



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 8, 2023**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Deputy Mayor Shanahan led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

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

5. PROCLAMATIONS/AWARDS

Mayor Carrier read a proclamation recognizing February as Black History Month.

6. APPROVAL OF AGENDA

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

Vote: 9/0.

7. PUBLIC HEARINGS

A. AUTHORIZATION TO ACCEPT AND EXPEND ANONYMOUS DONATION (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.) SPONSORED BY MAYOR CARRIER BY REQUEST

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

8. PUBLIC FORUM

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

Pamela Lessard, 62 Glenwood Avenue: She spoke about the reduced cable service for residents at St. John's. She hoped somebody would go door to door to help these seniors.

William Baber, Energy Commission Chairperson, 5 Gerry's Landing: He urged the Council to vote in favor of the Ordinance regarding the Energy Commission.

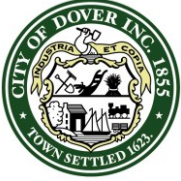
Mayor Carrier, seeing no one else wishing to speak, closed the Public Forum.

9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report in writing. He discussed the recent storm and the clean up process. He discussed the Master Plan Vision Chapter visioning session. He said the Planning Department will be meeting to discuss pedestrian traffic.

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

Vote: 9/0.

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10. APPROVAL OF MINUTES

- A. January 25, 2023 – Regular Meeting
- B. February 1, 2023 – Workshop Session

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

11. MAYOR'S REPORT

Mayor Carrier introduced Jeannette Poulin and Sam Allen from the Dover 400th Committee and invited them to speak to the Council.

Ms. Poulin gave an overview of the plans for upcoming projects to celebrate Dover's 400th Anniversary. She introduced several students from Dover High School who had completed projects on the subject.

Sarah Tower compiled a Time Capsule scrapbook.

Jessica Simmons compiled several interviews called Digging into Dover.

Katelyn Scully compiled a scrapbook collection of memories from Dover. Celebrating moments of the past, present and future.

Mayor Carrier gave an overview of events and meetings he attended.

Deputy Mayor Shanahan moved to accept the Mayor's Report; seconded by Councilor Hackett.
Vote: 9/0.

12. UNFINISHED BUSINESS

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

- 1. **AUTHORIZATION TO ACCEPT AND EXPEND ANONYMOUS DONATION
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**
SPONSORED BY MAYOR CARRIER BY REQUEST

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

13. NEW BUSINESS

- A. CONSENT CALENDAR

- 1. **B21048-RFP-23-002 AWARD OF BID FOR ON CALL TRAFFIC SIGNAL
MANAGEMENT SERVICES TO SEBAGO TECHNICS, INC.**
SPONSORED BY MAYOR CARRIER BY REQUEST



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- 2. B21048-RFP-22-003 CONSULTING DESIGN SERVICES FOR THE DOWNTOWN PEDESTRIAN AND VEHICULAR ACCESS IMPROVEMENTS PROJECT AMENDMENT #3**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 3. B23035 AWARD OF BID FOR TRAFFIC SIGNAL REPAIRS AND MAINTENANCE AS NEEDED TO ELECTRIC LIGHT COMPANY**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 4. B23051 PURCHASE OF A 2023 FORD F550 UTILITY TRUCK FOR COMMUNITY SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 5. TIRE, ELECTRONICS AND PROPANE TANK RECYCLING SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST

COMMITTEE REPORTS

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

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

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

Councilor Cullen pulled Item 13.A.3.

Roll Call Vote: 9/0.

Deputy Mayor Shanahan moved for the adoption of Item #13.A.3.; seconded by Councilor Muffett-Lipinski.

Councilor Cullen asked why there was only one bid. He also asked for clarification regarding how many lights.

City Manager Joyal said there are 35 lights. He said it is a specific project and they City only received one bid for the project.

Roll Call Vote: 9/0.

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

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



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B. RESOLUTIONS

1. B23049 PURCHASE OF BUCKET TRUCK FOR COMMUNITY SERVICES
SPONSORED BY MAYOR CARRIER BY REQUEST

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

2. ENDORSEMENT OF THE CITY OF DOVER JOINING A STATEWIDE PUBLIC
TRANSPORTATION COALITION
SPONSORED BY MAYOR CARRIER AND DEPUTY MAYOR SHANAHAN

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Nemeth.
Deputy Mayor Shanahan gave an overview of the Resolution to the Council.
Roll Call Vote: 8/1; Passed. Councilor Cullen was opposed.

3. ADOPTION OF THE CITYWIDE RESILIENCE PLAN
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Muffett–Lipinski.
Dr. Kaspari, Dover City Planner, gave an overview of the Resolution to the Council.
Roll Call Vote: 9/0.

4. ACCEPTANCE OF THE FISCAL YEAR 2024 ACTION PLAN AND THE
EXPENDITURES FOR FISCAL YEAR 2024 CDBG ENTITLEMENT FUNDS, FY23
PROGRAM INCOME AND FY24 PROGRAM INCOME
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 8, 2023.)
SPONSORED BY COUNCILOR CULLEN

Deputy Mayor Shanahan moved to refer to a public hearing on March 8, 2023; seconded by Councilor Hackett.
Vote: 9/0.

C. ORDINANCES IN 1ST READING

1. CHAPTER 9 – BOARDS, COMMISSIONS AND COMMITTEES, SECTION 22 –
ENERGY COMMISSION
(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 22, 2023.)
SPONSORED BY COUNCILOR THIBODEAUX

Deputy Mayor Shanahan moved to refer to a public hearing on February 22, 2023;
seconded by Councilor Hinkel.
Vote: 9/0.

2. CHAPTER 9 – BOARDS, COMMISSIONS AND COMMITTEES, SECTION 28 –
COMMITTEE FOR RACIAL EQUITY AND INCLUSION
(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 22, 2023.)
SPONSORED BY COUNCILOR NEMETH

Councilor Nemeth moved to substitute as a whole; seconded by Councilor Hinkel.
Vote: 9/0.



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Deputy Mayor Shanahan moved to refer to a public hearing on February 22, 2023;
seconded by Councilor Nemeth.

Vote: 9/0.

**3. CHAPTER 85 – FOOD SERVICES ESTABLISHMENTS, SECTION 10
(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 22, 2023.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to refer to a public hearing on February 22, 2023;
seconded by Councilor Muffett-Lipinski.

Vote: 9/0.

**4. CHAPTER 125 – STREETS AND SIDEWALKS, SECTION 20
(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 22, 2023.)
SPONSORED BY COUNCILOR HINKEL**

Deputy Mayor Shanahan moved to refer to a public hearing on February 22, 2023;
seconded by Councilor Nemeth.

Vote: 9/0.

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Mayor Carrier said he has been forwarding all information regarding the Willand Warming Center to the Council to keep them informed. He also thanked the City Manager and the Fire Chief for connecting with Manchester and providing them with unused trailers to help Manchester citizens take a shower or do their laundry.

Councilor Hackett said it was heartwarming that the Warming Center is helping people with their situation.

Councilor Hinkel asked that City staff be on hand at the Warming Center to provide these services. City Manager said this is already happening with the three Cities' staff, and Mr. Burns is getting together with other agencies.

16. ADJOURN

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

Vote: 9/0.