



CITY OF DOVER

CITY COUNCIL - MINUTES

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

1. CALL TO ORDER

2. ~~MOMENT OF SILENCE~~

3. ~~PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

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

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

5. PROCLAMATIONS/AWARDS

Mayor Carrier read a proclamation for Women's History Month.

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved to add as Item 13.B.4. "B23057 Purchase of a 2023 Ford F550 Chassis Cab Truck" and motioned to accept the Agenda as amended; seconded by Councilor Thibodeaux.

Vote: 9/0.

7. PUBLIC HEARINGS

A. ACCEPTANCE OF THE FY24 ACTION PLAN AND THE EXPENDITURES FOR FY24 CDBG ENTITLEMENT FUNDS, FY23 PROGRAM INCOME AND FY24 PROGRAM INCOME

SPONSORED BY COUNCILOR CULLEN

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

B. AMENDMENT OF FISCAL YEAR 2023 SCHEDULE OF FEES FOR CEMETERY COLUMBARIA NICHES FEES

SPONSORED BY MAYOR CARRIER BY REQUEST

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

C. AMENDMENT OF FY2023 SCHEDULE OF FEES TO ADD OUTDOOR DINING FEE FOR USE OF PUBLIC PARKING SPACES

SPONSORED BY MAYOR CARRIER BY REQUEST

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

8. PUBLIC FORUM

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

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



CITY OF DOVER

CITY COUNCIL - MINUTES

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. He recognized the snow removal efforts of Public Works.

Deputy Mayor Shanahan moved to accept the City Manager's Report; seconded by Council Hinkel.
Vote: 9/0.

10. APPROVAL OF MINUTES

- A. February 22, 2023 – Regular Meeting**
- B. March 1, 2023 – Workshop Session**

Deputy Mayor Shanahan moved to accept the Minutes; seconded by Council Hackett.
Vote: 9/0.

11. MAYOR'S REPORT

Mayor Carrier recognized the Indonesian Community Connect (ICC) members who were present.

ICC President Raude Raychel and Little Indonesia Advisory Board Vice Chair Tricia Sumarijanto invited Dover citizens to the Indonesian International Week in Portsmouth, and gave an overview of the event.

Mayor Carrier recommended the reappointment of CWDAC members Sean Fitzgerald, Steve Brown, Matt Cox, and Kimberly Schuman.

Mayor Carrier recommended the appointment of Councilor Williams and Kathleen Blake to the Cocheco Local Advisory Committee.

Deputy Mayor Shanahan moved to accept the Mayor's Report and his appointment recommendations; 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 OF ANNUAL APPRAISAL OF REAL ESTATE FOR FISCAL YEAR 2024 (TAX YEAR 2023)**
SPONSORED BY MAYOR CARRIER BY REQUEST

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



CITY OF DOVER

CITY COUNCIL - MINUTES

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

**2. ACCEPTANCE OF THE FY24 ACTION PLAN AND THE EXPENDITURES FOR
FY24 CDBG ENTITLEMENT FUNDS, FY23 PROGRAM INCOME AND FY24
PROGRAM INCOME**
SPONSORED BY COUNCILOR CULLEN

Councilor Hackett recused herself from discussion.

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Hinkel.
City Manager Joyal gave an overview of the Resolution to the Council.
Roll Call Vote: 8/0. Councilor Hackett recused.

**3. AMENDMENT OF FISCAL YEAR 2023 SCHEDULE OF FEES FOR CEMETERY
COLUMBARIA NICHES FEES**
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.

**4. AMENDMENT OF FY2023 SCHEDULE OF FEES TO ADD OUTDOOR DINING
FEE FOR USE OF PUBLIC PARKING SPACES**
SPONSORED BY MAYOR CARRIER BY REQUEST

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

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. B21048 RFP22-002 DESIGN CONSULTING SERVICES FOR THE FIFTH AND
GROVE STREETS RECONSTRUCTION AMENDMENT #2**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 2. B23053 PURCHASE OF A 2022 XL FORD F250 CREW CAB FOR COMMUNITY
SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST

COMMITTEE REPORTS

- | | |
|---|---|
| 1. School Board (Muffett-Lipinski) | 16. Ordinance Committee (Shanahan) |
| 2. Planning Board (Cullen) | 17. Parking Commission (Hinkel) |
| 3. Appointments Committee (Williams) | 18. Pool Advisory Committee (Hackett) |
| 4. Arena Commission (Hackett) | 19. Racial Equity and Inclusion 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) | |



CITY OF DOVER

CITY COUNCIL - MINUTES

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

Councilor Cullen moved to substitute as a whole Item 13.A.2; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.

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

Roll Call Vote: 9/0.

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

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

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

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

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

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

Councilor Hinkel gave an overview of the Downtown TIF Advisory Committee Report to the Council.

B. RESOLUTIONS

1. APPROVAL OF LETTER IN SUPPORT OF NHDOT RAISE 2023 GRANT PROPOSAL SPONSORED BY MAYOR CARRIER BY REQUEST

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

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

Vote: 9/0.

2. AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE CHARITABLE FOUNDATION GRANT (TO BE REFERRED TO A PUBLIC HEARING ON MARCH 22, 2023.) SPONSORED BY MAYOR CARRIER BY REQUEST

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

Vote: 9/0.

3. AUTHORIZATION TO ACCEPT AND EXPEND LEAD SERVICE INVESTIGATION AGREEMENT GRANT (TO BE REFERRED TO A PUBLIC HEARING ON MARCH 22, 2023.) SPONSORED BY MAYOR CARRIER BY REQUEST

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

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

4. B23057 PURCHASE OF A 2023 FORD F550 CHASSIS CAB TRUCK SPONSORED BY MAYOR CARRIER BY REQUEST

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

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Nemeth recognized women in the State and especially in Dover.

Councilor Thibodeaux recognized women in Science.

Deputy Mayor Shanahan thanked Councilor Williams and Councilor Cullen for filling for him while he was away.

Mayor Carrier recognized the City's staff for their snow removal efforts.

16. ADJOURN

Councilor Muffett-Lipinski moved to adjourn, seconded by Councilor Hackett.
Vote: 9/0.