



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 25, 2023**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Cullen led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Muffett-Lipinski, Councilor Hackett

Also Present: City Manager Joyal, City Attorney Wyatt, City Clerk Jerrica Vansylyvong-Bizier

Mayor Carrier welcomed the new City Clerk.

5. PROCLAMATIONS/AWARDS – NOVEMBER 2023 AS NATIONAL AMERICAN INDIAN HERITAGE MONTH

Mayor Carrier read the proclamation into the record.

6. APPROVAL OF AGENDA

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

7. PUBLIC HEARINGS

None

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.

Johnathan Nichols, Executive Director of the Woodman Museum updated everyone on the events and attendance over the past year and highlighted some upcoming events.

9. CITY MANAGER'S REPORT

City Manager Joyal noted he did not submit his report in writing. There are staffing issues filling vacant positions. The Library boiler has a leak and needs immediate replacement. The bid will be in before the next meeting so he will ask the board to retroactively approve it at the next meeting. Tax assessment letters went out. Commercial assessments have actually gone up along with residential assessments. The tax dollars the City collects are based on the City budget, not the increase or decrease of property assessments. The tax information is available on the City website. He announced the new City Clerk/ Tax Collector, Jerrica Vansylyvong-Bizier and highlighted some voter information.

Deputy Mayor Shanahan moved to approve the City Manager's Report to include emergent replacement of the Library boiler. Seconded by Councilor Williams. Roll Call Vote: 7-0.



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10. APPROVAL OF MINUTES

A. October 11, 2023 – Regular Meeting

Deputy Mayor Shanahan moved to approve the Minutes of September 27th as submitted. Seconded by Councilor Warach. Vote: 6-0 with Councilor Thibodeaux abstaining.

11. MAYOR'S REPORT

Mayor Carrier highlighted the following events:

- Zombie Walk this Saturday
- Arena Director is retiring and they held an event
- Harmony Homes tiny houses open house on Back River Rd
- Northeast Credit Union dedication
- Voices of the Cemetery
- Skate Park dedication
 - Councilor Williams noted this has been in the works many years and she appreciates the community involvement to make this happen.
- Nov 8th is a dedication of the Teenage Mutant Ninja Turtles.
- Nov 9th graduation of Leadership Academy
- Veterans day ceremony will be at Veterans Park

Deputy Mayor Shanahan noted the parade details are being worked out but will be held November 26th.

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

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

None

B. ORDINANCES IN THE 3RD READING

None

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

Councilor Nemeth recused herself from this item.

Deputy Mayor Shanahan moved to approve the resolution. Seconded by Councilor Warach. City Manager Joyal gave an overview of the issue, emergency plan and reason for the request.

Councilor Thibodeaux asked if the City has access to the conditions of these systems in HOAs in the City, or does the City not find out until a situation like this occurs. Deputy Manager Joyal noted the City does not track the status of these systems.



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Roll Call Vote: 6-0 with Councilor Nemeth abstaining.

13. NEW BUSINESS

A. CONSENT CALENDAR

None

COMMITTEE REPORTS

1. School Board (Warach)
2. Planning Board (Cullen)
3. Appointments Committee (Williams)
4. Arena Commission (Hackett)
5. Arts Commission (Nemeth)
6. Board of Health (Warach)
7. Collaborative City Council and School Board (M-Lipinski)
8. Conservation Commission (Williams)
9. Downtown TIF Advisory Board (Warach)
10. Energy Commission (Warach)
11. Graffiti Management Ad Hoc Committee (Nemeth)
12. Heritage Commission (Nemeth)
13. Legislative Liaison (Shanahan)
14. Library Board of Trustees (Warach)
15. McConnell Center Advisory Committee (Warach)
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 (Warach)
22. Transportation Advisory Commission (Williams)
23. Waterfront TIF Advisory Board (Shanahan)
24. Joint Building Committee – DHS (Carrier)
25. COAST (Shanahan)
26. Cocheco Waterfront Development Advisory Committee (Carrier)
27. Dover Main Street (Carrier)
28. Strafford Regional Planning Commission (Williams)
29. Government Affairs (Carrier)

Councilor Cullen noted some significant approvals by the Planning Board are for the new COAST building; EV stations; Zoning Administrator left for another job elsewhere; Olive Meadow proposal has been withdrawn.

Councilor Williams reported the Conservation Commission discussed Tribal Foraging Rights which the Commission is in favor of and will be coming to Council. An update was given of the four ongoing conservation projects in progress. The City was a recipient of a wetlands inventory grant.

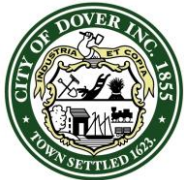
Councilor Thibodeaux noted the Energy Commission is very pleased with the turn-out for the EV show at Harvest Fest and may host some other events. She updated the community on the status of the Community Power roll-out. Municipal Energy Generation Committee report is being put together. Discussion about leveraging City solar fields for profit or aid for those in need.

Mayor Carrier noted at the previous meeting Councilor Hackett suggested the Pool/ Rec/ Arena committees be combined since they all have issues meeting quorum and they are all under Recreation. He agrees it should be reviewed.

B. RESOLUTIONS

1. DENIAL OF REQUESTED REVIEW OF WATER/SEWER ABATEMENT APPEAL FOR PROPERTY AT 28-30 SECOND STREET 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. Attorney Wyatt explained the reasoning for the suggested denial. Roll Call Vote: 7-0



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2. APPROVAL OF DEPARTMENT OF HEALTH AND HUMAN SERVICES DOVER IO LEASE AGREEMENT

SPONSORED BY MAYOR CARRIER BY REQUEST

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

C. ORDINANCES IN 1ST READING

None

14. COUNCIL CORRESPONDENCE

None

15. COUNCIL MATTERS OF INTEREST

City Manager Joyal noted the workshop planned for next week will not occur. There will be a regular meeting on November 8th and the storm water utility ordinance will be introduced. There will be a workshop on the 15th focused on the storm water utility and possibly CIP presentation.

Deputy Mayor Shanahan requested citizens go to the website to look up the information regarding the updated assessments.

16. ADJOURN

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