



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, May 24, 2023**
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 Hackett, Councilor Hinkel, Councilor Nemeth, and Councilor Thibodeaux.

Absent: Councilor Cullen, Councilor Muffett-Lipinski, and Councilor Williams.

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

5. PROCLAMATIONS/AWARDS

Mayor Carrier presented a proclamation to Commander Robert Lane of the USS Greeneville.

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved to add Item 13.B.9.

Deputy Mayor Shanahan moved to approve the Agenda as amended; seconded by Councilor Hinkel.

Vote: 6/0.

7. PUBLIC HEARINGS

A. CHAPTER 5, ADMINISTRATIVE CODE: SECTIONS 18, 19, 23, 24, 25, 26, 27, 28, 29, 30, 31, 33, 34, 35, 36, 40, 41

SPONSORED BY MAYOR CARRIER BY REQUEST

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

B. AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES CYBERSECURITY IMPLEMENTATION GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)

SPONSORED BY MAYOR CARRIER BY REQUEST

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

C. AUTHORIZATION TO ACCEPT AND EXPEND THE MASS GENERAL BRIGHAM WENTWORTH-DOUGLASS HOSPITAL COMMUNITY BENEFIT GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)

SPONSORED BY MAYOR CARRIER BY REQUEST

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



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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.

William DeGrandpre, 21 Danielle Lane: He spoke about the water restrictions from previous years, and asked that it be more consistent if there is a water shortage this season.

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing, providing highlights on projects City staff has been working on. He recognized Community Services staff for their immediate response to River Street Pump Station.

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

Vote: 6/0.

10. APPROVAL OF MINUTES

A. May 10, 2023 – Regular Meeting

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

Vote: 6/0.

11. MAYOR'S REPORT

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

Deputy Mayor Shanahan motioned to accept the Mayor's Report, endorsing June as Pride Month and recognizing Juneteenth; seconded by Councilor Hinkel.

Vote: 6/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. CHAPTER 5, ADMINISTRATIVE CODE: SECTIONS 18, 19, 23, 24, 25, 26, 27, 28, 29, 30, 31, 33, 34, 35, 36, 40, 41

SPONSORED BY MAYOR CARRIER BY REQUEST

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

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

Roll Call Vote: 6/0.

B. ORDINANCES IN THE 3RD READING



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C. RESOLUTIONS

- 1. AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES CYBERSECURITY IMPLEMENTATION GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Hackett.
City Manager Joyal gave an overview of the Resolution to the Council.
Roll Call Vote: 6/0.

- 2. AUTHORIZATION TO ACCEPT AND EXPEND THE MASS GENERAL BRIGHAM WENTWORTH-DOUGLASS HOSPITAL COMMUNITY BENEFIT GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Hackett.
City Manager Joyal gave an overview of the Resolution to the Council.
Roll Call Vote: 6/0.

- 3. AUTHORIZING THE CITY MANAGER TO EXECUTE COMMUNITY POWER COALITION OF NEW HAMPSHIRE ("CPCNH") COST SHARING AGREEMENT AND MEMBER SERVICES CONTRACT AND APPROVING CPCNH'S POLICIES CONCERNING DATA SECURITY AND PRIVACY AS WELL AS ENERGY PORTFOLIO RISK MANAGEMENT, RETAIL RATES, AND FINANCIAL RESERVES POLICIES (RENEWED MOTION TO APPROVE.)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Councilor Nemeth made a motion to renew; seconded by Deputy Mayor Shanahan.
Roll Call Vote: 6/0.

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

City Manager Joyal gave an overview of the Resolution to the Council and explained why he brought it forward again to the Council. He asked for amendments be made to the resolution for the City to continue to participate in the Community Power Coalition, and to roll out the program in the future.

City Manager Joyal referred to the 3rd Whereas, he said to strike "expecting to begin in June 2023"

Councilor Nemeth motioned to make the recommended amendment; seconded by Councilor Hinkel.

Roll Call Vote: 6/0.

City Manager Joyal referred to first Now, Therefore, he said to strike "as part of, or".

Councilor Hinkel motioned to make the recommended amendment; seconded by Councilor Nemeth.

Roll Call Vote: 6/0.

City Manager Joyal asked for a vote on the amended resolution

Deputy Mayor Shanahan moved for the adoption of the amended resolution; seconded by Councilor Hinkel.



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Councilor Thibodeaux asked to speak.

Deputy Mayor Shanahan retracted his motion. Councilor Hinkel retracted his second. Councilor Thibodeaux referred to the 3rd Whereas, and moved to change "can" to "will or shall".

Councilor Hackett asked for a specific date for 2024.

City Planner Kaspari gave an overview of the program and why a specific date is not possible.

City Manager Joyal asked the Council if they could motion to add "shall be no later than May 2024".

Deputy Mayor Shanahan moved to amend the resolution by adding the sentence to the 3rd Whereas, "The City shall participate at the next feasible opportunity targeting no later than May 2024"; seconded by Councilor Hinkel.

Roll Call Vote: 6/0.

Deputy Mayor Shanahan moved for the adoption of the amended resolution; seconded by Councilor Nemeth.

Roll Call Vote: 6/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. B23066 CATCH BASIN CLEANING SERVICES

SPONSORED BY MAYOR CARRIER BY REQUEST

2. B23076 PURCHASE OF 2023 VEHICLES – STATE OF NH CONTRACTS

SPONSORED BY MAYOR CARRIER BY REQUEST

3. MERIT PLAN

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. Committee for Racial Equity and Inclusion (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. Cocheco 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 Thibodeaux.

Roll Call Vote: 6/0.

John O'Connor gave an overview of the Dover Main Street Report to the Council.

Councilor Hackett gave an overview of upcoming Dover Arena events to the Council.



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

Rick Mikulus, Graffiti Management Ad-Hoc Committee member, gave a final report for the Graffiti Management Ad-Hoc Committee to the Council.

Councilor Nemeth asked for consensus from the Council to bring forward a resolution to make this Ad-Hoc Committee a stand-alone committee.

Deputy Mayor Shanahan moved to consider amended Chapter 5 with an ordinance to make the Graffiti Management a standing committee, and a second motion to accept the report; seconded by Councilor Nemeth.

Vote: 6/0.

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

B. RESOLUTIONS

1. FORMATION OF AD HOC HOUSING COMMITTEE TO ADDRESS COMMUNITY HOUSING NEEDS

SPONSORED BY MAYOR CARRIER BY REQUEST

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

Deputy City Manager Parker gave an overview of the Resolution to the Council.

Roll Call Vote: 6/0.

2. B23069 COURT STREET EMERGENCY SEWER PROJECT

SPONSORED BY MAYOR CARRIER BY REQUEST

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

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

Roll Call Vote: 6/0.

3. AUTHORIZATION TO ACCEPT AND EXPEND INVESTNH MUNICIPAL DEMOLITION GRANT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)

(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 14, 2023.)

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer to a public hearing on June 14, 2023; seconded by Councilor Hinkel.

4. FY2023 TRANSFER OF APPROPRIATION – GENERAL FUND CITY DEPARTMENTS

SPONSORED BY MAYOR CARRIER BY REQUEST

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

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

Vote: 6/0.



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- 5. FY2023 GENERAL FUND UNASSIGNED FUND BALANCE TRANSFERS TO CERTAIN SPECIAL REVENUE FUNDS AND CAPITAL PROJECT FUNDS TO ADDRESS FUND DEFICITS
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 14, 2023.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to refer to a public hearing on June 14, 2023; seconded by Councilor Nemeth.

Vote: 6/0.

- 6. DISSOLUTION OF CERTAIN SPECIAL REVENUE FUNDS AND CAPITAL PROJECT FUNDS INTO THE GENERAL FUND
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 14, 2023.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to refer to a public hearing on June 14, 2023; seconded by Councilor Nemeth.

Vote: 6/0.

- 7. FY2024 CIP APPROPRIATION FOR DOVER MIDDLE SCHOOL HVAC AND AUTHORIZATION FOR BONDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 14, 2023, AND CITY COUNCIL VOTE TO OCCUR ON JUNE 28, 2023.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to refer to a public hearing on June 14, 2023; seconded by Councilor Hackett.

Vote: 6/0.

- 8. FY2024 CIP APPROPRIATION FOR DOVER SCHOOLS LED LIGHTING UPGRADES AND AUTHORIZATION FOR BONDING.
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 14, 2023, AND CITY COUNCIL VOTE TO OCCUR ON JUNE 28, 2023.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to refer to a public hearing on June 14, 2023; seconded by Councilor Hinkel.

Vote: 6/0.

- 9. B23085 HOUGH STREET CULVERT REPLACEMENT – EMERGENCY PURCHASE
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved for its adoption; seconded by Councilor Thibodeaux.
City Manager Joyal gave an overview of the Resolution to the Council.

Roll Call Vote: 6/0.



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C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Hackett recognized Chief Breault for “walking the beat”.

16. ADJOURN

Councilor Hinkel moved to adjourn; seconded by Councilor Nemeth.
Vote: 6/0.