



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 13, 2023**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

Mayor Carrier highlighted the anniversary of September 11, 2001 in the company of the Dover Police and Fire Chiefs. The Fire Chief spoke some reflections on this anniversary week.

3. PLEDGE OF ALLEGIANCE

Chief Breault led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Williams and Councilor Thibodeaux.

Also Present: City Manager Joyal, City Attorney Wyatt

5. PROCLAMATIONS/AWARDS

A. Declaring September 2023 to be National Service Dog Month

Mayor Carrier read a proclamation related to service dogs and their impact on the lives of individuals with disabilities. He proclaimed September National Service Dog month. Brendan Madden received the proclamation. He noted his organization is the NH Coalition for the Support of Service Dogs. They provide service dog teams with financial aid. He is hoping some members of the local community will reach out to him. He provided business cards.

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan asked for a suspension of rules for two reasons:

- 1) Move the COAST committee report to after the public forum as there is a guest speaker and
- 2) to move item 12.C.2 to follow the COAST committee report.

Deputy Mayor Shanahan moved to suspend the rules and approve the agenda as revised.

Seconded by Councilor Muffett-Lipinski. Vote: 7-0.

7. PUBLIC HEARINGS

A. FISCAL YEAR 2024 CIP APPROPRIATION AND AUTHORIZATION FOR CLEAN WATER STATE REVOLVING FUND (CWSRF) LOAN FOR HENRY LAW PARK STORMWATER BEST MANAGEMENT PRACTICES (CITY COUNCIL VOTE TO OCCUR ON SEPTEMBER 27, 2023) SPONSORED BY MAYOR CARRIER BY REQUEST

None

B. AMENDMENT OF FISCAL YEAR 2024 SCHEDULE OF FEES TO AMEND INSPECTION SERVICES DIVISION SECTION OF SCHEDULE (CITY COUNCIL VOTE TO OCCUR ON SEPTEMBER 13, 2023) SPONSORED BY MAYOR CARRIER BY REQUEST

None



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C. GENERAL FUND FISCAL YEAR 2024 BUDGET AMENDMENT – APPROPRIATION OF ADDITIONAL STATE AID TO SCHOOL DEPARTMENT (CITY COUNCIL VOTE TO OCCUR ON SEPTEMBER 13, 2023) SPONSORED BY MAYOR CARRIER BY REQUEST

Carolyn Mebert, 254 Dover Point Rd urged the board to support this item. The state is finally doing more to provide adequate education by increasing the base rate. There is a wide degree of variability in the amount of funds received per student for each town and city in the State. She listed the varying rates for several towns.

Micaela Demeter, 33A Piscataqua, Ward 4 Representative to School Board, reminded the board that the funds up for approval tonight are specifically for educational purposes. She urged the board to accept the full amount. The School Board created their budget without knowledge of these funds and they will be put to good use as they had to make tough decisions to come up with the budget including letting staff go.

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.

None

Councilor Muffett-Lipinski left at this time.

COAST COMMITTEE REPORT

Rad Nichols, Executive Director of COAST gave an update of the projections and plans for the coming years. There is an upcoming budget deficit COAST will face beginning October of 2024. He gave a PowerPoint presentation highlighting:

- Who their riders are
- The proposed deficit due to federal grants received being exhausted
- Explanations of past and future funding sources
- Potential funding sources
- Decisions to be made and consequences of each option

12. C.

2. GENERAL FUND FISCAL YEAR 2024 BUDGET AMENDMENT – APPROPRIATION OF ADDITIONAL STATE AID TO SCHOOL DEPARTMENT SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the resolution. Seconded by Councilor Hackett. City Manager Joyal gave an overview of the resolution to the Council. Councilor Cullen asked questions about how the district is planning to spend the funds. School Superintendent and Business Manager came to the podium to answer questions and highlight the items listed on the intended use of the funds.

Councilor Cullen is concerned what will happen in six months as now expenses have been added back to the bottom line and this funding may not be recurring.



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Answer: the funding will recur as it's a two-year cycle and there is a 2% increase for the next cycle. This is not one-time funding - it should continue which is why the expenses in the budget are cyclical.

Councilor Cullen's preference is to use these funds for capital reserves for years when less funding is available rather than for current year operating expenses.

Councilor Nemeth shared concerns about losing these funds after two years after the progress we've made and the roller coaster of state funding over the last few years.

Deputy Mayor Shanahan explained the legislative process of these funds as he understood it as he followed it through the process. He asked some clarifying questions about line items in the budget.

Mayor Carrier thanked the School Board for the work they've done and for their due diligence.

Roll Call Vote: 6-0.

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing and gave a few highlights to the Council regarding: the state has notified that the Oak St. bridge will be closed for about two weeks for repairs starting Monday; Community Services will hold a public meeting September 21st relating to the engineering work which is nearing completion. They will give an update and seek feedback; September 21st will be the next Coffee with a Cop event; annual bike auction will be September 23rd.

Deputy Mayor Shanahan asked at the next meeting to have a status report on some of the larger projects ongoing- especially in relation to work force housing.

Councilor Cullen asked some clarifying questions and suggested a change of type of chart in the business report.

Mayor Carrier commented on the completion of the culvert.

Deputy Mayor Shanahan moved to accept the City Manager's Report. Seconded by Councilor Warach. Vote: 6-0.

10. APPROVAL OF MINUTES

A. August 23, 2023 – Regular Meeting

Deputy Mayor Shanahan moved to approve the Minutes of August 23rd as submitted. Seconded by Councilor Nemeth. Vote: 6-0.

11. MAYOR'S REPORT

Mayor Carrier highlighted information from recent meetings attended including Government Affairs, Dover Industrial Business, Somersworth City Council voted to continue Willand Warming Center for another year.



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Deputy Mayor Shanahan updated on four ribbon cuttings for Dover Jewelry, Thanks4giving, RW Health and Employee Benefits and Whitehouse Opticians. He also gave an update on the Parade Committee. GACIT will be meeting in Dover on September 28th. They are the group that helps determine how the DOT spends its funding.

Deputy Mayor Shanahan moved to approve the Mayor's Report. Seconded by Councilor Nemeth. Vote: 6-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

None

B. ORDINANCES IN THE 3rd READING

None

C. RESOLUTIONS

1. AMENDMENT OF FISCAL YEAR 2024 SCHEDULE OF FEES TO AMEND INSPECTION SERVICES DIVISION SECTION OF SCHEDULE

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the resolution. Seconded by Councilor Warach.
City Manager Joyal gave an overview of the resolution regarding building permit fees.
Roll Call Vote: 6-0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. AUTHORIZATION TO UTILIZE PROFESSIONAL SERVICES OF DR. NICOLE L. SAWYER

SPONSORED BY MAYOR CARRIER BY REQUEST

2. APPROVING SIEMENS LETTER OF INTENT FOR ANALYZING WASTE WATER TREATMENT FACILITY SOLAR AND ENERGY EFFICIENCY IMPROVEMENT

SPONSORED BY MAYOR CARRIER BY REQUEST

3. AUTHORIZING ACCEPTANCE OF OBSTRUCTION PERMIT FROM NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT) FOR GREAT BAY ROWING'S USE AND STORAGE OF ROWING EQUIPMENT AT HILTON PARK

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan requested to remove item 13. A. 3 from the consent agenda.
Deputy Mayor Shanahan moved to approve the Consent Calendar (items 1 and 2). Seconded by Councilor Nemeth. Roll Call Vote 6-0

Deputy Mayor Shanahan moved to approve Consent Item 3. Seconded by Councilor Hackett.
A date in the document needed to be changed to October 2023.

Deputy Mayor Shanahan moved to update the language after the third "whereas" from September 2023 to October 2023. Councilor Cullen seconded. Vote 6-0
Vote 6-0 (to approve Item 13.A.3 as amended)



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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. Committee for Racial Equity and Inclusion (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)

Councilor Cullen noted 239 Knox Marsh has plans for two 26-unit mixed use buildings and 12 single family homes. Sunhawk Lane has a proposal for 27 single family homes in an open space subdivision. The building at 1/3 Webb Place will be torn down and a bank is going in. There is a proposal for the end of Olive Meadow where the synagogue was for 32 attainable housing units that is getting push back from the neighborhood. It is at TRC review. 100 Education Way will have the new headquarters of Northeast Credit Union.

Councilor Hackett had no report for on the Arena Commission.

Councilor Nemeth reported on the recent meeting of the Arts Commission noting there was an update from the Literary Laureate community project; Graffiti Walls/ Public Art Walls on the community trail will be funded for a local street artist to put some initial art there; Ninja Turtles install update for the historical marker.

Mayor Carrier noted the School Board recognized Jeff Leaf this week.

Councilor Warach reported on the Downtown TIF Advisory Board. He reviewed the assessed value increase, tax revenue, fund balance, and outstanding debt amounts.

B. RESOLUTIONS

1. B23025 WASTE WATER TREATMENT PLANT AERATION BLOWER UPGRADE SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the resolution. Seconded by Councilor Nemeth. City Manager Joyal gave an overview of the Resolution explaining the equipment needed to be purchased.

Roll Call Vote: 6-0



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2. B24002 WASTE WATER TREATMENT PLANT ULTRA VIOLET DISINFECTION UPGRADE

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the resolution. Seconded by Councilor Warach. City Manager Joyal gave an overview of the Resolution to the Council. Roll Call Vote: 6-0

C. ORDINANCES IN 1ST READING

1. CHAPTER 9, SECTIONS 1, 15

SPONSORED BY COUNCILOR NEMETH

Deputy Mayor Shanahan moved to refer to a public hearing on October 11th. Seconded by Councilor Warach. Vote: 6-0

14. COUNCIL CORRESPONDENCE

None

15. COUNCIL MATTERS OF INTEREST

Councilor Nemeth acknowledged the first responders who often get overlooked with regard to September 11th which are the ones who passed from their September 11th related illnesses.

16. ADJOURN

Councilor Warach moved to adjourn. Seconded by Councilor Nemeth. Vote: 6-0