



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, July 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. AUTHORIZATION TO ACCEPT AND EXPEND NH DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION FOR BEHAVIORAL HEALTH ON BEHALF OF THE GOVERNOR'S COMMISSION ON ALCOHOL AND OTHER DRUGS GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - B. AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION - OFFICE OF HIGHWAY SAFETY EQUIPMENT GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**
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. July 13, 2022 – Regular Meeting**
- 11. MAYOR'S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2ND READING**
 - B. ORDINANCES IN THE 3RD READING**
 - C. RESOLUTIONS**
 - 1. AUTHORIZATION TO ACCEPT AND EXPEND NH DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION FOR BEHAVIORAL HEALTH ON BEHALF OF THE GOVERNOR'S COMMISSION ON ALCOHOL AND OTHER DRUGS GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**
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2. **AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION - OFFICE OF HIGHWAY SAFETY EQUIPMENT GRANT**
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)
SPONSORED BY MAYOR CARRIER BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B22083 AWARD OF BID TO NEW ENGLAND VEHICLE OUTFITTERS FOR PUBLIC SAFETY VEHICLE EQUIPMENT REMOVAL AND INSTALLATION**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **APPROVAL OF THE OPERATIONAL RULES FOR THE AD-HOC COMMITTEE FOR GRAFFITI MANAGEMENT**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **APPROVAL OF LOT LINE RESTORATION FOR 2 HILTON ROAD (TAX MAP L, LOT 59)**
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 (Thibodeaux) | 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. Coheco 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) | |

B. RESOLUTIONS

1. **B23003 PURCHASE OF TWO AMBULANCES TO ROLAND B. MORIN DBA SUGARLOAF AMBULANCE RESCUE VEHICLES**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B23004 PURCHASE OF DIRECT REPLACEMENT ULTRAVIOLET DISINFECTION EQUIPMENT FROM TROJAN TECHNOLOGIES**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **CONDEMNING RACIAL AND RELIGIOUS SUPREMACIST ACTIVITIES**
SPONSORED BY COUNCILOR HINKEL



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C. ORDINANCES IN 1ST READING

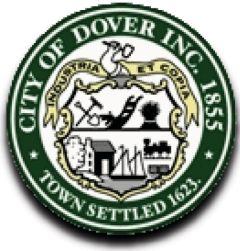
- 1. CHAPTER 9 BOARDS, COMMISSIONS AND COMMITTEES,
SECTION 12 – SOLID WASTE ADVISORY COMMISSION
SECTION 1 – ESTABLISHMENT; GENERAL PROVISION
(TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 10, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

14. COUNCIL CORRESPONDENCE

- A. Letter from NH Lottery dated July 15, 2022.**

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN



CITY MANAGER'S REPORT



Pride Flag raising, June 2022

July 27, 2022

Reporting on: June 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	DHS	Dover High School
MSRO	Middle School Resource Officer	DMS	Dover Middle School
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



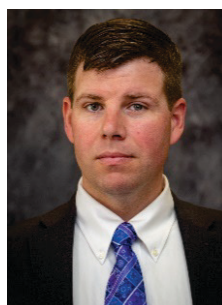
Michael McShane
Fire & Rescue
Chief, EOC Director



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
April 2022	2	3	85	144
May 2022	5	3	94	191
June 2022	6	2	95	154

Facilities, Grounds and Cemeteries employees addressed 95 Service calls and 154 work orders in the month of June. They conducted 6 ash interments and 2 full burials in this month. Three markers and one monument were set in place. The waterline for the old section of the cemetery was repaired, restoring water to the sections.

Several activities took place in the City Hall auditorium including a service where local resident George Riordan, a Navy combat medic from Dover killed in the Vietnam War, was posthumously awarded a Bronze Star Medal on June 3rd, after making the ultimate sacrifice more than 50 years ago.

Family members of late Hospital Corpsman Third Class George Riordan were joined by Sen. Jeanne Shaheen, D-New Hampshire, and Portsmouth Naval Shipyard Commander Capt. Michael Oberdorf as they accepted the recognition from the Navy during a ceremony at City Hall.

Graduation ceremonies were held in the auditorium this month, for the Dover Adult Learning Center and the Cocheco Academy for The Arts. The Miss Strafford County pageant was held there on the 18th.

Flags flown outside of City Hall in June included the flag of Ukraine, where war is ongoing, the Pride flag which symbolizes a call for more inclusivity and the Juneteenth flag, flown for the Federal holiday of June 19th. The colors and symbols on this flag are representative of freedom and the end of slavery.

There were thirty-eight work orders pertaining to building issues from inoperative toilets to changing light fixtures. Eleven keys were issued, three were retrieved, filing cabinets were moved and tables were brought

to the Library for the book sale and returned to the auditorium of City Hall when the sale was over. Eight deliveries of supplies or other items were addressed.

The tower clock received some attention from David Graf, who has provided maintenance for the clock over the years. The hands on the Hale Street face were lagging and one of the connectors inside needed some upkeep. One overhead door was repaired at the Public Works Facility and another at the Facilities, Grounds & Cemeteries Facility. On June 22nd, the back-up generator was set on its pad outside the 145 Court Street location. Changing tables were installed in the restrooms at the outdoor pool, one in each of the restrooms.

Air filters were changed in several locations, HVAC issues were addressed, four by Siemens (in addition to preventative maintenance) and a few others by employees. Fire extinguishers and elevators were inspected as they are each month by City employees. At the end of the month, bunting was hung at City Hall in advance of the Fourth of July celebrations.

Eighty work orders concerned outside issues. School zone lights were turned off for the summer, twelve traffic signal concerns were investigated, one green ball was changed and one pedestrian light was repaired. Ten signs were attended too in addition to five street signs that had been pulled out of their locations. No Camping signs were posted along the Community Trail.

Trees were trimmed for mowing in various parks and playgrounds, the outside mowing of public turf areas was ongoing, tree pits were mulched in some areas, repairs to a fence and trail maintenance commenced along the Whittier Falls section of the Community Trail. Fifteen tree issues were looked into, with two trees being removed, others limbed and ownership determined on others. Watering of trees, whiskey barrels and flowers was necessary, as the rain has been sporadic at best. The irrigation system in the Upper Square was repaired, but there are still issues in that location. That drought last year and lack of watering this spring have not been kind to the grass. It is recommended to rehab the irrigation and re-sod the three islands in the spring of next year or fall of this year.

Soccer fields were lined, the web structure in Adventure Park was damaged by a group of overage children and was removed until fall, when day use is more limited. The Rotary Pavilion Stage was repainted on the bottom half, and the seating was cleaned for seasonal use. A new scoreboard was installed at Guppy Park and a unit for the lighting was replaced for better function.

American flags that have been placed throughout the downtown area sometimes needed a helping hand and were rehung properly. One décor light was worked on and preparations for the Fourth of July celebration were completed. Picnic tables were repainted and moved to Henry Law Park, the turf areas were mowed and extra trash barrels were put out. The area was cleaned up after the celebration, as well.

Community Services – Streets & Stormwater:

During the month of June, administrative staff fielded 12 service calls requesting pothole repairs. Crews continue to repair mailboxes and lawns that were damaged during winter plowing operations. Several deceased animals were picked up along the roadways as observed or reported, throughout the month. Brush cutting and brush chipping operations are ongoing.

Street sweeping continues. Roads slated for restriping are typically completed first, followed by the downtown area, then all remaining City streets. Crews will return to re-sweep any trouble spots as needed. Piles of debris collected during sweeping were cleaned up from the River Street lot and hauled to the dredge cell.



City crews continued to work in the pit, located behind the Public Works Department, prepping materials for upcoming road projects. Employees mixed gravels and screened sand so that it would be ready.

In preparation of paving, catch basins were installed on Oxbow Lane, Broadway and Morin Street. The block structures holding the frame of the catch basin had crumbled and needed to be replaced on Merry Street and on Sixth Street at County Farm Road.

Crews had to break apart a beaver dam to prevent flooding of a Crosby Road parking lot. This is a common occurrence since the beaver's hut is on private property located upstream.

Community Services – Utilities:

Water Production: For the month of May, the City's water system increased production from 2.1 MGD (million gallons per day) to average 2.3 MGD. 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 contractor Penta Corp has continued construction of the new PFAS plant. The crews closed 58 work orders for the month and 0 service requests.

Water Distribution: The meter crews replaced 292 meters. The Utilities crews closed 62 work orders and 24 service requests. The water main was repaired on Morin Street after it was found to be leaking when the Streets Division was digging nearby. Crews repaired the main in a few short hours with minimal disruption to service. Two

water main breaks happened in June. One on Atkinson Street and the other on Rutland Street. Both breaks caused minimal outages to the service areas and were repaired as quickly as possible.



Cast iron water main, Atkinson Street



Repair to cast iron water main, Atkinson Street

Pump Stations & Collection: Pump station crews continued to complete quarterly pump maintenance at all 23 lift stations. Crews closed 91 work orders and 3 service requests.

Fire & Rescue:

June saw Fire & Rescue responding to 566 calls for service, an average of 19 calls per 24-hour period in each day of the month. Through our National Fire Incident Management Reporting System, these calls are generally broken down into Fires, Medical Emergencies, Hazardous Conditions (gas leaks; power lines down; etc), False Calls (good intent) and Non-Emergent requests. In the current COVID-19 pandemic, Dover Fire has reduced its' personnel exposure through a reduced amount of non-emergency service calls.

Simultaneous calls – these are emergency calls that occur in an overlapping timeframe. If crews are committed on one emergency call, and another call comes in before the first one has been mitigated, it can create a situation where resources become limited, and crews need to respond to an incident outside of their response district, thus lengthening response times. With the exception of multi-company incidents such as a structure fire, Dover Fire staffing generally allows for 2 calls to be handled simultaneously without reduction in our service delivery. 3 calls can generally be handled, depending on the number of crews that are committed to each call, and the location of the simultaneous calls.

In the month of June, there were 173 times when 2 calls were going on simultaneously, and 62 times when 3 or more calls were going on at the same time.

In addition to the number of emergency and other assistance calls handled by the shift in the course of the month, the Chief Officers provide Command Coverage, 24/7 throughout the year. This Command Coverage ensures that a Chief Officer will be available to assume responsibilities “outside the building” during a fire or other major emergency, while emergency crews are committed inside the building. The Command responsibilities include maintaining accountability of all personnel on scene, maintaining situational awareness of the development of the situation from an exterior vantage point, managing on scene and additional resources as needed to mitigate the emergency, and providing for an overall additional layer of safety and awareness. While performing as an Incident Commander, the Chief Officer is also responsible to assure city-wide emergency services are maintained through the coordination of recalling off-duty personnel and utilizing mutual aid fire and EMS agencies. During “regular” working hours, there is always a Chief Officer(s) available to respond with the duty shift to emergencies that typically warrant this additional layer of supervision. In addition to calls during the regular weekday, at least one Chief Officer is always available to respond from home or from within the City at the time the alarm is received.

In the month of June, a Chief Officer was summoned to respond with the duty shift to 18 emergency calls. 10 of these calls occurred either after regular business hours or on the weekend.

FIRE & RESCUE CALLS FOR SERVICE: Fires, Medical Emergencies, Hazardous Conditions, False Calls and Non- Emergent requests.	Month	Number of Calls	Simultaneous 2 calls	Simultaneous 3/+ calls
	July 2021	505	152	65
	August 2021	578	167	76
	September 2021	598	183	63
	October 2021	591	163	58
	November 2021	553	160	69
	December 2021	550	154	52
	January 2022	591	179	65
	February 2022	463	125	47
	March 2022	546	142	63
	April 2022	514	147	57
	May 2022	617	200	101
	June 2022	566	173	62

FIRE & RESCUE MUTUAL AID GIVEN AND RECEIVED	Month	Ambulance Given	Ambulance Received	Fire Given	Fire Received
	July 2021	11	09	11	02
	August 2021	13	17	06	00
	September 2021	17	21	07	00
	October 2021	14	16	04	02
	November 2021	09	16	06	02
	December 2021	19	11	08	02
	January 2022	13	24	07	01
	February 2022	18	09	02	03
	March 2022	20	14	02	00
	April 2022	18	17	07	00
	May 2022	TBD	TBD	TBD	TBD
	June 2022	TBD	TBD	TBD	TBD

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

Facility	State	June 2022 # of individuals
Wentworth Douglass Hospital	NH	254
Free Standing ER – Dover (HCA)	NH	39
Frisbie Memorial Hospital	NH	0
Portsmouth Regional Hospital	NH	12
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	NH	2
Elliot Hospital	NH	0
Total Transports		307
Non Transports/Sign offs/Refusal of Care		146

The Division of Emergency Medical Services coordinated EMS clinical time for two (2) students for one of their educational institution partners, for a total of twenty (20) hours.

On June 28th, the fire department responded to a structure fire at 38 Watson Road. The initial dispatch report indicated that a garage was on fire. A full department recall and first alarm was requested by the captain. A second alarm was requested shortly after arrival, and third alarm was requested because of a hydrant water supply failure in the early stages of fire suppression. The cause and origin of the fire remains under investigation, led by the New Hampshire State Fire Marshal's Office and assisted by Dover Fire & Rescue, and Dover Police Department.



First due companies were met with competing priorities. One of the priorities was to deploy a hose-line on an exposed propane tank which was impinged by the fire. Crews were able to keep the tank from overheating by cooling it with water. Without prioritizing this action, the liquid propane inside the tank boils, causing a boiling liquid expanding vapor explosion (BLEVE).



First due companies were met with a fully-involved garage fire that was extending into the residence, a motor vehicle fire, a large propane tank that was impinged by the fire, and a forest fire.

The structural stability of the garage was compromised and was determined unsafe for interior fire suppression. Companies deployed hose lines from the exterior of the structure and a master stream was deployed from Ladder 3's aerial. Crews made an interior attack within the residence to keep the fire from extending into the residence from the garage.

Engine 1 and Chief McShane responded mutual aid to Milton for a fourth alarm residential structure fire. Dover Fire & Rescue provided fire suppression and overhaul.



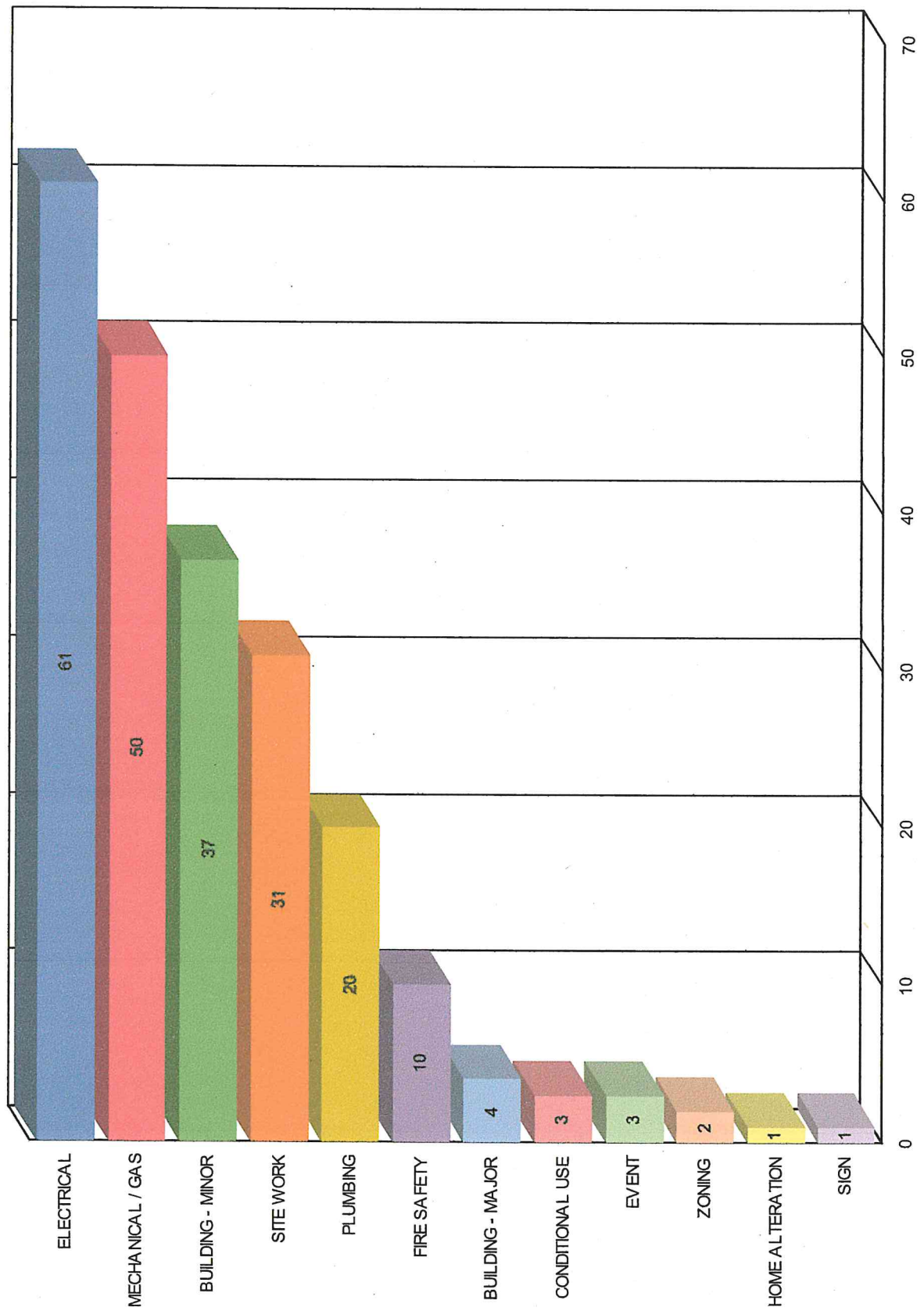
Inspection Services Division:

Inspection Services had a total count of **448** inspections conducted and **27** permits issued in June 2022. The Inspection Services activity breakdown is as follows:

Inspections & Permits	
Life Safety Inspections	65
Business Inspections	04
Sprinkler / Alarm Inspections	45
Building Inspections	98
Electrical Inspections	71
Plumbing / Mechanical Inspections	83
Blasting Inspections	00
Health/Housing Standards Inspections	66
School / Daycare Inspections	16
Oil Burner Inspections	00
Woodstove / Fireplace Inspections	00
Building Permits	22
Blasting Permits	00
Certificate of Occupancy Permits	05



PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)
FOR CITY OF DOVER, N.H.



PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Application Date	Workclass	Status	Main Address	Project	District	Parcel
		Zone	Issue Date	Expiration	Last Inspection	Applied Online		
			Sq Ft	Valuation	Fee Total	Assigned To		
BUILDING - MAJOR								
BLDG-2022-0002	Building - Major	06/16/2022	Alteration / Addition	In Review	16 Pierce St, Dover 03820	No	None	04035-000000
	CBD-R Central Business 0			\$0.00	\$5,025.00	Jim Maxfield		
	Description: create 2 additional residential dwelling units							
BLDG-2022-0003	Building - Major	06/24/2022	New Construction	Submitted		No	None	
	0			\$0.00	\$625.00	Michelle Dube		
	Description: 11 Uncommon Drive unit1							
BLDG-2022-0004	Building - Major	06/30/2022	New Construction	In Review	3 Emerald Ln, Dover 03820	No	None	F0022-A00024
	R-40 Residential - Rural 0			\$0.00	\$5,275.00	Natasha Kypfer		
BLDG-2022-0005	Building - Major	06/30/2022	New Construction	In Review	8 Rosemary Dr, Dover 03820	No	None	I0004-A00000
	RM-SU Residential - Sult 0			\$0.00	\$2,825.00	Jim Maxfield		
	Description: const. a detached single family condo with att. 1 car garage							
PERMITS APPLIED FOR BUILDING - MAJOR: 4								
BUILDING - MINOR								
BLDM-2022-0005	Building - Minor	06/14/2022	Alteration / Addition	Issued	80 Industrial Park Rd, Dover 03820	No	None	G0003-A00100
	CM Non-Residential - Cc 0			\$0.00	\$395.00	Michelle Dube		
BLDM-2022-0006	Building - Minor	06/14/2022	Alteration / Addition	In Review	230 Spruce Ln Ext, Dover 03820	No	None	J0008-B00000
	R-40 Residential - Rural 0			\$0.00	\$145.00	Thomas Abbott		
	Description: replacement of existing porch and exterior stairs							
BLDM-2022-0007	Building - Minor	06/14/2022	New Construction	In Review	8 Kennedy Cr, Dover 03820	No	None	32080-000000
	R-12 Residential - Medium 0			\$0.00	\$155.00	Jim Maxfield		
	Description: install a 15 x 30 ft. above ground swimming pool							
BLDM-2022-0008	Building - Minor	06/15/2022	New Construction	Complete	48 Home St, Dover 03820	No	None	35025-000000
	R-12 Residential - Medium 0			\$0.00	\$225.00	Jim Maxfield		
	Description: const. a 14' x 22' storage shed/workshop							
BLDM-2022-0009	Building - Minor	06/15/2022	Alteration / Addition	Issued	122 Sixth St, Dover 03820	No	None	34015-000000
	R-12 Residential - Medium 0			\$0.00	\$237.00	Jim Maxfield		

City Manager's Report - July 17, 2022

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PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date	Issue Date	Expiration	Last Inspection	Applied Online		
	Zone	Sq Ft	Valuation	Fee Total	Assigned To		
<i>Description: install 4 replacement windows</i>							
BIDM-2022-0010	Building - Minor	Alteration / Addition	Issued	132 Dover Point Rd, Dover 03820	No	None	M0066-A00000
	06/15/2022	07/05/2022	11/04/2022		07/09/2022		
	R-20 Residential - Low L 0		\$0.00	\$265.00	Jim Maxfield		
<i>Description: renovation of a single family dwelling</i>							
BIDM-2022-0011	Building - Minor	Alteration / Addition	Issued	58 New Rochester Rd, Dover 03820	No	None	40043-000000
	06/15/2022	07/06/2022	10/06/2022		07/07/2022		
	C Non-Residential - Corr. 0		\$0.00	\$505.00	Jim Maxfield		
<i>Description: replacing roof on detached garage</i>							
BIDM-2022-0012	Building - Minor	Alteration / Addition	In Review	38 Littleworth Rd, Dover 03820	No	None	G0004-G00001
	06/16/2022						
	CM Non-Residential - Cc 0		\$0.00	\$0.00	Thomas Abbott		
<i>Description: const. a 50' x 20' deck for assembly use</i>							
BIDM-2022-0013	Building - Minor	Alteration / Addition	Submitted	14 Rosanna Dr, Dover 03820	No	None	I0003-000000
	06/16/2022						
	RM-SU Residential - Sult 0		\$0.00	\$195.00	Thomas Abbott		
<i>Description: replacement of existing deck with a larger 12' x 18' deck & stairs</i>							
BIDM-2022-0014	Building - Minor	Alteration / Addition	In Review	292 Middle Rd, Dover 03820	No	None	M0091-A00000
	06/16/2022						
	R-40 Residential - Rural 0		\$0.00	\$175.00	Jim Maxfield		
<i>Description: swapping 6 antennas and adding 3 antennas</i>							
BIDM-2022-0015	Building - Minor	Alteration / Addition	Issued	12 Philip St, Dover 03820	No	None	A0009-S00000
	06/16/2022	07/13/2022	01/12/2023				
	R-12 Residential - Mediu 0		\$0.00	\$155.00	Jim Maxfield		
<i>Description: interior renovation, removing a wall, adding a bathrm</i>							
BIDM-2022-0016	Building - Minor	Alteration / Addition	Issued	19 Dean Dr, Dover 03820	No	None	F0012-D00011
	06/16/2022	07/11/2022	01/10/2023		07/08/2022		
	R-40 Residential - Rural 0		\$0.00	\$315.00	Jim Maxfield		
<i>Description: replacement of 10' x 24' rear deck</i>							
BIDM-2022-0017	Building - Minor	Alteration / Addition	In Review	5 Coolidge Av, Dover 03820	No	None	27241-000000
	06/16/2022						
	R-12 Residential - Mediu 0		\$0.00	\$0.00	Jim Maxfield		
<i>Description: kitchen remodel, installing structural beam to open to living room</i>							
BIDM-2022-0018	Building - Minor	Alteration / Addition	Issued	47 New Rochester Rd, Dover 03820	No	None	40018-E00000
	06/20/2022	07/11/2022	01/10/2023				
	C Non-Residential - Corr. 0		\$0.00	\$45.00	Jim Maxfield		
<i>Description: replacement of two deck footings for two new columns Unit #6</i>							
BIDM-2022-0019	Building - Minor	Alteration / Addition	Issued	18 Old Stage Rd, Dover 03820	No	None	G0036-007000

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date	Issue Date	Expiration	Last Inspection	Applied Online		
	Zone	Sq Ft	Valuation	Fee Total	Assigned To		
BLDM-2022-0020	06/20/2022	06/30/2022	12/30/2022		No		
	R-40 Residential - Rural 0	0	\$0.00	\$265.00	Jim Maxfield		
	Description: install a 21' round above ground swimming pool with a multi-level deck w/stairs						
	Building - Minor	Alteration / Addition	Issued	21 Dean Dr, Dover 03820		None	F0012-D00010
BLDM-2022-0021	06/21/2022	07/07/2022	11/07/2022		No		
	R-40 Residential - Rural 0	0	\$0.00	\$315.00	Jim Maxfield		
	Description: install an ADA accessible wheelchair lift						
	Building - Minor	Alteration / Addition	Issued	108 Dover Neck Rd, Dover 03820		None	M0074-A00000
BLDM-2022-0022	06/21/2022	07/12/2022	01/11/2023		No		
	R-40 Residential - Rural 0	0	\$0.00	\$875.00	Jim Maxfield		
	Description: replacing decking boards & railings						
	Building - Minor	Alteration / Addition	In Review	11 Niles St, Dover 03820		None	20008-000000
BLDM-2022-0023	06/22/2022				No		
	R-12 Residential - Medium 0	0	\$0.00	\$65.00	Jim Maxfield		
	Description: interior demo after water damage						
	Building - Minor	Alteration / Addition	Issued	7 Cullen Bay Rd, Dover 03820		None	M0093-A00002
BLDM-2022-0024	06/22/2022	07/06/2022	11/07/2022		No		
	R-40 Residential - Rural 0	0	\$0.00	\$325.00	Thomas Abbott		
	Description: install a fence & const. a 10' x 14' pool gazebo						
	Building - Minor	Alteration / Addition	In Review	74 Saddle Trail Dr, Dover 03820		None	N0008-001006
BLDM-2022-0025	06/22/2022	07/14/2022	01/13/2023		No		
	R-40 Residential - Rural 0	0	\$0.00	\$735.00	Jim Maxfield		
	Description: fixed pier, gangway leading to float						
	Building - Minor	Alteration / Addition	Issued	283 Middle Rd, Dover 03820		None	M0102-011000
BLDM-2022-0026	06/22/2022	07/11/2022	01/11/2023		No		
	R-40 Residential - Rural 0	0	\$0.00	\$85.00	Jim Maxfield		
	Description: finish a portion of the basement						
	Building - Minor	Alteration / Addition	Complete	59 Childs Dr, Dover 03820		None	N0008-A00L00
BLDM-2022-0027	06/26/2022	07/08/2022	11/08/2022		No		
	R-40 Residential - Rural 0	0	\$0.00	\$275.00	Jim Maxfield		
	Description: extending porch roof						
	Building - Minor	Alteration / Addition	Issued	45 Middle Rd, Dover 03820		None	K0017-A00002
BLDM-2022-0028	06/26/2022	06/30/2022	09/30/2022		No		
	R-40 Residential - Rural 0	0	\$0.00	\$98.00	Jim Maxfield		
	Description: replacement of 8 windows, no structural changes						
	Building - Minor	Alteration / Addition	Submitted	55 East Concord St, Dover 03820		None	27190-000000
BLDM-2022-0028	06/27/2022				No		
	RM-U Residential - Urban 0	0	\$0.00	\$175.00	Thomas Abbott		

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Application Date	Workclass	Status	Main Address	Project	District	Parcel
	Zone	Issue Date	Sq Ft	Expiration Valuation	Last Inspection Fee Total	Applied Online		
<i>Description: kitchen renovation</i>								
BOLDM-2022-0030	Building - Minor	06/28/2022	Alteration / Addition	Issued	37 Littleworth Rd, Dover 03820	No	None	G0028-001D00
	IT Non-Residential - Innc 0	07/12/2022		01/11/2023 \$0.00	\$625.00	Jim Maxfield		
<i>Description: installing 24 panel solar tracker</i>								
BOLDM-2022-0029	Building - Minor	06/28/2022	Alteration / Addition	Issued	41 Clearwater Dr, Dover 03820	No	None	L0050-000000
	RM-SU Residential - Sut 0	06/28/2022		12/28/2022 \$0.00	\$115.00	Jim Maxfield		
<i>Description: install replacement patio doors and windows</i>								
BOLDM-2022-0031	Building - Minor	06/28/2022	New Construction	Fees Due	9 Pearson Dr, Dover 03820	No	None	L0046-C00000
	R-20 Residential - Low C 0	07/15/2022		01/16/2023 \$0.00	\$395.00	Natasha Kypfer		
<i>Description: const. a 17' x 20' 1 story, 1 bedrm addition</i>								
BOLDM-2022-0032	Building - Minor	06/28/2022	Alteration / Addition	Submitted	37 Dover Neck Rd, Dover 03820	No	None	M0079-C00000
	R-40 Residential - Rural 0	06/28/2022		\$0.00	\$505.00	Thomas Abbott		
<i>Description: installing a 7'-8' privacy fence</i>								
BOLDM-2022-0033	Building - Minor	06/28/2022	Alteration / Addition	Complete	14 Lundy Point Dr, Dover 03820	No	None	G0035-E00008
	R-40 Residential - Rural 0	06/28/2022		\$0.00	\$1,025.00	Jim Maxfield		
<i>Description: finish basement for additional living area</i>								
BOLDM-2022-0034	Building - Minor	06/29/2022	Alteration / Addition	In Review	4 West Concord St, Dover 03820	No	None	10174-000000
	HR Residential - Heritage 0	07/13/2022		01/12/2023 \$0.00	\$72.00	Natasha Kypfer		
<i>Description: const. a three season porch (18' x 12')</i>								
BOLDM-2022-0035	Building - Minor	06/29/2022	Alteration / Addition	In Review	11 Pineview Dr, Dover 03820	No	None	L0048-N00000
	R-20 Residential - Low C 0	06/29/2022		\$0.00	\$85.00	Thomas Abbott		
<i>Description: const. a rear 16' x 14' deck & a 4' x 6' front deck</i>								
BOLDM-2022-0038	Building - Minor	06/29/2022	Alteration / Addition	Issued	141 Garrison Rd, Dover 03820	No	None	I0001-P00001
	R-12 Residential - Medium 0	07/12/2022		01/11/2023 \$0.00	\$0.00	Jim Maxfield		
<i>Description: add an accessory dwelling unit to 2nd floor of garage</i>								
BOLDM-2022-0037	Building - Minor	06/29/2022	Alteration / Addition	Issued	2 Partridge Ln, Dover 03820	No	None	I0036-T00000
	R-12 Residential - Medium 0	06/30/2022		12/30/2022 \$0.00	\$545.00	Thomas Abbott		
<i>Description: kitchen & living room remodel, removing a wall, installing a beam</i>								
BOLDM-2022-0036	Building - Minor	06/29/2022	Alteration / Addition	Issued	26 Cushing St, Dover 03820	No	None	10080-000000

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Application Date	Workclass	Status	Main Address	Project	District	Parcel
		Zone	Issue Date	Expiration	Last Inspection	Applied Online		
			Sq Ft	Valuation	Fee Total	Assigned To		
BLDM-2022-0039	06/29/2022	07/11/2022	01/11/2023			No		
	HR Residential - Heritage	0		\$0.00	\$375.00	Jim Maxfield		
	Description: interior renovation of apt. in 3 unit bldg.							
	Building - Minor	Alteration / Addition	In Review		624 Sixth St, Dover 03820		None	B0008-C00000
BLDM-2022-0040	06/30/2022					No		
	R-40 Residential - Rural	0		\$0.00	\$695.00	Thomas Abbott		
	Description: replacing existing siding with wrap and fiber cement siding & trim							
	Building - Minor	Alteration / Addition	Complete		3 Penny Ln, Dover 03820		None	21026-002000
BLDM-2022-0041	06/30/2022					No		
	R-12 Residential - Medium	0		\$0.00	\$185.00	Thomas Abbott		
	Description: roof replacement							
	Building - Minor	Alteration / Addition	In Review		298 Dover Point Rd, Dover 03820		None	L0049-B00000
	06/30/2022					No		
	R-20 Residential - Low	0		\$0.00	\$129.00	Michelle Dube		
	Description: replacement of 3 windows							

PERMITS APPLIED FOR BUILDING - MINOR: 37

CONDITIONAL USE								
COND-2022-0001	Conditional Use	Non-Environmental	In Review		132-134 Central Av, Dover 03820		None	15106-000000
	06/08/2022					No		
	HR Residential - Heritage	0		\$0.00	\$440.00	Jean Glidden		
	Description: Remove existing garage and construct a 1-unit residential second building behind existing duplex. The density requirement is 4,000 s.f./unit and a total of 12,000 s.f. is needed. Lot size is 13,376 s.f.							
COND-2022-0002	Conditional Use	Environmental	Fees Due		Quality Wy, Dover 03820		None	D0011-007000
	06/21/2022					No		
	IT Non-Residential - Innc	0		\$0.00	\$200.00	Jean Glidden		
	Description: Wetland Protection District							
COND-2022-0003	Conditional Use	Environmental	Fees Due		Production Dr, Dover 03820		None	D0012-002000
	06/27/2022					No		
	IT Non-Residential - Innc	0		\$0.00	\$200.00	Jean Glidden		
	Description: to allow 11,901 sf of impact to the wetland buffer impact.							

PERMITS APPLIED FOR CONDITIONAL USE: 3

ELECTRICAL								
ELEC-2022-0010	Electrical	Electrical Wiring	Submitted		27 Tanglewood Dr, Dover 03820		None	I0099-Q00000
	06/01/2022					No		
	R-40 Residential - Rural	0		\$0.00	\$40.00	Clarence Worden		

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date Zone	Issue Date Sq Ft	Expiration Valuation	Last Inspection Fee Total	Finaled Date Assigned To	Applied Online	
ELEC-2022-0009	Electrical 06/01/2022 R-12 Residential - Medium	Electrical Wiring 0	Submitted \$0.00	20 Strafford Rd, Dover 03820 \$54.00	Clarence Worden	No	D0010-E00000
ELEC-2022-0015	Electrical 06/21/2022 R-40 Residential - Rural	Electrical Wiring 0	In Review \$0.00	410 Middle Rd, Dover 03820 \$45.00	Clarence Worden	No	M0060-000000
ELEC-2022-0011	Electrical 06/21/2022 R-20 Residential - Low	Electrical Wiring 0	In Review \$0.00	14 Nye Lane, Dover 03820 \$75.00	Clarence Worden	No	E0049-004000
ELEC-2022-0012	Electrical 06/21/2022 R-12 Residential - Medium	Electrical Wiring 0	In Review \$0.00	3 Samuel Hanson Av, Dover 03820 \$36.00	Clarence Worden	No	21023-000000
ELEC-2022-0013	Electrical 06/24/2022 R-40 Residential - Rural	Electrical Wiring 0	In Review \$0.00	38 Overlook Dr, Dover 03820 \$100.00	Clarence Worden	No	M0083-005000
ELEC-2022-0014	Electrical 06/28/2022 R-12 Residential - Medium	Electrical Wiring 0	In Review \$0.00	9 Glencrest Av, Dover 03820 \$35.00	Michelle Dube	No	36032-C00000
ELEC-2022-0016	Electrical 06/28/2022 HR Residential - Heritage	Electrical Wiring 0	In Review \$0.00	227-229 Washington St, Dover 03820 \$45.00	Clarence Worden	No	10035-A00000
ELEC-2022-0017	Electrical 06/29/2022 R-12 Residential - Medium	Electrical Wiring 0	In Review \$0.00	130 Mount Vernon St, Dover 03820 \$301.00	Clarence Worden	No	29041-000000
ELEC-2022-0018	Electrical 06/29/2022 R-40 Residential - Rural	Electrical Wiring 0	Submitted \$0.00	283 Middle Rd, Dover 03820 \$46.00	Clarence Worden	No	M0102-011000
ELEC-2022-0019	Electrical 06/29/2022 R-12 Residential - Medium	Electrical Wiring 0	In Review \$0.00	20 Strafford Rd, Dover 03820 \$54.00	Clarence Worden	No	D0010-E00000

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
Application Date	Issue Date	Expiration	Last Inspection	Applied Online			
Zone	Sq Ft	Valuation	Fee Total	Assigned To			
ELEC-2022-0020	Electrical	Electrical Wiring	Submitted	27 Tanglewood Dr, Dover 03820	No	None	10099-Q00000
06/29/2022							
R-40 Residential - Rural 0			\$0.00	Clarence Worden			
Description: wiring condenser							
ELEC-2022-0021	Electrical	Electrical Wiring	Submitted	10 Melody Tr, Dover 03820	No	None	G0024-J00118
06/29/2022							
R-20 Residential - Low L 0			\$83.00	Clarence Worden			
Description: wiring finish basement, receptacles, switches, lights, bathroom fan							
ELEC-2022-0022	Electrical	Electrical Wiring	Submitted	14 Nye Lane, Dover 03820	No	None	E0049-004000
06/29/2022							
R-20 Residential - Low L 0			\$75.00	Clarence Worden			
Description: wire two electric car chargers							
ELEC-2022-0023	Electrical	Electrical Wiring	In Review	5 Coolidge Av, Dover 03820	No	None	27241-000000
06/29/2022							
R-12 Residential - Medium 0			\$111.00	Clarence Worden			
Description: kitchen and bathroom remodel with smokes							
ELEC-2022-0024	Electrical	Electrical Wiring	In Review	3 Samuel Hanson Av, Dover 03820	No	None	21023-000000
06/29/2022							
R-12 Residential - Medium 0			\$65.00	Clarence Worden			
Description: service change 100 amp panel with interlock kit.							
ELEC-2022-0025	Electrical	Electrical Wiring	Issued	33 Littleworth Rd, Dover 03820	No	None	G0006-D00000
06/29/2022							
IT Non-Residential - Innc 0			\$125.00	Clarence Worden			
Description: wiring new building with 200a panel, lights, outlets, switches, and boiler							
ELEC-2022-0026	Electrical	Electrical Wiring	In Review	24 Boston Harbor Rd, Dover 03820	No	None	07023-000000
06/29/2022							
R-20 Residential - Low L 0			\$45.00	Clarence Worden			
Description: 200a service upgrade							
ELEC-2022-0027	Electrical	Electrical Wiring	In Review	197 Dover Point Rd, Dover 03820	No	None	L0015-000000
06/30/2022							
R-20 Residential - Low L 0			\$2,425.00	Clarence Worden			
Description: new 1600a 3 phase service replace 500 lights with LED.s							
ELEC-2022-0028	Electrical	Electrical Wiring	In Review	10 Crescent Av, Dover 03820	No	None	37070-000000
06/30/2022							
R-12 Residential - Medium 0			\$59.00	Clarence Worden			
Description: add sub panel, replace kitchen outlets, switches, lights, smokes							
ELEC-2022-0029	Electrical	Electrical Wiring	In Review	12 Foxtail Ridge Rd, Dover 03820	No	None	A0045-A00008

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

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		Zone	Issue Date	Expiration	Last Inspection	Applied Online		
			Sq Ft	Valuation	Fee Total	Assigned To		
ELEC-2022-0030	06/30/2022	R-40 Residential - Rural	0	\$0.00	\$35.00	Clarence Worden	No	
	Description: install heat pump							
	06/30/2022	Electrical	Electrical Wiring	Issued	10 Melody Tr, Dover 03820		None	G0024-J00118
ELEC-2022-0031	06/30/2022	R-20 Residential - Low C	0	\$0.00	\$83.00	Clarence Worden	No	
	Description: wire finish basement, office, workout area, sewing room							
	06/30/2022	Electrical	Electrical Wiring	In Review	1 Philip St, Dover 03820		None	A0013-U00000
ELEC-2022-0032	06/30/2022	R-12 Residential - Medium	0	\$0.00	\$30.00	Clarence Worden	No	
	Description: repair service drop and install new ground rods							
	06/30/2022	Electrical	Electrical Wiring	In Review	7 Gage St, Dover 03820		None	39063-002000
ELEC-2022-0033	06/30/2022	G Gateway District	0	\$0.00	\$208.00	Clarence Worden	No	
	Description: wiring new home with 200a service							
	06/30/2022	Electrical	Electrical Wiring	In Review	3 McKenna St, Dover 03820		None	I0001-H00000
ELEC-2022-0034	06/30/2022	RM-SU Residential - Sub	0	\$0.00	\$50.00	Clarence Worden	No	
	Description: wire above ground pool							
	06/30/2022	Electrical	Electrical Wiring	In Review	9 Reyners Brook Dr, Dover 03820		None	A0047-008000
ELEC-2022-0035	06/30/2022	R-40 Residential - Rural	0	\$0.00	\$25.00	Clarence Worden	No	
	Description: equipotential bonding for pool							
	06/30/2022	Electrical	Electrical Wiring	Issued	207 Emerald Ln, Dover 03820		None	F0015-003000
ELEC-2022-0036	06/30/2022	R-40 Residential - Rural	0	\$0.00	\$79.00	Clarence Worden	No	
	Description: wire finish basement							
	06/30/2022	Electrical	Electrical Wiring	Issued	54 Back River Rd, Dover 03820		None	I0006-000000
ELEC-2022-0037	06/30/2022	R-12 Residential - Medium	0	\$0.00	\$35.00	Clarence Worden	No	
	Description: relocate meter due to building being demo							
	06/30/2022	Electrical	Electrical Wiring	Issued	45 Glen Hill Rd, Dover 03820		None	C0021-M00000
ELEC-2022-0038	06/30/2022	R-40 Residential - Rural	0	\$0.00	\$50.00	Clarence Worden	No	
	Description: wiring above ground pool							
	06/30/2022	Electrical	Electrical Wiring	Issued	12 Elmwood Av, Dover 03820		None	25038-000000

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date Zone	Issue Date Sq Ft	Expiration Valuation	Last Inspection Fee Total	Finaled Date Assigned To		
<i>Description: wiring new home</i>							
ELEC-2022-0039	Electrical 06/30/2022 R-40 Residential - Rural 0	Electrical Wiring 07/11/2022	Issued 01/10/2023 \$0.00	93 Cottonwood Dr, Dover 03820 \$93.00	No Clarence Worden	None	B0004-056000
<i>Description: wire master suite over garage</i>							
ELEC-2022-0040	Electrical 06/30/2022 IT Non-Residential - Innc 0	Electrical Wiring 07/11/2022	Issued 01/10/2023 \$0.00	Littleworth Rd, Dover 03820 \$60.00	No Clarence Worden	None	F0023-A00000
<i>Description: utility pole #3/103 in front of house 95</i>							
ELEC-2022-0043	Electrical 06/30/2022 R-12 Residential - Mediu 0	Electrical Wiring 07/11/2022	In Review \$0.00	3 Samuel Hanson Av, Dover 03820 \$36.00	No Clarence Worden	None	21023-000000
<i>Description: wiring for mini split</i>							
ELEC-2022-0041	Electrical 06/30/2022 RM-SU Residential - Sut 0	Electrical Wiring 07/11/2022	Issued 01/10/2023 \$0.00	29 Surrey Run, Dover 03820 \$46.00	No Clarence Worden	None	10020-100000
<i>Description: panel change and add new kitchen circuits with under cabinet lights</i>							
ELEC-2022-0042	Electrical 06/30/2022 R-12 Residential - Mediu 0	Electrical Wiring 07/11/2022	Issued 01/10/2023 \$0.00	9 Browning Dr, Dover 03820 \$36.00	No Clarence Worden	None	21098-000000
<i>Description: installing ductless mini split</i>							
ELEC-2022-0044	Electrical 06/30/2022 R-12 Residential - Mediu 0	Electrical Wiring 07/11/2022	Issued 01/10/2023 \$0.00	115 Fourth St, Dover 03820 \$35.00	No Clarence Worden	None	32038-000000
<i>Description: install mini split</i>							
ELEC-2022-0045	Electrical 06/30/2022 R-40 Residential - Rural 0	Electrical Wiring 07/11/2022	Issued 01/10/2023 \$0.00	16 Ezra's Wy, Dover 03820 \$45.00	No Clarence Worden	None	F0023-A00005
<i>Description: wire furnace and replace breaker for AC unit</i>							
ELEC-2022-0046	Electrical 06/30/2022 CBD-R Central Business 0	Electrical Wiring 07/11/2022	Issued 01/10/2023 \$0.00	20 Pierce St, Dover 03820 \$80.00	No Clarence Worden	None	04036-000000
<i>Description: replace all outlets and add 4 new kitchen circuits</i>							
ELEC-2022-0047	Electrical 06/30/2022 R-40 Residential - Rural 0	Electrical Wiring 07/11/2022	Issued 01/10/2023 \$0.00	259 County Farm Rd, Dover 03820 \$325.00	No Clarence Worden	None	B0020-000000
<i>Description: low voltage temp control wiring</i>							
ELEC-2022-0048	Electrical	Electrical Wiring	Issued	220 Back Rd, Dover 03820		None	M0001-000000

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

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ELEC-2022-0049	06/30/2022	07/11/2022	01/10/2023		No		
	R-40 Residential - Rural 0		\$0.00	\$40.00	Clarence Worden		
	Description: wiring AC system						
ELEC-2022-0050	06/30/2022	Electrical Wiring	In Review	8 Varney Rd, Dover 03820	No	None	A0018-F00000
	R-12 Residential - Medium 0		\$0.00	\$35.00	Clarence Worden		
	Description: installing heat pump						
ELEC-2022-0051	06/30/2022	Electrical Wiring	In Review	53 Willow St, Dover 03820	No	None	E0042-011000
	R-40 Residential - Rural 0		\$0.00	\$35.00	Clarence Worden		
	Description: installing condenser						
ELEC-2022-0052	06/30/2022	Electrical Wiring	In Review	2 Cheyenne St, Dover 03820	No	None	A0014-R00000
	R-12 Residential - Medium 0		\$0.00	\$35.00	Clarence Worden		
	Description: replace panel and service wire						
ELEC-2022-0053	06/30/2022	Electrical Wiring	In Review	67 Bellamy Rd, Dover 03820	No	None	H0049-000000
	R-40 Residential - Rural 0		\$0.00	\$79.00	Clarence Worden		
	Description: kitchen renovation and move laundry to 1st floor						
ELEC-2022-0054	06/30/2022	Electrical Wiring	Submitted	50 Education Wy, Dover 03820	No	None	E0027-G00000
	IT Non-Residential - Innc 0		\$0.00	\$4,150.00	Clarence Worden		
	Description: remove UPS system, add busway, add 140 LED lights, rework existing outlets						
ELEC-2022-0055	06/30/2022	Electrical Wiring	Submitted	40 The Garrison At 56 Durham Rd, Dover 03820	No	None	I0009-B00000
	RM-SU Residential - Sub 0		\$0.00	\$43.00	Clarence Worden		
	Description: install ductless mini split with 2 heads						
ELEC-2022-0056	06/30/2022	Electrical Wiring	Submitted	63 Bay View Rd, Dover 03820	No	None	J0022-C00000
	R-40 Residential - Rural 0		\$0.00	\$30.00	Clarence Worden		
	Description: move overhead service to underground						
ELEC-2022-0057	06/30/2022	Electrical Wiring	Submitted	8 Monroe St, Dover 03820	No	None	15094-000000
	G Gateway District 0		\$0.00	\$59.00	Clarence Worden		
	Description: wire bathroom and mud room						
ELEC-2022-0058	06/30/2022	Electrical Wiring	Submitted	789 Central Av, Dover 03820	No	None	37001-000000
	Electrical						

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

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	Zone	Issue Date	Sq Ft	Expiration	Last Inspection	Applied Online		
				Valuation	Fee Total	Assigned To		
ELEC-2022-0058	06/30/2022	H Hospital	0	\$0.00	\$55.00	Clarence Worden	No	
	Description: renovation of break room 3rd floor							
	Electrical		Electrical Wiring	In Review	330 Washington St, Dover 03820		None	G0007-000000
ELEC-2022-0059	06/30/2022	R-12 Residential - Mediu	0	\$0.00	\$44.00	Clarence Worden	No	
	Description: new 200a panel re feed sub panels							
	Electrical		Electrical Wiring	Submitted	25 Birch Dr, Dover 03820		None	I0083-B00000
ELEC-2022-0060	06/30/2022	R-12 Residential - Mediu	0	\$0.00	\$36.00	Clarence Worden	No	
	Description: service upgrade 100-200a							
	Electrical		Electrical Wiring	In Review	7 Tuttle Ln, Dover 03820		None	M0068-000000
ELEC-2022-0061	06/30/2022	R-20 Residential - Low C	0	\$0.00	\$36.00	Clarence Worden	No	
	Description: check electrical , rewire dryer add smokes							
	Electrical		Electrical Wiring	In Review	4 Country Club Estates Dr, Dover 03820		None	N0012-V00000
ELEC-2022-0062	06/30/2022	R-40 Residential - Rural	0	\$0.00	\$42.00	Clarence Worden	No	
	Description: adding 6 lights and new fan							
	Electrical		Electrical Wiring	In Review	24 Boston Harbor Rd, 5, Dover 03820		None	07023-000000
ELEC-2022-0063	06/30/2022	R-20 Residential - Low C	0	\$0.00	\$35.00	Clarence Worden	No	
	Description: installing heat pump							
	Electrical		Electrical Wiring	In Review	3 Hawthorn Rd, Dover 03820		None	17138-000000
ELEC-2022-0064	06/30/2022	R-12 Residential - Mediu	0	\$0.00	\$40.00	Clarence Worden	No	
	Description: rewire range and wire mini split rewire outlets							
	Electrical		Electrical Wiring	In Review	48 Fifth St, Dover 03820		None	31052-A00000
ELEC-2022-0065	06/30/2022	CBD-R Central Business	0	\$0.00	\$46.00	Clarence Worden	No	
	Description: add 60 amp sub panel wire ac condenser							
	Electrical		Electrical Wiring	In Review	7 Cullen Bay Rd, Dover 03820		None	M0093-A00002
ELEC-2022-0066	06/30/2022	R-40 Residential - Rural	0	\$0.00	\$100.00	Clarence Worden	No	
	Description: wire pool							
	Electrical		Electrical Wiring	In Review	624 Sixth St, Dover 03820		None	B0008-C00000
	06/30/2022	R-40 Residential - Rural	0	\$0.00	\$25.00	Clarence Worden	No	

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Application Date	Workclass	Status	Main Address	Project	District	Parcel
		Zone	Issue Date	Expiration	Last Inspection	Applied Online		
			Sq Ft	Valuation	Fee Total	Assigned To		
<i>Description: removing electrical for siding and replacing when completed.</i>								
ELEC-2022-0067	Electrical	06/30/2022	Electrical Wiring	In Review	3 Rosemary Dr, Dover 03820	No	None	I0004-A00000
	RM-SU Residential - Sut 0			\$0.00	\$205.00	Clarence Worden		
<i>Description: wire new home</i>								
ELEC-2022-0068	Electrical	06/30/2022	Electrical Wiring	In Review	45 Drew Rd, Dover 03820	No	None	I0026-G00000
	R-40 Residential - Rural 0			\$0.00	\$170.00	Clarence Worden		
<i>Description: wire kitchen remodel, master bed/bath/closet remodel</i>								
ELEC-2022-0069	Electrical	06/30/2022	Electrical Wiring	In Review	50 Garrison Rd, Dover 03820	No	None	I0002-G00000
	RM-SU Residential - Sut 0			\$0.00	\$0.00	Michelle Dube		
<i>Description: provide power to 2 door holders connected to fire alarm system</i>								

PERMITS APPLIED FOR ELECTRICAL: 61

EVENT	Event	Application Date	Workclass	Status	Main Address	Project	District	Parcel
		Zone	Issue Date	Expiration	Last Inspection	Applied Online		
			Sq Ft	Valuation	Fee Total	Assigned To		
EVNT-2022-0003	Event	06/16/2022	Parade, Road Race, Road Toll	Complete			None	
		08/13/2022		08/13/2022	\$0.00	06/20/2022 Dave Terfemezian		
<i>Description: Raising money for the animals of PMHS-CV</i>								
EVNT-2022-0002	Event	06/17/2022	Raffle, Tag, Block Party	In Review			None	
		08/01/2022		09/06/2022	\$0.00	06/20/2022 William Breault		
<i>Description: 50/50 Raffle at Event to Benefit Pope Memorial Humane Society-Cocheco Valley</i>								
EVNT-2022-0004	Event	06/28/2022	Parade, Road Race, Road Toll	In Review			None	
		11/27/2022		11/27/2022	\$0.00	06/28/2022 William Breault		
<i>Description: Dover Holiday Parade</i>								

PERMITS APPLIED FOR EVENT: 3

FIRE SAFETY	Fire Safety	Application Date	Workclass	Status	Main Address	Project	District	Parcel
		Zone	Issue Date	Expiration	Last Inspection	Applied Online		
			Sq Ft	Valuation	Fee Total	Assigned To		
FIRE-2022-0004	Fire Safety	06/15/2022	Fire Safety Features	Submitted	61 Locust St, Dover 03820	No	None	09057-000000
	RM-U Residential - Urba 0			\$0.00	\$0.00	Michelle Dube		

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Application Date	Workclass	Status	Main Address	Project	District	Parcel
	Zone	Issue Date	Expiration	Valuation	Last Inspection	Applied Online		
		Sq Ft			Fee Total	Assigned To		
<i>Description: adding fire suppression hood to teen center new kitchen</i>								
FIRE-2022-0005	Fire Safety	06/20/2022	Fire Alarm	In Review	875 Central Av, Dover 03820	No	None	38006-A00000
	C Non-Residential - Corr. 0			\$0.00	\$125.00	Rebecca Jalbert		
<i>Description: modification to existing fire alarm panel for new tenant</i>								
FIRE-2022-0006	Fire Safety	06/24/2022	Fire Sprinkler	In Review	30 Dover Point Rd, Dover 03820	No	None	K0019-C00000
	C Non-Residential - Corr. 0			\$0.00	\$745.00	Rebecca Jalbert		
<i>Description: Circle K convenience and gas</i>								
FIRE-2022-0007	Fire Safety	06/24/2022	Fire Alarm	Submitted	875 Central Av, Dover 03820	No	None	38006-A00000
	C Non-Residential - Corr. 0			\$0.00	\$40.00	Michelle Dube		
<i>Description: Reprogram FACP due to lighting strike, work w/ permits and fix incorrect items</i>								
FIRE-2022-0008	Fire Safety	06/26/2022	Fire Alarm	In Review	789 Central Av, Dover 03820	No	None	37001-000000
	H Hospital			\$0.00	\$40.00	Rebecca Jalbert		
<i>Description: modification for 3rd flr. conversion of space to break room</i>								
FIRE-2022-0009	Fire Safety	06/26/2022	Fire Sprinkler	In Review	431 Dover Point Rd, Dover 03820	No	None	08013-A00001
	LBW Little Bay Waterfor 0			\$0.00	\$55.00	Michelle Dube		
<i>Description: changing out green heads in basement</i>								
FIRE-2022-0010	Fire Safety	06/28/2022	Fire Sprinkler	In Review	50 Education Wy, Dover 03820	No	None	E0027-G00000
	IT Non-Residential - Innc 0			\$0.00	\$100.00	Michelle Dube		
<i>Description: modification to sprinkler system on 1st & 2nd floors for renovation</i>								
FIRE-2022-0011	Fire Safety	06/29/2022	Fire Safety Features	Submitted	21 Third St, 101, 102, Dover 03820	No	None	06054-A00001
	CBD-G Central Business 0			\$0.00	\$225.00	Rebecca Jalbert		
<i>Description: installing kitchen hood system</i>								
FIRE-2022-0012	Fire Safety	06/30/2022	Fire Alarm	In Review	17 Stonewall Dr, Dover 03820	No	None	H0053-000000
	R-40 Residential - Rural 0			\$0.00	\$175.00	Rebecca Jalbert		
<i>Description: installing fire alarm system into addition onto existing manufacturing structure</i>								
FIRE-2022-0013	Fire Safety	06/30/2022	Fire Sprinkler	In Review	46 Court St, Dover 03820	No	None	20102-000000
	RM-U Residential - Urba. 0			\$0.00	\$115.00	Rebecca Jalbert		
<i>Description: installing new 13R sprinkler system for remodel of apartment # 3</i>								

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Application Date	Workclass	Status	Main Address	Project	District	Parcel
	Zone		Issue Date Sq Ft	Expiration Valuation	Last Inspection Fee Total	Final Date Assigned To		
PERMITS APPLIED FOR FIRE SAFETY: 10								
HOME ALTERATION								
HOME-2022-0001	Home Alteration		Accessory Dwelling Unit	Fees Due	141 Garrison Rd, Dover 03820		None	I0001-P00001
	06/03/2022							
	R-12 Residential - Medium			\$0.00	\$3,062.00	Jean Glidden	No	
	Description: converting second floor of garage to an accessory dwelling unit							
PERMITS APPLIED FOR HOME ALTERATION: 1								
MECHANICAL / GAS								
MECH-2022-0026	Mechanical / Gas		Gas	In Review	80 Garrison Rd, Dover 03820		None	I0001-E00000
	06/01/2022							
	RM-SU Residential - Sub			\$0.00	\$81.00	Eric Tompson	No	
MECH-2022-0027	Mechanical / Gas		Gas	In Review	80 Cottonwood Dr, Dover 03820		None	B0004-026000
	06/01/2022							
	R-40 Residential - Rural			\$0.00	\$31.00	Eric Tompson	No	
	Description: 1" UG gas line from gas meter to new generator							
MECH-2022-0028	Mechanical / Gas		Climate Control	In Review	25 Mathes Hill Dr, Dover 03820		None	I0049-026000
	06/01/2022							
	R-12 Residential - Medium			\$0.00	\$175.00	Eric Tompson	No	
MECH-2022-0029	Mechanical / Gas		Climate Control	In Review	20 Strafford Rd, Dover 03820		None	D0010-E00000
	06/01/2022							
	R-12 Residential - Medium			\$0.00	\$115.00	Eric Tompson	No	
MECH-2022-0030	Mechanical / Gas		Gas	In Review	145 Court St, Dover 03820		None	18001-000000
	06/07/2022							
	R-12 Residential - Medium			\$0.00	\$0.00	Eric Tompson	No	
MECH-2022-0031	Mechanical / Gas		Gas	In Review	25 Browning Dr, Dover 03820		None	21090-000000
	06/07/2022							
	R-12 Residential - Medium			\$0.00	\$265.00	Eric Tompson	No	
MECH-2022-0032	Mechanical / Gas		Gas	In Review	16 Whiteley Dr, Dover 03820		None	N0018-012000
	06/07/2022							
	R-40 Residential - Rural			\$0.00	\$31.00	Eric Tompson	No	
MECH-2022-0033	Mechanical / Gas		Gas	In Review	27 Singh Dr, Dover 03820		None	B0006-G00001
	06/17/2022							
	R-40 Residential - Rural			\$0.00	\$31.00	Eric Tompson	No	
MECH-2022-0034	Mechanical / Gas		Climate Control	Complete	71 Hill St, Dover 03820		None	27227-000000

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Permit #	Type	Application Date	Workclass	Status	Main Address	Project	District	Parcel
	Zone		Issue Date Sq Ft	Expiration Valuation	Last Inspection Fee Total	Finaled Date Assigned To	Applied Online	
MECH-2022-0035	06/17/2022				07/14/2022	No		
	R-12 Residential - Mediu	0		\$0.00	\$31.00	Eric Tompson		
	Mechanical / Gas		Gas	In Review	74 A Glenwood Av, A, Dover 03820	No	None	E0013-000000
	06/17/2022							
MECH-2022-0036	R-12 Residential - Mediu	0		\$0.00	\$129.00	Eric Tompson		
	Mechanical / Gas		Climate Control	In Review	3 Cranbrook Ln, Dover 03820	No	None	D0008-B00000
	06/17/2022							
	R-12 Residential - Mediu	0		\$0.00	\$65.00	Eric Tompson		
MECH-2022-0037	Mechanical / Gas		Climate Control	In Review	72 Willow St, Dover 03820	No	None	E0042-004000
	06/17/2022							
	R-40 Residential - Rural	0		\$0.00	\$135.00	Eric Tompson		
	Mechanical / Gas		Gas	In Review	9 Reyners Brook Dr, Dover 03820	No	None	A0047-008000
MECH-2022-0038	06/17/2022							
	R-40 Residential - Rural	0		\$0.00	\$62.00	Eric Tompson		
	Mechanical / Gas		Gas	In Review	9 Members Wy, Dover 03901	No	None	D0018-000000
	06/17/2022							
MECH-2022-0039	IT Non-Residential - Innc	0		\$0.00	\$190.00	Eric Tompson		
	Mechanical / Gas		Gas	In Review	401 Dover Point Rd, Dover 03820	No	None	07021-000000
	06/17/2022							
	R-20 Residential - Low C	0		\$0.00	\$125.00	Eric Tompson		
MECH-2022-0041	Description: replacement of gas fired boiler, Leaking WM GV, installing IBC HC 20-125							
	Mechanical / Gas		Gas	In Review	Childs Dr, Dover 03820	No	None	N0008-A00E00
	06/17/2022							
	R-40 Residential - Rural	0		\$0.00	\$31.00	Eric Tompson		
MECH-2022-0042	Description: installing a new direct vent Linear fireplace and venting							
	Mechanical / Gas		Gas	In Review	12 Elmwood Av, Dover 03820	No	None	25038-000000
	06/17/2022							
	R-12 Residential - Mediu	0		\$0.00	\$31.00	Eric Tompson		
MECH-2022-0043	Description: install a direct vent gas fireplace and venting							
	Mechanical / Gas		Climate Control	Submitted	50 Education Wy, Dover 03820	No	None	E0027-G00000
	06/17/2022							
	IT Non-Residential - Innc	0		\$0.00	\$250.00	Michelle Dube		
MECH-2022-0044	Description: demo existing duct supply runs, VAVs, some plumbing demo as well. Reroute plumbing for sink							
	Mechanical / Gas		Climate Control	In Review	47 New Rochester Rd, Dover 03820	No	None	40018-E00000
	06/17/2022							
	C Non-Residential - Corr	0		\$0.00	\$50.00	Eric Tompson		
Description: removal of underground oil tank								

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PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Application Date	Workclass	Issue Date	Status	Main Address	Project	District	Parcel
		Zone	Sq Ft	Expiration	Valuation	Last Inspection	Applied Online		
						Fee Total	Assigned To		
MECH-2022-0045	Mechanical / Gas	06/17/2022	Climate Control	In Review		5 Hawthorn Rd, Dover 03820	No	None	17137-000000
	R-12 Residential - Medium			\$0.00		\$157.00	Eric Tompson		
MECH-2022-0046	Mechanical / Gas	06/17/2022	Climate Control	In Review		2 Reyners Brook Dr, Dover 03820	No	None	A0047-001000
	R-40 Residential - Rural			\$0.00		\$193.00	Eric Tompson		
	Description: HVAC								
MECH-2022-0047	Mechanical / Gas	06/17/2022	Climate Control	In Review		32 South Pine St, Dover 03820	No	None	19040-000000
	RM-U Residential - Urban			\$0.00		\$125.00	Eric Tompson		
	Description: install 4 zone mini split system heat pump								
MECH-2022-0048	Mechanical / Gas	06/17/2022	Climate Control	Complete		12 Foxtail Ridge Rd, Dover 03820	No	None	A0045-A00008
	R-40 Residential - Rural			\$0.00		06/28/2022	07/08/2022		
	Description: Daiken single zone 18k(20amp) ductless AC system								
MECH-2022-0049	Mechanical / Gas	06/24/2022	Climate Control	In Review		9 Glencrest Av, Dover 03820	No	None	36032-C00000
	R-12 Residential - Medium			\$0.00		\$150.00	Eric Tompson		
	Description: HVAC								
MECH-2022-0050	Mechanical / Gas	06/24/2022	Climate Control	In Review		17 Ezra's Wy, Dover 03820	No	None	F0023-A00016
	R-40 Residential - Rural			\$0.00		\$145.00	Eric Tompson		
	Description: replacing furnace, cased coil, condenser and reusing electrical								
MECH-2022-0051	Mechanical / Gas	06/24/2022	Gas	In Review		10 Arch St, Dover 03820	No	None	11011-000000
	R-12 Residential - Medium			\$0.00		\$531.00	Eric Tompson		
	Description: 1. install 2 new gas boilers and all associated piping/venting, 2. remove the oil burner to existing oil boiler and install gas burner								
MECH-2022-0052	Mechanical / Gas	06/27/2022	Climate Control	Issued		98 Henry Law Av, 21, Dover 03820	No	None	22009-000000
	R-12 Residential - Medium			\$0.00		\$151.00	Eric Tompson		
	Description: New Gas heating Unit								
MECH-2022-0053	Mechanical / Gas	06/27/2022	Climate Control	Issued		98 Henry Law Av, 22, Dover 03820	No	None	22009-000000
	R-12 Residential - Medium			\$0.00		\$151.00	Eric Tompson		
	Description: Replace NG heating unit								
MECH-2022-0054	Mechanical / Gas	06/27/2022	Climate Control	Issued		7 Gage St, Dover 03820	No	None	39063-002000
	G Gateway District			\$0.00		\$24.00	Eric Tompson		

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date Zone	Issue Date Sq Ft	Expiration Valuation	Last Inspection Fee Total	Finaled Date Assigned To	Applied Online	
<i>Description: gas piping for SFD</i>							
MECH-2022-0055	Mechanical / Gas 06/27/2022	Climate Control 07/01/2022	Issued 01/03/2023	93 Cottonwood Dr, Dover 03820	No	None	B0004-056000
	R-40 Residential - Rural 0		\$0.00	\$55.00	Eric Tompson		
<i>Description: install 12k low temp mini split system, NO electrical</i>							
MECH-2022-0056	Mechanical / Gas 06/29/2022	Climate Control 07/01/2022	Issued 01/03/2023	61 Augusta Wy, Dover 03820	No	None	K0049-A00020
	R-40 Residential - Rural 0		\$0.00	\$251.00	Eric Tompson		
<i>Description: HVAC</i>							
MECH-2022-0057	Mechanical / Gas 06/29/2022	Climate Control 07/01/2022	Issued 01/03/2023	10 Sandpiper Dr, Dover 03820	No	None	C0002-B00000
	R-40 Residential - Rural 0		\$0.00	\$155.00	Eric Tompson		
<i>Description: NG furnace and AC replacement</i>							
MECH-2022-0058	Mechanical / Gas 06/29/2022	Climate Control 07/01/2022	Issued 01/03/2023	16 Independence Dr, Dover 03820	No	None	K0021-000000
	C Non-Residential - Corr 0		\$0.00	\$135.00	Eric Tompson		
<i>Description: NG furnace and AC replacement, outdoor packaged unit</i>							
MECH-2022-0059	Mechanical / Gas 06/29/2022	Climate Control 07/01/2022	Issued 01/03/2023	23 Morrison Ln, Dover 03820	No	None	G0007-001021
	R-12 Residential - Mediu 0		\$0.00	\$145.00	Eric Tompson		
<i>Description: furnace and AC replacement</i>							
MECH-2022-0060	Mechanical / Gas 06/29/2022	Gas 07/07/2022	Issued 01/06/2023	27 Cote Dr, Dover 03820	No	None	L0058-Y00000
	R-20 Residential - Low C 0		\$0.00	\$31.00	Eric Tompson		
<i>Description: UG gas line to relocate propane tanks</i>							
MECH-2022-0061	Mechanical / Gas 06/29/2022	Gas 07/07/2022	Issued 01/06/2023	75 Hidden Valley Dr, Dover 03820	No	None	I0094-C00009
	R-40 Residential - Rural 0		\$0.00	\$37.00	Eric Tompson		
<i>Description: gas piping to pool heater</i>							
MECH-2022-0062	Mechanical / Gas 06/29/2022	Climate Control 07/07/2022	Issued 01/06/2023	40 The Garrison At 56 Durham Rd, Dover 03820	No	None	I0009-B00000
	RM-SU Residential - Sut 0		\$0.00	\$135.00	Eric Tompson		
<i>Description: Ductless Ac system, Mitsubishi Hyper heat 2 zone/20k-HZ2</i>							
MECH-2022-0063	Mechanical / Gas 06/29/2022	Climate Control 07/07/2022	Issued 01/06/2023	12 Constitution Wy, Dover 03820	No	None	K0021-000000
	C Non-Residential - Corr 0		\$0.00	\$115.00	Eric Tompson		
<i>Description: replace gas WH, Ac coil & condenser with a central heat pump and coil</i>							

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Application Date	Workclass	Status	Main Address	Project	District	Parcel
		Zone	Issue Date	Expiration	Last Inspection	Applied Online		
			Sq Ft	Valuation	Fee Total	Assigned To		
MECH-2022-0064	Mechanical / Gas	06/29/2022	Climate Control	Issued	227-229 Washington St, Dover 03820	No	None	10035-A00000
	HR Residential - Heritage	07/07/2022	0	01/06/2023	\$275.00	Eric Tompson		
	Description: 4 NG Energy Kinetics Ascent combi plus with new venting							
MECH-2022-0065	Mechanical / Gas	06/29/2022	Climate Control	Issued	8 Varney Rd, Dover 03820	No	None	A0018-F00000
	R-12 Residential - Medium	07/01/2022	0	01/03/2023	\$155.00	Eric Tompson		
	Description: ductless AC system. Bosch heat pump, 3 ton/40amp							
MECH-2022-0066	Mechanical / Gas	06/29/2022	Climate Control	Issued	9 Browning Dr, Dover 03820	No	None	21098-000000
	R-12 Residential - Medium	07/01/2022	0	01/03/2023	\$105.00	Eric Tompson		
	Description: installing ductless mini split system, 1 head							
MECH-2022-0067	Mechanical / Gas	06/29/2022	Climate Control	Issued	3 Samuel Hanson Av, Dover 03820	No	None	21023-000000
	R-12 Residential - Medium	07/01/2022	0	01/03/2023	\$95.00	Eric Tompson		
	Description: install ductless mini split 1 head							
MECH-2022-0068	Mechanical / Gas	06/29/2022	Climate Control	Issued	220 Back Rd, Dover 03820	No	None	M0001-000000
	R-40 Residential - Rural	07/01/2022	0	01/03/2023	\$95.00	Eric Tompson		
	Description: install AC system							
MECH-2022-0069	Mechanical / Gas	06/29/2022	Climate Control	Issued	7 Gage St, Dover 03820	No	None	39063-002000
	G Gateway District	07/01/2022	0	01/03/2023	\$181.00	Eric Tompson		
	Description: HVAC							
MECH-2022-0070	Mechanical / Gas	06/29/2022	Climate Control	Issued	5 Southwood Dr, Dover 03820	No	None	I0051-000000
	RM-SU Residential - Sub	07/01/2022	0	01/03/2023	\$150.00	Eric Tompson		
	Description: replacing NG boiler w/wall hung boiler							
MECH-2022-0071	Mechanical / Gas	06/29/2022	Gas	Issued	9 Angle St, Dover 03820	No	None	09100-000000
	CBD-G Central Business	07/01/2022	0	01/03/2023	\$31.00	Eric Tompson		
	Description: gas piping for 2 propane boilers							
MECH-2022-0072	Mechanical / Gas	06/29/2022	Climate Control	Issued	166 Back Rd, Dover 03820	No	None	N0021-001000
	R-40 Residential - Rural	07/01/2022	0	01/03/2023	\$115.00	Eric Tompson		
	Description: replace 3 ton AC system							
MECH-2022-0073	Mechanical / Gas	06/29/2022	Gas	Issued	38 Overlook Dr, Dover 03820	No	None	M0083-005000

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date	Issue Date	Expiration	Last Inspection	Applied Online		
	Zone	Sq Ft	Valuation	Fee Total	Assigned To		
MECH-2022-0074	06/29/2022	07/01/2022	01/03/2023		No		
	R-40 Residential - Rural	0	\$0.00	\$37.00			
	Description: install UG gas piping from meter to pool heater and future patio area						
	Mechanical / Gas	Gas	Issued	18 Isaac Lucas Cr, Dover 03820		None	M0090-E00000
MECH-2022-0075	06/30/2022	07/01/2022	01/03/2023		No		
	R-40 Residential - Rural	0	\$0.00	\$31.00	Eric Tompson		
	Description: placing 1 master temp 400 BTU propane heater for swimming pool						
	Mechanical / Gas	Gas	In Review	67 Bellamy Rd, Dover 03820		None	H0049-000000
	06/30/2022		\$0.00	\$12.00	Michelle Dube		
	R-40 Residential - Rural	0					
	Description: gas piping to range & installation/conversion						
PERMITS APPLIED FOR MECHANICAL / GAS: 50							
PLUMBING							
PLMB-2022-0008	Plumbing	Piping	In Review	262 Middle Rd, Dover 03820	No	None	M0102-002000
	06/01/2022						
PLMB-2022-0009	R-40 Residential - Rural	0	\$0.00	\$97.00	Eric Tompson		
	Plumbing	Piping	In Review	40 Pointe Pl, Dover 03820	No	None	K0019-011000
PLMB-2022-0010	06/01/2022						
	IT Non-Residential - Innc	0	\$0.00	\$85.00	Eric Tompson		
PLMB-2022-0011	Plumbing	Piping	In Review	10 Melody Tr, Dover 03820	No	None	G0024-J00118
	06/07/2022						
PLMB-2022-0012	R-20 Residential - Low L	0	\$0.00	\$43.00	Eric Tompson		
	Plumbing	Piping	In Review	130 Mount Vernon St, Dover 03820	No	None	29041-000000
PLMB-2022-0013	06/07/2022						
	R-12 Residential - Mediu	0	\$0.00	\$139.00	Eric Tompson		
PLMB-2022-0014	Plumbing	Piping	In Review	207 Locust St, Dover 03820	No	None	15043-000000
	06/17/2022						
PLMB-2022-0015	G Gateway District	0	\$0.00	\$81.00	Eric Tompson		
	Plumbing	Piping	In Review	82 Broadway, Dover 03820	No	None	27073-000000
PLMB-2022-0016	06/17/2022						
	RM-U Residential - Urba	0	\$0.00	\$43.00	Eric Tompson		
PLMB-2022-0017	Plumbing	Piping	In Review	6 Kelley Dr, Dover 03820	No	None	I0116-000000
	06/17/2022						
PLMB-2022-0018	R-12 Residential - Mediu	0	\$0.00	\$79.00	Eric Tompson		
	Description: Addition plumbing, master bathroom(shower, toilet, 2 lavs), 1/2 bath, water heater, WM hookup						
PLMB-2022-0019	Plumbing	Piping	In Review	60 Trestle Wy, Dover 03820	No	None	H0018-000000
	06/17/2022						

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date	Issue Date	Expiration	Last Inspection	Applied Online		
	Zone	Sq Ft	Valuation	Fee Total	Assigned To		
PLMB-2022-0016	06/17/2022	RM-SU Residential - Sub 0	\$0.00	\$31.00	Eric Tompson	None	37001-000000
	Description: remove old gas water heater, cap off gas piping, install 50 gal Hybrid heat pump water heater						
	Plumbing	Piping	In Review	789 Central Av, Dover 03820	No		
PLMB-2022-0017	06/17/2022	H Hospital	\$0.00	\$100.00	Eric Tompson	None	M0102-012000
	Description: converting storage space into bathroom and kitchenette						
	Plumbing	Piping	In Review	18 Hayden Dr, Dover 03820	No		
PLMB-2022-0018	06/24/2022	R-40 Residential - Rural 0	\$0.00	\$133.00	Eric Tompson	None	M0102-012000
	Description: 2.5 bath new house						
	Plumbing	Piping	In Review	24 Hayden Dr, Dover 03820	No		
PLMB-2022-0019	06/24/2022	R-40 Residential - Rural 0	\$0.00	\$151.00	Eric Tompson	None	22009-000000
	Description: 3.5 bathroom new house, 1 bathroom in basement slab						
	Plumbing	Piping	Issued	98 Henry Law Av, 21, Dover 03820	No		
PLMB-2022-0020	06/27/2022	R-12 Residential - Medium 0	\$0.00	\$24.00	Eric Tompson	None	39063-002000
	Description: rough in new kitchen and bathroom, new heating unit NG						
	Plumbing	Piping	Issued	7 Gage St, Dover 03820	No		
PLMB-2022-0021	06/27/2022	G Gateway District	\$0.00	\$121.00	Eric Tompson	None	K0019-C00000
	Description: New plumbing rough and finish for new construction						
	Plumbing	Piping	Issued	30 Dover Point Rd, Dover 03820	No		
PLMB-2022-0022	06/29/2022	C Non-Residential - Cor 0	\$0.00	\$925.00	Eric Tompson	None	N0008-000005
	Description: plumbing for new gas station						
	Plumbing	Piping	Issued	10 Winterberry Dr, Dover 03820	No		
PLMB-2022-0023	06/29/2022	R-40 Residential - Rural 0	\$0.00	\$31.00	Eric Tompson	None	15066-000000
	Description: replace 80gal electric WH, w/mixing valve and expansion tank						
	Plumbing	Piping	Issued	80 Rutland St, Dover 03820	No		
PLMB-2022-0024	06/29/2022	G Gateway District	\$0.00	\$40.00	Eric Tompson	None	27241-000000
	Description: run new drain and water lines to new sink location						
	Plumbing	Piping	Issued	5 Coolidge Av, Dover 03820	No		

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PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Application Date	Workclass	Status	Main Address	Project	District	Parcel
	Zone	Issue Date	Expiration	Valuation	Last Inspection	Applied Online		
	Description: remodel kitchen and 2 bathrooms, fixtures remaining in same location							
PLMB-2022-0025	Plumbing	06/29/2022	Piping	Issued	100 Fourth St, Dover 03820	No	None	32006-000000
	R-12 Residential - Mediu	07/01/2022	0	01/03/2023	\$61.00	Eric Tompson		
	Description: venting and drainage to accommodate new 2 floor bathroom, relocate kitchen fixtures and new washer and dryer hookup							
PLMB-2022-0026	Plumbing	06/30/2022	Backflow	Fees Paid	288 Central Av, Dover, NH	Yes	None	02001-000000
	0		0	\$0.00	\$2.50	Michelle Dube		
	Description: Testing CC Transaction.							
PLMB-2022-0027	Plumbing	06/30/2022	Piping	In Review	67 Bellamy Rd, Dover 03820	No	None	H0049-000000
	R-40 Residential - Rural	0	0	\$0.00	\$43.00	Michelle Dube		
	Description: kitchen remodel, laundry hook-up							

PERMITS APPLIED FOR PLUMBING: 20

SIGN	Sign	Community Sign	Fees Paid	
SIGN-2022-0002	06/15/2022	0	\$0.00	Jean Glidden
	Description: A-Frame signs to be located in three median strips from July 1 to August 14, 2022			

PERMITS APPLIED FOR SIGN: 1

SITE WORK	Site Work	Excavation	Fees Due	
SITW-2022-0014	06/03/2022	Excavation	\$0.00	Jennifer Bretz
	CBD-G Central Business	0	\$0.00	
SITW-2022-0015	06/07/2022	Driveway	Issued	06/10/2022
	R-40 Residential - Rural	0	\$0.00	
SITW-2022-0016	06/07/2022	Excavation	Submitted - Online	140 Washington St, Dover, NH
	0	0	\$0.00	Jennifer Bretz
	Description: Emergency Water main repair in the road			
SITW-2022-0017	06/08/2022	Excavation	Complete	Boxwood Ln, Dover 03820
	R-40 Residential - Rural	0	\$0.00	06/09/2022
				Jamie Stevens

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date	Issue Date	Expiration	Last Inspection	Applied Online		
	Zone	Sq Ft	Valuation	Fee Total	Assigned To		
<i>Description: Dig site is on Boxwood Lane from Wildewood Lane to Cottonwood Lane</i>							
SITW-2022-0018	Site Work	Excavation	Complete	118 Boxwood Ln, Dover 03820	No	None	B0021-025000
	06/08/2022	06/09/2022	11/15/2022	06/09/2022	Jamie Stevens		
	R-40 Residential - Rural 0		\$0.00	\$0.00			
<i>Description: Dig site is located at the intersection of Wildewood Lane and Boxwood Lane to the end of Boxwood Lane</i>							
SITW-2022-0019	Site Work	Excavation	Issued	17 Mathes Hill Dr, Dover 03820	No	None	I0049-024000
	06/08/2022	06/09/2022	11/15/2022	06/09/2022	Jennifer Bretz		
	R-12 Residential - Mediu 0		\$0.00	\$0.00			
<i>Description: Dig site is located on Mathes Hill Drive @Danielle Drive</i>							
SITW-2022-0020	Site Work	Excavation	Complete	13 Florence St, Dover 03820	No	None	27180-003000
	06/08/2022	06/09/2022	11/15/2022	06/09/2022	Jamie Stevens		
	R-12 Residential - Mediu 0		\$0.00	\$1,456.50			
<i>Description: natural gas installation</i>							
SITW-2022-0021	Site Work	Excavation	In Review	3 Ivans Ln, Dover 03820	No	None	M0052-011000
	06/09/2022		\$0.00	\$0.00	Jennifer Bretz		
	R-20 Residential - Low C 0						
<i>Description: Cable installation</i>							
SITW-2022-0022	Site Work	Excavation	In Review	2 Cassily Ln, Dover 03820	No	None	E0067-002000
	06/09/2022		\$0.00	\$0.00	Jennifer Bretz		
	R-12 Residential - Mediu 0						
<i>Description: Cable/fiber optic installation</i>							
SITW-2022-0023	Site Work	Excavation	Complete	8 Digby Ln, Dover 03820	No	None	I0048-B00001
	06/09/2022	06/09/2022	11/15/2022	06/09/2022	Jennifer Bretz		
	R-12 Residential - Mediu 0		\$0.00	\$0.00			
<i>Description: Cable/fiber optic</i>							
SITW-2022-0024	Site Work	Excavation	In Review	4 Grady's Ln, Dover 03820	No	None	I0052-B00000
	06/09/2022		\$0.00	\$0.00	Jennifer Bretz		
	R-12 Residential - Mediu 0						
<i>Description: Cable/fiber optic installation</i>							
SITW-2022-0025	Site Work	Excavation	In Review	Woodland Rd, Dover 03820	No	None	17095-E00001
	06/09/2022		\$0.00	\$0.00	Jennifer Bretz		
	R-12 Residential - Mediu 0						
<i>Description: Cable/fiber optic installation</i>							
SITW-2022-0026	Site Work	Excavation	Issued	3 Quail Dr, Dover 03820	No	None	A0049-002000
	06/09/2022	06/09/2022	11/15/2022	06/09/2022	Jennifer Bretz		
	R-40 Residential - Rural 0		\$0.00	\$0.00			
<i>Description: Cable/fiber optic installation</i>							
SITW-2022-0027	Site Work	Excavation	Complete	3 Corbin Dr, Dover 03820	No	None	I0020-K00017

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date Zone	Issue Date Sq Ft	Expiration Valuation	Last Inspection Fee Total	Final Date Assigned To	Applied Online	
SITW-2022-0028	06/09/2022 RM-SU Residential - Sut 0	06/09/2022	11/15/2022 \$0.00	\$0.00	06/09/2022 Jennifer Bretz	No	
	Description: Cable/fiber optic						
	06/09/2022 R-40 Residential - Rural 0	06/09/2022	Complete 11/15/2022 \$0.00	25 Mallard Ln, Dover 03820 \$0.00	06/09/2022 Jennifer Bretz	No	N0020-006000
SITW-2022-0029	06/09/2022 RM-SU Residential - Sut 0	06/09/2022	Complete 11/15/2022 \$0.00	4 Calleyanna Ln, Dover 03820 \$0.00	06/09/2022 Jennifer Bretz	No	I0020-K00004
	Description: Cable/fiber optic installation						
	06/13/2022 HR Residential - Heritage 0	Driveway	In Review	6 Trask Dr, Dover 03820	No	No	10032-001000
SITW-2022-0030	06/13/2022 HR Residential - Heritage 0	Driveway	Denied	\$75.00	Cheryl Dwyer	No	
	06/13/2022 HR Residential - Heritage 0	Driveway	Denied	6 Trask Dr, Dover 03820	06/27/2022	No	10032-001000
	Description: 2nd application to pave entire street						
SITW-2022-0032	06/14/2022 R-20 Residential - Low C 0	Excavation	Complete 11/15/2022 \$0.00	8 Ivans Ln, Dover 03820 \$0.00	06/14/2022 Jennifer Bretz	No	M0052-003000
	06/14/2022 R-12 Residential - Medium 0	Excavation	Complete 07/14/2022 \$0.00	Woodland Rd, Dover 03820 \$0.00	06/14/2022 Jennifer Bretz	No	17095-E00001
	06/14/2022 R-12 Residential - Medium 0	Excavation	Complete 07/14/2022 \$0.00	3 Cassidy Ln, Dover 03820 \$0.00	06/14/2022 Jennifer Bretz	No	E0067-001000
SITW-2022-0033	06/14/2022 R-12 Residential - Medium 0	Excavation	Complete 07/14/2022 \$0.00	3 Grady Ln, Dover 03820 \$0.00	06/14/2022 Jennifer Bretz	No	I0052-C00000
	06/14/2022 R-12 Residential - Medium 0	Excavation	Complete 07/14/2022 \$0.00	28 Atkinson St, Dover 03820 \$1,116.00	06/15/2022 Jennifer Bretz	No	09061-A00000
	06/15/2022 R-12 Residential - Medium 0	Excavation	Expired 07/15/2022 \$0.00	35 Atlantic Av, Dover 03820 \$620.00	Jennifer Bretz	No	25066-D00000
SITW-2022-0037*	06/15/2022 R-12 Residential - Medium 0	Excavation	Expired 07/15/2022 \$0.00				
	Description: Sewer replacement						

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Application Date	Workclass	Status	Main Address	Project	District	Parcel
		Zone	Issue Date	Expiration	Last Inspection	Applied Online		
			Sq Ft	Valuation	Fee Total	Assigned To		
SITW-2022-0038	Site Work	06/17/2022	Excavation	Complete	23 Pondview Dr, Dover 03820	No	None	I0051-A00012
	RM-SU Residential - Sut	0	06/17/2022	07/18/2022	\$0.00	Jennifer Bretz		
SITW-2022-0039	Site Work	06/17/2022	Excavation	Complete	1 Toftree Ln, Dover 03820	No	None	M0106-000000
	R-40 Residential - Rural	0	06/17/2022	07/18/2022	\$0.00	Jennifer Bretz		
SITW-2022-0040	Site Work	06/17/2022	Excavation	Complete	34 Hubbard Rd, Dover 03820	No	None	K0014-028000
	R-12 Residential - Mediu	0	06/17/2022	07/18/2022	\$0.00	Jennifer Bretz		
SITW-2022-0041	Site Work	06/17/2022	Excavation	Complete	15 Landing Wy, Dover 03820	No	None	L0095-011000
	R-20 Residential - Low C	0	06/17/2022	07/18/2022	\$0.00	Jennifer Bretz		
SITW-2022-0042	Site Work	06/17/2022	Excavation	Complete	14 Hawthorn Rd, Dover 03820	No	None	17124-B00000
	R-12 Residential - Mediu	0	06/17/2022	07/18/2022	\$0.00	Jennifer Bretz		
SITW-2022-0043	Site Work	06/17/2022	Excavation	Complete	14 Briarwood Ln, Dover 03820	No	None	K0018-A00009
	R-12 Residential - Mediu	0	06/17/2022	07/18/2022	\$0.00	Jennifer Bretz		
SITW-2022-0044	Site Work	06/27/2022	Driveway	In Review	40 Atlantic Av, Dover 03820	No	None	25002-000000
	R-12 Residential - Mediu	0	06/29/2022	07/29/2022	\$75.00	Kenneth Mavrogeorge		

PERMITS APPLIED FOR SITE WORK: 31

ZONING									
ZONE-2022-0001	Zoning	Verification / Certification / Determination	Fees Paid	27 Belknap St, Dover 03820	None	10097-000000			
	06/27/2022								
	RM-U Residential - Urba	0	\$0.00	\$175.00	Nancy Usbelger	No			
	Description: Verification & Certification								
ZONE-2022-0002	Zoning	Verification / Certification / Determination	Submitted	343 Sixth St, Dover 03820	None	D0017-F00000			
	06/28/2022								
	C Non-Residential - Corr	0	\$0.00	\$50.00	Nancy Usbelger	No			

PERMITS APPLIED FOR ZONING: 2

PERMITS APPLIED BY TYPE (06/01/2022 TO 06/30/2022)

Permit #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date Zone	Issue Date Sq Ft	Expiration Valuation	Last Inspection Fee Total	Final Date Assigned To	Applied Online	
GRAND TOTAL OF PERMITS:							223

Total Permits Issued: June 2022

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
22-103	CZARS BREWING	8	PIERCE STREET	SUITES 102 & 104, IMPROVEMENTS FOR	C	4	2200	128000	1305
22-203	THE DUPONT FAMILY REVO. T	12	LITTLEWORTH ROAD	CONST. A WAREHOUSE	C	H	29A5	235000	2375
22-205	WENTWORTH DOUGLASS HOS	121	BROADWAY	INT. ALTERATIONS/IMPROVEMENTS	C	37	100	40000	425
22-219	SOURMAIDIS	18	WEEKS LANE	DEMO & REMV DEBRIS FOR ATM KIOSK	C	39	3A0	30000	325
21-189	100 BROWNING, LLC	24	HAYDEN DRIVE	CONST. A SF DETACHED CONDOMINIUM	R	102	126	325000	3425
21-399	ROUX	26-28	ELM STREET	REMOVE & CONSTRUCT A NEW DECK	R	12	5100	5000	75
22-027	MADDEN	37	DOVER NECK ROAD	CONVERT FROM A SFD TO A TWO FAMI	R	M	79D	2000	45
22-106	MAKRIS	25	WENTWORTH TERRACE	CONST. A LAUNDRY RM/MUDRM & REP	R	8	39A0	25000	275
22-140	DARRAH, JR.	20	BALDWIN WAY	TO REPLACE FRONT STEPS	R	L	40110	8200	107
22-146	YARBROUGH	8	MONROE STREET	CONVERT. THREE SEASON TO HABITAB	R	15	9400	27650	305
22-153	PAUL CAIN INVESTMENTS, LL	165	GULF ROAD	CONST. A SFD W/ATT. 3 CAR GARAGE,	R	N	12B	682000	6845
22-183	WHITE	14	LINDA AVENUE	CONST. A REAR ADDITION	R	I	8260	60000	625
22-197	LONERGAN	32	LISA BETH CIRCLE	CONST. AN ADD. ONTO EXISTING GARA	R	H	44R0	14650	175
22-200	TREADWELL	5	BARRY STREET	INSTALL REPLACEMENT WINDOWS	R	D	6500	2200	47
22-202	ROBERGE	1	SONIA DRIVE	CONST A REAR DECK	R	M	4022	12000	145
22-207	CARTER	335A	DOVER POINT ROAD	CREATE HABITABLE AREA ABOVE DET	R	L	60A0	50000	525
22-209	GOODMAN	7	FRANCES DRIVE	CONST. A BATHROOM	R	31	4DG	47500	505
22-215	ALLEN	67	BELLAMY ROAD	RENO. A KITCHEN & CREATE A 1ST FLR	R	H	4900	30000	325
22-220	CHAGAN	17	LANDING WAY	INSTALL VINYL SIDING	R	K	951P0	99000	1015
22-221	SHAPPELL	2	MITCHELL COURT	REMOVE & REPLCE ROOF SHINGLES & R	R	32	5900	22000	245
22-222	FOREST	19	QUAKER LANE	CONST. A STORAGE SHED	R	M	83210	4623	75
22-223	THOMPSON	3	HALL STREET	INT. DEMO. ONLY FOR WATER DAMAG	R	37	1301	15000	350

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 22

Total Construction Value: \$1,864,823.00

Total Fees Collected: \$19,539.00

Type of Permits Issued	Street #	Certificate of Occupancy's	
Commercial	1	Change of Use	0
Commercial Renovations	3	Commercial	0
Convert 1 to 2 Fmly Dwlg	1	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	0	Two Family Dwelling	0
Multi-Family Dwelling Units	0	Industrial	0
Industrial	0	Renovations	2
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	2	Single Family Dwellings	3
Renovations Dwelling Unit	15	Accessory Dwelling Unit	0
Demo. of a Dwelling Unit	0		
Accessory Dwelling Unit	1		
		Total	5

NAME	STREET NAME	Total Units	Units D...ile**	Units L...le	DATE OF PB C...IATION	DATE OF PB AD...VAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Mixed Use													
Edgeline Properties	239 Knox Marsh Road	64	0	64		6/28/2022		P21-04	H	37A		W	
Redgate 47 Chestnut	47 Chestnut Street	173	0	173		5/10/2022		P21-84	31	5		H	
Colchecho Waterfront	River Street	418	0	418		6/14/2022		P21-69	22	1-2 & 1-4		G	
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	1/11/2022	8/24/2021	Site	P21-30	6	20	1/11/2027	H	1.74
Chimbury	1 Washington	36	36	0	6/11/2020	5/26/2020	Site	P17-46A	23	14	6/11/2025	H	1.1
Ponte Place Phase V	North Drive	84	30	54	10/13/2020	7/28/2020	Site	P20-32	K	19	10/13/2025	G	2.5
Fahoury	12 Preble Street	12	0	12		7/28/2020	Site	P19-11A	4	76		H	0.4
Soljour	66 Third Street	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	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	25	24	1	7/31/2020	2/25/2020	Site	P19-05	8	9,10,11	7/31/2025	G	0.8
Total: Mixed Use		919	90	829									5.5
Mixti-Family:													
Diamond Capital	71 - 73 Rutland Street	10	2	8		5/24/2022		P-21-64	14	17 & 17A		W	
DHA Whittier Street	48 Whittier Street	6	0	6		6/28/2022		P21-37	33	1-A		W	
Dove Development, LLC	51 & 65 Bellamy	31	3	28	1/11/2022	8/24/2021	Site	P21-66	H	46 & 50	1/11/2027	W	10.9
McIntosh Dover, LLC	23 Cataract	128	2	126	2/22/2022	1/11/2022	Site	P21-45	13	23 & 34	2/22/2027	W	44.8
Railroad Apartments	2 Grove St	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	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	32	0	32	6/11/2019	11/13/2018	Site	P-18034	24	114	6/11/2024	H	11.2
Total: Multi-family		348	7	341									60.6
Subdivisions:													
Paolini Sherman Street	Sherman Street	2	0	2		6/14/2022		P22-34	39	53		H	
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	5	0	5	7/28/2021	6/25/2021	Site	P21-25	H	14D	7/28/2026	G	1.8
Khavari	Leather's Lane	40	12	28	4/27/2021	12/15/2020	Site	P20-71	I	4-A	4/27/2026	G	14.0
Georgakias/Middle Road	Hayden Drive	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	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	18	0	18	5/10/2022	3/8/2022	5/11/2022	P19-80B	14	10-G	5/10/2027	W	6.3
RV Paolini Construction, LLC	Cottage Park Drive	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	4	4	0	3/14/2018	10/24/2017	3/15/2018	P17-58	B	6G	3/14/2023	H	1.4
Ayer	Eagan Drive	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	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	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	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	21	20	1	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.4
StoneCrest	Carriage Hill Ln	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	32	30	2	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.2
Wegden	Garrison Rd	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.4
Total: Subdivisions		220	110	110									72.5
Elderly:													
Arbor Woods	Cielo Dr	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		1559	275	1284									

* Built or permit issued and unit under construction

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS
A:Apt, H:House, C:Condo

The process for implementing permitting software continues as Inspection Services plans to move toward mostly a paperless process.

The trend of construction projects continues with residential permit applications being the majority of applications and inspections.

Police Department:

Dover Police Department Field Operations	Calls for Service	Traffic Stops	Non-Enforcement Contacts	Incidents Handled
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
April 2022	1,651	277	169	2,097
May 2022	1,928	341	156	2,425
June 2022	1,826	194	139	2,159

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.
- Responded to 17 E911 calls
- Responded to 66 alarms
- Responded to 84 traffic accidents
- Made 30 custodial arrests

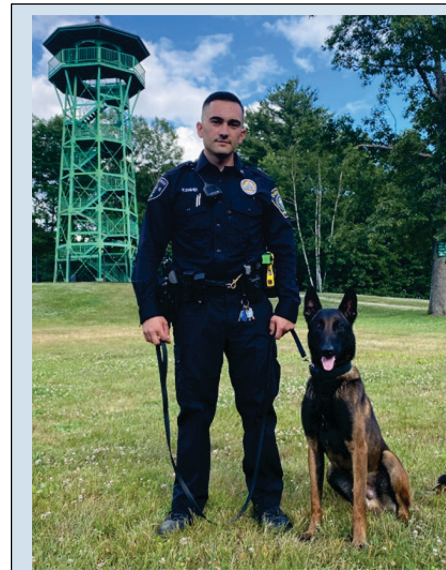
During the month of June, Officer Timothy David and his canine partner, one-year-old Belgian Malinois “Vision”, successfully completed the 14 week Patrol K9 Handler Course coordinated by the Boston Police Department. Officer David and Vision are now nationally certified through the North American Police Working Dog Association for tracking suspects and missing persons, apprehension, and searches for articles, buildings and open areas. They will likely return to Boston for narcotics training at some point in the relative near future.

Accident Reconstruction Team:

The Accident Reconstruction Team was not called out during the month of June for any collisions in Dover. On June 12, 2022, Officer David Anderson responded to Durham to assist the Durham Police Department with a serious traffic collision on Route 4.

Special Investigations Unit (SIU):

- ★ During the month of June 2022, 11 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 presented 5 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 June 2022, SIU detectives investigated a fatal motor vehicle crash involving a pedestrian.
- ★ SIU detectives investigated 4 unattended deaths in June 2022.
- ★ In June 2022, two cases were forwarded to the Strafford County Attorney’s Office for review and Grand Jury Indictment.
- ★ SIU detectives and members of the FBI Major Offender Task Force conducted targeted drug operations. These investigations are ongoing.
- ★ During June 2022, SIU detectives conducted an investigation into a registered sex offender who was suspected to be out of compliance. The case resulted in the arrest of a 46-year-old male for a felony offense.
- ★ SIU detectives assisted the New Hampshire Fire Marshal’s Office with a Watson Road fire investigation.
- ★ 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 31 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 June, two of these investigations were ongoing.
- ★ At the end of June 2022, SIU detectives had 50 open investigations.



Officer Tim David and K9 Vision

CREU Commander:

Throughout the month of June, Sergeant Mitrushi continued to check known campsites throughout the city to address the needs of the unhoused as well as complaints of illegal camping or trespassing. Sergeant

Mitrushi did this on foot as well as on the department's mountain bike. Sergeant Mitrushi and POP Officer Collis use the department's mountain bikes to access hard to reach campsites and will continue to do so throughout the summer. Sergeant Mitrushi also brought Police Social Worker Kaitlin Jones out to a few sites to meet directly with the unhoused residents to provide one-on-one interactions in order to with referrals to social services they may need.

Sergeant Mitrushi continued to oversee the development of the ACERT (Adverse Childhood Experiences Response Team) which is being coordinated by Dover High School Resource Officer Molly Shoer and Police Social Worker Kaitlin Jones. The goal of the ACERT program is to provide assistance to youth affected by adverse childhood experiences. The program is still in the development stage at this time. Sergeant Mitrushi attended a 4-hour ACES (Adverse Childhood Experiences) training along with Officer Molly Shoer, Officer David Collis, Officer Derek O'Neil, Officer Luis Berdecia, and Officer Adin Sobel. This training was a requirement for any officer that will be a part of the ACERT Team.

Sergeant Mitrushi continued to work with the Dover Mental Health Alliance and participated in virtual meetings throughout June. Sergeant Mitrushi is working directly with the St. Anselm's Center for Ethics to provide data relating to the department's response to the mental health crisis. Sergeant Mitrushi assisted the DMHA with the June 23rd Community Conversation panel discussion at the Dover High School Library.

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. On June 2, 2022, Sergeant Mitrushi instructed a NAMI Connect Suicide Prevention class along with Dr. Christine Boston, Assistant Superintendent of Student Services of the Dover School District. There were 6 community members in attendance.

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 reported to NAMI NH that Dover officers made 53 referrals in the 2nd quarter of 2022.

Sergeant Mitrushi is the chairperson of both the Dover Police Department's internal Mental Health Committee and the Dover Police Department internal Recruitment & Retention Committee. The committees held a joint meeting in June to discuss the department's efforts to address the mental health and wellness of department employees as well as the ongoing recruitment and retention matters.

On June 8, Sergeant Mitrushi is the coordinator of the department's Peer Support Team and continues to work on the development of policies and procedures for the team. Sergeant Mitrushi also met with the Dover Peer Support Team on June 21st to officially announce that Dr. Nicole Sawyer joined the team as the Licensed Clinical Psychologist.

Sergeant Mitrushi was the Officer-In-Charge of the Dover High School Graduation Ceremony, held at the Dover High School Campus on June 10th. Sergeant Mitrushi, along with Dover High School Resource Officer Shoer, Dover Middle School Resource Officer Brynn Dunne, and Detective Molly Martuscello assisted with traffic and crowd control at the event.

On June 24th, Sergeant Mitrushi and POP Officer Collis provided CRASE training to summer counselors and staff at the Seymour Osman Community Center (SOCC). The training focused on response to active shooter events, which included scenarios, recommendations for actions that the SOCC staff can take, and an explanation of what to expect from the Dover Police Department when responding to an active shooter incident.

Sergeant Mitrushi assisted in the field training of two new Dover officers by conducting the following training: Emergency Response, Pursuit & Attempt to Stop, and provided tours of all the Dover Public School buildings. Sergeant Mitrushi also attended his annual firearms qualifications in June.

Sergeant Mitrushi continued to work on creating a uniform internship program for the police department. Throughout the month of June, Sergeant Mitrushi supervised two interns; Logan Flynn of Stetson University who worked 56 hours and Bethany Koshy of Endicott College who worked 86 hours. The internships provided the individuals with exposure to procedures and programs within the Dover Police Department. The interns assisted the Community Response and Engagement Unit with data management and homelessness outreach programs, participated in ride-alongs with patrol officers, participated in a training exercise with the Strafford County Regional Tactical Operations Unit, conducted a speed study for the Administrative Services Bureau, observed investigations conducted by the Special Investigations Unit attended training specific to crime scene investigations, the booking process, and 4th amendment rights, and assisted the Dover Teen Center as chaperones and volunteers throughout the month.

Sergeant Mitrushi is the staff liaison to the Graffiti Management Ad-Hoc Committee and attended the June 27th meeting to discuss efforts to combat graffiti in the city.

Sergeant Mitrushi created 13 social media posts in the month of June. One of these posts was a video that he created along with Dispatcher Jon Gustafson, Sergeant Greg Turner, and Intern Logan Flynn regarding the purpose of the Dover Police Department non-emergency phone number.

Middle School Liaison Officer:

During the month of June, Officer Dunne assisted DMS staff with both a variety of calls for service.

On June 8, 2022, a student was suspended from school for insubordinate behavior. As the student left the area with her father, employees observed the student and her father arguing and the student tried to exit the vehicle while it was moving. Officer Dunne contacted patrol officers to conduct a welfare check at the student's residence. Officers were able to make contact and confirmed the involved parties were calm and no longer arguing.

Patrol officers contacted Officer Dunne on June 9, 2022 for assistance identifying three juveniles who had pulled the fire alarm in the downtown parking garage. Officer Dunne was able to identify the individuals from the surveillance footage. Officers contacted the juveniles and their parents and spoke to them about their behavior. The next day at school, DFD personnel were on scene for a school event - the two DMS students apologized in person to the firefighters for their behavior and said they had learned their lesson.

In conjunction with Dean Vail, Officer Dunne investigated a simple assault that had occurred on the school bus on June 16, 2022. Two female students engaged in fighting behavior on the school bus and assaulted each other. Officer Dunne spoke to one student and her father while Dean Vail contacted the second student and her mother. Both students received school sanctions and no further police action was needed. Both students were counseled on their behavior and how they could have handled the situation differently.

On June 17, 2022, Officer Dunne met with an employee of the school whose vehicle had been damaged during the school day. Two tires on her vehicle were slashed while parked along the back side of Daley Drive. Officer Dunne looked through surveillance footage but was not able to locate a suspect.

On June 1, 2022, Officer Dunne spoke to the parents of an 8th grade student who had been assaulted on a school field trip the week prior. The parents inquired about criminal charges for the two students accused of assaulting their son. Officer Dunne explained they would need to contact Somersworth PD, as they had jurisdiction. Officer Dunne also explained juvenile laws to the family.

Officer Dunne was called to the front of the school on June 1, 2022 to speak to a student trying to leave campus. After a period of time, Officer Dunne convinced the student to return to the school and they walked

in together. Due to further misbehavior throughout the remainder of the morning hours, the student received an out-of-school suspension.

Officer Dunne conducted follow-up related to a patrol case on June 1, 2022 involving threats to a student made via social media. Officer Dunne spoke to all parents and students involved regarding their online behavior and appropriate uses of social media. There were no charges or school sanctions arising from this incident.

On June 2, 2022, Officer Dunne was contacted by patrol units investigating an active disturbance on a DMS school bus. Officer Dunne helped identify a student and provided the student's address to bring him home. All involved students received school sanctions the next day.

Later in the evening on June 2, 2022, Officer Dunne assisted an officer with identifying juveniles throwing eggs in a neighborhood. Officer Dunne was able to identify the juveniles and provided their addresses and parent/guardian information to the investigating officer.

On June 8, 2022, a special needs student ran away from his paraprofessionals and left the building. Officer Dunne assisted with finding the student and remained nearby until he walked to his classroom with his paraprofessional. No further assistance was needed.

Officer Dunne spoke with a parent of a fifth grade student on June 13, 2022. The parent reported her child missing and requested assistance. Officer Dunne gathered all pertinent information and informed patrol units of the missing student. Dean Vail contacted the student's older sibling and was informed of a possible location patrol could find the student. The student was soon located by her father.

Officer Dunne chaperoned the eighth grade dance on June 3, 2022. The dance went without incident.

Officer Dunne worked at the Dover High School graduation on June 10, 2022. Officer Dunne assisted with traffic control prior to and after graduation, and monitored the bleachers during the event. The graduation was a success and no major incidents occurred.

On the last day of school, June 17, 2022, the eighth grade had a pep-rally to wish them well in their future career at DHS. At the pep-rally, Officer Dunne, Dean Vail, and Principal Lyndes volunteered to have shaving cream pies thrown at them by three lucky students. The students greatly enjoyed seeing all three getting pied.

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

Officer Dunne checks the exterior doors to ensure that they are secured several times a day and will address staff members if they prop the doors open.

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.

On June 11, 2022, Officer Dunne ran in the Girls on the Run 5k celebration in Concord, NH. Her Heart & Sole team completed the 5k with ease and excitement. This is Officer Dunne's final season as a coach for this team.

For the remainder of June 2022, Officer Dunne created training manuals for future DMS SROs explaining how to lead the DARE program and PACT. In addition, Officer Dunne created a field training manual for the DMS SRO position detailing all the duties of the SRO, laws/ordinances the SRO should be familiar with and other information that would allow a new SRO to better understand the position. This manual is a



Officer Dunne participating with the DMS pep-rally.

recommendation from Governor Sununu's Law Enforcement Accountability, Community, and Transparency (LEACT) commission.

Dover High School Liaison Officer:

During the month of June, Officer Shoer assisted DHS staff with a variety of calls for service.

On June 7th, 2022, after school hours, a clinician from Community Partners reported a patient had heard another student threaten to "shoot up" DHS. The clinician could not provide any details as far as who, when, or what was said. There was no information given other than the statement that was made. The clinician advised that their patient's parents were refusing to allow their information to be released, so no follow up could be done. As a result of this, there was an increased police presence around the school the following day and there were no issues.

On June 8th, 2022, a teacher's vehicle was struck in the parking lot of DHS by a student of another school district. Staff that witnessed the accident unsuccessfully attempted to stop the driver from leaving. Officers Shoer and McGee identified all of the involved parties. The appropriate school district was contacted, as well as the driver's parents. The proper information was exchanged and the student was counseled about what to do when involved in an accident in order to prevent this from happening again.

On June 1st, 2022, Officer Shoer took a report of a portable toilet that had been tipped over near the tennis courts. The portable toilet was not damaged, and was able to be picked back up.

On June 2nd, 2022, Officer Shoer located a missing student who had run away from home, and then come to school. Officer Shoer contacted the parent who came and picked the student up. The student then returned to school after running away again. Officer Shoer located the student in the building, and escorted them to the office, where their parent later picked them up. The student was suspended for the remainder of the day.

On June 6th, 2022, Officer Shoer located a student who had been reported missing by their parent the day before, and had come to school. Officer Shoer located the student on security camera footage, and later located them in a bathroom. Officer Shoer then requested a patrol unit respond to bring them home. The student initially refused to come out of the bathroom stall, but eventually complied. The student was escorted to a police car and brought home. The student did not receive discipline.

In addition to formal requests by DHS and Bellamy Academy, Officer Shoer performed various other duties as the School Resource Officer, including morning bus duty, lunch duty, hall monitoring/bathroom checks, and traffic control assistance.

Officer Shoer made 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.

On Friday June 10th, Officer Shoer along with Sergeant Mitrushi, Officer Dunne, and Detective Martuscello, worked the DHS graduation on Dunaway Field.

Problem Oriented Police Officer (POP):

For the month of June, Officer Collis made 19 community contacts, completed 9 POP related patrol activities, attended 5 trainings, gave 3 safety presentations, assisted other DPD units 8 times, and made one arrest.

This month, Officer Collis gave 2 active shooter presentations. The demand for this program continues to grow, as he also worked with local entities to set up and schedule 5 additional trainings for the coming months. Officer Collis also gave a presentation to the Rising Phoenix Martial Arts Studio about abduction prevention and situational awareness.

Officer Collis continued his narcotics work as well this month. Officer Collis assisted in a controlled narcotics buy that led to an arrest the next day. During the arrest, a large amount of illegal narcotics was seized. Officer Collis also assisted SIU execute a search warrant on a seized vehicle in which another large quantity of narcotics was seized.

Officer Collis also attended two mental health related classes during the month. The first course made Officer Collis become fully certified to join the department's CISM team (Critical Incident Stress Management). This team will assist Dover PD better provide the mental wellbeing of its officers. Officer Collis also attended the ACERT (Adverse Childhood Experiences Response Team) training, which also is part of a team that is being developed.

Again, Officer Collis continued to work with the City of Dover's homeless population as well. He spoke with those he contacted about local resources and tried to provide assistance wherever possible. Officer Collis visited with the individuals at locations where they gather as well as at their campsites and other areas. Officer Collis offered assistance and options ranging from a ride to ensuring they had food and were in contact with Dover City Welfare, Community Partners, the Dover PD Social Worker, and CAP. Officer Collis also monitored areas known for camping to ensure that they were kept clean and campsites were not illegally set up.

Whittier Falls Liaison Officer:

Officer Cooper is the team leader for the Strafford County Tactical Operations Unit's team of Crisis Negotiators. On June 21, 2022, she administered panel interviews for new Crisis Negotiators. Six officers participated in the oral boards and each of the officers did well. Two officers, one from the Dover Police Department and one from the Strafford County Sheriff's Office, were selected to join the team. The county team now has eight members. Officer Cooper hopes to get the two new negotiators some training and experience, and then add several more to the team.

Officer Cooper spend a significant amount of her time with ongoing issues in the DHA. Many include neighbors having disputes with one another. She attended numerous meeting with family residents and elderly residents, along with DHA staff. Officer Cooper continues to work closely with DHA staff. This repeatedly proves to be beneficial to both the police department and DHA.

Officer Cooper also assisted with coverage at the Dover Middle School and four calls for service, to include an arrest, unrelated to the DHA.

Police Social Worker (PSW):

During the month of June, Kaitlin Jones continued building the foundation of the PSW position.

PSW Jones continued to collect and consolidate data into a uniform spreadsheet. This included inputting information obtained from the two records management systems into an excel spreadsheet. After speaking with other Police Social Workers across the country, recommendations on vital data collection were made and Jones began inputting that data into her current spreadsheet. These recommendations will help make the data more clear, efficient, organized, and searchable. PSW Jones continued to monitor the police log and select cases that she could follow up on. She also continued to receive referrals from other department members.

PSW Jones had 15 new cases in June and 9 cases carried over from previous months. In total, PSW Jones has had a caseload of 75 cases since beginning this assignment mid-February.

PSW Jones completed the documents – formal letter and survey – to disseminate to individuals/families who have had interaction with the PSW in an effort to collect data and measure their satisfaction of the PSW program.

PSW Jones coordinated with Katie Burns, ACERT Coordinator from Manchester, to come to Dover on 6/29/22 with PD with ACERT trainer, Cassie Yackley, to provide required training to all core partners and interested police officers.

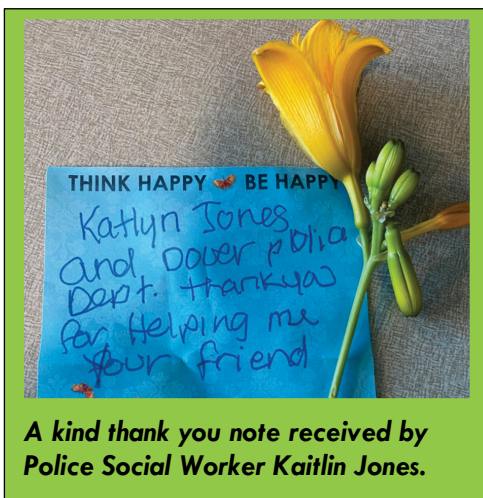
PSW Jones attended the Wellness Committee on 6/22/22 for Dover PD to discuss ACERT and anticipated roll-out.

PSW Jones finalized programming for the “Just-In-Case” roll-out, which is intended for members of the community to be able to access on behalf of a loved one who struggled with a physical, medical, or mental health condition.

PSW Jones continued marketing the PSW position and met with 6 different organizations in the month of June. Those agencies were Bonfire, Dover Children’s Home, NAMI NH, Dover Democrats, Seacoast Outright, and Hope on Haven Hill. PSW Jones attended the Annual All Partner Meeting for Strafford County Public Health Network to collaborate with various community-based agencies.

PSW Jones worked as a member of Dover Mental Health Alliance’s Fundraising Committee to organize, fundraise, and execute DMHA’s first mini-golf fundraiser, “Par-tee for Mental Health,” on 6/4/22. DMHA hit the goal of \$5,000 and PSW Jones single handedly raised \$1,150.

PSW Jones attended the community event “How Can We Do Better? Dover Mental Health Challenges and Response: A Community Discussion” on 6/23/22 and was an expert panelist where she discussed prevalence, what is going well, and where the greatest needs are.



In the month of June, PSW Jones attended the “HOPE Workshop” (Healthy Outcomes from Positive Experiences) to supplement the ACERT program at Dover PD. PSW Jones attended the training “Examining Policy and Practice Trends in the LGBTQ+ Community” to supplement the ACERT program at Dover PD.

PSW Jones created social media content for 5 “Wellness Wednesday” posts in the month of June, to align with the June theme: Intellectual Wellness.

Traffic Activities:

Lt. Speidel fulfilled the role as police representative for the Planning Technical Review Committee (TRC) for scheduled meetings on June 2, 16, 23, and 30. Projects under review included the new Dover skate park project off Portland Avenue, a residential project at Central Avenue and Brick Road, a residential project off Cielo Drive, an accessory building off Saddle Trail Drive, a multifamily residential project at 757 Central Avenue, and a medical office building on Durham 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.

On June 2, Lt. Speidel joined staff from the Community Services Department to review upcoming fiscal year funding for the City's traffic signal system, to help prioritize intersections where emergency UPS backup power sources are still needed, and to discuss overall funding priorities for new crosswalk signal systems and other signal upgrades.

Lt. Speidel performed did not perform any child passenger seat inspections during the month of June, but did facilitate the provision of two car seats to caregivers who were in need.

Lt. Speidel worked closely with Garrison School staff to devise a safe race route and to organize this annual school pride event.



Sergeant Mitrushi holds traffic and provides direction to participants of the annual Garrison Elementary School 2 Mile Color Fun Run on June 12.

Lt. Speidel worked closely with organizers of the 78th annual New Hampshire Soap Box Derby to facilitate its event on June 12. The event involved the complete closure of Broadway between Hill and Oak Streets, with on street parking restrictions and resident notifications. The police department provided traffic control, barricades and signs to coordinate the detour. The NH Soap Box Derby is an annual event for boys and girls ages 7 to 20 involving gravity-powered cars racing in side-by-side competition. Dover is the site of the annual New Hampshire local championship. Top seeded racers in each region are eligible to compete in the All-American Soap Box Derby in Akron, Ohio.

Lt. Speidel worked with staff and volunteers from Goodwin Community Health in coordinating the annual Father's Day 5K road race event on June 19. This was another of the ten scheduled events in the Dover Race Series. The Administrative Services and Parking Bureaus handled the deployment of directional signs, barricades and cones to facilitate road closures, parking restrictions and traffic diversions, and several police officers were on hand to manage traffic control for the event.

In addition to the events noted above, the Administrative Services Bureau helped coordinate or provided equipment to facilitate event parking, road closures, or provided other traffic control resources for the following activities during the month of June:

- ★ Escort and Bronze Star award presentation for Navy Vietnam veteran, June 3
- ★ Children's Museum of New Hampshire's "Maker Fest", June 4
- ★ Ash Street neighborhood block party, June 11
- ★ Paintworks/Hot Rod City Open House event, Oak Street block party, June 11
- ★ Parish of the Assumption Eucharistic Procession (parade permit), June 19

Parking Bureau:

Parking Bureau personnel worked closely with the Community Services Department by placing dozens of barricades for parking restrictions throughout the downtown area. These efforts helped facilitate paving, striping and sidewalk repair work related to last summer's water main project.

Parking restriction barricades and signs were also placed in support of community events including the 78th Annual New Hampshire Soap Box Derby, the Annual Hot Rod City Open House, and the 12th Annual Father's Day 5K Race.

An Arbor Drive resident contacted the Parking Bureau with a concern about the number of landscaping work vehicles being parked on the street. Although technically legally parked, the Parking Bureau contacted the business owner regarding the concern. The company owner understood, and within 24 hours took steps to reduce the number of vehicles parked on the street, much to the neighbor's satisfaction.

June saw significant progress in Orchard Street Garage cement sealant project. The permit-only sections have been completed, and work has started on the lower floors. This process is required every five years to extend the life of the structure.

Records Unit:

Licensing Board Actions

= 6

<i>Taxi Cab Licenses</i>	2
<i>Notifications to City Hall</i>	0
<i>Raffle/Tagging Permits</i>	0
<i>Block Party Permits</i>	4
<i>Parade Permits</i>	0
<i>Road Toll Permits</i>	0
<i>Dance / Entertainment</i>	0
<i>Gun - Seller</i>	0
<i>Other</i>	0

DISPATCH COMMUNICATIONS	RADIO TRANSMISSIONS	PHONE CALLS	911 CALLS RECEIVED	LOBBY CUSTOMERS	POLICE ALARMS RECEIVED	FIRE & MEDICAL ALARMS
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
April 2022	16,608	8,803	416	183	99	64
May 2022	18,882	9,183	428	258	92	76
June 2022	17,868	8,856	378	212	68	55

ANIMAL CONTROL JUNE 2022	
Total Calls for Service: 71	Breakdown:
Handled by Officers/Dispatch: 54	Found/Loose Animals: 27
Handled by Animal Control Officer: 17	Welfare Checks: 14
	Animal Bites: 05
	Misc/Other: 25

Animal Control Officer Ladisheff responded to 63 voicemails and followed up on 6 incidents handled by patrol officers. One involved a nursing raccoon that had been separated from its mother. Another involved a loose dog named "Odie" that was reunited with its owner.

Public Library:

- ✓ June library circulation totaled 19,925 items. (8,191 adult + 7,278 children's print items; plus 4,456 items downloaded including 3,694 audiobooks & eBooks, 699 Hoopla streaming music, movies, and books, and 83 eMagazines).
- ✓ 195 new library patrons registered; total active cardholders 12,835.
- ✓ The Dover Public Library's Book a Librarian service helped 18 community members.
- ✓ The Dover Public Library's 3D printer produced 10 items requested by our patrons.
- ✓ The Library's museum passes were borrowed 62 times saving our community members approximately \$1,951.00 in admission fees.
- ✓ 29 new patrons registered for downloadable audiobooks/ eBooks (total = 6,357) and 16 registered for Hoopla (total = 2,237).
- ✓ Internet and PC uses by the public totaled 896 on library workstations, plus another 5,227 via Wi-Fi, plus 9 Chromebook loan.
- ✓ The library's website statistics showed 60,627 page views by 7,905 users in 14,747 sessions.
- ✓ 109 meetings & tutoring sessions were hosted in the library's Lecture Hall, Trustees Room, & Learning Center.
- ✓ 10,678 people visited the library during June, an average of 411 per day (open 26 days).

2. Product & Process Outcomes

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

PROGRAMS * PRODUCTION

Fire & Rescue:

In June, the Division of Emergency Medical Services entered into a contract with Freedom Hill Consulting for the purposes of setting up the Department's information technology systems specific to Dover Fire & Rescue's EMS Continuous Quality Improvement Program. This program will assist the EMS Division in assuring service delivery performance standards are met, identify service delivery gaps, improve the delivery of clinical care, identifying community- specific high risk populations & prevention needs, improve administrative functions such as documentation, reporting, billing, and planning.

On June 3rd, Chief McShane, Deputy Chief Chabot, and IT Director Dove met to discuss a variety of information technology projects that Dover Fire & Rescue is currently working on. Dover Fire & Rescue is in the process of interconnecting the three fire stations and the City's Emergency Operations Center with a state of the art audio-visual teleconferencing system. All of the hardware for this initiative has been purchased with funds acquired through two grants, totaling approximately \$124,000. A discussion identifying Dover Fire & Rescue's IT support needs was also held. This discussion included the roles and responsibilities of the new public safety IT position.

Chief McShane had numerous meetings with the City's Building official throughout the month of June. These meetings entailed discussion on needs of the Inspection Services division, division management & leadership performance, operationalizing the City's new on-line permitting and inspection software, IT hardware and space needs to support the new permitting program and public-use kiosks at the North End Station, and discussion on specific construction projects including fire and life safety code issues/concerns and Technical Review Committee topics.

A meeting including all chief officers, captains, lieutenants, and firefighters who are on the promotional eligibility roster was held. This monthly meeting provides an opportunity to discuss department operations, specific initiatives & directives, recognize quality performance and discuss performance improvement topics. A review of probationary employees and their performance was conducted, the officers from each shift provide a review or update of activities that have been occurring on their shift such as training, and a review of each officer's area of responsibility. For example a report from the officer who is responsible for overseeing small tools and equipment, a report from the officer who is responsible for overseeing CPR classes and fire extinguisher training for the public. Each Chief Officer provides a report of their respective areas of responsibility as well, for example Deputy Chief Chabot provided an update on the progress that has been made with integrating the new CAD/RMS program in to department operations. Division Chief Irwin provided a report on activities related to EMS such as performance recognition on medical calls, new and revised EMS policies, and the status on cardiac monitor repairs on a specific unit. Chief McShane provided an update on various ongoing projects such as the status of the new engine and the design of the new ambulance, recruitment initiatives, the hiring process for new employees, and promotional processes. Chief McShane also discussed organizational initiatives and expectations related to communications, accountability, and responsibilities

A Chief Officer staff meeting was held with Chief McShane, Deputy Chief Chabot, and Division Chief Irwin to discuss organizational priorities, planning, and short-term goals related to personnel hiring, operational considerations, EMS response district changes, implementation plan, task goals, and project time-frames related to the third-ambulance, promotions and administrative vacancies, and the development of the recruit school program for the new hires.

Chief McShane met with NH Homeland Security & Emergency Management officials and emergency managers from Rochester and Manchester to discuss scheduling and planning for the upcoming radiological emergency preparedness (RERP) cycle, reception center training & exercises, FEMA RERP evaluation dates, and Host Community expectations.

Dover Fire & Rescue is famous for bringing thousands of gallons of water with us on a call for service. However, there is a quite a bit of irony in that we clean-up and mitigate water problems more frequently than we deliver water problems. A cold water handle on a bathroom sink in the common area broke off and went unreported. E2 discovered about 2" of water in the common area and water damage from floor two into Belknap Dental below. 2 Engine companies mitigated the situation.

On June 1st, Chief McShane met with the NH Fire Academy Director and Dover Career Technical Center (CTC) administrators to discuss enhancing Dover CTC's Emergency Medical Technician program, and Fire Fighting program. Both of these programs have proven to be a valuable resource in preparing young adults for careers in the medical and firefighting fields. Dover Fire & Rescue has had an integral role in both programs since they began. Dover Fire & Rescue currently employs approximately seven individuals who have completed Dover CTC's firefighting program.

On June 6th, Chief McShane met with Dover CTC administrators to discuss program improvement initiatives, program needs, staffing & instructors, equipment, classroom, and space needs. Dover Fire & Rescue remains committed to supporting and enhancing Dover CTC's EMT and firefighting programs and believes these programs are an integral component in assuring the City of Dover is preparing itself to have a sustainable emergency services workforce



Dover Fire & Rescue's Engine 2 crew are pictured above providing exceptional customer service mitigating a water leak.

Planning & Community Development:

Community Development Planner Carpenter held monitoring sessions with FY22 CDBG sub-recipients to determine compliance with applicable operational requirements. He also began preparation of the FY23 CDBG Action plan for review and approval by HUD and prepared contracts for the FY23 CDBG sub-recipients.

Director Benton and the City Attorney continued to work with the Northern New England Passenger Rail Authority on a revised station agreement and an entity for easements at the Dover Transportation Center lot.

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 continuing to make edits with the plan to bring to the Planning Board in June.

Outreach Coordinator Bassegio staffed the Graffiti Management Committee meeting on June 27 and is working with Zoning Administrator Kypfer and the City Attorney on a MOU for a graffiti wall along the Community Trail.

Police Department:

The month of June consisted of a lot of grant writing and planning for Coalition Coordinator Vicki Harris. She spent much of the month preparing grant applications for the Partnership for Success Grant, the STOP Act Grant and the Granite Youth Alliance United Way Grant.

Vicki Harris continues to work with the SROs and Police Social Worker to develop an implementation plan for an ACERT program in Dover. In late May a representative from Manchester PD came to Dover to provide a training and additional information on the program. The group will be actively meeting over the summer with a target program launch of September.

On June 2nd, Dover Youth to Youth coordinated and participated in the Granite Youth Alliance (GYA) Virtual Film Festival. Students from Y2Y watched the live virtual broadcast which included films and presentations from other communities in the GYA. Elsa Rogers and Luisa Pelletier from Dover Y2Y served as MC's during the event and conducted interviews with students from each community after they presented their film. Brielle Earley and Stone Slattery answered questions about Dover Y2Y's film, Let's Talk About It. The event provided the students an opportunity to present what they worked on this year and see what other students from neighboring communities worked on.



Dover Youth to Youth students attend the 2022 GYA Virtual Film Festival

On June 20th, Dover Youth to Youth held its annual awards banquet. All Youth to Youth members and their families were invited to the Dover Elks Lodge for dinner, student performances, the presentation of scholarships, and the annual student performance awards.

Total attendance for the month of June at the Teen Center was 331 participants on 22 days of programming. The Teen Center is using a 20-participant maximum per afternoon to keep within safe practices of physical distancing.

June provided a possible 412 reservations and 331 were filled (80%), 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 June 2022 included, but were not limited to:

- ***TC After School Program – June 2022***

Program Features...

- "Friday Flix" (Movie & Popcorn Afternoon)
- 9-Ball Billiards Tournament

- Alley Hoops Hot-Shot Contest
- Ring-Toss Challenge
- “End of School” BBQ
- Featured Snack Special Days
 - Tacos, Hot Dogs, Ice Cream Sandwiches, Root Beer Floats

- ***TC Summer Zone Weeks #1 & #2 – June 2022***

Program Features...

- * Alton Bay Picnic & Swim Trip
- * NH Fisher Cats Baseball Game Trip
- * Mini-Golf Adventure Trip
- * White Lake State Park BBQ & Swim
- * Portland Sea Dogs Baseball Game Trip
- * York Beach Trip

- ***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***

Work continues. Project scope brings the kitchen project to a finish date that looks to be mid-July, and will yield a brand new commercial-grade kitchen where the TC can provide cooking classes and special events.

The Dover Teen Center received (5) new registrations in June 2022.



Teen Center participants pose for a pic during a break in play at the NH Fisher Cats game.

Community Service Program: The youth community service program tracked six participants in the month June 2022. A total of 3 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 June of 2022. One case is pending for intake at the next meeting.

Public Library:

The Dover Public Library hosted 61 programs in June which were attended by 1,619 community members. These programs included passive, virtual and in-person as the Library strives to reach out to the community in various ways.

Programs included were: 6 D & D sessions with 52 attendees; 1 Beyond Books Story times with 8 attendees; 1 Shake Your Rattle and Roll with 52 attendees; 3 Family Story times with 83 attendees; 1 Island Jams with 48; 2 Knitting Group 16; 5 Book Group 38; 2 Creation Station 461; 2 Lego Clubs with 57 attendees; 1 Pirate & Mermaid Party with 61 attendees; 1 Inflatable Whale with 196 attendees; 1 Alex the Jester with 82 attendees; 1 John Christie lecture with 25 attendees.



Inflatable Whale



Pirate & Mermaid Party

Emily Ainaire, Teen & Information Services Librarian, collaborated with Kristin Whitworth, Dover High School Librarian to visit the school library and several classrooms to promote our upcoming summer reading program and sign students up for library cards.

Public Welfare:

Welfare had 233 customer contacts this month. An average of 10.59 people a day. There were 29 appointments for assistance and 15 were assisted. There were 6 referrals to other agencies along with 7 to the share fund. There were 21 intakes made 16 of which were new cases. There were 22 other interactions and 155 calls this month. 60 separate individuals were served. Currently there are 165 active cases.

Recreation Department:

Gym: The Horne Street Playground program is back to normal capacity and is full. The program began on Tuesday, June 28th after experiencing a rain day on Monday, June 27th. The program will continue for 7 weeks, and includes activities at the playgrounds, transportation to the Jenny Thompson Pool, and weekly field trips.

Interval Strength with Lisa wrapped up the final session of the school year on Tuesdays and Thursdays. Men's 30+ basketball league wrapped up on June 23rd – the league played on Monday and Thursday nights and held a single elimination playoffs. Green defeated number 1 seed Gray to win the first ever title.

Tuesday night Adult open gym continues to be extremely popular with over 20 players per night. Now that men's league has wrapped up Thursday nights will also be adult open gym. Open gym hours have been busier with added indoor time for pickleball when it rains. Badminton still plays on Friday nights throughout the summer.

Personal basketball training with "Bub" Conway continued on Wednesday nights and weekends in June. Now that camp has begun, times will be limited in July and August. Wednesday nights are now a rental in the gymnasium.

Outdoor pickleball courts remain very busy – time limits have been implemented to help with court turnover during the most popular times. Senior center designated times see upwards of 55 people on a regular basis.

Pools: June has been a busy month with the transition to the Outdoor Pool and the start of summer programming. Rental space at the Outdoor Pool has been filled for the season, while the Indoor Pool has seen the highest consistent numbers for therapy swim and Hydrofitness classes in the past 3 years. Hydrofitness classes are averaging 25 participants, while Therapy Swim is averaging 20 participants. The Jenny Thompson Pool mechanically has been running well.

With summer camp programs and recreation swim, the participation has climbed to pre pandemic levels. Hosted two large 3-day swim meets for SOLO aquatics, both of which ran very well from the City side and swim teams side. The Director was able to staff both pools for the June 10-12 meet, but had to close the Indoor Pool for the June 24-26 meet due to staffing. Dover will host two more in July for SOLO and one masters meet on July 17th. The pools will not have any swim meets in August.

Programming for the summer has started and every class is full including waitlists. With an increase in staff availability, we hope to add classes for the second session of lessons beginning on July 11th. The second half of swim lessons for the summer has been published and registration will begin on July 18th. As the Director searches for a new program supervisor, the summer season should not be impacted too greatly as instructor staff is secured.

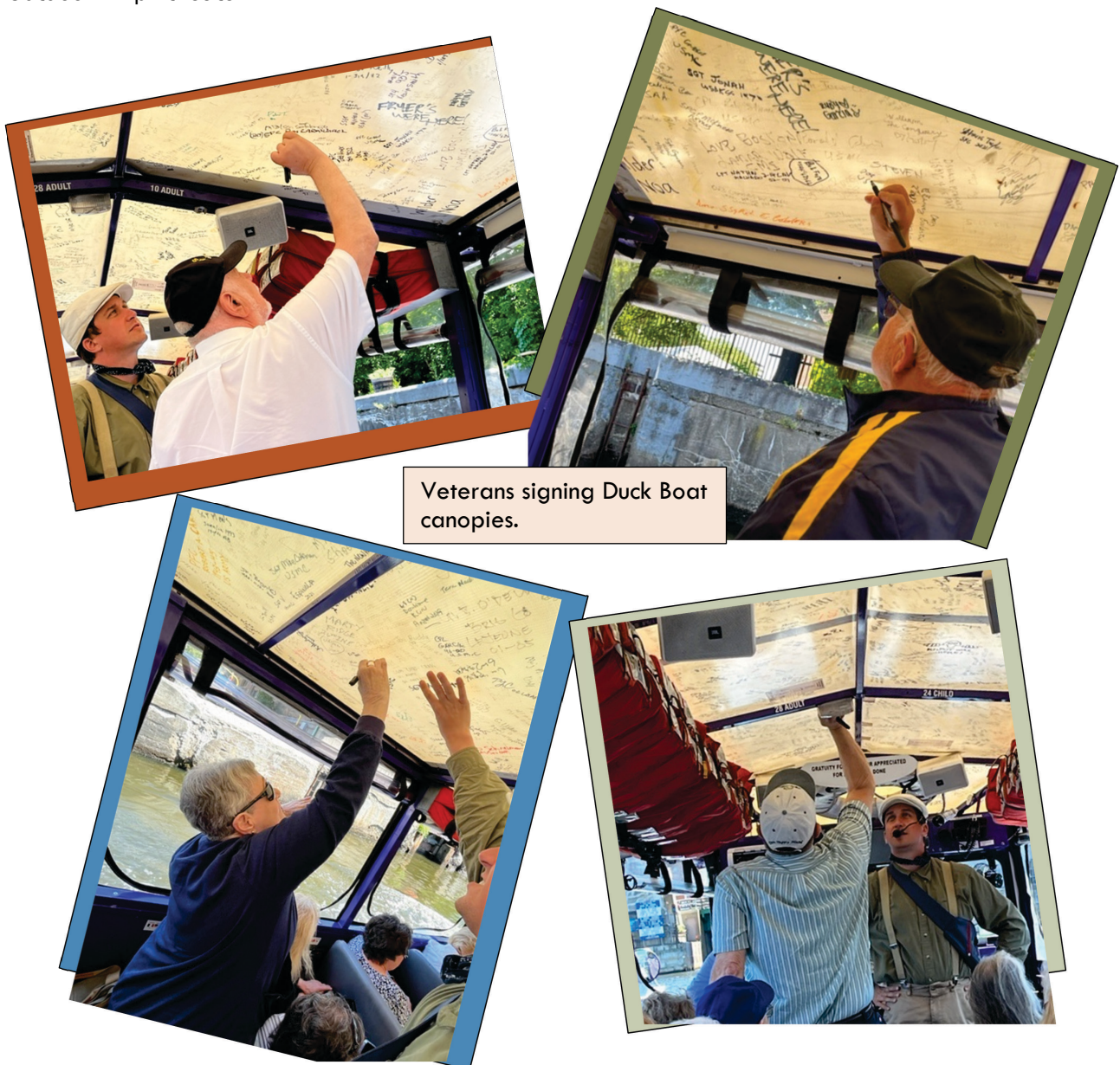
There is an August lifeguard course published with a lot of interest. Lifeguard staffing has come together for the season nicely. The Indoor Pool will remain closed on weekends as it has been in the past. Henry Law Park and the Rotary Arts Pavilion calendars are almost completely full on weekends until the fall. There are multiple programs happening on the same days. Rentals: SOLO, Atlantis, Otters. Birthday Parties: 2

Ice Arena: June at the Dover Arena is busy as staff begin the preparation of another season. Staff are busy with regular maintenance of the facility; cleaning, painting, etc. Camp Kool started the last week of June and is full. Camp Kool has a new director and several new counselors.

Roller derby continued practices Wednesdays and added another night, Mondays, as numbers have increased. Summer programs have all filled up and will begin the second week of July.

The Holt Arena ice went back in in the last week of June. The month of July at the Arena means summer hockey and skating programs. The first skating day of the season is July 5 and programs start shortly after that date. Staff welcome back COED League, Youth Intro, Adult Intro, Learn to Skate and Chix with Stix. Several hockey camps will be at the arena with weeklong camps throughout July and August. Rock Night will make its return on Saturday July 9. No Adult and Youth Stick Practice nor any Birthday Parties in June.

Senior Center: This month held Chair Yoga, Yoga for Bone Strength, and pickleball, as well as daily games and activities. Staff are planning new trips for 2022 including the Painted Canyons of the West and Spotlight on San Antonio! The Senior Center “turned back time” at the Cher Show at Ogunquit Playhouse, had a perfect summer day on the Duck Boats in Boston and got some culture visiting the Meredith Sculpture Walk and watching The Complete Works of William Shakespeare (Abridged) at the Winnepesaukee Playhouse Outdoor Amphitheater.



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

Executive:

In June, Media Services provided numerous updates on a variety of city and school projects, public services, and current events. These included education updates; special events; road, development and construction projects; weather and storm information; and previews of upcoming meetings of public bodies.

Media Services released a new podcast, Dover Download, in June. Dover Download is a weekly look at what's happening in the City of Dover, New Hampshire, hosted by Deputy City Manager Christopher Parker. The first episodes included information about the waterfront, the Library's new roof, and Recreation programs. In addition to the production and postproduction of the podcast, Media Services Director Mike Gillis provides "This Week in Dover History" to the podcast.

Media Services also provided live coverage of several city and school events, including Dover High School Graduation, which was broadcast and streamed live.

Media Services recorded and made available a Bronze Star ceremony held at City Hall. The event was the most-viewed video in June. The ceremony was held on Friday, June 3, and honored Hospital Corpsman Third Class George Riordan, who was killed in the Vietnam War in 1968. He was posthumously awarded a Bronze Star Medal for his service during the ceremony. In attendance were military officials, including Portsmouth Naval Shipyard Commander Capt. Michael Oberdorf, Dover Mayor Robert Carrier, family and friends, and Senator Jeanne Shaheen.

Media Services 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.

In June, Media Services sent out 65 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 distributed 78 news releases across multiple platforms for other city matters, including ongoing projects and special announcements.

Fire & Rescue:

On June 8th, Division Chief Irwin assisted the Epping Fire Department inventory their newly acquired bariatric equipment and conducted a Train-the-Trainer class on the operation of the equipment. Epping Fire Department will provide bariatric EMS response for Rockingham County, whereas Dover Fire & Rescue provides bariatric EMS response for Strafford County.

In an effort to better serve customers, Lt. Michaud developed an option for customers to be able to conveniently access the NH Bureau of Forests & Lands burn permitting website in the event duty crews are not in the station when citizens arrive seeking a burn permit.

Dover Fire & Rescue had another opportunity to support the Dover Middle School's science program with their annual "egg drop." Students are tasked with engineering a system that will protect an egg from breaking when dropped from Truck 1's elevated platform. Students incorporate engineering, aerodynamics, and reaction forces in their design.

Looking for a Burn Permit??

We're sorry we missed you!

If no one is available to write you a permit, scan the QR Code below with the camera on your phone to get your permit online!



 SCAN ME



This notice can be found at the public entrance to each station in the event a citizen arrives seeking a burn permit and crews are not in the station.



← Dover Fire & Rescue's Truck 1 in the process of being "set up" to assist the Dover Middle School with their annual egg-drop.

Pictured right are two Dover Middle School teachers dropping student's egg-drop projects out of Truck 1's elevated platform. Dover Fire & Rescue is pleased to participate in this event each year. →



On June 23rd, Chief McShane and Division Chief Irwin attended the second of three public meetings on behalf of the Dover Mental Health Alliance. This session was conducted at the Dover High School Library, which was well attended in person as well as an interactive live broadcast.

Chief McShane and Fire & Life Safety Inspector Jalbert met with Dover School District administrators and school facility management personnel to establish a unified effort in developing a plan to resolve fire & life-safety code infractions at numerous district facilities. The team also worked to resolve communications & information sharing challenges among stakeholders, accountability and responsibility identification, and work-flow coordination among various stakeholders.

Planning & Community Development:

The Department of Planning and Community Development continued to update its newsletter, Facebook page, and Twitter feed to communicate with the public. The Department of Planning and Community Development has 770 Facebook followers (City of Dover NH Planning) and 904 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 2,960 likes and 3,229 followers).

Planning staff 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 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, word of the week, and staff bios.

Resilience Coordinator Kaspari was a panelist during the June 9th Sustainability Institute Fellows Alumni Webinar series where he discussed his role with Dover and provided insight into opportunities to engage in municipal sustainability/resilience work. He helped host a Community Power Coalition of New Hampshire Board of Directors meeting on June 16th, and also helped organize a Strafford Regional Planning Commission Resiliency Roundtable titled: Protecting Our Local Food Systems on Monday June 20th.

Director Benton spoke as one of three keynote panelists for the Strafford Regional Planning Commission’s Annual Luncheon on placemaking and the role of art in the city.

Director Benton also met with staff from the county, SRPC, and nearby Planning Directors about the InvestNH funding opportunity.

Zoning Administrator Kypfer attended the virtual CRS Users Group Meeting for floodplain management on June 8.

Director Benton and Resilience Coordinator Kaspari met with staff from NHDES and SRPC regarding the Critical Flood Resistance Guidance on June 6th.

Outreach Coordinator Bassegio promoted and oversaw the organization of a trail event for clearing the invasive Japanese Knotweed along the Dover Community Trail. The event had 16 volunteer participants.

Planning Staff created a city-wide mailing regarding the posted Zoning Amendments advertising the public hearings on June 28 and July 26th. Amendments include changes to the Vehicle Refueling and Recharging and auto service stations, self-storage facilities, rezoning in the Fisher Street/Rutland Street area, replacing “sub-grade” with “fully below-grade”, adding green roof/solar requirements to the C, IT, and CM districts, and fixing errant references.

Police Department:

On June 10th, students from Dover Youth to Youth presented the History of Lies presentation to the entire 5th Grade at Dover Middle School. The presentation covered the manipulative and deceptive tactics used by the tobacco companies for the past 100 years as well as the present activities of the vape industry. The presentation also introduced the 5th grade audience to Dover Y2Y and provided info on how to sign up for the Summer Program in July. Over 275 students were in attendance.



Members of Dover Youth to Youth shown presenting to the entire 5th grade at DMS on the harms of nicotine products.



Dover Youth to Youth students hang informational posters on the walls of Dover Middle School during the Plaster the Walls project.

On June 1st, members of Dover Youth to Youth conducted the Plaster the Walls project in the Dover Middle School. Ten Y2Y students put up informational posters on the walls of DMS in each grade level's wing of the building. The posters were based on the issue of vaping and provided facts about the risks and consequences of using vape products.

On June 4, 2022, Officer Luis Berdecia stopped by the Horne Street School baseball field in time to catch part of a game being played by the Dover Police Charities sponsored little league team.



Officer Luis Berdecia poses for a picture with the Dover Police Little League Team.



Dover Police Department members pose for a picture after completing one leg of the Law Enforcement Torch Run.

On a very rainy June 3, several Dover Police officers participated in the New Hampshire Special Olympics Law Enforcement Torch Run. Police officers and family members from around the state relayed the “Flame of Hope” over hundreds of miles of New Hampshire roads in a ceremonial start to the Special Olympics Summer Games, which occurs annually in June. The Law Enforcement Torch Run is one of the largest Special Olympics fundraising events in New Hampshire. Every branch of state, municipal, county and federal law enforcement has participated in the Torch Run, raising more than one million dollars in its history.

Due to expected low attendance, the Police Community Engagement Committee will not meet in July. The next meeting is in September.

Public Library:

Emily Ainaire, Teen & Information Services Librarian, collaborated with Kristin Whitworth, Dover High School Librarian to visit the school library and several classrooms to promote our upcoming summer reading program and sign students up for library cards.

On Wednesday, June 29 the library brought a story time to the Park Street Park in Dover for the Community Action Partners playgroup. Several mothers and their young children enjoyed books, songs, and rhymes. We were also able to let these families know about all the events and services that the library has to offer.

The Dover Public Library is continuing its collaboration with the University of New Hampshire on a young adult and children’s kiosk. The stand and display arrived and were assembled by UNH Intern, Emily Buehne and Technology Librarian, Nick Gagnon in the Children’s room. Both the Library and UNH are working on the content that will be displayed on the kiosk which will have a summer theme for the current Summer Reading Program and resources about the coast of New Hampshire.

To celebrate Pride Month the Dover Public Library hosted a Gender 101 program given by Q of the Affirming Spaces Project. 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.

The Dover Public Library is offering two options this summer for our Community Read book; *The Old Man and the Sea* by Ernest Hemingway and *The Young Man and the Sea* by Rodman Philbrick. Free copies were distributed at several businesses and organizations throughout Dover. Included in the book is a calendar of events for our summer programs featuring a visit from author Rodman Philbrick and a book discussion of *The Old Man and the Sea*. By offering these books at different locations in the city, we hope to reach people who are not our regular patrons and make them aware of all the services the library provides.

Denise LaFrance, Director of the Dover Public Library, conducted historical tours for approximately 50 Garrison School 3rd graders on June 14th.

Karin Mayer-Gottlob, Assistant Children's Librarian, visited 3 head start classrooms in June to perform story times, and bring them handpicked books.

On Saturday, June 4, the library participated in the Maker Fair at the Children's Museum of NH. We brought hex bugs, small robotic creatures, and an interactive playground for attendees to manipulate. People could also make mazes with Legos for the hex bugs to navigate.

The Library staff helped 18 community members with technology help through our Book-a-Librarian program.

Through the statewide collaborative NHAIS system, Dover Public Library's Interlibrary Loan Dept. sent 101 volumes to other libraries and borrowed 163 from other libraries for our patrons.

The Dover Public Library and the 5 Dover Public Schools share collection resources through a weekly van delivery system. In June 71 items were borrowed by the Public Library from the schools and 42 items were borrowed by the schools.

The Dover Public Library has 5,173 subscribers to its two monthly e-newsletters—Children's and Adults.

Library staff posted 163 items to its various social media platforms in June. Total social media platform followers = 13,257.

The Dover Public Library staff added 153 books to the 2 Little Free Libraries.

Public Welfare: Welfare Director Balian met with First Church pastor about coordination of services and homeless issues.

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

Department/Division	PO Date	Vendor Name	Amount
Community Services	6/29/2022	MACKINNON & SONS EXCAVATING, LLC	\$5,000.00
Community Services	6/21/2022	EVERSOURCE-STREETLIGHT REPAIR	\$5,925.00
Community Services	6/14/2022	SUR CONSTRUCTION, INC.	\$6,444.40
Community Services	6/28/2022	UNITIL NH	\$18,950.00
Community Services	6/23/2022	ALTA EQUIPMENT, CO	\$157,202.44
Community Services	6/22/2022	CALDWELL TANKS, INC.	\$5,611,700.00
Executive	6/29/2022	4IMPRINT, INC.	\$7,500.00
Executive	6/15/2022	ONE DIVERSIFIED, LLC.	\$9,495.00
Fire and Rescue	6/22/2022	DOWNS, ROBERT	\$5,004.00
Fire and Rescue	6/23/2022	FIRSTLIGHT	\$56,805.52
Info Technology	6/6/2022	CONSOLIDATED COMMUNICATIONS, INC	\$6,650.00
Planning	6/20/2022	J.CHET ROGERS, LLC	\$6,000.00
Police	6/10/2022	ALLSTATE TOWER, INC.	\$6,600.00
Police	6/14/2022	ELAN CITY, INC.	\$6,674.00
Police	6/23/2022	TASER INTERNATIONAL, INC.	\$16,037.14
Recreation	6/21/2022	WESTON & SAMPSON ENGINEERS, INC.	\$9,200.00

BID SOLICITATION

Department	Bid #	Bid Date	Description
Community Services	B22082	6/10/2022	General Carpentry and Other Related Services
Community Services	B22080	6/20/2022	Winter Cutting Edges
Community Services	B22085	6/22/2022	Rectangular Rapid Flashing Beacon Assembly
Community Services	B19083-Quote#006	6/22/2022	Surveying Services
Finance	GovDeal	6/1/2022	GovDeals City Surplus Auction

Fire and Rescue	B22087	6/22/2022	Medical Supplies
Planning	B22081	6/7/2022	Professional Consulting Services - Community-Wide Visioning Process and Update of the Master Plan Vision Chapter
Police	B22083	6/8/2022	Public Safety Vehicle Equipment Removal and Installation
Police	B22084	6/10/2022	Public Safety Vehicle E-Crash Printer Equipment
Public Library	B22086	6/29/2022	Dover Public Library Newspaper Digitization
Various	Q22-028	6/6/2022	Envelopes, Stationery, Business Cards and Memo Pads

Fire & Rescue:

Chief McShane met with Finance Director Lynch for guidance with the expectations and processes related to the end-of-year budget management. This meeting provided education and guidance to assure Dover Fire & Rescue's budget management met the City's expectations.

Dover Fire & Rescue secured a second grant to be applied towards the Department's teleconferencing system. This grant awarded approximately \$56,000 to Dover Fire & Rescue. When added to a previously awarded grant for the same project, totals approximately \$124,000.

Planning & CDBG Department:

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 which will be completed by the end of May.

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 NCESSSE 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 NCESSSE and expect the shipment in late July.

The Waterfront Development was conditionally approved by the Planning Board in June. This project has been in the works for three decades and will include 416 residential units, non-residential space, new roadways, public recreation park and amenities, walking trails, and shoreline stabilization.

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 replacement is nearing the end! The completion of the project is scheduled for mid-July and the staging removal for the end of July.

The Friends of the Dover Public Library will be selling slate from the original roof of the Library (circa 1905). The slates can be purchased at the Dover Public Library adult circulation desk.

Passport application processing fees provide a continuing source of revenue for the Library. Staff processed 32 applications in June generating \$1,120 in revenue.

Public Welfare Department:

During the month of June, Director Balian researched Federal Homeless Grants for homeless services.

Welfare staff provided assistance with 3 cremations, 8 electric shut offs and 4 rents.

Staff also provided \$6,273.50 in assistance payments this month an average of \$418.23 per case.

Recreation Department:

The Skatepark Project is in the final review of plans process through the TRC to be ready when the next level of work begins in August. 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.

Jenny Thompson Pool Renovation Project bid package for design out to bid resulting with the selection of Weston and Sampson. Project specifications will be done this summer and the actual construction is planned to start in September and be completed by May 2023.

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 heavily used this month with Great Bay Rowing having daily practices along with a number of kayakers using the launch ramp.

City of Dover

Revenues of Major Funds June 30, 2022 (General Fund Includes Property Taxes and Education Revenues)

REVENUES	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
1000 General Fund								
Taxes	\$ 96,419,603	8,651,459	98,471,421	102.0%	\$ (2,051,818)	\$ -	\$ (2,051,818)	-2.0%
Licenses & Permits	7,020,899	668,943	7,443,656	106.0%	(422,757)	-	(422,757)	-6.0%
Intergovernmental	3,310,543	93,875	3,072,673	93.0%	237,870	-	237,870	7.0%
Charges for Services	4,476,524	287,145	4,541,322	101.0%	(64,798)	(4,287)	(60,510)	-1.0%
Miscellaneous Revenue	536,199	43,363	1,093,805	204.0%	(557,606)	-	(557,606)	-104.0%
Education	18,182,086	173,246	18,336,468	101.0%	(154,382)	-	(154,382)	-1.0%
Operating Transfers In	414,000	48,430	48,430	12.0%	365,570	-	365,570	88.0%
Other Financing Sources	174,900	20,102	120,102	69.0%	54,798	-	54,798	31.0%
Sub-total : 1000 General Fund	\$ 130,534,754	9,986,563	133,127,877	102.0%	\$ (2,593,123)	\$ (4,287)	\$ (2,588,836)	-2.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 240,000	14,970	343,242	143.0%	(103,242)	\$ -	\$ (103,242)	-43.0%
Parking Income	860,325	67,555	911,465	106.0%	(51,140)	-	(51,140)	-6.0%
Parking Fines	180,000	16,218	195,364	109.0%	(15,364)	-	(15,364)	-9.0%
Other Financing Sources	0	-	-	0.0%	-	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	\$ 1,260,325	98,744	1,450,071	113.0%	\$ (169,746)	\$ -	\$ (169,746)	-13.0%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 12,380	-	-	0.0%	\$ 12,380	\$ -	\$ 12,380	100.0%
Charges for Services	1,783,105	125,555	1,648,529	92.0%	134,576	-	134,576	8.0%
Miscellaneous Revenue	0	122	20,722	0.0%	(20,722)	-	(20,722)	0.0%
Other Financing Sources	0	-	-	0.0%	0	-	0	0.0%
Sub-total : 3320 Residential Solid Waste	\$ 1,795,485	125,676	1,669,251	93.0%	\$ 126,234	\$ -	\$ 126,234	7.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 726,063	63,003	744,927	103.0%	\$ (18,864)	\$ -	\$ (18,864)	-3.0%
Operating Transfers In	139,664	8,712	104,549	75.0%	35,115	-	35,115	25.0%
Sub-total : 3381 McConnell Center	\$ 865,727	71,715	849,476	98.0%	\$ 16,251	\$ -	\$ 16,251	2.0%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 430,420	28,635	345,191	80.0%	\$ 85,229	\$ -	\$ 85,229	20.0%
Miscellaneous Revenue	11,500	540	3,578	31.0%	\$ 7,922	-	\$ 7,922	69.0%
Operating Transfers In	20,000	20,000	20,000	100.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 461,920	49,175	368,769	80.0%	\$ 93,151	\$ -	\$ 93,151	20.0%
5300 Water Fund								
Intergovernmental	\$ 2,500	-	-	0.0%	\$ 2,500	\$ -	\$ 2,500	100.0%
Charges for Services	6,298,328	493,191	5,624,073	89.0%	\$ 674,255	-	\$ 674,255	11.0%
Miscellaneous Revenue	70,500	9,686	117,132	166.0%	(46,632)	-	(46,632)	-66.0%
Other Financing Sources	87,500	87,500	175,000	200.0%	(87,500)	-	(87,500)	-100.0%
Sub-total : 5300 Water Fund	\$ 6,458,828	590,378	5,916,205	92.0%	\$ 542,623	\$ -	\$ 542,623	8.0%
5320 Sewer Fund								
Intergovernmental	\$ 28,394	15,215	90,907	320.0%	\$ (62,513)	\$ -	\$ (62,513)	-220.0%
Charges for Services	8,394,291	678,169	7,915,541	94.0%	478,750	-	478,750	6.0%
Miscellaneous Revenue	57,000	5,903	82,131	144.0%	(25,131)	-	(25,131)	-44.0%
Other Financing Sources	520,992	-	-	0.0%	520,992	-	520,992	100.0%
Sub-total : 5320 Sewer Fund	\$ 9,000,677	699,286	8,088,578	90.0%	\$ 912,099	\$ -	\$ 912,099	10.0%
6100 Dovernet Fund								
Charges for Services	\$ 1,342,533	112,274	1,347,713	100.0%	\$ (5,180)	\$ -	\$ (5,180)	0.0%
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	1,422,713	104.0%	\$ (55,180)	\$ -	\$ (55,180)	-4.0%
Total : REVENUES	\$ 151,765,249	11,733,811	152,892,940	101.0%	\$ (1,127,691)	\$ (4,287)	\$ (1,123,404)	-1.0%

City of Dover

Expenditures of Major Funds June 30, 2022 (General Fund Includes County, School and Debt Service)

EXPENDITURES	Budget	Range To Date	Year To Date	Year To Date	%	Budget Balance	Encumbrance	Budget Available	% Available
1000 General Fund									
City Council	\$ 489,497	\$ 9,270	\$ 170,883		35.0%	\$ 318,614	\$ 5,855	\$ 312,760	63.9%
Executive	1,845,857	183,493	2,028,288		110.0	(182,431)	74,573	(257,004)	(13.9)
Finance	2,257,714	179,134	2,107,197		93.0	150,517	29,725	120,792	5.4
Planning	928,562	69,249	747,682		81.0	180,880	9,761	171,120	18.4
Misc General Government	1,126,566	61,789	871,142		77.0	255,424	61,639	193,785	17.2
Police	9,992,496	727,878	8,558,479		86.0	1,434,017	86,904	1,347,113	13.5
Fire & Rescue	10,349,292	938,839	10,122,238		98.0	227,054	90,279	136,775	1.3
Community Service Public Works	9,117,013	810,719	6,026,926		66.0	3,090,087	1,724,278	1,365,809	15.0
Recreation	2,824,966	326,295	2,641,677		94.0	183,289	191,666	(8,377)	(0.3)
Public Library	1,592,814	134,427	1,453,571		91.0	139,243	28,182	111,061	7.0
Public Welfare	812,413	31,623	313,880		39.0	498,533	11,423	487,110	60.0
Debt Service	6,208,772	2,081,036	5,824,546		94.0	384,226	1,545	382,681	6.2
Other Financing Sources/Uses	3,755,288	130,257	3,755,288		100.0	0	-	0	0.0
School	69,685,360	10,228,132	63,593,706		91.0	6,091,654	6,015,407	76,247	0.1
Intergovernmental	9,548,144	-	9,548,144		100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 130,534,764	\$ 15,912,141	\$ 117,763,645		90.2%	\$ 12,771,109	\$ 8,331,237	\$ 4,439,873	3.4%
3213 Parking Activity Fund									
Police	\$ 1,280,325	\$ 362,539	\$ 1,063,668		83.0%	\$ 216,657	\$ 23,022	\$ 193,635	15.1%
Sub-total : 3213 Parking Activity Fund	\$ 1,280,325	\$ 362,539	\$ 1,063,668		83.1%	\$ 216,657	\$ 23,022	\$ 193,635	15.1%
3320 Residential Solid Waste Fund									
Community Service Public Works	\$ 1,963,620	\$ 199,753	\$ 1,404,400		72.0%	\$ 559,220	\$ 394,762	\$ 164,457	8.4%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,963,620	\$ 199,753	\$ 1,404,400		71.5%	\$ 559,220	\$ 394,762	\$ 164,457	8.4%
3381 McConnell Center Fund									
Recreation	\$ 865,727	\$ 397,599	\$ 802,390		93.0%	\$ 63,337	\$ 25,746	\$ 37,591	4.3%
Sub-total : 3381 McConnell Center Fund	\$ 865,727	\$ 397,599	\$ 802,390		92.7%	\$ 63,337	\$ 25,746	\$ 37,591	4.3%
3410 Recreation Special Revenue Fund									
Recreation	\$ 461,920	\$ 47,528	\$ 246,728		53.0%	\$ 215,192	\$ 12,197	\$ 202,995	43.9%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 461,920	\$ 47,528	\$ 246,728		53.4%	\$ 215,192	\$ 12,197	\$ 202,995	43.9%
5300 Water Fund									
Community Service Public Works	\$ 6,739,228	\$ 665,741	\$ 6,194,607		92.0%	\$ 544,621	\$ 348,634	\$ 195,987	2.9%
Sub-total : 5300 Water Fund	\$ 6,739,228	\$ 665,741	\$ 6,194,607		91.9%	\$ 544,621	\$ 348,634	\$ 195,987	2.9%
5320 Sewer Fund									
Community Service Public Works	\$ 9,187,322	\$ 930,253	\$ 8,547,547		93.0%	\$ 639,775	\$ 325,465	\$ 314,310	3.4%
Sub-total : 5320 Sewer Fund	\$ 9,187,322	\$ 930,253	\$ 8,547,547		93.0%	\$ 639,775	\$ 325,465	\$ 314,310	3.4%
6100 Dovernet Fund									
Other Financing Sources/Uses	\$ 1,890,978	\$ 68,532	\$ 1,125,715		60.0%	\$ 765,263	\$ 335,639	\$ 429,624	22.7%
Sub-total : 6100 Dovernet Fund	\$ 1,890,978	\$ 68,532	\$ 1,125,715		59.5%	\$ 765,263	\$ 335,639	\$ 429,624	22.7%
Total : EXPENDITURES	\$ 152,923,873	\$ 18,584,087	\$ 137,148,699		89.7%	\$ 15,775,174	\$ 9,796,702	\$ 5,978,472	3.9%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) June 30, 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	35,568	1,111,574	92.0	96,076	0	96,076	8.0
Expenditures	1,240,329	158,520	1,116,437	90.0	123,892	127,092	(3,200)	(0.3)
Debt Service								
Principal	25,000	25,000.00	25,000.00	100.0	0	0	0	-
Interest	594	594	594	100.0	0	0	0	-
	(58,273)	(148,546)	(30,457)	(198.0)	(27,816)	(127,092)	99,276	8.2

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 – July 2022

Employee Name	Department/Division	Years of Service
Mayer-Gottlob, Karin M	Library	30
Joyal, J Michael Jr	Executive	29
Gould, Brad J	Police	23
Powers, Patti I	Police	21
Comeau, Craig T	Fire	19
Gingras, Brenda L	Recreation	19
Jalbert, Rebecca F	Fire	18
Anderson, Jon E	Fire	17
Carney, Matthew S	Fire	17
Jacques, Brian D	Fire	17
McShane, Michael R	Fire	17
Lynch, Daniel R	Finance	15
Cicchese, Michael	Police	13
Schrempf, Derick W	Fire	12
Adams, Matthew	Fire	9
Dunker, Susan E	Library	8
Benton, Donna P	Planning	7
Murphy, Connie M	Finance	7
Sukduang, Nicole K	Fire	7
Brown, Maxwell	Fire	6
Chase, Ryan S	Fire	6
Storer, John B	Public Works	5
Roy, Ross J	Public Works	4
Bowker, Karen	FG	3
Ryder, Bradley J	Fire	3
Tobichuk, Michael J	Police	3
Engelman, Rachel N	Library	1
Gunnison, Robert S	Public Works	1
Mitchel, Matthew K	Public Works	1
Rogers, Brian R	Public Works	1

JUNE SEPARATIONS: 05

1 Executive
2 Finance
1 Library
1 Recreation

JUNE NEW HIRES: 08

1 Community Services
1 Police
6 Recreation

Community Services Department:

Patrick Pilewski, Pump Station Operator II, attended the Hands on Operation and Maintenance course sponsored by the New England Water Works Association. This course was held in Madbury.

Alan Mandigo, Pump Station Operator II, Fulton Mountain, Pump Station Operator, and Bill Purpura, Inventory Coordinator, attended the Advanced Distribution System Operation and Maintenance course sponsored by the New Hampshire Water Works Association. This course was held in Dover.

Finance Department:

On June 14, City Assessor, Donna Langley attended an NHAAO Education Session on Analyzing Commercial Sales in 2022, presented by Chuck Kurfels, Commercial Appraiser for Manchester. The education session is a part of the NHAAO (New Hampshire Association of Assessing Officials) monthly meetings held in Concord.

June 13th through 16th Assessing Clerk Robina Parise attended the NH Association of Assessing Officials State Statutes Part I course at the NNH Department of Revenue Administration in Concord.

On June 9th Julie Labonte City Treasurer, Leah Goelzer Finance Department Executive Secretary, and Finance Director Daniel Lynch attended NHMA Trustees of Trust Funds virtual workshop. This 5-hour session reviewed state statutes for trust funds and capital reserve funds, recent case law and legislative changes. Other topics included Trustees 101, Trust Fund Administration, and Roles and Responsibilities of Cemetery Trustees sessions.

In June 2022, Leah Goelzer began working on her BS in Accounting with SNHU and believes she will be able to complete everything in about a year and a half.

On June 16th Finance Director Lynch attended Fighting Back Against Cybercrime 1-hour webinar. On June 21st Finance Director attended Lease Reporting Implementation 1-hour webinar provided by Clifton Larson Allen accounting firm.

Deputy Finance Director Ann Legere attended classes required to complete the NH Government Accounting Certificate Program which included, internal control and risk management, Excel class, and New Hampshire Government Finance Officers Association (NHGFOA) two-day conference in Concord. She also attended several webinars related to grants administration.

Fire & Rescue:

The Strafford County Public Health Network held its annual All-Partner meeting in Rochester on June 17th. Dover Fire & Rescue was recognized for their efforts in taking the lead in conducting vaccination clinics within the City as well as supporting the Network's county-wide vaccination efforts.

On June 15th, Firefighter/Paramedic Alex Reynolds completed his 11th year of employment with Dover Fire & Rescue. Alex is a very well-respected paramedic who serves a preceptor for department members who are in paramedic school and as a mentor for personnel who have recently completed their paramedic program. Alex is involved with developing training programs such as a recent respiratory ventilator training class and is involved with developing training programs for the department's Paramedic Rounds training program. Thank you for your 11 years of service.

Please welcome Probationary Firefighter Taylor Denio to the Dover Fire & Rescue family. Firefighter Denio is from the New Hampshire seacoast and is a Level II Certified Firefighter and a New Hampshire licensed Advanced-EMT. FF Denio began employment on June 27th and is currently assigned to "D" Shift at the South End Station.

On June 27th and 28th, FF/Paramedic Chris Couturier, FF/Paramedic Mike Kilday, Lieutenant Matt Michaud and Deputy Chief Craig Chabot conducted oral board interviews of firefighter candidates to fill the 8 new firefighter/EMT positions. In addition to the firefighter oral board interviews, Chief McShane conducted approximately 25 individual interviews with firefighter candidates throughout the month.



**Firefighter/Paramedic
Alexander Reynolds
11 years**



**Probationary Firefighter
Taylor Denio**

Planning Department:

Resilience Coordinator Kaspari successfully defended for his Ph.D. in Chemistry on June 27th following a presentation of his research,

Zoning Administrator Kypfer attended the New Hampshire Municipal Association's in-person Code Enforcement Workshop in Concord on the morning of June 2.

Several planning staff members (Benton, Kaspari, Kypfer, Asciola, and Bassegio) attended the New Hampshire Planners Field Trip in Franklin, NH to participate in the workshop and walking tour of the revitalization of the downtown, including Mill City Park, on the afternoon of June 2.

Several planning staff members (Benton, Kaspari, Kypfer, Asciola, and Bassegio) attended the New Hampshire Planners Association Spring Conference in Concord on June 15. Director Benton who is also President of the NH Planners Association helped coordinate and host the event including presenting the NHPA Annual Awards.

Zoning Administrator Kypfer and Outreach Coordinator Bassegio attended the virtual "Round[the]Table, Taking Inventory of Your Creative Placemaking Pantry" webinar on June 28 hosted by NH Creative Communities Network and NH State Council on the Arts.

Zoning Administrator Kypfer sits on the NNECAPA 2022 Conference Committee, currently planning for the October conference in Sunday River, Maine, and attended an associated virtual meeting on June 16.

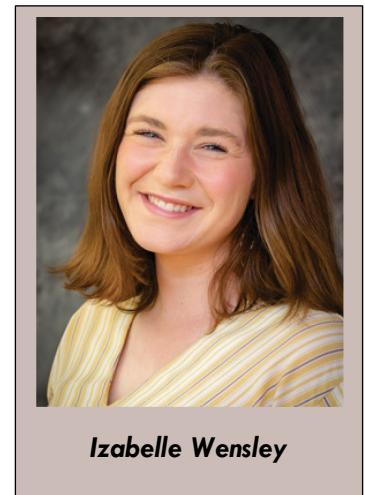
Director Benton attended the "How Can We Do Better? Dover Mental Health Challenges and Response" event on June 23.

Assistant City Planner Asciola was named an AICP Candidate by the American Institute of Certified Planners after passing the AICP exam in May.

Police Department:

The police department continues to seek qualified candidates for vacancies in the ranks of sworn personnel and dispatchers.

Izabelle Wensley began her career with the Dover Police Department as a Prevention Programmer on Monday, June 20, 2022. Izabelle grew up in Dover and currently lives in the city with her boyfriend. She recently graduated from Johnson & Wales University in Providence, Rhode Island with her Bachelor's Degree in Public Health. In addition to working for the City of Dover, she also works part-time for the U.S. Alcohol Policy Alliance. Izabelle is extremely familiar with Dover Youth to Youth because she participated in the program as student and has remained an adult volunteer throughout college.



Officers Erin Driscoll and Jacob Watkins, recent graduates of the full-time NH Police Standards and Training Academy, began field training in the patrol division in the month of June, and are assigned to various shifts in pairings with different training officers.

Officers Todd Kitchen and Isaac Lluberes, the two most recent hires, began attending the 189th NH Police Academy on June 6 and will be enrolled in the academy through September 23.

Public safety dispatchers Marie Palaima and Shannon Burke continued their field training in the month of June.

From June 6-7, Officer David Collis attended Advanced Assisting Individuals in Crisis. This two day course builds upon the foundations of the basic Assisting Individuals in Crisis syllabus. Topics such as advanced psychological triage, grief, suicide intervention, challenges in follow up and referral, and self-care were addressed.

From June 6-8, Officers Dennis Elbert and David Anderson attended Field Training Officer School. This three-day training uses the San Jose model to provide the tools and knowledge to properly train a new officer. The field training class covers topics such as leadership skills, ethics & professionalism, scenario development, intervention techniques, and legal issues. Participants received instruction how to properly take on the role of FTO and ensure that trainees are adequately trained, mentored and evaluated.

From June 6-10, Social Worker Kaitlyn Jones and Prevention Programmer Conor Wiley attended the New England School of Addiction and Prevention Studies. Students who attended this virtual course were exposed to knowledge, skills, and experience in the field of substance use disorder services. The course is geared for those working in social and/or prevention roles to help recognize the impact of alcohol, tobacco, and other drugs on individuals, families, and communities.

On June 8, Sergeant Mitrushi attended a Mental Health Leadership Conference along with Chief Breault. This day long program held at the NH Fire and EMS Academy, provided education and ways to create partnerships between public safety leadership and mental health professionals. This conference stressed the value and necessity of developing mental health and wellness plans for police departments.

On June 16, Officers Derek O'Neil and David Anderson attended a webinar on Bloodstain Pattern Recognition. This workshop provided a foundation for bloodstain pattern recognition in answering pertinent questions such as where people may be positioned on a crime scene, type of instrumentation used, directionality of bloodstains, effects of surfaces on bloodstains, and force applied. Both officers are members of the department's Crime Scene Investigation Unit.

On June 21, Captain David Terlemezian attended a webinar on the topic of Law Enforcement Suicide Data Collection. The webinar introduced participants to the platform on which law enforcement agencies may report the suicide or suicide attempt of a current or former sworn officer, dispatcher, or prosecutor. The FBI recognizes that law enforcement suicide is a national problem and, with this program, has now begun to track these tragedies.

On June 18th, Chief Breault was elected to the Board of Directors for the National Alliance on Mental Illness New Hampshire (NAMI-NH) at the NAMI annual meeting.

Public Library: Denise LaFrance, Library Director, attended a Library Journal Professional Development class in June. This class was called "360 Engagement" and featured speakers over 3 weeks, speaking on various aspects of marketing for librarians. This course packed a lot of knowledge into a short time period.

Patty Falconer, Children's Librarian, and Karin Mayer-Gottlob, Children's Assistant, attended Family Place training. The mission of Family Place Libraries™ is to increase the capacity of libraries throughout the nation to recognize and realize their full potential as community hubs for healthy child and family development, parent and community involvement and lifelong learning beginning at birth.

Library staff attended virtual presentations at Your Library, Finding a Voice—under representation in the archives, and training with Beanstack.

Public Welfare: The Public Welfare Director took 4 trainings from The Homeless Academy training series. The Director and staff participated in State Welfare Training.

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 performed required environmental reviews for Dover FY23 CDBG-funded projects.

Resilience Coordinator Kaspari met with members of The Nature Conservancy to plan the launch of the Dover Community Oyster Garden.

Resilience Coordinator Kaspari met with Sustainability Institute Fellow Chris McClurg on June 14th to provide initial input aiding the creating of an EV Toolkit for municipalities.

Resilience Coordinator Kaspari made progress on the Citywide Resilience Plan.

Resilience Coordinator Kaspari participated in an interview with Energy News Network and discussed Dover's involvement with the Community Power Coalition and the potential for Dover Community Power.

Planning staff reviewed and provided feedback on the Dover Equity Project.

Resilience Coordinator Kaspari worked with Outreach Coordinator Bassegio on some biking data for the Community Trail.

Resilience Coordinator Kaspari attended the Resilient Shoreline Tour on June 22nd where participants visited sites in Dover, Durham and Newmarket to learn about a variety of projects in different stages.

Resilience Coordinator Kaspari participated in review of submitted RFP responses to the Community Power Coalition of New Hampshire as part of his role on the Risk Management Committee.

Resilience Coordinator Kaspari met with a representative from Kausal who presented information on a software tool that can be used to track climate action plan implementation.

Resilience Coordinator Kaspari met with Sustainability Institute Fellow Peter Federico on June 30th to discuss stormwater management.

Resilience Coordinator Kaspari met with Mayor Carrier, the Deputy City Manager, Senator David Watters, County Commissioner Maglaras and Energy Commission Chair Baber to discuss the possibility of partnering with the County on a large-scale solar project.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Cullen led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Hinkel and Councilor Muffett-Lipinski.

Also Present: City Manager Joyal and City Clerk Mistretta. City Attorney Wyatt arrived at 7:25.

5. PROCLAMATIONS/AWARDS

Mayor Carrier read a proclamation for the Special Olympians of New Hampshire.

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved to add two resolutions as Items 13.B.5. and 13.B.6.

Deputy Mayor Shanahan moved to accept the Agenda as amended; seconded by Councilor Hackett.

Vote: 6/1; Passed. Councilor Cullen was opposed.

7. PUBLIC HEARINGS

A. B22067 DOVER CITY HALL CLOCK TOWER RESTORATION AND FISCAL YEAR 2022 CIP APPROPRIATION NON-DEBT FINANCED (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)

SPONSORED BY MAYOR CARRIER BY REQUEST

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

8. PUBLIC FORUM

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

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

9. CITY MANAGER'S REPORT

City Manager Joyal said he has submitted his report in writing. He highlighted the section in his report regarding the local economy, unemployment, and average home prices. He gave a status on several projects in the City.

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

Vote: 7/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

10. APPROVAL OF MINUTES

A. June 22, 2022 – Regular Meeting

Deputy Mayor Shanahan moved to approve the Minutes; seconded by Councilor Nemeth.
Vote: 7/0.

11. MAYOR'S REPORT

Mayor Carrier listed the events he attended the last few weeks.

Deputy Mayor Shanahan moved to accept the Mayor's Report; seconded by Councilor Williams.
Vote: 7/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

- 1. B22067 DOVER CITY HALL CLOCK TOWER RESTORATION AND FISCAL YEAR 2022 CIP APPROPRIATION NON-DEBT FINANCED (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 Hackett.
Roll Call Vote: 7/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. B11001 WRIGHT-PIERCE ENGINEERING SERVICES FOR SEWER PUMP STATION EVALUATIONS – ARPA GRANT**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 2. B20031 FIRE INSPECTIONS SERVICES ARENA FIRE ALARM PANEL UPGRADE - MINUTEMAN SECURITY TECHNOLOGIES / NORRIS FIRE**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 3. B22079 AWARD OF BID TO K5 CORPORATION FOR PAVEMENT MARKINGS OF THE 400TH LOGO IN DESIGNATED CITY CROSSWALKS**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 4. LIBRARY BOOKS & MEDIA PURCHASES**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 5. AUTHORIZATION TO ACCEPT AND EXPEND THE BUREAU OF JUSTICE ASSISTANCE BALLISTIC VEST GRANT**
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, July 13, 2022**
Meeting Time: **7:00 pm**

- 6. ADDITIONAL SCOPE OF WORK FOR DREDGE CELL CLOSURE – GeolINSIGHT, INC.**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 7. AUTHORIZATION TO UTILIZE THE SERVICES OF DR. NICOLE L. SAWYER**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 8. ENVIRONMENTAL PROJECTS CONSULTING SERVICES - PESCHEL CONSULTING LLC**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 9. Q22-001 AWARD OF DEBT AND LEASE MANAGEMENT PROGRAM**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 10. APPROVAL OF FIRE CHIEF FOR THE CITY OF DOVER EMPLOYMENT AGREEMENT**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 11. APPROVAL OF DIRECTOR OF HUMAN RESOURCES FOR THE CITY OF DOVER EMPLOYMENT AGREEMENT**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 12. AUTHORIZATION TO PROVIDE CITY OF DOVER'S CONSENT TO LEASEHOLD MORTGAGE, SECURITY AGREEMENT AND FINANCING STATEMENT OF COCHECO FALLS ASSOCIATES, L.P.**
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 (Thibodeaux) | 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) | |

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

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

Councilor Williams pulled Item 13.A.3.

Roll Call Vote: 7/0.

Deputy Mayor Shanahan moved for the adoption of 13.A.3.; seconded by Councilor Nemeth.

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

Roll Call Vote: 4/3; Passed. Councilors Hackett, Nemeth, and Williams were opposed.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

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

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

B. RESOLUTIONS

1. STANDARD DREDGE AND FILL WETLANDS PERMIT APPLICATION COCHECO WATERFRONT
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Nemeth.
Project Manager Bird gave an overview of the resolution to the Council.
Roll Call Vote: 7/0.

2. B11001 WRIGHT-PIERCE ENGINEERING SERVICES FOR THE WASTE WATER TREATMENT FACILITY (WWTF) SECONDARY CLARIFIER NO. 3
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Nemeth.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 7/0.

3. AUTHORIZATION TO ACCEPT AND EXPEND NH DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION FOR BEHAVIORAL HEALTH ON BEHALF OF THE GOVERNOR'S COMMISSION ON ALCOHOL AND OTHER DRUGS GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.) (TO BE REFERRED TO A PUBLIC HEARING ON JULY 27, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing on July 27, 2022; seconded by Councilor Hackett.
Vote: 7/0.

4. AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION -OFFICE OF HIGHWAY SAFETY EQUIPMENT GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.) (TO BE REFERRED TO A PUBLIC HEARING ON JULY 27, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing on July 27, 2022; seconded by Councilor Hackett.
Vote: 7/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

5. B22074 WASTEWATER TREATMENT FACILITY (WWTF) BIOSOLIDS DISPOSAL SERVICES AMENDMENT OF AWARD
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Thibodeaux.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 7/0.

6. AUTHORIZATION REQUESTING THE STATE TO INSTALL A HISTORICAL MARKER TO RECOGNIZE THE STORY OF THE CONFLICT BETWEEN INDIGENOUS PEOPLES AND MAJOR WALDRON
SPONSORED BY COUNCILORS NEMETH AND WILLIAMS

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Williams.
Councilor Williams and Councilor Nemeth gave an overview of the resolution to the Council.
Roll Call Vote: 6/1; Passed. Councilor Cullen was opposed.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Hackett discussed the mental health symposium she attended.

Councilor Shanahan announced the birth of another grandchild.

Councilor Nemeth thanked the Library for hosting the Community Frederick Douglass readings on the 4th of July.

16. ADJOURN

Councilor Williams moved to adjourn; seconded by Councilor Hackett.
Vote: 7/0.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2022.07.13 – 156**

Resolution Re: Authorization to Accept and Expend the New Hampshire Department of Health and Human Services, Division for Behavioral Health on behalf of the Governor's Commission on Alcohol and other Drugs Grant

WHEREAS: The City has received notice from the New Hampshire Department of Health and Human Services, Division for Behavioral Health on behalf of the Governor's Commission on Alcohol and other Drugs Grant an award of \$40,000 of grant funds for the fiscal year 2023 contingent upon Governor and Council approval. The original grant was approved by Governor and Council and awarded in 2021 for \$55,564 and amended for same in 2022 of an additional amount of \$55,564. This additional \$40,000 will make new contract total of \$151,128.00; and

WHEREAS: The grant application also requests an additional timeline extension until June 30, 2023 for the purpose of continued community support to reduce and prevent substance misuse among children and youth. The Contractor will support operations for existing community-based prevention coalitions adhering to best practice standards and continue using the prevention planning model called the Strategic Prevention Framework (SPF) to implement and expand evidence based and promising practice and policies in Strafford County; and

WHEREAS: In adhering to the requirements established by the NHDES and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to apply for, accept, and expend ARPA funds for eligible project costs is needed; and

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

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for, accept, and expend grant funds allocated to the City of Dover NH DHHS, Division for Behavioral Health on behalf of the Governor's Commission on Alcohol and other Drugs Grant, and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

AND, FURTHER BE IT RESOLVED THAT:

In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
2245.1.210.42125.xxxx.02385	NH Department of Health & Human Serv	40,000.00	40,000.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2022.07.13 – 156**
Resolution Re: Authorization to Accept and Expend the New Hampshire Department of Health and Human Services, Division for Behavioral Health on behalf of the Governor's Commission on Alcohol and other Drugs Grant

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

First Reading Date: 07/13/2022
Approved Date:

Public Hearing Date: 07/27/2022
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#: 12.C.1.

Resolution Number: **R – 2022.07.13 – 156**
Resolution Re: Authorization to Accept and Expend the New Hampshire Department of Health and Human Services, Division for Behavioral Health on behalf of the Governor's Commission on Alcohol and other Drugs Grant

RESOLUTION BACKGROUND MATERIAL:

New Hampshire Department of Health and Human Services, Division for Behavioral Health on behalf of the Governor's Commission on Alcohol and other Drugs created a Coalition Support Services grant program in 2021. The grant program is designed to support community coalitions who have completed 10 years under the federal Drug Free Communities Support Program. The Dover Coalition for Youth, under the fiscal management of the Dover Police Department, applied for the state grant in 2021 and was awarded a one year grant with the possibility of renewals.

Since the initial award in 2021, the Coalition has maintained its efforts to provide coordinated substance misuse prevention efforts in Dover. The City has collaborated with the NH Bureau of Drug and Alcohol Services (BDAS) and other state funded organizations such as the Strafford County Public Health Network to reduce youth substance use. The Dover Coalition for Youth has collected data through the Youth Risk Behavior Survey (YRBS), hosted community trainings, and implemented prevention campaigns.

In 2022 the state renewed their contract with Dover to continue these efforts.

This grant is now being renewed for a third year with the same goals. With this funding, the Dover Coalition for Youth will coordinate prevention efforts to reduce and prevent the use of Electronic Nicotine Delivery Systems (ENDS) products by youth. The Dover Coalition for Youth will follow the Strategic Prevention Framework (SPF) strategy by increasing capacity-building efforts through working with multiple sectors within their community to raise specific awareness of the increased use of ENDS products, updating curriculum and substance misuse disciplinary policies targeted at reducing and preventing the use of ENDS devices in schools; and engaging ENDS products retailers to change marketing practices that target adolescents.

The grant was initially intended to be \$40,000 per year but due to a delay in funding, the initial award ended up being \$55,564 which was a blend of two years of funding. The state had enough funding in the second year to level fund the second round of funding. This award is for the original amount of \$40,000 due to financial constraints on the part of the funder.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2022.07.13 – 157**
Resolution Re: Authorization to Accept and Expend the New Hampshire Department of Transportation - Office of Highway Safety Equipment Grant

WHEREAS: The City has received notice from the US Department of Transportation through the New Hampshire Office of Highway Safety of an award of \$19,439.00 and additional \$13,526.00 of grant funds for electronic equipment for use in the field; and

WHEREAS: The original grant was awarded for \$19,439.00 for funding of staff overtime making total grant amount of \$32,965.00. The grant also requires a soft match of 25% which will be accounted for in the police operating budget; and

WHEREAS: In adhering to the requirements established by the NH Department of Transportation and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to apply for, accept, and expend the grant funds for eligible project costs is needed; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for, accept, and expend grant funds allocated to the City of Dover, and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

AND, FURTHER BE IT RESOLVED THAT:
In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
2240.1.210.42120.xxxx.02361	NHDOT Highway Safety Grant	32,965.00	32,965.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2022.07.13 – 157**
Resolution Re: Authorization to Accept and Expend the New Hampshire
Department of Transportation - Office of Highway Safety
Equipment Grant

DOCUMENT HISTORY:

First Reading Date: 07/13/2022

Public Hearing Date: 07/27/2022

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.		

RESOLUTION BACKGROUND MATERIAL:

For many years, the Dover Police Department has applied for and received funding from the NH Office of Highway Safety in the form of grant funding. The vast majority of these grants are for targeted enforcement of specific motor vehicle violations such as speeding, traffic signal violations, DWI, distracted driving, etc. In the fall of 2021, the department was awarded \$19,439.00 for overtime costs for these traffic enforcement patrols.

In the spring of 2022, the department was made aware of another grant opportunity through the office of highway safety. This grant was specific to the purchase of printers and bar code scanners for the department's police cruisers. This equipment will be integrated into the new records management system and will allow for faster data entry into the system via the bar code scanner. The printers will allow the officers to type, print and issue traffic summonses, currently handwritten, to motorists. Finally, the officers will now also be able to issue clearly typed and printed accident information sheets to drivers involved in traffic accidents which are also currently hand written.

The purchase and integration of this equipment will provide for time savings and efficiencies as well as better service to the public because the documents they will receive will be of higher quality. Officers will no longer need to handwrite citations, saving time and improving safety by reducing time spent roadside for both the officer and motorist. Electronic citations will also reduce human error and be transmitted electronically directly to the State of NH Department of Motor Vehicles instead of being manually processed and filed by Records Bureau Staff. This project will increase department efficiency and improve safety in the field.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R - 2022.07.27 – 160**
Resolution Re: B22083 Award of Bid to New England Vehicle Outfitters
for Public Safety Vehicle Equipment Removal and
Installation

WHEREAS: A sealed Request for Proposal #B22083 was issued and received for Public Safety Vehicle Equipment Removal and Installation on June 29, 2022 at 2:30 p.m; and

WHEREAS: The scope of work lists removal of public safety vehicle equipment and reinstall into four (4) new police vehicles with new parts and old parts from other vehicles; and

WHEREAS: The city received three reply, and the offer deemed most advantageous came from the low bidder New England Vehicle Outfitters, LLC (NE-VO). The city currently utilizes this vendor for other work throughout the city. It is the recommendation to award project to NE-VO in the amount of \$43,273.00; and

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 New England Vehicle Outfitters LLC in the amount of \$43,273.00. 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
4021.1.210.42120.4742.02151.21	Light Vehicles	140,920.00	27,185.00
4022.1.210.42120.4742.02152.22	Light Vehicles	144,000.00	144,000.00

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 M. Wyatt
City Attorney

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R - 2022.07.27 – 160**
Resolution Re: B22083 Award of Bid to New England Vehicle Outfitters
for Public Safety Vehicle Equipment Removal and
Installation

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 - 2022.07.27 – 160**
Resolution Re: B22083 Award of Bid to New England Vehicle Outfitters
for Public Safety Vehicle Equipment Removal and
Installation

RESOLUTION BACKGROUND MATERIAL:

The City of Dover Police Department has a cruiser replacement program, in which older police vehicles are replaced. This specific year will involve the replacement of 2017 police vehicles with 2022 model year vehicles. This replacement plan is essential to maintain safe vehicle operation and limit maintenance costs of vehicles that are used on average 20+ hours a day. Vehicles taken off line are sold. The revenue from the sales is used to purchase smaller more fuel-efficient vehicles for other city departments in need of vehicles. Fleet Services recommends purchasing Ford Police Interceptor Utility (SUV) vehicles. Some of the equipment in the 2017 cruisers will not fit the body style changes of the 2022 vehicles, requiring the purchasing of certain new equipment.

A. Two (2) Cruisers:

Remove all emergency equipment from two 2017 cruisers and reuse front and rear lights from retired cruisers on new cruisers.

B. One (1) Cruiser:

This car is to replace a totaled car so there are no front/rear lights and we have a loose barrier that was removed from car. The car will need all parts listed for the two previous cars and these added front and rear lights.

C. One (1) Cruiser (K9):

This Car will need everything as the first two cruisers plus these K9 parts listed below.

Bid Information:

A sealed Request for Proposal #B22083 was issued and received for Public Safety Vehicle Equipment Removal and Installation on June 29, 2022 at 2:30 p.m

Award Information:

A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	42	Number of Responses:	3
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	asap
Recommended Award to:	New England Vehicle Outfitters LLC	Fund:	Police
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000

[B22083 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2022.07.27 – 161**

Resolution Re: Approval of the Operational Rules for the Ad Hoc
Committee for Graffiti Management

WHEREAS: By resolution passed on April 28, 2021 ([R-2021.07.28-139](#)), the City Council created the Ad Hoc Committee for Graffiti Management; and

WHEREAS: The Ad Hoc Committee for Graffiti Management, is required to, and wishes to, establish Procedural Rules; and

WHEREAS: The Ad Hoc Committee for Graffiti Management reviewed and adopted proposed Procedural Rules at its meeting on June 27, 2022, attached to this resolution.

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

The City Council approves the Operational Rules for the Ad Hoc Committee for Graffiti Management as adopted by the Ad Hoc Committee for Graffiti Management on June 27, 2022.

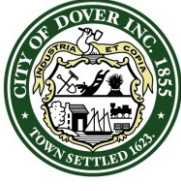
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Linnea Nemeth

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

Recorded by: Susan M. Mistretta
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.A.2. Resolution Number: R – 2022.07.27 – 161 Resolution Re: Approval of the Operational Rules for the Ad Hoc Committee for Graffiti Management
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DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

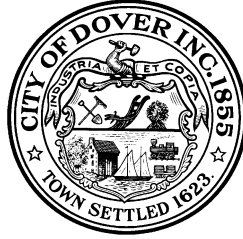
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Robert Hinkel, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth,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

RESOLUTION BACKGROUND MATERIAL:

Pursuant to Dover Code §9-1(F), “[a]ll boards, commissions and committees shall adopt rules subject to the approval of the City Council.”

See attached Procedural Rules for the Ad Hoc Committee for Graffiti Management adopted by the Ad Hoc Committee for Graffiti Management on June 27, 2022.

Joshua M. Wyatt
City Attorney
j.wyatt@dover.nh.gov



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Dover, New Hampshire 03820-4169

(603) 516-6520
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Ad Hoc Committee for Graffiti Management Operating Rules

Article I. Name

The name of the board is the Ad Hoc Committee for Graffiti Management.

Article II. Authority and Duties

The Authority and Duties of the Ad Hoc Committee for Graffiti Management are:

- I. Identify and make recommendations to the effective management and control of graffiti in the City of Dover
- II. Review data and recommend to the City Council and City Manager an action plan outlining existing and new steps to be taken to work to manage the graffiti problem along the Community Trail and throughout the City
- III. Formation of this Committee will expire after two years unless renewed by the City Council

Article III. Membership

- A. **Membership.** There shall be seven (7) regular members and three (3) ex officio members as follows:
 - a. One City Councilor recommended by the Mayor and ratified by the City Council;
 - b. One Arts Commission representative;
 - c. One Community Trail Advisory Committee representative
 - d. One Recreation Advisory Committee representative
 - e. Police Chief ex officio, or designee
 - f. Planning Director ex officio, or designee
 - g. Community Services Director ex officio, or designee
 - h. One Representative of Dover Main Street
 - i. Two interested citizens at large
- B. **Attendance, Vacancies and Removal.** All appointments to the board shall serve for the terms appointed and until a successor shall have been appointed and qualified, unless any board member is absent for four (4) consecutive meetings or four (4) regular meetings in a calendar year, whereby a vacancy shall be created in the position, and said vacancy shall be filled by the appointing authority. Appointments made to fill any vacancies shall be for full terms to begin the date of appointment by the appointing

Adopted by Ad Hoc Committee for Graffiti Management: June 27, 2022
Approved by City Council:

authority unless otherwise provided in state statute. Conditions for removal of any board member shall be defined by statute, ordinance or the Charter.

Article IV. Officers and Staffing

- A. **Officers.** The officers consist of a Chair and Vice Chair who shall be selected by the membership and who shall serve at the pleasure of the membership for one-year terms. Officers may be re-elected.
- B. **Duties of the Chair.** The Chair shall have general supervisory and directional powers over the board. The Chair shall preside at all board meetings and set the board's agenda. The Chair shall also be an ex-officio member of all subcommittees and shall be the sole spokesperson for the board, unless this responsibility is delegated in writing.
- C. **Vice Chair.** The Vice Chair shall execute all powers of the Chair in the absence of the Chair.
- D. **Staff.** The City of Dover may provide staff support to the board for meeting notification, typing, copying, and information gathering to the extent permitted by the city budget. All staff shall remain under the direction of the employer.
- E. **Ad Hoc Positions.** The board may establish ad hoc positions as necessary which shall be filled by and selected by the membership and who shall serve at the pleasure of the membership for one-year terms. Members in ad hoc positions may be re-elected.

Article V. Procedures

- A. **Meetings.** The board shall hold regular meetings as necessary at a time and place designated by the Chair. The business of the public shall be conducted in public session unless otherwise permitted by state law. All meetings of the board and subcommittees shall be posted to comply with state law. State law requires all meetings to be posted in two (2) places with a minimum of twenty-four (24) hours notice.
- B. **Quorum.** Fifty-one percent (51%) of the voting membership of the board shall constitute a quorum.
- C. **Parliamentary Authority.** The parliamentary authority for the board is *Robert's Rules of Order Revised, 12th ed*, except as provided by these rules or local, state or federal law.
- D. **Subcommittees.** Pursuant to Robert's Rules 12th ed, section 49:14, by majority vote, this Committee may form subcommittees to achieve its purpose. These subcommittees shall not have the authority to act on behalf of the entire board.
- E. **Minutes.** Minutes shall be kept for all meetings of the board. The minutes shall include the names of the members in attendance, all actions, motions and resolutions coming before the public body including the votes of the members, and a summary of all discussions. Draft minutes shall be provided to the City Clerk within five (5) business days of each meeting for posting on the city website in draft form. Draft minutes shall be clearly marked "DRAFT". Draft minutes with or without revisions shall be approved by the board at the next meeting of the board, or as soon as possible. Final approved minutes shall be provided to the City Clerk for posting on the city website.
- F. **Recording of Meetings.** The Commission may arrange for video recording at meetings. If video is not available or utilized, meetings shall be recorded using audio equipment. All

recordings shall be provided to the City Clerk within five (5) business days of the meeting.

- G. **E-mail accounts.** Board members may obtain a City of Dover e-mail address to facilitate communications regarding meetings, agendas and the dissemination of information. Board members shall refrain from using e-mail to discuss issues with other members where the e-mail discussion directly or indirectly involves a quorum of the board. In addition, board members shall refrain from conducting the official business of the board outside the view of the public and the press unless permitted by state law.
- H. **Nonpublic meetings.** The board may conduct nonpublic meetings pursuant to the laws of the State of New Hampshire. The Chair shall conduct nonpublic meetings utilizing the Checklist prepared by General Legal Counsel for nonpublic meetings.
- I. **Subcommittees.** The board may establish subcommittees as necessary so long as: A) the board ratifies all recommendations and products made by the subcommittees and B) the membership size of each subcommittee does not match or exceed the amount constituting a quorum of the board.
- J. **Amendment of Rules.** These rules may be repealed or amended by a vote of the Dover City Council based upon the recommendation of the board.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2022.07.27 – 162**

Resolution Re: Approval of Lot Line Restoration for 2 Hilton Road (Tax Map L, Lot 59)

WHEREAS: RSA 674:39-aa allows property owners whose property has been involuntarily merged by a municipality prior to September 18, 2010 to apply to the City Council to unmerge the lots, provided certain statutory criteria have been met; and

WHEREAS: On or about April 8, 2022, an Application for Lot Restoration was filed by Carrie Forbes, owner of property at 2 Hilton Road (Tax Map L, Lot 59). The Applicant seeks to restore the “Restored Lot Area” shown on a plan entitled “Lot Restoration Plan, Land of Carrie Forbes, 2 Hilton Road, Dover N.H., Tax Map L, Lot 59” prepared by Berry Surveying & Engineering and dated April 5, 2022 (“Lot Restoration Plan”); and

WHEREAS: The City’s Tax Assessing office and Planning Department reviewed the application and related materials and performed research and, while there is some evidence of voluntary merger, do not object to this request.

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

Pursuant to RSA 674:39-aa, the lot restoration application of Carrie Forbes is approved and the former lot shown as the “Restored Lot Area” on the Lot Restoration Plan for property located at 2 Hilton Road (Tax Map L, Lot 59) is hereby restored.

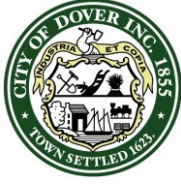
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.3.	
Resolution Number: R - 2022.07.27 – 162 Resolution Re: Approval of Lot Line Restoration for 2 Hilton Road (Tax Map L, Lot 59)		

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

Attached is a package containing the Lot Restoration Application and the materials submitted by the applicant. City staff researched the property. City staff then discussed this matter with counsel for the applicant. While there is some evidence of consent to merger, there is not enough in staff's view to object to this application. In particular, staff could not confirm definitively if a septic tank was installed in the location show in a 1976 septic plan approval, which shows a septic tank across the lot line for which restoration is being sought. Information from the New Hampshire Department of Environmental Services would seem to indicate the septic tank likely was not in fact installed after the approval for construction was issued. Accordingly, staff see insufficient basis to carry the City's burden of demonstrating "voluntary merger" within the meaning of RSA 674:39-aa.

It is also worth noting that the 1954 GL Davis Plan included within the applicant's materials shows a four-lot subdivision inclusive of the lot for which restoration is being sought. The subdivision shown in that 1954 plan appears to have been, and presumably was, approved by the City's Planning Board on April 6, 1953 (application of Frederick C. Pearson, Jr.), in which case said approved plan may constitute an unexpired subdivision approval. However, it would appear the City's assessing office did not update the tax maps following the aforesaid subdivision approval, which for purposes of this lot restoration request City staff is considering as the same as (or functional equivalent of) an "involuntary merger" within the meaning of RSA 674:39-aa.

By way of general background on lot restorations, RSA 674:39-aa allows property owners whose property has been involuntarily merged by a municipality to apply to the City Council to unmerge the lots. A copy of the relevant portions of that statute appear below:

Document Created by: Legal Document Posted on: July 22, 2022	R-2022.07.27 Approval of Lot Line Restoration for 2 Hilton Road (Tax Map L, Lot 59) Page 2 of 3
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2022.07.27 – 162**

Resolution Re: Approval of Lot Line Restoration for 2 Hilton Road (Tax Map L, Lot 59)

I. In this section:

(a) "Involuntary merger" and "involuntarily merged" mean lots merged by municipal action for zoning, assessing, or taxation purposes without the consent of the owner.

(b) "Owner" means the person or entity that holds legal title to the lots in question, even if such person or entity did not hold legal title at the time of the involuntary merger.

(c) "Voluntary merger" and "voluntarily merged" mean a merger under RSA 674:39-a, or any overt action or conduct that indicates an owner regarded said lots as merged such as, but not limited to, abandoning a lot line.

II. Lots or parcels that were involuntarily merged prior to September 18, 2010 by a city, town, county, village district, or any other municipality, shall at the request of the owner, be restored to their premerger status and all zoning and tax maps shall be updated to identify the premerger boundaries of said lots or parcels as recorded at the appropriate registry of deeds, provided:

(a) The request is submitted to the governing body.

(b) No owner in the chain of title voluntarily merged his or her lots. If any owner in the chain of title voluntarily merged his or her lots, then all subsequent owners shall be estopped from requesting restoration. The municipality shall have the burden of proof to show that any previous owner voluntarily merged his or her lots.

...

V. The restoration of the lots to their premerger status shall not be deemed to cure any non-conformity with existing local land use ordinances.

...

RSA 673:39-aa.



City of Dover, New Hampshire APPLICATION FOR LOT RESTORATION

[Revision Date: February 10, 2022]

RECEIVED
Planning Office

Office Use Only

22-02

Date Received

APR 08 2022

Dover, New Hampshire

In accordance with RSA 674:39 aa, lots or parcels that were involuntarily merged by municipal action for zoning, assessing, or taxation purposes prior to September 18, 2010 shall be restored to their premerger status provided that request is submitted to the City Council and no owner in the chain of title voluntarily merged his or her lots.

APPLICANT AND OWNER INFORMATION

Name of Applicant: Carrie Forbes Telephone # 603-742-2121
Address of Applicant: 242 Central Ave, Dover E-Mail Address robert@centralfallsrealty.com
NH 03820
Name of Property Owner (if different from applicant): _____ Telephone # _____
Address of Property Owner: _____ E-Mail Address _____

PROPERTY INFORMATION

Assessor's Map # L Lot # 59 Zoning District(s) R20

Please provide:

- A Copy of the deed for the parcel(s)/lot(s)
- A Copy of any recorded plans or surveys which may depict the premerger configuration of any lots.
- If any part of the existing map/lot is improved by a structure, the applicant must provide a signed & stamped as-built survey which reflects the location of the structure.
- If the applicant is someone other than the property owner, a letter from the property owner authorizing the applicant to submit this application and make the request to restore the property owner's lot(s) to premerger status.

REQUEST CERTIFICATION

I/we hereby verify by signing this application that I/We understand that the restoration of the lots to their premerger status shall not cure any non-conformity with existing land use ordinances. It is further understood that the above described lots shall no longer be assessed as one lot for property tax evaluation purposes. I/we also certify that, to the best of my/our knowledge, information, and belief, no owner in the chain of title voluntarily merged or consented to merger of the lots that are being requested to be restored.

Signature of Property Owner: [Signature] Date: 4-8-22

Signature of Applicant (if different from owner): _____ Date: _____

=====
(For Office Use Only)

In accordance with RSA 674:39 aa, we have found no evidence of voluntary lot merger.

Tax Assessor _____ Date _____

Zoning Administrator _____ Date _____

Know all Men by these Presents

THAT we, Laura Bunnell, widow, and Vaughn Coleman, both of Dover in the State of New Hampshire and County of Strafford

for and in consideration of the sum of ONE (\$1.00) DOLLAR and other valuable considerations to us in hand, before the delivery hereof, well and truly paid by Frederick C Pearson, Jr., also of Dover aforesaid

the receipt whereof we do hereby acknowledge, have granted, bargained and sold, and by these presents do give, grant, bargain, sell, alien, enfeoff, convey and confirm unto the said Frederick C Pearson, Jr. and Avis G Pearson, as joint tenants and to the survivor of either of them, not as tenants in common ^{their} heirs and assigns forever,

a certain tract of land situate on the westerly side of the Dover Point Road bounded and described as follows: Beginning at the southeasterly corner of land formerly of Aaron Pinkham, and now of Ben Hurd, and running Westerly along said Hurd land to an iron hub set in the ground; thence southerly along land conveyed to Frank C Coleman by deed dated June 30, 1931 to a hub set in the ground at land formerly of Israel Cousens, now of one Raitt; thence easterly along said Raitt land to said Dover Point Road; thence northerly along said Dover Point Road to the point of beginning; containing $1\frac{1}{2}$ acres, more or less; meaning and intending hereby to convey the same premises conveyed by Frank C. Coleman and Laura Coleman by deed to Luther H Coleman dated June 30, 1931 and recorded in Strafford County Records, Book 445, Page 469.

Also a certain other tract of land, with the buildings thereon, situate in said Dover, and bounded and described as follows, to wit: Beginning on the Southeasterly side of the highway leading from Dover to Dover Point at the homestead farm of Henry Coleman at the Northeasterly extremity to said land at a fence near the Northeasterly side of the house of said Coleman homestead and running thence Southeasterly to the river thence turning and running Southwesterly by said river to land of Frank Coleman at a point 150 feet Northeasterly from the Southwesterly extremity to said Frank Coleman land; thence turning and running Northwesterly by said Frank Coleman's land 150 feet; thence turning at right angles with said last named bound and running Southwesterly 150 feet to a fence; thence turning and running Northwesterly by said fence to said highway; thence turning and running Northeasterly by said highway to said first named fence and the point begun at.

Said last premises being subject to a right of way to Frank Coleman and his heirs and assigns, over said lot, as reserved in deed of Henry H. Clifford, Administrator, to said Elbridge G Gage. Meaning and intending hereby to convey the same premises conveyed by deed of Elbridge G Gage to Luther Coleman dated October 8, 1914 and recorded in said Strafford County Records, Book 410, Page 11. 7

Our title to this property was acquired as residuary legatees under the last will and testament of said Luther H Coleman, deceased, said will having been proved and being on file in the office of the Registry of Probate for Strafford County in the State of New Hampshire.

(U.S. Rev.)
(\$3.30)
(L.B)
(8/9/45)

TO HAVE AND TO HOLD the said granted premises, with all the privileges and appurtenances to the same belonging, to ~~them~~ the said Frederick C Pearson, Jr. and Avis G. Pearson, as joint tenants and to ~~them~~ survivor of either of them, ~~not as tenants in common, and their~~ heirs and assigns, to ~~them~~ and their only proper use and benefit forever. And we the said Laura Bunnell and Vaughn Coleman and our heirs, executors and administrators, do hereby covenant, grant and agree to and with the said grantees and their heirs and assigns that until the delivery hereof we are the lawful owner ~~s~~ of the said premises and ~~are~~ seized and possessed thereof in our own right in fee simple; and have full power and lawful authority to grant and convey the same in manner aforesaid; that the premises are free and clear from all and every incumbrance whatsoever except

and that we and our heirs, executors and administrators shall and will WARRANT AND DEFEND the same to the said grantees and their heirs and assigns, against the lawful claims and demands of any person or persons whomsoever.

And I, Helen H Coleman wife of the said Vaughn Coleman in consideration aforesaid, do hereby relinquish my right of dower in the before mentioned premises.

And we and each of us do hereby release, discharge and waive all such rights of exemption from attachment and levy, or sale on execution, and such other rights whatsoever in said premises, and in each and every part thereof, as our FAMILY HOMESTEAD, as are reserved or secured to us or either of us, by Chapter 214, Public Laws of the State of New Hampshire, or by any other statute or statutes of said State.

IN WITNESS WHEREOF, we, Laura Bunnell, Vaughn Coleman and Helen H Coleman have hereunto set our hands and seals, this 9th day of August A.D., 1945 in the year of our Lord, 19

Signed, sealed and delivered in the presence of us:

Clovis I Desmarais to all three

Laura Bunnell SEAL
Vaughn Coleman SEAL
Helen H Coleman SEAL

STATE OF NEW HAMPSHIRE, Strafford SS.
Personally appeared the above named

Helen H Coleman

to be their voluntary act and deed—Before me:

Received @:30 A.M. August 11, 1945.

Examined by

STATE OF NEW HAMPSHIRE,
Personally appeared the above named

SS.

Clovis I Desmarais Justice of the Peace.

Register.

A. D. 19

and acknowledged the foregoing instrument

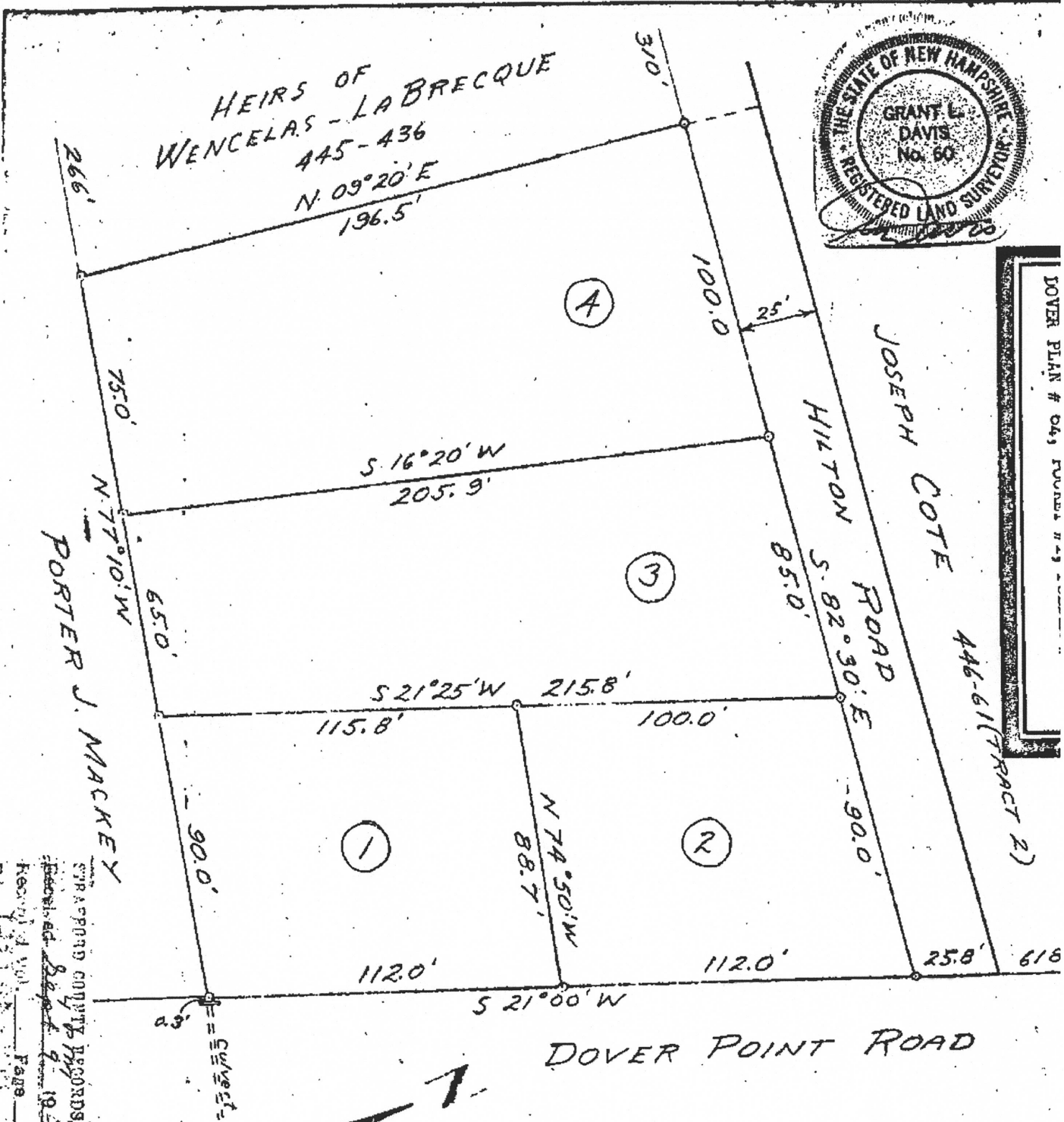
to be voluntary act and deed—Before me:

Justice of the Peace.

Received

Examined by

Register.



NOTE
DEED RECORDED IN
BOOK 528 PAGE 299.

PLAN OF LOTS
AVIS & FRED PEARSON
DOVER NEW HAMPSHIRE

SCALE - 1 INCH = 40 FEET

AUGUST, 1954

FILE 16-60

STRAFFORD COUNTY RECORDS
Received 8/29/54
Examined
Page 1954

Registrar

After Recording Return To:
Carrie Forbes
2 Hilton Rd
Dover NH 03820

E-Doc # 210023017
Book 4978 Page 407

11/15/2021 10:55:41 AM
Page 1 of 2

Catherine A. Berube
Register of Deeds, Strafford County
LCHIP STA189320 25.00
TRANS TAX ST856560 5,625.00

Warranty Deed

KNOW ALL MEN BY THESE PRESENTS, that I, **John F. Ficke, Trustee of The Ficke Family Trust u/d/t 04/26/2006**, with a mailing address of 67 Taylor Street, City of Torrington, County of Litchfield and State of Connecticut, 06790, for consideration paid, grant to **Carrie Forbes**, unmarried, of 29 Tanner Street, City of Dover, County of Strafford and State of New Hampshire, 03820, with **WARRANTY** covenants, the following:

A certain tract of land together with the buildings thereon situate on the south side of Hilton Road in the City of Dover, County of Strafford and State of New Hampshire, and being set forth as lots numbered 1 and 2 on a certain "Plan of Lots, Avis and Fred Pearson, Dover, New Hampshire, August 1954, Grant L. Davis P. E. recorded in the Strafford County Registry of Deeds at Pocket 1, Folder 2 as Plan #64, more particularly bounded as follows:

BEGINNING at a point at the northeastern corner of the within described premises at the intersection of Hilton Road and Dover Point Road;

thence S 21 degrees 00" W a distance of 224 feet by said Dover Point Road to a point;

thence N 77 degrees 10' W by land now or formerly of Porter J. Mackey a distance of 90 feet to a point;

thence N 21 degrees 25' E by land believed to be of one Wallace P. Nowak a distance of 215.8 feet to a point on the south side of Hilton Road;

thence South 82 degrees 30' E by said Hilton Road a distance of 90 feet to the point begun at.

Meaning and intending to describe and convey the same premises conveyed to Grantor by Warranty Deed of Robert F. Ficke and Mary Lou Ficke dated 04/26/2006 and recorded in the Strafford County Registry of Deeds at Book 3365, Page 0039.

The undersigned John F. Ficke as Trustee of The Ficke Family Trust created by Robert J. Ficke and Mary Louise Ficke as grantors under trust agreement dated April 26, 2006, affirms that the trust is in full force and effect, has not been revoked or terminated and thereto has full and absolute power in said trust agreement to convey any interest in real estate and improvements thereon held in said trust and no purchaser or third party shall be bound to inquire whether the trustee has said power or is properly exercising said power or to see to the application of any trust asset paid to the trustee for a conveyance thereof.

Grantor herein, both individually and as Trustee, hereby release all rights of homestead and any other interests herein.

Dated this 12th day of November 2021

The Ficke Family Trust

John F. Ficke Trustee
John F. Ficke, Trustee

John F. Ficke
John F. Ficke (individually)

State of New Hampshire

County of Strafford

On this the 12th day of November 2021, personally appeared John F. Ficke, individually and as Trustee of The Ficke Family Trust, known to me, or satisfactorily proven, to be the person whose name is subscribed for the foregoing instrument and acknowledged that they executed the same for the purposes herein contained.



Christopher Salter
Notary Public/Justice of the Peace
My Commission Expires: 6/24/2025

7
1
5
2

STATE OF TEXAS

BOOK-PAGE
3365.039

1822-230
BOOK-PAGE
9295
DATE

10/04-186
BOOK - PAGE
5/7/81
DATE

994-482
BOOK-PAGE
3/25/77
DATE

953-090
BOOK - PAGE
8/12/74
DATE

897-023
BOOK-PAGE
6/27/69
DATE

BOOK-PAGE
DATE

BOOK-PAGE	
DATE	

BOOK - PAGE
DATE

LAND OF: Police Tst CLIENT: Yox Ward, Del.
RESEARCH BY: Y.

**"LOT
COLOR"**

BERRY SURVEYING & ENGINEERING

335 SECOND CROWN POINT RD.
BARRINGTON, N.H. 332-2863

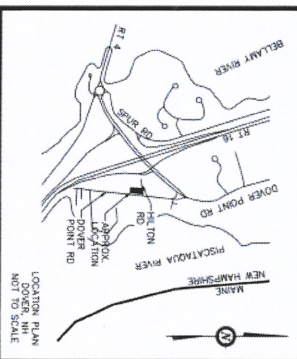
DATE : 11/16/81

FILE NO. : DB - 146

DATE : 11/18/2011
FILE NO. : DB 2011 - 1160



- N/F NOWAK, JUDITH & STRIBBLE, LINDA
AND KNOWLES, SUSAN
DEPT. OF MATHS
FAX *Map 1, lot 694*
DOUGLAS, OSBORN
SCRIP BOOK C39Y10, PAGE E1750



- NOTES:**
- 1) OWNER: CAROL FERRIS
242 CENTRAL AVE
DOVER, NH 03820
 - 2) TAX MAP LOT 59
PROPOSED RESTORED LOT TAX MAP LOT 59-1
 - 3) LOT AREA: 9,235 Sq.Ft. 0.21 AC.
PROPOSED RESTORED LOT 10,089 Sq.Ft. 0.23 AC.
 - 4) S.E.A.D. BOOK 4078, PAGE 405
 - 5) ZONING: R-20 (LOW DENSITY RESIDENTIAL)
FROM R-10-L-1 TO 20-55
SEE SEBARK: 20-55 (NON CONFORMING LOT SECTION 107-14)
REAR SETBACK: 30.0' OF PROPOSED
MAX STRUCTURE HEIGHT: 35.0'
MAX LOT COVERAGE: 30.0%
 - 6) I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE & BELIEF, THIS PAGE DOES NOT FALL WITHIN THE FLOOD PLAIN 3302(G)EDD. DATED MAY 17, 2005
 - 7) VERBAL DATA BASED ON VERBA WATERS REPORT
HORIZONTAL COORDINATES BASED ON NAD83 COORDINATES
GATHERED USING CARLSON BR7 SURVEY GRADE GPS RECEIVERS
 - 8) THE BOUNDARY LINES SHOWN ON THIS PLAN ARE THE
RESULT OF A CLOSED WALKER PERFORMED BY THIS OFFICE
PLAT N 10000
AND ARE NOT A DERIVED SECTION 1
 - 9) THE INTENT OF THIS PLAN IS TO SHOW THE EXISTING CONDITIONS
OF TAX MAP LOT 59 AND OF THE DATE OF THE SURVEY XXXX
2022.

REVISION		
DATE		
DESCRIPTION	LOT RESTORATION PLAN LAND OF CARRIE FORBES 2 HILTON ROAD DOWER, N.H. TAX MAP L, LOT 59 BERRY SURVEYING & ENGINEERING 335 SECOND CROWN POINT RD. BARRINGTON, N.H. (603)352-2863 SCALE : 1 IN. EQUALS 20 FT. DRAWN : APRIL 5, 2022 FILE NO. : DB 2021 - 166	

04/08/2022



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2022.07.27 – 163**
Resolution Re: B23003 Purchase of Two Ambulances from Roland B. Morin DBA Sugarloaf Ambulance-Rescue Vehicles

WHEREAS: The (H-GAC) Houston-Galveston Area Council is a Municipal Government Cooperative Purchasing Program that has established several procurement contracts through bid solicitations. One such contract is H-GACBuy AM 10-20 for ambulances, EMS and other special service vehicles of various makes and models. The pricing terms and conditions are extended to non-profits, counties, cities, and town; and

WHEREAS: The HGAC has awarded an agreement with Roland B. Morin DBA Sugarloaf Ambulance/Rescue Vehicles as a New England dealer and the City wishes to purchase a 2022 Ford F550XLT ambulance in the amount of \$271,000 using CIP funds; and

WHEREAS: The City also wishes to utilize this vendor to purchase a slightly used 2009 GMC Horton I ambulance in the amount of \$55,401.14 using the American Rescue Plan Act (ARPA) Funds; and

WHEREAS: Per 5-29B, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the purchasing agent may, with approval of the city manager, waive bidding procedures when purchasing through the state of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

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 Roland B. Morin DBA Sugarloaf Ambulance/Rescue Vehicles of Wilton, ME for two ambulance in the amount not to exceed \$326,401.14. 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
4023.1.220.42220.4743.02252.23	F&R Heavy Vehicles	271,000.00	271,000.00
2110.1.190.41991.4743.01150.00	ARPA Heavy Vehicles	55,401.14	55,401.14

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 – 2022.07.27 – 163**
Resolution Re: B23003 Purchase of Two Ambulances from Roland B. Morin DBA Sugarloaf Ambulance-Rescue Vehicles

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 – 2022.07.27 – 163**
Resolution Re: B23003 Purchase of Two Ambulances from Roland B. Morin DBA Sugarloaf Ambulance-Rescue Vehicles

RESOLUTION BACKGROUND MATERIAL:

A new 2022 Ford F-550XLT, P L Custom Emergency Vehicle Type I Ambulance is being purchased through the City of Dover's 2023 Capital Improvement Program. The purchase of this vehicle follows Dover Fire & Rescue's vehicle replacement program, and is intended to be coordinated with the operationalization of the Department's third front-line ambulance.

This purchase is intended to provide the Department with three front-line ambulance and two reserve ambulances. However, the ambulance manufacturer, Sugarloaf Ambulance/Rescue Vehicles, LLC has notified Dover Fire & Rescue the time-frame to build a new ambulance is 18-24 months as a result of a nation-wide vehicle chassis shortage. This time-frame is consistent with other ambulance manufacturers. Because of the national shortage of vehicle chassis and long build-time for new ambulance, demonstration (demo) ambulances are not available and the inventory for used ambulances is sparse. In effort to maintain the Department's operational plan and implementation schedule of the third front-line ambulance, the Department proposes a contingency plan to compensate for the 18-24 month build-time for the new ambulance:

Purchase a used 2009 GMC Horton Ambulance, detailed with new graphics consistent with Dover Fire & Rescue apparatus and includes a cot Power Load Assembly. This ambulance will be used as the primary reserve ambulance and will be used as a front-line ambulance when one of the other three front-line ambulance are out of service. Because of the high-use of the Department's ambulances, and their need for frequent routine servicing and repairs, it is a high probability two reserve ambulances will be put into service concurrently as front-line ambulances. Reserve ambulances are frequently put into service simultaneously with the front-line ambulances providing response to emergency medical calls, emergency medical transfers to medical facilities throughout Maine, New Hampshire, and Massachusetts, as well as being used for SWAT Team responses and regional bariatric mutual aid responses.

In the absence of a second reserve ambulance, the Department runs a significant risk of experiencing interruptions in the Department's Emergency Medical Services operational plan. Sugarloaf Ambulance/Rescue Vehicles, LLC is the current owner of the fore mentioned ambulance and are prepared to deliver the ambulance in a time-frame that coincides with the Department's EMS operational plan, and third-ambulance implementation plan.

Award Information:

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

Equipment & Cost Offered



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2022.07.27 – 164**
Resolution Re: B23004 Purchase of Direct Replacement Ultraviolet
Disinfection Equipment from Trojan Technologies

- WHEREAS: In 2005, Trojan Technologies provided an Ultraviolet Light Disinfection System at the Waste Water Treatment Plant at a cost of \$671,500.00; and
- WHEREAS: In conjunction with (WP) Wright-Pierce and the (NHDES) New Hampshire Department of Environmental Services a design proposal was drafted and ultimately approved by DES on July 20, 2022 for a Trojan direct replacement of the existing Ultraviolet Disinfection Equipment. The City is seeking approval to accept the proposal for Ultraviolet Disinfection Equipment from Trojan in the amount of \$769,419.00; and
- WHEREAS: Per 5-33.H Competitive Bidding Procedure: The competitive bid procedure 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 Trojan Technologies of Ontario Canada in the amount of \$769,419.00 for Ultraviolet Disinfections Equipment. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

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

Financing			
Account	Description	Appropriation	Balance
5320.1.300.43256.4741.04590.23	WWTP UV Equipment Upgrade	1,400,000.00	1,154,181.00

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 M. Wyatt
City Attorney

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

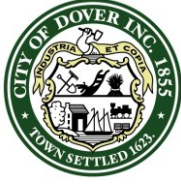
Resolution Number: **R - 2022.07.27 – 164**
Resolution Re: B23004 Purchase of Direct Replacement Ultraviolet
Disinfection Equipment from Trojan Technologies

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.2. Resolution Number: R - 2022.07.27 – 164 Resolution Re: B23004 Purchase of Direct Replacement Ultraviolet Disinfection Equipment from Trojan Technologies
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RESOLUTION BACKGROUND MATERIAL:

WWTF staff and Wright-Pierce are working on the UV disinfection system replacement design. The intent is to pre-purchase the equipment to save on costs and allow the equipment to be fabricated during design instead of during construction. During initial discussions with DES it was determined that an uninterruptible power supply would be required for the entire UV system. This additional equipment would result in an overall much higher cost requiring the city to procure more funding or revise the scope of the project. Wright-Pierce and the WWTF staff instead pursued a waiver from DES citing that it is atypical for this equipment to be required with modern UV systems with a standby generator. On 7/20/2022 a waiver approval was received from DES which allows the original project scope and budget to remain. However, during this process the original proposal from Trojan in April 2022 increased in pricing due to the rising costs of materials. We were also informed that the revised pricing could only be held until 7/31/2022; however, a letter of intent from the city requesting the firm pricing be held will allow Trojan to continue to hold the pricing while a purchase order is approved by City Council was sent.

Bid Information:

The competitive bid procedure may be waived by a majority vote of the City Council.

Award Information:

A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	
Recommended Award to:	Trojan Technologies	Fund:	Police
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000

[Documents](#)

Document Created by: Purchasing Document Posted on: July 22, 2022	R-2022.07.27 B23004 Purchase of Direct Replacement Ultraviolet Disinfection Equipment from Trojan Technologies.docx Page 3 of 3
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2022.07.27 – 165**
Resolution Re: **Condemning Racial and Religious Supremacist Activities**

- WHEREAS: Recent racial and religious supremacist activity has occurred in Dover, New Hampshire and elsewhere with the intent to foment hatred and incite fear, intimidation, and the threat of violence; and,
- WHEREAS: Racial and religious supremacists in the United States have exploited and continue to exploit bigotry and weaponize hate for political gain, most often targeting traditionally persecuted peoples, including African Americans, Latinos, Native Americans, Asian Americans and Pacific Islanders and other people of color, Jews, Muslims, Hindus, Sikhs, the LGBTQ community, immigrants, and others with verbal attacks, incitement, and violence; and,
- WHEREAS: Fostering a welcoming and inclusive environment for all people, regardless of race, religion, ethnicity, or place of origin, is a core value and priority of the City of Dover; and,
- WHEREAS: The City of Dover continues to strive to become increasingly welcoming, inclusive, representative, and responsive to historically underrepresented and underserved communities, particularly communities of color, immigrants, and refugees.

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

The Dover City Council condemns bigotry, discrimination, oppression, racism, and xenophobia in the strongest possible terms; and encourages all members of the public, including public officials, to confront the reality of bigotry, discrimination, oppression, racism, and xenophobia, as well as the historical struggles against them, to ensure that the United States and the City of Dover will continue to uphold the transcendent principles of equality, tolerance, religious freedom, and equal protection as embodied in the country's Declaration of Independence, the First and Fourteenth Amendments to the United States Constitution, and Part 1 of the New Hampshire State Constitution.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Robert Hinkel

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.3.

Resolution Number: **R – 2022.07.27 – 165**
Resolution Re: **Condemning Racial and Religious Supremacist Activities**

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 First Amendment to the United States Constitution reflects the United States' founding commitment to the principles of tolerance and religious freedom. The Fourteenth Amendment to the United States Constitution established equal protection of the laws in the United States. The Bill of Rights set forth in Part 1 of the New Hampshire State Constitution reflects similar values and founding principles. Adherence to these principles is vital to the progress of the American people and the diverse communities and religious groups of the United States. The Reverend Dr. Martin Luther King, Jr., taught that persecution of any American is an assault on the rights and freedoms of all Americans. Whether from the political right, center, or left, bigotry, discrimination, oppression, racism, and xenophobia threaten American democracy and have no place in American political discourse.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 13.C.1. Ordinance Number: O – 2022.07.27 – 008 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 12 – Solid Waste Advisory Commission 1 – Establishment; general provisions	

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to update the membership provisions and name of what is currently the Solid Waste Advisory Commission. Pursuant to this ordinance that public body's name shall change to "Solid Waste Advisory Committee."

2. AMENDMENT

Chapter 9 entitled "Boards, Commissions and Committees" is hereby amended by revising Section 9-12 "Solid Waste Advisory Commission" as follows:

a. THE FOLLOWING ARE AMENDED:

§ 9-12 Solid Waste Advisory ~~Commission~~Committee.

A. Membership. The Solid Waste Advisory ~~Commission~~Committee shall consist of five members and ~~two~~three alternates, appointed by the City Council. Additionally, there shall also be an ex officio nonvoting member of the City Council who shall be nominated by the Mayor and appointed by the City Council to serve for the duration of his/her Council term.

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

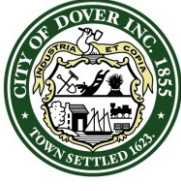
C. Authority and duties. The Solid Waste Advisory ~~Commission~~Committee shall perform the following functions:

- (1) Meet at least quarterly and more often as circumstances may require.
- (2) Study, consider and recommend to the City Council and the City Manager, or designee, general policies for provision of solid waste and recycling programs and facilities.
- (3) Serve to collect factual information and citizen/property owner input as necessary to determine policy recommendations.
- (4) Review the management and charges of the Bag and Tag Program annually and periodically recommend to the City Council necessary revisions to reflect the actual operation and cost.

3. AMENDMENT

Chapter 9 entitled "Boards, Commissions and Committees" is hereby amended by revising Section 9-1 "Establishment; general provisions", subsection A, as follows:

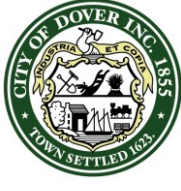
a. THE FOLLOWING ARE AMENDED:

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2022.07.27 – 008 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 12 – Solid Waste Advisory Commission 1 – Establishment; general provisions
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§ 9-1 Establishment; general provisions.

A. There shall be the following boards, commissions and committees in the City of Dover:

- (1) Board of Health.
- (2) Cemetery Board.
- (3) Library Board of Trustees.
- (4) Recreation Advisory Board.
- (5) Dover Arena Commission.
- (6) Personnel Advisory Board.
- (7) Planning Board.
- (8) Dover Utilities Commission.
- (9) Zoning Board of Adjustment.
- (10) Trustees of the Trust Funds.
- (11) Solid Waste Advisory ~~Commission~~Committee.
- (12) Dover Arts Commission.
- (13) Transportation Advisory Commission.
- (14) (Reserved)
- (15) Dover Business and Industrial Development Authority.
- (16) McConnell Center Advisory Committee.
- (17) Parking Commission.
- (18) Conservation Commission.
- (19) Dover Pools Advisory Committee.
- (20) Dover Housing Authority.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2022.07.27 – 008 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 12 – Solid Waste Advisory Commission 1 – Establishment; general provisions
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- (21) Energy Commission.
- (22) Downtown Dover Tax Increment Finance Advisory Board.
- (23) Waterfront Tax Increment Finance Advisory Board.
- (24) Heritage Commission.
- (25) Licensing Board.
- (26) Ethics Commission.

4. 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: Councilor Lindsey Williams

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 – 2022.07.27 – 008 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 12 – Solid Waste Advisory Commission 1 – Establishment; general provisions

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’s Solid Waste Advisory Commission has experienced recent difficulties having public meetings due to lack of a quorum. This ordinance is intended to adjust the membership and better enable meetings enable with the addition of one alternate member. In addition, this ordinance updates the name of the public body to the “Solid Waste Advisory Committee”, which occurs in two sections of Chapter 9.



Over \$2 Billion and Counting for our Schools

GOVERNOR Christopher T. Sununu
CHAIRMAN Debra M. Douglas
COMMISSIONER H. Andy Crews
COMMISSIONER Erle B. Pierce
EXECUTIVE DIRECTOR Charles R. McIntyre

July 15, 2022

Greetings,

I hope this finds you well as we head into the summer.

We are reaching out to share recent changes to KENO 603. Governor Sununu recently signed HB 355 into law, which expands the sale of KENO 603 beyond taverns and restaurants. Under the change, any location that sells lottery tickets in the cities and towns that voted to approve KENO 603 may choose to sell the game.

This is a change, but we do not expect it to negatively impact or detract from KENO 603 sales at existing establishments. KENO 603 is a social game, and bars, taverns and restaurants offer a unique experience and venue for enjoying the excitement of playing. As our traditional Lottery partners begin to offer KENO 603, we anticipate it will generate more interest in the game, as well as increased sales and commissions for those retailers.

Each retail location wishing to offer the game must meet specific licensing requirements, pay annual licensing fees, and pass a background check. They will be trained in selling the game; sales will only be conducted at a lottery vending machine or clerk-assisted sale from the counter. Finally, no video monitors will be installed at stores for the purpose of showing live drawings, which will help keep customer traffic flowing.

Over the past five years, either through in-person meetings or direct mail, New Hampshire Lottery staff have provided municipalities with information about KENO 603, including the local approval and implementation processes. We also shared the game's benefits of increasing foot traffic to taverns and restaurants, which generates more revenue for them, as well as the Granite State's education fund.

KENO 603 has been a tremendous success, generating millions of dollars for New Hampshire schools. The game has become one of the New Hampshire Lottery's most popular games, second only to scratch tickets. KENO 603's continued success is integral to achieving our revenue commitment year after year.

We are always happy to be a resource for our retail partners and municipalities, and we are looking forward to working with local businesses who have interest in offering the game. If you have any questions, please feel free to reach out at 603-271-3391.

Respectfully,

Charlie McIntyre
Executive Director



Live Free or Die

New Hampshire Lottery Commission
TEL 603.271.3391 FAX 603.271.1160

14 Integra Drive
TDD 1.800.735.2964

Concord, New Hampshire 03301
www.nhlottery.com