural and social
- Climate adaptation and awareness around adaptation and mitigation
- Create solid infrastructure for the current and future energy needs of the city. Ensure seamless energy source
- Commit to city owned property operating on 100% renewal energy **by 2035** or sooner

Build A Resilient Community - Strategic Objectives

1. Adopt resilience plan by **12/2022** as informed by SRPC/REI, etc. (before budget) in scientific context
2. Set incremental targets to reach city owned property operating on 100% renewable energy **by 2035** or sooner, utilizing input of boards & commissions **by 06/2023**
3. Develop resilience framework for boards/commissions/elected officials, staff, etc. to guide city direction **03/2023**
4. Adopt policies which promote public & private energy efficient infrastructure by **12/2023**
 - Include community power
5. Develop policies and programs that build social capital in the context of resilience for all, **by 12/2023**

Goal #7: Building a Better Dover

- Affordable housing
- Public/Private partner
- 'Attainable' housing
- Social/Human Services
- More Housing – Diverse price points & life stages
- Advocate for diverse housing and business development
- Expand new public/private partnerships with emphasis on affordable housing
- Expand-promote higher density housing options that include public transportation, access to services and public walkways
- Improve access to energy efficient housing integrated with existing stock not segregated by socio-economic status
- Continue (and enhance) changes to zoning and incentives that promote the development of affordable housing
- Foster pro-growth mindset. Moderate growth & development is something to embrace not fear. We need more housing for a variety of budgets and life stages
- Address ongoing causes and issues of rising costs; affordable housing, homelessness, livable wages



City of Dover Goal Setting Summary

Building a Better Dover - Strategic Objectives

1. Transitional income indexed housing
 - Focus on other income levels too
 - Integrated across income levels
2. Prepare for 1% annual growth rates over the next decade by adding housing units for 3,000 people and adjusting zoning and improving infrastructure to support growth
3. Public education/outreach
4. Zoning/site regulation incentives including energy efficiency
5. Be open to new public/private partnerships
6. Use SRPC Regional Housing Needs study findings and CDBG Analysis of Impediments to Fair Housing study to inform decisions.

Wrap-Up, Recap and Action Plan

The next step following this session will be for the City Manager, department heads, and City staff to work together to develop specific tactics for accomplishing the identified goals and objectives. Tactics describe specifically HOW the goals and objectives will be met.

Other strategic decisions may require further refinement to identify the targeted date of completion.

Concluding Thoughts

Thank you again for the opportunity to participate in this important process. Primex³ appreciates the opportunity to provide assistance to members with goal setting, and to help governing bodies develop paths to achieve their visions. A forward-looking community that is deliberate, disciplined, and strategic in developing and accomplishing its goals illustrates how *"good management is good risk management."*



City Council Goals

2022-2023

Goal #1: Our City is Inclusive and Welcoming

The following objectives strengthen our Community by supporting all Dover residents, including those that are under-represented or marginalized.

- Promote inclusion in City events, programs, and projects. Ensure city programs are equitable and accessible to all.
- Provide resources for the community to learn about mental health, social, racial and diversity issues.
- Continue efforts to diversify Boards, Committees and Commission appointments.
- Educate appointed volunteers on these goals by incorporating them into the application process.
- Ensure all (print, web and verbal etc) City communications use language and images that support diversity and inclusivity and are accessible.
- Include “Universal Design” principals in Capital Improvement infrastructure projects.
- Incorporate options for diversity, equity, and inclusivity in programming, operations and strategic planning.
- Celebrate operational successes, whether volunteer or staff driven, through updates and reports.

Goal #2: Our City Volunteers are Engaged

The following objectives ensure that Board, Committee and Commission members are valued and are part of the community’s governance.

- Continually recruit new volunteers from all areas of the community.
- Support and encourage participation in the Citizen’s Leadership Academy.
- Review the mission and purpose for each Board, Committee and Commission for relevancy.
- Encourage joint meetings between Boards, Committees and Commissions where collaboration will enhance their missions.
- Update Board, Committee and Commission expectations, so volunteers understand their role.
- Require an annual report (written or oral) to the City Council on activities undertaken by Boards.
- Celebrate volunteers through a volunteer appreciation program.

Goal #3: Our Waterfront is Developed

The following objectives support the Waterfront development, per the Land Development Agreement

- Endorse and promote CWDACs key benchmarks (milestones).
- Encourage community components within the final design and layout as laid out and expected.
- Support capital investment in the project, per the LDA and CIP, recognizing budget changes.

Goals and Objectives

At a March 2022, Goal Setting session, the City Council developed short and long-term goals to move the City’s Vision forward.

These mission focused goals provide a framework for the Council and Management staff to develop action plans.

The Council goals support:

Inclusion
Civic Engagement
Waterfront Development
Budget Collaboration
Community Engagement
Resiliency
Diverse Housing

Goal #4: Our City's Budget is Collaboratively Created

The following objectives ensure that the City's budget process evolves to better serve the community.

- Disconnect Collective Bargaining Agreement contract approvals from budget adoption, through process and timeline change.
- Respect the different roles the School Board and City Council in the budget development process.
- Enhance the budget process by encouraging school department participation in developing Capital Improvement Programming.
- Advocate for appropriate State and grant funding for all budget components and operation areas.
- Enhance comparisons to other communities, by utilizing the same benchmark communities for the City and School budget.

Goal #5: Our City's Residents are Engaged

The following objectives improve communications through multiple channels with feedback loops for improvement from all.

- Communicate in a manner which will meet people where they are, in content, communication style and format.
- Reboot the City of Dover website to be more collaborative, accessible and informative.
- Increase public engagement through innovative and diverse citizen feedback options.
- Incorporate diverse options for creating dialog with residents, businesses and property owners.
- Report on how feedback was considered and used to revise programs, policies or operations to demonstrate "we're listening."
- Provide clarity on the use and purpose of various City facilities, programs and policies.

Goal #6: Our City is Resilient

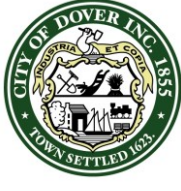
The following objectives ensure the City's social, built and natural infrastructure is designed to evolve and support community needs.

- Adopt the Citywide resilience plan by 12/2022 as informed by Dover focused SRPC Equity and Racial Equity and Inclusion reports.
- Set incremental targets to reach City owned property operating on 100% renewable energy by 2035, or sooner, utilizing input of Boards, Committees and Commissions by 06/2023.
- Develop, by 03/2023, a Resilience framework for volunteers, Elected Officials, and staff to strategically guide City Direction.
- Adopt policies which promote Public & Private sector energy efficient infrastructure by 12/2023.
- Develop policies and programs that build social capital in the context of resilience for all, by 12/2023.

Goal #7: Our City is Diverse and Attainable

The following objectives support a Dover that is welcoming to all no matter socio economic background

- Continue policies and programs that promote diverse and resilient housing and businesses in Dover.
- Educate the public on growth rates and how the City is working to accommodate those rates, rather than discourage them.
- Review land use regulations and zoning to promote density in appropriate locations and context.
- Utilize Public Private Partnerships to enhance the City's ability to these goals, and participate, in developments.
- Understand regional housing needs and impediments to affordable housing by analyzing data and trends as well as anecdotes.
- Integrate options for income indexed, market rate and other diverse housing formats into the community as a whole.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2022.04.27 – 006 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 25 Heritage Commission
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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to increase the membership of the Heritage Commission and to add clarifying language to the purpose and duties.

2. AMENDMENT

Chapter 9 entitled “Boards, Commissions and Committees” is hereby amended by revising Section 9-25, “Heritage Commission”

§ 9-25**Heritage Commission.**

[Added 10-28-2015 by Ord. No. 2015.10.14-021; amended 6-8-2016 by Ord. No. 2016.05.25-008]

A. Membership. The Heritage Commission shall consist of ~~five~~seven voting members, including one City Councilor; one citizen recommended by the Woodman Institute Museum, and ~~three~~five citizens, one of whom may be a Planning Board member and one of whom may be a Downtown Dover Tax Increment Finance Advisory Board member. A representative from the Library, appointed by the City Manager, shall be an ex-officio non-voting member. A staff liaison shall be appointed by the City Manager.

B. Terms of members. Members shall be appointed to terms of three years. The City Council member shall serve for his/her current Council term and shall be appointed by the Mayor with the approval of the Council. Original appointments may be staggered so that all Commissioner’s terms do not expire at the same time.

C. Authority and duties. The Heritage Commission shall have the capacity to oversee the following duties and functions consistent with RSA 674:

(1) Survey and inventory all cultural and historic resources, in order to plan for preservation and include valuation.

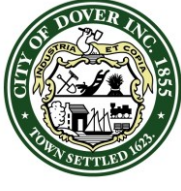
(2) Conduct research and publish findings to inform the City Council and City Manager.

(3) Assist the Planning Board, as requested, in the development and review of those sections of the Master Plan which address cultural and historic resources.

(4) Advise, upon request, local agencies and other local boards in their review of requests on matters affecting or potentially affecting cultural and historic resources, including advising the City Council on the historic value of potentially replaced qualifying structures pursuant to RSA 79-E:4.

(5) Coordinate activities with appropriate service organizations and nonprofit groups, at the discretion of the City Council.

D. Appropriations. Any appropriations established by the City Council for use by the Heritage Commission shall be held in a Heritage Commission fund and disbursed in accordance with RSA 674:44-b, subject to the

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2022.04.27 – 006 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 25 Heritage Commission
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requirements of the City's purchasing procedures and accounting requirements as administered by the City Manager.

3. TAKES EFFECT

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

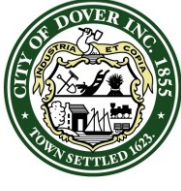
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor 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 - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2022.04.27 – 006 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 25 Heritage Commission
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DOCUMENT HISTORY:

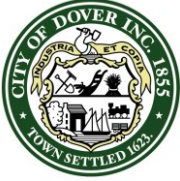
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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:

The Heritage Commission held a meeting on March 7, 2022 where the Commission’s purpose, duty, and scope of authority were discussed. Following this discussion and after review of the Commission’s intended responsibilities, an increase in membership and additional clarifying language within the ordinance establishing the Commission is recommended.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.2.

Ordinance Number: **O – 2022.04.27 – 007**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 42 Schedule C: Stop Intersections

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 141, entitled “Vehicles and Traffic,” to add stop signs on Mount Vernon Street (at the intersection of Abbott Street and Roosevelt Avenue), on Coolidge Avenue (at the intersection of Pearl Street), and on Pearl Street (at the intersection of Park Street), as recommended by the City’s Transportation Advisory Commission.

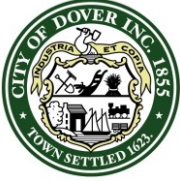
2. AMENDMENT

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

§ 141-42 Schedule C: Stop Intersections.

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

Stop Sign on	At Intersection of:
Abbott Street	Central Avenue
Abbott Street	Mount Vernon Street
Academy Street	Church Street
Adelle Drive	Durham Road
Alder Lane	Wilbrod Avenue
Allan Street	Old Rochester Road
Alumni Drive	Bellamy Road
Alumni Drive	Durham Road
Amy Lane	Sixth Street
Angle Street	Central Avenue
Apache Street	Old Rochester Road
Applevale Drive	Middlebrook Road
Arch Street	Washington Street
Ash Street	Central Avenue
Ash Street	Grove Street
Ash Street	Horne Street
Ash Street	Mt. Vernon Street
Ash Street (4-way)	Maple Street
Atkinson Street	St. Thomas Street
Atkinson Street	Silver Street
Atkinson Street	Washington Street
Atlantic Avenue	Portland Avenue
Auburn Street	New Rochester Road
Augusta Way	Middle Road
Austin Drive	Garrison Road



CITY OF DOVER

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Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 42 Schedule C: Stop Intersections

Stop Sign on

Ayers Lane
Back Road
Baker Street
Beech Road
Beech Road
Belanger Drive
Belknap Street
Belknap Street
Belknap Street
Bellamy Road
Benjamin Way
Beverly Lane
Birchwood Place **[Added 4-25-2018 by Ord. No. 2018.04.11-003]**

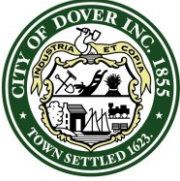
Boxwood Lane
Brickyard Drive
Browning Drive
Cailey Anna Lane
Canney Lane
Canney Lane
Cataract Avenue
Cataract Avenue
Chandler Way
Chapel Street
Charles Street
Cherrywood Drive
Chestnut Street
Chestnut Street (4-way)
Church Street
Church Street
Clearwater Drive
Clifford Street
Clifford Street **[Added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

At Intersection of:

Royer Lane
Henry Law Avenue
East Concord Street
Longmeadow Road
Stark Avenue
Dover Point Road
Fisher Street
Silver Street
Washington Street
Durham Road
Danielle Lane
Bellamy Road
Central Avenue

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

Elmview Circle
Rogers Street
Littleworth Road
Tolend Road
Glenwood Avenue



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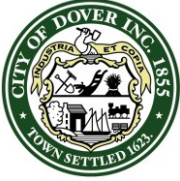
Stop Sign on

Constitution Way
Coolidge Avenue
Corbin Drive
Cordeiro Drive
Cornerstone Drive
Cottonwood Drive
Country Club Drive
County Farm Cross Road
County Farm Cross Road
County Farm Road
County Farm Road
Court Street
Crescent Avenue
Crestview Drive [Added 12-26-2016 by Ord.
No. 2016.10.12-013]
Crosby Road
Cushing Street
Cushing Street
Danielle Lane
Danielle Lane
Dean Drive
Deborah Lane
Digby Lane
Dover Neck Road
Dover Point Road (northbound)
Drew Road
Dover Street
Dover Street
Dunn's Bridge Lane
Durrell Street
East Street
East Concord Street
East Concord Street
East Watson Street
Ela Street
Elliott Park
Elm Street
Elm Street
Elmview Circle

At Intersection of:

Dover Point Road
Pearl Street
Mast Road
Varney Road
County Farm Cross Road
Wildewood Drive
Gulf Road
County Farm Road
Sixth Street
County Farm Cross Road
Sixth Street
Central Avenue
Horne Street
Glenwood Avenue

Littleworth Road
Silver Street
Washington Street
Mathes Hill Drive
Spruce Lane
Tolend Road
Spur Road
Back River Road
Middle Road
Route 4
Back River Road
East Street
Park Street
Durham Road
St. John Street
New York Street
Ham Street
Hill Street
Court Street
Pearl Street
Stark Avenue
Silver Street
Summer Street
Court Street



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Stop Sign on

At Intersection of:

Emerald Lane [Added 12-9-2015 by Ord. No. 2015.10.28-02]

Essex Street

Forest Street

Essex Street

Portland Avenue

Everett Street

Ham Street

Evergreen Valley Drive

Sullivan Drive

Ezras Way

Littleworth Road

Fairway Drive

Gulf Road

Fayette Street

Green Street

Fieldstone Drive

Long Hill Road

Fifth Street

Central Avenue

Fifth Street

Chestnut Street

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

Grove Street

Fisher Street

Locust Street

Fisher Street

Rutland Street

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

Broadway

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

Oak Street

Florence Street

Pearl Street

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

Essex Street

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

Hancock Street

Fourth Street

Central Avenue

Fourth Street

Chestnut Street

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

Grove Street

Fourth Street

Washington Street

Foxtail Ridge

Sixth Street

Franklin Plaza

Central Avenue

French Cross Road

Tolend Road

Garrison Road

Back River Road

George Street

Henry Law Avenue

Gerrish Road

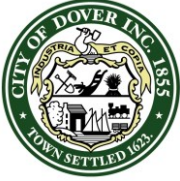
Old Dover Point Road

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

Tolend Road

Glencrest Avenue [Added 11-10-2021 by Ord. No. 2021.11.10-007]

Glenwood Avenue



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Stop Sign on

No. 2021.10.13-009]

Glencrest Avenue
Glenwood Avenue
Governor Sawyer Lane
Grady's Lane
Grandview Drive

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

Grove Street
Grove Street
Grove Street
Grove Street (northerly and southerly)
Hale Street
Hale Street
Ham Street
Ham Street
Ham Street
Hampshire Circle
Hancock Street
Hancock Street

Hanson Street [Added 4-25-2018 by Ord. No. 2018.04.11-003]

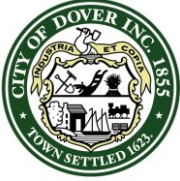
Hanson Street
Harlans Way
Hawthorne Road
Henry Law Avenue
Hill Street
Hill Street
Homestead Lane
Horne Street
Horne Street
Horne Street
Hough Street
Hough Street
Hough Street
Hough Street
Hough Street

At Intersection of:

Horne Street
Sixth Street
Stark Avenue
Mast Road
Littleworth Road
Washington Street
Ash Street
Third Street

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

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



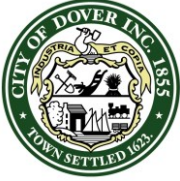
CITY OF DOVER

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



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Stop Sign on

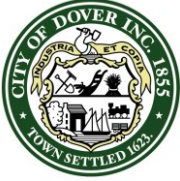
Middle Road
Middlebrook Road
Milk Street
Mineral Park Drive
Mohawk Drive
Morningside Drive (southerly)
Mt. Vernon Street
Mt. Vernon Street
Mt. Vernon Street
Mt. Vernon Street
Mt. Vernon Street (4-way)
Mulligan Drive
Mulligan Drive
Nelson Street
Newport Road
Newport Road [Added 9-9-2020 by Ord. No. **2020.08.26-012**]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

At Intersection of:

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

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

New York Street
Oak Street
Rutland Street



CITY OF DOVER

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Stop Sign on

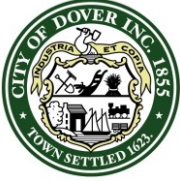
Parker Street
Pearl Street
Pearson Drive
Penny Lane
Philip Street
Philip Street
Pierce Street
Pierce Street
Pinecrest Lane
Pineview Drive
Plaza Drive
Pleasant View Circle
Pointe Place [Added 3-27-2019 by Ord. No. 2019.03.13-005]
Pondview Drive
Portland Avenue
Production Drive
Progress Drive
Quail Drive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

At Intersection of:

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

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

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



CITY OF DOVER

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Agenda Item#: 13.C.2.

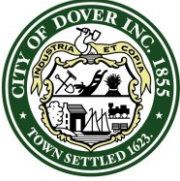
Ordinance Number: **O – 2022.04.27 – 007**
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Chapter: 141
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Stop Sign on

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

At Intersection of:

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

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Stop Sign on

Third Street
Third Street
Third Street (westerly)
Thornwood Drive [**Added 3-27-2019 by Ord. No. 2019.03.13-005**]
Three Rivers Farm Road
Towle Avenue
Towne Drive
Trakey Street
Trakey Street
Tuttle Lane
Tuttle Lane
Union Street
Upper Factory Road [**Added 4-23-2014 by Ord. No. 2014.04.09-007**]
Wallace Drive
Washington Street [**Added 12-26-2016 by Ord. No. 2016.10.12-013**]
Watson Road
Watson Road
Wentworth Douglass Hospital Driveway
Wentworth Douglass Hospital ER Entrance
Wentworth Terrace
Westgate Drive
Westwood Circle
Whittier Street
Whittier Street
Wilbrod Avenue
Wildewood Drive
Wildewood Drive
Willand Avenue
Willand Avenue
Williams Street
Willow Street
Wingate Lane
Winston Avenue [**Added 9-9-2020 by Ord. No. 2020.08.26-012**]
Winston Avenue [**Added 9-9-2020 by Ord. No. 2020.08.26-012**]

At Intersection of:

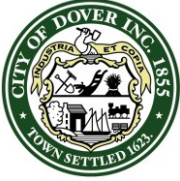
Chestnut Street
Grove Street
Chestnut Street
Julia Drive and Teresa Drive

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

Columbus Avenue
Arch Street

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

Applevale Drive and Middlebrook Road



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.2.

Ordinance Number: **O – 2022.04.27 – 007**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 42 Schedule C: Stop Intersections

Stop Sign on

Woodland Road
Woodman Park Drive
Young Street

At Intersection of:

Stark Avenue
Clifford Street
Main Street

3. TAKES EFFECT

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

REQUIRES PUBLIC HEARING

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE		Agenda Item#: 13.C.2.
	Ordinance Number:	O – 2022.04.27 – 007	
	Ordinance Title:	Vehicles and Traffic	
	Chapter:	141	
	Section:	42 Schedule C: Stop Intersections	

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:

The City of Dover’s Transportation Advisory Commission (TAC) has reviewed and approved the proposed amendments set forth in this ordinance, which add stop signs as follows:

Mt. Vernon Street (intersection of Abbott Street and Roosevelt Avenue): This amendment was endorsed by the TAC after consideration of resident concerns. Neighborhood residents expressed concerns related to pedestrian safety, confusion over the right-of-way rule, and frequent traffic detours through the Mt. Vernon Street neighborhood generated by the upper Central Avenue utility project which will continue in the coming construction year. This revision will effectively convert this intersection to an all-way stop from a two-way stop (currently only Abbott and Roosevelt have stop signs), making it consistent with other nearby intersections such as Mt. Vernon/Ash and Mt. Vernon/Hough.

Coolidge Avenue (intersection of Pearl Street) and Pearl Street (intersection of Park Street): This amendment was endorsed by the TAC after consideration of resident concerns pertaining to near-miss traffic incidents and potential confusion over the absence of stop signs. These are recognized to be local, low-volume streets but if the neighborhood were laid out today, engineering practice would specify stop signs at these intersections.



TOWN OF RYE • OFFICE OF SELECTMEN
10 Central Road
Rye, NH 03870-2522
(603) 964-5523 • Fax (603) 964-1516

VIA US Mail and Email at p.brean@peasedev.org, info@peasedev.org

April 11, 2022

PDA Board of Directors
Paul Brean, Executive Director
Pease Development Authority
55 International Drive
Portsmouth, NH 03801

Re: Proposed Cargo Facilities

Dear PDA Board and Mr. Brean:

We write to you regarding the proposed air cargo facilities at the Portsmouth International Airport at Pease. The negative affects air cargo will have on the dynamic of our communities and the Seacoast are numerous and cannot be understated, as we outline below.

Noise

There will be a significant increase in aircraft noise, particularly with nighttime air freight flights, that will disturb the sleep of seacoast residents. Stage four aircraft, such as we see with the Pegasus KC 46A aircraft, do not solve this problem. That said, we fully support our military flights which protect our democracy; however, we do not support the additional of the proposed commercial freighter aircraft.

Numerous studies have shown that airplane noise particularly during the night, causes physical and mental health issues, particularly to the elderly and to children. "Although well recognized as an environmental harm, there is now considerable recent literature on the adverse health effects of noise on children's education and cardiovascular disease." Further, experts state that "there is insufficient appreciation of the fact that aircraft noise has substantial effects on cardiovascular disease including hypertension, ischemic heart disease, heart failure and stroke" and that there must be "revised policies and actions to ensure there is an equitable balance between economic benefit and the health and wellbeing of communities . . . [because] [t]he cost and long-term consequences of inaction will be considerable."¹

Environment

There will be environmental impacts from plane exhaust ultrafine particles, de-icing, fueling, plane maintenance, and increased truck traffic.² The seacoast area has already been rocked by PFAS water

¹ <https://blogs.bmj.com/bmj/2019/06/18/the-harms-to-health-caused-by-aviation-noise-require-urgent-action/>

² <https://www.washington.edu/news/2022/01/26/air-pollution-from-planes-roads-infiltrates-schools-and-can-be-dramatically-reduced-with-portable-air-filters/>

https://deohs.washington.edu/mov-up?_ga=2.3832498.349584788.1648042644-778242273.1648042644

<https://ops.fhwa.dot.gov/publications/fhwahop10024/sect2.htm>

<https://qz.com/2084675/shipping-giant-maersk-invests-in-high-emissions-air-freight/>

contamination at Pease as well as from the Coakley landfill, and by the seacoast cancer cluster. We should be doing everything we can to decrease environmental pollutants and the risks they present to our residents' health, not increase them.

Infrastructure

The seacoast municipalities and the State, like the rest of the country, are suffering from aging infrastructure such as roads, drainage and bridges.³ Air cargo will bring an increase in tractor trailer traffic to the seacoast area, further degrading our infrastructure. The cost of this damage will fall to the State and Town taxpayers to repair and maintain over the next 30+ years (or place increasing demand and reliance on federal funds) with no financial assistance from the developer or air cargo tenants. The trucks will either travel on I-95 to out-of-state destinations, resulting in benefits to out-of-state businesses and consumers, with the State and N.H. municipalities bearing the brunt of these impacts; and/or, the trucks will be traveling on State roads – RT 4, Rt 101, Rt 33 - further impacting more NH infrastructure.

Types of Jobs

It appears that most of the jobs “created” will be ramp workers for the aircraft or warehouse workers for distribution. Using, for example, FedEx’s figures for such jobs, employees in these categories range \$16-\$32/hr, plus benefits, resulting in annual salaries ranging from \$30,000 - \$61,000, *before* deductions.⁴ As anyone can see from driving through the seacoast or the State, these types of jobs already exist and can’t be filled now; we don’t need more of these types of jobs on the seacoast, there are no local workers to fill them.⁵ If new workers in the above pay categories move to the seacoast they will compete with our hospitals, nursing home, and hospitality workers for the limited affordable housing in the area. This will further impose difficulties for these businesses to provide their services in the seacoast

Size and Scale

Finally, we do not agree with recent representations that this project will not be “large” and will have minimal impacts to the area. The Air Cargo facilities must be built large enough to make money, and presently the proposal presented to the PDA in January represented two facilities each with 2 phases, which, upon full build-out, will be 400,000 sf + 324,000 sf for a total of 724,000 square feet with a project development cost of \$30 to \$70 million.⁶ Air cargo projects smaller than this were recently built in such major metropolitan areas as Pittsburgh (140,000 sf), Indianapolis (300,000 sf), Anchorage (500,000 sf and 300,000 sf facilities were added: “[Anchorage is the] number two airport in the United States for landed weight of cargo aircraft . . . and is one of the top five airports in the world for cargo throughput”), and Toronto (400,000sf: “Canada’s busiest and largest airport”).⁷ Even if this is scaled back, this will not be a small project with minimal impacts to the seacoast and the State. The proposed air cargo facilities are large even in comparison to *major North American cities*; this project, if allowed, is not appropriate for the seacoast of N.H. and will completely change the area.

³ <https://www.whitehouse.gov/wp-content/uploads/2021/04/AJP-State-Fact-Sheet-NH.pdf>

⁴ <https://groundwarehousejobs.fedex.com/groundwarehousejobs/jobs/25736-539765?lang=en-us&previousLocale=en-US>

<https://careers.fedex.com/express/jobs/RC484957?lang=en-us&previousLocale=en-US>

<https://careers.fedex.com/express/jobs/RC487097?lang=en-us&previousLocale=en-US>

⁵ <https://www.nj.com/opinion/2022/03/do-we-really-need-an-amazon-air-hub-at-newark-airport-opinion.html?outputType=amp>

⁶ Pease Development Authority Board of Directors Proposed Development Presentation, January 20, 2022 by ProCon and Kane. <https://peasedev.org/wp-content/uploads/2022/01/1-20-2022-Public-Board-Packet.pdf>

⁷ <https://www.aircargonews.net/cargo-airport/new-cargo-facility-to-be-built-at-pittsburgh-international/>; <https://www.ind.com/business/air-service-cargo>; <https://www.akbizmag.com/industry/transportation/thinking-big-at-the-ted-stevens-anchorage-international-airport/>; http://www.matthewssouthwest.com/project_page/vista-cargo/

The PDA is required by statute to "act in a manner which is consistent with the public good," and to consider not just revenues and benefits to the State, but also the "environment, and quality of life of the affected communities, [and] the seacoast region." RSA 12-G:7, II; RSA 12-G:1, II. The overwhelming negative impacts air cargo facilities will have on the communities and the entire seacoast significantly outweigh the few potential economic benefits air cargo could offer the area or the State. Given your statutory obligations, we urge you not to offer a lease for air cargo facilities to any tenant, or act in any other manner which allows for additional air cargo facilities at Pease.

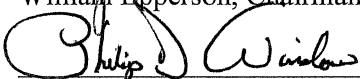
The New Hampshire seacoast is a unique, beautiful, limited resource, as well as a tourist boon for the State. Air cargo will change all this for the worse. As elected representatives for the Town of Rye, we are committed to preservation of our environment and quality of life in our Town and the entire seacoast area, and we urge you to ensure the right decision is made for the seacoast.

Thank you for your time, your dedication and commitment to the PDA, and your consideration of this letter.

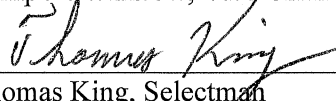
Sincerely,
Rye Select Board



William Epperson, Chairman



Philip D. Winslow, Vice Chairman



Thomas King, Selectman

cc: Newington Select Board
 Greenland Select Board
 Durham City Council
 Portsmouth City Council
 Dover City Council
 Kittery, Maine City Council
 Eliot, Maine Select Board
 York, Maine Board of Selectmen