



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 28, 2022**
Meeting Time: **7:00 pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. CHAPTER 141 – VEHICLES AND TRAFFIC, SECTIONS 21 AND 31**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - B. AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION – STATE AID TO MUNICIPALITIES**
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)
SPONSORED BY MAYOR CARRIER BY REQUEST
 - C. AUTHORIZATION TO ACCEPT AND EXPEND THE NH HUMANITIES COMMUNITY PROJECT GRANT – INDIGENOUS PEOPLE’S INITIATIVE**
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)
SPONSORED BY MAYOR CARRIER BY REQUEST
 - D. REPROGRAM UNEXPENDED BOND PROCEEDS FROM SIXTH STREET AND VENTURE DRIVE TO STORMWATER IMPROVEMENTS STARK AVENUE AND ELLIOT CIRCLE CIP PROJECT.**
(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. September 14, 2022 – Regular Meeting**
 - B. September 21, 2022 – Joint Meeting of the City Council and Planning Board**
- 11. MAYOR’S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - 1. CHAPTER 141 – VEHICLES AND TRAFFIC, SECTIONS 21 AND 31**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - B. ORDINANCES IN THE 3RD READING**



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C. RESOLUTIONS

1. **AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION – STATE AID TO MUNICIPALITIES (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **AUTHORIZATION TO ACCEPT AND EXPEND THE NH HUMANITIES COMMUNITY PROJECT GRANT – INDIGENOUS PEOPLE’S INITIATIVE (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM SIXTH STREET AND VENTURE DRIVE TO STORMWATER IMPROVEMENTS STARK AVENUE AND ELLIOT CIRCLE CIP PROJECT. (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**
SPONSORED BY MAYOR CARRIER BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **ACCEPTANCE OF DONATION OF DOG WASTE CLEANUP STATIONS**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B23018 CRACK SEALING SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **B14074 FRENCH CROSS ROAD WATER TREATMENT PLANT AND HUGHES WELL IMPROVEMENTS, UNDERWOOD ENGINEERING, INC. PROFESSIONAL ENGINEERING SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **EMERGENCY PUMP REPAIR AND CLEANING SERVICES AT WILLAND POND WATER SUPPLY**
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **EMERGENCY PURCHASE OF JOHN DEERE ATTACHMENTS, PARTS AND SERVICE THROUGH UNITED CONSTRUCTION & FORESTRY AND UNITED AG & TURF – SOLE SOURCE PURCHASE**
SPONSORED BY MAYOR CARRIER BY REQUEST
6. **EMERGENCY REPAIRS TO CITY HALL ELEVATOR**
SPONSORED BY MAYOR CARRIER BY REQUEST
7. **PURCHASE OF JILL NOONEY SCULPTURES FOR COMMUNITY TRAIL – SOLE SOURCE PURCHASE**
SPONSORED BY MAYOR CARRIER BY REQUEST



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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. **COLLECTIVE BARGAINING AGREEMENT - DOVER TEACHERS' UNION (DTU)**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **APPROVAL OF EVERSOURCE TRIMMING AND REMOVAL OF TREES**
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 12, 2022.)
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **ADOPTION OF FISCAL YEAR 2024 – 2029 CAPITAL IMPROVEMENTS PROGRAM (CIP)**
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 12, 2022, WITH CITY COUNCIL VOTE OCCURRING ON OCTOBER 26, 2022)
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **APPROPRIATION FOR FISCAL YEAR 2024 CAPITAL IMPROVEMENTS PROGRAM (CIP) – NON-DEBT FINANCED PROJECTS**
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 12, 2022, WITH CITY COUNCIL VOTE OCCURRING ON OCTOBER 26, 2022)
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **APPROPRIATION FOR FISCAL YEAR 2024 CAPITAL IMPROVEMENTS PROGRAM (CIP) AND AUTHORIZATION FOR BONDING**
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 12, 2022, WITH CITY COUNCIL VOTE OCCURRING ON OCTOBER 26, 2022)
SPONSORED BY MAYOR CARRIER BY REQUEST

C. ORDINANCES IN 1ST READING

14. **COUNCIL CORRESPONDENCE**
15. **COUNCIL MATTERS OF INTEREST**
16. **ADJOURN**

City Manager's Report

Reporting On: August 2022



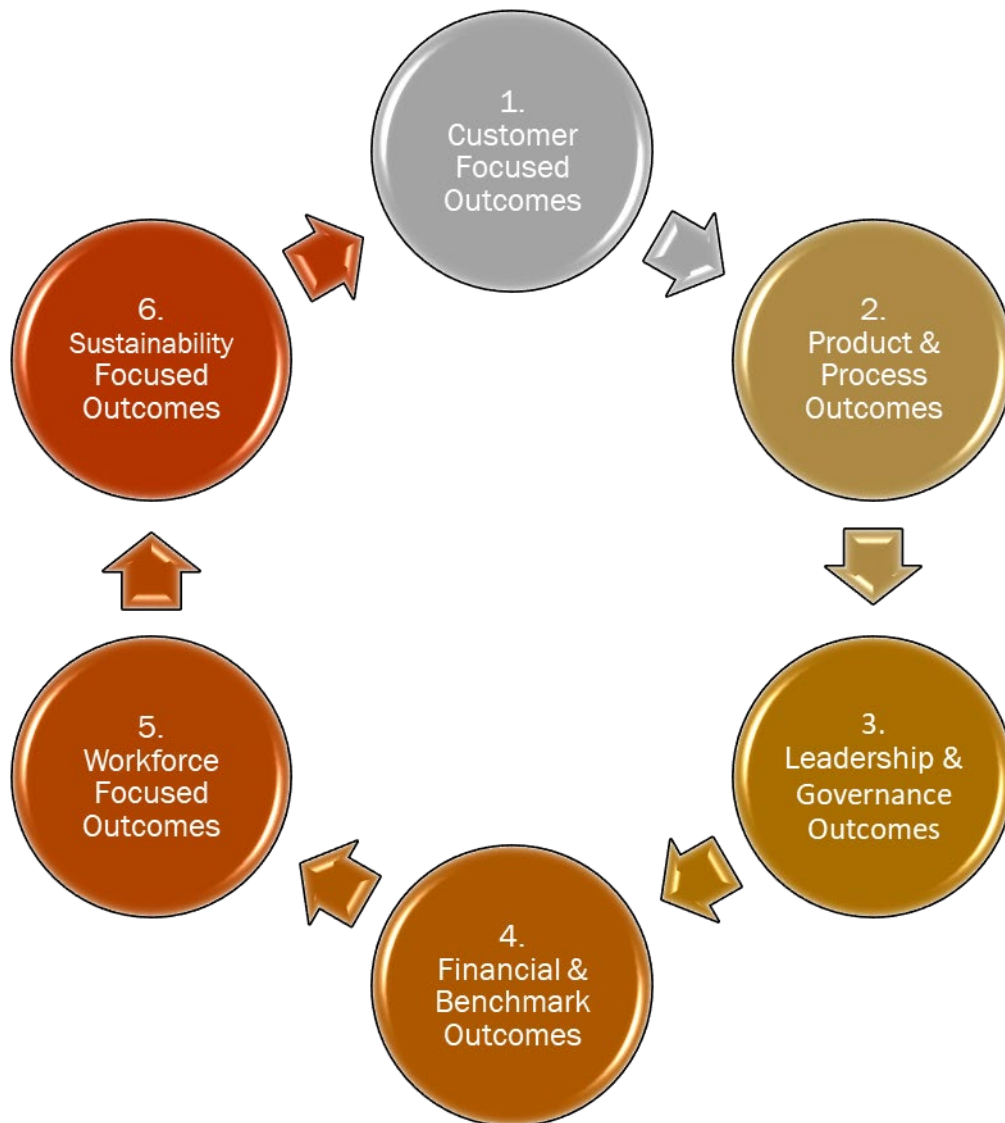
City Hall Clock Tower Remodel

SEPTEMBER 28, 2022

By:
J. Michael Joyal, Jr.
City Manager



The City Manager's Report is a collaboration of City department updates provided each month to update the City Council and general public on the intricate workings of the City of Dover. The updates are broken out by department reflecting the six categories of intended outcomes relating back to the City of Dover's strategic management framework which you will find below.



The department updates are then highlighted at the end of the report to show how these updates fit into supporting the seven 2022 – 2023 City Council Goals below:

Goal #1
Inclusive & Welcoming City

- Strengthen our Community by supporting all Dover residents, including those that are under represented or marginalized.

Goal #2
Volunteer Engagement

- Ensure that Board, Committee & Commission members are valued and are part of the community's governance.

Goal #3
Develop Waterfront

- Support the Waterfront Development, per the Land Development Agreement.

Goal #4
Collaboratively Create a City Budget

- Ensure that the City's budget process evolves to better serve the community.

Goal #5
Resident Engagement

- Improve communication through multiple channels with feedback loops for improvement from all.

Goal #6
Resilient City

- Ensure the City's social, built and natural infrastructure is designed to evolve and support community needs.

Goal #7
Diverse & Attainable City

- Support a Dover that is welcoming to all no matter socio economic background.

**City of Dover's
Municipal
Management
Team**



**City Manager
J. Michael Joyal, Jr.**



**David Balian
Public Welfare
Director**



**Gary Bannon
Recreation
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**



**Susan
Mistretta
City Clerk Tax
Collector**



**Christopher
Parker
Deputy City
Manager**



**John Storer
Community
Services Director**



**Joshua Wyatt
City Attorney**

Community Services Department

Water Production

For the month of August, the City's water system saw a slight decrease in production from 2.5 MGD to average 2.3 MGD (million gallons per day) since the water ban was enacted late in the month. The Smith well, Cummings well, Willand pond well 1 and 2, Bouchard well, Campbell Well and Calderwood well are all on line while Hughes well is on standby mode. City staff has increased production from the Willand Pond wells to allow Smith, Cummings, Campbell and Calderwood wells to hydraulically recover, after taking on more production capacity with the Pudding Hill aquifer offline. This decision was based on guidance from the hydrogeologic consultants after they reviewed data about the aquifers and the amount the city has been pumping. 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 61 work orders for the month.

Water Distribution

The meter crews replaced 126 meters throughout the City. The utilities crews closed 12 work orders and 7 service requests. Crews will has started working on replacing water services on Leathers Lane and has 2 services left to replace. The utilities crew assisted other crews in responding to City Hall to replace the hydraulic line to the elevator. The work took some time as they encountered ledge which had to be jack hammered out of the way under the floor near the elevator. There were 2 water main breaks this month, one on Tanglewood Drive on the A/C water main. The main had 3 feet of it break but the cause is still yet to be determined. The other break was on Hough Street. A 2-inch fire line saddle had rotted off the cast iron water main causing a small leak. In both cases crews responded and made repairs with minimal outages. The crews also worked an overnight shift to eliminate a 16-inch gate on Central Avenue, where the operating mechanism broke and it couldn't be determined whether the position of the valve was open or closed. Luckily, the valve was 2/3rds open. The shut down affected a small area between Fourth and Broadway for only a few hours.



Hough Street Water Main Break



City Hall floor for elevator repair.



Tanglewood Water Main Break



Hough Street rotted off saddle



Tanglewood Water Main Break



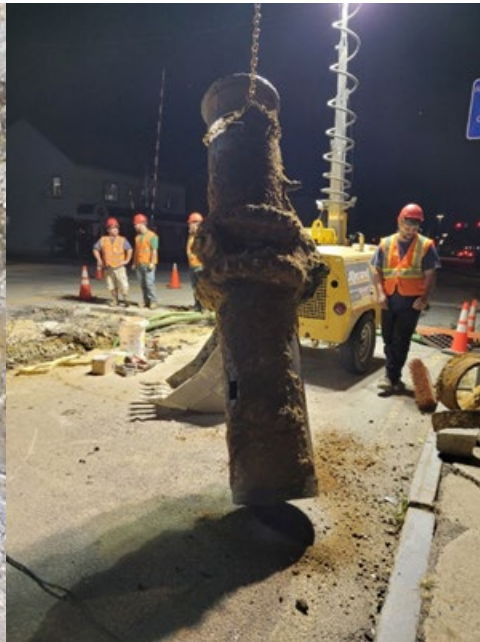
Tanglewood Water Main Pre-Repair



Tanglewood Water Main Post-Repair



Central Ave Gate CI Water Main



Central Ave Gate Profile

Sewer Pump Stations and Collection

Pump station crews continued to complete quarterly pump maintenance at all 23 lift stations. Crews closed 85 work orders and 2 service requests. The pump station crews are continuing with their pump maintenance as well as prepping for the upgrades to the main pumping facility on River Street. The crew has been working on cleaning areas known as trouble spots to help prevent backups in various areas. A sewer backup occurred in a sewer right of way off of Crosby Road. Crews responded and worked to quickly resolve the issue and reported it promptly to the State.

Streets & Stormwater

Community Services is overseeing the installation of new sidewalks along Whittier Street, providing a new pedestrian connection between 6th Street and Glenwood Avenue. This supports an objective of the City's Transportation Master Plan to help provide improved and safer means of pedestrian travel.

During the month of August, the Streets Division continued brush cutting and brush chipping. The crew finished repairing all mailboxes and lawns that were damaged during the winter plowing operations.

Staff picked up old castings for paving. Barriers were put out on Portland Ave and the area was paved, to allow for better drainage due to previous culvert wash out. Crews also installed the charging base for electric cars on Mast Road.

Pinehill Cemetery was cleaned around the catch basins. The 12" cemetery drain pipe was brought to Sumner Drive for a drain upgrade. All aggregate bins have been filled. Loom was hauled and delivered to the High School. Staff repaired, cleaned and removed old curbing at the following sidewalks throughout the city on Durham Road, Columbus Road, New York Street, Fourth Street, and Whittier Street. Horne Street has been prepped for the start of the new sidewalk project.

The library lot drain has been cleared. The Essex Street and Portland Ave drain pipe has been repaired. Rydersbrook catch basins were repaired. Sign boards were put out for the water restrictions.

Staff prepped structures for Ox Bow Lane so it could be reclaimed prior to the paving project. Boston Harbor Road has been graded.

Engineering Division

Community Services Engineering Division has spent significant time over the month of August and into September working with consultants to finalize the plans and specifications for both the public and private infrastructure work.

A key component of the successful redevelopment of the waterfront is the upgrade of the River Street wastewater pump station. One of the key items during the planned upgrade is to optimize odor control measures. The Engineering and Utilities Divisions conducted extensive reviews of the proposed pump station plans and specifications, and focused on equipment necessary for odor control. A field visit was set up to review equipment in use by a neighboring municipality. Engineering staff reviewed and addressed comments from Cathartes about their concerns on potential odors.

The Engineering Division, in conjunction with the City's Legal, Purchasing and the Waterfront Project Manager, conducted a review of the Waterfront design consultant's 95% drawings and specifications. This review focused on everything from the logistics of bidding, technical design, and compliance with City and state approvals. The results of the review identified changes that the consultant is addressing before a release of the bid at the end of September.

The Engineering Division continues to coordinate monthly meetings for all projects within the waterfront vicinity including: Henry Law Park/River St Reconstruction; Dredge Cell; River Street Pump Station; Waterfront Development

City staff continue to work with the city consultant and various state agencies to develop and permit a closure and reuse plan for the area directly above the dredge cell footprint. The additional site work planned will accommodate construction of a new parking lot, driveway, and sidewalks that support the recreational use of Maglaras Park, as well as the commercial and recreational use of the waterfront.

Facilities, Grounds & Cemeteries

Facilities, Grounds and Cemeteries employees addressed 101 Service calls and 175 work orders in the month of August. They conducted 10 ash interments and 1 full burial throughout the month. Seven markers were set on graves in the cemetery.

Facilities, Grounds and Cemeteries addressed 38 work orders pertaining to miscellaneous outside issues such as: lining the soccer field at Shaw's Lane weekly, ongoing mowing and trimming the cemeteries and 65 public turf areas.

A gate was replaced at the Long Hill Dog Park and the tennis courts there were blown off for the second time this season. A pedestal for another historical marker identifying Dover Olympians was installed in Henry Law Park and the musical instruments were repaired at Adventure Park. A wooden ramp at Woodman Park was inspected and all the screws that were sticking up were tightened down.

Using the water truck and a hand-held sprayer, the watering of the trees, whiskey barrels and some flower beds continued bi-weekly. The moderate to severe drought has necessitated instituting a voluntary watering ban, so irrigation system use is discouraged. The systems at Long Hill Park, the Central Avenue Upper Square and Rotary Park irrigation systems were shut down. One sprinkler head was replaced on a softball field and all of the sprinkler heads at the Shaw's Lane ball fields, the Long Hill multi-purpose field and Rotary Park were marked prior to aeration by the contractor working for PJC Organic, the current organic turf care company vendor for the City.

Crews continued adding placards to the newer wayfinding signs announcing Dover's upcoming 400th anniversary celebrations. Thirty-five sign issues or work requests were addressed with the pedestrian island signage located on Central Ave at Fifth Street being struck twice in August, it had been struck four times in July. Empty sign posts were removed and additional wayfinding signs were installed in a few locations.

Twenty-four tree issues or concerns were responded to, with several limbs being removed or picked up and three trees being removed. An issue with décor lights along the Riverwalk were reported and addressed. A breaker had tripped and two bulbs were replaced which resolved most of the issues. A breaker was tripped in Henry Law Park which also put two décor lights out for a short period of time.

There were eight traffic signal issues in August, 1 green lens was replaced, 2 pedestrian crossing light issues were resolved and the twelve school zone lights were activated for the upcoming school year. Other complaints involved timing changes, some of which people will have to get used to encountering. Air filters were changed in all the traffic signal boxes.

Five complaints of graffiti needed to be addressed, one being the extensive graffiti on the Garrison Hill Tower. A volunteer group is coming in September to paint the tower.

Lights at the Transportation Station were taken down and cleaned and two light fixtures were replaced. One new HVAC issue was resolved, shelving was constructed and installed in a vault in the Planning Office. Employees addressed ten requests to move items – including moving bikes from the Police Department to Public Works for the bike auction, seven deliveries of supplies, seven keys being issued, and the monthly elevator and fire extinguisher inspections being conducted.

The annual State elevator inspection of July resulted in the elevator at City Hall being out of commission for just over a month. The hydraulic piping had started to leak and the piping needed to be replaced. This project required the floor in the atrium to be excavated as the pipe was not sleeved and also had 90-degree elbows allowing the piping to be routed over a large section of granite. This may have been part of the foundation for the Opera House which burned in 1933. The Utilities crew worked to cut a groove in the granite that would allow a sleeve to be installed and the new piping run through it. The elevator has been restored to service.

The restoration of the City Hall clock tower is slated to begin early in September. This project is being handled by Careno Construction. The tower will be stripped and repainted and the gilding on the dome will be applied after the dome is properly prepared. The hands of the clock will be repainted before being reinstalled.

The City of Dover flag at City Hall was taken down for the raising of the Indonesian flag on August 17th, celebrating Indonesian Independence Day.

<i>Facilities & Grounds</i>	Burials Ash	Burials Full	Service Calls	Work Orders
<i>August 2021</i>	6	1	109	184
<i>September 2021</i>	8	3	97	180
<i>October 2021</i>	9	2	84	177
<i>November 2021</i>	8	3	62	113
<i>December 2021</i>	1	1	85	128
<i>January 2022</i>	1	4	80	121
<i>February 2022</i>	0	1	58	102
<i>March 2022</i>	2	1	88	135
<i>April 2022</i>	2	3	85	144
<i>May 2022</i>	5	3	94	191
<i>June 2022</i>	6	2	95	154
<i>July 2022</i>	7	4	88	148
<i>August 2022</i>	10	1	101	175

Administration:

Community Services Electrician installed 2 programmable electric vehicle charging stations at the public works facility on Mast Road. The charging stations can be controlled remotely via a cell phone application, which can help monitor and control the charging rates, but will also track mileage and electrical consumption in order to more accurately track actual running-costs for the department's electric vehicles.

Community Services used an online service through Polco for the first time to conduct a resident survey about any concerns or infrastructure deficiencies that could be addressed through the pending CIP projects to reconstruct the street and add sidewalks.

Since the onset of the Covid-19 pandemic, Community Services has perpetually had Truck Driver vacancies for either its Streets or Utilities Divisions. Entry-level positions require maintenance of a CDL-B, commercial driver's license, which authorizes staff to operate all plowing equipment and dump trucks. In the current workforce, with inflationary wage-scale, it has been difficult to find CDL-approved drivers willing to come work for the City. Thankfully, over the last month, staff has successfully added 1 CDL-B driver to the Streets Division, and have started CDL candidates in both the Utilities and Streets Divisions. Personnel are starting at a lower level of "laborer" and management has instituted an in-house training program that complies with the Federal Motor Carrier Safety Administration that helps management fast-track candidates towards the obtainment of the CDL licenses.

Community Services is also facing a couple of signification retirements, with Office Manager Stacey Hager leaving after 24 years of service, and Deputy Director Bill Boulanger is slated to leave in October after 35 years of service. The Office Manager position has been filled, with Dover resident Susan Murphy taking over and going through extensive training.

Executive Department

City Manager's Office

During the month of August, two Department Head meetings were conducted. Department Head meetings entail all department heads gathering to discuss what is going on in each of their departments, and it is a time where conversations can take place across departments. It is a great way for departments to get organized together and get input on City Manager expectations.

Also during the month, a Coordinating meeting took place. Coordinating meetings take place once a month in the City Manager's Office so that the City Manager, Community Services Director, City Engineer, Planning Director and the Assistant City Manager, on behalf of Business Development, can collaborate on various projects.

A big focus in August for various departments was the gathering of information for the final Capital Improvement Projects document produced by the Planning Director. Much collaboration took place in the City Manager's Office throughout the month.

The City Manager's Assistant (CMA) processed 8 Worker's Compensation Claims and continued to monitor and update all open claims throughout August. The CMA gathered information from various departments and processed seven job postings, monitored new position and/or new hire physicals and background/motor vehicle checks for 8 employees. This ensures all employees and/or applicants were able to move on in the hiring process.

Human Resources Division

September Employment Anniversaries with the City of Dover

Employee Name	Department / Division	Number of Years
Tremblay, Carolyn	Library	37
Maxfield, James H	Fire	28
Berry, Lisa M	Recreation	25
Bessette, Colleen E	Executive	24
McNulty, Patrick K	Recreation	23
Hilton, Warren E	CSPublic Works	22
Meyers, Kathleen B	Executive	20
Treadwell, Cynthia L	Finance	18
Nadeau, Mark R	Police	13
Mitrushi, Alexander K	Police	10
Simmons, Patrick S	Fire	10
Fontaine, Lauren E	Finance	9
Young, Gretchen A	CSPublic Works	8
Carpenter, David A	Planning	7
Mitchell, Casey S	CS WWTP	7
Moran, Kelly A	Library	7
Neenan, Ryan W	FG	6
DiOrio, Anthony M	CSPublic Works	4
Chambers, Jordan C	CSPublic Works	3
Gore, Bryon	Police	2
Jacobson, Maxwell	CSPublic Works	2
Reno, Kayla	Fire	2
Shoer, Molly E	Police	2
Wensley, Izabelle A	Police	2
West, Robert	Fire	2
DeGrace, Amelia B	CSPublic Works	1
Greene, Scott	CSPublic Works	1
Kaspari, Jackson H	Planning	1

August Employment Separations: 2

5 = Recreation Department

August Employment Hires: 13

03 = Community Services

01 = Finance Department

08 = Fire Department

01 = Recreation Department

Information Technology Division

Office of Information Technology, including Police IT staff, managed a total of 2821 IT Support Tickets, averaging 235 per month for FY2022. The majority of tickets were created in the Police, Community Services and Finance departments.

For the start of FY2023, average monthly IT Support tickets is 271. Police, Community Services, Fire & Rescue and Finance submitted the largest amount of requests during July and August 2022.

All municipal alarm lines have been migrated to new vendor as a result of bid B21061 Telecommunications.

New fiber services to support municipal wide area network was installed as a result of bid B21061 Telecommunications. New network hardware is currently being configured to support this network.

Municipal desk phone services are in the process of being migrated to new vendor, Ring Central, as a result of bid B21061 Telecommunications.

IT staff continued work on the Cybersecurity budget as it relates to ARPA funding for projects listed below.

- ★ Jul – Oct 2022: Rollout of new VoIP solution is partially funded by ARPA. New solution offers resiliency in the event of a local communications failure.
- ★ Aug 2022: Renewal of current Enterprise backup system for five (5) years.
- ★ Aug 2022: Use of funds to support Police Dispatch communications.
- ★ Aug 2022: Purchase and receipt of new security devices for SCADA network via State of NH contract.
- ★ Sep 2022: Request for quote for network switch upgrade via State of NH contract.
- ★ Jul - Sep 2022: Request script change to refined daily deposits of permit, plan and licensing revenue. EnerGov application has allowed applicants to apply, receive invoice, pay, receive receipt of payment and most importantly requested documentation all online. This is offers a significant enhancement in customer service as well as better tracking of fee generation, invoicing and payment collection.

Media Services Division

In August, 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; and previews of upcoming meetings of public bodies.

Media Services produced numerous election updates as part of the Dover Votes! Initiative. These include a dedicated, online resource for the State Primary and General elections, updated voter guides, and information across city newsletters and social media about polling places, absentee ballots, how to register to vote, supervisors of the checklist, and much more.

Media Services produced five episodes of the Dover Download podcast in August. Dover Download is a weekly look at what's happening in Dover, hosted by Deputy City Manager Christopher Parker. August's topics included a conversation about the role of the Planning Department and Planning Board in citywide development; a look at the city's Resilient Dover initiative; a conversation with COAST Executive Director Rad Nichols about public transit; and a deep dive into how Dover protect's its public water supply and resources. The podcast has seen continued growth each month, and is reaching both younger and older audiences.

Media Services staff produced a series of back-to-school videos with public school principals, providing information about what parents, caregivers and students could expect in the new school year. The videos were the most-viewed content in August.

Media Services in August continued to explore technical specifications for the planned redesign of the city's public-facing website.

In August, Media Services sent out 68 email newsletters, including the weekly editions of Dover Download, special alerts, departmental and project updates. These newsletters are designed to help communicate a wide variety of information to the public, of general interest and for specific projects and topics, and to instill the city's commitment to community stewardship. More than 250 updates were posted to social media and other external communications platforms.

Media Services in August distributed 76 news releases across multiple platforms for other city matters, including ongoing projects and special announcements.



Media Services was present to handle the photo op at the Indonesian Flag raising.

Finance Department

Administration

In August, Finance Executive Secretary, Leah Goelzer attended the GFOA's Treasury Management course on 8/10-8/12 and the Internal Controls course on 8/17-8/18. Both of these courses were virtual.

In August, Deputy Finance Director, Ann Legere, attended a "How Public Services are Funded In NH" in person class as part of the 2022 NH Government Accounting Certificate Program.

City Clerk Tax Collection

During the first week in August, City Clerk/Tax Collector Susan Mistretta attended the NHTCTCA Certification class in Concord. Susan has now received her Tax Collector Certification.

The City Clerk's office is busy preparing for two upcoming elections: the New Hampshire Primary on September 13th and the General Election on November 8th. Absentee Ballots are available and many Dover voters are coming into the office to request them. Staff is also seeing an influx of college students, who are registering to vote and often also requesting an absentee ballot.

During the week of August 22nd, in addition to their usual work helping customers, the staff in the City Clerk's office processed approximately 11,000 letters which were mailed to inform Dover citizens of their new polling place. The polling places have been updated as follows:

WARD 1...FRANCES G. HOPKINS SCHOOL, 78 HORNE ST
WARD 2...DOVER ICE ARENA, 110 PORTLAND AVENUE
WARD 3... WOODMAN PARK ELEMENTARY SCHOOL, 11 TOWLE AVE
WARD 4...GARRISON ELEMENTARY SCHOOL, 50 GARRISON ROAD
WARD 5...DOVER MIDDLE SCHOOL, 16 DALEY DRIVE
WARD 6...THE HELLENIC CENTER, 219 LONG HILL ROAD

On September 1st the Clerk's office, in conjunction with several Ward Moderators, tested the September 13th Primary Ballots. This testing is done for every election, helping to ensure that the voting machines are correctly programmed to tabulate results.

Purchase Orders over \$5,000:

Department/Division	PO Date	Vendor Name	Amount
Finance Dept	8/3/2022	SPRAGUE OPERATING RESOURCES	\$121,277.00
Finance Dept	8/22/2022	STATE OF NH-DES-WATER DIVISION	\$83,357.15
Finance Dept	8/22/2022	STATE OF NH-DES-WATER DIVISION	\$84,015.49
Finance Dept	8/22/2022	US BANK NATIONAL ASSOCIATION	\$91,595.63
Finance Dept	8/22/2022	STATE OF NH-DES-WATER DIVISION	\$133,823.13
Finance Dept	8/22/2022	US BANK NATIONAL ASSOCIATION	\$138,681.25
Finance Dept	8/22/2022	STATE OF NH-DES-WATER DIVISION	\$186,300.00
Finance Dept	8/22/2022	STATE OF NH-DES-WATER DIVISION	\$193,314.29
Finance Dept	8/22/2022	US BANK NATIONAL ASSOCIATION	\$213,650.02
Finance Dept	8/22/2022	STATE OF NH-DES-WATER DIVISION	\$239,499.67
Finance Dept	8/22/2022	US BANK NATIONAL ASSOCIATION	\$266,453.29
Finance Dept	8/22/2022	STATE OF NH-DES-WATER DIVISION	\$300,586.18
Finance Dept	8/22/2022	STATE OF NH-DES-WATER DIVISION	\$465,181.48
Finance Dept	8/22/2022	STATE OF NH-DES-WATER DIVISION	\$612,268.01
Finance Dept	8/22/2022	US BANK NATIONAL ASSOCIATION	\$728,681.25
Finance Dept	8/22/2022	US BANK NATIONAL ASSOCIATION	\$751,595.64
Finance Dept	8/22/2022	US BANK NATIONAL ASSOCIATION	\$1,913,650.00
Finance Dept	8/22/2022	US BANK NATIONAL ASSOCIATION	\$3,635,784.38
Finance Dept	8/22/2022	US BANK NATIONAL ASSOCIATION	\$6,537,409.37
Finance Dept	8/25/2022	ZOLL MEDICAL CORPORATION	\$57,089.88
Info Tech	8/22/2022	SABA SOFTWARE CANADA, INC.	\$32,709.60
Info Tech	8/29/2022	RED RIVER TECHNOLOGY, LLC	\$32,040.00

Community Services	8/5/2022	CARENO CONSTRUCTION COMPANY LLC	\$576,000.00
Community Services	8/11/2022	HALEY WARD, INC.	\$96,500.00
Community Services	8/17/2022	JORDAN EQUIPMENT CO.	\$37,856.50
Community Services	8/18/2022	SUR CONSTRUCTION, INC.	\$33,310.00
Community Services	8/25/2022	DIMMICK GROUP PETERBILT	\$27,225.00
Community Services	8/25/2022	WASTE MANAGEMENT OF NEW HAMPSHIRE	\$614,750.00
Community Services	8/25/2022	WASTE MANAGEMENT OF NEW HAMPSHIRE	\$1,446,761.81
Community Services	8/31/2022	HEG,INC. / HAFFNERS	\$30,821.60
Community Services	8/31/2022	THE DIRT DOCTORS, LLC	\$46,500.00
Community Services	8/31/2022	HEG,INC. / HAFFNERS	\$50,100.00
Fire and Rescue	8/24/2022	STATE OF NH-DOT	\$48,000.00
Planning	8/18/2022	RESILIENCE PLANNING & DESIGN	\$34,980.00
Police	8/4/2022	COMPUTER SQUARE, INC.	\$49,008.75
Recreation	8/11/2022	DOVER 400	\$100,000.00

Bid Solicitation:

Department	Bid #	Bid Date	Description
Community Services	Q23-001	8/1/2022	Acute Aquatic Toxicity Testing
Community Services	B23-002	8/1/2022	15-20 Ton Equipment Trailer
Community Services	Q23-003	8/1/2022	Laboratory Testing
IT/Community Services	Q23-004	8/1/2022	Firewall- SCADA
Executive	B23-005	8/22/2022	Occupational Health Services
Community Services	B23-006	8/30/2022	Stand By Generator Maintenance
Finance	B23-007	8/31/2022	Multifunctional Printer, Copier & Fax
Community Services	B23-011	8/29/2022	Duramag Body
Police	B23-019	8/31/2022	Thermal Monocular

Fire & Rescue

Calls for Service / Activity Statistics

Fire & Rescue responding to 604 calls for service, an average of over 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 emergency 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 simultaneous calls can generally be handled, depending on the nature of the incidents, the number of crews that are committed to each call, and the locations of the calls.

In the month of August, there were 181 times when 2 calls occurred simultaneously, and 76 times when 3 or more calls occurred at the same time.

In addition to the number of emergency and other assistance calls handled by the shift in 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 the role and responsibilities of the incident commander during a fire or other major emergency. The Command responsibilities include but are not limited to maintaining accountability of all personnel on scene, safety of all personnel on scene, incident operations, resource management, interagency coordination, resource staging & deployment.

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 **August**, a Chief Officer was summoned to respond with the duty shift to **15** emergency calls. **8** of these calls occurred either after regular business hours or on the weekend.*

Fire & Rescue Calls for Service:	Month	Number of Calls	Simultaneous 2 calls	Simultaneous 3/+ calls
Fires, Medical Emergencies, Hazardous Conditions, False Calls and Non-Emergent requests.	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
	July 2022	566	168	50
	August 2022	604	181	76

Fire & Rescue Mutual Aid	Month	Ambulance Given	Ambulance Received	Fire Given	Fire Received
Given and Received	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	14	13	10	02
	June 2022	18	21	02	01
	July 2022	28	09	02	00
	August 2022	19	25	01	01

This month, the Fire Department has assisted Partner EMS Services with Mutual Aid responses to their service areas. The four different service areas were:

Municipality Assisted EMS Service

<i>Rochester</i>	Frisbie EMS
<i>Rollinsford</i>	York Ambulance
<i>Somersworth</i>	Stewart's Ambulance
<i>South Berwick</i>	York Ambulance

Below is a summary of Emergency Medical transports, listed by the receiving facility that the patient was transported to in the month of **August, 2022**.

Facility	State	# of individuals
Wentworth Douglass Hospital	NH	260
Free Standing ER – Dover (HCA)	NH	40
Frisbie Memorial Hospital	NH	05
Portsmouth Regional Hospital	NH	11
Mass General Hospital	MA	00
Brigham and Woman's Hospital	MA	00
Boston Children's Hospital	MA	00
Maine Medical	ME	00
York Hospital	ME	01
Exeter Hospital	NH	01
Elliot Hospital	NH	00
Total Transports		318
Non Transports/Sign offs/Refusal of Care		142

Inspection Services in August had a total count of 581 inspections conducted and 86 permits issued. Here is the Inspection Services activity breakdown:

Inspections & Permits	
Life Safety Inspections	70
Business Inspections	21
Sprinkler / Alarm Inspections	41
Building Inspections	143
Electrical Inspections	84
Plumbing / Mechanical Inspections	91
Blasting Inspections	00
Health/Housing Standards Inspections	68
School / Daycare Inspections	61
Oil Burner Inspections	02
Woodstove / Fireplace Inspections	00
Building Permits	76
Blasting Permits	00
Certificate of Occupancy Permits	10

General updates

Chief McShane was selected by the New Hampshire Fire Standards and Training Commission as a member of the Fire Officer III and Fire Officer IV Visiting Committee. The Committee was established to develop a Fire Officer III and Fire Officer IV curriculum. This curriculum provides executive fire officer education in areas of Leadership, Professional Development, Communications, Legal Issues, Human Resources, Intergovernmental Relations, Budget and Finance Issues, Strategic Planning, Working in the Community, Managing the Code Enforcement Process, and Emergency Management; Community Risk Reduction; and Response Planning. The first committee meeting was held on August 11th.

Deputy Chief Chabot held weekly meetings with CSI personnel in effort to develop Fire & Rescue's Computer Aided Dispatch and Records Management System (CAD/RMS). Fire & Rescue has struggled to operationalize the CAD/RMS system since its inception over a year ago. Deputy Chief Chabot has taken on this responsibility and has spent countless hours in developing the system. His efforts have yielded significant progress.

On August 16th, Chief McShane met with Wentworth Douglass Hospital's newly hired Emergency Preparedness Manager Scott Carpenter, and EMS Coordinator Brian Nicholson. Emergency Preparedness Manager Carpenter, EMS Coordinator Nicholson and Chief McShane will be working closely in the development of interagency emergency and disaster management.

Deputy Chief Chabot attended the Unitil 2022 Natural Gas Emergency Response Seminar. This Seminar was a collaborative training with 15 regional fire departments in attendance. The training provided information on the Unitil infrastructure including pipelines, distribution stations, emergency response and services available to communities in the event of a natural gas emergency.

In late August an elderly woman was injured when her vehicle rolled onto its side on Central Ave. Fire & Rescue crews stabilized the vehicle to prevent it from rolling onto its roof, then extricated the patient from the vehicle using hydraulic cutters. The hydraulic cutters were used to remove a portion of the roof to provide access to the patient and to remove her from the vehicle. The patient was transported to the hospital by Fire & Rescue paramedics.



Not all emergencies come in big packages. You never know who may walk through the door, or who may be carried through the door. Members of Fire & Rescue were literally presented with a tight situation. Two happy humans and one happy pup left the South End Station after a nerve-racking experience.



Dover Fire & Rescue continued operating under its reduced response plan for the first six months of 2022 in effort to limit personnel exposure to COVID-19. Even with the reduced response plan in place for six months of this year, Dover Fire & Rescue has responded to 4,881 calls for service as of September 15th. Projecting the current call volume for 2022, Dover Fire & Rescue expects to realize a call volume that wasn't anticipating would be reached until three years from now.

August 4th, Chief McShane and Division Chief Irwin attended the monthly meeting of the Seacoast Chief Fire Officers Mutual Aid District, conducted at Seabrook Station's Emergency Operations facility at Pease. The primary topic of this session was the restructuring of the Seacoast Technical Assistance Response Team (HazMat) municipalities' budgetary assessments.

From August 8th-12th, Division Chief Irwin attended the International Association of Fire Fighters' 56th Biennial Convention in Ottawa, ON, Canada. In addition to attending the Union's General Business sessions, Division Chief Irwin attended "round-tables" on topics, including Cancer awareness/prevention/research, Financial Wellness, Wildland Urban Interface, and Mental Health.

Dover Fire & Rescue assisted Dover Police with their National Night Out event by bringing a fire engine, and personnel to interact with and educate the public with who they are and what they do. National Night Out is an annual event that works to build relationships between communities and law enforcement. This event brings Dover PD (and Fire & Rescue) personnel closer to the community members. One of the goals of National Night Out is to educate the public that police officers are their friends and they are there to assist the public.

Chief McShane, Division Chief Golding, and Paramedic Jason Nicoll met with Dover High School Principal Peter Driscoll and Career Technical Center (CTC) Director Kori Kennedy, to coordinate the CTC Firefighter Program for the 2022-2023 school year. Division Chief Golding will assume the responsibility of Fire & Rescue's coordinator for the CTC's Firefighting and EMT programs. Firefighter/Paramedic Jason Nicoll has taken on the role of the Firefighting Program's lead instructor.

Chief McShane also met with Principal Driscoll numerous times throughout the month of August to coordinate the CTC Emergency Medical Technician (EMT) program. For the first time in two years, the CTC will be offering the EMT program again. Wentworth Douglass Hospital's Emergency Medical Services Coordinator, Brian Nicholson has taken on the role of the EMT Program's Instructor/Coordinator.

Firefighter "big brother" Cole Poth is pictured to the right with his "little brother" Breydan at Breyden's fourth grade commencement ceremony. Firefighter Poth volunteers his time to mentor his "little brother," Brayden through a program offered by Big Brothers Big Sisters of New Hampshire (BBBSNH).

"Congratulations to all our Littles as they continue to soar to new heights as they reach their fullest potential. Thank you to our Bigs for leading the way."
- BBBSNH

"Thank you, Cole, for providing invaluable mentorship to your Little." -Chief McShane



Since 1966, Big Brothers Big Sisters of New Hampshire has been changing lives – one friendship at a time. Mentoring gives youth the inspiration and confidence needed to achieve their dreams, provides parents with a network of support, and offers volunteers the opportunity to make a big difference in someone else's life.

Engine Company 1 spent part of the day with kids from Dover Housing Authority's summer camp. Pictured right is Paramedic/Engineer Josh Ambrose providing a tour of Engine 1 and explaining what some of the equipment is used for.

On August 5th, Ladder 3 provided some relief for the children who were attending a soccer camp by spraying them with water from the master stream on the aerial ladder. This is an annual event that Fire & Rescue has been providing for many years.

On August 18th Fire & Rescue visited the Seymore Osman Community Center to provide a demonstration to the kids, showing them the fire engine, firefighter turnout gear, and tools & equipment that firefighters use.



On August 24th Fire & Rescue provided a fire engine to assist in leading the procession of a Dover Housing Authority bike parade.

After meetings with Planning Director Benton, and Deputy City Manager Parker, Chief McShane completed Fire & Rescue's 2024-2029 CIP proposals. Chief McShane also worked with Deputy Finance Director Legere, and the City Manager to coordinate the purchase of a used ambulance, EMS equipment, medical supplies, fire suppression tools and equipment for the ambulance, and personnel expenses using ARPA grant funds. Fire & Rescue also purchased a new ambulance utilizing CIP funds as part of Fire & Rescues scheduled vehicle and equipment replacement program.

The National Fire Protection Association Standards require fire service agencies to conduct annual pressure tests and inspections of all fire hose. This process takes personnel approximately two months to complete and is completed by suppression personnel in between training and emergency service calls.

In August, all Fire & Rescue personnel were fitted to new turnout gear as part of the FY23 CIP. Captain Comeau worked with the vendor to get all personnel sized and estimates produced in a time-frame that will allow Fire & Rescue to place the order before an expected price increase this fall.

Dover Fire & Rescue held a Pro-Board Certified course on Driver/Operator -Aerial Apparatus for Fire & Rescue personnel. This program was a New Hampshire Fire Academy sponsored course which utilized Dover Fire & Rescue Personnel who are also New Hampshire Fire Academy Instructors to teach this program right here in Dover. The completion of this course was the third Driver/Operator course to be held in Dover and marks a significant achievement in the department's training program for driver/operators. The three courses that were held in Dover, specifically for Dover personnel were: Driver/Operator-All Vehicles, Driver/Operator-pump Apparatus, and Driver/Operator-Aerial Apparatus. All three courses are included in the list of prerequisites to be eligible to take the reclassification examination for Engineer. Recently promoted Lieutenant Rob Downs was the coordinator of the program as well as an instructor.

Three Fire & Rescue personnel attended a series of Trench Rescue trainings. The Trench Rescue program provides personnel with the knowledge, skills, and abilities to perform highly technical rescue operations. Those who complete this program earn a Firefighter Level III Pro Board Certificate.

Monthly EMS training is provided for all personnel. This training program is designed to assure Fire & Rescue personnel remain highly skilled and well-informed patient care providers. The EMS training topic in August was care and management for penetrating trauma injuries.

On August 23rd, Chief McShane held a casual lunch with Inspection Services personnel. The purpose of this lunch was two-fold. To thank Inspection Services personnel for their support during such a busy time within the department and their cooperation and assistance in a seamless transition with moving their office spaces. Secondly it was to enhance comradery and have a few laughs together.

Eight firefighters began their career with the City of Dover Fire & Rescue Service. The hiring of eight firefighters is in support of the City's initiative to provide a third front-line ambulance. Dover Fire & Rescue is extremely proud to announce beginning on Sunday September 18th at 8:00 am, all three stations will have a fire apparatus and an ambulance staffed. Please welcome them as they join the Dover Fire & Rescue family.

On August 22nd, Dover Fire & Rescue made five promotions. Please join us in congratulating the following personnel on their promotions.

Captain David Hanna to Assistant Chief



Lieutenant David Golding to Division Chief of Training & Safety



Lieutenant Marc Plante to Captain, "B" Shift



Engineer/Paramedic Patrick Simmons to Lieutenant, "B" Shift



Engineer/Paramedic Robert Downs to Lieutenant, "D" Shift



Below are new personnel that have been hired in the Fire Department:



Ian Bowman, a resident of Dover comes to DF&R with experience from Rollinsford FD and McGregor Memorial Ambulance where he has served as FF and EMT. Ian has completed his AEMT training and is scheduled for the National Registry test in September. Prior to joining DF&R, Ian was a partner in a general contracting business.

Lilah Cherim comes to DF&R as a FF/AEMT with experience working as a Career Firefighter for the past two years at Rochester FD. Prior to that, Lilah served as a call firefighter with Durham FD. Lilah actively serves with the U.S. Marine Corps Reserves and has done so since 2018.

Joshua Crampsey comes to DF&R with experience working as Career Firefighter/AEMT with Lee FD. Joshua began his fire & EMS career in 2012, gaining experience working part-time at Strafford FD, full-time for Cataldo Ambulance on a 911 unit, and per-diem with Newbury FD.

Zachary Phipps attended the Fire Science program at Southern Maine Community College where he participated in the Live-In-Program. Following, Zachary worked per-diem for Gray, ME Fire & Rescue as a FF/EMT. Zachary also has gained experience with North Berwick FD and North Berwick Rescue.

Brian Tully, a Dover resident comes to DF&R with experience as a Career Firefighter at Hanahan FD in South Carolina. Prior to moving to SC, Brian gained experience working for private ambulance services and volunteering for Amherst, NH FD for nine years. After moving back to NH, Brian has been with Rollinsford FD and Newcastle FD serving as a FF/EMT.

Hunter Stevens comes to DF&R as a FF/EMT. Prior to joining DF&R, Hunter served as a call-firefighter at Durham FD. Prior to joining DF&R, Hunter was employed by Wentworth Douglass Hospital.

Keegan Ricker, a Dover resident comes to DF&R after serving as a Career Firefighter/AEMT with Wells, ME FD. Keegan has also gained experience working per diem at Kennebunk Fire & Rescue, and as a student in the Fire Science program at Southern Maine Community College.

Sierra Rodenhuis comes to DF&R as a FF/AEMT. Prior to joining DF&R, Sierra was a Career Firefighter at Franklin FD, and per diem firefighter at Farmington Fire & Rescue. Sierra attended Lakes Region Community College studying Fire Science. Prior to attending Lakes Region Community College, Sierra attended Dover's CTC FF program.

Planning & Community Development

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

City Staff met with the Tri-City Mayors group about InvestNH opportunities. City staff helped support, field questions, and help the building permit process for the private developers applying for InvestNH funds.

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. The Planning Board approved the recommendation to Council at their July 26th meeting. Public hearing at the Council level should occur in September.

Planning staff are working with the Arts Commission to add art work throughout the community, including potentially on the Community Trail in the tunnel near the indoor pool and Children's Museum of NH, and scheduling a chalk-walk in September.

Zoning Administrator Kypfer attended a virtual training by the American for the Arts entitled "AEP6 Eligible Organizations Training: Opportunities & Successes" on August 4, which is related to the months-long survey currently being undertaken by the Dover Arts Commission. She had a follow-up telephone call with an AEP6 program contact, Dr. Genna Styles-Lyas, on August 17.

Members of the Vision Chapter Steering Committee were approved by the Planning Board on August 23.

Resilience Manager Kaspari staffed the Conservation Commission meeting on August 8th and presented a proposed mitigation priority list with the assistance of Environmental Projects Manager Young.

Resilience Manager Kaspari staffed the Energy Commission meeting on August 17th where the Energy Commission received a presentation from Architect Art Guadano on upcoming changes to the New Hampshire Building Code. Kaspari has been planning the next EV Show with the Commission in collaboration with the Greater Dover Chamber of Commerce which is set to occur as part of the 2022 Apple Harvest Day.

Resilience Manager Kaspari worked with Project Manager Bird to receive input regarding electric vehicle charging as part of the Waterfront Development.

Resilience Manager Kaspari staffed the Open Lands Committee meeting on August 25th. During the meeting focus was placed on future outreach events, the launch of a new easement monitoring platform and pending conservation easement projects.

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. Planning staff are assisting CPI Management Inc and the public part of the development to meet the Planning Board conditions of approval.

Council approved award of bid on August 10 for Resilience Planning and Design to provide consulting services for the Vision Chapter update. The Vision Chapter Steering Committee will have their first meeting in September.

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 in July.

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. Staff, the consultant, and staff from NHDOT met in August about next steps.

The Conservation Funding 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.

Director Benton worked with City staff to compile the Capital Improvements Program (CIP) requests into a working draft of the Capital Improvements Program for review by the CIP Committee.

Director Benton compiled a report for Impact Fees spent over the past year with the assistance of the Deputy City Manager and Finance Department.

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 782 Facebook followers (City of Dover NH Planning) and 905 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 3,042 likes and 3,344 followers).

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

Planning and Media Services staff continued to develop and enhance an electronic "newsletter" for planning related items. Content included meeting summaries, meeting previews, Master Plan updates, 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.

On August 23rd, Director Benton recorded a podcast regarding the Capital Improvements Program for the Dover Download podcast with the Deputy City Manager.

Planning staff shared news of the upcoming Mark II Solar System installation on the Dover Community Trail Facebook page. The post reached 14,737 individuals.

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. The exhibit was delivered on August 8 and the Planning and Community Services staff are collaborating on installation in September.

Outreach Coordinator Bassegio held a Public Input session on August 16 for Community Trail abutters regarding a gate replacement.

Resilience Manager Kaspari and Outreach Coordinator Bassegio checked on the progress of the Dover Community Oyster Garden. This garden offers an educational opportunity for residents who are also able to participate in weekly workshops run by The Nature Conservancy.

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 continued making changes until the Chapter was adopted by the Planning Board in June. Staff is working with the consultants on an editable tracker to update progress on action steps.

Resilience Manager Kaspari collaborated with Environmental Projects Manager Young and NH Sea Grant Staff to submit a letter of intent regarding a grant application for the National Marine Debris Challenge. If awarded, the grant would support the distribution of 10,000 covered recycling totes and assist with a study probing the efficacy of covered bin recycling on the reduction of plastic marine debris.

Resilience Manager Kaspari attended a Stafford Regional Planning Commission Resiliency Subcommittee meeting on August 4th. The focus of the meeting was to plan the next Resiliency Roundtable Session which is designed to educate the public and municipal stakeholders on various resiliency topics. The next Roundtable titled “Protecting Our Local Food Systems” will be held on September 23rd.

Zoning Administrator Kypfer attended a virtual FEMA training entitled “Mapping 101: Skill Share Workshop” on August 8, 2022.

Resilience Manager Kaspari participated in a series of meetings for the Community Power Coalition of New Hampshire.

Resilience Manager Kaspari provided feedback on the New Hampshire EV Toolkit which will be a valuable resource for Dover and other communities in New Hampshire looking to expand their EV related infrastructure.

Resilience Manager Kaspari attended a CoastWise program workshop from August 22nd – August 24th. The workshop included elements related to coastal resilience, use of alternative energy as well as DEIJ components.

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

Director Benton and Community Development Planner Carpenter met with staff from Dover Housing Authority to discuss housing and potential future projects.

City staff supported applicants with their InvestNH applications and helped to ensure Building Permits could be issued.

Community Development Planner Carpenter began working on CDBG programmatic changes to comply with Federal Section 3 requirements.

Director Benton participated at the Strafford County Planning Commissions Regional Housing Analysis update on August 16.

Planning staff and Engineering staff have been working with a consultant to help design an implementation plan for the Downtown Pedestrian and Vehicular Access plan.

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.

Community Development Planner Carpenter met with other NH CDBG administrators to discuss best practices.

Community Development Planner Carpenter began making programmatic changes to the business assistance arm of Dover's CDBG program.

Community Development Planner Carpenter continued work on the FY22 yearend report for HUD.

Zoning Administrator Kypfer worked on multiple ongoing complaint investigations, working in conjunction with the Planning Director, as applicable. These investigations included: multiple site inspections, responding to filed complaints, responding to general inquiries, and drafting violation letters relative to chickens/roosters, signage, screening, and junkyard-motor vehicles.

Zoning Administrator Kypfer reviewed 45 building permits in EnerGov for zoning compliance in the month of August.

City Staff has continued attending EnerGov virtual trainings/meeting throughout the month with other City staff to work through processes in the new permitting software.

Zoning Administrator Kypfer and Assistant City Planner Asciola attended a pre-construction meeting for the new Skate Park off Portland Avenue / Oak Street on August 5.

Zoning Administrator Kypfer attended a webinar entitled "HB 1661: What Local Land Use Boards Need to Know!" hosted by the New Hampshire Municipal Association on August 10.

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 August 11.

Zoning Administrator Kypfer and Assistant City Planner Asciola attended a walk-through and site visit with Engineering/CS colleagues at 45 Littleworth Road on August 24.

Zoning Administrator Kypfer and Assistant City Planner Asciola attended a pre-construction meeting at Mast Road for the Bluebird Storage off Littleworth Road on August 25.

Zoning Administrator Kypfer had a follow-up meeting with the City's Asset Management Administrator on August 25 to continue to work through parcel data and zoning discrepancies identified in the MapGeo interactive mapper and CAMA data.

Police Department

Dover Coalition for Youth

During the month of August, Coalition Coordinator Vicki Harris spent the majority of her time assisting the Police Social Worker and Dover High School Liaison Officer with planning for ACERT. She also spent a significant amount of time planning National Night Out.

The Dover Coalition for Youth continues to support drug disposal options in the community. In addition to the semi-annual DEA take back events, the Coalition shares information on social media and throughout the community about different disposal options including a permanent drop box at Wentworth-Douglass Hospital and drug destruction bags available through the police department.

In August, the Coalition provided Wentworth Hospice with drug disposal bags. The bags are distributed to patients and families as an easy way to safely dispose of medications that are no longer needed.

Dover Youth to Youth

On August 23 four members of Dover Youth to Youth gave a one-hour presentation as part of the virtual National Prevention Network conference. The workshop described the Dover youth advocacy program and many of the techniques and activities that the students use in their advocacy efforts. More than 180 attendees from all over the United States attended the presentation.



Dover Youth to Youth students present at the virtual National Prevention Network conference on August 23rd.

Dana Mitchell was invited to be a guest on a podcast for ACT Missouri's Mid America Prevention Technical & Transfer Center on August 12th. The federally funded center coordinates drug prevention training in that region, which includes the states of Missouri, Iowa, Kansas and Nebraska. The 30-minute podcast focused on youth empowerment and the process and resources needed to engage youth in substance misuse prevention.

Dover Teen Center

Total attendance at the Dover Teen Center for the month of August was 290 participants on 21 days of programming.

The Teen Center uses a 20-participant maximum per afternoon to keep within safe practices of physical distancing. Most trip days accommodate 10-13 youth.

Overall, August 2022 provided a possible 350 reservations and 290 were filled (83%), via Sign-Up Genius. These include special events and trips that had separate Sign-Up Genius events created for reservations.

TC Summer Zone 2021

The TC Summer Zone had a successful full month of trips, programs and excursions. These included, but were not limited to the following:

- Old Orchard Beach
- White Lake State Park BBQ & Swim
- Ice Cream Sundae Socials
- York Beach @ Short Sands

- Smitty's Cinema and Game Lab
- Hilltop Fun Center
- Portland Sea Dog Baseball Games
- Dover Bowl
- Alton Bay Picnic & Swim
- NH Fisher Cats Baseball Games
- Clark's Trading Post
- Palace Playland Amusement Park
- "Chill-Zone" Drop-in Days that feature games, movies and snack specials on days with no trips.

TC Facebook Page & Sign-Up Genius Portal

Continued efforts made to maintain the TC Facebook bulletin page and Sign-Up Genius scheduling portal with resources, program/schedule announcements, inspirational messaging and best practices. The TC also shares 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.

Teen Center Intern Staff Update

The Dover Teen Center had (5) summer interns on staff and a few volunteers (former TC interns that are still in the area) helping from time to time. The TC has begun welcoming fall 2022 TC Interns for their first few days, as they head into the fall semester with the program.

The Dover Teen Center received (4) new registration in August 2022.

Community Service Program

The youth community service program tracked four participants in the month August 2022. A total of 16 hours of community service work was completed with none of the participants finishing their assigned community service hours.

Diversion Program

The Diversion Committee met in August. There is one active Diversion contract which will be reviewed at the September 2022 meeting,

Special Investigations Unit (SIU)

During the month of August 2022, 17 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 3 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.

SIU detectives investigated 8 unattended death in August 2022.

In August 2022, 3 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. During August 2022, investigators arrested two Dover residents for Sale of Controlled Drugs. Several other drug investigations are ongoing.

In August 2022, SIU detectives investigated an assault which included the discharge of a firearm. At the conclusion of the investigation, an adult male from Dover was charged with multiple felony offenses.

After an SIU investigation, detectives arrested a Dover woman for assaulting a juvenile.

SIU detectives attended 7 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.

In August 2022, SIU detectives and members of the New Hampshire Internet Crimes Against Children Task Force executed a search warrant at a Dover residence for evidence of child sexual abuse images. This case remains under investigation.

SIU detectives referred 26 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 August, 2 of these investigations were on-going.

At the end of August 2022, SIU detectives had 54 open investigations.

Community Response & Engagement Unit (CREU)

Throughout the month, 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, walking the community trail, and checking numerous city owned parks and woodlands. Sergeant Mitrushi also brought Police Social Worker Kaitlin Jones out to campsites to meet directly with the unhoused residents to provide one-on-one interactions to provide referrals to social services they may need.

Throughout the month of August, Sergeant Mitrushi was the point of contact for any reports or issues associated with violent crime fueled by substance misuse. Any report taken by an officer or an anonymous complaint filed via Crimeline was forwarded to Sergeant Mitrushi for investigation or follow-up. These cases are on-going.

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 ACERT program is designed to provide assistance to youth affected by Adverse Childhood Experiences. On August 11, 2022, Sergeant Mitrushi met with Superintendent of Schools William Harbron to discuss the school's role in the ACERT program. On August 29, 2022, Sergeant Mitrushi, Kaitlin Jones, and Officer Shoer presented the program to the entire school administration and teachers at their back to school assembly.

Sergeant Mitrushi continued to work with the Dover Mental Health Alliance and participated in virtual meetings throughout August. 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.

On August 22, 2022, Sergeant Mitrushi attended the Graffiti Management Committee meeting to which he is the staff liaison. The committee continued to discuss cleanup efforts and effective ways to manage graffiti in the City of Dover.

Sergeant Mitrushi is the Mental Health & Wellness Coordinator for the department. He continued to encourage officers and civilian staff to participate in the "Monday Runday" program. The group continued to grow throughout August with new members attending each week. The group meets on their own time. The department conducts a

fitness exam for each sworn officer annually and a 1.5 mile run is one of the events. Sergeant Mitrushi hopes that this initiative will help department personnel train for their annual run. Sergeant Mitrushi also conducted the physical fitness exam for four officers in August.

Sergeant Mitrushi created 5 social media posts in the month of August

Dover High School Liaison Officer

During the month of August, Officer Shoer spent a significant amount of time in trainings pertaining to her role as an SLO, as well as working in the Community Response and Engagement Unit developing the ACERT program. She also assisted with homeless and mental health outreach.

On August 29th, Officer Shoer returned to Dover High School for the start of the school year. During the district wide meeting, Police Social Worker Jones, Sergeant Mitrushi, Officer Berdecia, and Officer Shoer presented the ACERT program to the district. The program is set to launch on or about October 1, 2022 as the ACERT team finishes some final development pieces of the program.

On August 31st, the students returned. There were no calls for service before the students were released for the long weekend.

Dover Middle School Liaison Officer

Officer Luis Berdecia has been assigned as the Dover Middle School Resource Officer. Officer Berdecia was chosen based on his law enforcement experience, outgoing personality and his commitment to community policing. Officer Berdecia has been a police officer for five years and has experience as a D.A.R.E. instructor. In addition to his responsibilities at the Dover Middle School, Officer Berdecia will also provide regular visits to and be the point of contact for the City's three elementary schools during his school day.



Officer Luis Berdecia

Whittier Falls Liaison Officer

On August 2nd, Officer Cooper participated in the National Night Out event. There,

she met with

members of the community, to include DHA residents.

On August 24th, Officer Cooper and Detective Martuscello attended the DHA Annual Bike Parade. At the event, Officer Cooper and Detective Martuscello were able to interact with residents and registered nine bicycles.



Detective Molly Martuscello (far right) participates in the annual Dover Housing Authority Bike Parade.

On August 25th, Officer Cooper responded to Edgar Bois Terrace for a welfare check. The resident was contacted earlier in the month and there were concerns about her cognitive abilities. Kaitlin Jones, the Dover Police Department Social Worker, called in the welfare check after talking with a family member. From the residence, Officer Cooper communicated with Jones, the DHA social worker, and a member from Bureau of Elderly and Adult Services (BEAS). Ultimately, the elderly resident was transported to the hospital for an evaluation and BEAS advised they would follow-up. This particular call for service is a great example of interagency cooperation with the intention of providing the best possible outcome for the resident.

Police Social Worker (PSW)

The department's Police Social Worker, Kaitlin Jones had 15 new cases in August and 8 cases carried over from previous months. In total, PSW Jones has had a caseload of 100 cases since the program began in February 2022.

PSW Jones continues to send satisfaction surveys to individuals/families who have had interaction with the PSW in an effort to collect data and measure their satisfaction of the PSW program. Most recent survey included rating their experience as "excellent" across the board and the following comment:

"So wonderful to have met/talked to her (PSW Jones). Glad to have the community connection to the police department."

PSW Jones continued organizing and building the ACERT program. PSW Jones facilitated the signing of the ACERT MOU from all partners: Waypoint, Community Partners, Haven, and Greater Seacoast Community Health.

PSW Jones hosted an all partner meeting on August 9, 2022 via Zoom. In attendance: Vicki Harris, Sgt Alex Mitrushi, Ofc Molly Shoer, Jodi Langelloti (special guest from the Dover Mental Health Alliance), and representatives from Waypoint, HAVEN, and Greater Seacoast Community Health to discuss marketing strategies for ACERT. PSW Jones completed the mini scripts for partners to use for short ACERT videos explaining their role in ACERT.

PSW Jones presented at the SAU Leadership Meeting at Dover High School on August 16, 2022 to briefly discuss ACERT and to identify a direct contact at the school for all ACERT referrals when the program begins.

PSW Jones presented at the 2022-2022 Opening Assembly to the Dover High School District on 8/29/22 to formally introduce ACERT and how ACERT would collaborate with the schools.

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 will present program to the community at upcoming "99 Faces" event on October 20, 2022.

PSW Jones attended the Addiction Task Force meeting in August and assisted with developing, editing, and finalizing the county-wide Resource Guide for the community.



PSW Jones along with Sergeant Mitrushi, Officer Shoer, and Officer Berdecia introduced the ACERT program to the Dover High School District.

PSW Jones attended the DMHA Fundraising Subcommittee meeting on August 18, 2022 and assisted with planning a second fundraiser, tentatively scheduled for December 10, 2022, as well as how DMHA could participate/receive funds from Apple Harvest Day on October 1, 2022.

PSW Jones created social media content for 3 “Wellness Wednesday” posts in the month of August, to align with the August theme: Social Wellness.

Administrative Services Bureau

From August 1-5, Officer Molly Shoer attended School Resource Officer Training. This 40-hour training prepares school resource officers to fulfill effectively their role in the school setting. The course materials encouraged officers to develop successful relationships with diverse students and to support students with disabilities and behavioral health challenges. The training explored relevant public safety topics such as digital safety, human trafficking, mental health, and substance abuse. Students learned the best practices for de-escalation, behavioral threat assessment, emergency operations planning, and armed assailant response.

On August 8th and August 9th, Officer Shoer attended the annual SRO Conference in Pembroke, NH, hosted by the NHJPOA (New Hampshire Juvenile Police Officers Association). This conference had several trainings, as well as updated information on current trends in schools in NH and across the country.

From August 1-12, Prevention Programmers Izabelle Wensley and Conor Wiley attended a virtual course entitled Prevention Solutions Ethics Training. This training covered the basic ethical principles of prevention work and demonstrated those principles in action with thought-provoking examples and case studies.

On August 5, Chief Breault and Sergeants Alex Mitrushi and David Collis attended a workshop entitled Personal & Professional Breakthroughs for Police Officers. The instructor was a retired Chief of Police for a Chicago area police department, who has been teaching leaders how to negate the toxic work climate. Attendees learned how the unique combination of an effective police personality coupled with an efficient police culture effectively counters the misunderstood stressors of police work.

On August 5, Officers Juel Cooper and Bryon Gore attended a New England Crisis Negotiators Association training. Attendees practiced skills leading to effective crisis negotiation in a series of scenarios.

On August 10, Prevention Programmer Izabelle Wensley attended a virtual course entitled Social Media Class – How I Gained 850K Followers. The course focuses on building a content map, engaging media audiences, and increasing one’s audience reach.

On August 12, 2022, Sergeant Mitrushi and Officer Cooper attended active attack training at the Dover Middle School. This training focused on safety protocols for school staff and students in the event of a violent incident at the school. It also prepares the school community for the police response.

On August 19, Prevention Programmer Conor Wiley attended a virtual course on Introduction to Developmental Relationships. The course introduces students to different forms of and perspectives on developmental relationships to help them understand the unique value of different types of these in the workplace. Students learned how to create and make the most of such developmental relationships in the learning position, how to become a more effective leader by strengthening mentorship, coaching, and sponsorship skills, and how organizational structures can affect these factors.

From August 22-23, Prevention Programmer Conor Wiley attended a virtual course entitled Igniting Sparks. A “spark” is the hidden flame inside a young person that taps into their true passions, talents, skills and dreams. Course attendees learned about the central role of igniting sparks in engaging and motivating youth to learn, contribute, and grow. They learned how to engage young people in identifying, cultivating, and expressing their sparks, and strategies for intentionally engaging young people in conversations and actions that are rooted in their passions and interests. From August 22-26, Detective Jenna Donais attended Medicolegal Death Investigator Training in Saint Louis, Missouri. This course emphasizes the medical aspects of a death investigation. Participants learn to develop the

essential facts regarding the death scene, medical history, and other information that assists medical examiners in the determination of a person's cause and manner of death.

From August 23-25, Dispatchers Marie Palaima and Shannon Burke attended Advanced SPOTS Training in Concord. SPOTS is an acronym for State Police Online Telecommunications System, which is part of the national network of secure computerized law enforcement communication. This three-day course provides a mandated certification for all public safety dispatchers, and subsequent re-certification is required annually.

Also during the month of August, all sworn officers participated in active shooter training. These training sessions, which took place at Dover High School or Dover Middle School included classroom/lecture lessons as well as practical exercises using trained officers firing blanks to simulate gunfire. The officers were taught to move as a single officer or in various sized groups toward the threat and/or the sound of gunfire. This part of the lesson was critical because the officers cannot wait for backup during an active threat such as an in progress school shooting. The officers were also taught room entering and clearing techniques which emphasized entering the room very quickly in order to save lives.

Records Unit

Licensing Board Actions

Taxi Cab Licenses	0	Road Toll Permits	1
Notifications to City Hall	0	Dance / Entertainment	0
Raffle/Tagging Permits	1	Gun - Seller	0
Block Party Permits	2	Other	0
Parade Permits	2	Total	6

Traffic Bureau

Lt. Speidel fulfilled the role as police representative for the Planning Technical Review Committee (TRC) for scheduled meetings on August 4, 11, 18, and 25. Projects under review included a residential site plan off New Rochester Road, a commercial project on Production Drive, a residential expansion on Silver Street, a commercial project on Quality Way and Venture Drive, a residential redevelopment at Central Avenue and Brick Road, and a mixed-use redevelopment on Third Street. Staff review of each project helps flesh out technical aspects in the purview of police, fire, engineering, and economic development to resolve potential conflicts before submission to the Planning Board. The Dover Police Department participated in the NH Office of Highway Safety's "Drive Sober or Get Pulled Over" statewide law enforcement mobilization campaign on August 19 in conjunction with its grant award from the NHOHS, by deploying two additional officers to perform DUI saturation patrols. In the months of August and September, the department will schedule impaired driver and speed enforcement patrols with personnel expenses subject to reimbursement in accordance with the grant contract. The federal fiscal year 2023 grant period begins on October 1, and the NHOHS again awarded Dover funds to enhance police presence in certain traffic enforcement areas such as impaired driving.

On August 22, Lieutenant Speidel joined staff from the Planning and Community Services Departments at a regular meeting of the Transportation Advisory Commission. Lt. Speidel prepared the meeting agenda and related materials and helped coordinate correspondence with citizens with interest in agenda items. Lt. Speidel also coordinated staff preparation and follow-up of the committee recommendations. Agenda topics focused on neighborhood speed concerns, an endorsement of traffic flow concept for the Fifth Street neighborhood reconstruction project, and truck

traffic concerns

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 August:

- Canney Lane neighborhood block party, August 6
- Pope Memorial Humane Society roll toll at Central/Oak, August 13

Parking Bureau

Transactions at the meters continue to be strong. The average daily number of transactions in August was up 7% over the prior August and 39% over August of 2020.

The conversion to Pay by Plate will be pushed off until November due to delays in the software creation by the parking system vendor. The goal is to have the system up and running before the first snow. Pay by Plate allows the user to just key in their plate number at the meter or on their phone and no longer need to go back to the car to display the receipt. Users take the receipt with them as a reminder of the expiration time. Enforcement is by the smart phones used by the parking officers.

Dover Police Department Field Operations	Calls for Service	Traffic Stops	Non-Enforcement Contacts	Incidents Handled	Emergency 911 Responses	Alarm Responses	Traffic Accidents	Arrests Made
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				
July 2022	1,936	358	155	2,449	13	73	68	40
August 2022	2,021	322	135	2,478	26	78	68	57

Supplemental daily duties include:

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

K-9 Unit

The K-9 Unit trains on a daily basis and attend 20 hours of formal training per month, with the Boston Police Department K9 Academy, at various sites around Massachusetts. They hold a national certification through the North American Police Working Dog Association.

On August 1, 2022, Officer Timothy David and K9 Vision responded to the scene of a criminal investigation to assist officers on scene. K9 Vision was deployed in hopes of finding a firearm, or any other evidence of the crime. Ultimately, K9 Vision did not locate any evidentiary items. Although no items were located, the deployment of K9 Vision saved officers time because the dog is very quickly able to clear areas.

On August 11, 2022, Officer David and K9 Vision responded to a business to help another officer clear a building after an open door was found while investigating an alarm. K9 Vision was deployed into the building and ultimately deemed it clear. This building had many hallways and dark areas. The deployment of K9 Vision allowed officers to safely clear the building, without having to expose themselves to possibly dangerous positions inside.

On August 11, 2022, Officer David and K9 Vision responded to the Children's Museum, to help another officer clear the building, as an alarm went off there after hours and the front-door was found unsecured. K9 Vision was deployed into the building and ultimately deemed it safe. While searching the basement of the building, which is stacked with boxes, shelves, and other various equipment, K9 Vision showed a change in behavior, consistent with detecting human odor. This change in behavior gave the officers a chance to slow down, and search the area more thoroughly, while remaining in positions of safety. Officers then located an open door, which was supposed to be closed, in the basement, which leads to the pool in the adjoining building. It is assumed that if someone was inside, they left through that door. The Children's Museum was deemed clear and the doors were secured.

On August 20, 2022, officers responded to a head-on motor vehicle accident, with serious bodily injury. The driver at fault fled the scene on foot. Officer David deployed K9 Vision and began a track. While on the track, officers advised Officer David that the suspect had just come out to the road in the area that K9 Vision was tracking. It is assumed that the presence of K9 Vision, caused the suspect to leave his position of hiding, and make himself known to officers. The suspect then cooperated and returned to the scene of the accident.

On August 28, 2022, Officer David and K9 Vision responded to assist officers apprehending a male who had just fled from police, following a domestic violence investigation. K9 Vision was deployed from an area next to a vehicle that the suspect fled from. K9 Vision began tracking and lead back to a neighborhood, where the domestic violence investigation had originated from. K9 Vision then cleared the area surrounding the neighborhood, which led officers to believe that the suspect had re-entered the residence. Due to the presence of other people in the residence, K9 Vision was not used to clear the house. Ultimately, the suspect was located and arrested inside of the residence.



K9 Vision resting after a training track

Accident Reconstruction Team

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

Dispatch Communications

Dispatch Communications	Radio Transmissions	Phone Calls	911 Calls Received	Lobby Customers	Police Alarms Received	Fire & Medical Alarms
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
July 2022	17,931	8,898	288	310	72	64
August 2022	21,080	9,602	444	247	79	81

Animal Control

Animal Control	
Total Calls for Service: 62	Breakdown:
Handled by Officers/Dispatch: 35	Found/Loose Animals: 18
Handled by Animal Control Officer: 27	Welfare Checks: 22
	Animal Bites: 05
	Misc/Other: 17

Animal Control Officer Ladisheff responded to 56 voicemails and followed up on two incidents handled by patrol officers.

Other Matters in the Police Department

On August 2, 2022, the Dover Police Department participated in the annual National Night Out event in front of the police department. National Night Out is an annual community building event that promotes police-community partnerships to make our neighborhoods safer, better places to live. Dover's National Night Out is an opportunity for citizens to meet and engage with their first responders and community partners.

The following organizations participated in the event: Community Partners, The Dover Mental Health Alliance, Greater Seacoast Community Health, Strafford County Public Health Network, SOS Recovery, HAVEN, Seacoast Outright, Big Brother's Big Sisters, Girl Scouts of the Green and White Mountains, The Dover Public Library, Dover Fire and Rescue, Dover Coalition For Youth, Dover Crimeline, Appledore Imaging, The Loyal Order of Moose, Red's Shoe Barn, Dover Bowl, Duston's Bakery, and Tuckers. On July 8, 2022, the Dover Police Department held a ceremony to honor Detective Molly Martuscello and Officer Juel Cooper with Life Saving Awards.



Officer Madsen high-fives a youngster while showing off his police vehicle at National Night Out.



Detective Gaudreault and Officer O'Neil pose next to the crime scene van during National Night Out.



Officers Morse and Madsen pose with one of the cruisers during National Night Out.

In August 22, 2022, Sergeant Mitrushi and Sergeant Collis presented CRASE training to approximately 75 teachers and staff members at Portsmouth Christian Academy. Sergeant Mitrushi followed up with teachers and staff on August 25, 2022 and walked through all three buildings at PCA and answered specific questions from each classroom teacher.

On August 30, 2022, Sergeant Mitrushi and Sergeant Collis presented CRASE training to approximately 50 teachers and staff members at Seacoast Charter School. CRASE, which stands for Citizen Response to Active Shooter Events, is a presentation designed to help prepare a school or business for an active shooter event. The course teaches the staff and employees how to avoid the threat, deny the perpetrator access to their classroom or office space, or to defend themselves if necessary. It also prepares them for what to expect during the police response to the incident.

Public Library

August library circulation totaled 22,351 items. (9,349 adult + 7,524 children's print items; plus 4,381 items downloaded including 3,121 audiobooks & eBooks, 859 Hoopla streaming music, movies, and books, 116 Kanopy streaming movies and 122 eMagazines).

188 new library patrons registered at the library; total active cardholders 12,830.

The Dover Public Library's Book a Librarian service helped 39 community members.

The Dover Public Library's 3D printer produced 39 items requested by our patrons.

The Library's museum passes were borrowed 105 times saving community members approximately \$2,915 in admission fees.

54 patrons registered for downloadable audiobooks/ eBooks (total = 6,460), 37 registered for Hoopla (total = 2,309), and 83 registered for Kanopy (total =133).

Internet and PC uses by the public totaled 912 on library workstations, plus another 5,753 via Wi-Fi, plus 17 Chromebook loan.

The library's website statistics showed 79,886 page views by 6,385 users in 12,832 sessions.

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

The Dover Public Library has 5,249 subscribers to its two monthly e-newsletters—Children's and Adults.

Library staff posted 160 items to its various social media platforms in August. Total social media platform followers = 13,489.

The Dover Public Library staff added 121 books to the 2 Little Free Libraries.

11,261 people visited the library during August, an average of 417 per day (open 27 days).

The Dover Public Library hosted 65 programs in August which were attended by 645 community members. These programs included passive, virtual and in-person as the Library strives to reach out to the community in various ways. These included: 8 D & D sessions with 78 attendees; 1 Shake Your Rattle and Roll with 52 attendees; 1 Camp Kool Storytime 15 attendees; 2 Knitting Group 15; 1 Book Group 7; 1 Cookbook Club with 10 attendees; 1 Chef James Haller program with 55 attendees; 3 Creation Station 294; 2 Portsmouth Naval Shipyard tours with 53 attendees; and 1 Genealogy Club with 16 attendees.

Passport application processing fees and notary services provide a continuing source of revenue for the Library. We processed 25 passport applications in August generating \$875 in revenue and provided notary services for 15 patrons generating \$75 in revenue.

The Dover Public Library welcomes Sarah Foyne to the staff at the adult circulation desk. Sarah says: "I am so excited to be part of the Dover Public Library team. I, of course, love to read- everything from the classics, children's literature and new releases. My hobbies include: needle felting, rug hooking, archery, and roller skating. I have two teen aged children who I adore, but are teenagers, so they don't adore me back right now!"

Library staff attended continuing education on: Play based Learning in NH Libraries, Extreme Customer Service, Cataloging, and Leveraging Social Media.

Nick Gagnon, Systems & Technology Librarian, is working towards his Master's in Library Science degree at San Jose State University in California.

Library staff members are involved with the following community groups: Community Literacy Committee, New England Library Association PR committee, New England Library Association IT Division, Dover Mental Health Alliance, Urbans Library Consortium, and SOS Recovery.

Ed Wentworth has retired from volunteering his services at the Dover Public Library. For over 25 years Ed has been indexing obituaries from the Foster's Daily Democrat and the Enquirer to make the information contained more readily available via the index on our website. Countless genealogists have taken advantage of this amazing resource to find key pieces of information about their ancestors.

Library staff is in the final stages of work with True Marketing. True Marketing has been guiding staff in creating a marketing plan to better advertise library services to the community. This project was funded by a grant through the Institute for Museum and Library Services' "Grants to States" program. This was a cooperative grant that staff wrote with 4 other area libraries—Rochester, Durham, Dover, Newmarket & Rollinsford, allowing staff to hire a marketing firm to help find out about non-users. The grant was in the amount of \$19,000.

This year's Dover Public Library Summer Reading Program, Oceans of Possibilities, was a great success. We had a total of 857 community members register and they logged 17,065 days of reading. \$6,500 in donations, including cash and prizes, was donated by Dover area businesses and organizations. As part of the Dover Public Library Children's Summer Reading Program staff coordinated community outreach with Community Action Partnership, Seymour Osman Community Center, and Camp Kool.

In conjunction with the library's summer reading theme "Oceans of Possibilities" the library hosted a series of events focused around the Portsmouth Naval Shipyard. The first event took place on Wednesday, July 13th. Historian and director of the Shipyard's Museum, Joe Gluckert, gave a presentation on over a century of Shipyard history. The event was offered in-person and was attended by 34 people. A couple weeks later on Wednesday, July 27, author Katy Kramer spoke about the Portsmouth Naval Prison. Ms. Kramer researched the prison for 10 years and published a book in 2016. That event was hybrid (online and in-person) and attended by 116 people. To complete the series, Mr. Gluckert did two Shipyard tours in August (on the 10th & 17th) for 53 people, and due to popular demand a 3rd is scheduled for September. Participants took a bus tour around the Shipyard to various sites and Mr. Gluckert expanded on the history.



Patron comments received from the program surveys:

Thanks for a great time today. I learned a lot and made a couple of new friends. Doesn't get much better than that. It has been a week since I visited the Portsmouth Naval Shipyard with the Dover Library tour group. Aimee, I have to tell you that it was one of the most interesting things I've done in a long time. I am a retired Photographer and Graphic Designer. (You did a nice job getting the group together for the picture.) I usually visit Fine Art Galleries and Museums but I'm also very interested in U.S. Navy history and the submarine service. I admire the young people who serve in the Navy. In order to appreciate their jobs and the sacrifices they make, I think it is important for people to be well-informed. That is the basis for a rational debate about programs, policy, and the mission of our military - to bring about a real connection to an entity that often becomes monumental and abstract. Also, I never knew the treaty to end the war between Japan and Russia was signed in Portsmouth! Wow. Thank you so much for organizing the visit.

The Dover Public Library is hosting a new group for writers! Coheco River Writers is a community of local writers that will meet at the Library the 4th Thursday of every month at 6:30 PM and welcomes all skill levels. Discuss ideas, get tips, and share your work with others in a low-key, inviting atmosphere. Whether you want to write creatively for fun or for publication, this group is a great way to hone your craft!

The Dover Public Library now has a Genealogy Group! Whether you're new to genealogical research or a seasoned pro, this group is a great way to meet others who share the same passion, can give you advice in your research, and listen to your newly-discovered family histories. The group is open to the public and not restricted to Dover residents or library card holders. For more information, email Anne Nelson at a.nelson@dover.nh.gov or call the library at (603) 516-6050.

On Tuesday, August 2 the Dover Public Library had a booth at the National Night Out event sponsored by the Police Department. Staff raffled off gift certificates from Lickey's & Chewy's Candies & the Noggin Factory while taking about our services and signing people up for Library cards.



Public Library at National Night Out

On Monday, August 15 the Dover Public Library hosted Keith Mac and other members of the Southern New Hampshire Ukulele Group gave ukulele lessons to 38 eager learners - varying in years from elementary school age to retirees. Attendees learned the history of the instrument, different strumming techniques, how to read fingering charts, and a few chords! Within an hour all attendees could play "Oh My Darling, Clementine", "Deep in the Heart of Texas", "How Much is That Doggie in the Window?" "Singin' in the Rain", and "Jambalaya (On the Bayou)." All left with smiles on their faces!



Southern New Hampshire Ukulele Group gave ukulele lessons to 38 eager learners



Children's librarians with Elephant and Piggie.

On Sunday, August 21 the Dover Public Library was invited to participate in the Kick Off to Kindergarten event at the Children's Museum of NH. Incoming kindergarteners from the surrounding area and their families were able to explore the museum, make a craft and meet Elephant and Piggie, characters from a popular early reader series. Library staff issued first cards to many Dover five year old students.

The Dover Public Library went through the bid process to hire a company to digitize the Foster's Daily Democrat from 1873 to 1926. Advantage Archives was chosen to digitize and host the information on their website. They are the company that digitized our City Directories and so the content will be hosted on the same site. The work is being paid primarily from a \$9.950 grant through the New Hampshire Charitable Foundation. The grant was made possible by gifts from the Charles and Caroline B. Greenfield Fund.

Public Welfare

This month Welfare had 88 client contacts, saw 56 separate individuals and had 36 interviews.

Welfare opened 19 new cases this month and currently has 57 active cases.

There were 187 calls.

The Public Welfare Director met with the Dover Public Housing Director to discuss housing matters and clients and also spoke with Coast employees.

Discussed Welfare Liens with City attorney.

Provided \$3125.80 in assistance this month for an average cost of \$312.58.

Researched possible grants.

Recreation Department

Gym & Programs

Summer playgrounds program at Horne Street wrapped up on August 12th – it was a successful, but very hot summer. Pickleball programs continue to run daily at the outdoor courts. Sign-ups began for fall fitness classes and began for new fall basketball leagues for both JH and HS students. Plans are being put in place to resume the adult men's basketball leagues this winter and sign-ups are scheduled for all leagues to begin this fall. Field scheduling for fall sports as well as indoor practice space for Dover Little Green Cheerleading was scheduled in conjunction with the school department. Planning for winter basketball will be ongoing this fall. Basketball court will be closed August 31st -September 5th to be refinished.

Indoor Pool & Jenny Thompson Pool

The Indoor Pool remained busy during morning lap swim and therapy swim. The Outdoor Pool has seen high numbers for Mid-morning lap swim and weekend Rec Swim. Weekday Rec Swim saw mainly camps for a majority of the month. 2 camp programs, Playgrounds and Camp Kool, wrapped up the week of August 19th. Tri-star stayed through the end of the month bringing all of their programs to the pool, averaging 45 patrons. Jenny Thompson Pool operations will conclude Monday, September 5th.

The Jenny Thompson Pool has been mechanically running well with no major issues. There were no swim meets this month. Programming for the summer has concluded. The second half of summer sessions, which typically decline in numbers, remained fairly steady for lower levels. Everyone that wanted a lesson, received one. Fall swim program has been expanded to offer lessons 6 days per week including a Tuesday evening swim option for all levels and Dover Indoor Pool's new swim team prep program. Staff ran a full WSI course this month with 8 participants and received no new hires. Everyone that attended either holds full time jobs elsewhere or traveled over an hour for the class. Staff ran a very small lifeguard class this month and gained one new adult staff member who will assist every morning. The Indoor Pool closed August 19th for fall maintenance and will reopen on September 6th. New Aquatics Program Supervisor, Erika Holton has started full time and has been working into the schedule very well. Rentals: SOLO. Birthday Parties: 4

Dover Ice Arena

August at the Dover Arena is a busy time as Camp Kool is wrapping up and host several hockey camps. The Ice Kings had a week in August as well as Louis Chabot and TW Hockey Academy hockey camps. The Cocheco Valley Rollers had final practice to end the off-ice events for the summer. Rock Night continued on Saturday nights. The summer COED League wrapped up playoffs and is gearing up for the upcoming fall season. Dover Youth Hockey held practices on Saturdays for 3 weeks in August as teams prepared for parity tournaments before the season started. The month of September brings Dover Youth Hockey and the start of Fall Programs. The ice on Foster Rink will be put in on Sept 20th and 21st. Adult and Youth Stick Practice: 174 skaters. Birthday Parties: 0

Dover Senior Center

Offerings this month at the senior center were Chair Yoga, Yoga for Bone Strength and pickleball, as well as daily games and activities. The Tai Chi class and UNH Occupational Therapy Group will resume in September. Staff is planning new trips including Western Canada in 2023! Seniors this month saw three shows: Rent, Buddy Holly, and Les Miserables. Staff also held the document party for members headed to the Painted Canyons (9/5-9/12) to get to know each other and ask final questions. The bridge group hosted a learn-to-play class before their regular game time. The center donated glasses to the Lions Club (4th full box!) and donated a large supply of yarn to Seacoast Sweet Stitches who make hats, socks, and mittens for the homeless.

Other Recreation Updates

Jenny Thompson Pool Renovation Project is moving forward slowly as the specifications for the work to be done are being put together now by Weston and Sampson. The actual construction may be delayed until the spring of 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.

The Skatepark construction process will resume in September with site work in preparation for a 2023 building of the Skatepark area.

NAME	STREET NAME		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Mixed Use														
Equine Properties	239 Knox Marsh Road	M	64	0	64		6/28/2022		P21-04	H	37A		W	1.92
Redgate 47 Chestnut	47 Chestnut Street	A	173	0	173	9/13/2022	5/10/2022	Site	P21-84	31	5	9/13/2022	H	5.19
Cochecho Waterfront Development	River Street	M	418	0	418	8/25/2022	6/14/2022	Site	P21-69	22	1-2 & 1-4	8/25/2027	G	12.54
Downtown Dover Storage, LLC	14 Broadway	A	24	0	24	9/13/2022	12/14/2021	Site	P21-29	4	5	9/13/2022	H	0.72
One First Street LLC	One First Street	A	58	0	58	1/11/2022	8/24/2021	Site	P21-30	6	20	1/11/2027	H	1.74
Chinburg	1 Washington	A	36	36	0	6/11/2020	5/26/2020	Site	P17-46A	23	14	6/11/2025	H	1.1
Pointe Place Phase V	Northfield Drive	A	84	30	54	10/13/2020	7/28/2020	Site	P20-32	K	19	10/13/2025	G	2.5
Fakhoury	12 Preble Street	A	12	0	12			Site		4	76		H	0.4
Soujour	66 Third Street	A	10	0	10	7/2/2020	1/29/2020	Site	P19-61	31	7	7/2/2025	H	0.3
Salty Sea	52 Old Rochester Rd	A	15	0	15	1/9/2018	12/12/2017	Site	P17-74	40	25	1/9/2023	H	0.5
Little Bay Marina	421 Dover Point Road	A	25	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									27.6
Multi-Family:														
Knox Marsh Development LLC	757 Central Ave	M	7	1	6		7/26/2022	Site	P22-15	28	7		H	2.5
Diamond Capital	71 - 73 Rutland Street		10	2	8	8/18/2022	5/24/2022	Site	P-21-64	14	17 & 17A	8/18/2027	W	3.5
DHA Whittier Street	48 Whittier Street		6	0	6	9/13/2022	6/28/2022	Site	P21-37	33	1-A	9/13/2027	W	2.1
Dove Development, LLC	51 & 65 Bellamy		31	15	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	A	87	0	87	3/23/2021	12/15/2020	Site	P20-56	31	4	3/23/2026	H	30.5
Cottages at Back River	54 Back River Road	A	54	41	13	12/14/2021	3/9/2021	Site	P20-60	I	6	12/14/2026	G	18.9
Marker 44	87 Portland Ave	A	32	0	32	6/11/2019	11/13/2018	Site	P-18034	24	114	6/11/2024	H	11.2
Total: Multi-family			355	61	300									124.3
Subdivisions:														
Paolini Sherman Street	Sherman Street		2	2	0	7/21/2022	6/14/2022	Site	P22-34	39	53	7/21/2027	H	0.7
Settlement on Sixth	447 Sixth Street		11	3	11	2/8/2022	11.9.2021	Site	P21-43	B	5	2/8/2027	H	3.9
Schwartz	26 Bellamy Road	H	5	0	5	7/28/2021	6/25/2021	Site	P21-25	H	14D	7/28/2026	G	1.8
Khavari	Leather's Lane	H	40	12	28	4/27/2021	12/15/2020	Site	P20-71	I	4-A	4/27/2026	G	14.0
Georgakilas/Middle Road	Hayden Drive	H	13	6	7	12/15/2020	10/27/2020	12/15/2020	P20-51	M	102-12	12/15/2025	G	4.6
Lawrence & Cheryl Mulcahy	71 Glenwood Road	H	7	0	7	4/27/2021	1/26/2021	4/27/2021	P20-18	D	20	4/27/2026	H	2.5
Porch Light Drive	Cataract Ave	H	18	8	10	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	M	5	2	3	6/18/2019	12/11/2018	Site	P18-45	M	6	6/18/2024	G	1.8
Singh	County Farm Cross Road	H	4	4	0	3/14/2018	10/24/2017	3/15/2018	P17-58	B	6G	3/14/2023	H	1.4
Ayer	Eagan Drive	H	17	11	6	11/17/2017	4/11/2017	1/10/2018	P16-25	N	18	11/17/2022	G	6.0
Arch St	Fresian Drive	H	11	0	11	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	3.9
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.5
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	4	5	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	H	3.2
Picnic Rock	Back River Rd	H	21	20	1	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.4
StoneCroft	Carriage Hill Ln	H	11	10	1	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	3.9
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	30	2	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.2
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.4
Total: Subdivisions			220	123	100									77.0
Elderly:														
Arbor Woods	Cielo Dr	H	72	68	4	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			72	68	4									
TOTAL APPROVED UNITS			1566	342	1233									

August 2022 Construction Permits Issued

	Permit Number	Address	Permit Status	Permit Issue Date	Permit Description	Construction Value	Permit Application
1	BLDM-2022-0045	442 CENTRAL AV□ DOVER, 03820	Issued	8/1/2022	install a bathroom's in tenant commercial space	\$20,000.00	7/6/2022
2	BLDM-2022-0066	11 CONIFER COMMONS□ DOVER, 03820	Issued	8/8/2022	install an above ground swimming pool	\$25,000.00	7/19/2022
3	BLDM-2022-0071	328 BACK RD□ DOVER, 03820	Issued	8/10/2022	bathroom renovation, replacing tub & sink	\$8,500.00	7/20/2022
4	BLDM-2022-0096	62 COTTONWOOD DR□ DOVER, 03820	Issued	8/9/2022	construct an addition over 2 car garage	\$59,500.00	7/29/2022
5	BLDM-2022-0083	17 STONEWALL DR□ DOVER, 03820	Issued	8/11/2022	enclosing open space on office mezzanine with modular office	\$94,000.00	7/22/2022
6	BLDM-2022-0130	14 WINGATE LN□ Dover, NH	Issued	8/11/2022	Strip & Re-Roof	\$13,400.00	8/9/2022
7	BLDM-2022-0115	5 McKenna St□ Dover, NH	Issued	8/11/2022	remove existing asphalt shingles and replace with a new metal roof	\$20,550.00	8/2/2022
8	BLDM-2022-0129	6 WINGATE LN□ Dover, NH	Issued	8/18/2022	Strip & Re-Roof	\$13,400.00	8/9/2022
9	BLDM-2022-0132	18 WINGATE LN□ Dover, NH	Issued	8/18/2022	Strip & Re-Roof	\$13,400.00	8/9/2022
10	BLDM-2022-0138	9 WINGATE LN□ Dover, NH	Issued	8/18/2022	Strip & Re-Roof	\$13,400.00	8/9/2022
11	BLDM-2022-0135	25 WINGATE LN□ Dover, NH	Issued	8/18/2022	Strip & Re-Roof	\$13,400.00	8/9/2022

	Permit Number	Address	Permit Status	Permit Issue Date	Permit Description	Construction Value	Permit Application
12	BLDM-2022-0137	17 WINGATE LN □ Dover, NH	Issued	8/18/2022	Strip & Re-Roof	\$13,400.00	8/9/2022
13	BLDM-2022-0131	10 WINGATE LN □ Dover, NH	Issued	8/18/2022	Strip & Re-Roof	\$13,400.00	8/9/2022
14	BLDM-2022-0136	21 WINGATE LN □ Dover, NH	Issued	8/18/2022	Strip & Re-Roof	\$13,400.00	8/9/2022
15	BLDM-2022-0133	22 WINGATE LN □ Dover, NH	Issued	8/18/2022	Strip & Re-Roof	\$13,400.00	8/9/2022
16	BLDM-2022-0134	29 WINGATE LN □ Dover, NH	Issued	8/18/2022	Strip & Re-Roof	\$10,500.00	8/9/2022
17	BLDM-2022-0139	103 MOUNT VERNON ST Dover, NH	Issued	8/18/2022	Remove and replace 2 windows. Like for like, no structural changes	\$9,702.00	8/10/2022
18	BLDM-2022-0128	2 WINGATE LN □ Dover, NH	Issued	8/19/2022	Strip & Re-Roof	\$13,400.00	8/9/2022
19	BLDM-2022-0081	53 THIRD ST Unit: Apt. 59A DOVER, 03820	Issued	8/19/2022	interior renovation, replacing 8 windows	\$10,000.00	7/22/2022
20	BLDM-2022-0140	5 NEWPORT RD □ Dover, NH	Issued	8/17/2022	remove and replace 5 windows like with like no structural changes.	\$12,173.00	8/10/2022
21	BLDM-2022-0079	247 SHAWS LN □ DOVER, 03820	Issued	8/11/2022	construct a bathrm in unfinished basement	\$38,695.00	7/22/2022
22	BLDM-2022-0126	29 RICHARDSON DR □ DOVER, 03820	Issued	8/15/2022	replace roof on garage	\$5,100.00	8/8/2022
23	BLDM-2022-0049	71 BAY VIEW RD □ DOVER, 03820	Issued	8/10/2022	const. an addition onto rear of garage, finish space above garage for add'l living area	\$200,000.00	7/8/2022

	Permit Number	Address	Permit Status	Permit Issue Date	Permit Description	Construction Value	Permit Application
24	BLDM-2022-0125	36 CORNERSTONE DR □ DOVER, 03820	Issued	8/11/2022	finish 750 sq ft basement to include a 3/4 bathrm	\$50,000.00	8/8/2022
25	BLDM-2022-0004	82 BROADWAY □ DOVER, 03820	Issued	8/4/2022	convert existing room into a bathroom/laundry	\$13,432.00	5/27/2022
26	BLDM-2022-0119	6 RICHMOND ST □ DOVER, 03820	Issued	8/22/2022	convert room on 3rd floor to a bathroom	\$1,000.00	8/5/2022
27	BLDM-2022-0141	221 LONG HILL RD □ DOVER, 03820	Issued	8/22/2022	install a tent for Festival Sept 2-3	\$2,000.00	8/10/2022
28	BLDM-2022-0162	3 ARBOR DR □ Dover, NH	Issued	8/22/2022	Removing and replacing siding with Vinyl Siding. Replacing 9 windows, replacing doors.	\$47,950.00	8/18/2022
29	BLDM-2022-0097	54 HORNE ST □ DOVER, 03820	Complete	8/19/2022	replacement of 4 living rm & 2 bathrm windows, no structural	\$5,000.00	7/29/2022
30	BLDM-2022-0068	476 TOLEND RD □ DOVER, 03820	Issued	8/23/2022	install an above ground swimming pool	\$31,995.00	7/19/2022
31	BLDM-2022-0048	29 SPRUCE LN □ DOVER, 03820	Issued	8/23/2022	const. a 26' x 30' side addition and const. a farmers porch	\$189,900.00	7/8/2022
32	BLDM-2022-0012	38 LITTLEWORTH RD □ DOVER, 03820	Complete	8/22/2022	const. a 50' x 20' deck for assembly use (permit issued paper copy prior to system implementation, Mdube)	\$15,000.00	6/16/2022
33	BLDM-2022-0118	50 Stocklan CIR □ Dover, NH 03820	Issued	8/24/2022	Residential - Alteration to existing deck	\$13,280.00	8/5/2022

	Permit Number	Address	Permit Status	Permit Issue Date	Permit Description	Construction Value	Permit Application
34	BLDM-2022-0044	81 SIXTH ST □ DOVER, 03820	Issued	8/25/2022	in kind replacement of existing deck with stairs	\$2,500.00	7/6/2022
35	BLDM-2022-0017	5 COOLIDGE AV □ DOVER, 03820	Issued	8/19/2022	kitchen remodel, installing structural beam to open to living room	\$72,000.00	6/16/2022
36	BLDM-2022-0022	11 NILES ST □ DOVER, 03820	Issued	8/1/2022	interior demo after water damage	\$4,000.00	6/22/2022
37	BLDM-2022-0056	18 CUSHING ST Unit: 3 □ DOVER, 03820	Issued	8/24/2022	bathrm renovation, no change in fixture location, updating only	\$15,000.00	7/11/2022
38	BLDM-2022-0013	14 ROSANNA DR □ DOVER, 03820	Fees Due	8/8/2022	replacement of existing deck with a larger 12' x 18' deck & stairs	\$17,000.00	6/16/2022
39	BLDM-2022-0054	38 CORNERSTONE DR □ DOVER, 03820	Issued	8/23/2022	replace existing deck with new in kind, no change in footprint	\$31,192.00	7/9/2022
40	BLDM-2022-0073	201 DOVER POINT RD Unit: Notre Dame Bldg. □ DOVER, 03820	Issued	8/17/2022	interior improvements, replacing flooring and painting	\$84,704.00	7/20/2022
41	BLDM-2022-0163	1 Silver Street □ Dover, NH 03820	Issued	8/26/2022	Replace front wall and windows 2x6 construction and two windows 72 x 70	\$8,000.00	8/18/2022
42	BLDM-2022-0069	90 HORNE ST □ DOVER, 03820	Issued	8/2/2022	const. a deck around above ground swimming pool	\$5,000.00	7/19/2022
43	BLDM-2022-0070	18 SAMUEL HANSON AVE, DOVER, 03820	Issued	8/18/2022	repairs to roof after water leak	\$3,700.00	7/20/2022

	Permit Number	Address	Permit Status	Permit Issue Date	Permit Description	Construction Value	Permit Application
44	BLDM-2022-0075	40 TOFTREE LN □ DOVER, 03820	Issued	8/24/2022	roof asphalt shingle replacement	\$13,000.00	7/21/2022
45	BLDM-2022-0087	4 Hill Street □ Dover, NH 03820	Issued	8/9/2022	replace foundation for existing garage	\$20,000.00	7/25/2022
46	BLDM-2022-0107	8 SUSANNAH'S CROSSING □ DOVER, 03820	Issued	8/23/2022	install 1 16' x 12' wood pergola	\$2,000.00	7/30/2022
47	BLDM-2022-0113	2A Waldron Court ALY □ Dover, NH 03820	Issued	8/25/2022	Change of use permit: restaurant/cafe to retail. I am making simple modifications to the space which include: painting walls and one section of tile floor, building a non-weight bearing half wall, and adding shelving. All work is to be completed by me and personal friends and family. There are no paid labor expenses for this work.	\$2,500.00	8/1/2022
48	BLDM-2022-0108	8 STILES LN □ DOVER, 03820	Issued	8/25/2022	extend existing deck	\$29,000.00	7/30/2022
49	BLDM-2022-0121	345 A Washington Street □ Dover, NH 03820	Complete	8/23/2022	Roof Replacement	\$13,000.00	8/5/2022
50	BLDM-2022-0127	16 WENTWORTH TR □ DOVER, 03820	Issued	8/19/2022	replacement of asphalt roof shingles	\$29,000.00	8/9/2022

	Permit Number	Address	Permit Status	Permit Issue Date	Permit Description	Construction Value	Permit Application
51	BLDM-2022-0059	19 HEMLOCK FOREST □ DOVER, 03820	Fees Due	8/26/2022	interior demolition after water damage	\$2,400.00	7/12/2022
52	BLDM-2022-0057	270 GULF RD □ DOVER, 03820	Issued	8/29/2022	interior demolition	\$5,000.00	7/11/2022
53	BLDM-2022-0088	35 Crosby Rd □ Dover, NH 03820	Issued	8/11/2022	Install two 10,000 BTU pad set makeup air units with ducted work for paint room. Installation of a second paint booth. This booth will be enclosed.	\$10,000.00	7/26/2022
54	BLDM-2022-0144	8 CHEROKEE ST □ Dover, NH	Issued	8/29/2022	Roof Repair including some rafters	\$5,250.00	8/11/2022
55	BLDM-2022-0145	238 MIDDLE RD □ Dover, NH	Issued	8/29/2022	Remove and replace 26 windows and 2 doors. Like for like, no structural changes	\$93,088.00	8/12/2022
56	BLDM-2022-0147	10 KENT AV □ Dover, NH	Issued	8/29/2022	Remove and replace 4 windows and 1 patio door. Like for like, no structural changes	\$15,703.00	8/12/2022
57	BLDM-2022-0104	2 Adelle Drive Unit: Whole Building □ Dover, NH 03820	Issued	8/29/2022	Window Replacment	\$27,000.00	7/29/2022
58	BLDM-2022-0105	11 Adelle Drive Whole Building □ Dover, NH 03820	Issued	8/29/2022	window replacement	\$27,000.00	7/29/2022
59	BLDM-2022-0103	9 Adelle Dr Unit: Whole Building □ Dover, NH 03820	Issued	8/29/2022	Window replacment	\$27,000.00	7/29/2022

	Permit Number	Address	Permit Status	Permit Issue Date	Permit Description	Construction Value	Permit Application
60	BLDM-2022-0099	1 Adelle Dr Unit: Whole Building Dover, NH 03820	Issued	8/29/2022	Window Replacement	\$27,000.00	7/29/2022
61	BLDM-2022-0109	43 TOLEND RD DOVER, 03820	Issued	8/29/2022	const. a 24' x 32' 1 story, 1 bedroom addition	\$178,600.00	7/30/2022
62	BLDM-2022-0102	10 Adelle Drive Whole Building Dover, NH 03820	Issued	8/29/2022	Window Replacement	\$27,000.00	7/29/2022
63	BLDM-2022-0095	3 MCKENNA ST DOVER, 03820	Issued	8/29/2022	updating and enlarging existing deck	\$5,000.00	7/29/2022
64	BLDG-2022-0009	197 DOVER POINT RD Unit: High School Bldg. DOVER, 03820	Issued	8/12/2022	aesthetic renovation	\$2,924,991.00	6/8/2022
65	BLDG-2022-0011	6 Sherman Street (Lot 53) Dover, NH 03820	Fees Due	8/31/2022	Lot 53 Sherman Street - Single Family House	\$250,000.00	7/20/2022
66	BLDM-2022-0006	230 SPRUCE LN EXT DOVER, 03820	Issued	8/4/2022	replacement of existing porch and exterior stairs	\$12,000.00	6/14/2022
67	BLDM-2022-0117	38 Watson RD Dover, NH 03820	Issued	8/29/2022	Demo garage and breezeway only, due to fire.	\$400,000.00	8/3/2022
68	BLDG-2022-0004	3 EMERALD LN DOVER, 03820	Fees Due	8/9/2022	const. a 2 story, 3 bedroom single family dwelling w/2 car garage	\$525,000.00	6/30/2022
69	BLDG-2022-0012	8 Sherman Street (Lot 53-1) Dover, NH 03820	Fees Due	8/31/2022	New construction single family house with ADU Unit	\$369,000.00	7/20/2022

	Permit Number	Address	Permit Status	Permit Issue Date	Permit Description	Construction Value	Permit Application
70	BLDG-2022-0002	16 Pierce Street, Unit # 1 & Unit #4, DOVER, 03820	Issued	8/12/2022	create 2 additional residential dwelling units	\$500,000.00	6/16/2022
total permit construction value						\$6,799,905.00	

Total Permits Issued: August 2022

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
22-206	WENTWORTH DOUGLASS HOS	789	CENTRAL AVENUE	CREATE LOCKER RM, BATHRM & BREA C		37	100	50000	525
22-097	MCCREA	94	TIDEVIEW DRIVE	BATHROOM REMODEL	R	I	2194	24000	265
22-151	FIRST DOVER REALTY TRUST	21	FIRST STREET	REMODEL KITCHEN & REPLACE WINDO R		6	1600	20000	225
22-188	KOHTZ, AMY	103	FOURTH STREET	REMODEL A SFD W/UNFNISHED ATTIC & R		32	3700	300000	3025
22-213	PONCHAK	18	REYNERS BROOK DRIVE	INSTALL AN 8' PRIVACY FENCE	R	A	47190	4000	65
22-225	COPLEY COMMON DOVER, LL	49	COPLEY DRIVE	CONST. A SINGLE FAMILY CONDO W/AT R		1	4A	343000	3434

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 6

Total Construction Value: \$741,000.00

Total Fees Collected: \$7,539.00

Commercial	0	Change of Use	0	
Commercial Renovations	1	Commercial	4	
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	1	
Two Family Dwelling	0	Two Family Dwelling	0	
Multi-Family Dwelling Units	0	Industrial	0	
Industrial	0	Renovations	3	
Industrial Renovations	0	Manufactured Dwlg	0	
Manufactured Dwelling	0	Multi-Family Dwelling Units	0	
Single Family Dwelling	1	Single Family Dwellings	2	
Renovations Dwelling Unit	4	Accessory Dwelling Unit	0	
Demo. of a Dwelling Unit	0			
Accessory Dwelling Unit	0			
		Total	10	

City of Dover

Revenues of Major Funds August 31, 2022

(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
REVENUES								
1000 General Fund								
Taxes	\$ 100,770,467	602,803	1,282,120	1.0%	\$ 99,488,347	\$ -	\$ 99,488,347	99.0%
Licenses & Permits	7,237,054	689,037	1,345,914	19.0%	5,891,140	-	5,891,140	81.0%
Intergovernmental	6,185,237	184,439	186,239	3.0%	5,998,998	-	5,998,998	97.0%
Charges for Services	4,566,329	405,472	732,437	16.0%	3,833,892	(64,809)	3,898,701	85.0%
Miscellaneous Revenue	985,934	127,222	235,691	24.0%	750,243	(7,976)	758,219	77.0%
Education	19,845,763	2,021	34,213	0.0%	19,811,550	-	19,811,550	100.0%
Operating Transfers In	413,507	-	-	0.0%	413,507	-	413,507	100.0%
Other Financing Sources	129,900	-	-	0.0%	129,900	-	129,900	100.0%
Sub-total : 1000 General Fund	\$ 140,134,191	2,010,993	3,816,613	3.0%	\$ 136,317,578	\$ (72,785)	\$ 136,390,362	97.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 295,000	22,412	84,467	29.0%	210,533	\$ -	\$ 210,533	71.0%
Parking Income	892,231	103,618	173,657	19.0%	718,574	-	718,574	81.0%
Parking Fines	184,000	16,500	27,233	15.0%	156,767	-	156,767	85.0%
Other Financing Sources	0	-	-	0.0%	-	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	\$ 1,371,231	142,530	285,357	21.0%	\$ 1,085,874	\$ -	\$ 1,085,874	79.0%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 9,584	-	-	0.0%	9,584	\$ -	\$ 9,584	100.0%
Charges for Services	1,804,395	178,470	310,931	17.0%	1,493,464	-	1,493,464	83.0%
Miscellaneous Revenue	0	78	80	0.0%	(80)	-	(80)	0.0%
Other Financing Sources	0	-	-	0.0%	0	-	0	0.0%
Sub-total : 3320 Residential Solid Waste	\$ 1,813,979	178,548	311,011	17.0%	\$ 1,502,968	\$ -	\$ 1,502,968	83.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 756,668	63,277	130,016	17.0%	626,652	\$ -	\$ 626,652	83.0%
Operating Transfers In	72,304	3,857	7,713	11.0%	64,591	-	64,591	89.0%
Sub-total : 3381 McConnell Center	\$ 828,972	67,134	137,729	17.0%	\$ 691,243	\$ -	\$ 691,243	83.0%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 430,420	28,924	87,420	20.0%	\$ 343,000	\$ -	\$ 343,000	80.0%
Miscellaneous Revenue	11,500	720	720	6.0%	10,780	-	10,780	94.0%
Operating Transfers In	20,000	-	-	0.0%	20,000	-	20,000	100.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 461,920	29,644	88,140	19.0%	\$ 373,780	\$ -	\$ 373,780	81.0%
5300 Water Fund								
Intergovernmental	\$ 107,500	-	-	0.0%	107,500	\$ -	\$ 107,500	100.0%
Charges for Services	6,771,364	991,366	1,308,556	19.0%	5,462,808	-	5,462,808	81.0%
Miscellaneous Revenue	86,000	10,938	35,126	41.0%	50,874	-	50,874	59.0%
Other Financing Sources	87,500	-	-	0.0%	87,500	-	87,500	100.0%
Sub-total : 5300 Water Fund	\$ 7,052,364	1,002,304	1,343,681	19.0%	\$ 5,708,683	\$ -	\$ 5,708,683	81.0%
5320 Sewer Fund								
Intergovernmental	\$ 191,013	5,034	5,034	3.0%	185,979	\$ -	\$ 185,979	97.0%
Charges for Services	9,154,224	1,150,434	1,621,704	18.0%	7,532,520	-	7,532,520	82.0%
Miscellaneous Revenue	70,000	10,328	20,235	29.0%	49,765	-	49,765	71.0%
Other Financing Sources	520,992	-	-	0.0%	520,992	-	520,992	100.0%
Sub-total : 5320 Sewer Fund	\$ 9,936,229	1,165,796	1,646,973	17.0%	\$ 8,289,256	\$ -	\$ 8,289,256	83.0%
6100 Dovernet Fund								
Charges for Services	\$ 1,698,481	124,735	249,495	15.0%	\$ 1,448,986	\$ -	\$ 1,448,986	85.0%
Miscellaneous Revenue	50,000	-	-	0.0%	50,000	-	50,000	100.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6100 Dovernet Fund	\$ 1,748,481	124,735	249,495	14.0%	\$ 1,498,986	\$ -	\$ 1,498,986	86.0%
Total : REVENUES	\$ 163,347,367	4,721,683	7,879,001	5.0%	\$ 155,468,366	\$ (72,785)	\$ 155,541,151	95.0%

City of Dover

Expenditures of Major Funds

August 31, 2022

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 476,252	\$ 4,428	\$ 8,915	2.0%	\$ 467,337	\$ 201,676	\$ 265,661	55.8%
Executive	2,169,947	176,599	299,984	14.0	1,869,963	1,166,252	703,711	32.4
Finance	2,459,971	174,820	350,245	14.0	2,109,726	1,233,215	876,511	35.6
Planning	966,396	61,333	137,227	14.0	829,169	496,539	332,630	34.4
Misc General Government	1,092,142	26,435	80,726	7.0	1,011,416	120,984	890,433	81.5
Police	10,449,863	769,466	1,501,728	14.0	8,948,135	4,408,086	4,540,048	43.4
Fire & Rescue	12,349,470	785,817	1,560,200	13.0	10,789,270	5,194,164	5,595,106	45.3
Community Service Public Works	9,721,708	398,112	691,821	7.0	9,029,887	3,619,441	5,410,446	55.7
Recreation	2,919,166	320,406	516,485	18.0	2,402,681	1,190,747	1,211,934	41.5
Public Library	1,727,385	119,825	222,464	13.0	1,504,921	979,131	525,789	30.4
Public Welfare	898,614	25,853	48,966	5.0	849,648	177,667	671,981	74.8
Debt Service	6,213,776	621	474,117	8.0	5,739,659	5,265,769	473,890	7.6
Other Financing Sources/Uses	4,152,324	143,503	287,006	7.0	3,865,318	-	3,865,318	93.1
School	74,228,580	1,456,164	3,290,470	4.0	70,938,110	58,506,034	12,432,077	16.7
Intergovernmental	10,308,597	-	-	0.0	10,308,597	10,308,597	-	0.0
Sub-total : 1000 General Fund	\$ 140,134,191	\$ 4,463,380	\$ 9,470,354	6.8%	\$ 130,663,837	\$ 92,868,302	\$ 37,795,535	27.0%
3213 Parking Activity Fund								
Police	\$ 1,371,231	\$ 59,784	\$ 124,897	9.0%	\$ 1,246,334	\$ 432,937	\$ 813,397	59.3%
Sub-total : 3213 Parking Activity Fund	\$ 1,371,231	\$ 59,784	\$ 124,897	9.1%	\$ 1,246,334	\$ 432,937	\$ 813,397	59.3%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 2,118,309	\$ 95,044	\$ 114,721	5.0%	\$ 2,003,588	\$ 1,775,868	\$ 227,720	10.8%
Sub-total : 3320 Residential Solid Waste Fund	\$ 2,118,309	\$ 95,044	\$ 114,721	5.4%	\$ 2,003,588	\$ 1,775,868	\$ 227,720	10.8%
3381 McConnell Center Fund								
Recreation	\$ 828,972	\$ 26,107	\$ 56,161	7.0%	\$ 772,811	\$ 390,619	\$ 382,192	46.1%
Sub-total : 3381 McConnell Center Fund	\$ 828,972	\$ 26,107	\$ 56,161	6.8%	\$ 772,811	\$ 390,619	\$ 382,192	46.1%
3410 Recreation Special Revenue Fund								
Recreation	\$ 461,920	\$ 34,452	\$ 66,265	14.0%	\$ 395,655	\$ 13,129	\$ 382,525	82.8%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 461,920	\$ 34,452	\$ 66,265	14.3%	\$ 395,655	\$ 13,129	\$ 382,525	82.8%
5300 Water Fund								
Community Service Public Works	\$ 7,304,705	\$ 419,680	\$ 876,476	12.0%	\$ 6,428,229	\$ 2,233,903	\$ 4,194,326	57.4%
Sub-total : 5300 Water Fund	\$ 7,304,705	\$ 419,680	\$ 876,476	12.0%	\$ 6,428,229	\$ 2,233,903	\$ 4,194,326	57.4%
5320 Sewer Fund								
Community Service Public Works	\$ 10,108,373	\$ 550,333	\$ 1,143,963	11.0%	\$ 8,964,410	\$ 3,290,080	\$ 5,674,330	56.1%
Sub-total : 5320 Sewer Fund	\$ 10,108,373	\$ 550,333	\$ 1,143,963	11.3%	\$ 8,964,410	\$ 3,290,080	\$ 5,674,330	56.1%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 2,429,488	\$ 107,513	\$ 208,358	9.0%	\$ 2,221,129	\$ 692,882	\$ 1,528,247	62.9%
Sub-total : 6100 Dovernet Fund	\$ 2,429,488	\$ 107,513	\$ 208,358	8.6%	\$ 2,221,129	\$ 692,882	\$ 1,528,247	62.9%
Total : EXPENDITURES	\$ 164,757,189	\$ 5,756,292	\$ 12,061,196	7.3%	\$ 152,695,992	\$ 101,697,721	\$ 50,998,272	31.0%

City of Dover

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

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenue	1,166,630	73,763	98,584	8.5	1,068,046	0	1,068,046	91.5
Expenditures	1,150,381	60,521	131,622	11.4	1,018,759	576,611	442,148	38.4
Debt Service								
Principal	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
	16,249	13,242	(33,038)	(3.0)	49,287	(576,611)	625,897	53.1

CITY COUNCIL GOALS 2022 - 2023

How the City of Dover Management Team & employees are supporting City Council goals...



GOAL 1: OUR CITY IS INCLUSIVE & WELCOMING

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

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

JULY 2022:

Beginning in 2022, Media Services received statistics on viewership to the City of Dover podcasts which are available on all platforms for accessibility. Due to this, viewership is consistently extending to the older and younger generations.

The Police Department supported and assisted with Dover Youth to Youth activities and CREU activities. Those include working on and participating in the Dover Youth to Youth Summer Program, assisting the Police Social Worker and Dover High School Liaison officer with planning for ACERT, planning for National Night Out which takes place in August, and planning for the Dover Police Charities Golf Tournament which takes place in September

The Dover Teen Center supported 177 participants on 13 days of programming.

Sergeant Mitrushi continued to work with the Dover Mental Health Alliance and participated in virtual meetings throughout July. 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 created 10 social media posts in the month of July. One of these posts was a video that he created along with Detective Molly Martuscello and Officer Luis Berdecia regarding the bike registration program at the Dover Police Department.

Lt. Speidel worked closely with Recreation Director Gary Bannon to develop the police department's operational plan for parking, traffic, safety and security during the Independence Day fireworks celebration on July 4. The fireworks display was at Maglaras Park, with Henry Law Park and other downtown locations serving as prime viewing spots.

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 produced five episodes of the Dover Download podcast in July. Dover Download is a weekly look at what's happening in Dover, hosted by Deputy City Manager Christopher Parker. July's topics included a preview of the Cochecho Arts Festival, a look at the McConnell Center, an update from Dover400, and an interview with the executive director of the Dover Housing Authority about attainable housing. The podcast continues to grow and is reaching both younger and older audiences.

In July, Director of Media Services Mike Gillis met with a group of elected officials and journalists from Tunisia to discuss the City's efforts in open government and transparency, as well as the convergence of old and new media for journalists and public institutions. Gillis frequently meets with international delegations of journalists and government officials in sessions coordinated by the United States Department of State and World Affairs Council in New Hampshire. Dover is selected as a participant because it has been identified as a leader in promoting open government, transparency, and community engagement.

In July, Media Services sent out 71 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.

Each month, the Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail.

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

PSW Jones connected with a MSW student of Waldren University, about an internship at DPD under PSW Jones' supervision. PSW Jones, Sgt Mitrush, and Ofc Shoer met with the student for an interview on 7/25/22. The anticipated start date is November 2022 and the internship would continue through May 2022.

PSW Jones created social media content for 4 "Wellness Wednesday" posts in the month of July, to align with the July theme: Environmental Wellness.

From July 11-15, Officers Carmen Cusick and Morgan Morse attended Crisis Intervention Team Training. This interactive training is facilitated by the New Hampshire chapter of the National Alliance for Mental Illness (NAMI-NH) to provide extensive information on people living with mental illness – primarily focusing on those that commonly result in law enforcement contact.

On July 8, 2022, the Dover Police Department held a ceremony to honor Detective Molly Martuscello and Officer Juel Cooper with Life Saving Awards. The award is based on an incident that took place on Friday, June 10, 2022, when the Dover Police Department began receiving calls about a male on the top level of the Orchard Street Parking Garage sitting on the edge of the uppermost wall.

The Dover Public Library announced that beginning on July 1, they will no longer charge late fees for overdue materials! DPL joins a growing nationwide trend of eliminating fines which supports our library's commitment to equity of access.

Library staff posted 161 items to its various social media platforms in July. Total social media platform followers = 13,379.

The Dover Public Library staff added 116 books to the 2 Little Free Libraries. Each month, the library adds books to these little libraries.

For the month of July, the Division of Emergency Services coordinated eighty (80) hours of Emergency Medical Technician (EMT) Field Practicum ride time for five (5) students from the McGregor EMS Institute at the University of New Hampshire.

July 14th, Fire Department members were presented with American Heart Association's Heartsaver Hero awards for delivering life-saving cardiopulmonary resuscitation (CPR) and Advanced Life Support (ALS) skills during an emergency call in May of this year.

Chief McShane met with members of the Chamber of Commerce to discuss public safety during the upcoming Apple Harvest Day event. While reviewing the Chamber's proposed operational lay-out and vendor locations, safety considerations were identified. All parties worked in unison to assure both the goals of the Chamber were met at the same time, being able to make some operational adjustments to improve safety considerations.

On July 1st & 15th, Division Chief Irwin attended the Dover Mental Health Alliance's Sub-committee on Education & Research. These are a continuation of bi-weekly meetings between the City's Public Safety Agencies and organizations throughout the City. The primary goal of this committee is to generate a report of where Dover was, is, and will be with regards to mental health. The secondary goal is to provide community education. As of July, the committee has hosted 2 of 3 public meetings.

DF&R and Dover's Media Services coordinated the release of public service announcements throughout the month of July to keep citizens informed of heat-related illnesses and severe thunder storm hazards. Emphasis was placed on community engagement by checking on neighbors and high-risk populations such as the elderly.

AUGUST 2022:

Community Services Engineering Division, in conjunction with the City's Legal, Purchasing and the Waterfront Project Manager, conducted a review of the Waterfront design consultant's 95% drawings and specifications. This review focus on everything from the logistics of bidding, technical design, and compliance with City and state approvals. The results of the review identified changes that the consultant is addressing before a release of the bid at the end of September.

The Engineering Division continues to coordinate monthly meetings for all projects within the waterfront vicinity including: Henry Law Park/River St Reconstruction; Dredge Cell; River Street Pump Station; Waterfront Development

The department's Police Social Worker, Kaitlin Jones had 15 new cases in August and 8 cases carried over from previous months. In total, PSW Jones has had a caseload of 100 cases since the program began in February 2022.

PSW Jones continues to send satisfaction surveys 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 hosted an all partner meeting on August 9, 2022 via Zoom. In attendance: Vicki Harris, Sgt Alex Mitrushi, Ofc Molly Shoer, Jodi Langelloti (special guest from the Dover Mental Health Assiance), and representatives from Waypoint, HAVEN, and Greater Seacoast Community Health to discuss marketing strategies for ACERT. PSW Jones completed the mini scripts for partners to use for short ACERT videos explaining their role in ACERT.

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 will present program to the community at upcoming "99 Faces" event on October 20, 2022.

PSW Jones attended the Addiction Task Force meeting in August and assisted with developing, editing, and finalizing the county-wide Resource Guide for the community.

From August 1-5, Officer Molly Shoer attended School Resource Officer Training. This 40-hour training prepares school resource officers to fulfill effectively their role in the school setting. The course materials encouraged officers to develop successful relationships with diverse students and to support students with disabilities and behavioral health

challenges. The training explored relevant public safety topics such as digital safety, human trafficking, mental health, and substance abuse. Students learned the best practices for de-escalation, behavioral threat assessment, emergency operations planning, and armed assailant response.

The conversion to Pay by Plate will be pushed off until November due to delays in the software creation by the parking system vendor. The goal is to have the system up and running before the first snow. Pay by Plate allows the user to just key in their plate number at the meter or on their phone and no longer need to go back to the car to display the receipt. Users take the receipt with them as a reminder of the expiration time. Enforcement is by the smart phones used by the parking officers.

The Dover Public Library now has a Genealogy Group! Whether you're new to genealogical research or a seasoned pro, this group is a great way to meet others who share the same passion, can give you advice in your research, and listen to your newly-discovered family histories. The group is open to the public and not restricted to Dover residents or library card holders.

On Monday, August 15 the Dover Public Library hosted Keith Mac and other members of the Southern New Hampshire Ukulele Group gave ukulele lessons to 38 eager learners - varying in years from elementary school age to retirees.

From August 8th-12th, Division Chief Irwin attended the International Association of Fire Fighters' 56th Biennial Convention in Ottawa, ON, Canada. In addition to attending the Union's General Business sessions, Division Chief Irwin attended "round-tables" on topics, including Cancer awareness/prevention/research, Financial Wellness, Wildland Urban Interface, and Mental Health.

Media Services in August distributed 76 news releases across multiple platforms for other city matters, including ongoing projects and special announcements.

The department's Police Social Worker, Kaitlin Jones had 15 new cases in August and 8 cases carried over from previous months. In total, PSW Jones has had a caseload of 100 cases since the program began in February 2022.

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 will present program to the community at upcoming "99 Faces" event on October 20, 2022.

PSW Jones created social media content for 3 "Wellness Wednesday" posts in the month of August, to align with the August theme: Social Wellness.

The Dover Public Library hosted 65 programs in August which were attended by 645 community members. These programs included passive, virtual and in-person as the Library strives to reach out to the community in various ways

GOAL 2: OUR CITY VOLUNTEERS ARE ENGAGED

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

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

July 2022:

During the month of July, the Legal Division assisted with drafting a template volunteer agreement, which is expected to assist with volunteerism.

The Teen Center Summer Internship program is active and well, with (5) interns rotating in and out of the Teen Center as mentors and trip chaperones.

Throughout the month of July, Sergeant Mitrushi supervised two interns; a student of Stetson University who worked 80 hours and a student of Endicott College who worked 16 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 SWAT Team, observed investigations conducted by the Special Investigations Unit, and assisted the Dover Teen Center as chaperones and volunteers throughout the month.

AUGUST 2022:

Ed Wentworth has retired from volunteering his services at the Dover Public Library. For over 25 years Ed has been indexing obituaries from the Foster's Daily Democrat and the Enquirer to make the information contained more readily available via the index on our website. Countless genealogists have taken advantage of this amazing resource to find key pieces of information about their ancestors.

The Facility and Grounds Division has worked with a volunteer group and the group is coming in September to paint the Garrison Hill Tower due to it being covered again in graffiti.

GOAL #3: OUR WATERFRONT IS DEVELOPED

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

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

JULY 2022

In July, the Legal Division assisted with the waterfront project through an amendment to development agreement as well as contract drafting for procurement of the public improvement contractor.

Business Development and Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Committee in its pursuit of developing the City's River Street parcel. Project Manager Bird had four online meetings during July with staff from Horsley Witten to review the status of state and federal permitting and discuss site plan updates to prepare for bid process.

AUGUST 2022

Community Services Engineering Division, in conjunction with the City's Legal, Purchasing and the Waterfront Project Manager, conducted a review of the Waterfront design consultant's 95% drawings and specifications. This review focus on everything from the logistics of bidding, technical design, and compliance with City and state approvals. The results of the review identified changes that the consultant is addressing before a release of the bid at the end of September.

The Engineering Division continues to coordinate monthly meetings for all projects within the waterfront vicinity including: Henry Law Park/River St Reconstruction; Dredge Cell; River Street Pump Station; Waterfront Development

Resilience Manager Kaspari worked with Project Manager Bird to receive input regarding electric vehicle charging as part of the Waterfront Development.

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. Planning staff are assisting CPI Management Inc and the public part of the development to meet the Planning Board conditions of approval.

GOAL #4: OUR CITY'S BUDGET IS COLLABORATIVELY CREATED

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

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

JULY 2022:

During the month of June and July, City and school staff collaborated to revise the budget schedule which is conducive to both.

In 2022, The Dover Public Library received grant funds for a new website.

The Legal Division assisted with an ordinance amending the budget process.

On July 12th, Chief McShane and Fleet Manager Duquette met to discuss DF&R's vehicle maintenance and replacement program. Topics of discussion included Capital Improvement Program planning for DF&R's fire apparatus, ambulances, and command staff vehicles. Operational budget considerations and concerns were discussed regarding economic inflation and supply-chain availability. Chief McShane and Fleet Mechanic Duquette also coordinated efforts to develop a contingency plan for purchasing a used ambulance. The development of this contingency plan was necessary as a result of the new ambulance taking 18-24 months to build.

Planning staff attended the "InvestNH Municipal Grant Programs Overview" webinar hosted by PLAN. Director Benton met with staff from the county, SRPC, and nearby Planning Directors about the InvestNH funding opportunity.

Director Benton started the Capital Improvement Planning process for FY23-FY29 and met with each Department regarding this year's requests. The CIP will roll out to the Planning Board and City Council at the end of September this year.

AUGUST 2022

Library staff is in the final stages of work with True Marketing. True Marketing has been guiding staff in creating a marketing plan to better advertise library services to the community. This project was funded by a grant through the Institute for Museum and Library Services' "Grants to States" program. This was a cooperative grant that staff wrote with 4 other area libraries—Rochester, Durham, Dover, Newmarket & Rollinsford, allowing staff to hire a marketing firm to help find out about non-users. The grant was in the amount of \$19,000.

Chief McShane also worked with Deputy Finance Director Legere, and the City Manager to coordinate the purchase of a used ambulance, EMS equipment, medical supplies, fire suppression tools and equipment for the ambulance, and personnel expenses using ARPA grant funds.

Resilience Manager Kaspari collaborated with Environmental Projects Manager Young and NH Sea Grant Staff to submit a letter of intent regarding a grant application for the National Marine Debris Challenge. If awarded, the grant would support the distribution of 10,000 covered recycling totes and assist with a study probing the efficacy of covered bin recycling on the reduction of plastic marine debris.

The Dover Police Department participated in the NH Office of Highway Safety's "Drive Sober or Get Pulled Over"

statewide law enforcement mobilization campaign on August 19 in conjunction with its grant award from the NHOHS, by deploying two additional officers to perform DUI saturation patrols.

The federal fiscal year 2023 grant period begins on October 1, and the NHOHS again awarded Dover funds to enhance police presence in certain traffic enforcement areas such as impaired driving.

GOAL #5: OUR CITY'S RESIDENTS ARE ENGAGED

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

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

JULY 2022:

The Dover Public Library was excited to unveil its newly redesigned website in July. The Library was awarded \$22,370 in funding through the Institute for Museum and Library Services’ “Grants to States” program. The funding was used to hire a firm to complete the redesign of the website. The grant program is part of the American Rescue Act Plan of 2021 and is being facilitated by the N.H. State Library. The newly redesign website increases functionality and eliminates barriers to accessibility. The redesigned site is 508/ADA compliant and is mobile responsive.

Through the winter and spring of 2022, various divisions collaborated on the new permit software which went live to the public in June 2022. This enables residents to handle the permitting process online saving them time, money and the necessity of having to come into one of the offices.

The Police Department began planning for National Night Out which takes place in August, and planning for the Dover Police Charities Golf Tournament which takes place in September.

Teen Center 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.

Media Services in July continued to explore technical specifications for the planned redesign of the city's public-facing website. Surveys and focus groups are expected to begin in August.

AUGUST 2022:

Community Services used an online service through Polco for the first time to conduct a resident survey about any concerns or infrastructure deficiencies that could be addressed through the pending CIP project to reconstruct the street and add sidewalks.

PSW Jones created social media content for 3 “Wellness Wednesday” posts in the month of August, to align with the August theme: Social Wellness.

On August 10, Prevention Programmer Izabelle Wensley attended a virtual course entitled Social Media Class – How I Gained 850K Followers. The course focuses on building a content map, engaging media audiences, and increasing one’s audience reach.

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 August:

- Canney Lane neighborhood block party, August 6
- Pope Memorial Humane Society roll toll at Central/Oak, August 13

On August 2, 2022, the Dover Police Department participated in the annual National Night Out event in front of the police department. National Night Out is an annual community building event that promotes police-community

partnerships to make our neighborhoods safer, better places to live. Dover's National Night Out is an opportunity for citizens to meet and engage with their first responders and community partners.

This year's Dover Public Library Summer Reading Program, Oceans of Possibilities, was a great success. We had a total of 857 community members register and they logged 17,065 days of reading. \$6,500 in donations, including cash and prizes, was donated by Dover area businesses and organizations. Thank you to our generous community!

In conjunction with the library's summer reading theme "Oceans of Possibilities" the library hosted a series of events focused around the Portsmouth Naval Shipyard. The first event took place on Wednesday, July 13th. Historian and director of the Shipyard's Museum, Joe Gluckert, gave a presentation on over a century of Shipyard history. The event was offered in-person and was attended by 34 people. A couple weeks later on Wednesday, July 27, author Katy Kramer spoke about the Portsmouth Naval Prison. Ms. Kramer researched the prison for 10 years and published a book in 2016. That event was hybrid (online and in-person) and attended by 116 people. To complete the series, Mr. Gluckert did two Shipyard tours in August (on the 10th & 17th) for 53 people, and due to popular demand a 3rd is scheduled for September. Participants took a bus tour around the Shipyard to various sites and Mr. Gluckert expanded on the history.

Media Services continued to explore technical specifications for the planned redesign of the city's public-facing website.

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

On August 23rd, Director Benton recorded a podcast regarding the Capital Improvements Program for the Dover Download podcast with the Deputy City Manager.

Planning staff shared news of the upcoming Mark II Solar System installation on the Dover Community Trail Facebook page. The post reached 14,737 individuals.

Outreach Coordinator Bassegio held a Public Input session on August 16 for Community Trail abutters regarding a gate replacement.

GOAL #6: OUR CITY IS RESILIENT

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

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

July 2022:

This enables residents to handle the permitting process online saving them time, money and the necessity of having to come into one of the offices.

The cement sealant project in the Orchard Street Parking Garage is nearing completion. Although it has taken several months, this project was done with minimal inconvenience to parking permit holders, and daily users. Doing it in-house saved the city an estimated \$60,000, and the protectant sealant installed will help extend the life of the Garage.

Planning Staff met with Resilience Planning and Design regarding the Vision Chapter Update.

Resilience Coordinator Kaspari was accepted into the CoastWise program where as part of a cohort made up of professionals from academia, government and industry he will gain new perspectives and experience regarding coastal resiliency.

Resilience Coordinator Kaspari along with Energy Commission Chair Baber, met with representatives from Berlin on July 20th to discuss the work the Dover Energy Commission is engaged with and to learn about initiatives taking place in the North Country.

Resilience Coordinator Kaspari participated in a Strafford Regional Planning Commission Resiliency Subcommittee meeting on July 7th to plan for the next Roundtable outreach event.

Resilience Coordinator Kaspari met with the Deputy City Manager, Consultant Dean Peschel and Environmental Projects Manager Gretchen Young to discuss opportunities for a solar development at the Tolend Rd. landfill.

AUGUST 2022:

Community Services Electrician installed 2 programmable electric vehicle charging stations at the public works facility at Mast Road. The charging stations can be controlled remote via a cell phone application, which can help monitor and control the charging rates, but will also track mileage and electrical consumption in order to more accurately track actual running-costs for the Department's electric vehicles.

The EnerGov application will provide notification to personnel if a permit or plan submission is within shore land and/or wetland protection areas.

Resilience Manager Kaspari staffed the Conservation Commission meeting on August 8th and presented a proposed mitigation priority list with the assistance of Environmental Projects Manager Young.

Resilience Manager Kaspari staffed the Energy Commission meeting on August 17th where the Energy Commission received a presentation from Architect Art Guadano on upcoming changes to the New Hampshire Building Code. Kaspari has been planning the next EV Show with the Commission in collaboration with the Greater Dover Chamber of Commerce which is set to occur as part of the 2022 Apple Harvest Day.

Resilience Manager Kaspari staffed the Open Lands Committee meeting on August 25th. During the meeting focus was placed on future outreach events, the launch of a new easement monitoring platform and pending conservation easement projects.

Council approved award of bid on August 10 for Resilience Planning and Design to provide consulting services for the Vision Chapter update. The Vision Chapter Steering Committee will have their first meeting in September.

Resilience Manager Kaspari and Outreach Coordinator Bassegio checked on the progress of the Dover Community Oyster Garden. This garden offers an educational opportunity for residents who are also able to participate in weekly workshops run by The Nature Conservancy.

Resilience Manager Kaspari attended a Stafford Regional Planning Commission Resiliency Subcommittee meeting on August 4th. The focus of the meeting was to plan the next Resiliency Roundtable Session which is designed to educate the public and municipal stakeholders on various resiliency topics. The next Roundtable titled “Protecting Our Local Food Systems” will be held on September 23rd.

Resilience Manager Kaspari attended a CoastWise program workshop from August 22nd – August 24th. The workshop included elements related to coastal resilience, use of alternative energy as well as DEIJ components.

GOAL #7: OUR CITY IS DIVERSE AND ATTAINABLE

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

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

July 2022:

In July, the Legal Division assisted with a proposed new development agreement, which includes the enhancement of affordable housing.

Media Services produced five episodes of the Dover Download podcast in July. One being an interview with the executive director of the Dover Housing Authority about attainable housing.

AUGUST 2022:

The Dover Public Library went through the bid process to hire a company to digitize the Foster's Daily Democrat from 1873 to 1926. Advantage Archives was chosen to digitize and host the information on their website. They are the company that digitized City Directories and so the content will be hosted on the same site. The work is being paid primarily from a \$9,950 grant through the New Hampshire Charitable Foundation. The grant was made possible by gifts from the Charles and Caroline B. Greenfield Fund.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 14, 2022**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Nemeth led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

5. PROCLAMATIONS/AWARDS

Mayor Carrier read three proclamations to the Council.

- A. National Recovery Month
- B. Constitution Week
- C. Dover Adult Learning Center 50th Anniversary

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved to approve the Agenda; seconded by Councilor Thibodeaux.
Vote: 9/0.

7. PUBLIC HEARINGS

A. CHAPTER 170 – ZONING, SECTIONS 6, 8, 12, 20, and 32

SPONSORED BY COUNCILOR CULLEN AS PLANNING BOARD REPRESENTATIVE

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 submitted his report in writing. He discussed a few issues with the Council: NHMA legislative policy guidelines, current drought conditions, and emergency purchase order to replace a failed pump that was clogged with iron deposits.

Deputy Mayor Shanahan gave a COAST update.

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

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 14, 2022**
Meeting Time: **7:00 pm**

10. APPROVAL OF MINUTES

- A. August 24, 2022 – Regular Meeting**
- B. September 7, 2022 – Workshop Session**

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

Councilor Hinkel, referring to the August 24, 2022 Minutes Council Matters of Interest, and completed his comment for the record “

Vote: 9/0.

11. MAYOR’S REPORT

Mayor Carrier gave an overview of the events he attended and announcements for future events.

Deputy Mayor Shanahan move to accept the Mayor’s Report; seconded by Councilor Hinkel.

Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. CHAPTER 170 – ZONING, SECTIONS 6, 8, 12, 20, and 32

SPONSORED BY COUNCILOR CULLEN AS PLANNING BOARD REPRESENTATIVE

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

Roll Call Vote: 9/0.

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

1. B22085 AWARD OF BID FOR RECTANGULAR RAPID FLASHING BEACON ASSEMBLY

SPONSORED BY MAYOR CARRIER BY REQUEST

2. CHEMICAL ROOT CONTROL SERVICES

SPONSORED BY MAYOR CARRIER BY REQUEST

3. AWARD OF ANNUAL PREVENTATIVE MAINTENANCE AGREEMENT TO SOUTHWORTH MILTON, INC. FOR CATERPILLAR GENERATORS

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, September 14, 2022**
Meeting Time: **7:00 pm**

COMMITTEE REPORTS

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

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

Roll Call Vote: 9/0.

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

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

Councilor Williams gave an overview of the Appointments Committee Report and recommended the following appointments:

Change in Status – Alternate to Regular Member

Cathleen Beaudoin – Cemetery Board

Kristen Murphy – Conservation Commission

John O'Connor – Recreation Advisory Board

Reappointments:

Jane Hamor – Arts Commission

Cliff Blake – Arts Commission

Julie Kirchmer – Arts Commission

William Hunt – Conservation Commission

Scott Johnson – Dover Business and Industrial Development Adjustment

J. Todd Sigmon – Dover Business and Industrial Development Adjustment

Guy Eaton – Dover Business and Industrial Development Adjustment

Sam Haddadin – Dover Business and Industrial Development Adjustment

Sean O'Connell - Dover Business and Industrial Development Adjustment

Anthony McManus – Downtown TIF Advisory Board

Jan Nedelka – Downtown TIF Advisory Board

Vincent Lyon – Energy Commission

Rebecca Ohler – Energy Commission

Cora Quisumbing-King – McConnell Center Advisory Board

Anna Boudreau – Open Lands Committee

Anne Kotlus – Open Lands Committee

Ann Reid – Open Lands Committee

George Maglaras - Parking Commission



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 14, 2022**
Meeting Time: **7:00 pm**

Thomas Massingham – Parking Commission
Hayley Harmon – Planning Board
Timothy Pavia – Pool Advisory Committee
Heather Twombly – Recreation Advisory Board
David Beaulieu – Recreation Advisory Board
George Maglaras – Waterfront TIF Advisory Committee
Karen Mairs – Waterfront TIF Advisory Committee
Tom Thompson – Waterfront TIF Advisory Committee
Nicholas Couturier – Zoning Board of Adjustment
Rich Onufry - Zoning Board of Adjustment
Deputy Mayor Shanahan moved to accept the Appointments Committee Report and the appointments; seconded by Councilor Cullen.
Vote: 9/0.

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

Councilor Thibideaux gave an overview of the Energy Commission Report to the Council.

Deputy Mayor Shanahan gave an update on the Holiday Parade Planning Report to the Council.

B. RESOLUTIONS

- 1. PROPERTY & LIABILITY AND WORKERS COMPENSATION INSURANCE NEW HAMPSHIRE PUBLIC RISK MANAGEMENT EXCHANGE – PRIMEX CONTRIBUTION ASSURANCE PROGRAM**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Nemeth.
City Manager Joyal said the resolution's table on page 1 is missing FY25 Appropriation column, which would have reflected TBD for all listed accounts.
Roll Call Vote: 9/0.

- 2. PURCHASE OF 2023 POLICE INTERCEPTORS**
SPONSORED BY MAYOR CARRIER BY REQUEST

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

- 3. AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION – STATE AID TO MUNICIPALITIES (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.) (TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 28, 2022.)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing on September 28, 2022; seconded by Councilor Hackett.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 14, 2022**
Meeting Time: **7:00 pm**

- 4. AUTHORIZATION TO ACCEPT AND EXPEND THE NH HUMANITIES COMMUNITY PROJECT GRANT – INDIGENOUS PEOPLE’S INITIATIVE (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.) (TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 28, 2022.)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing on September 28, 2022; seconded by Councilor Hinkel.
Vote: 9/0.

- 5. REPROGRAM UNEXPENDED BOND PROCEEDS FROM SIXTH STREET AND VENTURE DRIVE TO STORMWATER IMPROVEMENTS STARK AVENUE AND ELLIOT CIRCLE CIP PROJECT. (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.) (TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 28, 2022.)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing on September 28, 2022; seconded by Councilor Muffett-Lipinski.
Vote: 9/0.

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 141 – VEHICLES AND TRAFFIC, SECTIONS 21 AND 31 (TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 28, 2022.)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing on September 28, 2022; seconded by Councilor Thibodeaux.
Vote: 9/0.

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Nemeth referred to the issue in Rochester regarding banning books. She recognized Dover’s Public Library for not participating in this practice.
Deputy Mayor Shanahan recognized the Rochester City Council for the way they handled this situation.

16. ADJOURN

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



CITY OF DOVER

JOINT MEETING OF THE CITY COUNCIL AND PLANNING BOARD MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Conference Room
Meeting Date: **Wednesday, September 21, 2022**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Planning Board Chairperson Cruikshank led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Planning Board Present: Chairperson Cruikshank, E. Kaspari, M. Speidel, G. DeBoer, J. Noury-Elliard, and K. Mavrogeorge.

Absent: Councilor Muffett-Lipinski, Planning Board members H. Harmon, K. Pimental, F. Torr, and T. Clark.

Also Present: Deputy City Manager Parker, Deputy City Attorney Perez, and City Clerk Mistretta.

5. CITIZEN'S FORUM

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

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

6. DISCUSSIONS

A. FISCAL YEARS 2024-2029 CAPITAL IMPROVEMENTS PROGRAM (CIP) PRESENTATION

Planning & Community Development Director Benton introduced a video that depicted projects within the CIP.

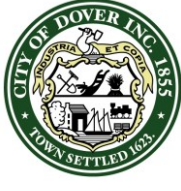
Ms. Benton gave an overview of the Proposed Capital Improvements Plan book.
(This has been archived with these minutes.)

Deputy City Manager Parker gave an overview of specific projects in the CIP.

7. ADJOURNMENT

Mr. Speidel moved to adjourn; seconded by Mr. Mavrogeorge.

Vote: Unanimous.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.1. Ordinance Number: O – 2022.09.14 – 011 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 21 First notice of violation; payment tables 31 Unlawful Acts; separate violations
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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to clarify certain parking provisions in light of the City’s transition away from pay-and-display parking receipts for purposes of parking enforcement, as well as enact other provisions to improve parking and parking enforcement.

2. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-31, “Unlawful Acts; separate violations” is hereby amended as follows:

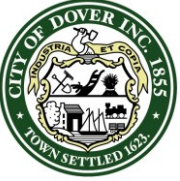
a. THE FOLLOWING ARE AMENDED:

§ 141-31 Unlawful acts; separate violations.

A. The following shall be considered violations of this article:

- (1) It shall be unlawful for any person to park or allow any vehicle registered in his/her name to be parked in a parking meter zone so that the vehicle is not entirely within the area designated or delineated by lines or markings.
- (2) It shall be unlawful for any person to park or allow any vehicle registered in his/her name to be parked in excess of 19 feet in overall length in a multi-space parking meter zone except as provided in § **141-32**.
- (3) Multi-space parking meters.
 - (a) It shall be unlawful for any person to park or allow any vehicle registered in his/her name to be parked or left standing in any area where parking is controlled by a multi-space parking meter:

- [1] Without purchasing a ~~receipt~~timed parking session from said multi-space parking meter for such parking or standing time, which timed parking sessions shall only authorize the specific vehicle and license plate entered into the meter to use and occupy the parking.
- [2] For parking areas in the City that lack any form of pay-by-plate meters or capabilities, ~~Without~~without displaying any receipt so purchased from a multi-space parking meter in a position on the dashboard of the vehicle in order that the time printed on said receipt is clearly visible from outside the vehicle. This subsection shall not apply to ,except in a metered parking garages or other metered areas when the proper space number is entered

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Ordinance Number: O – 2022.09.14 – 011 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 21 First notice of violation; payment tables 31 Unlawful Acts; separate violations	Agenda Item#: 12.A.1.

into the pay-by-space parking meter or pay-by-plate meters or capabilities, wherein such receipt display is not required.

- [3] After parking or standing time which has been purchased has expired.
- [4] For parking areas that require the use of displayed receipts, Displaying displaying an altered or falsified receipt or any receipt that has not been purchased from the multi-space parking meter controlling the parking space in which the vehicle displaying the receipt is parked. Violators will be subject to Table B fines under § **141-23** as set forth in the Fine Schedule as adopted by City Council.
- [5] In excess of the posted time limits.
 - (b) Exception. No multi-space parking meter receipt is required for a vehicle parked in a parking meter zone for less than 15 minutes; this exception does not apply to metered parking lots or a metered parking garage.
 - (c) Each violation of the acts described in Subsection **A(3)(a)[1]** to **[5]** shall constitute a separate violation and additional violation.
 - (d) Use of a pay-by-plate application to pay for parking is permitted notwithstanding the provisions of Subsection **A(3)(a)[1]** under the following conditions:
 - [1] The pay-by-plate application is authorized for use in the City of Dover by the Chief of Police or designee.
 - [2] The pay-by-plate application is activated for the proper zone the vehicle is parked in.
 - [3] The fee has been paid for the specific vehicle and license plate using or occupying the parking.
 - (4) It shall be unlawful for any person to park or allow any vehicle registered in his/her name to remain parked in a parking meter zone when time purchased on the parking meter for that vehicle and plate numberspace has expired, except as provided in § **141-30**.
 - (5) It shall be unlawful for any person to park or allow any vehicle registered in his/her name to be parked or left standing on any public highway or part of a public highway within the City in a parking meter zone without conforming to the provisions of this article.
 - (6) It shall be unlawful for any person to park in a metered on-street parking space without purchasing a parking session for the specific vehicle and plate number occupying the

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 12.A.1. Ordinance Number: O – 2022.09.14 – 011 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 21 First notice of violation; payment tables 31 Unlawful Acts; separate violations	

parking, or with a receipt from a multi-space parking meter in a metered parking lot or a metered parking garage.

- (7) The City’s print-at-home permit program provides permits specific to the single vehicle associated with each such permit. It shall be unlawful for any person to forge, falsify, or print multiple copies of print-at-home permits for use by others, or in any other way assist, facilitate, aid, or abet the use of a print-at-home permit by or for any other vehicle other than the permitted vehicle. Violators will be subject to Table B fines under § **141-23** as set forth in the Fine Schedule as adopted by City Council.
- B. Where a violation of this article is found, each additional one hour that a vehicle is so parked in violation shall constitute a separate additional violation.
- C. The previous provisions of this article shall not apply to City-owned vehicles or to persons who are disabled and have obtained permission to park from the Chief of Police.
- D. Chronic offenders. Any person with five violations of any subsection of § **141-31A(3), (4)** and **(6)** or § **141-37** in a calendar year for any metered on-street parking space shall be fined as set forth in the Fine Schedule as adopted by City Council for each subsequent offense.
- E. Displaying an altered or falsified parking permit, or parts thereof. Violations will be subject to a fine as set forth in the Fine Schedule as adopted by City Council. The violator’s permit may also be revoked and no refund will be issued.

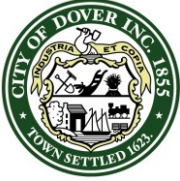
3. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-23, “First Notice of violation; payment tables” is hereby amended as follows:

a. THE FOLLOWING ARE AMENDED:

§ 141-23 **First notice of violation; payment tables.**

- A. Late notice. If the fine indicated for the initial violation is not paid within 10 days, the Chief of Police shall send a late notice to the owner of the vehicle. Such notice shall be sent to the primary owner as listed with the motor vehicle department of the state in which the vehicle is registered. The late notice shall be sent by first class mail and shall instruct the vehicle owner that he/she may avoid further prosecution and fine by paying the City of Dover the amount in the applicable payment schedule for that violation.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2022.09.14 – 011**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 21 First notice of violation; payment tables
31 Unlawful Acts; separate violations

- B. All parking violations enumerated in §§ **141-13** through **141-38** shall be Table A violations as set forth in the Fine Schedule as adopted by City Council, except as follows:
- (1) Violations of §§ **141-13E(1)**, **141-13E(6)** and **F**, **141-14A(9)** and **(12)** and **E**, **141-16A** and **141-31A(3)(a)(4)** shall be Table B violations as set forth in the Fine Schedule as adopted by City Council.
 - (2) Violations of §§ **141-14A(11)** and **F**, and § 141-31E shall be Table C violations as set forth in the Fine Schedule as adopted by City Council.
- C. Parking violation Tables A, B, and C fines shall be as set forth in the Fine Schedule adopted by City Council.

4. TAKES EFFECT

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE
	Agenda Item#: 12.A.1.
	Ordinance Number: O – 2022.09.14 – 011 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 21 First notice of violation; payment tables 31 Unlawful Acts; separate violations

DOCUMENT HISTORY:

First Reading Date: 09/14/2022	Public Hearing Date: 09/28/2022
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

At their April 2022 meeting, the Parking Commission approved converting the current Pay and Display meter system to a Pay by Plate system. This change will eliminate the need for users to return to their vehicle to display the meter receipt and thus be able to go directly to their destination. The meter will provide a receipt to the user to take with them to indicate the paid parking expiration time. The new system will also merge with the current Pay by Phone system to allow the parking officers to use one enforcement tool (their iPhone). This ordinance aims to clarify the text in light of the updated system.

At the same April 2022 meeting, the Parking Commission approved a new penalty for displaying an altered or falsified permit. This involves creating a new express prohibition in Dover Code 141-31, as well as a corresponding fine in Dover Code 141-21.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2022.09.14 – 190**
Resolution Re: Authorization to Accept and Expend the New Hampshire
Department of Transportation – State Aid to Municipalities

WHEREAS: The City has received notice from the New Hampshire Department of Transportation of an allocation of Highway Block Grant Aid in the amount of \$518,954.25 and an allocation of Municipal Bridge Aid of \$861,431 of grant funds as a result of the passing of SB401; and

WHEREAS: **SB 401** will provide funding with restricted uses, meaning that it may be used to supplement (not supplant) local budgets; The “supplement not supplant” provision requires that these funds must add to (supplement) and not replace (supplant) local budgeted funds when providing services that repair, maintain, and construct municipal bridges; repair and maintain class IV and V roads; or acquire the equipment necessary to maintain Class IV and V roads; 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 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
2240.1.300.43111.3353.03121.23	Special Highway Block Grant	518,954.25	518,954.25
2240.1.300.43121.3370.03116.23	Municipal Bridges Grant	861,431.00	861,431.00

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 – 2022.09.14 – 190**
Resolution Re: Authorization to Accept and Expend the New Hampshire
Department of Transportation – State Aid to Municipalities

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

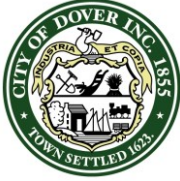
Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

First Reading Date: 09/14/2022	Public Hearing Date: 09/28/2022
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

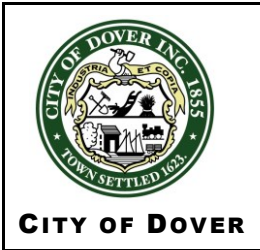
Resolution Number: **R – 2022.09.14 – 190**
Resolution Re: Authorization to Accept and Expend the New Hampshire
Department of Transportation – State Aid to Municipalities

RESOLUTION BACKGROUND MATERIAL:

SB 401 will provide funding with restricted uses, meaning that it may be used to supplement (not supplant) local budgets; The “supplement not supplant” provision requires that these funds must add to (supplement) and not replace (supplant) local budgeted funds when providing services that repair, maintain, and construct municipal bridges; repair and maintain class IV and V roads; or acquire the equipment necessary to maintain Class IV and V roads.

These two sources of grant funding are to be considered “unanticipated revenue.” Therefore, a municipality may accept and expend the funds under the provisions of [RSA 31:95-b, II-IV](#). For unanticipated money in the amount of \$10,000 or more, RSA 31:95-b requires the governing body to hold a public hearing on the action to be taken, with notice of the time, place and subject of the hearing published at least seven days before the hearing is held.

The City has received notice from the New Hampshire Department of Transportation of an allocation of Highway Block Grant Aid in the amount of \$518,954.25 and an allocation of Municipal Bridge Aid of \$861,431 of grant funds as a result of the passing of SB401.



CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2022.09.14 – 191**

Resolution Re: Authorization to Accept and Expend the NH Humanities
Community Project Grant – Indigenous People's Initiative

WHEREAS: One of the Dover City Council's goals for the 2022-2023 term is to strengthen our community by ensuring Dover is a welcoming and inclusive environment for all people; and

WHEREAS: In support of the City Council's goals, the city applied for and has been awarded a New Hampshire Humanities Council Community Project Grant (CPG) of \$10,000 to acknowledge and recognize the Indigenous People's experience and stewardship of the land beginning long before the arrival of the first European settlers in 1623 to the area that has since become Dover, New Hampshire.

WHEREAS: In adhering to the requirements established per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to 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 expend the grant funds awarded 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.

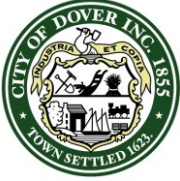
AND, FURTHER BE IT RESOLVED THAT:

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 City Manager, or designee, is hereby authorized to contract with vendors 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
TBD	Grant	10,000.00	10,000.00
1000.1.390.45500.xxxx	Library Budget	5,400.00	5,400.00
1000.1.130.41320.xxxx	Executive Budget	5,400.00	5,400.00
TBD	In Kind	13,050.00	13,050.00

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.2.

Resolution Number: **R - 2022.09.14 – 191**

Resolution Re: Authorization to Accept and Expend the NH Humanities
Community Project Grant – Indigenous People's Initiative

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk

DOCUMENT HISTORY:

First Reading Date: 09/14/2022

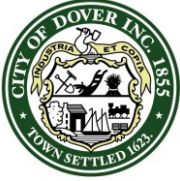
Public Hearing Date: 09/28/2022

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2022.09.14 – 191**

Resolution Re: Authorization to Accept and Expend the NH Humanities
Community Project Grant – Indigenous People's Initiative

RESOLUTION BACKGROUND MATERIAL:

A NH Humanities Council Community Project Grant for \$10,000 has been awarded to the City of Dover to further recognize and educate about the Indigenous People's stewardship and use of the land long before the arrival of the first European settlers in 1623 to the area now known as Dover, NH. The grant funds will be used to procure and install plaques at various public buildings displaying the City of Dover's adopted Land Acknowledgement statement and a link to related online reference materials. The project will also involve a formal unveiling ceremony for at least one of the plaque installs and issuance of proclamations in honor of Indigenous People's Day and Native American Heritage Month. There will also be at least two public presentations on Indigenous People's related topics held at the Library. Efforts utilizing budgeted funds to match the grant funds will develop and host resources on the newly revised Library web page, produce and make available videos of events and promote grant project related happenings via newsletters, social media, media releases. The acceptance and receipt of the grant funds will further leverage already budgeted funds and allow for the procurement and installation of the related Land Acknowledgment plaques.

Award Information:

Purchase orders will be issued to vendors as identified to authorize future expenditures.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2022.09.14 – 192**
Resolution Re: Reprogram Unexpended Bond Proceeds from Sixth Street and Venture Drive to Stormwater Improvements Stark Avenue and Elliot Circle CIP Project.

WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Debt Financing authorization for certain CIP projects; and

WHEREAS: There is \$78,270.80 of unexpended bond proceeds from the 6th Street/Venture Drive Intersection improvements CIP project as it was completed under budget; and

WHEREAS: The City has identified the immediate need for additional funding for the Stark Ave and Elliot Circle stormwater portion of the Phase C Downtown Sewer Improvements CIP project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$34,300.00 of unexpended bond proceeds is hereby reprogrammed from the 6th Street/Venture Drive Intersection project to Stark Ave/Elliot Circle stormwater project as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
4017.1.300.43121.4751.03115.17	6th/Venture Improvements	78,270.80	(34,300.00)	43,970.80
4017.1.300.43155.4715.03133.17	Stark Ave/Elliot Circle Storm Water Improvements	0.00	34,300.00	34,300.00
	Total Available Funding	78,270.80	0.00	78,270.80

NOTE: This resolution reprograms unexpended bond proceeds and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after the public hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2022.09.14 – 192**
Resolution Re: Reprogram Unexpended Bond Proceeds from Sixth Street and Venture Drive to Stormwater Improvements Stark Avenue and Elliot Circle CIP Project.

DOCUMENT HISTORY:

First Reading Date: 09/14/2022
Approved Date:

Public Hearing Date: 09/28/2022
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.		

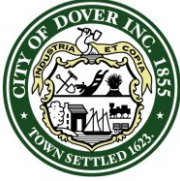
RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the 6th Street/Venture Drive Intersection improvements project.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the 6th Street/Venture Drive project. This resolution reprograms funding from the 6th Street/Venture Drive project to the Stark Ave/Elliot Circle Stormwater portion of the Phase C Downtown Sewer Improvements project.

On December 9, 2015 the City Council adopted the FY2017 Capital Improvements Plan (CIP) Authorization for bonding, which included \$250,000.00 for the 6th Street/Venture Drive Improvements project. The project is now completed and there is \$78,270.80 of unexpended bond proceeds that can be reprogrammed to another City CIP project.

The Downtown Sewer Improvements project is an approved FY2021 CIP Project and is currently an active project. The project has need for additional funding of \$34,300.00 to address stormwater components for Stark Ave/Elliot Circle in conjunction with the sewer improvement work taking place.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R - 2022.09.28 – 193**

Resolution Re: Acceptance of Donation of Dog Waste Cleanup Stations

WHEREAS: Resident and local veterinarian, Timothy Hunt, has generously offered to donate eight dog waste bag dispensers with his logo as shown in background section of this resolution; and

WHEREAS: The dispensers are intended to be placed in the urban core in the vicinity of upper square and Broadway, with final locations to be coordinated with the Superintendent of Facilities and Grounds.

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

The generous donation by Dr. Hunt is acknowledged and appreciated. The City Manager is authorized to accept, on behalf of the City of Dover, the donation of eight dog waste bag dispensers as described herein and to sign any documents necessary to accomplish the acceptances of the donation.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R - 2022.09.28 – 193**

Resolution Re: Acceptance of Donation of Dog Waste Cleanup Stations

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:

Dr. Timothy Hunt, of Winichahanat Veterinary Care in Dover, intends to donate eight dispensers to be placed in the urban core in the vicinity of upper square and Broadway. Final locations will be coordinated with the Superintendent of Facilities and Grounds. The dispensers will be the “Dog i Pot bag holder” type to be consistent with the City’s other dispensers. The donation has been reviewed and approved by City of Dover Environmental Projects Manager. In addition, the expectation is that individuals taking the bags from the dispensers will be able to use existing trash receptacles for disposal, meaning there is no need to add new receptacles.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2022.09.28 – 194**
Resolution Re: B23018 Crack Sealing Services

WHEREAS: A sealed Request for Bid #B23018 was solicited and received for crack sealing services on September 22, 2022 at 2:00 PM for services to conclude by December 7, 2022; and

WHEREAS: One bid response was received and reviewed for necessary qualifications, experience, skills, project understanding, approach and cost. The low bid meeting the selection criteria was submitted by Sealcoating, Inc d/b/a Indus, and

WHEREAS: It is the recommendation to accept the proposal submitted by Sealcoating, Inc d/b/a Indus, at the rate of \$1.87 per pound, the PCRM option, in an amount not to exceed \$50,000.00. The vendor will use Modified Asphalt (PG 64-22) & Fibers. The vendor is listed as an approved New Hampshire Department as a NHDOT prequalified contractor.

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 Sealcoating Inc., d/b/a Indus of Braintree, MA for crack sealing services at rates provided in conjunction with bid #B23018 in an amount not to exceed \$50,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4715.00000.00	Streets - Land Improvements	2,021,129.00	1,711,901.79

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2022.09.28 – 194**
Resolution Re: B23018 Crack Sealing Services

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2022.09.28 – 194**
Resolution Re: B23018 Crack Sealing Services

RESOLUTION BACKGROUND MATERIAL:

The work covered by this project consists of furnishing all labor, equipment, materials and traffic control necessary to perform all operations in connection with reshaping, cleaning and sealing of random cracks in bituminous concrete pavements, and vegetation removal and sterilization of cracks where necessary.

The vendor awarded must be on the NHDOT preapproved lists for contractors.

Bid Information:

A sealed Request for Bid #B23018 was solicited and received for crack sealing services on September 22, 2022 at 2:00 PM.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	122	Number of Responses:	1
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	2022 Construction Season	Estimated Delivery:	As Needed
Recommended Award to:	Sealcoating Inc., d/b/a Indus	Fund:	2022/Streets
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B23018 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2022.09.28 – 195**
Resolution Re: B14074 French Cross Road Water Treatment Plant and Hughes Well Improvements, Underwood Engineers, Inc Professional Engineering Services.

WHEREAS: A sealed Request for Qualifications (RFQ) B14074 was issued and received for Professional Engineering Services for Water Systems Facility Upgrades on July 9, 2014 at 11:00 am. Four firms replied and interviews were conducted on August 3, 2014 with representatives from all four firms. The evaluating committee recommended award (UE) Underwood Engineers, Inc. as most qualified and was approved via council Resolution [R-2014.11.12-120](#);and

WHEREAS: The City has approved via Resolution [R-2022.05.11-105](#) a grant from the New Hampshire Department of Environmental Services (NHDES) of an award of American Rescue Plan Act (ARPA) grant funds in the amount of \$50,000 to be utilized for eligible costs for the 2022-2024 Strategic Planning at Hughes Well and the French Cross Road Water Treatment Plant. The grant was also approved by Governor and Executive Council on July, 27, 2022; and

WHEREAS: The scope of work includes developing a comprehensive plan for iron and manganese treatment upgrades at the Hughes and Bouchard Wells. The grant application requests engineering and/or consulting services in the amount of \$50,000.00 and lists no match required; 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 Underwood Engineers, Inc. of Portsmouth, NH for engineering services that include French Cross Road Water Treatment Plant and Hughes Well Improvements in the amount not to exceed \$50,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4339.03596.22	ARPA NHDES Strategic Planning	50,000	50,000

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2022.09.28 – 195**
Resolution Re: B14074 French Cross Road Water Treatment Plant and Hughes
Well Improvements, Underwood Engineers, Inc Professional
Engineering Services.

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2022.09.28 – 195**
Resolution Re: B14074 French Cross Road Water Treatment Plant and Hughes Well Improvements, Underwood Engineers, Inc Professional Engineering Services.

RESOLUTION BACKGROUND MATERIAL:

The proposed strategic planning work will allow the City to plan for implementation by providing a clearer picture of the cost-effective improvements and costs. Centralized treatment with Greensand Plus filtration for both wells at the French Cross Road facility is assumed based on previous studies, including new raw water main from Hughes well as shown on attached Figure 2. The goals of this project are to:

- Identify a recommended long-term approach for treatment based on factors such as feasibility, cost-effectiveness, reliability, and operational considerations.
- Refine the scope of work, costs and schedule for improvements at the French Cross Road facility.
- Identify next steps for final design, including field work including pilot studies, topographical survey, and subsurface investigations.

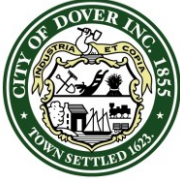
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	206	Number of Responses:	4
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	2022
Recommended Award to:	Underwood Engineers, Inc.	Fund:	FY22 ARPA
Other Approvals Required:	DES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B14074 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2022.09.28 – 196**
Resolution Re: Emergency Pump Repair and Cleaning Services Willand Pond Water Supply

WHEREAS: On September 9th it was discovered that a well pump had failed at Willand Pond. City staff were able to get a vendor on-site to pull the pump, as a larger crane is required, with specialty attachments to connect to the pitless ends. After further investigation, photos showed excessive oxidized iron sludge. An emergency call was placed to Barrie Millers Well & Pump Services Inc for as needed service/repair on the pump that had failed at Willand Pond and also to ensure the secondary pump at same location does not fail; and

WHEREAS: Barrie Miller came onsite and pulled the pump, he is working to find a replacement pump & motor which is estimated at \$5,000.00. Staff asked for pricing for emergency cleaning of the well, and also for an add-on price to tackle the other Willand Pond well while his crew was mobilized on site. The total estimate for cleaning both wells was \$37,260. Staff called Barrie, as he was low-bidder when we recently cleaned Campbell Well. It is the recommendation to get both wells cleaned now, as we can save on mobilization costs and we are probably risking overloading the other well pump; and

WHEREAS: Per 5-29.A. Exemptions to Competitive Bidding. Emergency Purchases. The City Manager may waive bidding procedures when there exists an emergency as determined by the City Manager. All attempts shall be made to obtain the most competitive price within the time available.

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 Barrie Millers Well & Pump Services Inc, as needed for Well Cleaning & Pump Repair for the emergency repair of public water services at Willand Pond Well in the amount estimated at \$42,260. 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
5300.1.300.43320.4432.00000	CS Water- Maint Chrgs	110,015.00	81,600.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2022.09.28 – 196**
Resolution Re: Emergency Pump Repair and Cleaning Services Willand
Pond Water Supply

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2022.09.28 – 196**

Resolution Re: Emergency Pump Repair and Cleaning Services Willand
Pond Water Supply

RESOLUTION BACKGROUND MATERIAL:

Two water supply production wells were put back into service in 2019, with the construction of a new pump house and emergency interconnection facility with the City of Somersworth. The project was funded in part by a \$2.6 million grant from the New Hampshire Groundwater Trust Fund. The wells were pre-existing from prior historical use several, several years ago. Both wells were cleaned and renovated in late 2019 in order to allow them to be put back into service for use as public water supplies. Due to high naturally occurring iron in the aquifer, the 2 wells pump directly to the Lowell Avenue water treatment plant in order to go through a greensand filtration process that removes natural iron and manganese.

Normally, with many of the other City wells, a cleaning frequency occurs perhaps every 10 years or so. With the City have 11 water supply wells the operational objective remains to clean at least one each year. During the recent drought conditions, the City's hydrogeologic consultants had recommended increasing production out of the Willand Pond aquifer in order to alleviate demand strain on other well supplies. Willand Pond Well #1 failed on September 9. Once the well pump was removed, it was confirmed that excessive oxidized iron had effectively "plugged" the pump, causing the motor to overload and the bearings to fail.

Barrie Miller was called on an emergency basis, as he was the low-bidder on the City's most recent well-cleaning, which was Campbell Well in late 2021. Based on a visual inspection of the well pump and discharge casing, and in consultation with our hydrogeologic consultants, it was determined that both wells needed to be cleaned and inspected to ensure their continued operation.

Moving forward, the two Willand Pond Wells will be on an accelerated well-cleaning schedule, based on the monitored raw water iron concentrations that are observed. This could be as frequent as every 2 to 3 years.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2022.09.28 – 197**

Resolution Re: Emergency Purchase of John Deere Attachments, Parts and Service through United Construction & Forestry and United Ag & Turf – Sole Source Purchase

WHEREAS: The City owns several pieces of John Deere Construction Equipment requiring the purchase of John Deere attachments, parts and service. One of our large John Deere loaders that is equipped with the roadside mower needed emergency brake work. The axles had to get pulled, which was beyond the scope of what our mechanics could tackle. The city fleet manager also, for safety reasons, did not feel we had the equipment to pull and support the axles. Staff hauled the loader (Unit #123) to United Construction & Forestry and it was discovered that both axles need work, and the price per axle estimated at \$5,000, then put the repair work just over \$10,000.; and

WHEREAS: Per 5-29.A. Exemptions to Competitive Bidding. Emergency Purchases. The City Manager may waive bidding procedures when there exists an emergency as determined by the City Manager. All attempts shall be made to obtain the most competitive price within the time available; and

WHEREAS: United Construction & Forestry is the sole authorized and exclusive distributor for John Deere heavy construction equipment, parts & service in the State of New Hampshire. In addition, United Ag & Turf, affiliated with United Construction & Forestry, is also an authorized dealer for John Deere compact construction equipment, parts and service in New Hampshire; and

WHEREAS: The City has been very pleased with the availability, service and pricing structure offered by both vendors, it is the recommendation to continue to purchase parts and services on an as-needed basis through United Construction & Forestry and United Ag & Turf; and

WHEREAS: Per 5-29.F. Exemptions to Competitive Bidding: Sole Source purchases where the proposed purchase is manufactured or provided by only one entity.

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

The Purchasing Agent is hereby authorized to issue Purchase Orders on an as needed basis to either United Construction & Forestry and/or United Ag & Turf, LLC for the purchase of John Deere parts and supplies, as well as related service. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

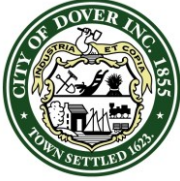
The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
6310.1.550.49200.4895.00000	Fleer Maint - Cost of Sales	400,445.00	400,445.00

AUTHORIZATION

Document Created by: Purchasing	R-2022.09.28 Emergency Purchase of John Deere Attachments, Parts and Service through United Construction & Forestry and United Ag & Turf – Sole Source Purchase
Document Posted on: September 22, 2022	Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2022.09.28 – 197**
Resolution Re: Emergency Purchase of John Deere Attachments, Parts and Service through United Construction & Forestry and United Ag & Turf – Sole Source Purchase

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2022.09.28 – 197**
Resolution Re: Emergency Purchase of John Deere Attachments, Parts and Service through United Construction & Forestry and United Ag & Turf – Sole Source Purchase

RESOLUTION BACKGROUND MATERIAL:

The city owns 5 John Deere Construction Equipment; 4 Loaders and 1 Backhoe.

Bid Information:

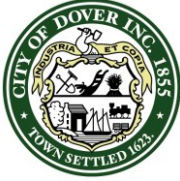
Per 5-29.F. Exemptions to Competitive Bidding: Sole Source purchases where the proposed purchase is manufactured or provided by only one entity. As the estimated expense may exceed the \$25,000.00 threshold, Council approval is required.

Award Information:

A purchase order(s) will be issued on an as needed basis to United Construction & Forestry and/or United Ag & Turf to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	N/A – purchase as needed	Estimated Delivery:	As Needed
Recommended Award to:	United Construction & Forestry and United Ag & Turf	Fund:	6310-Fleet Maint.
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase may exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2022.09.28 – 198**
Resolution Re: Emergency Repairs to City Hall Elevator

WHEREAS: On August 1, 2022, during a routine safety inspection of the City Hall elevator, it was discovered that a key hydraulic line was corroded and leaking. As such, the elevator did not pass inspection and was immediately taken out of service due to safety concerns; and

WHEREAS: In 2017 the city solicited a Request for Proposal B17019 for multi-year city wide elevator inspections and repairs and awarded to Eagle Elevator Company Inc now known as 3Phase Elevator LLC. Vendor provided an estimate based on time and materials in the amount of \$11,592 and as work began it was discovered that in order to repair hydraulic lines to the elevator, equipment was needed to break up ledge in the City Hall ADA entrance floor and additional cost would be incurred; and

WHEREAS: Per 5-29.A. Exemptions to Competitive Bidding. Emergency Purchases. The City Manager may waive bidding procedures when there exists an emergency as determined by the City Manager. All attempts shall be made to obtain the most competitive price within the time available; 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 Excel Elevator and Escalator 3Phase Excel Elevator LLC for as needed repair services to City Hall elevator at ADA Entrance in the amount estimated at \$20,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43180.4431.00000	Facilities & Grounds Maint Chrg	148,820.00	123,465.00

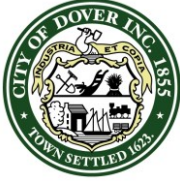
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2022.09.28 – 198**
Resolution Re: Emergency Repairs to City Hall Elevator

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.6.

Resolution Number: **R – 2022.09.28 – 198**

Resolution Re: Emergency Repairs to City Hall Elevator

RESOLUTION BACKGROUND MATERIAL:

Original scope of work included Labor and materials to complete the following

- Remove existing oil line between elevator machine room and elevator pit
- Replace oil line between elevator pit and hoist way with new 2” hydraulic oil line that has been welded, coated with required primer and properly tapes
- Clean pit and machine room spaces
- Return car to service
- Labor (20hrs @ \$390.00 {2 staff team}) \$7,800.00 and Materials \$3,792. total \$11,592

Additional discovered items:

The original estimate called for replacement of the corroded hydraulic line, which extended from the base of the elevator shaft back over the hydraulic pumping system located in the boiler/mechanical room of City Hall. The initial hope was that the hydraulic line was contained within a “sleeve” beneath the concrete floor in the entrance foyer. Unfortunately, that was not the case, as the hydraulic line was discovered to be direct-buried, and contained elbows and bends to loop over a section of natural ledge beneath the ground floor slab. City crews needed to cut through the floor slab and jack-hammer out the ledge outcrop. Access had to be gained through the elevator shaft, so for safety purposes the elevator had to be jacked up and braced. The elevator repair contractor needed to install safety jacks and bracing to properly secure the elevator. This required additional coordination and staffing during the entire repair process.

During final replacement of the hydraulic line, it was discovered that a rupture valve had to be added and installed in order to comply with code and safety requirements. This added another \$5800 to the repair bill, which brought the total repairs to the threshold of \$20,000.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2022.09.28 – 199**

Resolution Re: Purchase of Jill Nooney Sculptures for Community Trail –
Sole Source Purchase

WHEREAS: The Arts Commission has been looking to increase opportunities to view art throughout the City, including on the Community Trail. The Arts Commission found and presented two different cubes that are approximately 2.5 feet square and are made of punched steel to be added to the Community Trail; and

WHEREAS: The CTAC members endorsed the submission and the City would like to proceed with the purchase and installation. The Arts Commission has voted on using \$5,000 toward art on the community trail from their Arts Legacy Fund; and

WHEREAS: Per 5-29.F. Exemptions to Competitive Bidding: Sole Source purchases where the proposed purchase is manufactured or provided by only one entity.

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 Jill Nooney of Bedrock Gardens for the two welded steel cube sculpture entitled “Snake Eyes” in the amount of \$3,000 and further authorizes up to \$2,000 to install. 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
8195.1.190.41991.4831.00000	Disbursement by Agent - Arts Legacy	5,418.45	5,418.45

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2022.09.28 – 199**

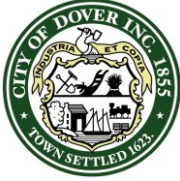
Resolution Re: Purchase of Jill Nooney Sculptures for Community Trail –
Sole Source Purchase

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2022.09.28 – 199**
Resolution Re: Purchase of Jill Nooney Sculptures for Community Trail –
Sole Source Purchase

RESOLUTION BACKGROUND MATERIAL:



Bid Information:

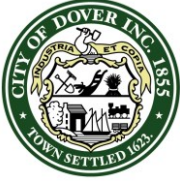
Per 5-29.F. Exemptions to Competitive Bidding: Sole Source purchases where the proposed purchase is manufactured or provided by only one entity.

Award Information:

A purchase order(s) will be issued as outlined to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	N/A – purchase as needed	Estimated Delivery:	As Needed
Recommended Award to:	Jill Nooney, of Bedrock Gardens	Fund:	Art Commission Funds
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase may exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2022.09.28 – 200**

Resolution Re: Collective Bargaining Agreement – Dover Teachers' Union (DTU)

WHEREAS: Beginning February 18, 2022, representatives of the Dover School Board and the Dover Teachers' Union have been involved in negotiations for a Collective Bargaining Agreement to supersede the agreement expiring August 31, 2022; and

WHEREAS: On August 31, 2022, representatives of the Dover School Board and the Dover Teachers' Union reached a tentative Agreement as to the terms and conditions of a revised, one-year bargaining agreement, the cost items for which are outlined in the background of this resolution; and

WHEREAS: On September 12, 2022, the Dover Teachers' Union ratified the one-year tentative Agreement; and

WHEREAS: On September 19, 2022, the Dover School Board unanimously approved the one-year tentative Agreement with the Dover Teachers' Union.

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

The City Council ratifies the cost items within the one-year tentative Agreement with the Dover Teachers' Union approved by the Dover School Board on September 19, 2022. The Dover School Board is hereby authorized to execute a one-year Collective Bargaining Agreement commencing on September 1, 2022 and extending through August 31, 2023 with the Dover Teachers' Union.

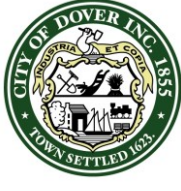
AUTHORIZATION

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.1.
	Resolution Number: R – 2022.09.28 – 200 Resolution Re: Collective Bargaining Agreement – Dover Teachers’ Union (DTU)		

DOCUMENT HISTORY:

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

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

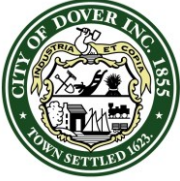
RESOLUTION BACKGROUND MATERIAL:

The Dover School Board participated in negotiations with the Dover Teachers’ Union. These negotiations began on February 18, 2022, culminating in the tentative Agreement reached on August 31, 2022. A link to the School Board’s materials for the Special Meeting it held on September 19, 2022 can be found at [this link](#).

There are approximately 346 employees represented in the cost items associated with the Dover Teachers’ Union. The numbers below are approximate and could vary due to retirements, resignations and new hires.

Below is the Dover School District—DTU (Dover Teachers’ Union) Tentative Agreement Cost Summary. Since the City is in the current budget year that this one-year agreement applies to, this resolution does not increase any appropriations for Fiscal Year 2023.

City of Dover									
Summary of Change - DTU (Dover Teachers' Union) Tentative Agreement Cost Summary									
Approximately 346 Employees									
Summary By Union	Primary Wages	FICA	NHRS	Dental	Medical	Other Fringe	Wage & Fringe		
FY23 Estimate									
DTU	\$22,080,073	\$1,750,326	\$4,809,391	\$202,318	\$6,859,436	\$941,387.72	\$37,442,933	\$ 1,812,531	5.09%



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2022.09.28 – 201**

Resolution Re: Approval of Eversource Trimming and Removal of Trees

WHEREAS: Eversource Energy has notified the City of its desire and intention to trim and remove trees and brush adjacent to and beneath some of its power lines within the City and specifically names Old Garrison Road as a proposed work area; and

WHEREAS: Old Garrison Road has been designated as a Scenic Road by the City pursuant to RSA 231:157; and

WHEREAS: Under Chapter 117 of the City's Code titled Scenic Roads, Section 2 Effects of Designation, states that no cutting or removal of trees shall take place without the written consent of the City Council:

117-2 Effect of Designation

Upon a road being designated as a scenic road as previously provided, any repair, maintenance, reconstruction or paving work done with respect thereto shall not involve or include the cutting or removal of trees or the tearing down or destruction of stone walls or portions thereof, except with the prior written consent of the City Council, after a public hearing duly advertised as to time, date, place and purpose, two times in a newspaper of general circulation in the area, the last publication to occur at least seven days prior to such hearing as provided and set forth in RSA 231:158.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The City Council consents to Eversource Energy's Proposal to trim and remove trees adjacent to and beneath its powerlines on Old Garrison Road and authorizes the City Manager to provide such consent in writing to Eversource Energy.

REQUIRES A PUBLIC HEARING

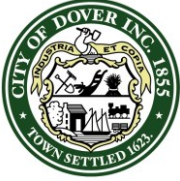
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor 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 – 2022.09.28 – 201**

Resolution Re: Approval of Eversource Trimming and Removal of Trees

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

See Eversource Energy tree cutting proposal received by the City Manager's Office on September 12, 2022.

SEP 12 2022

**City Manager's Office
Dover, NH**

City Council
City of Dover
288 Central Avenue
Dover, NH 03820

August 24, 2022

Dear City Council Members:

This letter is to inform the City of Dover that Eversource is planning to trim and remove trees and brush adjacent to and beneath some of its power lines within the town. This work is necessary to facilitate the replacement/installation of several poles needed to ensure the safe distribution of power and to improve the reliability of electric service for our customers

According to Eversource records Old Garrison Road has been designated as a scenic road by the City of Dover. Please consider this letter a request from Eversource for a public hearing for the trimming and removal of trees and brush along this road within the proposed work area pursuant to RSA 231:158. Please inform this office of the time and place of said meeting so that we may have a representative present.

Eversource specifications call for the removal of brush, limbs, and trees which are located within eight feet to the side of Eversource's conductors. A list of trees identified for removal by Eversource required to complete this project has been included. All trees are marked with a blue and white checkered ribbon. Addition trees not identified for removal will be trimmed to Eversource specification.

All work will be performed in accordance with accepted arboricultural standards. Eversource has contracted with Lewis Tree Service to perform the actual clearing of trees. Eversource requires that our clearing contractor contact each landowner where trees are to be trimmed or removed prior to commencement of work on that property. Individual concerns will be addressed at this time.

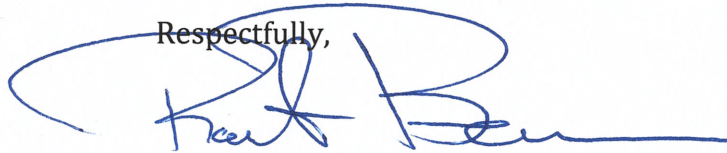
All brush and limbs cut on roadside locations will be chipped. All wood will be left on site unless otherwise directed by the landowner.

Work is scheduled to begin in the near future.

If you have any questions or comments, please feel free to contact me at the above address, by telephone at 603-634-3469 or by e-mail at Robert.Berner@Eversource.com.

Thank you for your concern and assistance.

Respectfully,

A handwritten signature in blue ink, appearing to read "Robert Berner", with a large, stylized loop at the beginning.

Robert J. Berner
Eastern Region Arborist
Eversource

City of Dover

Old Garrison Rd.

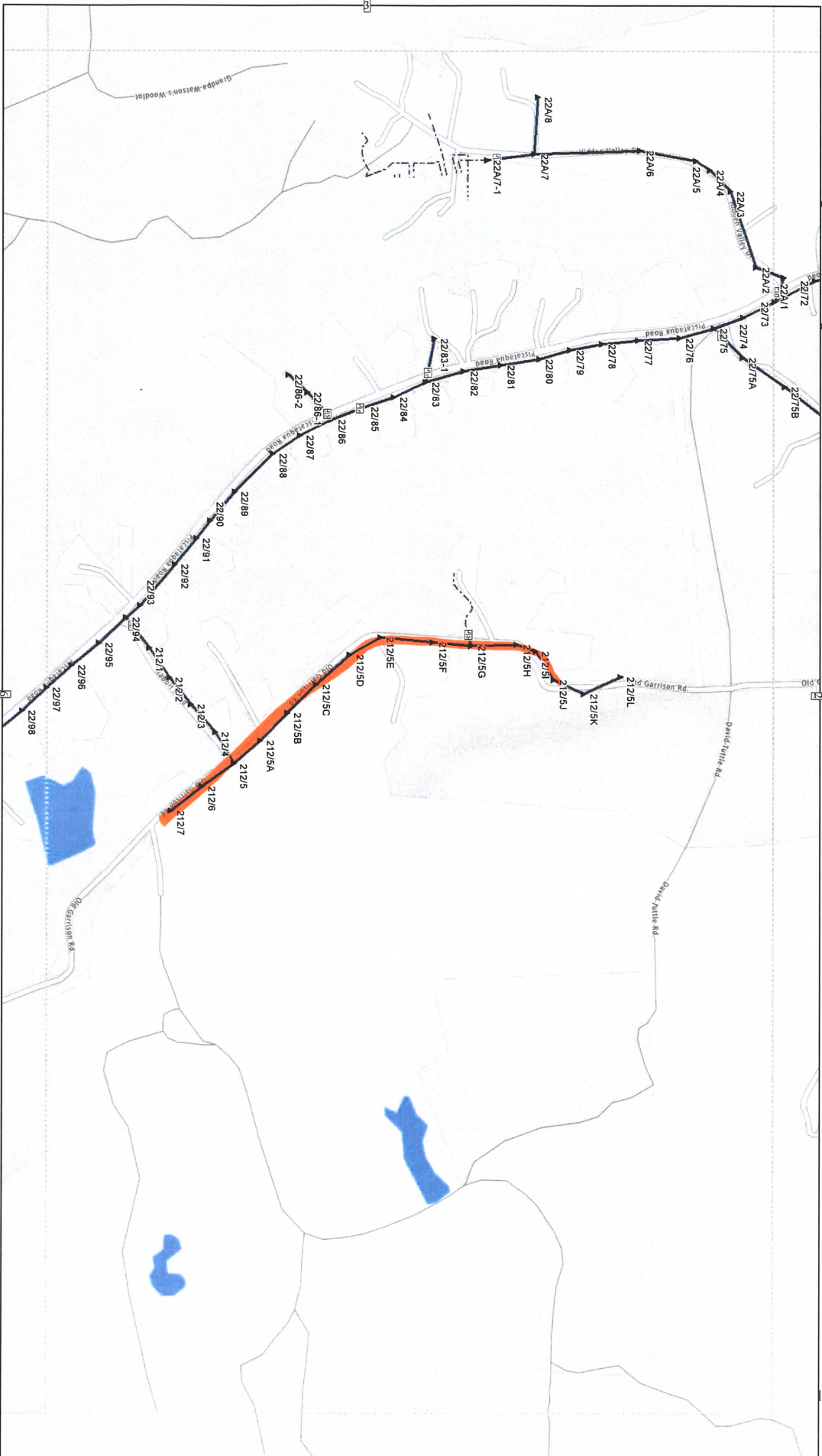
Removal List

Capital Improvement

Circuit	Species	Diameter	Reason	Pole No.	Location	Owner Name	Contact Number	Consent Status
54H2	Ash	15"	Dead	212/5A-5B	NH Fish & Game	James Oehler	603-271-0453	Granted/7.27.22
54H2	Ash	13"	Dead	212/5B-5C	320 Old Garrison Rd.	Robert Labonte/Jessica Gauthier	603-749-1623	Granted on 9.3.22
54H2	Ash	14"	Decay	212/5B-5C	320 Old Garrison Rd.	Robert Labonte/Jessica Gauthier	603-749-1623	Granted on 9.3.22
54H2	Locust	11"	Basal rot/decay	212/5C-5D	320 Old Garrison Rd.	Robert Labonte/Jessica Gauthier	603-749-1623	Granted on 9.3.22
54H2	Locust	11"	Basal rot/decay	212/5C-5D	320 Old Garrison Rd.	Robert Labonte/Jessica Gauthier	603-749-1623	Granted on 9.3.22
54H2	Oak	18"	Basal decay/lean	212/5C-5D	320 Old Garrison Rd.	Robert Labonte/Jessica Gauthier	603-749-1623	Granted on 9.3.22
54H2	Pine	29"	Decay, co-dim	212/5C-5D	320 Old Garrison Rd.	Robert Labonte/Jessica Gauthier	603-749-1623	Granted on 9.3.22
54H2	Cherry	18"	Dead	212/5C-5D	321 Old Garrison Rd.	Sam Zuckerman	603-749-0860	Granted 9.1.22
54H2	Oak	33"	Decay/proximity	212/5C-5D	314 Old Garrison Rd.	Susan Hay	603-749-0860	Waiting for response
54H2	Ash	13"	Dead	212/5G-5H	303 Old Garrison Rd.	Kimberly Clairmont	603-742-2658	Granted 7.27.22

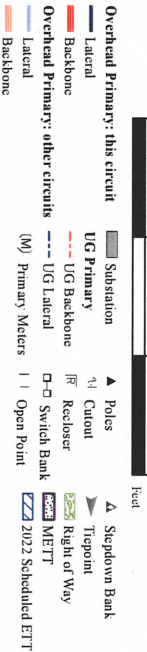
54H2	Maple	11"	Co- dom/decay	212/5G-5H	NH Fish & Game	James Oehler	603-271-0453	Granted 7.27.22
54H2	Maple	14"	Co- dom/decay	212/5G-5H	NH Fish & Game	James Oehler	603-271-0453	Granted 7.27.22
54H2	Maple	12"	Co- dom/decay	212/5G-5H	NH Fish & Game	James Oehler	603-271-0453	Granted 7.27.22
54H2	Oak	24"	Co- dom/decay	212/5G-5H	NH Fish & Game	James Oehler	603-271-0453	Granted 7.27.22
54H2	Oak	23"	Proximity to equipment	212/5G-5H	NH Fish & Game	James Oehler	603-271-0453	Granted 7.27.22
54H2	Hickory	7"	Proximity to equipment	212/5G-5H	NH Fish & Game	James Oehler	603-271-0453	Granted 7.27.22
54H2	Maple	8"	Dead Top	212/5G-5H	293 Old Garrison Rd.	Nancy Bruce	603-742-3795	Granted 7.27.22
54H2	Pine	21"	Decay	212/5H-5I	289 Old Garrison Rd.	Laura Towle	603-742-5213	No response
54H2	Oak	17"	Proximity to equipment	212/5H-5I	289 Old Garrison Rd.	Laura Towle	603-742-5213	No response
54H2	Hickory	8"	Proximity to equipment	212/5H-5I	289 Old Garrison Rd.	Laura Towle	603-742-5213	No response
54H2	Ash	13"	Dead	213/10-10A	442 Old Garrison Rd	Michael Leatherman	603-978-6244	Waiting for call back for consult
54H2	Hickory	18"	Burning	213/10A-10B	442 Old Garrison Rd	Michael Leatherman	603-978-6244	Waiting for call back for consult
54H2	Spruce	7"	Dead	213/10A-10B	442 Old Garrison Rd	Michael Leatherman	603-978-6244	Waiting for call back for consult
54H2	Spruce	10"	Dead	213/10A-10B	442 Old Garrison Rd	Michael Leatherman	603-978-6244	Waiting for call back for consult
54H2	Ash	19"	Dead	213/10A-10B	442 Old Garrison Rd	Michael Leatherman	603-978-6244	Waiting for call back for consult
54H2	Hickory	11"	Decay/close	213/10A-10B	442 Old Garrison Rd	Michael Leatherman	603-978-6244	Waiting for call back for consult

54H2	Ash	8"	Dead	213/10A-10B	442 Old Garrison Rd	Michael Leatherman	603-978-6244	Waiting for call back for consult
54H2	Oak	23"	Decay/lean	213/10B-10C	435 Old Garrison Rd	Jonathan Willson	603-743-3239	Consent granted 6.21.22
54H2	Hickory	6"	Decay	213/10B-10C	427 Old Garrison Rd	David Rich	603-343-3239	No response
54H2	Maple	10"	Decay/ on neutral wire	213/10B-10C	430 Old Garrison Rd	Heather Barton	603-289-3950	Consent granted on 6.21.22
54H2	Maple	4"	Dead	213/10B-10C	430 Old Garrison Rd	Heather Barton	603-289-3950	Consent granted on 6.21.22

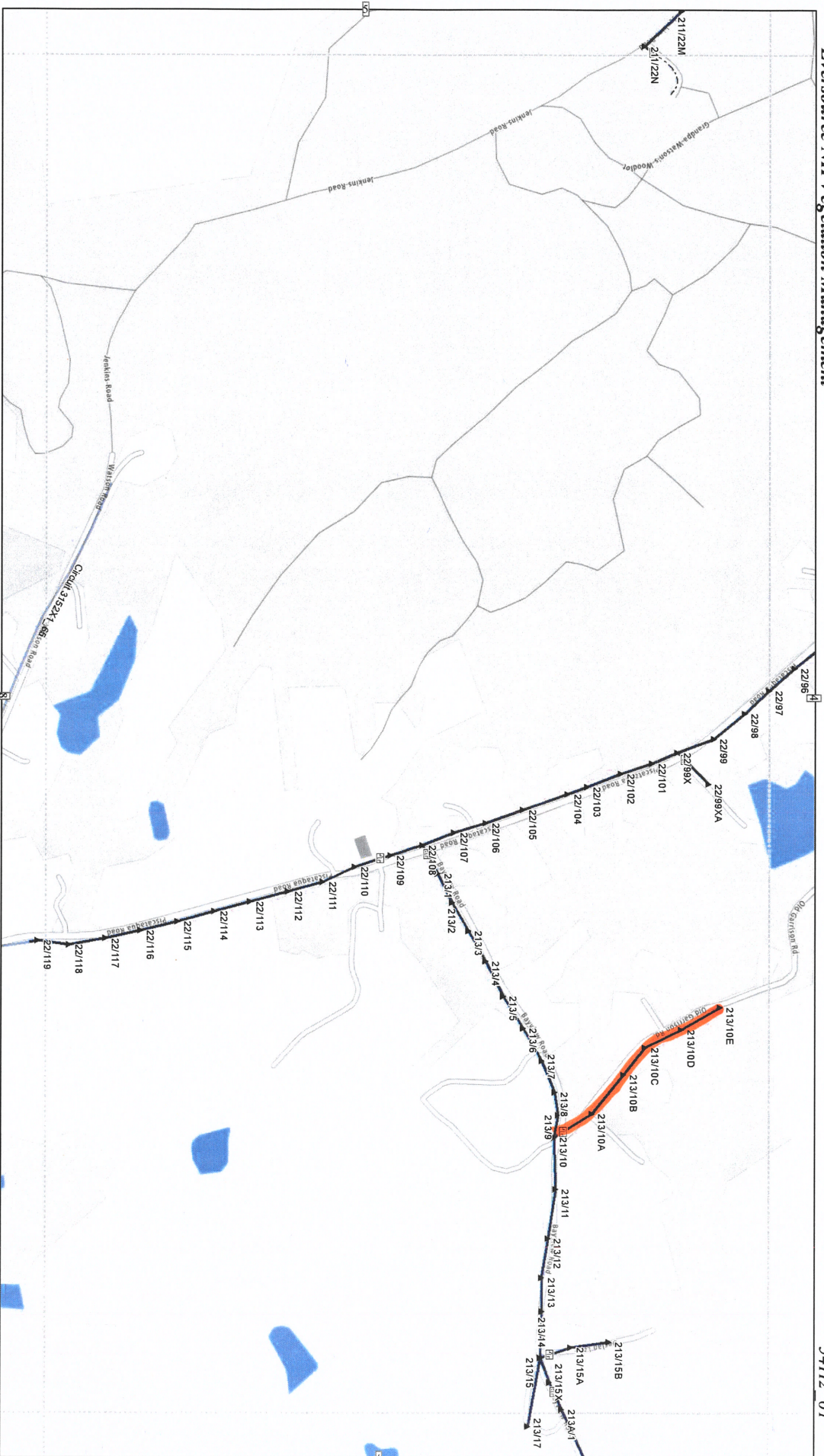


EVERSOURCE

PROPRIETARY INFORMATION: The material contained on the Overhead Distribution Circuit Map shall be considered proprietary to Eversource Energy, and Users (which shall be defined as any person or entity who has received the map through sale, purchase, exchange, gift, or otherwise) shall keep it in confidence and shall not furnish or disclose it to any third party without the prior written permission of Eversource Energy.



Circuit Mileage	
Backbone	0.24
Lateral	7.09
ROW	0.04
Total	7.37



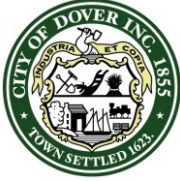
 Station
 Poles
 Sheepdown Bank
 Cutout
 Tiepoint
 Right of Way
 Switch Bank
 Open Point
 Meters
 2022 Schedules ETT
 Primary
 Lateral
 Backbone
 Other circuits
 UG Primary
 UG Backbone
 UG Lateral
 Sheepdown Bank
 Cutout
 Tiepoint
 Right of Way
 Switch Bank
 Open Point
 Meters
 2022 Schedules ETT
 Primary
 Lateral
 Backbone
 Other circuits
 UG Primary
 UG Backbone
 UG Lateral

Circuit Mileage	
Backbone	0.24
Lateral	7.09
ROW	0.04
Total	7.37

Page:
6 of 8

Location Information
Circuit: 54H2_61
Division: NHEASTERN
District: ROCHESTER

Plotted:
12/15/2021



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2022.09.28 – 202**

Resolution Re: Adoption of FY2024-FY2029 Capital Improvements Plan

WHEREAS: The Capital Improvements Program (CIP) serves as the City's long range planning document for the purchase or construction of capital assets; and

WHEREAS: The CIP anticipates the scheduling and financing over the course of the next six years of individual capital related projects with an estimated annual aggregate cost of \$25,000 or more and useful life of three years or greater; and that

WHEREAS: The CIP is updated annually following review by the Planning Board and adoption by the City Council;

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

The Proposed Capital Improvements Program for Fiscal Year 2024-2029 reflected in the attached document is hereby adopted.

NOTE: This resolution requires a duly advertised public hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2022.09.28 – 202**

Resolution Re: Adoption of FY2024-FY2029 Capital Improvements Plan

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:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This resolution establishes the attached FY2024 through FY2029 Capital Improvements Program.

This resolution only recognizes and adopts a financial and operational planning document for the City's infrastructure and capital assets over the course of the next six years and does NOT authorize or appropriate funding for projects or authorize bonding.

The FY2024 – FY2029 CIP projects and their anticipated schedule for funding are reflected in the attached document.

Capital Improvements Program - FY2024-2029

Proposed 21-Sep-22

All Projects

BOLD = New Project

* = Multi Category Project

UNDERLINED = Change in Schedule

ITALIC = \$ Change

PROJECT DESCRIPTION	2024	2025	2026	2027	2028	2029	Total	Finance Method
GENERAL GOVERNMENT								
Transfer to Capital Reserve - Infrastructure & Equip	1,325,000	1,475,000	1,625,000	1,855,000	1,925,000	2,075,000	10,280,000	OB
Transfer to Capital Reserve - Cemetery	125,000	125,000	125,000	125,000	125,000	125,000	750,000	OB
General Facility Improvements	50,000	50,000	50,000	50,000	50,000	50,000	300,000	RF
<u>Chapel Restoration</u>	250,000	250,000					500,000	RF
<i>City Hall Renovation</i>	475,000				375,000	375,000	1,225,000	OB/RF
Inspection Services Space Needs	1,535,000						1,535,000	OB/RF
Publicly Nominated Annual Project			75,000	75,000	75,000	75,000	300,000	OB
<i>Cemetery Equipment & Improvements</i>				250,000		250,000	500,000	RF
TOTAL GENERAL GOVT.	3,760,000	1,900,000	1,875,000	2,355,000	2,550,000	2,950,000	15,390,000	
POLICE								
Police Cruiser Replacement Program	144,000	144,000	144,000	144,000	144,000	144,000	864,000	RF
Public Safety Communications/Security Improvements	100,000	100,000	100,000	100,000	100,000	100,000	600,000	OB
TOTAL POLICE	244,000	244,000	244,000	244,000	244,000	244,000	1,464,000	
FIRE & RESCUE								
<i>Command/Staff Vehicle Replacement</i>	87,000		97,000		107,000		291,000	RF
<i>Ambulance Replacement</i>		450,000		495,000		545,000	1,490,000	RF
<i>Pumper/Quint Replacement</i>			1,100,000				1,100,000	RF
<i>SCBA Gear</i>			913,000				913,000	RF
<i>Squad Replacement</i>				850,000			850,000	RF
<i>Aerial Platform Replacement</i>					2,500,000		2,500,000	DF
<i>Personal Protective Gear</i>					385,000		385,000	RF
<i>Mobile and Portable Radio Replacement</i>						530,000	530,000	RF
TOTAL FIRE & RESCUE	87,000	450,000	2,110,000	1,345,000	2,992,000	1,075,000	8,059,000	
COMMUNITY SERVICES - PUBLIC WORKS								
PW Heavy Equipment	500,000	550,000	600,000	650,000	700,000	750,000	3,750,000	RF
General Streets Improvements	2,435,109	2,532,513	2,633,814	2,739,166	2,848,733	2,962,682	16,152,017	OB
General Sidewalk Improvements	131,592	136,856	142,330	148,023	153,944	160,102	872,847	OB
Bridge Improvements	200,000	250,000	200,000	200,000	200,000	220,000	1,270,000	OB
Drainage System Improvements	300,000	350,000	400,000	450,000	500,000	550,000	2,550,000	OB
Traffic Signal Upgrades/Traffic Calming	90,000	90,000	90,000	90,000	90,000	90,000	540,000	OB
<i>Bridge Deck - Chestnut St</i>	900,000	444,000					1,344,000	DF
<i>Cochecho River Replace Storm Drain Outfall</i>	1,000,000	1,000,000					2,000,000	DF
<i>Portland Avenue Retaining Wall*</i>	100,000						100,000	DF
<i>Street Reconstruction - Court/Union*</i>	1,000,000	268,000					1,268,000	DF
<i>Street Reconstruction - Fifth/Grove*</i>	1,000,000	100,000					1,100,000	DF
<i>Street Reconstruction Lower Central Avenue*</i>			1,850,000	900,000	245,550	1,500,000	4,495,550	DF
Bridge Replacement - Oak Street			5,000,000				5,000,000	GR
Culvert Reconstruction - Portland Avenue				1,600,000	400,000		2,000,000	DF
<u>Street Reconstruction - Oak/Ham/Ela*</u>						1,000,000	1,000,000	DF
TOTAL COMM SERV - PW	7,656,701	5,721,369	10,916,144	6,777,189	5,138,227	7,232,784	43,442,414	
CULTURE & RECREATION								
Transfer to Capital Reserve - Park/Playground Imprv.	125,000	135,000	140,000	140,000	140,000	140,000	820,000	OB
Park Infrastructure Replace/Maintenance	75,000	75,000	75,000	75,000	75,000	75,000	450,000	RF
Community Trail Phase IV-B	131,000	500,000					631,000	RF/GR
Indoor Pool Solar Panel Purchase		150,000					150,000	RF
<i>Outdoor Pool Improvements</i>				410,000			410,000	RF
Applevale Park Renovations						150,000	150,000	RF
<u>Arena - Foster Rink Air Conditioning</u>						75,000	75,000	RF
Morningside Park/Garrison Park Renovations						175,000	175,000	RF
TOTAL CULTURE & RECREATION	331,000	860,000	215,000	625,000	215,000	615,000	2,861,000	
PUBLIC LIBRARY								
Library Books and Collections	133,118	137,112	141,225	145,462	149,826	154,320	861,063	OB
<u>Library Facility Upgrades</u>		2,000,000	2,000,000	400,000			4,400,000	DF
TOTAL PUBLIC LIBRARY	133,118	2,137,112	2,141,225	545,462	149,826	154,320	5,261,063	
TOTAL CITY DEPARTMENTS	12,211,819	11,312,481	17,501,369	11,891,651	11,289,053	12,271,104	76,477,477	
EDUCATION								
Transfer to Capital Reserve - Curriculum	150,000	150,000	150,000	150,000	150,000	150,000	900,000	OB
Transfer to Capital Reserve - Facilities	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000	OB
Transfer to Capital Reserve - Info. Technology	20,000	20,000	20,000	20,000	20,000	20,000	120,000	OB
Transfer to Capital Reserve - Athletics	20,000	20,000	20,000	20,000	20,000	20,000	120,000	OB
Curriculum Replacement and Upgrade	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Facilities/School Maintenance and Repairs District Improv	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
DMS Roof Maintenance and Repairs	650,000						650,000	RF
Furniture Replacement	25,000	25,000	25,000	25,000	25,000	25,000	150,000	OB
<i>Information Technology Replacement and Upgrade</i>	485,000	485,000	485,000	485,000	485,000	485,000	2,910,000	OB
DHS Equip Storage, Bleacher, Turf/Track Replacement		2,500,000					2,500,000	DF
<i>Garrison Elementary School Renovations</i>			6,500,000				6,500,000	DF
DHS Solar Panel Purchase			600,000	100,000	100,000	200,000	1,000,000	RF

Capital Improvements Program - FY2024-2029

Proposed 21-Sep-22

All Projects

BOLD = New Project

* = Multi Category Project

UNDERLINED = Change in Schedule

ITALIC = \$ Change

PROJECT DESCRIPTION	Fiscal Year						Total	Finance Method
	2024	2025	2026	2027	2028	2029		
TOTAL EDUCATION	1,800,000	3,650,000	8,250,000	1,250,000	1,250,000	1,350,000	17,550,000	
TOTAL GENERAL FUND	14,011,819	14,962,481	25,751,369	13,141,651	12,539,053	13,621,104	94,027,477	
SPECIAL REVENUE FUNDS								
Building Access Control and CCTV Systems	100,000	100,000	100,000				300,000	GR
Conservation Funding	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000	OB
<i>DoverNet Client System Replacement</i>	60,420	62,195	62,195	62,195	62,195	62,195	371,395	OB
School Athletic Improvements	30,000	30,000	30,000	30,000	30,000	30,000	180,000	OB
School Cafeteria Maintenance/Repair/Upgrade	40,000	40,000	40,000	40,000	40,000	40,000	240,000	OB
School Light Vehicle Replacement	50,000	50,000	50,000	50,000	50,000	50,000	300,000	OB
Downtown Snow Removal Equipment	78,789						78,789	OB
<i>Elementary School HVAC upgrades</i>	3,850,000						3,850,000	GR
<i>McConnell Center Boiler & Pump Replacement</i>	170,000						170,000	OB
<u>McConnell Center Gym AC</u>		270,000					270,000	OB
<u>McConnell Center Rubber Roof</u>			281,500				281,500	OB
Parking Facility - Downtown			8,100,000				8,100,000	DF
TOTAL SPECIAL REVENUE FUNDS	4,629,209	802,195	8,913,695	432,195	432,195	432,195	15,641,684	
TIF FUNDS								
<i>Site improvements -Waterfront/Dredge Cell Closure</i>	4,000,000						4,000,000	DF
<i>Street Reconstruction Henry Law Avenue/River Street</i>		3,300,000	3,300,000				6,600,000	DF
Park Improvements - Waterfront		100,000	2,000,000				2,100,000	DF
TOTAL TIF FUNDS	4,000,000	3,400,000	5,300,000	0	0	0	12,700,000	
COMMUNITY SERVICES - WATER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Water Exploration	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Water Light Vehicle Replacement*	15,000	15,000	15,000	15,000	15,000	15,000	90,000	OB
Water Main Replacement - City Wide	168,730	175,479	182,498	189,798	197,390	205,286	1,119,181	RF
Water Meter Replacement	175,000	175,000	175,000	175,000	175,000	175,000	1,050,000	OB
Water Treatment Plant & Well Equipment	84,365	87,740	91,249	94,899	98,695	102,643	559,591	RF
Wellhead Protection	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Mill Street Pump Station *	2,113,500						2,113,500	GR
<i>Watermain Replacement - Court/Union*</i>	1,808,000						1,808,000	DF
<i>Watermain Replacement - Fifth/Grove*</i>	250,000						250,000	DF
<i>Rehabilitate Garrison Hill Water Storage Tank</i>		2,100,000					2,100,000	DF
Water System Model and Asset Management		450,000					450,000	DF
New Supply Source Development			300,000	4,000,000	4,000,000		8,300,000	DF/RF
<i>Water Main Replacement - Littleworth Road</i>			1,200,000	1,200,000	1,200,000		3,600,000	DF
<i>Water Main Replacement - Lower Central Avenue*</i>			1,800,000				1,800,000	DF
Water Main Replacement - Central Avenue				300,000	3,700,000		4,000,000	DF
Well Upgrades - Hughes Well				2,000,000	2,000,000	1,000,000	5,000,000	DF
<u>Water Main Replacement - Oak/Ham/Ela*</u>						1,000,000	1,000,000	DF
TOTAL WATER FUND	5,354,595	3,743,219	4,503,747	8,714,697	12,126,085	3,237,929	37,680,272	
COMMUNITY SERVICES - SEWER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Inflow/Infiltration Study/Mitigation	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	RF
Pump Station Equipment Replace-Maint.	84,365	87,739	91,249	94,899	98,695	102,643	559,590	OB
Sewer Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Sewer Light Vehicle Replacement*	15,000	15,000	15,000	15,000	15,000	15,000	90,000	OB
Sewer Main Replacements - City Wide	168,730	175,479	182,498	189,798	197,390	205,286	1,119,181	RF
WWTP General Permit Compliance	400,000	400,000	400,000	400,000	400,000	400,000	2,400,000	OB
Phase C Inflow & Infiltration Removal	1,950,000						1,950,000	DF
<i>Pump Station Upgrade - Mill Street*</i>	500,000	2,300,000	1,000,000				3,800,000	DF
<i>Pump Station Upgrade - River Street</i>	4,500,000						4,500,000	DF
<i>Sewer Main Replacement - Fifth/Grove*</i>	100,000						100,000	DF
<i>Sewer Main Replacement - Court/Union*</i>		1,400,000					1,400,000	DF
<i>Pump Station Upgrade - Charles Street</i>			400,000	1,100,000			1,500,000	DF
<i>WWTP - Capacity Upgrades, Treatment</i>			300,000		6,300,000	1,100,000	7,700,000	DF
Sanitary Sewer Model						300,000	300,000	RF
TOTAL SEWER FUND	8,558,095	5,218,218	3,228,747	2,639,697	7,851,085	2,962,929	30,458,771	
TOTAL OTHER FUNDS	22,541,899	13,163,632	21,946,189	11,786,589	20,409,365	6,633,053	96,480,727	
TOTAL ALL PROJECTS	36,553,718	28,126,113	47,697,558	24,928,240	32,948,418	20,254,157	190,508,204	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2022.09.28 – 203**
Resolution Re: **Appropriation For FY2024 Capital Improvements
Program – Non-Debt Financed Projects**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 1 and to finance these improvements with transfers from Reserve Trust Funds and appropriation of existing funds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT:
The following capital outlays are appropriated as part of the FY2024 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	General Facility Improvements	\$50,000	General Fund Capital Reserve	Trust
2	Police Cruiser Replacement Program	144,000	General Fund Capital Reserve	Trust
3	Command/Staff Vehicle Replacement	87,000	General Fund Capital Reserve	Trust
4	Public Works Heavy Equipment	500,000	General Fund Capital Reserve	Trust
5	Chapel Restoration	250,000	Cemetery Maintenance Reserve	Trust
6	Park Infrastructure Replace/Maintenance	50,000	Park Improvements Reserve	Trust
7	Park Infrastructure Replace/Maintenance	25,000	Recreation Facilities Capital Reserve	Trust
8	Community Trail Phase IV-B	131,000	Recreation Facilities Capital Reserve	Trust
9	Facilities/School Maintenance and Repairs	100,000	School Facilities Reserve	Trust
10	DMS Roof Maintenance and Repairs	650,000	School Facilities Reserve	Trust
11	Curriculum Replacement and Upgrade	100,000	School Curriculum Reserve	Trust
12	Water Exploration	100,000	Water Fund Capital Reserve	Trust
13	Water Heavy Equipment Replacement	40,000	Water Fund Capital Reserve	Trust
14	Water Main Replacement - City Wide	168,730	Water Fund Capital Reserve	Trust
15	Water Treatment Plant & Well Equipment	84,365	Water Fund Capital Reserve	Trust
16	Wellhead Protection	100,000	Water Fund Capital Reserve	Trust
17	Inflow/Infiltration Study/Mitigation	300,000	Sewer Fund Capital Reserve	Trust
18	Sewer Heavy Equipment Replacement	40,000	Sewer Fund Capital Reserve	Trust
19	Sewer Main Replacement - City Wide	168,730	Sewer Fund Capital Reserve	Trust
	Total	\$3,088,825		

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2022.09.28 – 203**
Resolution Re: **Appropriation For FY2024 Capital Improvements
Program – Non-Debt Financed Projects**

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:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2022.09.28 – 203**
Resolution Re: **Appropriation For FY2024 Capital Improvements
Program – Non-Debt Financed Projects**

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates capital reserve funds to finance a portion of the FY2024 Capital Improvements Program as presented on pages 26 – 27 of the FY2024 to FY2029 Capital Improvements Program book. In addition, this resolution authorizes the transfer of Capital Reserve Fund moneys.

The following table reflects the amount to be appropriated from the various funds and their projected balances as of 6/30/2023:

Description	Proposed Appropriation	Balance 6/30/2023	Notes
Capital Reserve Funds CIP			
General Fund Capital Reserve	\$781,000	\$182,330	(1)
Cemetery Maintenance Reserve	\$250,000	\$220,971	(2)
Parks Improvements Reserve	\$50,000	\$49,318	(3)
Recreation Facilities Capital Reserve	\$156,000	\$44,260	(4)
School Facilities Capital Reserve	\$750,000	\$1,545,886	
School Curriculum Reserve	\$100,000	\$92,452	(5)
Water Fund Capital Reserve	\$493,095	\$2,687,417	
Sewer Fund Capital Reserve	\$508,730	\$456,162	(6)
Total	\$3,088,825		

1. The General Fund Capital Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$1,325,000 into the reserve is proposed in the FY2024-2029 CIP to be budgeted during FY2024 as part of the City's General Fund Operating Budget.
2. The Cemetery Maintenance Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$125,000 into the reserve is proposed in the FY2024-2029 CIP to be budgeted during FY2024 as part of the City's General Fund Operating Budget.
3. The Parks Improvements Reserve will have sufficient funds for the appropriations as a transfer from the General Fund in the amount of \$125,000 into the reserve is proposed in the FY2024-2029 CIP to be budgeted during FY2024 as part of the City's General Fund Operating Budget.
4. The Recreation Facilities Capital Reserve will have sufficient funds for the appropriations as a transfer in the amount of \$130,000 into the reserve is estimated for FY2024 from the collection of Recreation Impact Fees.
5. The School Curriculum Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$150,000 into the reserve is proposed in the FY2024-2029 CIP to be budgeted during FY2024 as part of the School's General Fund Operating Budget.
6. The Sewer Fund Capital Reserve will have sufficient funds for the appropriations as a transfer from the Sewer Fund of \$500,000 into the reserve is proposed in the FY2024-2029 CIP to be budgeted during FY2024 as part of the City's Sewer Fund Operating Budget.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2022.09.28 – 204**

Resolution Re: **Appropriation For FY2024 Capital Improvements
Program and Authorization for Bonding**

WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following capital projects are appropriated, with estimated useful lives in excess of the length indicated, as part of the FY2024 Capital Improvements Program:

Item #	Description	Proposed Appropriations	Life/Yrs	Department	Fund
1	Bridge Deck - Chestnut Street	\$ 1,344,000	20	Comm Serv - PW	General
2	Cochecho River Replace Storm Drain Outfall	2,000,000	20	Comm Serv - PW	General
3	Portland Avenue Retaining Wall	100,000	20	Comm Serv - PW	General
4	Street Reconstruction - Court/Union	1,268,000	20	Comm Serv - PW	General
5	Street Reconstruction - Fifth/Grove	1,100,000	20	Comm Serv - PW	General
6	Site Improvements - Waterfront/Dredge Cell Closure	4,000,000	20	TIF - Waterfront	TIF
7	Water Main Replacement - Court/Union	1,808,000	20	CS - Water	Water
8	Water Main Replacement - Fifth/Grove	250,000	20	CS - Water	Water
9	Phase C Inflow & Infiltration Removal	1,950,000	20	CS - Sewer	Sewer
10	Pump Station Upgrade - Mill Street	3,800,000	20	CS - Sewer	Sewer
11	Pump Station Upgrade - River Street	4,500,000	20	CS - Sewer	Sewer
12	Sewer Main Replacement - Court/Union	100,000	20	CS - Sewer	Sewer
		22,220,000			

AND FURTHER BE IT RESOLVED THAT:

To meet the appropriations of this resolution there is authorized, under and pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the issuance and sale of general obligation bonds of the City of Dover in a principal amount equal to the total of the appropriations. The full faith and credit of the City is hereby pledged for the principal and interest on said bonds. The bonds are to be signed by the City Manager and countersigned by the City Treasurer, with the Finance Director and City Treasurer having the discretion of fixing the dates, maturities, denominations, place of payment, interest rate or rates and form, and to provide for the sale of the bonds.

AND FURTHER BE IT RESOLVED THAT:

Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover is hereby authorized to participate in the NH Clean Water State Revolving Fund (CWSRF) Program for financing eligible Sewer Fund projects provided CWSRF funding is available; and the City of Dover is hereby authorized to participate in the NH Drinking Water State Revolving Fund (DWSRF) Program for financing the Water Fund projects provided DWSRF funding is available. The City Manager, Finance Director and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH CWSRF and DWSRF Programs and obtain loans through the programs for eligible identified projects.

R-2022.09.28 CIP FY2024 Authorization for Bonding Resolution

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Document Posted on: September 23, 2022

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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2022.09.28 – 204**
Resolution Re: **Appropriation For FY2024 Capital Improvements
Program and Authorization for Bonding**

NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after public hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2022.09.28 – 204**
Resolution Re: **Appropriation For FY2024 Capital Improvements Program and Authorization for Bonding**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes appropriations for the projects of the FY2024 Capital Improvements Program financed by debt and authorizes the sale of bonds and/or participation in the CWSRF or DWSRF.

This resolution makes appropriations for projects that are scheduled to be completed over multiple years. The Finance Department requests from all departments with projects to submit cash flow requirements for projects. These cash flow projections are completed to determine the amount by project for the coming bond issuance. Those projects that are not financed or are only partially financed remain as authorized unissued debt and bonded (financed) when the cash need arises.

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired: The Net Sewer reflects the amount retired by user fees (total debt retirement less State aid for principal).

Description	City	School	Water	Sewer	Waterfront TIF	Total
FY2024 Authorization	5,812,000	0	2,058,000	10,350,000	4,000,000	22,220,000
FY2024 Retirement	4,243,359	3,457,160	1,501,339	1,724,062	227,542	11,153,462
Net Change	1,568,641	(3,457,160)	556,661	8,625,938	3,772,458	11,066,538

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2022 and this authorization, against the legal debt limits.

Description	City	School	Water	DBIDA-IP	Waterfront TIF	Exempt	Total
Debt Outstanding	42,101,711	86,008,806	16,031,693	0	4,260,704	30,715,885	179,118,799
Authorized - Unissued	18,992,915	1,106,000	28,050,287	0	14,712,500	12,981,685	75,843,387
Total Issued & Unissued	61,094,626	87,114,806	44,081,980	0	18,973,204	43,697,570	254,962,186
This Authorization	5,812,000	0	2,058,000	0	4,000,000	10,350,000	22,220,000
Grand Total	66,906,626	87,114,806	46,139,980	0	22,973,204	54,047,570	277,182,186
Legal Debt Limit	151,294,119	353,019,612	504,313,731	4,000,000	NA	NA	
Unused Capacity	84,387,493	265,904,806	458,173,751	4,000,000			
Percent Unused	55.8%	75.3%	90.9%	100.0%			

Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.

DBIDA limits are set by special legislation.

IP = Industrial Park projects

IB = Industrial Building projects

Exempt includes Sewer, Special Revenue Funds, TIF District, and Tolend Road Landfill debt.

R-2022.09.28 CIP FY2024 Authorization for Bonding Resolution

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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2022.09.28 – 204**
Resolution Re: **Appropriation For FY2024 Capital Improvements Program and Authorization for Bonding**

Multi-Year Projects Proposed Bonding Schedule

The following table summarizes the bonding schedule for the proposed debt authorizations. This table shows that for multi-year projects the issuance of bonds will be done based on cash flow requirements per the projects' proposed segments as presented in the Capital Improvements Program.

Item #	Description	Proposed						
		Appropriations	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
1	Bridge Deck - Chestnut Street	\$ 1,344,000	900,000	444,000				
2	Cochecho River Replace Storm Drain Outfall	2,000,000	1,000,000	1,000,000				
3	Portland Avenue Retaining Wall	100,000	100,000					
4	Street Reconstruction - Court/Union	1,268,000	1,000,000	268,000				
5	Street Reconstruction - Fifth/Grove	1,100,000	1,000,000	100,000				
6	Site Improvements - Waterfront/Dredge Cell Closure	4,000,000	4,000,000					
7	Water Main Replacement - Court/Union	1,808,000	1,808,000					
8	Water Main Replacement - Fifth/Grove	250,000	250,000					
9	Phase C Inflow & Infiltration Removal	1,950,000	1,950,000					
10	Pump Station Upgrade - Mill Street	3,800,000	500,000	2,300,000	1,000,000			
11	Pump Station Upgrade - River Street	4,500,000	4,500,000					
12	Sewer Main Replacement - Court/Union	100,000	100,000					
		22,220,000	17,108,000	4,112,000	1,000,000	-	-	-

Financial Policy Considerations

The proposed debt authorizations contained in this resolution will result in the following City Council adopted Financial Policies not being adhered to:

- A. Water Fund debt shall not exceed 5% of the State of NH legal debt limit.
- B. Water Fund debt service for any given fiscal year shall not exceed 40% of the total appropriations for the fund.

Water Fund debt will exceed the 5% policy limit in FY2023 and continue through FY2029 as a result of the funding appropriated in this resolution and the funding for Water System Facilities Upgrade in the FY2017 CIP and FY2018 CIP. The Water Fund debt service as a percentage of budget is projected to exceed the 40% policy level in FY2024 and continue through FY2029. This is the result of the funding appropriated for Water System Facilities Upgrade in FY2017 and FY2018 CIPs, as well as the \$2,058,000 proposed for debt financing in this resolution.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2022.09.28 – 204**

Resolution Re: **Appropriation For FY2024 Capital Improvements
Program and Authorization for Bonding**

Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate and the Utility Rates, net of existing debt service and aid, related to the projects proposed to be bonded in FY2024. The top table reflects the impact of the new CIP projects only; the second set reflects the combined impact of the new CIP projects and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.

CIP Only					CIP Only				
Net Change in Property Tax Rates					Net Change in Utility Rates				
	2024	2025	2026			2024	2025	2026	
City	0.10	0.18	0.25		Water	0.27	0.52	0.92	
School	0.01	0.09	0.19		Sewer	0.86	1.18	1.32	
Total Change	0.11	0.27	0.44		Total Change	1.13	1.70	2.24	
Est Tax Rate	22.09	22.36	22.80		Est Utility Rate	17.35	19.05	21.29	
% Change City	1.25%	2.21%	3.05%		% Change Water	4.21%	7.78%	13.28%	
% Change School	0.09%	0.83%	1.74%		% Change Sewer	8.77%	11.06%	12.01%	
% Change Total	0.50%	1.22%	1.98%		% Change Total	6.97%	9.80%	12.50%	
Including Prior Year Authorizations					Including Prior Year Authorizations				
Net Change in Property Tax Rates					Net Change in Utility Rates				
	2024	2025	2026			2024	2025	2026	
City	0.36	(0.08)	(0.02)		Water	2.36	0.82	(0.62)	
School	0.01	0.06	0.07		Sewer	1.42	0.92	0.03	
Total Change	0.37	(0.02)	0.05		Total Change	3.78	1.74	(0.59)	
Est Tax Rate	22.35	22.33	22.38		Est Utility Rate	20.00	21.74	21.15	
% Change City	4.48%	-0.95%	-0.25%		% Change Water	36.82%	9.35%	-8.58%	
% Change School	0.09%	0.55%	0.64%		% Change Sewer	14.48%	8.19%	0.28%	
% Change Total	1.68%	-0.09%	0.23%		% Change Total	23.30%	8.70%	-3.29%	
Rate per \$1,000 of Assessed Value					Rate per 100 Cubic Feet of Water Consumption				

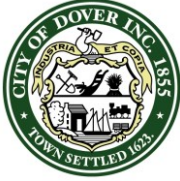
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2022.09.28 – 204**

Resolution Re: **Appropriation For FY2024 Capital Improvements
Program and Authorization for Bonding**

The table below reflects the net change from year to year, and the total change after 3 years, for an average single family home for taxes and user fees, based on the FY22 assessed value at \$413,518 with 75 HCF of average water usage.

Impact to Average Single Family Home				
				Change
				After
Description	Yr1	Yr2	Yr3	3 Years
CIP Only				
Property Tax	45	112	182	339
Water Fees	20	39	69	128
Sewer Fees	65	89	99	252
Total Avg SFH Impact	130	239	350	719
Including PY Authorizations				
Property Tax	153	(8)	(21)	124
Water Fees	177	62	(47)	192
Sewer Fees	107	69	2	178
Total Avg SFH Impact	437	122	(65)	494