



CITY OF DOVER

APPOINTMENTS COMMITTEE - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **Council Conference Room**
Meeting Date: **Wednesday, May 1, 2024**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

2. PUBLIC FORUM

3. APPROVAL OF MINUTES

- A. February 7, 2024
- B. March 13, 2024

4. INTERVIEW CANDIDATES

6:15 PM – Joseph Carbone – Arena Commission

5. REVIEW APPOINTMENTS

Resignations:

Rebecca Ohler – Energy Commission

Sarah Tatarczuk – Zoning Board of Adjustment

Jeff Roemer – DBIDA (as of end of term, June 23, 2024)

Kathleen Blake – Committee for Racial Equity and Inclusion

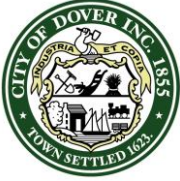
Re-appointments:

Chad Kageleiry – Downtown TIF

Jeff Roemer – Downtown TIF

6. OTHER BUSINESS

7. ADJOURNMENT



CITY OF DOVER

APPOINTMENTS COMMITTEE - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Conference Room**
Meeting Date: **Wednesday, February 7, 2024**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

Chair Williams called the meeting to order at 6:00 PM.

Present: Chair Williams, Mayor Carrier, Deputy Mayor Shanahan

Also Present: City Clerk Vansylyvong-Bizier

2. PUBLIC FORUM

None.

3. APPROVAL OF MINUTES

A. January 24, 2024

Deputy Mayor Shanahan motioned for approval, seconded by Mayor Carrier. Vote: 3-0.

4. INTERVIEW CANDIDATES

6:00 PM Beth Evans – Library Board of Trustees

6:15 PM Kieran Seavey – Energy Commission and Open Lands Committee

6:30 PM Kirsten Allen – Arts Commission

Deputy Mayor Shanahan motioned to recommend Kieran Seavey to the Council for Open Lands Committee as an alternate member, seconded by Mayor Carrier. Vote: 3-0.

Deputy Mayor Shanahan motioned to recommend Beth Evans to the Council for Library Board of Trustees as an alternate member, seconded by Mayor Carrier. Vote: 3-0.

Mayor Carrier motioned to recommend Kirsten Allen to the Council for the Arts Commission as an alternate member, seconded by Deputy Mayor Shanahan. Vote: 3-0.

5. REVIEW APPOINTMENTS

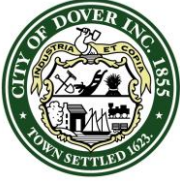
Resignations: Bruce Batchelder – Open Lands Committee

Appointments: Jacqueline Finnerty – Alternate to Regular Member Arts Commission

Mayor Carrier motioned to approve resignations/appointments, seconded by Mayor Carrier. Vote: 3-0.

6. OTHER BUSINESS

Review attendance records from Committees/Boards



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APPOINTMENTS COMMITTEE - MINUTES

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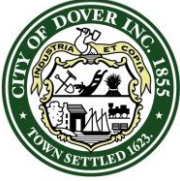
City Clerk Vansylyvong-Bizier presented attendance records for Committees/Boards to the Committee.

Review application for Cocheco Waterfront Development Advisory Committee

Mayor Carrier made a motion to recommend consideration of John O'Connor pending clarification to the Cocheco Waterfront Development Advisory Committee, seconded by Deputy Mayor Shanahan. Vote: 3-0.

7. ADJOURNMENT

Mayor Carrier motioned to adjourn, seconded by Deputy Mayor Shanahan. Vote: 3-0.



CITY OF DOVER

APPOINTMENTS COMMITTEE - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Conference Room**
Meeting Date: **Wednesday, March 13, 2024**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

Chair Williams called the meeting to order at 6:02 PM.

Present: Chair Williams, Mayor Carrier, Deputy Mayor Shanahan

Also Present: City Clerk Vansylyvong-Bizier

2. PUBLIC FORUM

None.

3. APPROVAL OF MINUTES

A. February 7, 2024 - Not available

4. INTERVIEW CANDIDATES/NEW CANDIDATES

6:00 PM – Lucas Veitch – Energy Commission

6:15 PM – Kean McDermott – Transportation Advisory Commission

6:30 PM – Mallory Strange – Planning Board

Deputy Mayor Shanahan motioned to recommend Lucas Veitch to the Council as an alternate member on the Energy Commission, seconded by Mayor Carrier. Vote: 3-0.

Deputy Mayor Shanahan motioned to recommend Kean McDermott to the Council as an alternate member on the Transportation Advisory Commission, seconded by Mayor Carrier. Vote: 3-0.

Deputy Mayor Shanahan motioned to recommend Mallory Strange to the Council as an alternate member on the Planning Board, pending introduction to Planning Director, seconded by Mayor Carrier. Vote: 3-0.

**Russ Warnock – Appointment to Alternate Member Conservation Commission
(interviewed 9/20/23)**

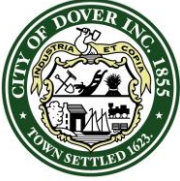
Deputy Mayor Shanahan motioned to recommend Russ Warnock to the Council as an alternate member for the Conservation Commission, seconded by Mayor Carrier. Vote: 3-0.

5. REVIEW APPOINTMENTS

Resignations:

Bruce Batchelder – Conservation Commission

Jason Aube – Conservation Commission



CITY OF DOVER

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Appointments:

Kirsten Murphy – Alternate to Regular Member Conservation Commission
Nancy Volpe – Re-appointment Regular Member Conservation Commission
Robert Marggraf – Re-appointment Regular Member Cemetery Board

Mayor Carrier motioned to approve resignations and appointments are presented, seconded by Deputy Mayor Shanahan. Vote: 3-0.

6. OTHER BUSINESS

The Committee discussed the process with appointing members to the Cocheco Waterfront Development Advisory Committee.

Deputy Mayor Shanahan motioned to endorse Cliff Blake to become a member of the Cocheco Waterfront Development Advisory Committee to the Dover Housing Authority, seconded by Mayor Carrier. Vote: 3-0.

Chair Williams discussed the possibility of increasing Transportation Advisory Commission membership and/or clarifying the roles.

7. ADJOURNMENT

Deputy Mayor Shanahan motioned to adjourn, seconded by Mayor Carrier. Vote: 3-0.

Vansylyvong-Bizier, Jerrica

From: Parker, Christopher
Sent: Wednesday, April 3, 2024 10:33 AM
To: Vansylyvong-Bizier, Jerrica; Bessette, Colleen
Subject: Board memberships

Good morning,

Chad K's term on the Downtown TIF Board expired in Feb. He would like to be reappointed.
Jeff R's term expired in December on the same board. He would also like to be reappointed.

Jeff R, gave his resignation (at the end of his term in June) from DBIDA yesterday. I'll forward.

Chris

Christopher G. Parker, AICP
Deputy City Manager: Development and Strategic Initiatives
City of Dover, NH
288 Central Avenue
Dover, NH 03820-4169
e: c.parker@dover.nh.gov
p: 603.516.6024 f: 603.516.6049

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Vansylyvong-Bizier, Jerrica

From: Parker, Christopher
Sent: Wednesday, April 3, 2024 10:38 AM
To: Vansylyvong-Bizier, Jerrica; Bessette, Colleen
Subject: FW: Intent to resign

FYI

Chris

Christopher G. Parker, AICP
Deputy City Manager: Development and Strategic Initiatives
City of Dover, NH
288 Central Avenue
Dover, NH 03820-4169
e: c.parker@dover.nh.gov
p: 603.516.6024 f: 603.516.6049

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From: Roemer, Jeff <J.Roemer@dover.nh.gov>
Sent: Tuesday, April 2, 2024 3:39 PM
To: O'Connell, Sean <S.O'Connell@dover.nh.gov>; Parker, Christopher <C.Parker@dover.nh.gov>; Bickley, Reid <R.Bickley@dover.nh.gov>
Subject: Intent to resign

Hi Sean, Reid, and Chris,

I am writing to notify you of my intention to resign from the DIBDA board at the end of my term in June. At this point I need to focus attention on my businesses and would do more for the board by making room now for a new member. It has been an honor to work with you all and I hope I have been of some value during my tenure. If you have a new member sooner than June than I can step aside earlier. I am committed to help in the meantime however I can.

Best regards,

Jeff Roeer

Vansylyvong-Bizier, Jerrica

From: Blake, Kathleen
Sent: Tuesday, April 2, 2024 10:41 AM
To: Margaret Fogarty; Shayo, Lina; Fogarty, Margaret; Ceide, Jennifer; Fogarty, Maggie; Carrier, Whitney; Quisumbing-King, Cora; Nemeth, Linnea; t.whittman@dover.nh.gov; Feliciano, Jose; Wade, Alice; Joyal, Michael; Vansylyvong-Bizier, Jerrica
Subject: Re: Committee for Racial Equity and Inclusion - DRAFT MINUTES from February 22, 2204

My dear colleagues,

It is with great reluctance that I am tendering my resignation from the committee. I have health concerns that make it necessary to change my lifestyle, including taking some commitments off of my plate. While I do not have a terminal illness, it has been, and will continue to be a struggle to do as much as I currently do. So, following the advice of my physician, and knowing that the time has come, I must retire from this committee.

Thank you for all you have done with our work. If, in the future, you need to speak about indigenous matters, always feel free to reach out.

Thank you for your understanding,
Kathleen Blake

Kathleen A. Blake

Racial Equity and Inclusion Committee
City of Dover, NH
288 Central Avenue
Dover, NH 03820-4169
e: k.blake@dover.nh.gov

p: 603-231-0011
Dover: First in New Hampshire, First with you!
<http://www.dover.nh.gov>

From: Margaret Fogarty <maggie@fogartyfamily.org>
Sent: Thursday, March 28, 2024 8:03:41 PM
To: Shayo, Lina; Fogarty, Margaret; Ceide, Jennifer; Fogarty, Maggie; Blake, Kathleen; Carrier, Whitney; Quisumbing-King, Cora; Nemeth, Linnea; t.whittman@dover.nh.gov; Feliciano, Jose; Wade, Alice; Joyal, Michael; Vansylyvong-Bizier, Jerrica
Subject: Re: Committee for Racial Equity and Inclusion - DRAFT MINUTES from February 22, 2204

Security Notice: External sender. Use caution with hyperlinks or attachments.

https://docs.google.com/presentation/d/1nPxFHAgcxB_XjX7Id0xY6_hluNMN8tP/edit?usp=sharing&ouid=102376786781799780039&rtpof=true&sd=true

Vansylyvong-Bizier, Jerrica

From: Baber, William
Sent: Wednesday, January 31, 2024 10:27 AM
To: Vansylyvong-Bizier, Jerrica
Subject: Re: 2023 Boards and Commissions Attendance List

Hi Jerrica,

I am afraid this email got buried among too many incoming last week. I don't have time at the moment to review the exact attendance this year for the entire commission. I can say our attendance has been excellent with one exception. Since her appointment, which I believe was in April of 2023, Melissa Woods has only attended one commission meeting. As it stands we are currently short three alternate members.

There is one former member who is still listed as active on the City's website. Unfortunately, Rebecca Ohler, an administrator with NH's DES, stepped down to avoid any apparent conflict of interest as she administers grants that the City is will likely be applying for.

Let me know if this is sufficient information to meet your needs.

Regards,

Bill

William Baber
Chair, Energy Commission
City of Dover, NH
288 Central Avenue
Dover, NH 03820-4169
e: w.baber@doover.nh.gov
p: 603.749.5969
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<http://www.dover.nh.gov>

From: Vansylyvong-Bizier, Jerrica
Sent: Friday, January 26, 2024 11:15:58 AM
To: Baber, William
Subject: 2023 Boards and Commissions Attendance List

Good morning! May you please send me the 2023 meeting attendance for your board/commission? The Appointments Committee would like to review attendance for removals at their Feb 7 meeting. Thank you!!

Jerrica Vansylyvong-Bizier
City Clerk/Tax Collector
City of Dover, NH
288 Central Avenue
Dover, NH 03820-4169
e: J.Bizier@doover.nh.gov

Vansylyvong-Bizier, Jerrica

From: Benton, Donna
Sent: Wednesday, February 14, 2024 8:41 PM
To: Vansylyvong-Bizier, Jerrica
Subject: Fw: Feb/Mar Meetings

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Jerrica,
Not sure if this was forwarded to you...another person from ZBA needing to resign due to moving out of Dover.
Thanks!
Donna

From: Blonigen, Rachel
Sent: Monday, February 12, 2024 9:52 AM
To: Crouser, Paul; Benton, Donna
Subject: FW: Feb/Mar Meetings

Paul,

I received this email from Sarah Tatarczuk about ending her term with the ZBA.

Rachel

From: Sarah Tatarczuk <sarahetatarczuk@gmail.com>
Sent: Monday, February 12, 2024 8:46 AM
To: Blonigen, Rachel <R.Blonigen@doover.nh.gov>
Subject: Feb/Mar Meetings

Security Notice: External sender. Use caution with hyperlinks or attachments.
Hi Rachel,

Hope you're well! I wanted to let you know that I do plan to be in attendance at the Feb and Mar ZBA meetings.

That being said, we actually just had an offer accepted on a new house and will be moving out of Dover at the end of March! I'm sorry for the short notice, as this happened much faster than we anticipated!!! We will continue to own our current property in Dover (which will be a rental) but I will no longer be a Dover resident eligible to be on the ZBA.

Please let me know if there are any other steps I need to take to end my term.

Thanks,
Sarah

called
4/25/24

CITY OF DOVER, NEW HAMPSHIRE
BOARDS, COMMISSIONS, COMMITTEE
APPLICATION

NAME: Joseph Carbone TELEPHONE: 603-682-2713

E-mail Address: CarboneJay@gmail.com

RESIDENCE ADDRESS: 119 Boxwood Ln

MAILING ADDRESS (if different) _____

RESIDENT OF DOVER FOR Life YEARS WARD 6

I AM INTERESTED IN SERVING ON THE FOLLOWING Board, Commission or
Committee (s)

Arena

MY BACKGROUND OR INTERESTS ARE: Hockey, music,

IF APPOINTED, I WOULD (State your Goals): work to improve
the Dover Arena. Been coming here for 40 years.

I have served on the following committee(s) in the past: _____

DO YOU FEEL THAT YOU CAN GIVE ENOUGH OF YOUR TIME AND
EFFORTS TO SERVE THE CITY OF DOVER? Yes

[Signature]

SIGNATURE DATE

Upon completion of this form, please return to the City Clerk's Office. Committee
Application form is kept on file for a period of one year from date of submission.