



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 11, 2023**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Williams led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Carrier, Deputy Mayor Shanahan, Councilor Cullen, Councilor Hackett, Councilor Nemeth, Councilor Warach, and Councilor Williams.

Absent: Councilor Muffett-Lipinski, Councilor Thibodeaux,

Also Present: City Manager Joyal, City Attorney Wyatt

5. PROCLAMATIONS/AWARDS

None

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved to approve the agenda as posted. Seconded by Councilor Warach.
Vote: 7-0.

7. PUBLIC HEARINGS

A. BOARDS, COMMISSIONS AND COMMITTEES, CHAPTER 9, SECTIONS 1, 15

SPONSORED BY COUNCILOR LINNEA NEMETH

No Comments

B. BOARDS, COMMISSIONS AND COMMITTEES, CHAPTER 9, SECTION 16

SPONSORED BY MAYOR CARRIER BY REQUEST

No Comments

C. VEHICLES AND TRAFFIC, CHAPTER 141, SECTIONS, 13, 15, 23, 27, 37, 42, 43, 46, 48, 51

SPONSORED BY MAYOR CARRIER BY REQUEST

No Comments

D. FINE SCHEDULE

SPONSORED BY MAYOR CARRIER BY REQUEST

No Comments

E. ELECTIONS, CHAPTER 17, SECTION 5

SPONSORED BY MAYOR CARRIER BY REQUEST

No Comments



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F. IMPOSING SPECIAL ASSESSMENT ON 4 JACKSON BROOK TERRACE (TAX MAP B-18-14) IN RELATION TO PUBLICLY FUNDED EMERGENCY SEWER IMPROVEMENTS

SPONSORED BY MAYOR CARRIER BY REQUEST
(FINAL VOTE TO BE HELD ON OCTOBER 25, 2023 PER C6-17)
No Comments

G. FISCAL YEAR 2024 BUDGET AMENDMENT FOR ADDITIONAL APPROPRIATION FOR WORKERS' COMPENSATION FUND

SPONSORED BY MAYOR CARRIER BY REQUEST
No Comments

H. FISCAL YEAR 2024 CAPITAL IMPROVEMENTS PROGRAM APPROPRIATION FOR RECYCLING WASTE OIL FURNANCE – NON-DEBT FINANCED PROJECT

SPONSORED BY MAYOR CARRIER BY REQUEST
No Comments

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.

No Comments

9. CITY MANAGER'S REPORT

City Manager Joyal noted he submitted his report in writing which gave updates on City Attorney's Office, parking, public transit and economic development activities. He highlighted some charts on Dover total labor force and unemployment rate which shows steady trend downward in the size of the labor force. He noted a number of vacant positions within the City's departments.

Community Services Division has concluded its emergency sewer repair work on Court street. Current paving and striping are not the final product.

Assessment valuation notices will be going out in the coming weeks and changes to assessments are expected. In general, residential property values are going up and commercial values are remaining flat which will shift the tax burden towards residential properties. The increase is due to the rise in fair market value.

2023 National Research Center survey results for Dover have been released. There are four areas that received lower marks: yard waste removal; availability and affordability of housing; cost of living.

He reported on pending residential projects with affordable or attainable housing components.

He reported that tree removal going on is due to Eversource contracting companies to clear the lines. Community Services will be connecting with them to discuss the way materials are being left behind.



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The City Clerk position has been filled and will start next week. A Deputy City Clerk has also been hired and has started.

Many staff members have been spending extra hours and working outside their positions to cover these vacant positions and to be sure the elections are well prepared.

Deputy Mayor Shanahan moved to accept the City Manager's Report. Seconded by Councilor Warach. Vote: 7-0.

10. APPROVAL OF MINUTES

A. September 27, 2023 – Regular Meeting

Deputy Mayor Shanahan moved to approve the Minutes of September 27th as submitted. Seconded by Councilor Williams. Vote: 7-0.

11. MAYOR'S REPORT

Mayor Carrier highlighted Apple Harvest as a huge success.

Events:

- Oct 21st will be a dedication of the new skate park.
- Nov 8th is a dedication of the Teenage Mutant Ninja Turtles.
- Oct 14th at St. John's church the Rotary sponsors a shredding event. Residents can bring documents they need shredded.

Mayors, City Managers, and others met to discuss the warming center. Rochester has put together an RFP to hire management for the center.

Deputy Mayor Shanahan attended ribbon cuttings for Portsmouth Music Hall and Reach for the Top Therapy.

Deputy Mayor Shanahan moved to approve the Mayor's Report. Seconded by Councilor Hackett. Vote: 7-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. BOARDS, COMMISSIONS AND COMMITTEES, CHAPTER 9, SECTION 1, 15 SPONSORED BY COUNCILOR LINNEA NEMETH

Deputy Mayor Shanahan moved to approve. Seconded by Councilor Nemeth.
Councilor Nemeth gave an overview of the change to the ordinance related to Graffiti Management Committee status.

Councilor Cullen explained his reasoning why he will vote no and encourages stronger enforcement with regards to graffiti. In addition, several committees cannot reach quorums to hold meetings. It can be beneficial to have committees that meet to work on an issue and then disband.



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Councilor Nemeth noted it might be beneficial to set how long the ad hoc committees should be in place to tackle the tasks they have been given.

Councilor Hackett commented that moving forward it would be beneficial to combine some of the committees that are working on the same or similar issues.

Roll Call Vote: 6-1 with Councilor Cullen opposed.

2. BOARDS, COMMISSIONS AND COMMITTEES, CHAPTER 9, SECTION 16 SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve. Seconded by Councilor Hackett. City Manager Joyal gave an overview of the change to the ordinance related to the Office of Business Development.

Roll Call Vote: 7-0.

3. VEHICLES AND TRAFFIC, CHAPTER 141, SECTIONS, 13, 15, 23, 27, 37, 42, 43, 46, 48, 51 SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve. Seconded by Councilor Williams. City Manager Joyal gave an overview of the change to the ordinance. Bill Simons, Parking Manager gave detailed information relating to the parking changes proposed. Christopher Parker, Deputy City Manager clarified the table of traffic control signal intersections (46) is an administrative update only.

Roll Call Vote: 7-0

4. FINE SCHEDULE SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve. Seconded by Councilor Warach. City Manager Joyal gave an overview of the change to the ordinance relating to electric vehicle parking.

Roll Call Vote: 7-0

5. ELECTIONS, CHAPTER 17, SECTION 5 SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve. Seconded by Councilor Warach. City Manager Joyal gave an overview of the change to the ordinance relating to election workers compensation.

Roll Call Vote: 7-0

B. ORDINANCES IN THE 3RD READING None



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C. RESOLUTIONS

1. IMPOSING SPECIAL ASSESSMENT ON 4 JACKSON BROOK TERRACE (TAX MAP B-18-14) IN RELATION TO PUBLICLY FUNDED EMERGENCY SEWER IMPROVEMENTS SPONSORED BY MAYOR CARRIER BY REQUEST (TO BE REFERRED TO FINAL VOTE ON OCTOBER 25, 2023 PER C6-17)

Deputy Mayor Shanahan moved to refer to a final vote on October 25, 2023. Seconded by Councilor Hackett. Roll Call Vote: 7-0.

2. FISCAL YEAR 2024 BUDGET AMENDMENT FOR ADDITIONAL APPROPRIATION FOR WORKERS' COMPENSATION FUND SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the resolution. Seconded by Councilor Hackett. City Manager Joyal gave an overview and explanation of the reason for the resolution. Roll Call Vote: 7-0.

3. FISCAL YEAR 2024 CAPITAL IMPROVEMENTS PROGRAM APPROPRIATION FOR RECYCLE WASTE OIL FURNANCE – NON-DEBT FINANCED PROJECT SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the resolution. Seconded by Councilor Williams. City Manager Joyal gave an overview of the resolution. John Storer, Director of Community Services addressed the question whether Dover can utilize more waste oil. Due to storage limits and air emissions licensing, we cannot accommodate more. Roll Call Vote: 7-0

13. NEW BUSINESS

A. CONSENT CALENDAR

1. B24001 CRACK SEALING SERVICES

SPONSORED BY MAYOR CARRIER BY REQUEST

2. B21048-RFP24-001 SIDEWALK ASSESSMENT STUDY

SPONSORED BY MAYOR CARRIER BY REQUEST

3. B23080 REPLACEMENT OF ARENA COOLING TOWER

SPONSORED BY MAYOR CARRIER BY REQUEST

4. DOVER ARENA RUBBER ROOF REPLACEMENT

SPONSORED BY MAYOR CARRIER BY REQUEST

5. AWARD OF ANNUAL PREVENTATIVE MAINTENANCE AGREEMENT TO SOUTHWORTH-MILTON, INC. FOR CATERPILLAR GENERATOR

SPONSORED BY MAYOR CARRIER BY REQUEST



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6. HYDRAULIC MODEL CAPACITY ANALYSIS-WRIGHT PIERCE

SPONSORED BY MAYOR CARRIER BY REQUEST

7. APPROVAL OF A LOT RESTORATION FOR 50 PISCATAQUA ROAD (TAX MAP J, LOT 13F)

SPONSORED BY MAYOR CARRIER BY REQUEST

8. AMENDMENT TO AD HOC COMMITTEE TO ADDRESS COMMUNITY HOUSING NEEDS

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the Consent Calendar. Seconded by Councilor Hackett.

Deputy Mayor Shanahan requested to remove item 13.A.2 from the consent calendar.

Mayor Carrier indicates the vote will take place for 13.A.1, 2, 4, 5, 6, 7, and 8. Roll Call Vote 7-0.

Deputy Mayor Shanahan brings forward 13.A.2 for vote; Mayor Carrier indicates that 13.A.2 was already approved. He indicated he thought 13.A.3 was to be removed.

City Manager Joyal suggested Deputy Mayor Shanahan ask his question on 13.A.2 and then to vote on 13.A.3.

City Manager Joyal explained details of the assessment for 13.A.2.

Deputy Mayor Shanahan moved to approve Consent Item 13.A.3. Seconded by Councilor Hackett. Roll Call Vote 7-0.

COMMITTEE REPORTS

- | | |
|---|---|
| 1. School Board (Warach) | 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 (Warach) | 21. Solid Waste Advisory Commission (Warach) |
| 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 (Warach) | 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 (Warach) | 29. Government Affairs (Carrier) |
| 15. McConnell Center Advisory Committee (Warach) | |

Mayor Carrier gave an update on the Joint Building Committee relating to softball scoreboard and high school storage building.

Deputy Mayor Shanahan gave a COAST update which held their annual meeting, voted in their officers, passed their budget and expect to be a full schedule in a few weeks.



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Mayor Carrier will have a representative from Dover Main Street at the next meeting to give a full report.

Councilor Williams noted the Strafford Regional Planning Commission had their quarterly meeting and shared ideas how to implement comprehensive economic development strategy. SRPC Executive Director will come give a full update later this fall.

B. RESOLUTIONS

1. ACKNOWLEDGMENT AND ACCEPTANCE OF DONATION BY NORTHEAST COLOR FOR WORK AND SUPPLIES

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. Roll Call Vote: 7-0

C. ORDINANCES IN 1ST READING

1. PEACE & GOOD ORDER, CHAPTER 105, SECTIONS 7, 16, 18

SPONSORED BY MAYOR CARRIER BY REQUEST

(TO BE REFERRED TO PUBLIC HEARING AND VOTE ON NOVEMBER 8, 2023)

Deputy Mayor Shanahan moved to refer to a public hearing. Seconded by Councilor Hackett. Roll Call Vote: 7-0

2. BICYCLES AND PLAY VEHICLES, CHAPTER 53, SECTION 4

SPONSORED BY MAYOR CARRIER BY REQUEST

(TO BE REFERRED TO PUBLIC HEARING AND VOTE ON NOVEMBER 8, 2023)

Deputy Mayor Shanahan moved to refer to a public hearing. Seconded by Councilor Williams. Roll Call Vote: 7-0

14. COUNCIL CORRESPONDENCE

None

15. COUNCIL MATTERS OF INTEREST

Councilor Williams thanked and congratulated the Dover students from Future Farmers of America and Animal Sciences program. Also, there is a costume exchange program at the library with drop off this week and pick up next weekend.

Mayor Carrier commented on the Apple Harvest festival.

Councilor Hackett commented on the tour of the cottages coming up October 19th. Councilor Williams gave information about the event.

16. ADJOURN



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Councilor Warach moved to adjourn. Seconded by Councilor Williams. Unanimous Vote: 7-0