

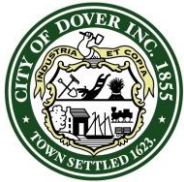
CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 25, 2024**
Meeting Time: **7:00 pm**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL ATTENDANCE**
5. **PROCLAMATIONS/AWARDS**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
 - A. **CDBG SUBSTANTIAL AMENDMENT TO THE FY23 AND FY24 ACTION PLANS**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - B. **AUTHORIZATION TO ACCEPT AND EXPEND THE NH DEPARTMENT OF TRANSPORTATION #44159(CDS) CONGRESSIONALLY DIRECTED SPENDING GRANT (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - C. **AUTHORIZATION TO ACCEPT AND EXPEND THE NH DEPARTMENT OF TRANSPORTATION PROJECT #44350 (CMAQ) CONGESTION MITIGATION & AIR QUALITY GRANT #22-12CMAQ (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR CARRIER BY REQUEST
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.
9. **CITY MANAGER'S REPORT**
10. **APPROVAL OF MINUTES**
 - A. **September 4, 2024 – Workshop Meeting**
 - B. **September 11, 2024 – Regular Meeting & Non-Public Meeting**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING**
 - B. **ORDINANCES IN THE 3RD READING**
 - C. **RESOLUTIONS**
 1. **REPROGRAM UNEXPENDED CIP APPROPRIATIONS FROM SOUTH END FIRE STATION BUILDING IMPROVEMENTS TO SELF CONTAINED BREATHING APPARATUS REPLACEMENT (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 25, 2024**
Meeting Time: **7:00 pm**

2. **CDBG SUBSTANTIAL AMENDMENT TO THE FY23 & FY24 ACTION PLANS**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **AUTHORIZATION TO ACCEPT AND EXPEND THE NH DEPARTMENT OF TRANSPORTATION #44159(CDS) CONGRESSIONALLY DIRECTED SPENDING GRANT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **AUTHORIZATION TO ACCEPT AND EXPEND THE NH DEPARTMENT OF TRANSPORTATION PROJECT #44350(CMAQ) CONGESTION MITIGATION & AIR QUALITY GRANT #22-12CMAQ**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **ACCEPTANCE OF AMENDED UTILITY EASEMENTS ON 167 SPUR ROAD AND 169 SPUR ROAD**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **AMENDING COMMUNITY ART WALL LICENSE; ACCEPTING DONATION FROM BOB SHERWOOD LANDSCAPE COMPANY, LLC**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **AWARD OF BID #B25019 WIRELESS NETWORK INFRASTRUCTURE**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **ARENA COMPRESSOR REPLACEMENT WITH CARRIER CORPORATION - SOLE SOURCE**
SPONSORED BY MAYOR CARRIER BY REQUEST

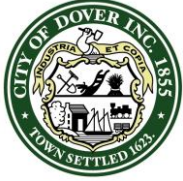
COMMITTEE REPORTS

- | | |
|--|--|
| 1. Arts Commission (Nemeth) | 16. Solid Waste Advisory Committee (Hackett) |
| 2. Conservation Commission (Williams) | 17. Transportation Advisory Commission (Richer) |
| 3. Library Board of Trustees (Nemeth) | 18. Joint Building Committee – DHS (Carrier) |
| 4. Appointments Committee (Williams) | 19. Heritage Commission (Retrosi) |
| 5. Planning Board (Cullen) | 20. Board of Health (Richer) |
| 6. School Board Liaison (Hackett) | 21. Downtown TIF Advisory Board (Warach) |
| 7. Arena Commission (Hackett) | 22. Coheco Waterfront Development Advisory Committee (Carrier) |
| 8. Recreation & Pool Advisory (Retrosi) | 23. COAST (Shanahan) |
| 9. Energy Commission (Richer) | 24. Waterfront TIF Advisory Board (Warach) |
| 10. Parking Commission (Warach) | 25. Dover Main Street (Carrier) |
| 11. McConnell Center Advisory Committee (Retrosi) | 26. Strafford Regional Planning Commission (Williams) |
| 12. Legislative Liaison (Shanahan) | 27. Government Affairs (Carrier) |
| 13. Committee for Racial Equity and Inclusion (Nemeth) | 28. Cemetery Board (Warach) |
| 14. Graffiti Management Advisory Committee (Nemeth) | 29. Joint Building Committee – Athletic Complex (Cullen) |
| 15. Ordinance Committee (Shanahan) | |

B. RESOLUTIONS

Document Created by: Jerrica Vanslyvong-Bizier, City Clerk
Document Posted on: September 20, 2024

2024.09.25 City Council Agenda
Page 2 of 3



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 25, 2024**
Meeting Time: **7:00 pm**

1. **APPROVAL OF GROUND LEASE WITH GREAT BAY ROWING**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **APPROVING LETTER OF INTENT FOR WASTEWATER TREATMENT FACILITY SOLAR PROJECT**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **AMENDMENT OF FY2025 SCHEDULE OF FEES TO AMEND CERTAIN PARKING RATES AND FEES; AND TO ESTABLISH FEE FOR RSA 91-A LARGE ELECTRONIC INFORMATION REQUESTS**
(TO BE REFERRED TO PUBLIC HEARING AND VOTE ON OCTOBER 9, 2024)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE HIGHWAY OFFICE OF HIGHWAY SAFETY GRANT**
(TO BE REFERRED TO BE A PUBLIC HEARING AND VOTE ON OCTOBER 9, 2024)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM SPUR ROAD RECONSTRUCTION PROJECT TO COURT UNION MIDDLE STREET RECONSTRUCTION PROJECT**
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 9, 2024 WITH A VOTE TO OCCUR ON OCTOBER 23, 2024)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST

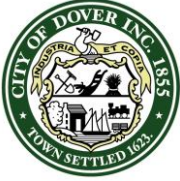
C. ORDINANCES IN 1ST READING

1. **VEHICLES AND TRAFFIC, CHAPTER 141, SECTIONS 14, 23, 30, 31, AND 48**
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 9, 2024)
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **BOARDS, COMMISSIONS AND COMMITTEES, CHAPTER 9, SECTIONS 5 AND 6**
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 9, 2024)
SPONSORED BY MAYOR CARRIER, DEPUTY MAYOR SHANAHAN, & COUNCILOR WILLIAMS
3. **FINE SCHEDULE**
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 9, 2024)
SPONSORED BY MAYOR CARRIER BY REQUEST

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.09.11 - 157**

Resolution Re: CDBG Substantial Amendment to the FY23 & FY24
Action Plans

WHEREAS: The City of Dover has funds available for appropriation from the FY23 & FY24 CDBG Entitlement Grants; and

WHEREAS: The Planning Department is required by HUD to prepare, and the Governing Body adopt, an “Action Plan” which is a needs assessment and detailed expenditure plan for the use of Community Development funds in meeting the needs of very-low, low, and moderate income households of Dover; and

WHEREAS: The Planning Board has reviewed proposed projects for said funds and held a public hearing on August 27, 2024 for the purpose of obtaining citizens' viewpoints on the proposed projects; and

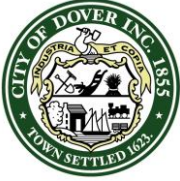
WHEREAS: The Planning Board has reviewed the proposed projects and recommends approval of the amendments to the FY23 & FY24 Action Plans and the expenditures contained in this resolution; and

WHEREAS: The recommended disbursements of funds have been reviewed for compliance with HUD statutory requirements and for meeting national objectives; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The amendments to the FY23 and FY24 Action Plans are adopted and the City Manager is authorized to enter into sub-recipient contracts as part of the FY23 and FY24 Action Plans for expenditure of CDBG Entitlement Funds.

NOTE: This resolution requires public hearing prior to City Council vote. Resolution to be referred to public hearing on September 25, 2024 with vote to occur on that date.



CITY OF DOVER

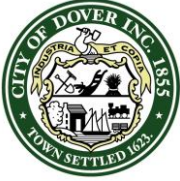
CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.09.11 - 157**

Resolution Re: CDBG Substantial Amendment to the FY23 & FY24
Action Plans

Financing Appropriations		
Account	Description	Appropriation
FY23 Action Plan		
2100.1.180.46341.4835.06399.23.000.000.800	Rental Unit Rehab	(\$28,136.75)
2100.1.180.46348.4835.06380.23.000.000.800	Grants/Subsidy - Strafford Cty Homeless Ctr	(\$4,820.25)
2100.1.180.46525.4835.06622.23.000.000.800	Grants/Subsidy - Economic Development Loan	(\$66,843.00)
TOTAL		(\$99,800.00)
2100.1.180.46341.4753.06332.23.000.000.700	Removal of Barriers to Access - Dover Downtown	\$11,000.00
2100.1.180.46341.4110.06332.23.000.000.100	Removal of Barriers to Access - Dover Downtown Admin	1,000.00
2100.1.180.46323.4835.06346.23.000.000.800	Repairs/Facility Improvements - MFP Transitional Homes	\$36,000.00
2100.1.180.46323.4110.06346.23.000.000.100	Repairs/Facility Improvements - MFP Transitional Homes Admin	\$1,000.00
2100.1.180.46323.4835.06335.23.000.000.800	ADA Upgrades - Covered Bridge Manor	\$16,400.00
2100.1.180.46323.4110.06335.23.000.000.100	ADA Upgrades - Covered Bridge Manor Admin	\$1,000.00
2100.1.180.46323.4835.06335.23.000.000.800	Air Source Heat Pump Upgrades - Covered Bridge Manor	\$32,400.00
2100.1.180.46323.4110.06335.23.000.000.100	Air Source Heat Pump Upgrades - Covered Bridge Manor Admin	\$1,000.00
TOTAL		\$99,800.00
FY24 Action Plan		
2100.1.180.46311.4335.06311.24.000.000.100	CDBG - Administration	(\$10,185.00)
2100.1.180.46341.4835.06350.24.000.000.800	Grants/Subsidy - JT Pool Barrier Removal	(\$135,000.00)
2100.1.180.46341.4835.06399.24.000.000.800	Grants/Subsidy - Rental Unit Rehab	(\$30,000.00)
2100.1.180.46348.4835.06360.22.000.000.800	Grants/Subsidy - Welfare Security Deposits	(\$3,000.00)
2100.1.180.46348.4835.06361.24.000.000.800	Grants/Subsidy - Haven A Safe Place	(\$100.00)
2100.1.180.46525.4835.06622.24.000.000.800	Grants/Subsidy - Economic Development Loan	(\$28,131.00)
2100.1.180.46525.4110.06621.24.000.000.100	CDBG - DELP Administration	(\$23,093.00)
TOTAL		(\$229,509.00)
2100.1.180.46323.4835.06335.24.000.000.800	Roof Replacement - Covered Bridge Manor	\$75,000.00
2100.1.180.46323.4110.06335.24.000.000.100	Roof Replacement - Covered Bridge Manor Admin	\$1,000.00
2100.1.180.46323.4835.06380.24.000.000.700	Air Source Heat Pump Upgrades - Home for Now	\$14,800.00
2100.1.180.46323.4110.06380.24.000.000.100	Air Source Heat Pump Upgrades - Home for Now Admin	\$1,000.00
2100.1.180.46323.4835.06335.24.000.000.700	Air Source Heat Pump Upgrades & Building Repair - CAP Transitional Shelter	\$136,709.00
2100.1.180.46323.4110.06335.24.000.000.100	Air Source Heat Pump Upgrades & Building Repair - CAP Transitional Shelter Admin	\$1,000.00
TOTAL		\$229,509.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.09.11 - 157**
Resolution Re: CDBG Substantial Amendment to the FY23 & FY24
Action Plans

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua M. Wyatt
City Attorney

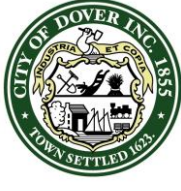
Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote: 8/28/2024	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does or does not pass.		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 12.C.2. Resolution Number: R – 2024.09.11 - 157 Resolution Re: CDBG Substantial Amendment to the FY23 & FY24 Action Plans
---	---

RESOLUTION BACKGROUND MATERIAL:

Amendments to the FY23 and FY24 Action Plans

An Action Plan (AP) identifies Activities that will receive CDBG funding. The following activities are added to the FY23 Action Plan and FY24 Action Plan.

Certain activities/projects approved in the original action plans for FY23 and FY24 are unable to be executed due to economic factors, permitting, or timing constraints. This allows the funding for those activities/projects to be repurposed to new activities/projects. In some instances, activities/projects approved in the original action plans for FY23 and FY24 were eligible to be completed using prior year CDBG grant funding, which results in FY23 and FY24 CDBG grant funds being eligible to be repurposed to new activities/projects.

Public Facilities Projects

Public Facilities activities added to the FY23 Action Plan:

City of Dover – Removal of Barriers to Access

Amount Requested: \$11,000.00

Planning Board Recommendation: \$11,000.00

Installation of ADA compliant picnic tables in downtown Dover.

My Friend’s Place Transitional Shelters – Repairs/Facility Improvements

Amount Requested: \$100,000.00

Planning Board Recommendation: \$36,000.00

Furnace Replacement @ East Concord Street Shelter; Roof Replacement, Eve Repair, Bulkhead Installation and Furnace Replacement @ Hough Street Shelter.

CAP / Covered Bridge Manor – ADA Upgrades

Amount Requested: \$16,400.00

Staff Recommendation: \$16,400.00

ADA upgrades to the facility including grab bar handles, replacing mirrors and other upgrades to make the building ADA compliant.

CAP / Covered Bridge Manor - Air Source Heat Pump Upgrades

Amount Requested: \$32,400.00

Staff Recommendation: \$32,400.00

Mini split heat pump upgrade to the main dining hall and assembly area.

Document Created by: Finance Department Document Posted on: September 20, 2024	R – 2024.09.11 CDBG Substantial Amendment to FY23 and FY24 Action Plan Page 4 of 6
---	--

Public Facilities activities added to the FY24 Action Plan:

CAP / Covered Bridge Manor – Roof Replacement

Amount Requested: \$75,000.00

Staff Recommendation: \$75,000.00

Roof Replacement

CAP / Home for Now - Air Source Heat Pump Upgrades

Amount Requested: \$14,800.00

Staff Recommendation: \$14,800.00

New heat pump installation and heat pump upgrades

CAP / Transitional Shelter - Air Source Heat Pump Upgrades & Building Repair

Amount Requested: \$136,709.00

Staff Recommendation: \$136,709.00

Heat Pump Upgrade and exterior building improvements

ACTIVITY ADMINISTRATION

Administrative costs associated with individual Activities. Activity specific costs include contract development & administration, processing requests for reimbursement, site visits, subrecipient monitoring, environmental review, project close-out.

Activity Administration added to the FY23 Action Plan

Amount Requested: \$4,000.00

Staff Recommendation: \$4,000.00

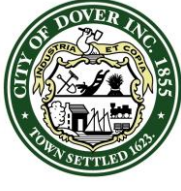
City of Dover – Removal of Barriers to Access	\$1,000.00
My Friend’s Place Transitional Shelters – Repairs/Facility Improvements	\$1,000.00
CAP / Covered Bridge Manor – ADA Upgrades	\$1,000.00
CAP / Covered Bridge Manor - Air Source Heat Pump Upgrades	\$1,000.00
	\$4,000.00

Activity Administration added to the FY24 Action Plan

Amount Requested: \$3,000.00

Staff Recommendation: \$3,000.00

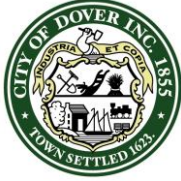
CAP / Covered Bridge Manor – Roof Replacement	\$1,000.00
CAP / Home for Now - Air Source Heat Pump Upgrades	\$1,000.00
CAP / Transitional Shelter - Air Source Heat Pump Upgrades & Building Repair	<u>\$1,000.00</u>
	\$3,000.00

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 12.C.2. Resolution Number: R – 2024.09.11 - 157 Resolution Re: CDBG Substantial Amendment to the FY23 & FY24 Action Plans
---	--

Consolidated Plan Goals

The City of Dover has identified 5 Goals that serve as the core of the Dover CDBG Consolidated Plan and identify the priorities for allocations within the Annual Action Plans.

- | | | |
|---|-------------------------|--|
| 1 | Goal Name | Access to Services |
| | Goal Description | To provide increased opportunities to residents of the City who require education, health, recreation, shelter, transportation and related human services. |
| 2 | Goal Name | Renter and Homeowner Assistance |
| | Goal Description | Weatherization and energy efficiency, Housing unit rehab, security deposit assistance, Lead based paint hazard. |
| 3 | Goal Name | Public Improvements |
| | Goal Description | Development and improvements related to facilities and housing units utilized by qualifying populations and individuals. |
| 4 | Goal Name | Economic Development |
| | Goal Description | Improvements, and the support of efforts, intended to promote economic development and to enhance economic opportunities for qualifying business, populations and individuals. |
| 5 | Goal Name | Accessibility and Transportation |
| | Goal Description | Access to social services and employment and removal of architectural barriers. |



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2024.09.11 - 158**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project # 44159 (CDS) Congressionally Directed Spending Grant

WHEREAS: The City has received notice from the New Hampshire Department of Transportation (NHDOT) of a Congressionally Directed Spending (CDS) Award in the amount of \$4,500,000 to be utilized for eligible costs for the Central Ave Corridor Complete Street Reconstruction Project between Stark Ave and Silver St; and

WHEREAS: The grant application requests funding in the amount of \$4,500,000.00 and lists a city match of \$1,125,000.00 for a total project cost of \$5,625,000.00 for Design/Engineering, Construction and Construction Engineering services. A scope is outlined in the background section of this resolution; and

WHEREAS: In adhering to the requirements established by the NHDOT and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to apply for, accept, and expend Grant funds for eligible project costs is needed; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for, accept, and expend CDS grant funds allocated to the City of Dover for the Central Ave Corridor complete street reconstruction between Stark Ave and Silver St, and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

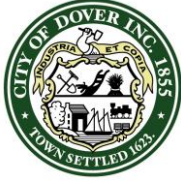
AND, FURTHER BE IT RESOLVED THAT:

In expending funds for eligible costs identified in the NHDOT CDS grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Article III Purchasing Procedure. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
TBD	CDS Central Ave Corridor Stark / Silver	4,500,000.00	4,500,000.00
1009.1.300.43121.4715.00000.24	GF Land Improvements	281,250.00	281,250.00
4021.1.300.43155.4715.03133.21	GF Stormwater	281,250.00	281,250.00
5300.1.300.43320.4757.03565.21	Water Main Replacement Lower Central Ave	281,250.00	281,250.00
5320.1.300.43250.4757.04559.21	Sewer Main Replacement Lower Central Ave	281,250.00	281,250.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2024.09.11 - 158**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project # 44159 (CDS) Congressionally Directed Spending Grant

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

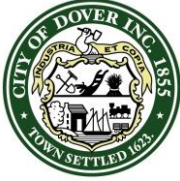
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Finance
Document Posted on: September 20, 2024

R-2024.09# 44159 CDS Grant (1)
Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2024.09.11 - 158**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project # 44159 (CDS) Congressionally Directed Spending Grant

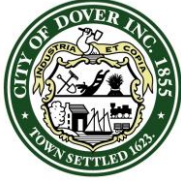
Central Avenue is the main thoroughfare in Dover. This portion of the road, at the southern end, acts as a gateway for those coming to Dover from either NH Route 108, or the Spaulding Turnpike via exit 6 or 7. The portion of the road in need of reconstruction ends at the intersection of NH Route 9 and the beginning of NH Route 4, both of which follow Central Avenue to the north. This portion is NH Route 108, and is heavily traveled by multiple transportation forms, but is clearly designed for vehicle flow primarily. Vehicle traffic counts are close to 20,000 trips per day. At the same time the route is heavily traveled by pedestrians, bicyclists and mass transit. All of these forms of transit have inadequate infrastructure. The sidewalks are narrow, there are no designated signalized pedestrian crossings, except for at the ends, and the transit stops are simple parking spaces for pull off. The right of way varies in width and there is excess pavement in many areas, leading to storm water concerns and creating an unwelcoming pedestrian and bicycling experience.

As noted above, the proposed project addresses those elements and provides improved lighting and creates a more classic New England gateway feel for those visiting Dover. The ability of federal grant assistance for a multi-million-dollar project significantly helps offset the debt impact to the City.

The project will involve the full street reconstruction of the Central Avenue gateway, between Stark Avenue and Silver Street, which allows connectivity to a previously reconstructed “complete street” gateway project along Silver Street. In referring to a "complete street" approach, the intent is to holistically address multiple facets such as: road surface and storm water drainage; bicycle and pedestrian amenities; intersection improvements: enhanced lighting; and implementation of intelligent traffic signalization with options for public transit/emergency vehicle preemption.

This project is ongoing and approximately 75% complete. Final design edits are ongoing, and specific work tasks still need to be undertaken in regards to addressing federal regulatory guidelines or directives related to possible right-of-way encroachments, or impacts to private property abutters. Conceptual plans have been presented to the City’s Transportation Advisory Commission. City staff have been reviewing plans with stakeholders to help resolve any required design elements. The funds requested will be used to augment the City’s funding, which has been authorized by the City Council. The following services will be funded:

- Roadway Construction
- Water and Sewer Construction
- Pedestrian Scale Lighting
- Hardscape (Includes work at the entrance to Pine Hill Cemetery work and creation of a Gateway Park
- Site Furnishings (Includes Benches at Cemetery Entrance, Bike Rack, Fencing, Gate at Cemetery and Wayfinding)
- Landscaping (Includes trees, rain garden at gateway, planting beds and irrigation system at Cemetery)
- Construction Engineering



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2024.09.11 - 159**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project #44350 (CMAQ) Congestion Mitigation & Air Quality Grant #22-12CMAQ

WHEREAS: The City has received notice from the New Hampshire Department of Transportation (NHDOT) of an award of a Congestion Mitigation & Air Quality Grant (CMAQ) in the amount of \$3,000,000 to be utilized for eligible costs for State Route 108 South Corridor from Mast Rd to Daley Dr and Rte 108 Intersections with Mast Rd and Alumni Dr; and

WHEREAS: The grant application requests funding \$3,000,000 and lists a city match of \$600,000 for a total Project Cost of \$3,600,000 for Design/Engineering, Right of Way, Construction, and Construction Engineering services. A scope is outlined in the background section of this resolution; and

WHEREAS: In adhering to the requirements established by the NHDOT and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to apply for, accept, and expend Grant funds for eligible project costs is needed; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for, accept, and expend CMAQ grant funds allocated to the City of Dover for the State Route 108 South Corridor Project, and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

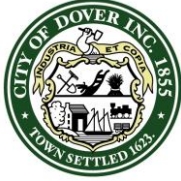
AND, FURTHER BE IT RESOLVED THAT:

In expending funds for eligible costs identified in the NHDOT CMAQ grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Article III Purchasing Procedure. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
TBD	NHDOT State Route 108 South Corridor Project	3,000,000.00	3,000,000.00
4020.1.300.43121.4751.03113.21	Congestion Mitigation Route 108	600,000.00	600,000.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2024.09.11 - 159**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project #44350 (CMAQ) Congestion Mitigation & Air Quality Grant #22-12CMAQ

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

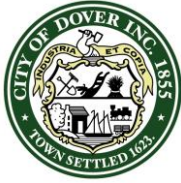
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2024.09.11 - 159**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project #44350 (CMAQ) Congestion Mitigation & Air Quality Grant #22-12CMAQ

RESOLUTION BACKGROUND MATERIAL:

State Route 108 is a regionally significant corridor in the Seacoast area of New Hampshire and serves as an important link between Dover and Durham. It also serves as a major commuter route for the majority of residences south of the Spaulding Turnpike, and provides access to the City's Middle and High Schools. State Route 108 has been identified as a "Critical Corridor" in the City of Dover's Master Plan as it provides an important role for commuters in the City's overall transportation network. The City of Dover and Dover School District engaged Sebago Technics (Sebago) and Alta Planning + Design (Alta) in 2016 to conduct a comprehensive traffic, safety, and pedestrian/bicycle study of the Route 108 South Corridor.

The proposed project would be the first phase to design and implement the recommendations provided in the 2016 Route 108 – South Corridor Study, and would consist of improvements along Route 108 from Mast Road to Daley Drive. Improvements to the intersections of Route 108 / Alumni Drive and Route 108 / Daley Drive will be evaluated to mitigate congestion during peak times and improve roadway safety. The traffic signal at the Route 108 / Mast Road intersection will be improved by replacing existing loop detectors with the installation of a camera system, which allows for monitoring traffic flow in real time and ultimately improving public safety response times.

Elements of Complete Street will be evaluated in the roadway design, such as improvements to pedestrian facilities, bicycle accommodations, and bus stops. The recommendations of the 2016 Route 108 – South Corridor Study aim to achieve the City's goals for the corridor of improved access, connectivity, and safety for vehicles, pedestrians, and bicyclists; the proposed project is the first phase of implementing these goals.

CITY MANAGER'S REPORT

REPORTING ON: AUGUST 2024

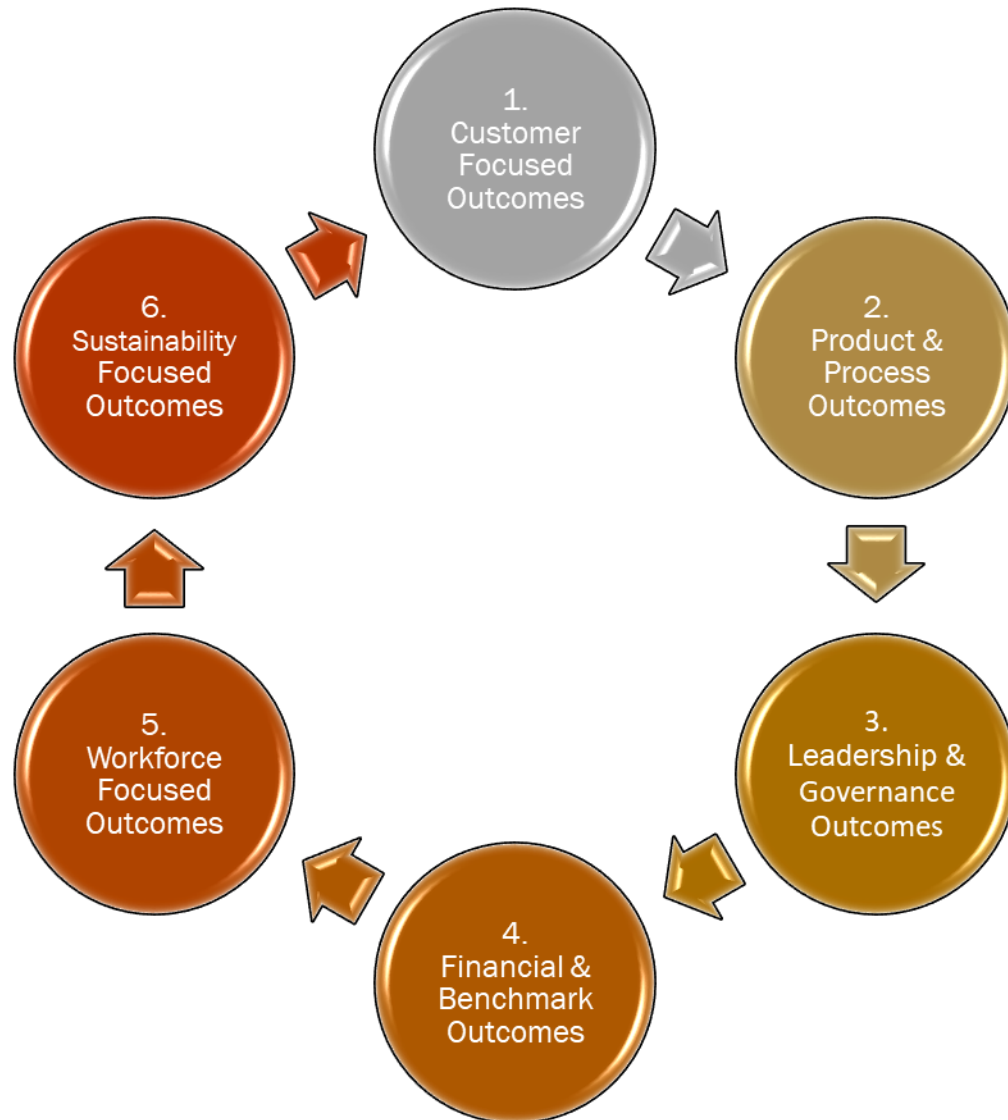


Photo by M.Gillis

September 25, 2024

By: City Manager J. Michael Joyal, Jr.

The City Manager's Report is a collaboration of City department updates provided each month to update the City Council and general public on the intricate workings of the City of Dover. The updates are broken out by department reflecting the six categories of intended outcomes relating back to the City of Dover's strategic management framework which you will find below.



The department updates are then highlighted at the end of the report to show how these updates fit into supporting the seven 2024 – 2025 City Council Goals below:

Goal #1
Our City has Diverse Housing

- Support a Dover that has housing which is attainable and available.

Goal #2
Our City is Civically Engaged

- Ensure that the public is part of the community's governance and has multiple channels to provide feedback.

Goal #3
Our City is Resilient

- Ensure the City's social, built and natural infrastructure is designed to evolve and support community needs.

Goal #4
Our City is Safe and Inviting

- Ensure that the City's infrastructure and environment is welcoming.

Goal #5
Our City is Inclusive and Welcoming

- Support a Dover that is welcoming to all no matter socio economic background.

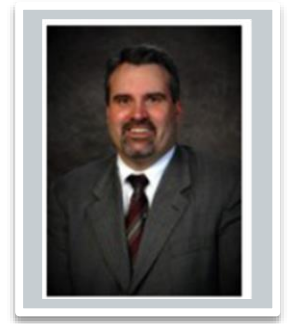
Goal #6
Our City has Sustainable Financial Policies

- Ensure the City's financial health is sustainable and open for all to view and understand.

Goal #7
Our City's Opportunities are Accessible for All

- Support a Dover that has inviting public spaces for all people living in, working in or visiting the City.

City of Dover's Municipal Leadership Team



City Manager
J. Michael Joyal, Jr.



David Balian
Public Welfare
Director



Donna Benton
Planning & CDBG
Director



William Breault
Police Chief



Annie Dove
Information
Technology Director



Michael Gillis
Media Services
Director



Kevin Hebert
Recreation Director



Denise LaFrance
Public Library
Director



Daniel Lynch
Finance Director



Christopher Parker
Deputy City Manager

Picture to follow.



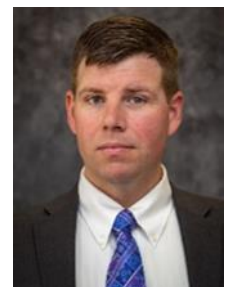
John Storer
Community Services
Director



**Jerrica Vanslyvong-
Bizier**
City Clerk Tax
Collector



Heather Worrall
Human Resources
Director



Joshua Wyatt
City Attorney

Perry Plummer
Interim Fire Chief &
Emergency Management
Director

Community Services Department

Administration



Emails to Director Storer from Residents:

Mr Storer,

Glen Jerry here from Wallace drive, spoke with you at the council workshop on Solid waste and asked about our paving completion date for Wallace drive.

It was completed by Brox's this morning around noon time. Looks good lets see how it holds up in a few days with everyone turning into and out of the driveways.

On behalf of all us 20 homeowners on Wallace a many thanks to you and your staff seeing to it to get completed. Thanks Glen

Mr. Storer,

Just wanted to say thanks for the great job resurfacing the dirt part of Old Garrison Rd. Please pass on to the crew that the work looks amazing, and their attention to detail is much appreciated!

Thank you,
Cory Stone
22 Piscataqua Rd

David Fredrickson, Deputy Director of Community Services; attended the First Annual Leadership Summit 2024, presented by NHWWA and held in Henniker, NH.

Ray Vermette, Superintendent of Utilities – Wastewater/Wastewater Pump Station attended Construction Day 2024, presented by NHWWA and held in Dover and Rochester.

Water Division



The City of Dover produced over 83 million gallons for the month of August, and averaged 2.7 million gallons per day. The wells that are in use are Cummings, Campbell, Calderwood, Bouchard and Willand Pond Well 1 with Ireland and DPH-1 producing over 400,000 gallons per day from the new PFAS plant on average but had peaked at producing over 1 million gallons on several days for the month. Willand Pond 2, and Hughes wells are off line. The Utilities, crews closed 18 service requests and 73 work orders for August.

The Utilities Division had three water main breaks within a few days of one another on Waters Street. For the first water main break, the crews found a large hole in the 6" water main and within two days from that, a ring crack on the water main appeared. Upon investigation and repair, it was not related to work done prior even though they were in close proximity. There was also a water main break on Ela Street and residents were without water for several hours while the main had to be cut out and repaired. The Utilities crews also repaired hydrants that were struck and also a hydrant on Central Ave by Sixth Street that was used for a structure fire. A specialized tool is being made to help repair that particular hydrant.

There was also a flood at the Toy Bank and crews helped the Fire Department dispose of ruined toys which was very unfortunate since nearly every toy had to be thrown away.

Crews continue to do routine sampling and meet with the EPA. They are conducting a study on how the granulated carbon that removes PFAS at the new plant, and will continue to do sampling to



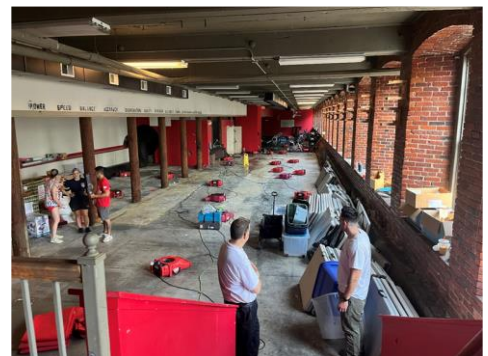
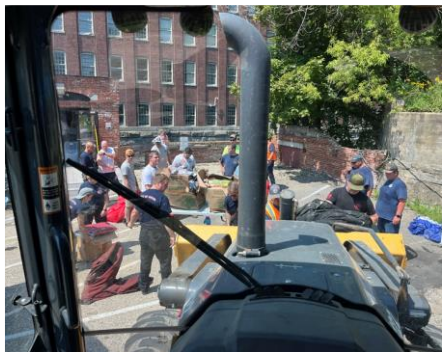
Water Street water main repair.



Hit hydrant on Willow St.

determine the life expectancy of the media so that in the future, this data can be used to help build other PFAS removal plants and to help the operation of the new plant run at peak performance producing high quality water.

Toys for Tots Cleanup:



Meter crews installed 3 new meters for the month and have been assisting with the water line survey when the schedule allows. The meter crew also closed 98 work orders for the month and 0 service requests.

Sewer Pump Stations and Collection



The Sewer Division closed 7 service requests and 7 work orders. A sewer back up occurred at the Woodman Park School which luckily did not cause any damage and was addressed before the start of the new school year. The crews found that after the sewer service for the school was replaced, the line was never cleaned and had quite a lot of sand in it from years of failure.

There was also a failure of an air release on the sewer force main from the Wentworth Terrace sewer pump station. This was called in by a resident who saw a damp area around a sewer manhole, which was also very noisy, while on the walking trail between Wentworth Terrace and Cote Dr. Crews responded and found that the air release was broken and needed repair which required help from sewer haulers to keep the wet well in the pump station down low enough to not have the pumps run while the city sewer jet truck vacuumed out the force main line to relieve the pressure on it so that repairs could be made. There was no disruption in sewer service for any resident in that area during the repair.



Force Main under pressure.

The sewer camera van has continued conducting assessments on the City gravity sewer mains. Crews are looking for areas where Inflow and Infiltration (I and I) are occurring.

Streets & Stormwater



During the month of August, 57 service requests were logged and 52 service requests were closed. Potholes, deceased animals and vegetation overgrowth once again led the way in service requests for the month. Majority of the vegetation overgrowth are protruding from private property that are either blocking the sidewalk or line of sight while attempting to turn out of a road. In those cases, a letter is sent to the property owner to cut back the vegetation that is causing the issue.

Brox industries continued with the street paving. Washington Street, from Chestnut Street to Tolend Road was re-paved in August. The prep work for Washington St was extensive. The road was milled full width, which totaled 29,000 square yards milled. The castings were adjusted, a total of 106 castings were replaced or adjusted on Washington St. Once all the prep work was completed 2,529 tons of asphalt were laid down. Jenness St was also milled and re-paved. All work was completed at night to minimize traffic impacts as road closures were in place.

Catch basin cleaning continued, with over 500 basins cleaned throughout the month. This means over 1/3 of the north end basins have been cleaned so far through the end of August. If the weather cooperates, crews should see similar numbers in September.

Crew members are assigned to oversee each of these contracted out projects, as they keep track of the numbers as well as help to make sure each of those jobs go smoothly and can provide the contractors with answers to any questions they may come up with in the field. The rest of the crew helped out with the inspection services building as well as the normal tasks such as brush cutting, filling potholes, catch basin repairs as well as sidewalk repairs.



Brox's Milling Machine on Washington Street.



Brox laying out Washington Street ahead of paver.

Facilities, Grounds & Cemeteries



During the month of August, the Facilities, Grounds and Cemetery Division received 67 service requests, of which 59 were closed, and 95 work orders, of which 75 were completed and closed.

There were fourteen work orders pertaining to cemetery issues, twenty-eight work orders pertaining to facility issues, twenty-three work orders pertaining to grounds issues, fifteen work orders related to sign issues, eleven work orders related to traffic and street light issues and four work orders pertaining to tree issues.

Three full burials and four ash interments were conducted in Pine Hill Cemetery. Two full graves and two cremation spaces were sold this month. Eleven foot-markers were installed. Several monument companies are still delivering and installing monuments on the foundations that city crews excavated and poured several months ago.



Tree Planting at Pine Hill Cemetery.



Testing School Zone Traffic Lights

Facilities, Grounds and Cemetery crews continue to work tirelessly mowing and trimming the entire Pine Hill Cemetery, with a second full-time crew mowing and trimming numerous parks and other city properties. Unfortunately, seasonal employees have had to go back to school at the end of the month to various high schools and colleges, considerably slowing down the pace of mowing in the cemetery.

As part of the 'Back to School' process, crews turned on and tested all of the school zone traffic lights.

The City of Dover flag at City Hall was joined by the Indonesian flag for Indonesian Independence Day on August 17th. Indonesian Independence Day celebrates Indonesia's Declaration of Independence from the Netherlands in 1945.

Crews have been preparing materials and equipment to get ready for the upcoming shutdown and renovation of Adventure Park on Henry Law Avenue.

Engineering:



The Engineering Division is comprised of a dedicated team of individuals who work collectively to, as the division's statement reads, "provide the City of Dover with professional engineering services that ensure long-range comprehensive planning, sound project design, and quality construction management, and to provide technical engineering assistance to other departments of the City."

- *Ken Mavrogeorge, PE – City Engineer*
- *Bill Boulanger – Special Projects Advisor*
- *Amelia DeGrace – Assistant City Engineer (Utilities)*
- *Jillian Semprini, PE – Assistant City Engineer (Transportation)*
- *Eric Sanderson – Facilities Project Manager*
- *Jamie Stevens – Waterfront Construction Manager*

- *Jordan Chambers – Engineering Technician*
- *Vacant– Environmental Project Manager*
- *Brenna Weston – Engineering Intern*
- *Griff Bates – Engineering Intern*

STAFF UPDATE

The Engineering Department interviewed multiple candidates for the open Environmental Project Manager and posted the position in August. An offer has been extended and accepted. The new staff member is expected to join the team in late September.

In addition to their daily project management responsibilities, the City's Engineering staff also participate in the following Commissions, Committees, and Boards as either activate members or staff liaisons.

Dover Utilities Commission (Amelia DeGrace):

The Dover Utilities Commission (DUC) met on August 19th. There was no new or old business. The Commission reviewed the Utilities and Finance Reports. There were no abatement requests.

Transportation Advisory Committee (TAC) (Jillian Semprini):

TAC did not meet in August. The next meeting is scheduled for September 23rd.

Planning Board (Ken Mavrogeorge):

Planning Board met on August 27th. Topics on the agenda included CDBG project funding, a handful of Conditional Use permits, and a site plan review for 1 Grove Street.

Municipal Alliance for Adaptive Management (MAAM) (Director John Storer):

MAAM met on August 15th. City Attorney, Josh Wyatt attended virtually as did Director of Community Services John Storer. The next meeting is scheduled for September 26th. Topics to be discussed in September include the annual reporting for MAAM.

Seacoast Stormwater Coalition (SSC) (Director John Storer):

The SSC met on August 21st in a virtual setting. Topics of the meeting included the following:

PTAP Advanced Workshop on October 10th at 9 am.

2024 Salt Symposium

2024 Asset Management Conference for Water Infrastructure

The next Coalition meeting is scheduled for September 18th

TIF Advisory/Cocheco Waterfront Development Committee (CWDAC)/Park Subcommittee (Jamie Stevens):

TIF Advisory Committee: Did not meet.

The CWDAC Park Sub-committee met on August 6th to review selection of Paver Materials and Finishes from Northeast Earth Mechanics and get an update on park amenities.

CUSTOMER SERVICE

In addition to supporting other City departments and working on capital projects, Engineering staff takes service calls from the public and responds to them as quickly as they can. The team meets regularly to review open service calls and discuss how to respond. The table below shows the total calls year to date and over the past month.

Time Period	Logged Service Calls	Resolved Service Calls
2024 Year to Date	119	112
August 2024	25	12

PUBLIC OUTREACH

The Engineering Team routinely provides updates to Media Services for the various projects that are shared in advance of public meetings, major milestones, or in the event of a service shutdown or temporary road closure. Anyone can sign up for project specific updates.



The United States Environmental Protection Agency's (EPA's) revised Lead and Copper Rule (LCRR) requires all community water systems to prepare a service line inventory by October 16, 2024. This revision is in response to the Flint, MI water crisis; inventories will be available to the public and will be used to identify service lines with potential lead contamination.

Led by Assistant City Engineer, Amelia DeGrace, preparation of the inventory has been a true team effort, with the Office of Information Technology (OIT), Community Services Utilities, Water & Sewer Billing, Media Services, and Engineering all pitching in. NHDES awarded the City a \$75k grant to prepare the inventory.

The inventory work to date includes identifying approximately 10,000 service line locations, which the team will need to identify the service materials for. In order to determine the materials of service lines, staff must comb through record drawings, water tie cards, and other City documents. To help staff identify materials for services lines, an online survey has been developed and is currently live through the City's website for the public to submit information on their water service.

PROJECTS

As noted above, the Engineering staff is actively supporting a large number of projects across the City. The following are some highlights on just some of the active projects.

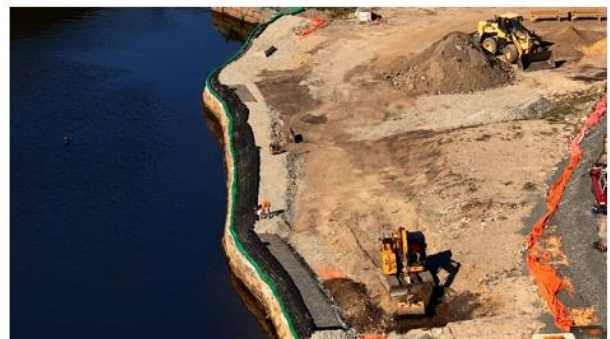
Waterfront Re-Development:

Progress continued along the waterfront this month as the City's private partner moves closer to vertical construction of their buildings. Building C's footing and foundation are nearing completion and backfilling is underway, paving the way for vertical progress. Meanwhile, foundation preparations for Building D are also progressing.

North East Earth Mechanics has been focusing on the private utilities owned by the developer (water, sewer, stormwater, electric, and telecommunications) within previously purchased parcels 1-4, 1-5, and 1-6. This work is part of a separate contract with Windover Construction for Cathartes and is not related to the City's work.

Work on the City's infrastructure continues as follows:

- Electrical and telecommunication duct banks: Construction is progressing along Payne Street towards the former skate park.
- Granite toe wall: The wall from the Makem Bridge to the proposed pavilion area is complete. Flex MSE wall construction is now underway, which will support the vegetated wall portion connecting the stabilized shoreline to the park.
- Pad preparation: The pad preparation for the three townhome footprints is advancing. Blasting debris is being processed to create suitable construction surfaces for footprints E-1, E-2, and E-3.



Shoreline protection and stabilization continues with the construction of a flex mechanically stabilized earth (MSE) wall.



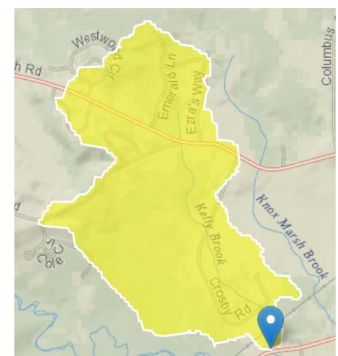
Foundation work for the private development continues to prepare for vertical construction.

Fifth and Grove Reconstruction: The City's contractor continued to install drainage and water main within the project area in August. The Fifth and Grove project includes new utilities, accessible sidewalks, signage, and the complete reconstruction of the roadway. Traffic disruptions within the project area are expected intermittently for the rest of 2024 as the project progresses. Drivers are encouraged to sign up for project updates to keep up with proposed closures, detours, and shifts in traffic patterns to minimize delays. Alternative routes are available around the project site. Patrons to local businesses are encouraged to sign up for notices too as parking restrictions on Fifth and Grove will continue through 2024 in select areas as construction progresses.

Annual Street Paving Program: In August, Brox Industries, Inc., the city's paving contractor, paved Washington Street from Chestnut St to Whittier St. The work included milling the current pavement, raising castings, and paving. The Engineering and Operations staff also have begun meeting to discuss next year's paving list.

Portland Ave Retaining Wall: The contractor for the project, GW Brooks continues to make progress on the construction of the new Portland Ave. retaining wall. The project includes new lighting and sidewalks along Portland Ave. It is anticipated that work will last until the end of 2024.

Crosby Road Drainage Evaluation: A Request for Proposals (RFPs) was released for a drainage evaluation for the Crosby Road Industrial Park. Flooding concerns in the area have been raised by property owners and the City will be looking for a consultant to assess the various culverts, bridges, and drainage swales for capacity limitations and provide recommendations for improvements. VHB was selected and awarded the project which is expected to kick off at the middle of September.



Drainage watershed area being analyzed by the Crosby Rd project.

Playground Improvements: Special Project Advisor Bill Boulanger has been leading the upgrade of various parks around the City starting with the reconstruction of pathways around Park Street Park. The pathways had reinforcement grid added with stone infill to allow for maintenance vehicles to access the park without disturbing the paths. Parking spaces were also restriped at the completion of the pathway work.

Adventure Park will be closed for two weeks starting on September 9th for upgrades including new granite borders for the sand/water play areas and swings. A new granite water feature will replace the wooden feature installed during the original park construction.

Parking spaces were striped at the Woodman Park tennis courts as part of the annual pavement marking program after years without being formally delineated.



Work on Adventure Park in progress.



New Pathways at Park Street Park.

Henry Law Avenue / Payne Street Reconstruction: Engineering reviewed 75% design drawings and provided comments back to the City's design engineering firm Kleinfelder. The project includes the reconstruction of Henry Law Avenue from Washington Street to Payne Street (formerly River St) and Payne Street to the former skate park (limits of the waterfront project). Utility upgrades including some water and sewer work will be included in the design. In addition, a major reconstruction of the drainage network is being designed for the project including the addition of two large underground stormwater treatment devices within Henry Law Park and the former skate park. Parking around the area will be improved as will lighting and the wall along the Cochecho River. The project is scheduled to be out to bid in the fall of 2024 and under construction in 2025. The construction will require the temporary closure of the green space within Henry Law Park for much of 2025 and 2026.

Lower Central Avenue Reconstruction: Engineering staff reviewed 90% design drawings and provided comments back to the City's design engineering firm Sebago Technics in August. The project includes the reconstruction of Central Avenue from Silver Street to Stark Avenue. The project also includes utility upgrades including water and sewer main reconstruction and the installation of underground stormwater treatment devices adjacent to the cemetery. Parking and pedestrian access will be improved within the project limits as will lighting. The project is scheduled to be out to bid in the fall of 2025 and under construction in 2026.

Garrison Hill Tank Rehabilitation: Engineering reviewed 90% design drawings and provided comments back to the City's design engineering firm Underwood Engineering. The project includes the rehabilitation of the 4+ million-gallon water storage tank at the top of Garrison Hill (Abby Sawyer Memorial Hwy). The tank is able to come offline for the first time since it's construction in the 1960s due to the new elevated tank near Weeks Lane coming online earlier this year. City staff are also working with the design engineers to design a new water main from the top of Garrison Hill down to Florence Ave to improve the water system's resiliency in response to an ever-increasing number of water main breaks in this area. The project is scheduled to be out to bid in the fall of 2024 and under construction in early 2025.

Ball Field Dugout Roofing and Repairs: The baseball field dugout repairs project at Horne Street Park, Woodman Park, Sullivan Drive, and Shaw's Lane Softball fields is progressing according to schedule. The initial phase of the project involved the removal of existing asphalt shingles at Woodman Park and Horne Street Park, followed by the replacement of damaged plywood and a fresh coat of paint for all structures. This work is now complete.

In the coming weeks, the same process will be carried out for the dugouts at Shaw's Lane Softball Field and Sullivan Drive. Once these preparatory steps have been finalized, the installation of metal roofing will commence. The project will begin at Horne Street Park on September 12th and then move on to other locations as they become ready for roofing.

Overall, the project is expected to be completed before September 30th.



Horne Street School dugout and facility repairs are underway.

Inspection Services Building Construction:



Inspection Services' new building foundation is

The Inspection Services Building Construction project is progressing steadily. Martini Northern, the chosen design-build contractor, has commenced construction on the new building that will accommodate the Inspection Services Division of Planning and Community Development.

Construction activities began in early August with the Community Services Department initiating the excavation of the foundation. Mid-August marked the arrival of concrete crews, who promptly began forming and pouring the footings and foundation walls. As the month drew to a close, the Community Services staff transitioned to installing the building's new sewer service, infiltration basin, and backfilling of the new foundation.

Library Interior Renovation:

The Dover Public Library is undergoing a significant renovation and expansion project. Facilities Project Manager Eric Sanderson has been collaborating closely with Dover Library staff and design professionals from SMP Architects to finalize the design and bidding specifications. On August 7th, the project was presented to the Dover City Council during a City Council Workshop. In addition to the design and planning phases, the project team has been actively seeking a temporary location to house the library's services during construction.

Permits & Licenses

Contractor Paving Contractor and Utility Contractor Licenses are required to ensure contractors are properly qualified, suitably insured, and have provided the City with an emergency contact information. Licenses must be obtained prior to commencing work within the City of Dover. Licenses in Dover expire on December 31 each calendar year, regardless of when the license was obtained. The fee for the license is not prorated based on when the license is obtained.

August 2024	
Driveway Permits:	21
Utility Licenses:	05
Paving Licenses:	02
Excavation Permits:	10
Certificate of Occupancy Inspections	14
Construction Permits	04
Obstruction Permits:	03
Sewer Connection Permit:	02
Septic Design Reviews:	02

Site Review / Project Oversight Support

The City's Engineering staff typically takes between 1 to 4 hours for each review as part of the Technical Review Committee. The review focuses on engineering related design elements such as utilities (water and sewer), stormwater, parking lot layout and pedestrian pathways. To ensure that projects efficiently move through the TRC process, City Engineering staff is available for preapplication meetings with applicants. To schedule a meeting with staff, call 603-516-6450.

Four (4) projects came to TRC in July that required Engineering review:

- 306 Dover Point Road – Multi Family Development
- 52 Old Rochester Road – Multi Family Development
- Crosby Road – Subdivision and Site Review
- 15 Faraday Drive – Storage Building

Preconstruction Meetings:

There were four (4) preconstruction meetings held in August.

Engineering Technician, Jordan Chambers, continues to conduct oversight of over 65 private construction projects approved by the Planning Board. Projects that are underway or have been completed include:

- *Copley Commons Subdivision (Leathers Ln.)*
- *Tiny Home Development (Back River Rd.)*
- *Sophie/Banner Dr Subdivision (Bellamy Rd.)*
- *Goosetail Dr (757 Central Ave.)*
- *725 Central Ave Development (Central Ave and Brick Rd.)*
- *Medical Office Building (Durham Rd.)*
- *Northeast Credit Union (Education Way)*
- *Emerson Ridge (Old Oak St.)*
- *Ember Dr (New Rochester Rd.)*
- *New Community Recreation Building (Karolina Way)*
- *Mixed Use Residential – The Station (2 Grove St)*
- *Waterfront Private Development*
- *Chase Bank on Central Ave*
- *59 Tolend Rd.*



59 Tolend Rd Residential Housing project kicked off in August.



Demolition of the R&W Building on Central Ave to prepare for the new Chase Bank.

Finance Department

Administration

On 8/19/24, Deputy Finance Director, Ann Legere, attended a virtual all-day class on 'Understanding and Implementing the Title VI Program' Sponsored by the Federal Highway Administration. Learning objectives included understanding Title VI authorities, recipient roles & responsibilities, and implementation of strategies to prevent discrimination and assure nondiscrimination in the Federal-aid- Highway Program.

City Clerk Tax Collection

On August 29, 2024 the City Clerk/Tax Collector executed the Tax Year 2023 Tax Lien. The executed tax liens were recorded at the Strafford County Registry of Deeds on August 30, 2024. The amount of the Tax Lien is \$951,488, representing \$918,115 for unpaid property taxes and \$33,373 for interest and fees. The \$918,115 for unpaid property taxes is 0.8% of the Tax Year 2023 tax levy, which is the same level of unpaid property taxes as the prior tax year lien. The Tax Year 2023 lien impacted 181 tax parcels, or 1.71% of the tax parcels in the City, which is the same level as the prior year's tax lien.

Tax Assessment

The office is very busy completing field inspections for properties that sold in the past 6 months. The office is updating data in the CAMA system for completed field inspections for property sales as well as building permit inspections for work-in-progress projects as of April 1st, 2024.

Water/Sewer Utility Billing

On August 6, 2024 the office completed the July 2024 monthly billing of 26.1 million gallons of usage for 849 accounts, representing a total amount billed of \$610,820.41.

Finance / Accounting / Purchasing

During August the department worked on addressing record retention items. Records that were in storage past statutory retention periods were disposed of through a contracted shredding vendor. Remaining records to be retained are in the process of being organized to provide more space for record retention needs.

The department coordinates the City departments' annual stationery order, this was completed in August.

On August 5th the Finance Director presented Fiscal Year 2024 Annual Financial reports to the Downtown Dover TIF Advisory Board and the Waterfront TIF Advisory Board. The presentation of the Annual Financial reports to each TIF advisory board is a requirement the City Council adopted when establishing each of the Tax Increment Financing (TIF) districts.

On August 7th the Finance Director attended the Parking Commissions' meeting to review Fiscal Year 2024 operating results for the Parking Activity Fund, balance in the Parking Capital Reserve Fund, and the Fiscal Year 2024 Annual Financial reports for the Downtown Dover TIF.

On August 19th the Finance Director and City Treasurer attended the Dover Board of Trustees of Trust Funds meeting.

On August 29th the Finance Director attended the quarterly meeting of the NH Public Deposit Investment Pool Advisory Board. The Finance Director is the NH Municipal Association's "City Financial" representative on the Board.

Purchase Orders over \$5,000:

Department/Division	PO Date	Vendor	Amount
Finance Office	8/20/2024	CDW GOVERNMENT, LLC	\$10,206.76
Finance Office	8/27/2024	AFTC, INC.	\$15,750.00
Finance Office	8/19/2024	INDUSTRIAL PROTECTION SERVICES, INC	\$31,657.00
Finance Office	8/8/2024	CARENO CONSTRUCTION COMPANY LLC	\$33,116.70
Finance Office	8/21/2024	UNITED STATES TREASURY	\$33,696.68
Finance Office	8/12/2024	SOUTHWORTH-MILTON INC	\$44,697.23
Finance Office	8/20/2024	MARCUM LLP	\$95,000.00
Community Services	8/23/2024	BROX INDUSTRIES, INC.	\$5,000.00
Community Services	8/23/2024	BROX INDUSTRIES, INC.	\$5,000.00
Community Services	8/27/2024	BILL DUBE, INC.	\$5,720.27
Community Services	8/30/2024	SUR CONSTRUCTION, INC.	\$6,500.00
Community Services	8/23/2024	THE DIRT DOCTORS, LLC	\$7,050.00
Community Services	8/14/2024	IRVING OIL MARKETING, INC.	\$7,132.55
Community Services	9/3/2024	NEW ENGLAND BACKFLOW, INC.	\$8,670.00

Community Services	8/16/2024	BADGER METER INC	\$8,700.00
Community Services	8/5/2024	BOB SHERWOOD LANDSCAPE CO., LLC.	\$9,155.00
Community Services	8/23/2024	HAIGHT ENGINEERING DBA MCENEANEY SURVEY	\$9,400.00
Community Services	8/14/2024	STRAFFORD COUNTY REGISTRY OF DEEDS	\$9,950.00
Community Services	8/23/2024	BROX INDUSTRIES, INC.	\$10,000.00
Community Services	8/23/2024	EUROFINS ENVIRONMENTAL TESTING NH, LLC	\$11,550.00
Community Services	8/20/2024	PENINSULA PLASTICS, LTD	\$14,700.00
Community Services	8/19/2024	WRIGHT-PIERCE	\$14,850.00
Community Services	8/30/2024	TRI-STATE SEALCOATING & PAVING, INC.	\$20,000.00
Community Services	8/23/2024	HALEY WARD, INC.	\$21,445.64
Community Services	8/30/2024	GEOSYNTEC CONSULTANTS, INC.	\$24,900.00
Community Services	8/14/2024	SOLENIS, LLC.	\$25,800.00
Community Services	8/20/2024	INDUS FORMALLY SEALCOATING, INC.	\$100,000.00
Community Services	8/16/2024	NORTHEAST RESOURCE RECOVERY ASSOCIATION	\$100,985.05
Community Services	8/16/2024	BOXES & BAGS UNLIMITED	\$101,610.00
Community Services	8/23/2024	WASTE MANAGEMENT OF NEW HAMPSHIRE, INC.	\$1,580,540.81
Executive	8/2/2024	GENERAL CODE, LLC	\$8,000.00
Executive	8/1/2024	SHEEHAN, PHINNEY, BASS & GREEN	\$20,000.00
Fire and Rescue	8/23/2024	IIA LIFTING SERVICES, INC	\$11,087.75
Fire and Rescue	8/16/2024	OVERHEAD DOOR COMPANY	\$15,833.04
Fire and Rescue	9/3/2024	INDUSTRIAL PROTECTION SERVICES, INC	\$55,696.00
Planning	8/16/2024	MY FRIENDS PLACE-CDBG GRANTS/SUBSIDYS	\$7,491.00
Planning	8/8/2024	STRAFFORD REGIONAL PLANNING COMM	\$23,581.37
Police	8/2/2024	MOTOROLA SOLUTIONS	\$5,958.04
Police	8/19/2024	DEALER DIRECT, INC. dba RUGGED ONE	\$13,143.00
Police	8/27/2024	COMPUTER SQUARE, INC.	\$55,255.33
Recreation	8/14/2024	BROX INDUSTRIES, INC.	\$5,176.83
Recreation	8/19/2024	CITY OF DOVER-WATER~SEWER DEPT.	\$8,171.60
Recreation	8/8/2024	MACKINNON & SONS EXCAVATING, LLC	\$15,000.00

Bid Solicitation: August Bid List is unavailable at time of this report and will be included in next month's report.

Department	Bid #	Bid Date	Description

Fire & Rescue



Web form:

message: Dear Manager Joyal and Fire Chief

I hope this message finds you well. I wanted to take a moment to commend two of your firefighters, Hunter Stevens and Matt

Michaud, for their outstanding service and compassion during a difficult time for a local family.

As you may be aware, Brigadier General John Pogorek, Commander of the New Hampshire Air National Guard, was recently killed in a tragic hit-and-run accident in Rochester. His passing has left his family, particularly his wife Whitney Pogorek, deeply overwhelmed, not only with grief but also with the many logistical challenges that come with maintaining their older farmhouse and working farm.

Last Friday, upon learning of the Pogorek family's situation, Firefighters Stevens and Michaud took it upon themselves to reach out to Whitney Pogorek and offer their help. That evening, along with a few friends, they went to the family's home to assist with moving furniture and offered their support. They also assured Whitney that, should she need anything in the future, they would be there to help – because, as they put it, that's what firefighters do. They even left a business card, encouraging her to reach out whenever needed.

This simple yet profound act of kindness was incredibly meaningful to the Pogorek family. Whitney was deeply touched by their generosity, and I wanted to ensure you both were aware of the impact these two men have had during such a trying time.

Firefighters Stevens and Michaud displayed the very best qualities of the Dover Fire Department, and their actions speak volumes about the caliber of personnel you have serving the community. They sought no recognition for their efforts, but I believe it's important that you know about their selfless service.

Thank you for fostering such a dedicated and compassionate team.

Calls for Service / Activity Statistics

August saw Fire & Rescue responding to 606 calls for service, an average of over 25 calls per 24-hour period in each day of the month. Through our National Fire Incident Management Reporting System, these calls are generally broken down into Fires, Medical Emergencies, Hazardous Conditions (gas leaks; power lines down; etc), False Calls (good intent) and Non-Emergent requests. In the current COVID-19 pandemic, Dover Fire has reduced its' personnel exposure through a reduced amount of non-emergency service calls.

Simultaneous calls – these are emergency calls that occur in an overlapping timeframe. If crews are committed on one emergency call, and another call comes in before the first one has been mitigated, it can create a situation where resources become limited, and crews need to respond to an incident outside of their response district, thus lengthening response times. With the exception of multi-company incidents such as a structure fire, Dover Fire staffing generally allows for 2 calls to be handled simultaneously without reduction in our service delivery. 3 calls can generally be handled, depending on the number of crews that are committed to each call, and the location of the simultaneous calls.

In the month of August, there were 207 times when 2 calls were going on simultaneously, and 62 times when 3 calls were going on at the same time. There were 7 instances when between 5 and 8 calls were happening simultaneously.

In the month of August, some interesting emergency calls to note were:

The Fire Department responded to 8 Hillcrest Drive on August 8th for a possible lightning strike. A neighbor of 8 Hillcrest, who called 911, heard what he described as an explosion next door. On arrival, crews discovered that the chimney had been struck by lightning which blew apart several bricks from the chimney and caused a small fire in the roof/ceiling of the house. First arriving crews were able to quickly access the area where the fire was located and extinguish it before it spread. Pieces of brick were found on the roof, in the street, across the lawn and in the neighbor's yard. No one was home at the time of the lightning strike. Severe thunderstorms were passing through the area at the time and fire crews were responding to multiple calls as a result of lightning strikes.



On August 18th, the Fire Department was dispatched to New York St. for a confirmed structure fire. Engine 2 responding from Central Station on Broadway could see the column of smoke as they pulled out of the station and immediately struck a first alarm. On arrival, crews reported heavy fire on a porch working its way up and into the structure. The fire spread into void spaces and into the roof which made full extinguishment of the fire difficult. Ultimately, this incident went to a third alarm due to the difficulty in accessing all of the hidden fire areas. The intensity of the fire was such that it extended to the neighboring apartment building. Initial fire crews did an outstanding job knocking the bulk of the fire down a preventing further fire spread into the adjacent building. Three families were displaced from the fire building and the adjacent apartment building.



Below is a summary of Emergency Medical transports, listed by the receiving facility that the patient was transported to in August.

Facility	State	# of individuals
Wentworth Douglass Hospital	NH	257
Free Standing ER – Dover (HCA)	NH	35
Frisbie Memorial Hospital	NH	2
Portsmouth Regional Hospital	NH	13
Mass General Hospital	MA	0
Brigham and Woman's Hospital	MA	0
Boston Children's Hospital	MA	0
Maine Medical	ME	0
York Hospital	ME	0
Exeter Hospital	NH	0
Elliot Hospital	NH	0
Dartmouth Hitchcock Medical	NH	0
Tufts Medical Center	MA	0
Total Transports	307	
Non Transports/Sign offs/Refusal of Care	108	

Breakdown of Patient Contacts by Age Group & Acuity

Age Range	Average Age	Status I (Critical)	Status II (Emergent)	Status III (Lower Acuity)	Status IV (non-acute)	Obvious Death
0-9	5.3		1	2		
10-19	15.6		3	12	2	
20-29	23.4	1	2	9	5	
30-39	34.1	1	7	19	9	
40-49	43.9		1	14	5	
50-59	55.1	1	15	25	2	
60-69	64.3	2	14	48	15	
70-79	74.5	2	9	40	16	
80-89	84.0	1	15	54	11	
90-99	92.9		6	32	1	
100-120						

The Fire Department has assisted Partner EMS Services with Mutual Aid responses to their service areas. The different service areas were:

<i>Municipality Assisted</i>	<i>EMS Service</i>	<i>Dover Assists</i>
<i>Barrington</i>	Barrington Fire	
<i>Barrington</i>	Barrington Fire	
<i>Berwick</i>	Stewart's Ambulance	
<i>Durham</i>	McGregor EMS	
<i>Eliot</i>	Stewart's Ambulance	
<i>Farmington</i>	Farmington Fire	
<i>Greenland</i>	Greenland Fire	
<i>Kensington</i>	Kensington Fire	
<i>Lee</i>	McGregor EMS	
<i>Madbury</i>	McGregor EMS	
<i>New Durham</i>	New Durham Fire	
<i>Newington</i>	Newington Fire	
<i>North Hampton</i>	North Hampton Fire	
<i>Northwood</i>	Northwood Fire	
<i>Rochester</i>	Frisbie EMS	6
<i>Rollinsford</i>	York Ambulance	
<i>Seabrook</i>	Seabrook Fire	
<i>Somersworth</i>	Stewart's Ambulance	4
<i>South Berwick</i>	York Ambulance	3
	Total	13

August 2nd, the inaugural meeting of the Fire Departments Continuous Quality Improvement Committee Working Group was held, thanks to Chief Plummer, at the North End Station. The Department is moving ahead with revamping the Quality Management Program for EMS delivery. This working group is designing the program, as well as crafting the guiding policy to move this department forward. This working group represents collaboration between management, the Dover Professional Firefighters, Local 1312, and the Dover Professional Fire Officers, Local 2909.

The Working Group is scheduled to meet weekly until the final revision of the policy is completed and implemented. At which time, the CQI committee members will be appointed.

On August 15th, members of the Fire Department CQI Working Group travelled to the Derry Fire Department and observed while they conducted one of their CQI committee's bi-monthly meetings. The Derry Fire members answered questions and offered guidance for the development of the Dover program.

Members of the Fire Department travelled to Southern New Hampshire University to support 6 members at their graduation from the New England EMS Institute's Paramedic Program on August 20th. These individuals completed the arduous 15-month program and now are eligible to take their National Registry examinations which will allow them to apply for their State of New Hampshire Paramedic licenses. The members were:

Firefighter Ian Bowman

Firefighter Joshua Crampsey

Firefighter Taylor Leonard

Firefighter Jeremy Poder

Firefighter Keegan Ricker

Firefighter Sierra Rodenhuis.





Firefighter Bowman was chosen to be the class speaker for the graduation. Firefighter Rodenhuis received the class Leadership Award for her leading the way and unwavering support of her peers.

After 30 years with the Fire Department, Assistant Chief David Hanna retired on August 22nd. Dave was an extremely valuable member of the department in every position and rank he held. He dedicated more than half of his life to the department, the City of Dover and its citizens. A large part of Dover Fire left with Dave and his place in the Fire Department will not easily be filled. Congratulations on your retirement!

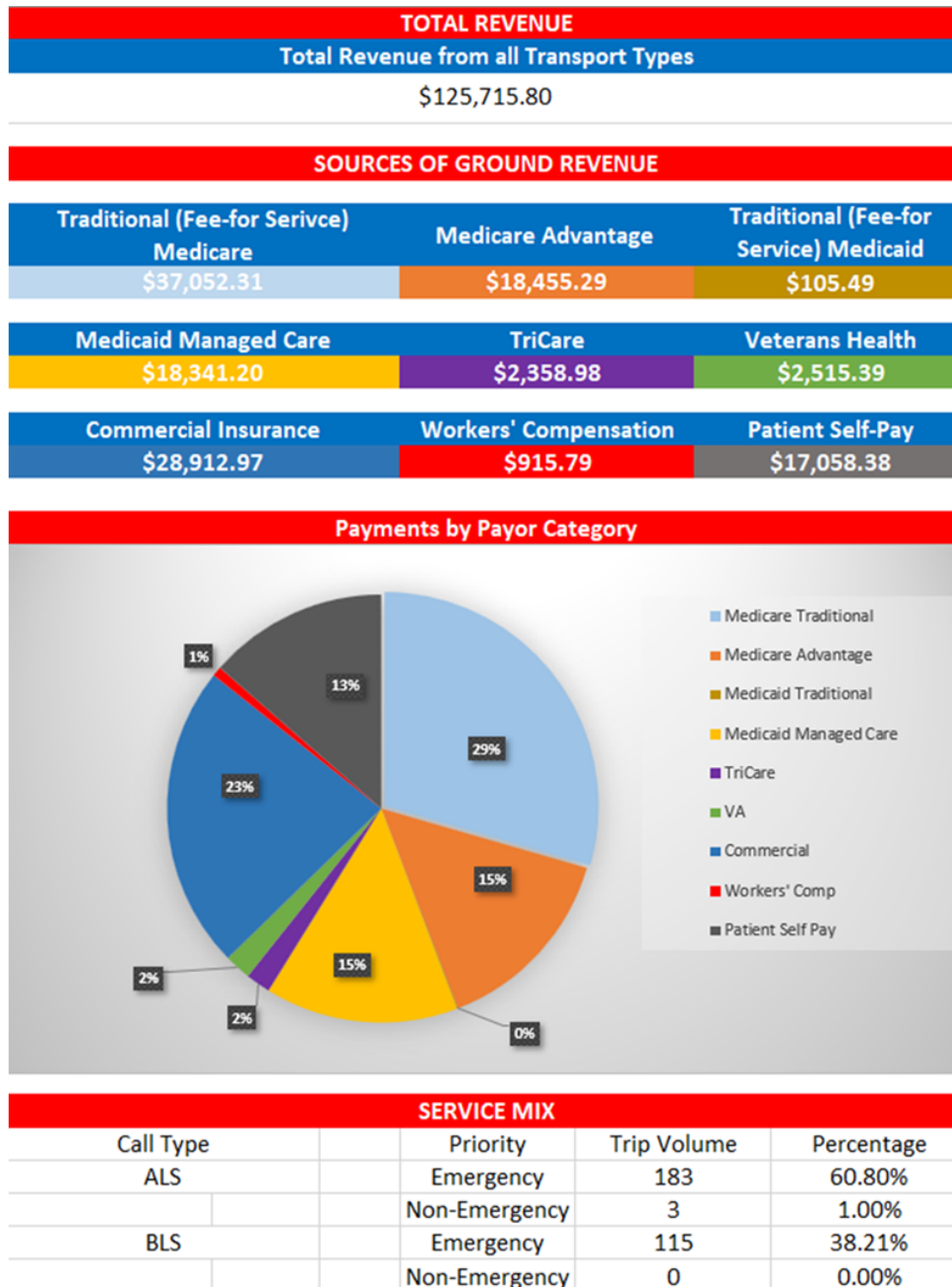


The Dover Fire Toy Bank suffered a major loss when a pipe broke in the building that the toys were being stored. Unfortunately, nearly all the toys and items had to be thrown away due to the water, mold and mildew damage. On August 5th, members of the Fire Department, Water Division and Community Services joined forces and hauled all the items out of the toy bank. Community Services supplied dumpster resources as a means to dispose of the items ruined by

the leaking water. Thank you to all that have been involved during this process and for the extremely generous influx of donations throughout the Seacoast. We would not be able to do this without everyone's help.



Based on a trip volume processed by QMC for the month, the Ambulance revenue generated, is as follows:



August 8th, a demonstration meeting was held via WebEx with a representative from the Butterfly Network, to see and answer questions about feasibility regarding their portable ultrasound. Based on the opinions of those members present, a hands-on demonstration will be

scheduled for the near future. The Division is preparing to propose purchase of this equipment in the FY2026 budget.

The week of August 19th, all 4 shifts received training on new EMS equipment that was rolled out and put into service at the end of the week. This training was on the i-Gel supraglottic airway and the Control Cric surgical airway kit.

All 4-shifts received training and familiarization of the ZOLL Life Vest. The vest has been around for many years and is a piece of medical equipment department members will encounter in the field. Dover wants to ensure our patients receive the best care possible and our members are well trained and prepared. The training provided information on who would be wearing a vest, the education patients are given prior to being discharged from the hospital, how to safely turn off the unit in the event of an emergency and the care required for these patients. With this information, ambulance crews will be able to act quickly and understand the needs of the patient.

Driver training continues to be a focus as the Fire Department moves to the end of the summer. Firefighter Zachary Phipps completed his check off of Engine 9. Firefighters Joshua Crampsey, Joshua Durham and Matthew Blair completed their check off of the Forestry Unit. All of the listed members spent many hours driving, pumping, learning vehicle equipment and running through practical scenarios. The Fire Department has a high standard for vehicle operators and these members put in a great effort to pass their check offs.

On August 20th and 29th, the most recently promoted Lieutenants James Calderone, Cody Nason and Anthony Colarusso participated in Initial Command Considerations for Company Officers. The 1st 4-hours consisted of learning common issues on the fireground, critical factors of size up, implementing an incident action plan, communication and accountability of personnel. The session ended with repeated practice of the initial on scene report and communicating actions taken. The 2nd 4-hour session was simulations of initial on scene reports, follow up reports, assigning incoming fire companies to operations and transfer of command. This training helped ensure we are educating our company officers and setting them up for success in their new roles with the department.

This month, the Division of EMS coordinated ride time for the following:

Institution	EMS Level	Number of students	Total shifts	Total Hours
Fire Med	EMT	1	1	10
Fire Med	AEMT			
McGregor Memorial EMS Institute	EMT			
McGregor Memorial EMS Institute	AEMT			
National Medical Education & Training Center	Paramedic			
New England EMS Institute	Paramedic	2	14	232
New Hampshire Technical Institute	Paramedic			
DHS CTC	EMT			
St Thomas Aquinas HS	Internship			
WDH	Observation	1	1	10
Lakes Region Community College	Observation			
City Employees	Observation			
Non affiliated	Observation	3	3	30
		7	19	282

On August 19th the department participated in an AFFF Foam take back day provided by the NH Department of Environmental Services in partnership with the State Fire Marshal. The department brought 60 gallons of AFFF Foam containing PFAS. Dover community services participated as the drop off point for all departments in Strafford County. The department is now using Muni Green Plus 3% Foam, the Muni Green is Fluorine free, 100% biodegradable and has no PFAS added chemicals.

Planning & Community Development

Inspection Services:

Inspections & Permits	August 2024
Life Safety Inspections	60
Business Inspections	11
Sprinkler / Alarm Inspections	24
Building Inspections	139
Electrical Inspections	121
Plumbing / Mechanical Inspections	135
Blasting Inspections	0
Health/Housing Standards Inspections	40
School / Daycare Inspections	6
Oil Burner Inspections	2
Woodstove / Fireplace Inspections	0
Building Permits	56
Blasting Permits	0
Certificate of Occupancy Permits	13

Administration

Planning and Community Development staff met with several developers regarding conceptual reviews. Projects included some residential only, some commercial or mixed use and some industrial. There is active interest throughout the City and with project costs trending up, interest in development is still very steady with applications coming in.

Private developments approved by the Planning Board are underway as shown in the subdivision and site plan report including the status on building permits. Staff has heard from some of the developments such as the mixed-use project at 47 Chestnut St and the McIntosh Commons project have been on hold due to budgetary reasons. McIntosh Commons came before the Planning Board for an amendment and hope to break ground this fall. The residential

project list has an “attainable” column which indicates the number of units that are restricted in size or HUD Fair Market rates.

Planning and Community Development staff are working with the Strafford Regional Planning Commission (SRPC) and the University of New Hampshire (UNH) to conduct a Regulatory Audit of policies and practices in addition to an analysis of the City’s demographics and housing market. The project is funded entirely by a Housing Opportunity Planning (HOP) Grant from the InvestNH program. As of the end of August, the Regulatory Audit is nearing completion and draft zoning amendment language is being prepared for possible implementation in spring of 2025. Staff will be reviewing a final draft of the audit in September.

Planning and Community Development staff are working on proposed zoning amendments to simplify processes and better support a variety of attainable housing options.

Housing Navigator Pope continues to engage with local banks and credit unions to pilot an ADU financing vehicle to facilitate cost-effective construction of new accessory units. Specialized loan products are now available at Northeast Credit Union, Kennebunk Savings Bank, First Seacoast Bank, and Service Credit Union. Several other institutions have indicated that similar products will be made available later this year.

The City has received awards totaling \$560,000 from the InvestNH Municipal Per-Unit Grant program in recognition of planning practices and partnerships that resulted in the creation of attainable housing units at both the Cottages at Back River Road and the Old Strafford County Court House. It is expected that funds received from this program will be leveraged to support the City’s future efforts to address resident housing needs. Housing Navigator Pope continues to seek additional grant opportunities available through the InvestNH program.

On August 27th, the Workforce Housing Coalition of the Greater Seacoast hosted their summer “Where We Live” tour at the Sophie/Banner neighborhood located on Bellamy Road to showcase innovative design and the application of Dover’s Transfer of Development Rights ordinance to support the creation of attainable housing. Housing Navigator Pope and the property developer, Housing Committee Member Robert Baldwin, co-presented to dozens of attendees from throughout the Greater Seacoast region.

Director Benton and Housing Navigator Ryan Pope met with staff from NH Housing and Finance Authority as an interview near the end of the Housing Navigator grant period. Dover’s Housing Navigator grant was extended through February 2025 rather than September 2024 as expected.

Director Benton attended a bus tour with Community Loan fund on August 1st. She toured different manufactured housing parks throughout the seacoast and heard from Board members from the Resident Owned Communities (ROCs).

Outreach Coordinator Bassegio recorded an episode of the Dover Download podcast to recap August land use board meetings, including zoning board decisions, Conservation Commission endorsements, and Planning Board approvals.

The Department of Planning and Community Development continued to update its newsletter, Facebook page, and Twitter feed to communicate with the public. The Department of Planning

and Community Development has 898 Facebook followers (City of Dover NH Planning) and 905 followers on Twitter @DoverNHPlanning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 3,400 likes and 3,751 followers).

Planning and Media Services staff continued to develop and enhance an electronic “newsletter” for planning related items (with 1027 subscribers). Content included meeting summaries, meeting previews, Master Plan updates, and various special topics such as information on the Planning Department features on the Dover Download podcast, Planning Board presentation on the Community Trail expansion, street tree installation, National Night Out event and updates on the Community Housing Needs Committee. Two Polco survey questions were asked in August: “What are your top priorities and concerns regarding housing in Dover?” and “Where would you like to see more street trees in Dover?”

Zoning Administrator Crouser and Housing Navigator Pope met with several prospective developers and real estate agents to discuss proposed residential and commercial project viability for several properties in the City’s Central Business and Commercial zoning district, as well as several single-family homeowners to discuss various home addition plans and the construction of Accessory Dwelling Units.

Outreach Coordinator Bassegio staffed the Arts Commission meeting on August 5th in which the Commission heard a presentation from a regional artist on a sculpture proposal for Joe B. Parks Garden and reviewed other ongoing initiatives.

Outreach Coordinator Bassegio staffed the Community Trail Advisory Committee meeting on August 6th. CTAC recapped the recent Planning Board presentation on the Phase IV expansion of the Community Trail and planned for upcoming outreach events.

Resilience Manager Kaspari staffed a Conservation Commission Meeting on August 12th during which the Commission reviewed a series of local Conditional Use Permits and NHDES wetlands permits. The Commission received a final presentation from UNH Sustainability Fellow, John DesRoches, on his urban forestry efforts over the past summer. The Commission additionally approved the use of \$13,000 from the Conservation Fund to conduct an appraisal for a potential conservation easement project.

Resilience Manager Kaspari staffed a Forest Management Subcommittee meeting on August 15th where the Subcommittee continued conversations around the street tree project for the summer, discussed tree maintenance for Dover and planned a site visit to the Smith Well lot which could be location of a future timber harvest.

Resilience Manager Kaspari staffed an Energy Commission meeting on August 21st where the Commission discussed a series of ongoing projects such as the potential PV solar array for the Wastewater Treatment Facility, the solicitation for energy services companies to conduct a potential energy savings performance contracting projects, among other topics.

Resilience Manager Kaspari staffed the Steering Committee meeting for the update project of the Master Plan’s Conservation and Open Space Chapter on August 22nd. Project consultant

Resilience Planning created a draft outline of the chapter and draft action items and staff and Committee members reviewed and provided feedback.

Housing Navigator Pope staffed the City's Ad Hoc Committee to Address Community Housing Needs meetings on August 22nd. The Committee had requested an extension of its term from September 30th, 2024 to January 31st, 2025. The extension request was approved by City Council on August 28th.

Zoning Administrator Crouser fielded one (1) complaint from Dover Residents, consisting of illegal animal housing on Back Road, which, following an in-person meeting with the property owner, has largely been resolved, with a fencing component remaining outstanding.

Resilience Manager Kaspari attended a Risk Management Committee for the Community Power Coalition of NH on August 5th during which the Committee reviewed upcoming power hedging and discussed the options to potentially incorporate two different renewable energy projects into the Coalitions power supply mix.

Resilience Manager Kaspari, Facilities and Grounds Superintendent Colonna and UNH Sustainability Fellow DesRoches participated in a podcast episode on August 6th with Deputy City Manager Parker to discussed the various tree related efforts conducted over the summer.

Resilience Manager Kaspari attended the UNH Sustainability Fellowship Showcase on August 8th.

Resilience Manager Kaspari met with the leader of the Dover Community Garden Group, Lesley Atwood, on August 16th to discuss items pertaining to the structure of the garden moving forward.

Resilience Manager Kaspari continued to prepare bid documents for soliciting responses from energy services companies to assist the City with an Investment Grade Energy Audit potentially leading into an Energy Savings Performance Contract.

Resilience Manager Kaspari started working on a grant application with the goal of funding a City arborist position and a summer youth crew to handle various tree projects over a three-year period.

Resilience Manager Kaspari continued to make progress on a series of three conservation easement projects, two of which are coming close to the closing stage.

Planning Staff said goodbye to the UNH Sustainability Fellow John DesRoches who assisted the City in our urban forest and street tree efforts this summer.

Housing Navigator Pope continues to serve on the Leadership Teams of both Home For All and Strafford County Ending Homelessness Committee to explore short- and long-term solutions to homelessness with area agencies and elected officials.

This summer, Director Benton began collecting CIP requests from various departments and began putting together draft CIPs. The CIP should be revealed to the City Council and Planning Board in early to mid-October.

For phase IV, Planning Staff is working with NHDOT on potential extra funding to be able to expand the feasibility research for a preferred alternative route on the southern side of the Bellamy River and crossing the Bellamy River further into Bellamy Park to then continue to Route 155. The Council authorized the contract for Fuss and O'Neil to design the trail in this area. A change-order would be brought to the City Council after hearing from NHDOT about funding. Staff, the consultant, and staff from NHDOT met in August about next steps and continued the conversation into the fall regarding a potential change order until NHDOT gave the approval to proceed. The bridge feasibility study is almost completed and then the trail feasibility study can be completed. A local concerns meeting was held at the regular meeting of the Planning Board on June 27th to discuss the Phase IV expansion. Project representatives from engineering firm Fuss & O'Neill provided a presentation to the Planning Board and members of the public and feedback was encouraged. On August 22nd, a meeting was held with the Fuss & O'Neill consulting team and city staff to review any potential concerns that must be addressed during the engineering study and design development.

In October and November 2023, Planning staff reviewed a Type, Span, & Location report provided by Fuss & O'Neill for a pedestrian bridge over the Bellamy River as part of the Phase IV Trail expansion. In December 2023, Planning staff reviewed an updated alignment of the Trail expansion to include the proposed pedestrian bridge. In February 2024, the City of Dover accepted \$20k in additional TAP funding to complete the Ph IV Community Trail engineering and design work. The consultants continued their work in January and February.

On July 23rd, Fuss & O'Neill project engineers presented to the Planning Board on two design alternatives for the Community Trail. The Planning Board endorsed design alternative 2 that would connect the Community Trail through Bellamy Park, avoiding the disc golf course, and end at Knox Marsh Road.

This project is tied to the funding received through the Transfer of Development Rights Program. Currently, over \$2,700,000 has been invoiced with over \$1,500,000 received on those invoices.

Planning and Finance staff drafted an RFP for an Impact Fee analysis which is completed every 5 years and are negotiating with the one bid received. An award of bid was approved by Council in December. The contract was signed in early February after liability insurance certificates were submitted and the consultant has started the data collection process. The consultant gathered data and met with the Recreation Director, the Police Chief, Fire Chief, and School Superintendent and continued gathering/analyzing data over the summer and fall. The school is provided updated enrollment and capacity data and a draft report was provided to the City for review at the end of December. Staff are reviewing the report and discussing the implications of a new methodology and discussing options with the Planning Board in February. Director Benton is gathering more information and provided a draft to the Planning Board on June 25 and the discussion continued into August with the Board asking staff to draft potential policies and zoning amendments for a possible moratorium or amending the impact fee ordinance to eliminate them.

The City received notice in February 2024 that the NH Division of Parks & Recreation accepted the LWCF application for \$500k in funding towards improvements on the Jenny Thompson Outdoor Pool. Application edits are being completed and have been submitted for federal consideration of the award in June 2024.

Planning and Community Development staff are developing zoning definitions that would clarify uses and expand housing access for unhoused residents and those experiencing disabilities for the Planning Board to consider next year.

Community Development Planner Carpenter generated the proposed substantial amendments to the FY23 and FY24 CDBG action plans along with the required notices for the Planning Board public hearing for the proposed amendments.

Community Development Planner Carpenter attended the Planning Board 8/27 Planning Board hearing and presented the proposed substantial amendments to the FY23 and FY24 CDBG action plans.

Community Development Planner Carpenter began the HUD required year-end report for the FY24 action plan.

Community Development Planner Carpenter performed environmental reviews for CDBG public facilities and weatherization & energy efficiency projects.

Zoning Administrator Crouser is actively working with the Strafford Regional Planning Commission to update Dover's public art installation interactive StoryMap with the support of the Dover Arts Commission.

Director Benton, Inspection Services staff and others reviewed and revised the design for the Inspection Services Building earlier this year. Staff then worked on value engineering the building to better meet the budget outlined. Meetings regarding design, placement, and site work continued in May. Site work began in July over on Mast Road and weekly coordinating meetings have been occurring.

Director Benton and Building Official Maxfield continued interviews and selected a candidate for the Inspection Services Office Assistant in July who will start in September.

Planning staff reviewed applications for the Assistant City Planner opening, conducted interviews in August, and selected a candidate who should begin at the end of September.

Police Department

Prevention Services Unit



Youth to Youth presenters with Belchertown, MA High School's Helping Hands group.

On August 9th four members of Dover Youth to Youth provided an all-day advocacy presentation to students from Belchertown, MA high school's Helping Hands group. Fourteen members from their group spent the entire day with us learning advocacy skills associated with effective presenting and developing media around high potency marijuana products.

On August 20th-21st, four Y2Y students attended the Media Savvy: Empowering Communities through Education conference hosted by the Mid-America PTTC in Kansas City, MO. This conference focused on a deeper understanding of media impact on choices, mental health; how AI will shape the future of social media and the role of personal storytelling. The Y2Y students presented a workshop at the conference on August 20th that covered harmful messages about alcohol in advertising and pop culture media. The workshop also introduced participants to Y2Y's High-Risk Alcohol Products campaign.

On Wednesday August 14th Y2Y conducted training for 13 Y2Y students on the Road Show presentation. This presentation is designed to assist other school and communities in recruiting students for a new youth advocacy group. The Y2Y students each learned a set of parts from the presentation. This presentation will be delivered at Portsmouth Middle School in the fall.

On August 5th Bridget Ryan and Steve Pappajohn met with the DMS Deans Ashley and Meredith to recap Alternative Suspension Programming from the previous year and plan new adjustments for the upcoming school year. Additionally, on August 8th the team met with Christine Boston and the MTSS Director Travis Bickford. The team provided update information about Alternative Suspension programming and the school district added EPIC as a tier two MTSS intervention in the school district. The team also discussed the ability to create avenues for data sharing which will assist with program evaluation.

Prevention Programmers Bridget Ryan and Kelsey Levesque met with two Youth to Youth students who showed express interest in working with diverse and minority populations through coalition efforts that meet health equity grant deliverables. A plan to begin preparing materials for a data campaign/ school based program has been made. Additionally, the team plans to offer coalition workgroups to interested Y2Y students and other students in the community who are interested in working on health equity based projects and campaigns.

Regular weekly meetings of the 4 Youth to Youth teams concluded in June and will resume for the new school year in September. During this month there were several meetings of the 15 Y2Y students comprising the Summer Program youth staff.

Bridget Ryan has been made the lead for DMHA's Mental Health Friendly Workplace Initiative as part of her role with the DMHA Steering Committee. During the month of August, she assisted DMHA in getting a work plan and logic model developed as the committee looks at expanding their activities to include introducing the MHFWP model.

During this month, staff had discussions with staff and key participants from the new community coalition in Portsmouth and provided informal direction on community drug prevention implementation, alcohol programming and youth empowerment.

During August, Bridget Ryan communicated with SoRock community coalition to discuss the Alternative Suspension Summit planned for September 25th. Bridget is scheduled to meet in early September with the Upper Room and the SAP from Sanborn School District to plan the summit and present on Alternative Suspension.

During the week, teams of students recorded 3 radio PSAs, conducted Sticker Shock at 5 local stores, gave 5 medicine safety presentations at 5 local day camps and day care centers, produced a video of all of the activities for the parents, and held a presentation for parents demonstrating what they had learned and accomplished.

Dover Teen Center

During the month, there was a total of 268 youth in attendance over 20 days of programming at the Dover Teen Center. The average was about 13 youth per day.

Some program highlights for the month of August 2024 included, but were not limited to:

- ***TC Summer Zone -***
 - **Old Orchard Beach**
 - **White Lake State Park BBQ & Swim**
 - **Ice Cream Sundae Socials**
 - **York Beach @ Short Sands**
 - **Ellacoya State Park BBQ & Swim**
 - **NH Fisher Cats Baseball Game**
 - **Clark's Trading Post**
 - **Portland Sea Dog Baseball Game**
 - **Alton Bay Picnic & Swim**
 - **Palace Playland Amusement Park**
 - **And when we weren't out and about, the TC sponsors "Chill-Zone" Drop-in Days that feature games, movies and snack specials.**



Teen Center youth participants ride the White Mountain Express at Clark's Trading Post.

- ***TC Facebook Page & Sign-Up Genius Portal***

Continued efforts made to maintain our TC Facebook bulletin page and Sign-Up Genius scheduling portal with resources, program/schedule announcements, inspirational messaging and best practices. The Teen Center staff also share photos of TC youth participants to continue to promote all opportunities provided at the TC.

- ***TC Youth & Family Outreach***

A weekly email is sent to connected families and youth, to encourage sign-ups for the daily afternoon reservation slots through the Sign-Up Genius online portal. Announcements, webinars, trainings and opportunities are also shared on a weekly basis.

The TC received (3) new registrations in August 2024.



Teen Center participants getting ready to ride their go-karts at Hilltop Fun Center.

Community Service Program

The youth community service program tracked two (2) participants in the month of August 2024. A total of 4 hours of community service work was completed.

Diversion Program

The Diversion Committee did not meet in August 2024. As a result of evaluating the case-load heading into September 2024, the following is committee's case breakdown:

- (2) cases in active Diversion Contracts
- (0) cases in active Alternative Suspension Program
- (2) successful completion and release from Diversion Contract (Aug 2024)
- (0) new Diversion case heard (Aug 2024)
- (0) new Alternative Suspension cases heard (Aug 2024)
- (0) successful completion for Alternative Suspension (Aug 2024)
- (0) new Alternative Suspension case hearing, anticipated (Aug 2024)
- (0) new Diversion case hearing, anticipated (September 2024)
- (0) cases sent back to Detectives for "failure to comply"

Community Response & Engagement Unit (CREU)

Lt. Mitrushi was the point of contact for any reports or issues associated with violent crime motivated by substance misuse. Lt. Mitrushi was responsible for notifying the New Hampshire Information and Analysis Center of all felony drug arrests made by the department this month.

On August 6, 2024, Lt. Mitrushi and Officer Berdecia coordinated National Night Out. National Night Out is an annual community building campaign that promotes police-community partnerships to make our neighborhoods safer, better places to live. Dover's National Night Out is an opportunity for citizens to meet and engage with their first responders and community partners.



Captain Terlemezian helping kids complete a scavenger hunt during National Night Out.

In addition to several units within the police department, the following organizations participated in the event: Dover Crimeline, Dover Fire & Rescue, Dover Public Library, Dover Planning Department, Dover Community Services, Dover Recreation, Dover Parking Bureau, Community Action Partnership, Haven, Community Partners, Dover Mental Health Alliance, Strafford County Public Health Network, Big Brothers Big Sisters, SOS Recovery, Bonfire Recovery, Addiction Recovery Services, Girl Scouts of the Green and White Mountains, NH Coalition for the Support of Service Dogs, Woodman Institute, Help Me Grow Pediatrics, ServPro, Loyal Order of Moose, Gatehouse, and the Home for Sober Living.

On August 8, 2024, Lt. Mitrushi met with the SAU Office to discuss proper referral process for ACERT and Alternative Suspension programs. On August 14, 2024, Lt. Mitrushi met with the DARE Officers to plan the coming school year and assignments.

On August 14, 2024, Lt. Mitrushi attended the Granite United Way Partner Agency. The meeting was to discuss the evolving grant process, grant submission timelines, and meet with fellow GUW partners.

During August, Lt. Mitrushi facilitated a Critical Incident Stress Debrief for a regional SWAT team following an Officer Involved Shooting in Kensington, NH.

Dover Middle School Liaison Officer

During the month of August, Officer Berdecia was assigned to assist other units in the Community Outreach Bureau (COB), where much of his work was focused on community

policing efforts. Officer Berdecia conducted 23 community contacts, as one of his primary responsibilities was to walk the Downtown and Community Trail areas, proactively engaging the public.

Additionally, Officer Berdecia conducted 4 checkups on homeless individuals, who were potentially camping on city property. Prior to moving them off city property, Officer Berdecia attempted to connect them with the department's Police Social Worker and any services that would help them better their situations, with varying degrees of success.

Also in the month of August, Officer Berdecia co-instructed two Civilian Response to Active Shooter Events (CRASE) classes. One of the classes took place on August 19th at Portsmouth Christian Academy with an audience of approximately 90 school staff. The second class took place on August 29th in the Dover High School auditorium, which was presented to the entire Dover School District. Officer Berdecia and his co-instructor, Officer Jalbert delivered standardized response information for civilian personnel during an active attack and answered any questions asked by the audience.

Additionally, Officer Berdecia assisted the Director of the Dover Teen Center as needed throughout the month. On August 19th, Officer Berdecia supervised the Teen Center during a drop-in day in which teens in attendance played games, ate snacks, and socialized. On August 28th, Officer Berdecia acted as a second responsible adult that supervised and transported the youth to Old Orchard Beach for the big summer finale trip to Palace Playland. While on the trip, Officer Berdecia provided mentorship and accompanied the teens on many rides.

Dover High School Liaison Officer

During the month of August, Officer Jalbert assisted the Community Response and Engagement Unit (CREU), and the Social Work Unit (SWU) in several capacities to include community outreach initiatives, preventative foot patrols, coordinating with different community agencies, and providing presentations to the public.

Throughout August, Officer Jalbert took calls for vagrancy in the city and she worked with several community organizations, and private property owners to address ongoing issues with trespassing, and illegal camping.

Officer Jalbert performed numerous preventative foot patrols in the downtown area, on the Dover Community Trail, and in several areas with ongoing issues. During these patrols, Officer Jalbert contacted numerous individuals with substance misuse, lack of housing, mental health challenges, and more. Several of these individuals were successfully connected to the SWU. Officer Jalbert provided a combination of enforcement of laws and ordinances, connecting individuals to resources, all while continuing to build a bridge between the community and the Dover Police Department.

On August 6, 2024, Officer Jalbert participated in National Night Out by providing cruiser tours to the public.

On August 20, 2024, Officer Jalbert and Officer Berdecia attended a career day at the Dover Children's Home where they interacted with residents and staff.

Toward the end of August, Officer Jalbert participated in multiple safety plan meetings for new and returning students in order to develop plans alongside their school teams to ensure their success.

Officer Jalbert continues to be an active member of ACERT, working closely with the Youth and Families Social Worker.

Whittier Falls Liaison Officer

During the month of August 2024, Officer Gore responded to 120 calls for service. Officer Gore logged 29 community contacts, completed 12 DHA background checks, conducted a number of foot patrols, issued several DHA trespassing notifications, made 4 arrests, conducted 15 motor vehicle stops, and issued 2 citations.

Primarily, the remaining calls for service consisted of assistance calls, motor vehicle accidents, welfare checks, and noise complaints. Officer Gore also assisted with the annual National Night Out on August 6, 2024 as well as the DHA Annual Bicycle Parade on August 28, 2024.

On August 5, 2024, Officer Gore met with a DHA resident who was making concerning comments to staff at the office. Officer Gore approached the conversation delicately as the person had severe mental health issues. Officer Gore offered services to the resident which resulted in a referral to the department's Social Work Unit. Officer Gore continues to check in on the resident.

On August 13, 2024, Officer Gore was called to assist patrol with a potentially suicidal military veteran. The individual requested to speak to a combat veteran believing that they would have a better understanding of what the veteran was going through. Officer Gore spoke with on scene officers, came up with a plan of action, and carried out the plan. Officer Gore was able to speak face to face with the individual, who was armed, but had not committed any criminal offenses. Officer Gore offered a number of resources to the veteran, which were appreciated, but declined. Officer Gore offered to speak with the person again should they feel that they need to talk.

As the school year approached, Officer Gore worked to identify families/students in need of supplies for school. DHA Seymour Osman Community Center and the DPD Social Work Unit had several backpacks and supplies that could be issued to residents. Officer Gore met with his Dover Middle School 5th grade teachers as DARE class is also approaching in September. Officer Gore continued to make foot patrols of DHA property and the city a regular event throughout his shift.

Social Work Unit

Social Work Unit Supervisor

Kaitlin Jones had 4 new cases in August 2024. In total, she has had a caseload of 75 cases in 2024.

Throughout the month of August, Kaitlin Jones attended and participated in a number of events and meetings. This included the NH Police Social Work Peer Group meeting, The Ridge networking meeting, Social Work and Law Enforcement (SWLE) collaboration meeting, Strafford County Case Review meeting, Strafford County Community Care Team (CCT) meeting, Community Action Partnership of Strafford County (CAPSC) Policy Council meeting, and a consult with Kennebunk Police Department regarding Police Social Work and use of case management platform, Casebook.

Kaitlin Jones and YFSW, Alexis Taatjes, presented at the Department of Children Youth and Families (DCYF) Rochester office on August 1st to formally introduce Alexis and discuss her role and respective YFSW programming, to include: ACERT, DCYF Case Management, and General Case Management. In attendance included: Lt. Alex Mitrushi, Juvenile Detective Jenna Donais, DCYF Site Supervisor Chelsea Graham, and the CPSWs of the Rochester DCYF office. Kaitlin Jones created the presentation for this meeting, as well as handout materials.

Kaitlin continued to collect data for the Sequential Intercept Model Mapping Workshop for Strafford County – Crisis Stabilization Unit Workgroup.

Police Social Worker

Kelli Jo Deardorff had 20 new cases in August 2024. In total, Kelli Jo has had a caseload of 108 cases in 2024.

She worked extensively with other members of the Strafford County Outreach team to manage 3 very complex cases where the individuals needed mental health treatment, substance use treatment, intensive medical care, and housing.

Kelli Jo was able to get 1 individual who completed all steps of substance use programming into a shelter locally where she was able to receive case management and reunify with her family. Kelli Jo was able to get 3 other individuals into shelter and many others were provided Welfare applications and COAST bus tickets.

Kelli Jo successfully facilitated getting 6 individuals into treatment, 1 connected to medication assisted treatment and 3 to safely medically detox. She completed referrals for 3 other individuals who subsequently decided they did not want to attend residential treatment at this time.

Kelli Jo collaborated with two local shelters and families in need throughout the month to ensure that any child in need was provided with school supplies, clothes and shoes thanks to generous donations from Dover Rotary, the Dover Church of Christ, and The Ridge.



Kelli Jo Deardorff, Jamie Paolini from The Ridge, and Lt. Mitrushi with backpacks and school supplies that were donated for families in need.

Kelli Jo worked with a couple who were able to obtain and maintain their sobriety and were moving into a new unfurnished apartment. She connected the family to Ross Furniture, who provided some furniture to the couple.

Youth & Family Social Worker

Alexis Taatjes' role is broken down into three main case management areas: General, Division of Children, Youth, and Families (DCYF) & Juvenile Detective Liaison, and ACERT. Alexis Taatjes had 8 new cases in August 2024. In total, Alexis Taatjes, has had a total of 25 cases in 2024, with 6 cases carrying over from July 2024.

General management is offered to youth and families when a child is involved in a call for service (CFS) or the family needs additional supports, but does not meet criteria for ACERT or DCYF Liaison Case Management. Of the 8 new cases in August, 3 of them were General Case Management.

DCYF & Juvenile Detective Liaison case management is offered to youth and families referred by the Juvenile Detective, to collaborate with the assigned DCYF CPSW to provide supplemental case management services. Of the 8 new cases in August, 3 of them were DCYF & Juvenile Detective Liaison.

The Adverse Childhood Experience Response Team (ACERT), which consisted of Alexis Taatjes (YFSW), SRO Jalbert or SRO Berdecia, and one ACERT Partner (either Community Action Partnership of Strafford County [CAPSC], HAVEN, or Waypoint) visited families following a traumatic event or "adverse" experience by a child under the age of 18. Of the 8 new cases in August, 2 of them were ACERT.

The team visited 2 families on August 8th and August 28th. ACERT was canceled on the 1st and 15th due to families cancelling. The precipitating CFS for the 2 ACERT cases in August 2024 included: 2 Assist (DCYF).

Traffic Bureau

Permit applications submitted and reviewed through the Records Unit and the Police Chief during the month – most of which involve follow-up and logistical planning, included:

<i>Permit Applications Submitted/Reviewed</i>			
<i>Taxi Cab Licenses</i>	<i>0</i>	<i>Road Toll Permits</i>	<i>1</i>
<i>Notifications to City Hall</i>	<i>0</i>	<i>Dance / Entertainment</i>	<i>0</i>
<i>Raffle/Tagging Permits</i>	<i>1</i>	<i>Gun - Seller</i>	<i>1</i>
<i>Block Party Permits</i>	<i>2</i>	<i>Hawker / Peddler</i>	<i>0</i>
<i>Parade Permits</i>	<i>1</i>	<i>Road Race</i>	<i>0</i>
<i>License to Carry Firearm</i>	<i>6</i>	<i>Other</i>	

Lt. Speidel fulfilled the role as police representative for the Planning Technical Review Committee (TRC) at its scheduled meetings on August 1, 8 and 29. Projects under review include a proposed residential development off Dover Point Road, a mixed use development off Old Rochester Road, a commercial project off Crosby Road, and a commercial expansion off Faraday Drive. Staff review of each project helps flesh out technical aspects in the purview of police, fire, engineering, and economic development to resolve potential conflicts before submission to the Planning Board.

On August 20, 21, and 26, Lieutenant Speidel worked closely with a private contractor to coordinate traffic impacts for a planned water line connection serving a new development off New Rochester Road. Police officers and flaggers were stationed to assist with the traffic flow.

Between August 14 and September 2, the Dover Police Department participated in the statewide coordinated enforcement effort entitled “Drive Sober or Get Pulled Over”. Extra enforcement patrols intended to target impaired driving were scheduled during this time period, which was coordinated by the New Hampshire Office of Highway Safety in conjunction with the National Highway Traffic Safety Administration (NHTSA).

On August 15, Lt. Speidel joined key City staff in a pre-construction conference for an upcoming sewer lining project along Ash Street and Central Avenue.

On August 23 and 24, the Dover Police Department was one of several regional law enforcement agencies that provided mutual aid assistance to the University of New Hampshire for its student move-in days, helping enhance security presence and assisting with traffic control. Personnel costs will be reimbursed by the university.

Lieutenant Speidel coordinated the traffic control particulars for the eighth annual Cochecho Challenge Half Marathon on August 31. The event is organized by the First Parish Church and the 13.1 mile course is contained entirely within Dover City limits. The Traffic Coordinator and Parking Bureau teamed up to coordinate the advance deployment of barricades and signs to facilitate temporary parking restrictions, traffic diversions, and safe traffic flow. Lt. Speidel

handled the police operational plan for the event, assigning officers to key intersections to ensure safe passage for race participants, and worked closely with organizers on other logistical matters.

The Traffic Coordinator also helped coordinate or provided equipment to facilitate event parking, road closures, or provided other traffic control resources for the following activities during the month of August:

- Canney Lane neighborhood block party, August 3
- Prospect Street neighborhood block party, August 3
- National Night Out, August 6
- Mast Road temporary closure and detour for utility work, August 6
- Renaissance Fair at Henry Law Park, August 10
- Pope Memorial Humane Society road toll fundraiser, August 17
- Greek Festival at the Hellenic Center, August 30-31

Standards Unit

On August 5, Sergeant Adam Gaudreault and Officer Brendan Madsen attended ASP Baton Instructor training held at Police Standards & Training. This eight-hour training qualified students to be instructors in the basic and advanced baton so that they may train sworn personnel in the reasonable and necessary use of the baton in making arrests, preventing escapes, and protection of self and others.

On August 12, Detectives Bryon Lynch and David Anderson attended Firearms Instructor Re-certification held at Police Standards & Training. This recertification training is required every second calendar year to maintain the officer's instructor certification.

On August 12-13, Officers Molly Jalbert and Luis Berdecia attended the NHJPOA School Resource Officer conference held in Pembroke, NH. This conference is held annually to discuss new and up to date topics and ideas that aid the school resource officers.

On August 14, Sergeant Adam Gaudreault attended Defensive Tactics Instructor Re-certification (Part 1) held at Police Standards & Training. Instructor recertification is required every second calendar year to maintain the officer's instructor certification.

On August 15, Sergeant Matt Harnish and Detectives Bryon Lynch and David Anderson attended Background Investigation training held at NH Police Standards & Training. The training provided students with the information needed to conduct a lawful background investigation for a police officer candidate.

On August 17, Sergeant Adam Gaudreault, Detectives Molly Martuscello and David Anderson, Officers Carmen Cusick and Derek O'Neil attended the quarterly Crime Scene Unit training. This quarter training focused on basic documentation at shooting incidents including identifying types of defects, road mapping defects, measuring angles of impact, determining directionality

of defects and trajectories using lasers. As a proficiency test, a firearm, bullets and accessories were fully processed for latent prints. The processing included the use of “Blue” etching solution, cyanoacrylate, and basic yellow.

On August 19 through August 22, Detective David Anderson attended Medicolegal Death Investigator training held in St. Louis, MO. This 40-hour training provides officers with information on conducting scientific, systematic and thorough death scene investigations. Participants learn to develop the essential facts regarding the death scene, medical history and other information that assists in determining a person’s cause and manner of death.

On August 28, Sergeant David Collis attended Firearms Re-certification (Part 2). Part 2 of the firearms certification requires the officer to help with the firearms portion for current academy attendees.

On August 29, Sergeant Adam Gaudreault attending Defensive Tactics Instructor Re-certification (Part 2) held at Police Standards & Training. Instructor recertification is required every second calendar year to maintain the officer’s instructor certification.

Special Investigations

During the month of August 2024, 16 registered sex offenders were processed by the Dover Police Department’s Special Investigations Unit. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

SIU detectives presented 9 investigations to a Grand Jury for indictment. All of the presentations resulted in a “true bill”, meaning the Grand Jury determined that probable cause existed that the accused committed a crime. Cases presented to the Grand Jury are classified as a felony offense or a misdemeanor with an enhanced penalty.

As a result of an SIU investigation, a 37-year-old Dover man was arrested for felony Reckless Conduct after he unlawfully discharged a firearm in an apartment.

SIU detectives attended 5 forensic interviews at the Strafford County Child Advocacy Center. These interviews are designed to document detailed information about alleged crimes that were experienced or witnessed by children.

As a result of an SIU investigation, a 31-year-old woman was arrested for failing to comply with sex offender registration requirements. In another unrelated investigation, detectives arrested a 44-year-old male, also for sex offender registration violations.

In August 2024, 5 cases were forwarded to the Strafford County Attorney’s Office for review and Grand Jury indictment.

SIU detectives arrested a Dover man for sexual assault, a class A misdemeanor offense, after an investigation was conducted into an unwanted physical contact incident.

SIU detectives conducted targeted drug operations. These investigations are ongoing.

SIU detectives partnered with the United States Marshals Office to conduct sex offender compliance checks on registrants who reside in the city.

SIU detectives executed a search warrant and arrest warrant at a Dover hotel, arresting a 40-year-old woman for felony violations of the Controlled Drug Act.

SIU detectives obtained 4 search warrants to further ongoing a criminal investigation.

SIU detectives referred 18 police reports to the Division of Children, Youth and Families. These informational referrals are for incidents that officers responded to in which children witnessed or were alleged victims of criminal acts or other concerning conduct.

The Special Investigations Unit is responsible for conducting background investigations for police department applicants. During August, one investigation was ongoing.

The Special Investigations Unit investigates Internet-based crimes occurring in Dover as assigned by the Internet Crimes Against Children (ICAC) Task Force. In August 2024, SIU detectives had 2 active ICAC cases.

At the end of August, SIU detectives had 36 open investigations.

Parking Bureau

The Parking Bureau assisted the Community Services Department with numerous parking restrictions throughout the city during the month.

Parking Manager Bill Simons assisted with parking at two major events held at Henry Law Park this past month. He responded to the first event after numerous parking complaints were received about vehicles blocking nearby driveways, access gates and making travel lanes difficult to navigate. As a result, he reviewed the plans for future events and provided direct supervision of the vendor unloading.

Jul-24	Jul-24	Jul-23	Jul-22	Fiscal YTD 2025	FY 2024	FY 2023
Meter Activity - Total						
Meter Transactions	47,767	45,504	43,437	47,767	547,885	522,502
Income at Meters	\$97,270	\$91,148	\$81,126	\$97,270	\$1,127,158	\$1,028,074
Active Meter Days	26	25	25	26	301	301
Average Daily Meter Transactions	1,837	1,820	1,737	1,837	1,820	1,736
Meter Activity - Parking Garage						
Meter Transactions	2,101	2,402	2,225	2,101	29,338	32,802
Income from Meters	\$6,776	\$7,077	\$6,327	\$6,776	\$86,980	\$92,896
Active Meter Days	31	25	25	31	365	365
Average Daily Meter Transactions	68	96	89	68	87	109
Total Parking Permits Issued	845	779	761	845	9,743	9,420
Permit Income	\$62,440	\$74,718	\$62,055	\$62,440	\$381,967	\$362,741
Parking Ticket Activity						
Total Parking Tickets Issued	1,023	537	528	1,023	11,239	8,445
Winter Restriction Tickets Issued	0	0	0	0	315	525
Parking Ticket Income	\$19,677	\$12,489	\$10,733	\$19,677	\$235,326	\$207,626
Number of times Stations Used	87	63	50	87	800	693
Charging Station Income	\$1,141	\$417	\$326	\$1,141	\$7,950	\$5,042

K-9 Unit

On August 1, 2024, K9 Vision was deployed to sniff the exterior of a vehicle in an attempt to detect the odor of illicit narcotics. K9 Vision did not alert on the vehicle and no narcotics were recovered.

Accident Reconstruction Team

The Accident Reconstruction Team was not called out during the month of August for any collisions in Dover.

Dispatch Communications

<i>Radio Transmissions</i>	19,334
<i>Phone Calls</i>	9,601
<i>911 Calls</i>	470
<i>Police Alarms Received</i>	90
<i>Fire/Medical Alarms Received</i>	81
<i>Lobby Traffic</i>	2,199

Patrol

During the month, the Dover Police Department responded to approximately 2,388 calls for service throughout the city. Additionally, officers made 589 traffic stops and initiated 229 non-enforcement related contacts. The total number of incidents handled by patrol officers for month was 3,206.

Supplemental Field Operations Activity:

- Conducted checks of the Community Trail.
- Conducted daily checks of the Transportation Center.
- Conducted daily checks of City parks.
- Conducted daily checks of the parking garage as a result of concerns of vagrancy and criminal mischief.
- Conduct daily checks of the McConnell Center / Library parking area.
- Conducted frequent checks of areas known to be inhabited by the local homeless population.
- Responded to 25 emergency 911 calls.
- Responded to 109 alarms.
- Responded to 90 traffic accidents.
- Made 113 arrests.

Calls for Service by Priority Code:

The following is a general description of the police priority response system.

PRIORITY 1: IMMEDIATE RESPONSE: Crimes “in progress”; injury accidents; alarms.

PRIORITY 2: RAPID RESPONSE: Crimes or incidents that are not “in progress” but require quick response to preserve evidence, locate witnesses or provide for public safety; to include suspicious activity and domestic disturbances.

PRIORITY 3: TIMELY RESPONSE: Disturbances; noise violations; welfare checks; motor vehicle disturbances; minor collisions.

PRIORITY 4: AS OFFICERS BECOME AVAILABLE: Non criminal related activity; crimes reported well after they have been committed; message delivery; tow request; littering; fingerprints; assistance; abandoned vehicles.

Totals for August 2024:

Priority 1: 165
Priority 2: 124
Priority 3: 1,401
Priority 4: 1,029

Animal Control

Total Calls for Service: 53	Breakdown:
Handled by Officers/Dispatch: 31	Found/Loose Animals: 26
Handled by Animal Control Officer: 22	Welfare Checks: 11
	Animal Bites: 2
	Misc/Other: 14

The ACO followed up on four reports originally taken patrol officers and replied to 51 voicemail messages. Two calls from this month involved loose dogs named Reese and Yuki the ACO reunited with their owners:



Yuki



Reese

Public Library

Programming

The Dover Public Library hosted 44 programs this month which were attended by 1,319 community members. These programs included passive, virtual and in-person as the Library strives to reach out to the community in various ways. These included: 2 Knitting Group 24; 3 Book Groups 24; 1 Creation Stations 602; 1 Cochecho Writer's Groups with 11; 1 Caregiver Café 8; 4 All Abilities Club with 29 attendees; 4 Chess Group meetings with 35 attendees; 4 Meaningful Conversations with 37 attendees; 1 Family Dance Party with 24 attendees; 2 Babysitting classes with 16 attendees; 1 Teen Pompom Making workshop with 21 attendees; 1 Teen Resin



Teen Resin Workshop



National Night Out

Crafting Workshop with 9 attendees; 1 Stephen King's Maine with 23 attendees; 1 Appraisal Event with 72 attendees; and 1 Learn Ukulele with 67 attendees

Dover Public Library Children's Assistant, Karin Mayer-Gottlob, visited Head Start 4 times in August and read to a total of 44 kids and also brought them a selection of hand-picked books. The Head Start program is a vital link in preparing kids for success in schools and beyond.

The Dover Public Library participated in the National Night Out at the Dover Police Station on August 6. Library staff provided information on library services and upcoming programs. The 210 people who visited the tent also had a chance to spin the wheel for a chance to win a prize. This is a true community event which promotes relationship building and a sense of belonging.

On Wednesday, August 7 the Dover Public Library collaborated with the Southern New Hampshire Ukulele Group (SNHUG) to offer a beginner's ukulele lesson. The event brought 67 eager participants who either brought their own ukuleles or borrowed one of SNHUG's 40 lender ukes. At the end of the night, attendees learned three chords and were able to play several songs together as a group. The SNHUG is a frequent partner with the Library performing and teaching classes. They have quickly become a favorite among DPL patrons who enjoy their easy-going attitudes and vibrant energy.

On August 9th, the Dover Public Library partnered with Noble Spirit Appraisals to offer a day-long free appraisal event for trading cards, coins, paper money and stamps. They brought several appraisers and performed appraisals for 72 individuals over the course of the day.

Passport application processing fees and notary services provide a continuing source of revenue for the Dover Public Library. The Library processed 35 passport applications this month generating \$1,225 in revenue and notary services generated \$385 in revenue.

Dover Public Library staff took part in relevant continuing education on the following topics:

- Bibliographic Frameworks
- Meeting patrons digital demands: Lending Roku Sticks
- Civic Literacy in Public Libraries: Why, What and How

Dover Public Library's Systems and Technology Librarian, Nick Gagnon, attended the virtual Koha-US Conference. The multiday conference started August 13th and continued through August 16th with a variety of Koha and library service related programming. The conference provided educational opportunities to expand upon our integrated library system as well as extensive networking and collaboration.

The Dover Public Library's Summer Reading Programs were a huge success with a total of 914 patrons participating. Dozens of local businesses supported the program by generously donating prizes of merchandise, gift cards and vouchers. Thank you to all the businesses who participated—staff appreciates the support of our wonderful community.

The library continues to grow and promote the Library of Things, physical items for library patrons to borrow. This "Borrow Don't Buy" service gives patrons the opportunity to borrow handy items saving them money and reducing resources. Patrons borrowed 137 LOT items this month.

Library Metrics:

- August library circulation totaled 21,689 items. (8,810 adult + 7,070 children's print items; plus 5,809 items downloaded including 4,982 audiobooks & eBooks, 554 Hoopla streaming music, movies, and books, and 273 Kanopy plays).
- 185 new library patrons registered; total active cardholders 13,250.
- The Dover Public Library's Book a Librarian service helped 22 community members.

- The Dover Public Library's 3D printer produced 17 items requested by our patrons.
- The Library's museum passes were borrowed 212 times saving our community members approximately \$6,165.72 in admission fees.
- 51 new patrons registered for downloadable audiobooks/ eBooks via Overdrive (total = 7,785) and 21 registered for Hoopla (total = 2,881) and 14 registered for Kanopy (total 522).
- Internet and PC uses by the public totaled 855 on library workstations and an additional 6,717 via Wi-Fi.
- The library's website statistics showed 44,877 page views by 12,108 users in 22,071 sessions
- 164 meetings & tutoring sessions were hosted in the library's Lecture Hall, Trustees Room, & Learning Center.
- The Dover Public Library has 6,116 subscribers to its two monthly e-newsletters—Children's and Adults.
- Library staff posted 117 items to its various social media platforms. Total social media platform followers = 10,486.
- Library volunteers added 42 books to our 2 little free libraries this month.
- 11,718 people visited the library during this month an average of 451 per day (open 26 days).

Public Welfare

This month Dover Welfare had 203 contacts with clients.

A total of \$35,155.24 was spent for assistance. A decrease of \$702 over last month.

There were 686 phone calls handled this month. 313 outbound and 373 inbound

Expenditures for rent were \$26,854.61 with another \$5,449 spent for hotels.

Welfare continues to see more clients who are medically frail who may not be suitable for homeless shelters for medical reasons. There is a concern that not all of them are able to self-care or are safe to be in an unsupervised facility like a motel room.

There seems to be an increase in the number of people from out of state and/or out of Dover looking for assistance.

Case management has become more lengthy, increasing the time per case to over an hour each.

Recreation Department

The Jenny Thompson Outdoor Pool Renovation Project is moving forward; the Engineering Department received the plans and bid documents on August 27th. Construction bids for the project are anticipated to be received by the end of September.

Gym & Programs

The Recreation Department's Playground Program at Garrison School Playground wrapped up August 9th. August 2nd campers went on a trip to Hampton Beach State Park. The trip scheduled for August 9th (Kingston State Park) was canceled due to the weather. Instead, campers played at the Garrison Playground until 10:15am, then took a bus to Henry Law Park where they played at Adventure Park, ate lunch and at 12:15pm went to Rec Swim at the Dover Indoor Pool. Recreation staff hosted 2 basketball camps at the Butterfield Gym; Grades 5-7 August 12th- August 15th and Grades 3-4 August 19th- August 22nd. The Junior High & High School Divisions of fall basketball are full. August 24th, Open Gyms were held for both divisions so teams could be formed. All games will begin September 7th. Tuesday night Adult Open Gym continues to be extremely popular with over 20 participants most nights. Open gym hours remain busy with indoor time for pickleball when it rains. Badminton continued Friday nights throughout the summer. Outdoor pickleball courts remain very busy – time limits have been implemented to help with court turnover during the most popular times. Senior Center designated times see upwards of 60 people on a regular basis. Facilities, Grounds & Cemeteries installed the Windscreens that were donated by Mr. White, on the back portion of the Pickleball Courts at Garrison School. Adult Basketball Leagues have begun planning for registrations to begin this fall. Field scheduling for fall sports as well as indoor practice space for Dover Little Green Cheerleading was coordinated in conjunction with the School Department. Planning for winter basketball will be ongoing this fall. The Butterfield Gym was closed August 28th- September 2nd while the gym floor was being refinished. Birthday Parties: 0

Indoor Pool & Jenny Thompson Pool

The pools had a quieter August falling in line with years past. The summer swim lesson program finished strong along with camp programs. The Jenny Thompson Pool hosted the

Oyster River Otters Moose Meet on August 3rd. The Jenny Thompson Pool saw an uptick in lap swimmers as Portsmouth and UNH closed their pools due to staffing and maintenance. The fall pool schedule was built acknowledging pool supervisors would spend time each week lifeguarding. Fall American Red Cross lifeguard class will run September 13th, 14th, & 21st. Aquatics staff will offer a recertification course on September 21st. To date, there is one candidate interested and need 3 more to run the course, with September 9th as the registration deadline. During the fall shutdown at the Indoor Pool deep cleaning, painting and tile work were completed and the pumps were switched over ahead of reopening on September 3rd. The Outdoor Pool final day of operations will be Sunday September 1st. Both pools will be closed Labor Day. The Jenny Thompson Outdoor pool received a new solenoid control for the chlorinator feed and underwent some electrical work for the controller to the chlorinator. The Dover Indoor Pool received a new controller for the temperature controls in the lobby. The Indoor Pool filter has been temporarily repaired and Recreation staff are working in conjunction with Community Services and the Finance Departments to replace both filters. Rentals: Oyster River Aquatics. Birthday Parties: 0

Dover Ice Arena

The Coed League had games and wrapped up for the summer. Registrations for fall session are currently open and the new season starts Sept 30th. The Over 30 League had games and wrapped up summer season end of August and will continue season on Sept 22nd. Youth Intro to Hockey and Adult Skills were successful and very well attended. Ice Kings had one week of Camp, Aug 18th- 22nd and TW Hockey Academy had one week, Aug 5th- 8th. Camp Kool had two full weeks of summer before they finished on August 16th. The Cochecho Valley Rollers had final practice to end the off-ice events for the summer. Dover Youth Hockey held practices on Saturdays for 3 weeks in August as teams prepared for parity tournaments before the season started. Rock Night attendance picked up in August and will return when open Foster Rink back up. Next Month: Dover Youth Hockey starts full swing in September with practices and games. Foster Rink opens September 24th. Compressors turn on and ice painted the week before. Birthday Parties: 0, Adult and Youth Stick Practice: 346 skaters

Dover Senior Center

This month continued to hold Chair Yoga, Yoga for Bone Strength, Tai Chi and pickleball, as well as daily games and activities. This month members saw the popular musical, Tootsie and cruised the Cape Cod Canal on a beautiful late summer day! Also held the document party for the group headed off to the WWII Memorials tour in September.

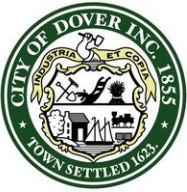
PLANNING BOARD APPROVED PROJECTS

9/17/2024

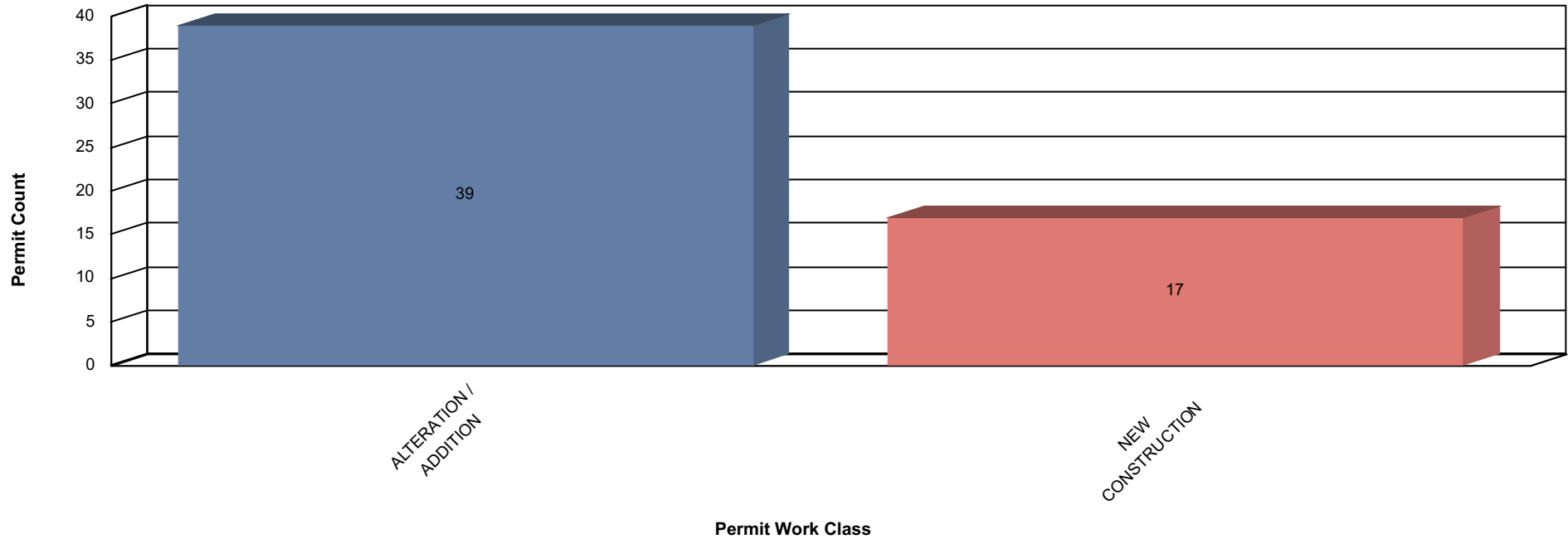
NAME	STREET NAME		Total Units	Units Built*	Units left	Attainable Units	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Mixed Use															
Wooden Ruler	42-44 Third St	M	58	0	58	No	6/27/2023	11/8/2022	Site	P22-60	6	32 & 40	6/27/2028	H	1.74
Equine Properties	239 Knox Marsh Road	M	64	0	64	12	9/26/2023	8/22/2023	Site	SITE2023-0010	H	37A	9/26/2038	W	1.92
Redgate 47 Chestnut	47 Chestnut Street	A	173	0	173	No	9/13/2022	5/10/2022	Site	P21-84	31	5	9/13/2022	H	5.19
Corchecho Waterfront	River Street	M	418	220	198	No	8/25/2022	6/14/2022	Site	P21-69	22	1-2 & 1-4	8/25/2027	G	12.54
Downtown Dover Storage LLC	14 Broadway	A	24	0	24	No	9/13/2022	12/14/2021	Site	P21-29	4	5	9/13/2022	H	0.72
One First Street LLC	One First Street	A	58	0	58	12	1/11/2022	8/24/2021	Site	P21-30	6	20	1/11/2027	H	1.74
Chinburg	1 Washington	A	36	36	0	No	6/11/2020	5/26/2020	Site	P17-46A	23	14	6/11/2025	H	1.1
Pointe Place Phase V	Northfield Drive	A	84	30	54	No	10/13/2020	7/28/2020	Site	P20-32	K	19	10/13/2025	G	2.5
Eakhoury	12 Preble Street	A	12	0	12	No	9/23/2023	2/18/2019	Site	P19-11	4	76	9/23/2028	H	0.4
Soujour	66 Third Street	A	10	0	10	No	7/2/2020	1/29/2020	Site	P19-61	31	7	7/2/2025	H	0.3
Little Bay Marina	421 Dover Point Road	A	25	24	1	No	7/31/2020	2/25/2020	Site	P19-05	8	9.10.11	7/31/2025	G	0.8
Total: Mixed Use			962	310	652	24									28.9
Multi-Family:															
H.I. Stabile & Son, Inc.	Fisher St	H	21	0	21	No	7/23/2024	6/11/2024	Site	Site-2023-0015	15	40-A	7/23/2029	W	7.4
Robert Baldwin	Ember Drive/34 New	H	15	12	3	TBD	5/6/2024	1/23/2024	Site	SITE-2023-0007	39	103	5/6/2029	H	5.3
Dover Coast LLC	725 Central & 4 Brick	A	17	17	17	17	12/12/2022	7/26/2022	Site	P21-53	8	13 & 14	12/12/2027	H	6.0
Katz Development Corp	65 Pointe Place	M	24	24	24	No	10/25/2022	7/26/2022	Site	P18-37A	K	19-A	10/25/2027	G	8.4
Knox Marsh Development LLC	757 Central Ave	M	7	1	6	No	11/21/2022	7/26/2022	Site	P22-15	28	7	11/21/2027	H	2.5
Diamond Capital	71 - 73 Rutland Street	H	10	10	0	No	8/18/2022	5/24/2022	Site	P-21-64	14	17 & 17A	8/18/2027	W	3.5
DHA Whittier Street	48 Whittier Street	A	6	0	6	6	9/13/2022	6/28/2022	Site	P21-37	33	1-A	9/13/2027	W	2.1
Dove Development, LLC	Sophia & Banner	M	31	28	3	12	1/11/2022	8/24/2021	Site	P21-66	H	46 & 50	1/11/2027	W	10.9
McIntosh Dover, LLC	23 Cataract	A	128	78	126	78	8/13/2024	6/25/2024	Site	WAIV-2024-0010	13	23 & 34	8/13/2029	W	44.8
Railroad Apartments	2 Grove St	A	87	0	87	No	3/23/2021	12/15/2020	Site	P20-56	31	4	3/23/2026	H	30.5
Cottages at Back River	54 Back River Road	A	44	44	0	44	12/14/2021	3/9/2021	Site	P20-60	I	6	12/14/2026	G	15.4
Marker 44	87 Portland Ave	A	32	0	32	No	6/11/2019	11/13/2018	Site	P-18034	24	114	6/11/2024	H	11.2
Total: Multi-family			401	214	304	157									135.1
Subdivisions:															
Stonarch Development Corp	63 & 65 Tolend & 22	H	27	0	27	No		8/23/2023		SUBD-23-0005	F	65 & 65-		W	9.5
Chinburg Development, LLC	Gulf Rd & Oak St.	H	11	2	11	No	9/26/2023	6/27/2023	10/25/2023	SUBD-23-0001	N	13-1	9/26/2028	H	3.9
Knox Marsh Development LLC	36 New Rochester	H	8	8	0	No	11/21/2022	9/13/2022	Site	P22-27	39	104	11/21/2027	H	0.1
Paolini Sherman Street	Sherman Street	H	2	2	0	No	7/21/2022	6/14/2022	Site	P22-34	39	53	7/21/2027	H	0.7
Settlement on Sixth	447 Sixth Street	H	11	8	3	No	2/8/2022	11.9.2021	Site	P21-43	B	5	2/8/2027	H	3.9
Schwartz	26 Bellamy Road	H	5	3	2	No	7/28/2021	6/25/2021	Site	P21-25	H	14D	7/28/2026	G	1.8
Khavari	Leather's Lane	H	40	35	5	4	4/27/2021	12/15/2020	Site	P20-71	I	4-A	4/27/2026	G	14.0
Georgakilas/Middle Road	Hayden Drive	H	13	8	5	No	12/15/2020	10/27/2020	12/15/2020	P20-51	M	102-12	12/15/2025	G	4.6
Lawrence & Cheryl Mulcahy	71 Glenwood Road	H	7	0	7	No	4/27/2021	1/26/2021	4/27/2021	P20-18	D	20	4/27/2026	H	2.5
Porch Light Drive	Cataract Ave	H	18	16	2	No	5/10/2022	3/8/2022	5/11/2022	P19-80B	14	10-G	5/10/2027	W	6.3
RV Paolini Construction, LLC	Cottage Park Drive	M	5	2	3	No	6/18/2019	12/11/2018	Site	P18-45	M	6	6/18/2024	G	1.8
Singh	County Farm Cross Road	H	4	4	0	No	3/14/2018	10/24/2017	3/15/2018	P17-58	B	6G	3/14/2023	H	1.4
Ayer	Eagan Drive	H	17	11	6	No	11/17/2017	4/11/2017	1/10/2018	P16-25	N	18	11/17/2022	G	6.0
Arch St	Fresian Drive	H	11	0	11	No	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	3.9
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	No	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.5
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	4	5	No	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	H	3.2
Picnic Rock	Back River Rd	H	21	20	1	No	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.4
StoneCroft	Carriage Hill Ln	H	11	10	1	No	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	3.9
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	30	2	No	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.2
Weeden	Garrison Rd	H	4	3	1	No	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.4
Total: Subdivisions			266	174	94	4									77.1
Elderly:															
Arbor Woods Townhomes	Cielo Dr	H	56	0	56	No		9/13/2022		P06-25F	H	4		W	
Arbor Woods	Cielo Dr	H	72	68	4	No	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			128	68	60	0									
TOTAL APPROVED UNITS			1757	766	1110	185									

Construction value for Building permits applied for in August totalled approx.20.09 million.

Construction of the new Inspection Services building is progressing with the foundation nearly complete and framing scheduled to begin in September.



PERMITS ISSUED BY WORK CLASS (08/01/2024 TO 08/31/2024) FOR CITY OF DOVER, N.H.



Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	Status <i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	District <i>Applied Online Assigned To</i>	Parcel
ALTERATION / ADDITION							
BLDM-2023-0470	Building - Minor 09/18/2023 HR	Alteration / Addition 08/01/2024 \$91.00	Issued 01/31/2025 108	6 Richmond St, Dover 03820 \$6,000.00	Residential	None Yes Thomas Abbott	10128-000000
Description: covered front porch partial restoration, partial replacement of rotted wood							
BLDG-2024-0106	Building - Major 07/13/2024 G	Alteration / Addition 08/02/2024 \$8,841.00	Issued 02/01/2025 900	93 Broadway, Dover, NH \$216,000.00	Mixed Use	None Yes Jim Maxfield	26010-000000
Description: Project Scope is a 900 sq foot existing structure to be converted into living space and utilized as an expansion of the current business Body Mechanix Massage LLC. Estimated cost of project is \$216,000 with breakdown as follows: General construction - \$139,800 Electrical- \$30,000 Plumbing- \$17,950 Heating/Cooling- \$15,750 Insulation-\$12,500							

PERMITS ISSUED BY WORK CLASS (08/01/2024 TO 08/31/2024)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	Status <i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	District <i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDM-2024-0081	Building - Minor 02/28/2024 IT <i>Description: Drywall 500 sq ft area plus electrical</i>	Alteration / Addition 08/06/2024 \$102.00	Issued 02/05/2025 500	205 Sixth St, Dover 03820 \$7,000.00	<i>Residential</i>	None Yes Thomas Abbott	E0073-001000
BLDM-2024-0359	Building - Minor 08/05/2024 RM-SU <i>Description: install tub to shower replacement and wall surround system</i>	Alteration / Addition 08/06/2024 \$267.00	Complete 03/10/2025 13	45 Tideview Dr, Dover, NH 09/09/2024 \$22,147.00	09/09/2024 <i>Residential</i>	None Yes Thomas Abbott	I0002-I00000
BLDM-2024-0355	Building - Minor 08/05/2024 R-12 <i>Description: repairing supportive methods to all decking</i>	Alteration / Addition 08/06/2024 \$468.00	Issued 02/05/2025 1,000	98 Henry Law Avenue, Bldg. 7, Units 13, 14, 15, 16 & Bldg. 8, Units 10, 11, 12, Dover, NH \$18,928.00	<i>Residential</i>	None Yes Jim Maxfield	22009-000000
BLDM-2024-0354	Building - Minor 08/05/2024 R-12 <i>Description: repairing supportive methods for all decking</i>	Alteration / Addition 08/06/2024 \$468.00	Issued 02/05/2025 1,000	98 Henry Law Avenue, Bldg. 5, Units 21, 22, 23 & Bldg. 6, Units 17, 18, 19, & 20, Dover, NH \$19,450.00	<i>Residential</i>	None Yes Jim Maxfield	22009-000000
BLDM-2024-0356	Building - Minor 08/05/2024 R-12 <i>Description: bldg. 7, replacement of siding</i>	Alteration / Addition 08/06/2024 \$828.00	Issued 02/05/2025 3,000	98 Henry Law Avenue, Bldg. 7, Units 13, 14, 15, 16, Dover, NH \$73,000.00	<i>Residential</i>	None Yes Jim Maxfield	22009-000000
BLDG-2024-0102	Building - Major 07/03/2024 R-12 <i>Description: The permit is for a 3 car garage with an ADU above.</i>	Alteration / Addition 08/06/2024 \$1,950.00	Issued 02/05/2025 768	98 Old Rochester Rd Unit #2, Dover 03820 \$175,000.00	<i>Residential</i>	None Yes Jim Maxfield	A0014-A00000
BLDM-2024-0357	Building - Minor 08/05/2024 C <i>Description: Repair/replace existing roof shingles</i>	Alteration / Addition 08/07/2024 \$75.00	Issued 02/06/2025 1,200	19 Constitution Wy, Dover, NH \$10,000.00	<i>Residential</i>	None Yes Thomas Abbott	K0021-000000
BLDM-2024-0360	Building - Minor 08/06/2024 R-12 <i>Description: Construct a 1 story sunroom, 16'W X 10'D addition, onto an existing deck, as non-conditioned space.</i>	Alteration / Addition 08/08/2024 \$509.00	Issued 02/07/2025 160	23 Morrison Ln, Dover, NH \$43,983.00	<i>Residential</i>	None Yes Thomas Abbott	G0007-001021
BLDM-2024-0362	Building - Minor 08/07/2024 R-12 <i>Description: strip and re-side with vinyl siding-no structural work</i>	Alteration / Addition 08/12/2024 \$75.00	Issued 02/11/2025 2,100	51 Oak St, Dover, NH \$57,461.00	<i>Residential</i>	None Yes Thomas Abbott	27283-000000

PERMITS ISSUED BY WORK CLASS (08/01/2024 TO 08/31/2024)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	Status <i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	District <i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDM-2024-0364	Building - Minor 08/08/2024 R-12	Alteration / Addition 08/12/2024 \$476.00	Issued 02/11/2025 3,000	122 Broadway, Dover, NH \$41,025.00	Non-Residential	None Yes Thomas Abbott	27291-C00000
<i>Description: Removal existing rubber roof replace with new rubber roof.</i>							
BLDM-2024-0363	Building - Minor 08/07/2024 R-40	Alteration / Addition 08/13/2024 \$300.00	Issued 02/12/2025 1,114	39 Bay View Rd, Dover, NH \$25,000.00	Residential	None Yes Thomas Abbott	J0019-000000
<i>Description: Deck and stairway replacement</i>							
BLDM-2024-0366	Building - Minor 08/09/2024 R-40	Alteration / Addition 08/13/2024 \$113.00	Issued 02/12/2025 576	89 Emerald Ln, Dover 03820 \$8,100.00	Residential	None Yes Thomas Abbott	F0022-A00011
<i>Description: Installing insulation (R38 on roof, R21 on walls) and drywall to existing bonus room above garage. Framing and electrical were pre-installed by the builder. Cost breakdown is Insulation = \$5,000 and Drywall = \$3,100</i>							
BLDM-2024-0353	Building - Minor 08/01/2024 R-20	Alteration / Addition 08/13/2024 \$75.00	Issued 02/12/2025 2,600	28 Lucy Ln, Dover, NH \$15,240.00	Residential	None Yes Michelle Dube	G0026-015000
<i>Description: Remove and replace asphalt shingles from existing roof and shed.</i>							
BLDM-2024-0368	Building - Minor 08/12/2024 R-20	Alteration / Addition 08/14/2024 \$113.00	Issued 02/13/2025 25	10 Chandler Wy, Dover, NH \$7,500.00	Residential	None Yes Thomas Abbott	13020-A00000
<i>Description: replace the existing doghouse</i>							
BLDM-2024-0367	Building - Minor 08/12/2024 R-12	Alteration / Addition 08/15/2024 \$113.00	Issued 02/14/2025 78	90 Stark Av, Dover, NH \$8,492.41	Residential	None Yes Thomas Abbott	17116-000000
<i>Description: Tear down the existing 60 SF deck and rebuild a new 78 SF deck</i>							
BLDM-2024-0369	Building - Minor 08/12/2024 R-20	Alteration / Addition 08/15/2024 \$125.00	Issued 02/14/2025 1,655	21 Riverside Dr, Dover, NH \$30,037.00	Residential	None Yes Thomas Abbott	L0092-M00000
<i>Description: roof replacement of same material currently on property: shingle/rubber= \$15,500; in addition, vinyl siding work for house from cedar shakes to vinyl siding= \$14,537; total cost: \$30,037</i>							
BLDM-2024-0372	Building - Minor 08/13/2024 R-40	Alteration / Addition 08/15/2024 \$322.00	Issued 02/14/2025 272	16 Richardson Dr, Dover, NH \$27,058.00	Residential	None Yes Thomas Abbott	F0053-000000
<i>Description: Tear down existing deck - rebuild new 272 sf deck</i>							
BLDM-2024-0373	Building - Minor 08/14/2024 R-12	Alteration / Addition 08/16/2024 \$69.00	Complete 03/10/2025 200	67 Danielle Ln, Dover, NH \$4,000.00	Residential	None Yes Thomas Abbott	I0047-017000
<i>Description: extend existing covered porch over existing Deck-add roof</i>							
BLDM-2024-0378	Building - Minor 08/15/2024 R-12	Alteration / Addition 08/19/2024 \$333.00	Issued 02/18/2025 100	2D Edgar Bois Terrace, Dover, NH \$27,500.00	Residential	None Yes Thomas Abbott	20096-000000
<i>Description: Install a roll-in shower, grab bars, Round comfort height toilet, wall mounted sink, fold-up PT bars beside toilet, new storm door, entry mat.</i>							

PERMITS ISSUED BY WORK CLASS (08/01/2024 TO 08/31/2024)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	Status <i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	District <i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDM-2024-0380	Building - Minor 08/16/2024 C	Alteration / Addition 08/20/2024 \$75.00	Issued 02/19/2025 19	18 Constitution Wy, Dover, NH \$11,950.00	Residential	None Yes Thomas Abbott	K0021-000000
<i>Description: Roof replacement with full ice and water due to low pitch</i>							
BLDM-2024-0370	Building - Minor 08/12/2024 R-40	Alteration / Addition 08/20/2024 \$190.00	Issued 02/19/2025 580	36 Isaac Lucas Cr, Dover, NH \$15,000.00	Residential	None Yes Thomas Abbott	M0090-P00000
<i>Description: Existing in-ground pool renovation/overhaul. All existing equipment to be re-used</i>							
BLDM-2024-0376	Building - Minor 08/15/2024 R-12	Alteration / Addition 08/20/2024 \$718.00	Issued 02/19/2025 0	14 Roosevelt Av, Dover, NH \$62,528.00	Residential	None Yes Thomas Abbott	29046-000000
<i>Description: Remove and install 16 windows (unit 102,102,104 are bay/bow) and 1 entry door-like sizes. No structural changes.</i>							
BLDM-2024-0385	Building - Minor 08/19/2024 CM	Alteration / Addition 08/20/2024 \$443.00	Issued 02/19/2025 30	1 Industrial Park Rd, Dover, NH \$37,928.00	Non-Residential	None Yes Thomas Abbott	G0004-A00001
<i>Description: Installing push piers to exterior of foundation wall to stabilize.</i>							
BLDM-2024-0350	Building - Minor 07/29/2024 R-12	Alteration / Addition 08/21/2024 \$487.00	Issued 02/20/2025 250	3 Hawthorn Rd, Dover, NH \$42,000.00	Residential	None Yes Thomas Abbott	17138-000000
<i>Description: Removal and installation of Kitchen cabinets and countertops</i>							
BLDM-2024-0382	Building - Minor 08/17/2024 R-40	Alteration / Addition 08/21/2024 \$1,609.00	Issued 02/20/2025 1,208	1 Reyners Brook Dr, Dover, NH \$144,000.00	Residential	None Yes Thomas Abbott	A0047-002000
<i>Description: Renovate Kitchen. New Kitchen, kitchen Window and Kitchen Slider. Replace flooring on first floor of house. Interior Trim and Paint</i>							
BLDM-2024-0387	Building - Minor 08/19/2024 IT	Alteration / Addition 08/21/2024 \$245.00	Issued 02/20/2025 800	201 Watson Rd, Dover, NH \$20,000.00	Residential	None Yes Thomas Abbott	E0032-004000
<i>Description: Replace insulation and Sheetrock that was removed during water loss.</i>							
BLDM-2024-0388	Building - Minor 08/20/2024 R-40	Alteration / Addition 08/22/2024 \$75.00	Issued 02/21/2025 24	68 Drew Rd, Dover, NH \$50,000.00	Residential	None Yes Thomas Abbott	I0094-002000
<i>Description: Strip roof, install ice and water shield, and install Permalcok roofing system</i>							
BLDM-2024-0379	Building - Minor 08/16/2024 R-12	Alteration / Addition 08/23/2024 \$630.00	Issued 02/22/2025 120	11 Linda Av, Dover 03820 \$55,000.00	Residential	None Yes Thomas Abbott	I0080-N00000
<i>Description: Remodel kitchen. No footprint change. Replace existing cabinets and countertops. Update electrical as needed. Add door to access back yard.</i>							
BLDM-2024-0279	Building - Minor 06/13/2024 R-20	Alteration / Addition 08/23/2024 \$427.00	Issued 02/22/2025 3,400	25 Belanger Dr, Dover, NH \$32,410.00	Residential	None Yes Thomas Abbott	L0045-015000
<i>Description: Install Vinyl siding on Main house including garage. Remove clapboards, install insulating backer prior to vinyl siding. Add fascia and soffit and full coverage in aluminum.</i>							

PERMITS ISSUED BY WORK CLASS (08/01/2024 TO 08/31/2024)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Status Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	District Applied Online Assigned To	Parcel
BLDM-2024-0381	Building - Minor 08/16/2024 R-12	Alteration / Addition 08/23/2024 \$267.00	Issued 02/22/2025 114	14 Wingate Ln, Dover, NH \$21,945.53	Residential	None Yes Thomas Abbott	I0005-000000
Description: Kitchen Renovation: -Remove the microwave & install a vent hood in its place. -Replace the countertops with granite countertops. -Install new sink, faucet & appliances.							
BLDM-2024-0397	Building - Minor 08/23/2024 R-12	Alteration / Addition 08/26/2024 \$91.00	Issued 02/25/2025 180	10 Salem Av, Dover, NH \$5,500.00	Residential	None Yes Thomas Abbott	K0030-F00000
Description: 6'x30' front porch							
BLDM-2024-0375	Building - Minor 08/15/2024 R-20	Alteration / Addition 08/26/2024 \$465.00	Issued 02/25/2025 2,500	241 Dover Point Rd, Dover, NH \$40,000.00	Residential	None Yes Thomas Abbott	L0040-001000
Description: Remove and Replace existing wood clapboard siding and windows with new vinyl siding, pvc trim and vinyl windows							
BLDM-2024-0392	Building - Minor 08/22/2024 R-40	Alteration / Addition 08/27/2024 \$91.00	Issued 02/26/2025 0	118 Boxwood Ln, Dover, NH \$5,564.00	Residential	None Yes Thomas Abbott	B0021-025000
Description: Remove and install 1 window-like size. No structural changes							
BLDM-2024-0371	Building - Minor 08/13/2024 R-12	Alteration / Addition 08/29/2024 \$553.00	Issued 02/28/2025 608	44 Cataract Av, Dover, NH \$47,780.00	Residential	None Yes Thomas Abbott	14010-D00000
Description: Remove 160 sf Deck & Replace w/ New 608 sf Deck							
BLDM-2024-0331	Building - Minor 07/18/2024 CBD-G	Alteration / Addition 08/29/2024 \$212.00	Issued 02/28/2025 500	353 Central Av, Dover, NH \$17,000.00	Non-Residential	None Yes Thomas Abbott	02035-000000
Description: Add 4 new offices on first floor along Central Ave and demo one wall							
BLDM-2024-0326	Building - Minor 07/15/2024 G	Alteration / Addition 08/29/2024 \$91.00	Issued 02/28/2025 12,000	121 Broadway, Dover, NH \$5,500.00	Mixed Use	None Yes Jim Maxfield	26006-000000
Description: After the fact permit, Demo 3 first floor offices, ceiling and old wires Additional permits required prior to any other work performed							
BLDM-2024-0338	Building - Minor 07/19/2024 RM-U	Alteration / Addition 08/30/2024 \$135.00	Issued 03/01/2025 200	642 Central Av, Dover, NH \$10,000.00	Non-Residential	None Yes Thomas Abbott	30133-000000
Description: Repair accessibility ramp at the back of property, new railings decking and some new framing, using the existing footprint of the existing handy accessible ramp							
SUBTOTALS FOR ALTERATION / ADDITION:			42,902 Sq Ft	\$1,467,026.94	Residential:	33	PERMITS ISSUED: 39
					Non-Residential:	4	
					Mixed Use:	2	

NEW CONSTRUCTION

PERMITS ISSUED BY WORK CLASS (08/01/2024 TO 08/31/2024)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	Status <i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	District <i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDG-2022-0114	Building - Major 11/14/2022 R-12	New Construction 08/01/2024 \$19,316.00	Fees Due 02/01/2025 3,200	14 Porch Light Dr, Unit 1 & 2, Dover, NH 04/03/2024 \$576,000.00	Residential	None Yes Jim Maxfield	14010-G00004
<i>Description: two family dwelling with attached garage and unfinished basement and attic</i>							
BLDG-2024-0058	Building - Major 04/11/2024 R-40	New Construction 08/02/2024 \$11,560.00	Issued 02/10/2025 1,400	12 Banner Dr, Dover, NH 08/12/2024 \$240,000.00	Residential	None Yes Jim Maxfield	H0050-004000
<i>Description: Single Family House</i>							
BLDG-2024-0059	Building - Major 04/11/2024 R-40	New Construction 08/02/2024 \$12,000.00	Issued 02/03/2025 1,400	14 Banner Dr, Dover, NH 08/05/2024 \$280,000.00	Residential	None Yes Jim Maxfield	H0050-005000
<i>Description: Construct a two story single family dwelling with two car attached garage and unfinished attic and basement</i>							
BLDG-2024-0104	Building - Major 07/10/2024 R-12	New Construction 08/02/2024 \$15,058.00	Issued 02/01/2025 2,788	8 Tranquility Wy, Dover, NH \$557,600.00	Residential	None Yes Jim Maxfield	19007-004000
<i>Description: Construct a two story dwelling unit with two car attached garage with unfinished attic and basement consisting of 4 bedrooms and 2.5 Bathrooms.</i>							
BLDM-2024-0341	Building - Minor 07/23/2024 R-40	New Construction 08/05/2024 \$553.00	Issued 02/04/2025 370	210 Middle Rd, Dover, NH \$47,808.00	Residential	None Yes Thomas Abbott	M0101-002000
<i>Description: 14x26 un-climatized garage. 2x6 construction. 12/12 roof pitch. 7x9 garage door. roof and siding to match house. two double hung windows 24"x36" three double hungs 28"x48" . one man door 36" x 78" nine light .</i>							
BLDM-2024-0265	Building - Minor 06/06/2024 R-20	New Construction 08/06/2024 \$388.00	Issued 03/05/2025 576	3 Roberta Dr, Dover 03820 09/06/2024 \$33,000.00	Non-Residential	None Yes Thomas Abbott	L0070-000000
<i>Description: a 24x24 shed will be build with 2x4 walls. Customer is hoping to insulate and have mini splits installed for an arts and crafts room. Not a living area. Electrical will be run for lighting and power for tools.</i>							
BLDM-2024-0361	Building - Minor 08/07/2024 R-40	New Construction 08/08/2024 \$916.00	Issued 02/07/2025 560	41 Whiteley Dr, Dover, NH \$80,849.00	Residential	None Yes Thomas Abbott	N0018-020000
<i>Description: Project scope is the installation of a 560 sq ft inground fiberglass swimming pool.</i>							
BLDM-2024-0358	Building - Minor 08/05/2024 RM-U	New Construction 08/08/2024 \$1,103.00	Issued 02/07/2025 728	60 Hill St, Dover, NH \$98,000.00	Mixed Use	None Yes Thomas Abbott	27119-000000
<i>Description: Build a new barn on the foundation that is completed. This is a replacement for the unsafe barn that we took down last month. two bays with a storage loft</i>							
BLDG-2024-0004	Building - Major 01/04/2024 R-12	New Construction 08/08/2024 \$665.00	Issued 02/07/2025 564	40 Uncommon Dr, Dover 03820 08/12/2024 \$49,860.00	Residential	None Yes Jim Maxfield	I0006-000000
<i>Description: New Residence, 40 Uncommon Drive, construct a 1.5 story, 1-bedroom unit</i>							

PERMITS ISSUED BY WORK CLASS (08/01/2024 TO 08/31/2024)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	Status <i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	District <i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDG-2024-0003	Building - Major 01/04/2024 R-12	New Construction 08/08/2024 \$665.00	Fees Paid 02/25/2025 564	38 Uncommon Dr, Dover 03820 08/29/2024 \$49,860.00	Residential	None Yes Jim Maxfield	I0006-000000
<i>Description: New residential unit, The structure shall be located and sized in compliance w/ applicable zoning setback and size regulations for TDR development (170-27.2 G) and approved by the Planning Board - Contact Zoning Administrator @516-6008 for confirmation of compliance applicable regulations.</i> <i>As TDR this structure is limited to the following:</i> <i>No larger than 600 square feet of total living area</i> <i>Limited to the square footage originally constructed</i>							
BLDG-2024-0002	Building - Major 01/04/2024 R-12	New Construction 08/08/2024 \$665.00	Fees Paid 02/25/2025 564	36 Uncommon Dr, Dover 03820 08/29/2024 \$49,860.00	Residential	None Yes Jim Maxfield	I0006-000000
<i>Description: New residential unit, The structure shall be located and sized in compliance w/ applicable zoning setback and size regulations for TDR development (170-27.2 G) and approved by the Planning Board - Contact Zoning Administrator @516-6008 for confirmation of compliance applicable regulations.</i> <i>As TDR this structure is limited to the following:</i> <i>No larger than 600 square feet of total living area</i> <i>Limited to the square footage originally constructed</i>							
BLDG-2024-0005	Building - Major 01/04/2024 R-12	New Construction 08/08/2024 \$665.00	Complete 02/10/2025 564	42 Uncommon Dr, Dover 03820 08/13/2024 \$49,860.00	Residential	None Yes	I0006-000000
<i>Description: New Residence, 42 Uncommon Drive, construct a 1.5 story, 1-bedroom unit</i>							
BLDG-2024-0101	Building - Major 07/02/2024 R-40	New Construction 08/12/2024 \$3,457.00	Issued 02/18/2025 1,394	262 Gulf Rd, Dover, NH 08/22/2024 \$312,000.00	Residential	None Yes Jim Maxfield	N0008-A00005
<i>Description: Construct a detached 3 car garage for future ADU above. Additional work requires additional permits prior to work beginning</i>							
BLDM-2024-0352	Building - Minor 07/30/2024 R-20	New Construction 08/13/2024 \$355.00	Issued 02/12/2025 576	413 Middle Rd, Dover, NH \$30,000.00	Residential	None Yes Thomas Abbott	M0072-000000
<i>Description: 24x24 Detached Garage</i>							
BLDG-2024-0114	Building - Major 08/15/2024 R-12	New Construction 08/15/2024 \$0.00	Void 02/14/2025 4,052	14 Porch Light Dr, 1, Dover 03820 08/16/2024 \$596,000.00	Residential	None No	14010-G00004
<i>Description: foundation and two family dwelling with attached garage and unfinished basement and attic</i>							
BLDM-2024-0365	Building - Minor 08/09/2024 R-40	New Construction 08/19/2024 \$80.00	Issued 02/18/2025 28	55 Bellamy Woods, Dover 03820 \$5,200.00	Residential	None Yes Thomas Abbott	I0001-N00000
<i>Description: Replace an existing front door landing -same as previous landings already completed</i>							
BLDG-2024-0118	Building - Major 08/22/2024 C	New Construction 08/28/2024 \$1,158.00	Issued 02/27/2025 6,100	3 Webb Pl, Dover, NH \$103,000.00	Non-Residential	None Yes Jim Maxfield	38015-A00000
<i>Description: Demoliton of exisiting structure</i>							

PERMITS ISSUED BY WORK CLASS (08/01/2024 TO 08/31/2024)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	Status <i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	District <i>Applied Online</i> <i>Assigned To</i>	Parcel	
SUBTOTALS FOR NEW CONSTRUCTION:			25,428 Sq Ft	\$3,158,897.00	Residential:	14	PERMITS ISSUED:	17
					Non-Residential:	2		
					Mixed Use:	1		
			68,330 Sq Ft	\$4,625,923.94	Residential:	47	GRAND TOTAL OF PERMITS:	56
					Non-Residential:	6		
					Mixed Use:	3		

City of Dover

Revenues of Major Funds August 31, 2024

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 114,970,739	639,261	2,003,538	2.0%	\$ 112,967,201	\$ -	\$ 112,967,201	98.0%
Licenses & Permits	7,682,679	717,224	1,464,125	19.0%	6,218,554	-	6,218,554	81.0%
Intergovernmental	5,868,181	67	190,895	3.0%	5,677,286	-	5,677,286	97.0%
Charges for Services	5,325,212	437,843	966,195	18.0%	4,359,017	-	4,359,017	82.0%
Miscellaneous Revenue	2,099,105	287,931	694,599	33.0%	1,404,506	-	1,404,506	67.0%
Education	20,817,246	2,571	11,707	0.0%	20,805,539	-	20,805,539	100.0%
Operating Transfers In	446,507	-	-	0.0%	446,507	-	446,507	100.0%
Other Financing Sources	129,900	-	-	0.0%	129,900	-	129,900	100.0%
Sub-total : 1000 General Fund	\$ 157,339,569	2,084,896	5,331,060	3.0%	\$ 152,008,509	\$ -	\$ 152,008,509	97.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 395,000	15,666	78,106	20.0%	\$ 316,894	\$ -	\$ 316,894	80.0%
Parking Income	1,047,941	75,931	161,838	15.0%	886,103	-	886,103	85.0%
Parking Fines	184,000	20,822	40,499	22.0%	143,501	-	143,501	78.0%
Other Financing Sources	0	-	-	0.0%	-	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	\$ 1,626,941	112,419	280,444	17.0%	\$ 1,346,497	\$ -	\$ 1,346,497	83.0%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 9,584	-	-	0.0%	\$ 9,584	\$ -	\$ 9,584	100.0%
Charges for Services	2,004,995	136,333	308,185	15.0%	1,696,810	-	1,696,810	85.0%
Miscellaneous Revenue	0	700	741	0.0%	(741)	-	(741)	0.0%
Other Financing Sources	0	-	-	0.0%	0	-	0	0.0%
Sub-total : 3320 Residential Solid Waste	\$ 2,014,579	137,033	308,926	15.0%	\$ 1,705,653	\$ -	\$ 1,705,653	85.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 794,011	65,876	131,714	17.0%	\$ 662,297	\$ -	\$ 662,297	83.0%
Operating Transfers In	60,853	3,857	7,713	13.0%	53,140	-	53,140	87.0%
Sub-total : 3381 McConnell Center	\$ 854,864	69,733	139,428	16.0%	\$ 715,437	\$ -	\$ 715,437	84.0%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 425,490	25,417	65,581	15.0%	\$ 359,910	\$ -	\$ 359,910	85.0%
Miscellaneous Revenue	5,500	660	2,105	38.0%	3,395	-	3,395	62.0%
Operating Transfers In	20,000	-	-	0.0%	20,000	-	20,000	100.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 450,990	26,077	67,686	15.0%	\$ 383,305	\$ -	\$ 383,305	85.0%
5300 Water Fund								
Intergovernmental	\$ 71,800	-	-	0.0%	\$ 71,800	\$ -	\$ 71,800	100.0%
Charges for Services	7,716,002	835,767	1,224,756	16.0%	6,491,246	-	6,491,246	84.0%
Miscellaneous Revenue	386,000	4,899	9,962	3.0%	376,038	-	376,038	97.0%
Other Financing Sources	87,500	-	-	0.0%	87,500	-	87,500	100.0%
Sub-total : 5300 Water Fund	\$ 8,261,302	840,666	1,234,718	15.0%	\$ 7,026,584	\$ -	\$ 7,026,584	85.0%
5320 Sewer Fund								
Intergovernmental	\$ 163,524	-	-	0.0%	\$ 163,524	\$ -	\$ 163,524	100.0%
Charges for Services	9,936,082	971,168	1,477,416	15.0%	8,458,667	-	8,458,667	85.0%
Miscellaneous Revenue	70,000	4,414	8,306	12.0%	61,694	-	61,694	88.0%
Other Financing Sources	391,150	-	-	0.0%	391,150	-	391,150	100.0%
Sub-total : 5320 Sewer Fund	\$ 10,560,756	975,581	1,485,722	14.0%	\$ 9,075,034	\$ -	\$ 9,075,034	86.0%
6100 Dovernet Fund								
Intergovernmental	\$ 351,620	-	-	0.0%	\$ 351,620	\$ -	\$ 351,620	100.0%
Charges for Services	1,708,778	125,266	250,516	15.0%	1,458,262	-	1,458,262	85.0%
Miscellaneous Revenue	50,000	-	-	0.0%	50,000	-	50,000	100.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6100 Dovernet Fund	\$ 2,110,398	125,266	250,516	12.0%	\$ 1,859,882	\$ -	\$ 1,859,882	88.0%
Total : REVENUES	\$ 183,219,399	4,371,672	9,098,499	5.0%	\$ 174,120,900	\$ -	\$ 174,120,900	95.0%

City of Dover

Expenditures of Major Funds

August 31, 2024

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 634,396	\$ 4,424	\$ 9,877	2.0%	\$ 624,519	\$ 241,520	\$ 382,999	60.4%
Executive	2,494,022	180,266	401,668	16.0	2,092,354	1,575,070	517,284	20.7
Finance	2,833,972	256,813	469,716	17.0	2,364,256	1,674,518	689,738	24.3
Planning	2,464,029	181,523	329,217	13.0	2,134,812	1,276,835	857,977	34.8
Misc General Government	1,107,667	46,493	115,937	10.0	991,730	174,096	817,634	73.8
Police	11,191,487	946,702	1,886,718	17.0	9,304,769	7,188,870	2,115,899	18.9
Fire & Rescue	12,809,683	1,073,761	2,015,540	16.0	10,794,143	6,986,508	3,807,636	29.7
Community Service Public Works	11,412,271	443,936	805,239	7.0	10,607,032	3,771,922	6,835,111	59.9
Recreation	3,240,460	240,415	466,000	14.0	2,774,460	1,554,184	1,220,276	37.7
Public Library	1,933,196	181,850	316,383	16.0	1,616,813	1,292,255	324,559	16.8
Public Welfare	881,409	81,416	122,956	14.0	758,453	263,024	495,429	56.2
Debt Service	6,332,062	382,148	590,500	9.0	5,741,562	-	5,741,562	90.7
Other Financing Sources/Uses	4,645,609	180,214	360,428	8.0	4,285,182	-	4,285,182	92.2
School	84,642,799	4,789,347	5,989,261	7.0	78,653,538	63,475,409	15,178,129	17.9
Intergovernmental	10,716,507	-	-	0.0	10,716,507	10,716,507	-	0.0
Sub-total : 1000 General Fund	\$ 157,339,569	\$ 8,989,308	\$ 13,879,439	8.8%	\$ 143,460,130	\$ 100,190,717	\$ 43,269,413	27.5%
3213 Parking Activity Fund								
Police	\$ 1,626,941	\$ 92,168	\$ 165,268	10.0%	\$ 1,461,673	\$ 607,794	\$ 853,878	52.5%
Sub-total : 3213 Parking Activity Fund	\$ 1,626,941	\$ 92,168	\$ 165,268	10.2%	\$ 1,461,673	\$ 607,794	\$ 853,878	52.5%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 2,106,737	\$ 126,027	\$ 152,828	7.0%	\$ 1,953,909	\$ 1,830,963	\$ 122,946	5.8%
Sub-total : 3320 Residential Solid Waste Fund	\$ 2,106,737	\$ 126,027	\$ 152,828	7.3%	\$ 1,953,909	\$ 1,830,963	\$ 122,946	5.8%
3381 McConnell Center Fund								
Recreation	\$ 854,864	\$ 28,657	\$ 61,729	7.0%	\$ 793,135	\$ 255,842	\$ 537,293	62.9%
Sub-total : 3381 McConnell Center Fund	\$ 854,864	\$ 28,657	\$ 61,729	7.2%	\$ 793,135	\$ 255,842	\$ 537,293	62.9%
3410 Recreation Special Revenue Fund								
Recreation	\$ 470,990	\$ 50,399	\$ 96,040	20.0%	\$ 374,950	\$ 17,384	\$ 357,567	75.9%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 470,990	\$ 50,399	\$ 96,040	20.4%	\$ 374,950	\$ 17,384	\$ 357,567	75.9%
5300 Water Fund								
Community Service Public Works	\$ 8,498,951	\$ 772,768	\$ 1,191,344	14.0%	\$ 7,307,607	\$ 2,294,404	\$ 5,013,203	59.0%
Sub-total : 5300 Water Fund	\$ 8,498,951	\$ 772,768	\$ 1,191,344	14.0%	\$ 7,307,607	\$ 2,294,404	\$ 5,013,203	59.0%
5320 Sewer Fund								
Community Service Public Works	\$ 10,697,441	\$ 1,035,526	\$ 1,630,144	15.0%	\$ 9,067,297	\$ 3,356,797	\$ 5,710,499	53.4%
Sub-total : 5320 Sewer Fund	\$ 10,697,441	\$ 1,035,526	\$ 1,630,144	15.2%	\$ 9,067,297	\$ 3,356,797	\$ 5,710,499	53.4%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 3,047,344	\$ 79,358	\$ 161,806	5.0%	\$ 2,885,538	\$ 697,889	\$ 2,187,650	71.8%
Sub-total : 6100 Dovernet Fund	\$ 3,047,344	\$ 79,358	\$ 161,806	5.3%	\$ 2,885,538	\$ 697,889	\$ 2,187,650	71.8%
Total : EXPENDITURES	\$ 184,642,837	\$ 11,174,211	\$ 17,338,598	9.4%	\$ 167,304,239	\$ 109,251,790	\$ 58,052,449	31.4%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) August 31, 2024

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenues	1,140,835	107,119	138,198	12.1	1,002,637	0	1,002,637	87.9
Expenditures	1,321,297	100,194	188,486	14.3	1,132,811	736,362	396,449	30.0
Debt Service								
Principal	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
	<u>(180,462)</u>	<u>6,925</u>	<u>(50,288)</u>	<u>(2.2)</u>	<u>(130,174)</u>	<u>(736,362)</u>	<u>606,188</u>	<u>57.9</u>

CITY COUNCIL GOALS

2024-2025



How the City of Dover Management Team & employees supported City Council goals in **August 2024**

GOAL 1: OUR CITY HAS DIVERSE HOUSING

The following objectives support a Dover which has housing that is attainable and available.

- Continue actions which promote and incentivize diverse and resilient housing options in Dover.
- Educate the public on growth rates and how the City is working to accommodate those rates, rather than discourage them.
- Review land use regulations to promote density in appropriate locations and context, and ensure fees do not hinder growth.
- Utilize Public Private Partnerships to enhance the City's ability to meet these goals and participate in developments.
- Understand housing needs and impediments to affordable housing by analyzing data and trends as well as anecdotes.
- Integrate options for income indexed, market rate and other diverse housing formats into the community as a whole.

Planning and Community Development staff met with several developers regarding conceptual reviews. Projects included some residential only, some commercial or mixed use and some industrial. There is active interest throughout the City and with project costs trending up, interest in development is still very steady with applications coming in.

Private developments approved by the Planning Board are underway as shown in the subdivision and site plan report including the status on building permits. Staff has heard from some of the developments such as the mixed-use project at 47 Chestnut St and the McIntosh Commons project have been on hold due to budgetary reasons. McIntosh Commons came before the Planning Board for an amendment and hope to break ground this fall. The residential project list has an "attainable" column which indicates the number of units that are restricted in size or HUD Fair Market rates.

Planning and Community Development staff are working with the Strafford Regional Planning Commission (SRPC) and the University of New Hampshire (UNH) to conduct a Regulatory Audit of policies and practices in addition to an analysis of the City's demographics and housing market. The project is funded entirely by a Housing Opportunity Planning (HOP) Grant from the InvestNH program. As of the end of August, the Regulatory Audit is nearing completion and draft zoning amendment language is being prepared for possible implementation in spring of 2025. Staff will be reviewing a final draft of the audit in September.

Planning and Community Development staff are working on proposed zoning amendments to simplify processes and better support a variety of attainable housing options.

Housing Navigator Pope continues to engage with local banks and credit unions to pilot an ADU financing vehicle to facilitate cost-effective construction of new accessory units. Specialized loan products are now available at Northeast Credit Union, Kennebunk Savings Bank, First Seacoast Bank, and Service Credit Union. Several other institutions have indicated that similar products will be made available later this year.

The City has received awards totaling \$560,000 from the InvestNH Municipal Per-Unit Grant in recognition of planning practices and partnerships that resulted in the creation of attainable housing units at both the Cottages at Back River Road and the Old Strafford County Court House. It is expected that funds received from this program will be leveraged to support the City's future efforts to address resident housing needs. Housing Navigator Pope continues to seek additional grant opportunities available through the InvestNH program.

On August 27th, the Workforce Housing Coalition of the Greater Seacoast hosted their summer "Where We Live" tour at the Sophie/Banner neighborhood located on Bellamy Road to showcase innovative design and the application of Dover's Transfer of Development Rights ordinance to support the creation of attainable housing. Housing Navigator Pope and the property developer, Housing Committee Member Robert Baldwin, co-presented to dozens of attendees from throughout the Greater Seacoast region.

Director Benton attended a bus tour with Community Loan fund on August 1st. She toured different manufactured housing parks throughout the seacoast and heard from Board members from the Resident Owned Communities (ROCs).

Planning and Community Development staff are developing zoning definitions that would clarify uses and expand housing access for unhoused residents and those experiencing disabilities for the Planning Board to consider next year.

GOAL 2: OUR CITY IS CIVICALLY ENGAGED

The following objectives ensure that the public is part of the community's governance and has multiple channels to provide feedback.

- Communicate in a manner which will meet people where they are, in content, communication style and format.
 - Reboot the City of Dover website to be more collaborative, accessible and informative.
 - Increase public engagement through innovative and diverse citizen feedback options.
 - Create topic based symposiums for the public on areas affecting the community.
 - View all customer interactions as an opportunity to communicate with the public.
-

Outreach Coordinator Bassegio and Housing Navigator Pope staffed the Planning & Community Development table at Dover's National Night Out on August 6th, engaging with residents on City initiatives including Housing, Conservation, and the Community Trail.

On August 20th-21st, four Y2Y students attended the Media Savvy: Empowering Communities through Education conference hosted by the Mid-America PTTC in Kansas City, MO. This conference focused on a deeper understanding of media impact on choices, mental health; how AI will shape the future of social media and the role of personal storytelling. The Y2Y students presented a workshop at the conference on August 20th that covered harmful messages about alcohol in advertising and pop culture media. The workshop also introduced participants to Y2Y's High-Risk Alcohol Products campaign.

Dover Public Library Children's Assistant, Karin Mayer-Gottlob, visited Head Start 4 times in August and read to a total of 44 kids and also brought them a selection of hand-picked books. The Head Start program is a vital link in preparing kids for success in schools and beyond.

The Dover Public Library participated in the National Night Out at the Dover Police Station on August 6. Library staff provided information on library services and upcoming programs. The 210 people who visited the tent also had a chance to spin the wheel for a chance to win a prize. This is a true community event which promotes relationship building and a sense of belonging.

The Dover Public Library's Summer Reading Programs were a huge success with a total of 914 patrons participating. Dozens of local businesses supported the program by generously donating prizes of merchandise, gift cards and vouchers. Thank you to all the businesses who participated—staff appreciates the support of our wonderful community.

GOAL 3: OUR CITY IS RESILIENT

The following objectives ensure the City's social, built and natural infrastructure is designed to evolve and support community needs.

- Implement Citywide resilience plan into City and School programs and policies.
 - Develop infrastructure improvements which adapt to climate change needs.
 - Develop waterfront in an environmentally friendly manner.
 - Implement options for reducing food waste.
 - Develop community incentive program to address stormwater/flooding resilience.
 - Implement updates to procurement policies so the City is a leader in a circular economy.
-

Resilience Manager Kaspari attended a Risk Management Committee for the Community Power Coalition of NH on August 5th during which the Committee reviewed upcoming power hedging and discussed the options to potentially incorporate two different renewable energy projects into the Coalitions power supply mix.

Resilience Manager Kaspari, Facilities and Grounds Superintendent Colonna and UNH Sustainability Fellow DesRoches participated in a podcast episode on August 6th with Deputy City Manager Parker to discussed the various tree related efforts conducted over the summer.

Resilience Manager Kaspari attended the UNH Sustainability Fellowship Showcase on August 8th.

Resilience Manager Kaspari met with the leader of the Dover Community Garden Group, Lesley Atwood, on August 16th to discuss items pertaining to the structure of the garden moving forward.

Resilience Manager Kaspari continued to prepare bid documents for soliciting responses from energy services companies to assist the City with an Investment Grade Energy Audit potentially leading into an Energy Savings Performance Contract.

Resilience Manager Kaspari continued to make progress on a series of three conservation easement projects, two of which are coming close to the closing stage.

The library continues to grow and promote the Library of Things, physical items for library patrons to borrow. This "Borrow Don't Buy" service gives patrons the opportunity to borrow handy items saving them money and reducing resources. Patrons borrowed 137 LOT items this month.

GOAL 4: OUR CITY IS SAFE AND INVITING

The following objectives ensure that the City's infrastructure and environment is welcoming.

- Continue to review and improve roadway safety concerns, based upon analytical data not anecdotal data and communicate the resulting decisions.
 - Embrace opportunities to bring advocates for accessibility to the table to discuss infrastructure improvements.
 - Systematically collect and analyze data to better understand accident trends and proactively make improvements.
-

The United States Environmental Protection Agency's (EPA's) revised Lead and Copper Rule (LCRR) requires all community water systems to prepare a service line inventory by October 16, 2024. This revision is in response to the Flint, MI water crisis; inventories will be available to the public and will be used to identify service lines with potential lead contamination.

Led by Assistant City Engineer, Amelia DeGrace, preparation of the inventory has been a true team effort, with the Office of Information Technology (OIT), Community Services Utilities, Water & Sewer Billing, Media Services, and Engineering all pitching in. NHDES awarded the City a \$75k grant to prepare the inventory.

The inventory work to date includes identifying approximately 10,000 service line locations, which the team will need to identify the service materials for. In order to determine the materials of service lines, staff must comb through record drawings, water tie cards, and other City documents. To help staff identify materials for services lines, an online survey has been developed and is currently live through the City's website for the public to submit information on their water service.

Crews continue to do routine sampling and meet with the EPA. They are conducting a study on how the granulated carbon that removes PFAS at the new plant, and will continue to do sampling to determine the life expectancy of the media so that in the future, this data can be used to help build other PFAS removal plants and to help the operation of the new plant run at peak performance producing high quality water.

GOAL 5: OUR CITY IS INCLUSIVE AND WELCOMING

The following objectives support a Dover that is welcoming to all no matter socio economic background.

- Continually recruit volunteers from all areas of the community to ensure the volunteer boards represent the full community.
 - Review the mission and purpose for each Board, Committee and Commission for relevancy.
 - Update Board, Committee and Commission expectations, for volunteers to understand their role and the need to be inclusive.
 - Integrate inclusivity into all aspects of strategic planning and report on progress.
 - Develop/curate materials related to promoting inclusivity.
 - Continue having the City Council model healthy civic debate in the community.
-

Planning Staff said goodbye to the UNH Sustainability Fellow John DesRoches who assisted the City in our urban forest and street tree efforts this summer.

Housing Navigator Pope continues to serve on the Leadership Teams of both Home For All and Strafford County Ending Homelessness Committee to explore short- and long-term solutions to homelessness with area agencies and elected officials.

Bridget Ryan has been made the lead for DMHA's Mental Health Friendly Workplace Initiative as part of her role with the DMHA Steering Committee. During the month of August, she assisted DMHA in getting a work plan and logic model developed as the committee looks at expanding their activities to include introducing the MHFWP model.

Prevention Programmers Bridget Ryan and Kelsey Levesque met with two Youth to Youth students who showed express interest in working with diverse and minority populations through coalition efforts that meet health equity grant deliverables. A plan to begin preparing materials for a data campaign school based program has been made. Additionally, the team plans to offer coalition workgroups to interested Y2Y students and other students in the community who are interested in working on health equity based projects and campaigns.

GOAL 6: OUR CITY HAS SUSTAINABLE FINANCIAL POLICIES

The following objectives ensure the City's financial health is sustainable and open for all to view and understand.

- Practice transparency in finances and decision making at all levels of governance.
 - Enhance the budget process by encouraging school department participation in developing Capital Improvement Programming.
 - Enhance adherence to financial discipline to maintain financial stability and affordability for tax payers.
-

Director Benton and Housing Navigator Ryan Pope met with staff from NH Housing and Finance Authority as an interview near the end of the Housing Navigator grant period. Dover's Housing Navigator grant was extended through February 2025 rather than September 2024 as expected.

Resilience Manager Kaspari started working on a grant application with the goal of funding a City arborist position and a summer youth crew to handle various tree projects over a three-year period.

The City of Dover received notice on October 11th, 2023 that the LWCF grant application for the waterfront public park facility was accepted by the National Park Service. The \$500,000 grant award was approved by Governor and Executive Council for state acceptance in February 2024.

The City received notice in February 2024 that the NH Division of Parks & Recreation accepted the LWCF application for \$500k in funding towards improvements on the Jenny Thompson Outdoor Pool. Application edits are being completed and have been submitted for federal consideration of the award in June 2024.

GOAL 7: OUR CITY'S OPPORTUNITIES ARE ACCESSIBLE FOR ALL

The following objectives support a Dover that has inviting public spaces for all people living in, working in or visiting the City.

- Universal design is incorporated into all infrastructure improvements.
 - Development of the waterfront includes amenities and opportunities for all to enjoy.
 - Enhance access for all to Dover's rivers and trail networks, through additional recreation outlets.
 - Educate the public on the causes of housing insecurity with the goal of destigmatizing homelessness while developing pragmatic solutions to manage the issue.
 - Educate the public and volunteer boards on the effects of mental health and opioid issues in the community.
-

Outreach Coordinator Bassegio staffed the Community Trail Advisory Committee meeting on August 6th. CTAC recapped the recent Planning Board presentation on the Phase IV expansion of the Community Trail and planned for upcoming outreach events.

Resilience Manager Kaspari staffed a Conservation Commission Meeting on August 12th during which the Commission reviewed a series of local Conditional Use Permits and NHDES wetlands permits. The Commission received a final presentation from UNH Sustainability Fellow, John DesRoches, on his urban forestry efforts over the past summer. The Commission additionally approved the use of \$13,000 from the Conservation Fund to conduct an appraisal for a potential conservation easement project.

Resilience Manager Kaspari staffed a Forest Management Subcommittee meeting on August 15th where the Subcommittee continued conversations around the street tree project for the summer, discussed tree maintenance for Dover and planned a site visit to the Smith Well lot which could be location of a future timber harvest.

Resilience Manager Kaspari staffed an Energy Commission meeting on August 21st where the Commission discussed a series of ongoing projects such as the potential PV solar array for the Wastewater Treatment Facility, the solicitation for energy services companies to conduct a potential energy savings performance contracting projects, among other topics.

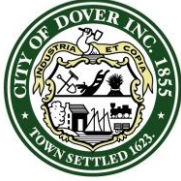
For phase IV, Planning Staff is working with NHDOT on potential extra funding to be able to expand the feasibility research for a preferred alternative route on the southern side of the Bellamy River and crossing the Bellamy River further into Bellamy Park to then continue to Route 155. The Council authorized the contract for Fuss and O'Neil to design the trail in this area. A change-order would be brought to the City Council after hearing from NHDOT about funding. Staff, the consultant, and staff from NHDOT met in August about next steps and continued the conversation into the fall regarding a potential change order until NHDOT gave the approval to proceed. The bridge feasibility study is almost completed and then the trail feasibility study can be completed. A local concerns meeting was held at the regular meeting of the Planning Board on June 27th to discuss the Phase IV expansion. Project representatives from engineering firm Fuss & O'Neill provided a presentation to the Planning Board and members of the public and feedback was encouraged. On August 22nd, a meeting was held with the Fuss & O'Neill consulting team and city staff to review any potential concerns that must be addressed during the engineering study and design development.

In October and November 2023, Planning staff reviewed a Type, Span, & Location report provided by Fuss & O'Neill for a pedestrian bridge over the Bellamy River as part of the Phase IV Trail expansion. In December 2023, Planning staff reviewed an updated alignment of the Trail expansion to include the proposed pedestrian bridge. In February 2024, the City of Dover accepted \$20k in additional TAP funding to complete

the Ph IV Community Trail engineering and design work. The consultants continued their work in January and February.

On July 23rd, Fuss & O'Neill project engineers presented to the Planning Board on two design alternatives for the Community Trail. The Planning Board endorsed design alternative 2 that would connect the Community Trail through Bellamy Park, avoiding the disc golf course, and end at Knox Marsh Road.

Zoning Administrator Crouser is actively working with the Strafford Regional Planning Commission to update Dover's public art installation interactive StoryMap with the support of the Dover Arts Commission.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Chambers
Meeting Date: **Wednesday, September 4, 2024**
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: Councilor Richer, Councilor Retrosi, Councilor Williams, Councilor Cullen, Councilor Hackett, Deputy Mayor Shanahan, Mayor Carrier

Absent: Councilor Nemeth, Councilor Warach

Also Present: City Manager Joyal, City Clerk Vansylyvong-Bizier

5. PUBLIC FORUM

Taxpayers, Business owners, and Residents are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

Glen Jerry, Wallace Drive, had some questions about how the toter system would work and the cost to the residents of the City.

Chuck Macklin, asked if the presentation will have any solution for multiple day pickups versus the once a week pickup that is the current practice. He also asked if there will be different sized bins.

6. DISCUSSIONS

A. REVIEW OF CURBSIDE SOLID WASTE AND RECYCLING SERVICES

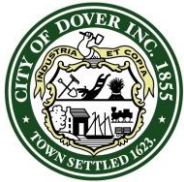
B. PROPOSED WASTE MANAGEMENT CONTRACT EXTENSION

Dave Dinzeo, Chair of the Solid Waste Advisory Committee, gave a PowerPoint Presentation on the review of curbside solid waste and recycling services, as well as a proposed solid waste management contract extension.

Chair Dinzeo, as well as Community Services Director John Storer, answered questions from the Council.

7. ADJOURNMENT

Councilor Retrosi motioned to adjourn, seconded by Councilor Williams. Vote: 7-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 11, 2024**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Hackett led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

Present: Councilor Richer, Councilor Nemeth, Councilor Retrosi, Councilor Williams, Councilor Hackett, Councilor Cullen, Councilor Warach (left at 7:45), Deputy Mayor Shanahan, Mayor Carrier

Also Present: City Manager Joyal, Deputy City Attorney Perez, City Clerk Vansylyvong-Bizier

5. PROCLAMATIONS/AWARDS

Interim Fire Chief Plummer and Police Chief Breault spoke about the events of September 11, 2001. Deputy Fire Chief Craig Chabot provided a history of the tolling of the bell. Captain Terlemezian and Division Chief Irwin performed a tolling of the bell in honor of those who lost their lives in the September 11th attack, as well as the military personnel that have lost their lives in the war on terror.

Mayor Carrier presented a proclamation to Laura Griffith and her daughter proclaiming September as Childhood Cancer Awareness Month.

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved to amend the agenda to remove resolution 13.B.2. and to add resolution R-2024.09.11-160 Purchase of Muffin Monster from JWC Environmental – Sole Source Product, seconded by Councilor Retrosi. Vote: 9-0.

Deputy Mayor Shanahan moved to approve the amended agenda, seconded by Councilor Hackett. Vote: 9-0.

7. PUBLIC HEARINGS

A. FY2025 CIP APPROPRIATION FOR SCHOOL TECHNOLOGY EQUIPMENT NON-DEBT FINANCED PROJECT

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

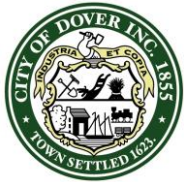
SPONSORED BY MAYOR CARRIER BY REQUEST

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

B. REPROGRAM UNEXPENDED CIP APPROPRIATIONS FROM SOUTH END FIRE STATION BUILDING IMPROVEMENTS TO SELF CONTAINED BREATHING APPARATUS REPLACEMENT

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE TO BE HELD SEPTEMBER 25, 2024.)

SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 11, 2024**
Meeting Time: **7:00 pm**

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

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.

The Mayor, seeing no one wishing to speak, closed Public Forum.

9. CITY MANAGER'S REPORT

City Manager Joyal gave an overview of his report that he submitted in writing to the Council. He also introduced the new Recreation Director to the Council, Mr. Kevin Hebert. Deputy Mayor Shanahan moved to approve the City Manager's Report, seconded by Councilor Hackett. Vote: 9-0.

10. APPROVAL OF MINUTES

A. August 28, 2024 – Regular Meeting

Deputy Mayor Shanahan moved to approve the minutes, seconded by Councilor Williams. Vote: 9-0.

11. MAYOR'S REPORT

Mayor Carrier gave an overview of the events and meetings he has attended over the last few weeks.

Deputy Mayor Shanahan moved to approve the Mayor's Report, seconded by Councilor Warach. Vote: 9-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. CHAPTER 170 RECODIFICATION ORDINANCE (TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 9, 2024) SPONSORED BY MAYOR CARRIER BY REQUEST

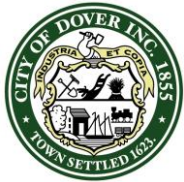
Deputy Mayor Shanahan moved to refer Chapter 170 Ordinance to a public hearing on October 9, 2024, seconded by Councilor Retrosi. Vote: 9-0.

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. FY2025 CIP APPROPRIATION FOR SCHOOL TECHNOLOGY EQUIPMENT NON-DEBT FINANCED PROJECT (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE) SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan motioned for its approval, seconded by Councilor Warach. City Manager Joyal gave an overview of the resolution to the Council. Roll Call Vote: 9-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 11, 2024**
Meeting Time: **7:00 pm**

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B25012 FIRE INSPECTION SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **APPROVAL OF LEASE AGREEMENT WITH COMMUNITY SOLUTIONS, INC.**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **AMENDING AND RESTARTING SCHEDULE A TO CITY OF DOVER POLICY GOVERNING FLAG DISPLAY**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the Consent Calendar, seconded by Councilor Nemeth. Mayor Carrier asked if any Councilors wished to pull any resolutions for further discussion. Councilor Cullen requested to pull resolutions 13.A.1. and 13.B.3. Roll Call Vote on 13.A.2. 9-0.

Deputy Mayor Shanahan moved to approve resolution 13.A.1. seconded by Councilor Hackett. City Manager Joyal gave an overview of the resolution to the Council. Roll Call Vote: 9-0 .

Deputy Mayor Shanahan moved to approve resolution 13.A.3. seconded by Councilor Hackett. City Manager Joyal gave an overview of the resolution the Council and answered questions. Roll Call Vote: 8-1, with Councilor Cullen opposed.

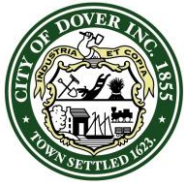
COMMITTEE REPORTS

- | | |
|--|--|
| 1. Arts Commission (Nemeth) | 16. Solid Waste Advisory Committee (Hackett) |
| 2. Conservation Commission (Williams) | 17. Transportation Advisory Commission (Richer) |
| 3. Library Board of Trustees (Nemeth) | 18. Joint Building Committee – DHS (Carrier) |
| 4. Appointments Committee (Williams) | 19. Heritage Commission (Retrosi) |
| 5. Planning Board (Cullen) | 20. Board of Health (Richer) |
| 6. School Board Liaison (Hackett) | 21. Downtown TIF Advisory Board (Warach) |
| 7. Arena Commission (Hackett) | 22. Coheco Waterfront Development Advisory Committee (Carrier) |
| 8. Recreation & Pool Advisory (Retrosi) | 23. COAST (Shanahan) |
| 9. Energy Commission (Richer) | 24. Waterfront TIF Advisory Board (Warach) |
| 10. Parking Commission (Warach) | 25. Dover Main Street (Carrier) |
| 11. McConnell Center Advisory Committee (Retrosi) | 26. Strafford Regional Planning Commission (Williams) |
| 12. Legislative Liaison (Shanahan) | 27. Government Affairs (Carrier) |
| 13. Committee for Racial Equity and Inclusion (Nemeth) | 28. Cemetery Board (Warach) |
| 14. Graffiti Management Advisory Committee (Nemeth) | 29. Joint Building Committee – Athletic Complex (Cullen) |
| 15. Ordinance Committee (Shanahan) | |

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

Councilor Williams gave an overview of the Conservation Commission Report to the Council.

Councilor Nemeth gave an overview of the Library Board of Trustees Report to the Council.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 11, 2024**
Meeting Time: **7:00 pm**

Councilor Williams gave an overview of the Appointments Committee Report to the Council and presented a slate of new appointments and resignations and a removal:

New Appointments:

Aleka Munroe – Dover Arts Commission – Alternate Member (term: 9/11/2024 to 12/14/2025)

Ebenezer Yeboah – Committee for Racial Equity and Inclusion – Regular Member (term: 9/11/2024 to 3/22/2026)

Deb Cough – Committee for Graffiti Management – Alternate Member (term: 9/11/2024 to 9/11/2027)

Resignations:

Otis Perry – Zoning Board of Adjustment

Lina Shayo – Committee for Racial Equity and Inclusion

Amy Perry – Conservation Commission

Timothy Dargan – Dover Business and Industrial Development Authority

Removal due to absenteeism:

Anne Kotlus – Open Lands Committee

Deputy Mayor Shanahan moved to approve the recommendations from the Appointments Committee, seconded by Councilor Retrosi. Vote: 8-0.

Councilor Hackett gave an overview of the School Board Liaison report to the Council.

Councilor Retrosi gave an overview of the Recreation Board report to the Council.

B. RESOLUTIONS

- 1. COMMEMORATING INDIGENOUS PEOPLE'S DAY, NATIVE AMERICAN DAY, AND JUNETEENTH AND RECOGNIZING LAWS 2024, CHAPTER 182'S (HB1014) REQUIREMENTS IN RELATION TO SAME**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its approval, seconded by Councilor Retrosi.

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

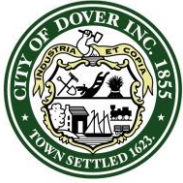
Roll Call Vote: 6-2, with Councilor Nemeth and Councilor Retrosi opposed.

- 2. AMENDMENT OF FY2025 SCHEDULE OF FEES TO AMEND CERTAIN PARKING RATES AND FEES; AND TO ESTABLISH FEE FOR RSA 91-A LARGE ELECTRONIC INFORMATION REQUESTS**
(TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 25, 2024)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST

Resolution was removed from agenda.

- 3. CDBG SUBSTANTIAL AMENDMENT TO THE FY23 AND FY24 ACTION PLANS**
(TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 25, 2024)
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer the resolution to a public hearing on September 25, 2024, seconded by Councilor Hackett. Vote: 8-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 11, 2024**
Meeting Time: **7:00 pm**

- 4. AUTHORIZATION TO ACCEPT AND EXPEND THE NH DEPARTMENT OF TRANSPORTATION #44159(CDS) CONGRESSIONALLY DIRECTED SPENDING GRANT (TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 25, 2024) (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer the resolution to a public hearing on September 25, 2024, seconded by Councilor Retrosi. Vote:8-0.

- 5. AUTHORIZATION TO ACCEPT AND EXPEND THE NH DEPARTMENT OF TRANSPORTATION PROJECT #44350 (CMAQ) CONGESTION MITIGATION & AIR QUALITY GRANT #22-12CMAQ (TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 25, 2024) (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer the resolution to a public hearing on September 25, 2024, seconded by Councilor Nemeth. Vote: 8-0.

- 6. PURCHASE OF MUFFIN MONSTER FROM JWC ENVIRONMENTAL – SOLE SOURCE PRODUCT**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved for its approval, seconded by Councilor Retrosi.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 8-0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Richer informed the Council of the Seacoast 5k taking place on Sunday, September 15th in Portsmouth.

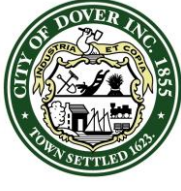
Councilor Richer thanked Deputy City Manager Parker and Community Services Director Storer for help on the grant she submitted to the state last week.

Mayor Carrier would like to recognize the students who worked on the planters on the bridge from DHS CTC. The Mayor also would like if the Council could receive updates from the Woodman Museum to recognize the work they do in the City. Councilor Nemeth stated that the Arts Commission gets regular updates as the director is a member of the Commission and she would be willing to provide the Council with updates.

Deputy Mayor Shanahan gave an update on the Holiday parade. The theme will be Tales from the Nutcracker, and the date will be Sunday, December 1st.

16. ADJOURN

Councilor Retrosi moved to adjourn, seconded by Councilor Nemeth. Vote: 8-0.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Public Session to enter into Non-Public Session Meeting Location: City Hall, Council Chambers Meeting Date: Wednesday, September 11, 2024 Meeting Time: To immediately follow Regular Meeting
---	--

The City Council will meet in a Public Meeting to enter a Non-public Session to discuss the following topics:

- 1. The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.**
- 2. Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.**

NOTE: The non-public meeting is not open to the public per RSA 91-A:3 II(a) and RSA 91-A:3 II(d)

Present: Councilor Richer, Councilor Nemeth, Councilor Retrosi, Councilor Williams, Councilor Cullen, Councilor Hackett, Deputy Mayor Shanahan, Mayor Carrier

Absent: Councilor Warach

Also Present: City Manager Joyal, Deputy City Manager Parker, Deputy City Attorney Perez, City Clerk Vansylyvong-Bizier

Mayor Carrier moved to go into a non-public session per RSA 91-A:3 II(a) and RSA 91-A:3 II(d), seconded by Councilor Cullen.

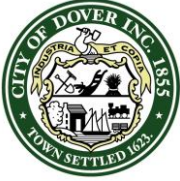
Roll Call Vote: 8-0.

VOTING RECORD		
Date of Vote: 9/11/2024	YES	NO
Mayor Robert Carrier	X	
Deputy Mayor Dennis Shanahan	X	
Councilor S. April Richer, Ward 1	X	
Councilor Robert Warach, Ward 2	Absent	
Councilor Anthony Retrosi, Ward 3	X	
Councilor Debra Hackett, Ward 4	X	
Councilor Fergus Cullen, Ward 6	X	
Councilor Linnea Nemeth, At Large	X	
Councilor Lindsey Williams, At Large	X	
Total Votes:	8	
Motion does pass.		

Deputy Mayor Shanahan moved to come out of non-public session, seconded by Councilor Williams.

Roll Call Vote: 8-0.

Document Created by: Jerrica Vansylyvong-Bizier, City Clerk Document Posted on: September 20, 2024	2024.09.11_CityCouncil.NP.Minutes Page 1 of 2
---	--



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Public Session to enter into Non-Public Session**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 11, 2024**
Meeting Time: **To immediately follow Regular Meeting**

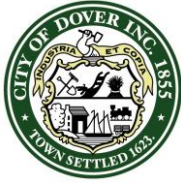
VOTING RECORD

Date of Vote: 9/11/2024	YES	NO
Mayor Robert Carrier	X	
Deputy Mayor Dennis Shanahan	X	
Councilor S. April Richer, Ward 1	X	
Councilor Robert Warach, Ward 2	Absent	
Councilor Anthony Retrosi, Ward 3	X	
Councilor Debra Hackett, Ward 4	X	
Councilor Fergus Cullen, Ward 6	X	
Councilor Linnea Nemeth, At Large	X	
Councilor Lindsey Williams, At Large	X	
Total Votes:	8	
Motion does pass.		

Deputy Mayor Shanahan moved to seal the minutes, seconded by Councilor Williams.
Roll Call Vote: 8-0.

VOTING RECORD

Date of Vote: 9/11/2024	YES	NO
Mayor Robert Carrier	X	
Deputy Mayor Dennis Shanahan	X	
Councilor S. April Richer, Ward 1	X	
Councilor Robert Warach, Ward 2	Absent	
Councilor Anthony Retrosi, Ward 3	X	
Councilor Debra Hackett, Ward 4	X	
Councilor Fergus Cullen, Ward 6	X	
Councilor Linnea Nemeth, At Large	X	
Councilor Lindsey Williams, At Large	X	
Total Votes:	8	
Motion does pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2024.08.28 - 151**

Resolution Re: Reprogram Unexpended CIP Appropriations from South End Fire Station Building Improvements to Self Contained Breathing Apparatus Replacement

WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Debt Financing authorization for certain CIP projects; and

WHEREAS: The City has identified the immediate need for additional funding for the replacement of the Self-Contained Breathing Apparatus (SCBA), as the replacement of the SCBA is currently a priority over other Fire Department capital improvement projects; and

WHEREAS: Due to the more immediate need for the replacement of the Self-Contained Breathing Apparatus (SCBA) there is a need to reprogram \$451,200 of unexpended Funds from the South End Fire Station Building Improvements CIP budget; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$451,200.00 (Four Hundred Fifty-One Thousand Two-Hundred) of unexpended appropriations is hereby reprogrammed from the South End Fire Station CIP project to the Self-Contained Breathing Apparatus project as follows:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4022.1.220.42280.4725.02201.22	So End Fire Building Improvements	809,195.00	(451,200.00)	357,995.00
4022.1.220.42220.47???.022???.22	Self-Contained Breathing Apparatus Replacement	0.00	451,200.00	451,200.00
		809,195.00	0.00	809,195.00

NOTE: This resolution reprograms unexpended bonding authorization and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after the public hearing.

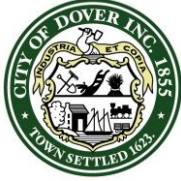
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

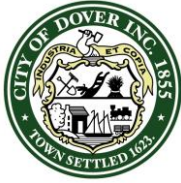
Resolution Number: **R – 2024.08.28 - 151**
Resolution Re: Reprogram Unexpended CIP Appropriations from South
End Fire Station Building Improvements to Self Contained
Breathing Apparatus Replacement

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2024.08.28 - 151**
Resolution Re: Reprogram Unexpended CIP Appropriations from South End Fire Station Building Improvements to Self Contained Breathing Apparatus Replacement

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the South End Fire Station Building Improvements project. On November 18, 2020 the City Council adopted the FY2022 Capital Improvements Plan (CIP) Authorization for bonding, which included \$830,000.00 for the South End Fire Station Building Improvements project.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized financing the South End Fire Station project. This resolution reprograms funding from South End Fire Station Building Improvements to the Self-Contained Breathing Apparatus Replacement project.

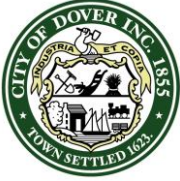
The Self-Contained Breathing Apparatus (SCBA) Replacement project was identified in the FY2025-FY2030 CIP in FY2025 to be grant funded. The forecasted grant funding did not come to fruition.

The SCBA Replacement project is a priority to be completed at this time. The estimated cost reflected in the FY2025 CIP was \$987,000. The City has \$535,800 in available ARPA grant funds that can be used for the project, leaving \$451,200 to be funded.

The South End Station project is not complete at this time as the anticipated cost to complete the project is more than currently available. Therefore, the City is recommending reprogramming \$451,200 from the South End Station project to the SCBA Replacement project.

The amount necessary to complete the South End Station project will be included in the FY2026 – FY2031 CIP. The requested funding in FY2026 for the South End Station project would allow for the renovations to stay on track.

Originally purchased in 2014, the SCBA equipment carries a 10 year warranty. History has proven that this timeframe coincides with an increase in routine maintenance items that are no longer covered under the warranty. Additionally, recent technology has allowed for the inclusion of Thermo Imaging technology into the face pieces of the individual SCBA.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.09.11 - 157**
Resolution Re: CDBG Substantial Amendment to the FY23 & FY24
Action Plans

WHEREAS: The City of Dover has funds available for appropriation from the FY23 & FY24 CDBG Entitlement Grants; and

WHEREAS: The Planning Department is required by HUD to prepare, and the Governing Body adopt, an “Action Plan” which is a needs assessment and detailed expenditure plan for the use of Community Development funds in meeting the needs of very-low, low, and moderate income households of Dover; and

WHEREAS: The Planning Board has reviewed proposed projects for said funds and held a public hearing on August 27, 2024 for the purpose of obtaining citizens' viewpoints on the proposed projects; and

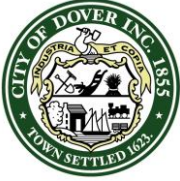
WHEREAS: The Planning Board has reviewed the proposed projects and recommends approval of the amendments to the FY23 & FY24 Action Plans and the expenditures contained in this resolution; and

WHEREAS: The recommended disbursements of funds have been reviewed for compliance with HUD statutory requirements and for meeting national objectives; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The amendments to the FY23 and FY24 Action Plans are adopted and the City Manager is authorized to enter into sub-recipient contracts as part of the FY23 and FY24 Action Plans for expenditure of CDBG Entitlement Funds.

NOTE: This resolution requires public hearing prior to City Council vote. Resolution to be referred to public hearing on September 25, 2024 with vote to occur on that date.



CITY OF DOVER

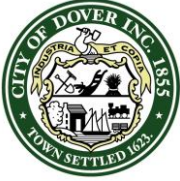
CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.09.11 - 157**

Resolution Re: CDBG Substantial Amendment to the FY23 & FY24
Action Plans

Financing Appropriations		
Account	Description	Appropriation
FY23 Action Plan		
2100.1.180.46341.4835.06399.23.000.000.800	Rental Unit Rehab	(\$28,136.75)
2100.1.180.46348.4835.06380.23.000.000.800	Grants/Subsidy - Strafford Cty Homeless Ctr	(\$4,820.25)
2100.1.180.46525.4835.06622.23.000.000.800	Grants/Subsidy - Economic Development Loan	(\$66,843.00)
TOTAL		(\$99,800.00)
2100.1.180.46341.4753.06332.23.000.000.700	Removal of Barriers to Access - Dover Downtown	\$11,000.00
2100.1.180.46341.4110.06332.23.000.000.100	Removal of Barriers to Access - Dover Downtown Admin	1,000.00
2100.1.180.46323.4835.06346.23.000.000.800	Repairs/Facility Improvements - MFP Transitional Homes	\$36,000.00
2100.1.180.46323.4110.06346.23.000.000.100	Repairs/Facility Improvements - MFP Transitional Homes Admin	\$1,000.00
2100.1.180.46323.4835.06335.23.000.000.800	ADA Upgrades - Covered Bridge Manor	\$16,400.00
2100.1.180.46323.4110.06335.23.000.000.100	ADA Upgrades - Covered Bridge Manor Admin	\$1,000.00
2100.1.180.46323.4835.06335.23.000.000.800	Air Source Heat Pump Upgrades - Covered Bridge Manor	\$32,400.00
2100.1.180.46323.4110.06335.23.000.000.100	Air Source Heat Pump Upgrades - Covered Bridge Manor Admin	\$1,000.00
TOTAL		\$99,800.00
FY24 Action Plan		
2100.1.180.46311.4335.06311.24.000.000.100	CDBG - Administration	(\$10,185.00)
2100.1.180.46341.4835.06350.24.000.000.800	Grants/Subsidy - JT Pool Barrier Removal	(\$135,000.00)
2100.1.180.46341.4835.06399.24.000.000.800	Grants/Subsidy - Rental Unit Rehab	(\$30,000.00)
2100.1.180.46348.4835.06360.22.000.000.800	Grants/Subsidy - Welfare Security Deposits	(\$3,000.00)
2100.1.180.46348.4835.06361.24.000.000.800	Grants/Subsidy - Haven A Safe Place	(\$100.00)
2100.1.180.46525.4835.06622.24.000.000.800	Grants/Subsidy - Economic Development Loan	(\$28,131.00)
2100.1.180.46525.4110.06621.24.000.000.100	CDBG - DELP Administration	(\$23,093.00)
TOTAL		(\$229,509.00)
2100.1.180.46323.4835.06335.24.000.000.800	Roof Replacement - Covered Bridge Manor	\$75,000.00
2100.1.180.46323.4110.06335.24.000.000.100	Roof Replacement - Covered Bridge Manor Admin	\$1,000.00
2100.1.180.46323.4835.06380.24.000.000.700	Air Source Heat Pump Upgrades - Home for Now	\$14,800.00
2100.1.180.46323.4110.06380.24.000.000.100	Air Source Heat Pump Upgrades - Home for Now	\$1,000.00
2100.1.180.46323.4835.06335.24.000.000.700	Air Source Heat Pump Upgrades & Building Repair - CAP Transitional Shelter	\$136,709.00
2100.1.180.46323.4110.06335.24.000.000.100	Air Source Heat Pump Upgrades & Building Repair - CAP Transitional Shelter Admin	\$1,000.00
TOTAL		\$229,509.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.09.11 - 157**
Resolution Re: CDBG Substantial Amendment to the FY23 & FY24
Action Plans

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Form and Compliance: Joshua M. Wyatt
City Attorney

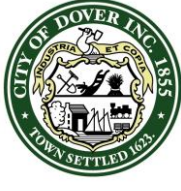
Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote: 8/28/2024	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does or does not pass.		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 12.C.2. Resolution Number: R – 2024.09.11 - 157 Resolution Re: CDBG Substantial Amendment to the FY23 & FY24 Action Plans
---	--

RESOLUTION BACKGROUND MATERIAL:

Amendments to the FY23 and FY24 Action Plans

An Action Plan (AP) identifies Activities that will receive CDBG funding. The following activities are added to the FY23 Action Plan and FY24 Action Plan.

Certain activities/projects approved in the original action plans for FY23 and FY24 are unable to be executed due to economic factors, permitting, or timing constraints. This allows the funding for those activities/projects to be repurposed to new activities/projects. In some instances, activities/projects approved in the original action plans for FY23 and FY24 were eligible to be completed using prior year CDBG grant funding, which results in FY23 and FY24 CDBG grant funds being eligible to be repurposed to new activities/projects.

Public Facilities Projects

Public Facilities activities added to the FY23 Action Plan:

City of Dover – Removal of Barriers to Access

Amount Requested: \$11,000.00

Planning Board Recommendation: \$11,000.00

Installation of ADA compliant picnic tables in downtown Dover.

My Friend’s Place Transitional Shelters – Repairs/Facility Improvements

Amount Requested: \$100,000.00

Planning Board Recommendation: \$36,000.00

Furnace Replacement @ East Concord Street Shelter; Roof Replacement, Eve Repair, Bulkhead Installation and Furnace Replacement @ Hough Street Shelter.

CAP / Covered Bridge Manor – ADA Upgrades

Amount Requested: \$16,400.00

Staff Recommendation: \$16,400.00

ADA upgrades to the facility including grab bar handles, replacing mirrors and other upgrades to make the building ADA compliant.

CAP / Covered Bridge Manor - Air Source Heat Pump Upgrades

Amount Requested: \$32,400.00

Staff Recommendation: \$32,400.00

Mini split heat pump upgrade to the main dining hall and assembly area.

Document Created by: Finance Department Document Posted on: September 20, 2024	R – 2024.09.11 CDBG Substantial Amendment to FY23 and FY24 Action Plan Page 4 of 6
---	--

Public Facilities activities added to the FY24 Action Plan:

CAP / Covered Bridge Manor – Roof Replacement

Amount Requested: \$75,000.00

Staff Recommendation: \$75,000.00

Roof Replacement

CAP / Home for Now - Air Source Heat Pump Upgrades

Amount Requested: \$14,800.00

Staff Recommendation: \$14,800.00

New heat pump installation and heat pump upgrades

CAP / Transitional Shelter - Air Source Heat Pump Upgrades & Building Repair

Amount Requested: \$136,709.00

Staff Recommendation: \$136,709.00

Heat Pump Upgrade and exterior building improvements

ACTIVITY ADMINISTRATION

Administrative costs associated with individual Activities. Activity specific costs include contract development & administration, processing requests for reimbursement, site visits, subrecipient monitoring, environmental review, project close-out.

Activity Administration added to the FY23 Action Plan

Amount Requested: \$4,000.00

Staff Recommendation: \$4,000.00

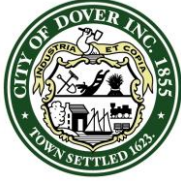
City of Dover – Removal of Barriers to Access	\$1,000.00
My Friend’s Place Transitional Shelters – Repairs/Facility Improvements	\$1,000.00
CAP / Covered Bridge Manor – ADA Upgrades	\$1,000.00
CAP / Covered Bridge Manor - Air Source Heat Pump Upgrades	\$1,000.00
	\$4,000.00

Activity Administration added to the FY24 Action Plan

Amount Requested: \$3,000.00

Staff Recommendation: \$3,000.00

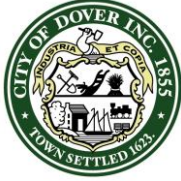
CAP / Covered Bridge Manor – Roof Replacement	\$1,000.00
CAP / Home for Now - Air Source Heat Pump Upgrades	\$1,000.00
CAP / Transitional Shelter - Air Source Heat Pump Upgrades & Building Repair	<u>\$1,000.00</u>
	\$3,000.00

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 12.C.2. Resolution Number: R – 2024.09.11 - 157 Resolution Re: CDBG Substantial Amendment to the FY23 & FY24 Action Plans
---	---

Consolidated Plan Goals

The City of Dover has identified 5 Goals that serve as the core of the Dover CDBG Consolidated Plan and identify the priorities for allocations within the Annual Action Plans.

- | | | |
|---|---|---|
| 1 | Goal Name
Goal Description | Access to Services
To provide increased opportunities to residents of the City who require education, health, recreation, shelter, transportation and related human services. |
| 2 | Goal Name
Goal Description | Renter and Homeowner Assistance
Weatherization and energy efficiency, Housing unit rehab, security deposit assistance, Lead based paint hazard. |
| 3 | Goal Name
Goal Description | Public Improvements
Development and improvements related to facilities and housing units utilized by qualifying populations and individuals. |
| 4 | Goal Name
Goal Description | Economic Development
Improvements, and the support of efforts, intended to promote economic development and to enhance economic opportunities for qualifying business, populations and individuals. |
| 5 | Goal Name
Goal Description | Accessibility and Transportation
Access to social services and employment and removal of architectural barriers. |



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2024.09.11 - 158**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project # 44159 (CDS) Congressionally Directed Spending Grant

WHEREAS: The City has received notice from the New Hampshire Department of Transportation (NHDOT) of a Congressionally Directed Spending (CDS) Award in the amount of \$4,500,000 to be utilized for eligible costs for the Central Ave Corridor Complete Street Reconstruction Project between Stark Ave and Silver St; and

WHEREAS: The grant application requests funding in the amount of \$4,500,000.00 and lists a city match of \$1,125,000.00 for a total project cost of \$5,625,000.00 for Design/Engineering, Construction and Construction Engineering services. A scope is outlined in the background section of this resolution; and

WHEREAS: In adhering to the requirements established by the NHDOT and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to apply for, accept, and expend Grant funds for eligible project costs is needed; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for, accept, and expend CDS grant funds allocated to the City of Dover for the Central Ave Corridor complete street reconstruction between Stark Ave and Silver St, and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

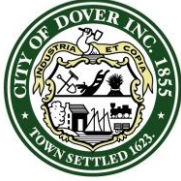
AND, FURTHER BE IT RESOLVED THAT:

In expending funds for eligible costs identified in the NHDOT CDS grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Article III Purchasing Procedure. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
TBD	CDS Central Ave Corridor Stark / Silver	4,500,000.00	4,500,000.00
1009.1.300.43121.4715.00000.24	GF Land Improvements	281,250.00	281,250.00
4021.1.300.43155.4715.03133.21	GF Stormwater	281,250.00	281,250.00
5300.1.300.43320.4757.03565.21	Water Main Replacement Lower Central Ave	281,250.00	281,250.00
5320.1.300.43250.4757.04559.21	Sewer Main Replacement Lower Central Ave	281,250.00	281,250.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2024.09.11 - 158**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project # 44159 (CDS) Congressionally Directed Spending Grant

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

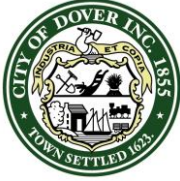
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Finance
Document Posted on: September 20, 2024

R-2024.09# 44159 CDS Grant (1)
Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2024.09.11 - 158**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project # 44159 (CDS) Congressionally Directed Spending Grant

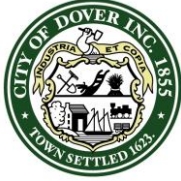
Central Avenue is the main thoroughfare in Dover. This portion of the road, at the southern end, acts as a gateway for those coming to Dover from either NH Route 108, or the Spaulding Turnpike via exit 6 or 7. The portion of the road in need of reconstruction ends at the intersection of NH Route 9 and the beginning of NH Route 4, both of which follow Central Avenue to the north. This portion is NH Route 108, and is heavily traveled by multiple transportation forms, but is clearly designed for vehicle flow primarily. Vehicle traffic counts are close to 20,000 trips per day. At the same time the route is heavily traveled by pedestrians, bicyclists and mass transit. All of these forms of transit have inadequate infrastructure. The sidewalks are narrow, there are no designated signalized pedestrian crossings, except for at the ends, and the transit stops are simple parking spaces for pull off. The right of way varies in width and there is excess pavement in many areas, leading to storm water concerns and creating an unwelcoming pedestrian and bicycling experience.

As noted above, the proposed project addresses those elements and provides improved lighting and creates a more classic New England gateway feel for those visiting Dover. The ability of federal grant assistance for a multi-million-dollar project significantly helps offset the debt impact to the City.

The project will involve the full street reconstruction of the Central Avenue gateway, between Stark Avenue and Silver Street, which allows connectivity to a previously reconstructed “complete street” gateway project along Silver Street. In referring to a "complete street" approach, the intent is to holistically address multiple facets such as: road surface and storm water drainage; bicycle and pedestrian amenities; intersection improvements: enhanced lighting; and implementation of intelligent traffic signalization with options for public transit/emergency vehicle preemption.

This project is ongoing and approximately 75% complete. Final design edits are ongoing, and specific work tasks still need to be undertaken in regards to addressing federal regulatory guidelines or directives related to possible right-of-way encroachments, or impacts to private property abutters. Conceptual plans have been presented to the City’s Transportation Advisory Commission. City staff have been reviewing plans with stakeholders to help resolve any required design elements. The funds requested will be used to augment the City’s funding, which has been authorized by the City Council. The following services will be funded:

- Roadway Construction
- Water and Sewer Construction
- Pedestrian Scale Lighting
- Hardscape (Includes work at the entrance to Pine Hill Cemetery work and creation of a Gateway Park
- Site Furnishings (Includes Benches at Cemetery Entrance, Bike Rack, Fencing, Gate at Cemetery and Wayfinding)
- Landscaping (Includes trees, rain garden at gateway, planting beds and irrigation system at Cemetery)
- Construction Engineering



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2024.09.11 - 159**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project #44350 (CMAQ) Congestion Mitigation & Air Quality Grant #22-12CMAQ

WHEREAS: The City has received notice from the New Hampshire Department of Transportation (NHDOT) of an award of a Congestion Mitigation & Air Quality Grant (CMAQ) in the amount of \$3,000,000 to be utilized for eligible costs for State Route 108 South Corridor from Mast Rd to Daley Dr and Rte 108 Intersections with Mast Rd and Alumni Dr; and

WHEREAS: The grant application requests funding \$3,000,000 and lists a city match of \$600,000 for a total Project Cost of \$3,600,000 for Design/Engineering, Right of Way, Construction, and Construction Engineering services. A scope is outlined in the background section of this resolution; and

WHEREAS: In adhering to the requirements established by the NHDOT and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to apply for, accept, and expend Grant funds for eligible project costs is needed; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for, accept, and expend CMAQ grant funds allocated to the City of Dover for the State Route 108 South Corridor Project, and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

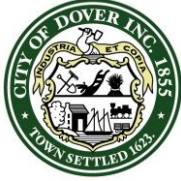
AND, FURTHER BE IT RESOLVED THAT:

In expending funds for eligible costs identified in the NHDOT CMAQ grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Article III Purchasing Procedure. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
TBD	NHDOT State Route 108 South Corridor Project	3,000,000.00	3,000,000.00
4020.1.300.43121.4751.03113.21	Congestion Mitigation Route 108	600,000.00	600,000.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2024.09.11 - 159**

Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project #44350 (CMAQ) Congestion Mitigation & Air Quality Grant #22-12CMAQ

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

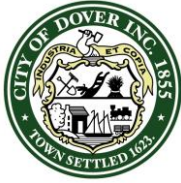
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2024.09.11 - 159**

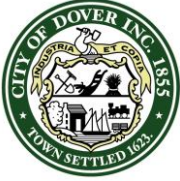
Resolution Re: Authorization to Accept and Expend the NH Department of Transportation Project #44350 (CMAQ) Congestion Mitigation & Air Quality Grant #22-12CMAQ

RESOLUTION BACKGROUND MATERIAL:

State Route 108 is a regionally significant corridor in the Seacoast area of New Hampshire and serves as an important link between Dover and Durham. It also serves as a major commuter route for the majority of residences south of the Spaulding Turnpike, and provides access to the City's Middle and High Schools. State Route 108 has been identified as a "Critical Corridor" in the City of Dover's Master Plan as it provides an important role for commuters in the City's overall transportation network. The City of Dover and Dover School District engaged Sebago Technics (Sebago) and Alta Planning + Design (Alta) in 2016 to conduct a comprehensive traffic, safety, and pedestrian/bicycle study of the Route 108 South Corridor.

The proposed project would be the first phase to design and implement the recommendations provided in the 2016 Route 108 – South Corridor Study, and would consist of improvements along Route 108 from Mast Road to Daley Drive. Improvements to the intersections of Route 108 / Alumni Drive and Route 108 / Daley Drive will be evaluated to mitigate congestion during peak times and improve roadway safety. The traffic signal at the Route 108 / Mast Road intersection will be improved by replacing existing loop detectors with the installation of a camera system, which allows for monitoring traffic flow in real time and ultimately improving public safety response times.

Elements of Complete Street will be evaluated in the roadway design, such as improvements to pedestrian facilities, bicycle accommodations, and bus stops. The recommendations of the 2016 Route 108 – South Corridor Study aim to achieve the City's goals for the corridor of improved access, connectivity, and safety for vehicles, pedestrians, and bicyclists; the proposed project is the first phase of implementing these goals.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2024.09.25 - 161**

Resolution Re: Acceptance of Amended Utility Easements on 167 Spur Road and 169 Spur Road

WHEREAS: In 2020, as part of the Spur Road project, the City accepted utility easements; and

WHEREAS: The City has determined that easements for 167 Spur Road (Map L, Lot 44) and 169 Spur Road (Map L, Lot 45H) need to be amended slightly to conform with actual boundaries and ground conditions, as shown on the updated easement plan accompanying this resolution; and

WHEREAS: The owners of 167 Spur Road and 169 Spur Road have agreed to grant slightly amended utility easements.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

The City Manager is hereby authorized to negotiate, finalize, sign, acquire, and accept a permanent and temporary utility easement from the owners of 167 Spur Road (Map L, Lot 44) and 169 Spur Road (Map L, Lot 45H) on terms acceptable to all parties and to take any necessary steps to record said easement at the Strafford County Registry of Deeds

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by:

Mayor Robert Carrier
By request

Approved as to Legal
Form and Compliance:

Joshua M. Wyatt
City Attorney

Recorded by:

Jerrica Vansylyvong-
Bizier
City Clerk

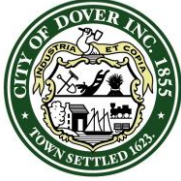
DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

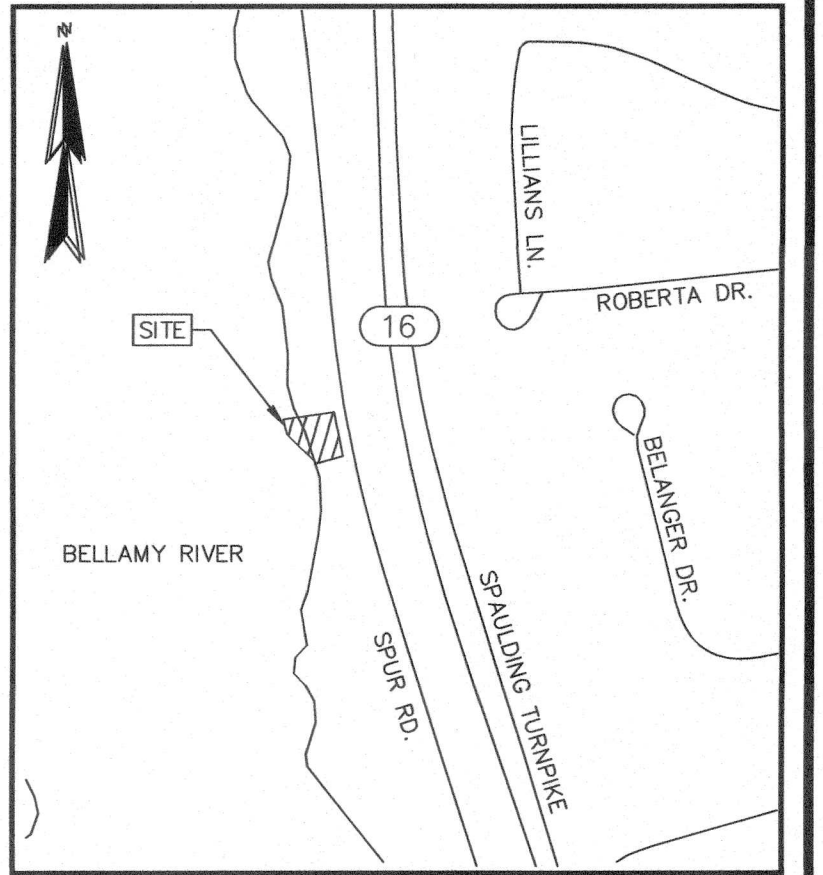
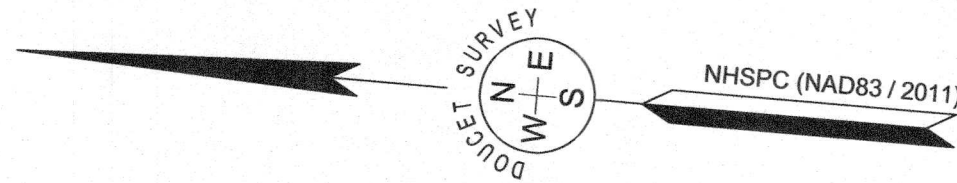
 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.A.1. Resolution Number: R – 2024.09.25 - 161 Resolution Re: Acceptance of Amended Utility Easements on 167 Spur Road and 169 Spur Road
---	---

DOCUMENT ACTIONS:

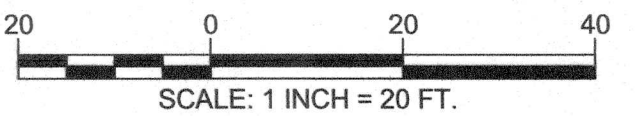
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

See attached easement plan and partially executed utility easement.



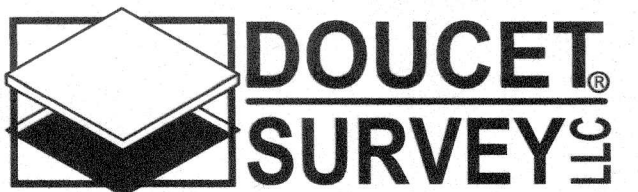
- LEGEND**
- LOT LINE
 - RIGHT OF WAY LINE PER REFERENCE PLAN
 - CITY GIS PARCEL LINE
 - PROPOSED EASEMENT LINE
 - BUILDINGS PER CITY GIS
 - DRAIN LINE
 - PIPE/ROD FOUND
 - DRAIN MANHOLE



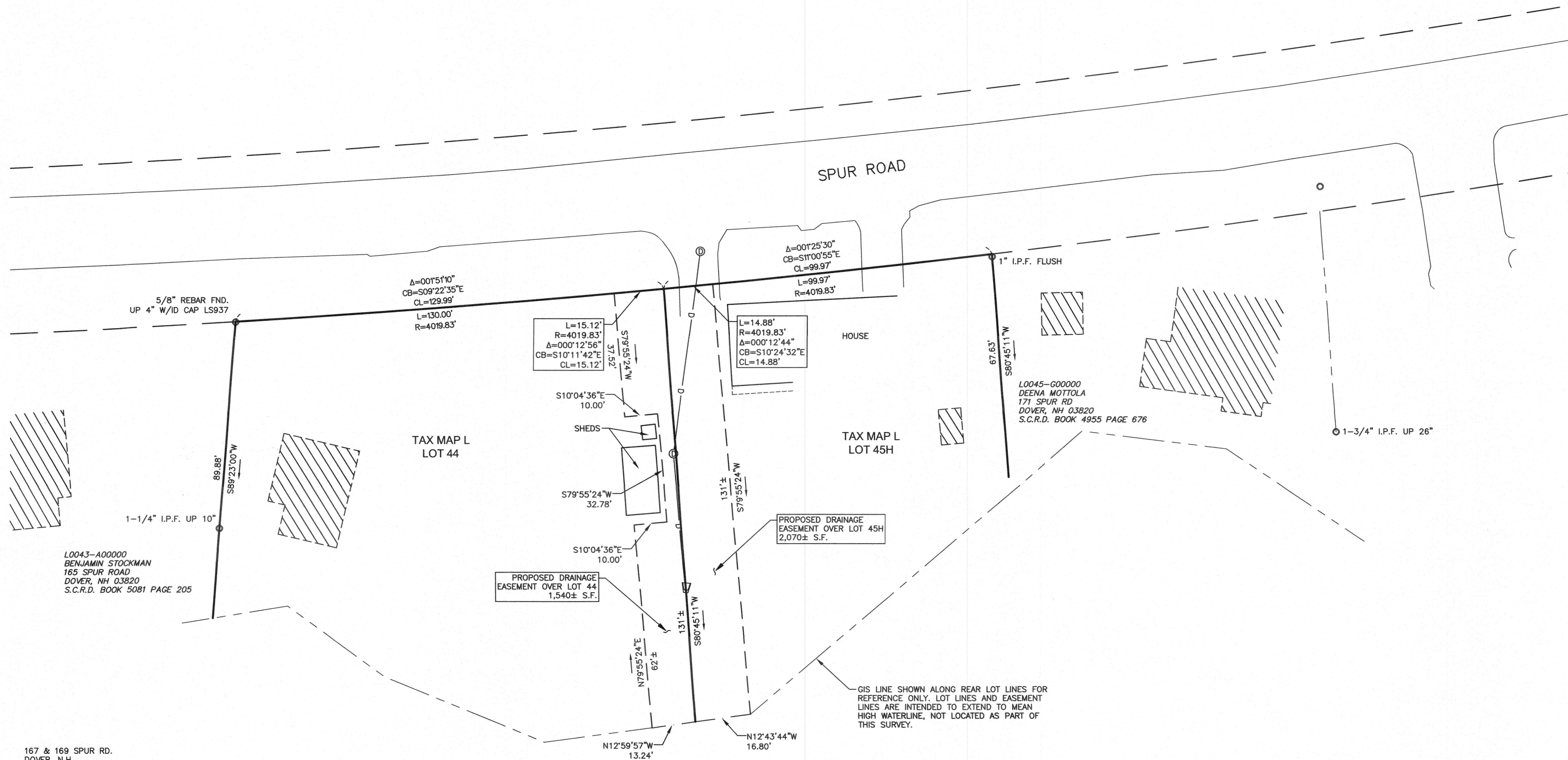
EASEMENT PLAN
FOR
CITY OF DOVER
OVER LANDS OF
CARL D THERRIEN REVOCABLE TRUST
169 SPUR ROAD
TAX MAP L LOT 45H
AND
JOHN III & LYDIA WILLIAMS
TAX MAP L LOT 44
167 SPUR ROAD
DOVER, NEW HAMPSHIRE

NO.	DATE	DESCRIPTION	BY

DRAWN BY:	W.D.C.	DATE:	JULY 9, 2024
CHECKED BY:	J.F.K.	DRAWING NO.	8090A
JOB NO.	8090	SHEET	1 OF 1



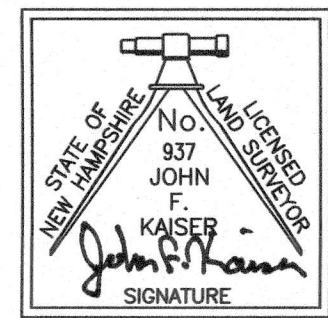
Serving Your Professional Surveying & Mapping Needs
102 Kent Place, Newmarket, NH 03857 (603) 659-6560
Offices in Bedford & Keene, NH and Kennebunk, ME
<http://www.doucetsurvey.com>



- NOTES:**
- REFERENCE: 167 & 169 SPUR RD.
DOVER, N.H.
 - OWNERS OF RECORD: TAX MAP L, LOT 45H
CARL D. THERRIEN REVOCABLE TRUST
169 SPUR ROAD
DOVER, N.H. 03820
S.C.R.D. BOOK 4452 PAGE 495

TAX MAP L, LOT 44
JOHN III & LYDIA WILLIAMS
24 CEDAR POINT ROAD
DURHAM, NH 03824
S.C.R.D. BOOK 5091 PAGE 187
 - ORIGINAL FIELD SURVEY PERFORMED BY E.J.S. & R.J.O. DURING MAY 2018 USING A TRIMBLE S7 TOTAL STATION. ADDITIONAL SURVEY TO DETERMINE LOT LINES WAS PERFORMED IN MAY 2023. THE PAVED ROAD AND DRIVEWAYS SHOWN HEREON ARE PER THE 2018 SURVEY.
 - HORIZONTAL DATUM BASED ON NAD83(2011) NEW HAMPSHIRE STATE PLANE COORDINATE ZONE (2800) DERIVED FROM REDUNDANT GPS OBSERVATIONS UTILIZING THE KEYNET GPS VRS NETWORK.
 - THE INTENT OF THIS PLAN IS TO SHOW THE LOCATION OF A UTILITY EASEMENT BEGINNING AT THE SPUR ROAD RIGHT OF WAY AND SPANNING THE SUBJECT PARCELS TO THE EDGE OF THE BELLAMY RIVER.

- REFERENCE PLAN:**
- "ROUTE SURVEY PLAN FOR UNDERWOOD ENGINEERS OF SPUR ROAD, DOVER, NEW HAMPSHIRE" BY DOUCET SURVEY, INC DATED JUNE 21, 2018.



PURSUANT TO RSA 676:18, III:
I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.

I CERTIFY THAT THIS SURVEY AND PLAN WERE PREPARED BY ME OR BY THOSE UNDER MY DIRECT SUPERVISION AND FALLS UNDER THE URBAN SURVEY CLASSIFICATION OF THE NH CODE OF ADMINISTRATIVE RULES OF THE BOARD OF LICENSURE FOR LAND SURVEYORS. I CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND AND IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. RANDOM TRAVERSE SURVEY BY TOTAL STATION, WITH A PRECISION GREATER THAN 1:15,000.

John F. Kaiser L.L.S. #937
7/9/24 DATE

THE CERTIFICATIONS SHOWN HEREON ARE INTENDED TO MEET REGISTRY OF DEED REQUIREMENTS AND ARE NOT A CERTIFICATION TO TITLE OR OWNERSHIP OF PROPERTY SHOWN. OWNERS OF ADJOINING PROPERTIES ARE ACCORDING TO CURRENT TOWN ASSESSORS RECORDS.

Return To:
City of Dover
City Attorney's Office
City Hall
288 Central Avenue
Dover, NH 03820

UTILITY/DRAINAGE INFRASTRUCTURE EASEMENT

For property located in Dover, N.H.

WHEREAS, the City of Dover has installed drainage and utility infrastructure, namely drainage pipes and appurtenances, in the area shown on a plan entitled "Easement Plan, for City of Dover, Over Lands of Carl D. Therrien Revocable Trust, 169 Spur Road, Tax Map L Lot 45H, and John III & Lydia Williams, Tax Map L Lot 44, 167 Spur Road, Dover, New Hampshire" dated _____ and last revised on _____ and prepared by Doucet Survey LLC, which plan is recorded with the Strafford County Registry of Deeds ("SCRD") as Plan # _____ (hereinafter the "Plan"); and

WHEREAS, as shown on the Plan the City's installed infrastructure is located more or less on the boundary line between two real properties in the City of Dover, being Tax Map L Lot 45H and Tax Map L Lot 444, each of which is owned by the grantors identified below and all of which are referred to hereinafter as "the Affected Properties"); and

WHEREAS, this easement is intended to memorialize the City's right to maintain

NOW THEREFORE, **Carl D. Therrien as Trustee of the Carl D. Therrien Revocable Trust of 2017** under declaration of trust dated January 26, 2017 (owner of Tax Map L, Lot 45H) and **Edward John Williams, III** and **Lydia N. Williams** (owners of Tax Map L, Lot 44), collectively hereinafter "Grantors", and each of them, for good and valuable consideration hereby acknowledged, on behalf of themselves, their successors, and assigns, does hereby convey, and grant to the **CITY OF DOVER**, a municipal corporation, having a mailing address of 288 Central Avenue, Dover, New Hampshire 03820 (hereinafter "Grantee") and Grantee's successors and assigns, with WARRANTY COVENANTS, permanent easement rights in the Affected Properties as shown on the Plan and with the rights and conditions recited below.

1. Easement Area: By this deed, Grantors convey and grant to the City of Dover a permanent easement on, over, under, across, and within the Affected Properties in the following two areas show on the Plan:
 - i. A 1,540 square foot area, more or less, on Tax Map L Lot 44, as shown on the Plan;
 - ii. A 2,070 square foot area, more or less, on Tax Map L Lot 45H, as shown on the Plan;

These two easement areas are referred to hereinafter as "the Permanent Easement Areas").

2. Purpose and Rights. Grantors convey to Grantee a permanent easement, including but not limited to ownership of and operational control over, the Permanent Easement Areas for the purpose of installing, operating, maintaining, repairing, and/or replacing the City's utility and drainage infrastructure, including but not limited to pipes and any and all appurtenances or other infrastructure installed by the City. Grantee shall have the right to inspect and, if necessary, repair, replace, and/or maintain installed utility and drainage structures and appurtenances. Grantors agree that no tree, building or other structure or planting, which in any way impairs Grantee's rights hereunder, shall be located within the City's easement. Grantors agree that no portion of the aforesaid easement shall be excavated or altered without the written permission of the Grantee. The Grantee shall have the right to remove obstructions in the easement including trees, shrubs and pavement and to take such other actions as may be reasonably necessary, useful or convenient for the enjoyment of the easement rights herein granted. Grantors shall not erect any buildings or structures, substantially change the grade or slope, or install trees or shrubs greater than 3 feet in height within the easement area without the Grantee's consent.
3. Grantee's Responsibility to Restore. Areas disturbed by Grantee within the aforesaid Permanent Easement Areas will be re-paved, revegetated or otherwise restored to a pre-existing or better condition. Pavement, lawns and landscaping, removed by the Grantee during the course of exercising its rights under this instrument, shall be restored at the Grantee's expense. The Grantee further agrees to notify the Grantors in advance of construction and to preserve and maintain driveway access except when active excavation is being performed.
4. Grantors' Retained Rights. Grantors retain the right to freely use and enjoy their interest in the aforesaid easement area insofar as the exercise thereof does not endanger or interfere with the purposes of this instrument.
5. Easement to Run with Land. All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executors, successors and assignees of the Grantee and of the Grantors, the parties hereto, and all subsequent owners of the Premises and shall run with the land.
6. Termination of Prior Easement Encumbering Tax Map L Lot45H: The easement previously

granted to the City of Dover by Carl D. Therrien, Trustee of the Carl D. Therrien Revocable Trust of 2017 under declaration of trust dated January 26, 2017 and recorded with the SCRD at Book 4767, Page 678, is hereby terminated and replaced by the easements granted above within this deed.

7. Trustee Certification: By executing this deed, and pursuant to New Hampshire RSA 564-A:7, II, the undersigned trustee, Carl D. Therrien, Trustee of the Carl D. Therrien Revocable Trust of 2017 under declaration of trust dated January 26, 2017, certifies that he has full and absolute power in said trust agreement to convey any interest in real property and improvements thereon held in said trust and no purchaser or third party shall be bound to inquire whether the trustee has said power or is properly exercising said power or to see to the application of any trust asset paid to the trustee for a conveyance thereof.

MEANING AND INTENDING to convey a permanent easement in the Permanent Easement Areas of the Affected Properties, being the following: (i) **Carl D. Therrien as Trustee of the Carl D. Therrien Revocable Trust of 2017** under declaration of trust dated January 26, 2017 as owner of Tax Map L, Lot 45H acquired by deed dated January 26, 2017 and recorded with the SCRD at Book 4452 Page 495; (ii) and **Edward John Williams, III** and **Lydia N. Williams** as owners of Tax Map L, Lot 44 acquired by deed dated January 24, 2023 and recorded with the Strafford County Registry of Deeds at Book 5091 Page 187.

In accordance with N.H. RSA 78-B:2, I, this deed is exempt and recorded without the payment of N.H. Real Estate Transfer Tax.

Acceptance of this easement was authorized by vote of the Dover City Council on _____.

Grantors release any right of homestead in the Permanent Easement Area.

GRANTORS

Date

7/22/24


Barbara Jean Dwyer for Trustee

Carl D. Therrien as Trustee of the Carl D.
Therrien Revocable Trust of 2017 under
declaration of trust dated January 26, 2017

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

The foregoing instrument was acknowledged before me this 22 day of July, 2024 by **Carl D. Therrien as Trustee of the Carl D. Therrien Revocable Trust of 2017** under declaration of trust dated January 26, 2017, known to me or satisfactorily proven to be the person whose name is subscribed to the foregoing instrument, who acknowledged this instrument for the purposes set forth herein.

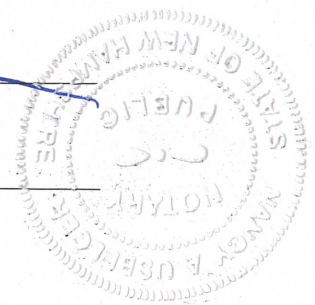
Nancy A. Usbelger
Justice of the Peace/Notary Public
Printed Name: Nancy A. Usbelger
My Commission Expires 7/19/2028

9/15/24
Date

09/05/2024
Date

Edward John Williams, III
Edward John Williams, III

Lydia N. Williams
Lydia N. Williams



STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

The foregoing instrument was acknowledged before me this 5 day of September, 2024, by **Edward John Williams, III** and **Lydia N. Williams**, known to me or satisfactorily proven to be the person whose name is subscribed to the foregoing instrument, who acknowledged this instrument for the purposes set forth herein.

Nancy A. Usbelger
Justice of the Peace/Notary Public
Printed Name: Nancy A. Usbelger
My Commission Expires 7/19/2028

Accepted by:

GRANTEE,
CITY OF DOVER

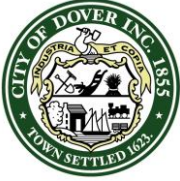
Date: _____

By: _____
J. Michael Joyal, Jr.
City Manager

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by J. Michael Joyal, Jr., City Manager of the City of Dover, known to me or satisfactorily proven to be the person whose name is subscribed to the foregoing instrument, who acknowledged this instrument for the purposes set forth herein.

Justice of the Peace/Notary Public
Printed Name:
My Commission Expires:



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2024.09.25 - 162**

Resolution Re: Amending Community Art Wall License; Accepting
Donation from Bob Sherwood Landscape Company, LLC

WHEREAS: By resolution in 2023 ([R-2023.05.10-078](#)), the City authorized the creation of a community art wall by way of a license agreement; and

WHEREAS: City staff and the owner propose to allow for a separate area along the Community Trail near the community art wall to locate an approximately 20 feet x 20 feet publicly accessible rock garden exhibit, which proposal has been reviewed and approved by the Dover Arts Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Manager is authorized to negotiate, finalize, sign, and accept an amendment to the license from Belknap Apartments, LLC, allowing for the aforesaid publicly accessible rock garden along the Community Trail. The City Manager is hereby authorized to do all actions necessary to implement and use the aforesaid license for the public benefit.

AND FURTHER BE IT RESOLVED THAT:

The City accepts and sincerely appreciates the gracious donation of related materials by Bob Sherwood Landscape Company, LLC.

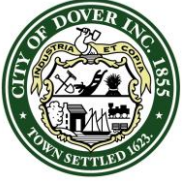
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2024.09.25 - 162**
Resolution Re: Amending Community Art Wall License; Accepting
Donation from Bob Sherwood Landscape Company, LLC

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

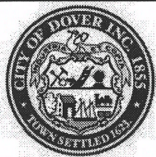
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

See attached license amendment.





CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

FIRST AMENDMENT TO COMMUNITY ART WALL LICENSE AGREEMENT

Amendment made this 9 th day of September, 2024 (or date signed by last person below, if later).

WHEREAS, the undersigned executed that "Community Art Wall License Agreement" in 2023 ("the License"); and

WHEREAS, the parties wish to amend the aforesaid License to include an additional licensed area to be used as a rock garden.

NOW THEREFORE, for valuable consideration, the parties amend the License as follows:

1. There is hereby added a new Paragraph 2.A to the License, stating as follows:

2.A.: The City is also hereby granted a revocable license to install and host an approximately 20 feet x 20 feet publicly accessible rock garden to be located between the Community Art Wall and the tunnel on the Community Trail. More specifically, the intended location of said rock garden will be approximately at these coordinates:

43.191685, -70.880099
43° 11' 30", -70° 52' 48"

All other terms and conditions of the License not modified hereby shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement on the date set forth above.

9/11/2024
Date

Belknap Apartments, LLC

[Signature]
Duly Authorized

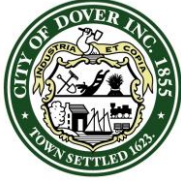
By (Print): William C. O'Neil

CITY OF DOVER

By J. Michael Joyal, Jr., City Manager

Date

Duly Authorized



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2024.09.25 - 163**

Resolution Re: Award of Bid #B25019 Wireless Network Infrastructure

WHEREAS: The State of NH joined the National Association of State Procurement Officials (NASPO) in a bid request for Networking Communication and Maintenance. The award and contract went to Cisco Systems, Inc. (contract #8001458) with several authorized resellers and has been renewed through September 30, 2026. The pricing and terms and conditions are extended to non-profits, counties, cities, towns, schools, colleges and universities, but does not lock them into buying with Cisco Systems, Inc. or authorized resellers; and

WHEREAS: Per general instruction to utilize the contract with the State of NH, the City contacted all seven authorized resellers (vendors) for sealed quotes under solicitation #B25019 for the modernization of the current wireless network infrastructure. The City received one pricing reply and two non-bid replies as outlined in background section of this resolution; and

WHEREAS: The response received was reviewed for necessary qualifications, experience, understanding of project scope, approach for completing the work, deliver, support and manage proposed solution and the offer is deemed most advantageous came from the sole bidder Red River Technology, LLC in the total amount of \$117,593.96. The city currently and successfully utilizes this NH based vendor for other work throughout the city. It is the recommendation to award to the sole bid received from Red River Technology, LLC as outlined; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Red River Technology LLC of Claremont NH for the modernization of the wireless network infrastructure in the amount of \$117,593.96. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
2110.1.190.41990.4745.01150.00	ARPA Computers & Communication	61,860.00	61,860.00
6100.1.550.49200.4745.09100.23	Dovernet Computers & Communication	358,000.00	350,744.69

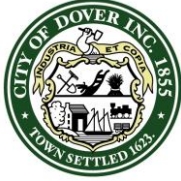
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier, City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2024.09.25 - 163**

Resolution Re: Award of Bid #B25019 Wireless Network Infrastructure

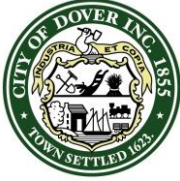
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2024.09.25 - 163**

Resolution Re: Award of Bid #B25019 Wireless Network Infrastructure

RESOLUTION BACKGROUND MATERIAL:

The City of Dover, New Hampshire requested bids from qualified partners to quote the modernization of the City of Dover current wireless network infrastructure. The work will include wireless site survey with recommendations for five municipal buildings, replacement of centralized wireless network management system, replacement of forty (40) existing wireless access points (APs), addition of eleven (11) access points along with appropriate licensing, support and maintenance for a five-year term. The solution also includes five-year licensing for nine (9) additional access points if additional coverage is indicated by site surveys and RF coverage testing.

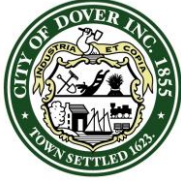
The City reached out to the six other vendors that had not responded to the Request for Bid and received comments from two companies which include:

- a) I tried unsuccessfully to contact the Cisco representative to obtain the discounting.
- b) Due to the bandwidth of our team members we were unable to fulfill the requirements of the bid adequately within the timeframe. I am working hard to become a strategic vendor for Dover.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	7	Number of Responses:	1 & 2 non-bids
Warranty:	Meets Specifications	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	Completed by 12/31/24
Recommended Award to:	Red River Technology LLC	Fund:	ARPA Fund Dovernet
Other Approvals Required:	State of NH Contract No. 8001458	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.

[B25019 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2024.09.25 - 164**

Resolution Re: Arena Compressor Replacement with Carrier Corporation –
Sole Source

WHEREAS: The Carrier Corporation located at 95 Shawmut Road, Unit 3 in Canton, MA is the sole manufacturer of Carrier HVAC supplies & equipment. The City of Dover has various Carrier Water Cooler-Chiller Units at the Dover Arena. Carrier has been the primary source since 2017 for supplies & equipment. The current service agreement was approved by council via [R-2022.12.14-224](#) and expires November 2025; and

WHEREAS: The Arena B1 Compressor on the chiller has been going into alarm mode since June. The technician came out and repaired, thinking it would resolve the issue, which it did for a short time. Last week the technician came again for the same issue and indicated that due to the number of hours on the unit (56,000) he recommends a compressor replacement. Carrier has sent a quote for a replacement and installation of Compressor B1 in the amount of \$49,520.00; and

WHEREAS: Per Purchasing Code 5-29C, Exemptions to Formal Bidding: Sole-source purchases where the proposed purchase is manufactured or provided by only one entity, and the City has already committed to a certain product, manufacturer, brand, or service provider; and.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Carrier Corporation for the chiller compressor replacement in the amount of \$49,520.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of the authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1009.1.350.45149.4741.00000.23	Arena Machinery & Equipment	12,745.53	12,745.53
1009.1.350.45149.4727.00000.23	Arena Building Systems	38,110.00	30,610.00
1009.1.350.45149.4741.00000.24	Arena Machinery & Equipment	35,000.00	35,000.00

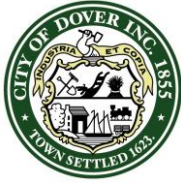
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Joshua M. Wyatt
Form and Compliance: City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2024.09.25 - 164**
Resolution Re: Arena Compressor Replacement with Carrier Corporation –
Sole Source

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

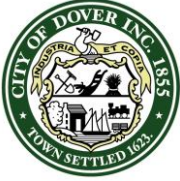
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Our Compressor B1 has been going into alarm – low oil pressure back in June 2024. The oil filter was replaced, it did not go into alarm all of July and August. This past Friday it went into the same alarm – low oil pressure. The technician came out and replaced the oil filter again. Last night (Sunday) it went back into the same alarm. The technician was back on Friday and feels that it is time to replace the compressor as it is up there in hours at 56,000 hours. It has the most hours of our 3 compressors. I have compressor B1 disabled at the moment, both compressors A1 and A2 seem to be able to carry the load for now but now we have no back up if something were to happen.

The units are critical to the arena operation and only Carrier Technicians have worked on them since they were installed. As Carrier is the manufacturer of parts for these units and is certified to work on said units, it is reasonable that that we continue to have carrier service the water cooler-chiller units at the Dover arena. It is critical to have ready access to Certified Carrier Technicians if there are any breakdowns with our refrigeration system so they can respond quickly before any damage occurs to our ice surfaces. Lastly, as major parts or a compressor need replacement, we would want a warrantee and only Carrier can provide that coverage.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2024.09.25 - 165**
Resolution Re: Approval of Ground Lease with Great Bay Rowing

- WHEREAS: Great Bay Rowing, a New Hampshire non-profit corporation, seeks to enter into a (40) forty-year ground lease with the City of Dover regarding space within the forthcoming Nebi Park on River Street, and
- WHEREAS: The leased space would be approximately 5,600 square feet of raw land allowing Great Bay Rowing enough space to create a 5,400 square foot boathouse, and
- WHEREAS: The parties have negotiated terms of a proposed lease agreement as set forth in the draft lease, with the terms stated therein, and
- WHEREAS: The Cochecho Waterfront Development Advisory Committee reviewed and endorsed the lease at its September 17, 2024 meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Manager is authorized to finalize and sign the ground lease agreement between the City of Dover and Great Bay Rowing for lease of raw land within Nebi Park for forty years. The City Manager is authorized to take all actions necessary to administer and perform the aforesaid ground lease, including but not limited performing the City's obligations, enforcing the agreement, and recording a summary notice of lease in the Strafford County Registry of Deeds.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

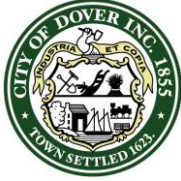
Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2024.09.25 - 165**
Resolution Re: Approval of Ground Lease with Great Bay Rowing

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The City and Great Bay Rowing have proactively worked together for much of the previous decade to promote diverse uses of the Cochecho River and, until 2023, Great Bay Rowing leased the butler building located on the River Street parcel, which it used as a temporary boat storage facility.

Great Bay Rowing approached the City about creating a long-term ground lease to construct, maintain and operate a boathouse, which would include boat storage, meeting space, locker rooms and a flex space it can used for gatherings and training activities. The parties worked for a year to develop a lease which creates opportunity for Great Bay and sets a framework for the City to be supportive, but not financially obligated to the design, construction or operations of the boathouse.

At its public meeting on September 17, 2024, the Cochecho Waterfront Development Advisory Committee unanimously endorsed the lease finding that it is consistent with the long-term vision for the waterfront and with the desire to create an activated and publicly accessible waterfront.

Attached is a summary of the lease, the full draft lease (signed by Great Bay Rowing’s Chair), and a letter from CWDAC endorsing the lease.

Summary of Ground Lease Agreement between the City of Dover and Great Bay Rowing

Lessee to complete construction and operate a boathouse on a portion of Map 21 lot 1-1, known as Nebi Park, located on River Street, at its cost.

Private Commitments:

- Development of a 5,400 square foot Boathouse with internal boat storage, meeting space, locker rooms and fitness space
- Development of associated landscape and hardscape on the area adjacent to the boathouse
- Pursuit of any permits, entitlements and/or adjustments to previous permits and entitlements
- Develop, with the Recreation Department, programs for the public to learn about paddle sports

Public Commitments:

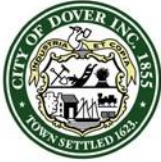
- City to provide access to the “lawn” portion of Nebi Park for use
- City to install Paddle sports Dock from April 1 to November 1
 - If not installed, rent for 16 month period is waived.
- City to sign as “owner” on any and all applications

Terms of the Lease:

- Length: 40 years, beginning September 1, 2024
- Parking: Lessee receives 20 permits for Dredge Cell lot, once completed.
 - On street parking for pick up/drop only
- Exclusive use: None for park, parking or paddle sports dock; boathouse only
- Rent (post construction):
 - Years 1-10: \$12,000/year; escalating by \$1,000 per month every 10 years
 - 5% late fee for rent not paid on the eighth of the month
- No audible amplification within 1,200’ of the dock, in either direction, outside of park hours
- GBR must cover all operation and maintenance costs of the space
- GBR must maintain general liability/casualty, property and marine insurance
- No outdoor storage of boats/equipment outside of park hours (as dictated by ordinance)
- Usage and signage must comply with zoning ordinance and be non-profit; no residential use
- GBR cannot create or allow any lien or encumbrance on the land or adjacent parcels
- Lease must comply with RSA 72:23 regarding property taxes

Other Items:

- CWDAC reviewed and approved boathouse design and endorsed lease at 9/17/24 regular meeting, which included a public forum.
 - Any future alterations must be reviewed and endorsed by CWDAC or City Council
- GBR cannot use the space until the Certificate of Use/Occupancy is granted
- GBR must justify any waivers or relief from land use regulations, and Planning Board must grant, as part of Site Plan approval. No implied consent.
- Notice of Lease will be recorded at Registry of Deeds.
- Normal park rules apply and naming rights are per City Ordinance
- Both parties acknowledge the boathouse is in a mixed-use neighborhood
- If, after 18 months, GBR has not entitled the site, the agreement is null and void
- If, after 24 months, GBR has not implemented site plan, the agreement is null and void



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

LEASE AGREEMENT

THIS LEASE AGREEMENT made this ___ day of September, 2024 (this “Agreement”) by and between **Great Bay Rowing**, a New Hampshire Non-Profit Corporation with an address of PO Box 846 Durham, County of Strafford and State of New Hampshire 03824, New Hampshire 03820 (hereinafter referred to as “LESSEE”), and the **CITY OF DOVER**, New Hampshire, of 288 Central Avenue, Dover, County of Strafford and State of New Hampshire 03820 (hereinafter referred to as “LESSOR”). LESSOR and LESSEE may be referred to herein as a “Party”, and collectively, the “Parties”.

WITNESSETH:

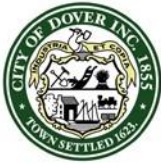
That IN CONSIDERATION of the mutual promises contained herein, and FOR OTHER GOOD AND VALUABLE CONSIDERATION contained herein, the parties agree as follows:

1. Description and Term.

1.1 Description of Space, the Premises, and Access to Same.

That the LESSOR does hereby demise and lease to the LESSEE a portion of raw land upon the City’s parcel shown as Lot 22-1-1 on a subdivision plan prepared by Doucet Survey, LLC dated May 19, 2022 recorded with the Strafford County Registry of Deeds as Plan #12706 and #12707, within Dover, New Hampshire, which Space is intended to contain 5,600 square feet of raw land (consisting of approximately 5,300 square foot to accommodate the LESSEE’s building referenced below and the remainder being a surrounding buffer equally around the perimeter of said building) and intended to be used by LESSEE as the site of the future Great Bay Rowing Boathouse. The raw land demised herein is hereinafter referred to as the “Space”. The Space plus the building and improvements added by Lessee is referred to hereinafter as the “Premises”. The approximate area of the Space is shown in Exhibit A. The aforesaid Space is mutually intended to fall within the area of the aforesaid parcel excluded from Land Water Conservation Grant (“LWCF”) restrictions, as recited within the Notice of Grant Restrictions recorded at the Strafford County Registry of Deeds at Book 4841, Page 332.

In conjunction with the use of the Space, LESSEE shall have the non-exclusive right to use available parking, if any, in the Maglaras Park/dredge cell parking lot for LESSEE’s, board of directors, and club volunteers, members, and staff during LESSEE’s normal operations, subject to applicable law and regulations. Additionally, parking spaces may be available on streets adjacent to the Space. It is agreed parking spaces will not be reserved and are available on a first come first served basis with no signage designating parking spaces to the LESSEE. The LESSOR does not guarantee the availability of any parking spaces at any time. Parking rules and regulations may be subject to change, amendment, or relocation for good cause at the sole



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

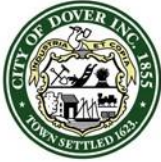
discretion of the City of Dover. Furthermore, the parking along River Street is intended to be high turnover spaces and are subject to the parking regulations in the City and are intended to be used by the public. The LESSEE and its board of directors, volunteers, members, and staff may use the spaces for drop off and pick up and direct said groups to the parking lot for longer stays. The City shall issue up to 20 parking permits to LESSEE's board of directors, volunteers, members, and staff for its non-exclusive use of the Maglaras Park/dredge cell parking lot, as such permits may be available, at the applicable cost for such permits as may be updated from time to time, and such permits to be valid for only so long as issued and on the terms/conditions issued.

In addition to the above referenced Space, the parties acknowledge that the LESSEE and its volunteers and members shall have access, equivalent to (and no greater than) the public's access, to the adjacent waterfront park, paddle sports dock (when installed and opened), and any public improvements made within the park. This access shall be non-exclusive and shall run with the public's use of the area during the term of this Lease, as regulated within City Ordinances or other applicable law, which may be amended from time to time. The parties acknowledge that typically the paddle sports dock is installed in early April as the ice allows and removed in November of each year, both dependent on tide windows for active access to the Cochecho River.

Notwithstanding the foregoing, LESSEE shall have the right to maintain secured and private access to the Boathouse and may exclude the general public from the Space in accordance with applicable law. LESSEE may also follow normal trespassing and similar processes to address incorrigible and persons of ill manner. Furthermore, notwithstanding the above, at all times in which the LESSOR shall deem the subject parcel as an active construction site, either by LESSOR or its contractor or by the private developer on the site or its contractors as part of the City's ongoing waterfront development project, LESSEE's access to and use of the Space shall be limited at any and all times as is reasonably directed by the City.

Furthermore, the Space is located within Nebi Park, a public park, and adjacent to a mixed-use neighborhood. As such, the LESSEE agrees to ensure that LESSEE itself and all of LESSEE's operations are at all times respectful of others in the area, including without limitation nearby residents and members of the public. Outside of normal hours of operation for public parks, as outlined in City ordinances, as may be amended, it is expected that there be no use of amplified audio devices to play music, or to communicate between volunteers, staff and members within the park, paddle sports dock and within 1,200 feet of the dock, except in the event of an emergency, as determined in the sole discretion of LESSEE. Should an emergency occur, LESSEE shall notify LESSOR within 2 hours of such event. The parties stipulate and agree that this is a reasonable and lawful time, place, and manner requirement.

1.2 Term of Lease; Base Rent.



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

The term of this Lease Agreement shall be for an initial term of forty (40) years commencing upon September 1, 2024, or such other earlier or later date as agreed upon by the mutual decision of the Parties in writing, and expiring, forty (40) years thereafter, unless otherwise previously terminated by either Party as outlined herein (the "Initial Term"). The parties understand that prior to the completion of the LESSEE's building, LESSEE shall not commence any business operations in, upon or adjacent to the Space. Upon the completion of the construction of LESSEE's building, prior to LESSEE's receipt of a Certificate of Occupancy ("CO") from the City of Dover, the Parties shall work together to allow LESSEE's business operations to commence on the Property. Use shall not be unreasonably withheld.

It is anticipated that a portion of the initial Term of the Lease, the LESSEE may be designing, permitting and constructing the structure, all at LESSEE's own sole costs. Commencing upon the commencement of the lease, and terminating upon the substantial completion of LESSEE's Space, such substantial completion to be determined upon LESSEE's receipt of a Certificate of Occupancy from the City of Dover ("Waived Rent Term").

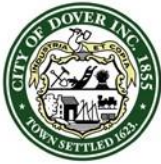
During the Waived Rent Term, the base rent due and payable by LESSEE shall be \$00.00 per month.

Subsequent to the issuance of a certificate of completion, or completion of the construction of the structure, whichever comes first, the rent shall increase to \$1,000.00 per month, to be paid on the 1st of the month thereafter, totaling a total rent payment of \$12,000.00 per year ("Base Rent") for the first ten (10) years of the Initial Term. Year 11-20, Base Rent shall increase to \$2,000.00 per month totaling an annual rent payment of \$24,000.00 per year. Year 21-30, Base Rent shall increase to \$3,000.00 per month totaling an annual rent payment of \$36,000.00 per year. Year 31-40, Base Rent shall increase to \$4,000.00 per month totaling an annual rent payment of \$48,000.00 per year. The Base Rent during the Initial Term is below-market and a "nominal fee" within the meaning of RSA 212:34, I(a). Monthly rent shall be paid the first day of each month to the City of Dover. LESSEE shall remit payment of Base Rent in a form agreeable to the City of Dover. In the event LESSEE shall fail to pay Base Rent within seven (7) days of such date when due, a late fee shall apply, as "Additional Rent", in an amount equal to Five Percent (5%) of the then Base Rent due.

If a term commences on a day other than the 1st of a month, that month's rent shall be prorated based on the number of days in the month.

1.3 Registry Notice of Lease.

Upon execution of this Lease by all parties, the LESSEE shall prepare and file with the Strafford County Registry of Deeds, at LESSEE's sole cost, a notice of lease in accordance with RSA 477:7 and 477:7-a, in a form substantially similar to that of Exhibit B, attached.



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

In recognition of the below-market/“nominal fee” the parties agree that within 18 months of the signing of the lease the parties shall agree to certain public benefits, principally recreational in nature, being provided by the LESSEE. The Parties shall specifically outline certain public benefits in a written memorandum of understanding as reviewed and approved by both the LESSOR and LESSEE. These may include introductory programs offered to City residents, noon-time rowing fitness classes, and partnerships with the City Recreational Department, as the opportunity arises, in the mutual agreement and understanding of the Parties. The City acknowledges that the financing and construction of the community dock, and its ongoing maintenance and repair, has been one of the significant public benefits provided by the LESSEE.

2. Operations and Maintenance.

The LESSEE shall be solely responsible for payment of all operations and maintenance costs of the Space, including but not limited to utilities (electricity, water, gas, heat) and custodial, snow removal and associated supplies, unless otherwise agreed to amongst the Parties or such services are deemed to be public services offered by the LESSOR (collectively hereinafter “Operations and Maintenance Costs”). LESSEE’s responsibility for Operations and Maintenance Costs shall apply at the inception of this Lease and at all times this Lease is in effect. Notwithstanding the foregoing, the LESSOR shall bear the entire cost and expense, and shall possess a duty to repair, maintain, or replace, all features and land outside of the Space to include, but is not limited to, dock, dock access, easements (of any kind), or such other space not specifically included in the LESSEE’s Space. For the avoidance of doubt, the LESSEE shall be solely responsible for the repair, maintenance, and replacement of its building, the interior and exterior of the building structure, and all walkways directly attributable to the LESSEE’s Space. All space outside of the LESSEE’s Space, including the abutting parks, shall be maintained by the LESSOR. For avoidance of doubt, the LESSEE shall be solely responsible for payment of any applicable water and/or sewer investment and/or connection fee to the City.

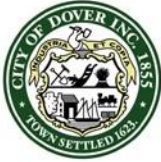
3. Improvements and Repair; Concept Plan.

3.1 Lessee’s Right to Locate Buildings/Improvements Upon the Space.

The Parties recognize that the LESSEE, in its discretion and design specification, upon prior approval of City Staff intends to design, permit, entitle and construct structural improvements to the Space, and the adjacent lawn area of the park, should it be required, upon receiving prior written approval from the City, at LESSEE’s sole cost as additional consideration for its rental of same.

LESSEE improvements may include, but not be limited to:

- construction of a boathouse;
- installation of water, sewer, gas and electric utility lines



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

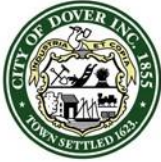
- installation of cabinetry/counters/demising walls/access doors
- flooring
- painting exterior and interior elements
- necessary IT/security infrastructure to operate business
- equipping the Space for the operation of the boathouse
- building of office/storage for lessee's use if LESSEE chooses to build
- If any building code / life safety equipment and installation requirements for same are necessary for the leased premises change of use prior to LESSEE taking possession and obtaining a Certificate of Occupancy, LESSEE shall have the sole option to deem this Lease null and void, thereby terminating same
- Hardscaping and landscaping adjustments to the adjacent park to accommodate access to the boathouse, provided the elevation is not dramatically altered;

Attached as **Exhibit A** is an initial plan of the layout of the currently proposed improvements in the Space (collectively, the "LESSEE Improvements").

The Parties further acknowledge that in consideration of the economic terms of this Lease including rent provisions above, the LESSEE did not request the City to pay for any of these improvements for the build-out of the Boathouse, yet it is considered as part of the consideration of the overall Lease Terms including the rent to be paid by the LESSEE. Similarly, if the Lessee seeks further improvements, and receives written permission from the City, it may seek to do so at its sole cost as the City is in no way responsible for the costs of the improvements, modifications, or alterations.

In pursuing the permits and entitlements needed for the construction of a Boathouse, the LESSOR will not unreasonably withhold signing applications as the property owner, but the LESSEE shall be the applicant and shall be responsible for all aspects from coordination to funding of the improvements. The LESSEE shall review and obtain approvals on the design and placement of any structure, and landscape/hardscape, from the Cochecho Waterfront Development Advisory Committee or its successors or if no successor from City Council, prior to submitting any and all applications for final signature by the LESSOR on any applications. Nothing contained in this Lease shall constitute, be deemed to constitute or imply that the City Council or any City of Dover board, department, office, or agency, officer, or employee of the City of Dover shall approve, authorize, or consent to any action or activity within or required for the improvements to the Space, including but not limited to any land use approval, requirements for the provision of public utilities or services, or any administrative, judicial, quasi-judicial, or legislative action, unless and until such respective authorizations, approvals or consents are duly and properly issued by the City Council, and/or the City of Dover's respective boards, departments, offices, agencies, or officers or employees, and/or any other applicable local, federal, or state authority.

3.2 Ownership of Buildings/Improvements Created by LESSEE; Tendering Space to City at Conclusion of Lease.



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

The LESSOR acknowledges the collective intent and goals of the LESSEE to construct a boathouse building in the Space. The LESSEE shall at all times remain the lawful owner of all structures and improvements created, erected, or located by LESSEE upon the Space.

Upon expiration or termination of this Lease for any reason, and unless LESSOR and LESSEE can negotiate a mutually acceptable sale/transfer of the LESSEE's buildings or improvements on the Space wherein the LESSEE shall sell or transfer the building and all improvements to the LESSOR, a successor in interest, or an unrelated third party, LESSEE shall deliver the Space with all improvements and structures thereon back to the City at no cost to the City, in a manner agreeable to the Parties. The LESSOR shall have the right to inspect the Space upon such termination to review and determine compliance.

4. Condition of Space/Premises.

The LESSOR leases the Space "as is". LESSEE shall be solely responsible for all associated costs for desired original and future build-out of the Space; and plans for such build-out must be reviewed for potential approval by LESSOR. LESSEE shall be solely responsible for insuring all improvements and contents of the Space and shall name LESSOR as an additional insured.

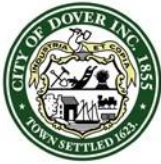
LESSEE shall, at its own expense, maintain and keep the Space and the Premises in good structural order and repair including, but not limited to, all partitions, doors, windows, fixtures and equipment. In addition, LESSEE shall, at its own expense, make normal repairs and maintain performance of the leased Space and Premises, as needed, including, without limitation, the replacement of broken glass, interior repainting, the repair of floors, and the keeping of windows and doors watertight. LESSEE shall also, at its expense, maintain in good operating condition all plumbing, electrical, heating, sprinkling, air conditioning and other utility systems on the Premises.

5. Access to Space.

The LESSOR shall also have the right to enter upon the Space at all reasonable times during normal business hours and upon prior reasonable written notice to LESSEE (24-hour minimum notice) to inspect same. In the event of emergency, the LESSOR shall use commercially reasonable efforts to notify LESSEE of such inspection of the Space but shall not be required to provide advance written notice. The LESSOR shall provide the LESSEE with reasonable notice of any inspections of or visits to the Space.

6. Unavoidable Casualty and Eminent Domain.

In the event of an unavoidable casualty, including fire, not arising as a result of the negligence or intentional conduct of the LESSEE whereby the Space or any portion of it is destroyed or damaged so as to be unfit for use or occupancy, the LESSOR specifically reserves the option of



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

terminating this Lease Agreement. However, that in the event of total destruction or damage which is the equivalent of total destruction, this Lease Agreement shall automatically terminate.

In the event the Space shall be taken either under threat of eminent domain or by eminent domain proceedings in whole, then this Lease Agreement shall be terminated and the rent shall be prorated and returned to the LESSEE as of the date of such taking. In the event of a taking of the Space, any condemnation award or damages shall belong exclusively to the LESSOR. In the event of a taking of the Premises, any condemnation award or damages shall be shared equitably by the LESSOR and LESSEE, with LESSOR receiving such amounts reasonably allocable to the Space and LESSEE receive such amounts reasonably allocable to the building and improvements.

7. Use.

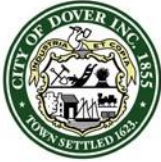
7.1 General Use and Restrictions.

The LESSEE shall only use the Space in compliance with all applicable law, including but not limited to the City's ordinances, rules and regulations. Additionally, the Space shall be used for LESSOR's non-profit purposes only. The LESSEE shall not charge any fee that would adversely impact the LESSOR's recreational immunity as set forth in RSA 508:14 and/or RSA 212:34 and/or otherwise under applicable law. Notwithstanding the preceding sentence, LESSOR acknowledges and agrees LESSEE is currently a non-profit organization funded by member contributions, fundraising activities, grants, donations, or otherwise. No residential use shall be permitted.

It is the intent and goal of the LESSEE to partner with the City of Dover Recreation Department to create a public good for the citizens of the City of Dover and neighboring communities. The LESSEE wishes to create an inviting space that provides access to the waterways in a clean, safe, and inviting manner for all to enjoy. In pursuit of these goals, LESSEE shall, in its sole discretion, conduct business at the Space in a manner it deems appropriate, in compliance with all federal, state, and local laws and regulations. Except as described below, there shall be no outdoor storage of equipment, boats/sculls or similar elements, including along the public dock.

7.2 The Paddle Sports Dock.

The LESSOR, as it deems reasonably appropriate, and after consulting the LESSEE, shall decide if and when the paddle sports dock will be seasonally installed. The parties understand that this season shall be approximately April 1 to November 1. If the paddle sports dock will not be installed for a season, the LESSOR shall communicate this in writing, by March 1 of each year, with explicit reasons stated and as full, final and liquidated damages LESSOR shall forfeiture of rent payments for the succeeding 12 months and refund the preceding 4 months' rent. The parties agree that during the season when the paddle sports dock is installed and open, the LESSEE shall have the right to locate and install boat racks on the river side of the building



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

(not to face the development sides, and not impeding public use of any walking paths or park access) for temporary seasonal outdoor storage of boats during the daytime hours only. During the normal course of operations, as boats will be taken on and off the river, they will be stored on these racks until stored inside of the building. No boats shall be stored upon the racks outside of normal park hours.

Prior to the commencement of the Lease, the parties shall develop guidelines for how the LESSEE's safety boat will be moored in the water near the paddle sports dock, when it is installed and open. If the LESSEE wishes to utilize the non-paddle sports dock for the purposes of mooring the safety boat, the parties can negotiate a separate arrangement. The parties agree that the safety boat is an essential component of the LESSEE's activities and agree that safety of those involved is important.

As the Space is contained within a public park, distribution or consumption of alcohol or beverage as defined by RSA 175 may only be done with prior written permission from the City Manager.

8. Renewal of Lease Agreement.

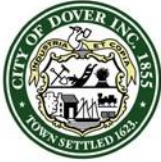
Provided that the LESSEE is in full occupancy of the Premises and not in default, then prior to the commencement of the final year of the Lease, the parties shall negotiate, in good faith, a successor agreement, whether a renewal of this Lease Agreement or other real estate contract. Should the LESSEE want to vacate the Space, it shall give written notice of its intention not to exercise a successor agreement at least sixty (60) days but no earlier than one hundred twenty (120) days prior to the Lease expiration.

9. Subletting and Assignment.

Neither Party shall sublet nor assign the raw land, Space or the associated parking spaces under any circumstances without prior written consent by the opposing Party. The LESSOR acknowledges and accepts LESSEE's intent to sublease certain space to the University of New Hampshire, or such other institutions as may be determined by the LESSEE, to occur only with prior approval by the LESSOR in writing.

10. Improvements/Personal Property.

LESSOR agrees that the anticipated building and related improvements, modifications, alterations, maintenance, replacements, or repairs to the Space made by LESSEE shall remain personal property of the LESSEE (though still subject to real estate property tax as stated in Section 23 below). LESSOR has no obligation to reimburse LESSEE for all or any portion of the cost or value of any such modifications, alterations, improvements, maintenance, replacements, or repairs.



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

As stated above, LESSEE shall have the sole obligation, at LESSEE's cost, to seek and obtain all final approvals required by local, state, and/or federal law, before undertaking and using any improvements to the Space added by LESSEE.

In the event that at the end of the term or upon any earlier termination of this Lease Agreement including, but not limited to, termination for failure of the LESSEE to perform as required hereunder, there remains personal property of the LESSEE in the Space, the LESSOR is authorized to dispose of said property after giving written notice of its intent to do so to the LESSEE at the last known address of the LESSEE.

11. Default.

11.1 Default Provisions.

Each of the following shall constitute a default by LESSEE under this Lease: (a) if LESSEE makes an assignment for the benefit of creditors, or files a voluntary petition under any state or deferral bankruptcy or insolvency law, or an involuntary petition alleging any act of bankruptcy or insolvency is filed against Tenant under any state or federal bankruptcy or insolvency law that is not dismissed within ninety (90) days, or whenever a petition is filed by or against (to the extent it is not dismissed within ninety (90) days) Tenant under the reorganization provisions of the United States Bankruptcy Code or under the provisions of any law, or whenever a petition shall be filed by Tenant under the arrangement provisions of the United States Bankruptcy Code or similar law, or whenever a receiver of Tenant, or of, or for, the property of Tenant shall be appointed, or Tenant admits it is insolvent or is not able to pay its debts as they mature; (b) if LESSEE fails to pay Rent or any other payment when due hereunder, or (c) if LESSEE fails, whether by action or inaction, to timely comply with, or satisfy, any or all of the obligations imposed on LESSEE under this Lease (other than the obligation to pay Rent) for a period of thirty (30) days (except for under (a), above) after LESSOR'S delivery to LESSEE of written notice of such default under this subsection 11.1; provided, however, that if the default cannot, by its nature, be cured within such thirty (30) (except for under (a), above) day period, but LESSEE commences and diligently pursues a cure of such default promptly within the initial thirty (30) day cure period (except for under (a), above), then LESSOR shall not exercise its remedies under Section 11.2 unless such default remains uncured for more than sixty (60) days (except for under (a), above) after Landlord's notice. Any default that is cured by LESSEE, within LESSEE's cure period as outlined in this Section 11.1, shall not cause the LESSEE to be deemed in default at any time thereafter with respect to that event of default.

The LESSEE shall have 18 months, from the Dover City Council approval of the lease, to seek and obtain entitlements and permits. The LESSEE also shall commence construction of the Boathouse within 24 months of Dover City Council approval. If either of these benchmarks are not met, the LESSOR shall have the right to terminate this Lease Agreement. The LESSOR shall have the right to provide extensions for either benchmark, upon written request provided 45 days prior to the benchmark point. Said extension shall not be unreasonably withheld.

Should LESSEE be denied entitlements and any associated permits, LESSEE may elect to terminate this Lease with no further obligations to the LESSOR.

11.2 LESSOR'S Cure Rights Upon Default of LESSEE.

If LESSEE defaults in the performance of any of its obligations under this Lease, LESSOR, without thereby waiving such default, may (but shall not be obligated to) perform the same for the account and at the expense of LESSEE, upon LESSOR's compliance with any notice requirements and cure periods set forth in Section 11.1.

11.3 LESSOR's Remedies.

In the event of any default by LESSEE under this Lease, LESSOR, at its option, and after the proper notice and cure period, as provided in Section 11.1 has expired, may exercise all remedies allowable under the law in the manner LESSOR chooses. Upon any default by either party, the prevailing party in any arbitration, mediation, or court proceeding to enforce or interpret this Lease or any provision hereof shall be entitled to recover its costs, expenses and reasonable attorneys' fees. In the event of a default, LESSOR may, at LESSOR's option and in addition to all other rights and remedies provided in this Lease, or otherwise at law or in equity to terminate this Lease, require LESSEE to pay all rent, additional rent, expenses, and fees up to and including the termination date.

12. **Indemnification.**

LESSEE agrees to pay, and to protect, defend (with counsel acceptable to the LESSOR), indemnify and save harmless LESSOR from and against any and all liabilities, losses, damages, costs, expenses (including all reasonable attorney's fees and expenses), causes of action, allegations, suits, claims, demands or judgments of any nature whatsoever in connection with or arising from:

- (i) any cause of action or claim of, or alleging, injury to, or the death of, any person(s) as a result of the LESSEE's negligent or otherwise tortious act or omission arising out of or in relation to LESSEE's use of the Space or the Premises;
- (ii) any material damage to property or to the Space or Premises as a result of the LESSEE's negligent or otherwise tortious act or omission;
- (iii) any act or omission of LESSEE or its agents, officers or employees in breach of LESSEE's obligations and duties under this Agreement;
- (iv) violation by LESSEE of any agreement or condition of this Lease Agreement; or

- (v) violation by LESSEE of any law, ordinance or regulation affecting the Space, the Premises, or any part thereof or the ownership and occupancy thereof.

Notwithstanding the foregoing, this Section 12 shall not apply to any losses, damages, costs, expenses, or liabilities caused by the gross negligence or willful conduct of the LESSOR or its agents.

13. Insurance.

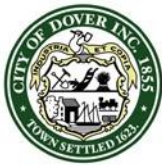
General liability/casualty and property insurance (on the subject property) and marine insurance covering LESSEE's on-water operations shall at all times be maintained by the LESSOR at LESSOR's sole cost. LESSEE shall procure and maintain in force, at its expense, during the term of this Lease Agreement, and any extensions of such term, liability and property damage and marine operations insurance for the LESSEE's use of the leased Space and Premises, all such insurances procured by LESSEE at all times to be considered primary and non-contributory coverage. Said insurance to be in limits of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate. LESSEE agrees that upon LESSOR's request from time-to-time, LESSEE shall increase the limits of the aforementioned insurance policies to such limits as are customarily carried with respect to premises similar to the Property within Strafford County, New Hampshire. LESSOR has no obligation for any loss to LESSEE's personal property. Proof of LESSEE's insurance shall be supplied to the LESSOR at the time of occupancy and LESSEE shall provide certificates for any renewal no later than ten (10) business days prior to the expiration of said policy. The LESSOR shall be listed as "Additional Insured" on the policy and proof of insurance certificate. The insurance coverage procured by LESSEE shall cover the LESSOR with the same scope of coverage provided to the LESSEE without subjecting the LESSOR to any different or additional terms, conditions, limitations or exclusions. A condition of the insurance coverage shall be thirty (30) days' notice to the LESSOR upon cancellation of the policy.

14. Liens and Encumbrances.

LESSEE will not create or allow any lien, encumbrance or charge on the Space or adjacent parcels or on the rents or income therefrom which may be superior to the LESSOR's rights hereunder. Notwithstanding LESSEE's intent to finance construction of buildings and improvements, in no case shall the LESSEE in any way consider, create, purport to create, or expressly or tatially allow any lien or encumbrance or other cloud of title on the Space.

15. Parties Bound.

This Lease Agreement and its addendums is binding upon the heirs, executors, administrators and assigns of the parties hereto and constitutes the entire agreement between the parties.



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

16. Signage.

The LESSEE shall have the right at its expense to install signage as per the Dover Zoning Code. The look and design of said special and display materials shall be in keeping with the general appearance of the Premises, and shall be professionally created and managed. The LESSEE may, at its own expense, purchase and use a temporary A-Frame chalk board sign to display specials within 25 feet of the building, within Nebi Park. All the above said signs shall comply with all municipal ordinances by right and require permits. Banners, and electronic message centers shall not be included in any sign package, and electronic or digital displays shall not be visible from the right of way or public park. The LESSOR will support and assist with the expeditious processing of the sign applications. Should LESSEE seek to name the building after a sponsor (whether a person or corporation), the City Council shall review and approve any naming, as per City Code.

17. Modification of Lease Agreement.

This Lease Agreement contains the entire agreement between the parties and shall not be modified in any manner except by an instrument in writing executed by the both parties.

18. Section Headings.

The section headings throughout this instrument are for convenience and reference only, and the words contained herein shall in no way be held to explain, modify or amplify, or aid in the interpretation, construction or meaning of the provisions of the Lease Agreement.

19. Severability.

Any determination that any provision of this Lease Agreement or any application thereof is invalid, illegal or unenforceable in any respect in any instance shall not affect the validity, legality or enforceability of such provision in any other instance or the validity, legality or enforceability of any other provision of this Lease Agreement.

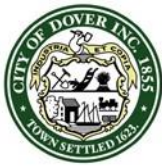
20. Laws Governing.

The parties agree that the laws of the State of New Hampshire will govern all disputes under this Lease Agreement and determine all rights hereunder, without giving effect to a choice of law provision or rule.

21. Security Deposit.

The LESSOR and LESSEE acknowledge that no security deposit is required under this Lease.

22. Merger.



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

This Lease Agreement contains all terms and conditions agreed upon by the parties hereto and no other agreements or representations, oral or otherwise, regarding the subject matter of this Lease Agreement shall be deemed to exist, provided, however, that any subsequent modifications or agreements affecting this Lease Agreement shall be in writing and signed by the parties hereto.

23. Taxes.

Pursuant to RSA 72:23, I, LESSEE agrees to pay all properly assessed current and potential real and personal property taxes no later than the due date. LESSEE is obligated by the foregoing to pay real and personal property taxes on the land and any structures or improvements added by the LESSEE. Failure of the LESSEE to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said Lease by the LESSOR. Nothing in this Agreement shall prevent or in any way preclude LESSEE from seeking real estate property tax exemptions or credits that may be available under applicable law.

24. Immunity.

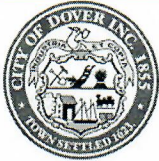
Nothing within this Lease Agreement is intended to benefit or create an obligation to a third-party. Nothing within this Lease Agreement shall be deemed to constitute a waiver of any existing immunity or statutory defense/protection or protection under common law of the City of Dover, including but not limited to RSA chapter 507-B, which immunities, defenses, and/or protections are hereby reserved to the City of Dover. This covenant shall survive the termination of this Lease Agreement's conclusion.

25. Notices.

Any notice required to be given under this License shall be in writing, and shall be deemed properly served if delivered in person, or by overnight mail by a commercially recognized carrier, or on the third (3rd) day after deposit in the United States mail, as certified or registered mail, return receipt requested, postage prepaid, and sent as follows:

If to LESSEE, at: Great Bay Rowing
 PO Box 846
 Durham, NH 03824

With a copy to: Shaheen and Gordon, P.A.
 Attn: Austin Mikolaities, Esq.
 353 Central Avenue, Suite 200
 PO Box 977
 Dover, NH 03820



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

And if to the LESSOR: City of Dover
288 Central Avenue
Dover, NH 03820
Attention: City Manager

IN WITNESS WHEREOF, the parties have hereunto executed this Lease Agreement on the date set forth above.


Witness

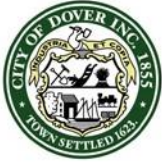
Great Bay Rowing, a New Hampshire
Non-Profit Corporation


By: Scott Bogle
Its: President
Duly Authorized

CITY OF DOVER
By J. Michael Joyal, Jr., City Manager

Witness

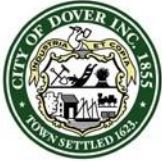
By: J. Michael Joyal, Jr.
Duly Authorized



CITY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

EXHIBIT A
Concept Plan



Ci TY OF DOVER

288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

EXHIBIT B
Notice of Lease

STATUTORY NOTICE OF LEASE

Pursuant to the provisions of RSA 477:7-a, the following information is provided relative to a certain Lease Agreement:

1. Parties/Description of Leased Premises. The current parties to the Lease and the real property leased are:

- (a) Great Bay Rowing
PO Box 846
Durham, NH 03824

Lessee of an approximately 5,000 square foot portion of raw land owned by the City of Dover shown as Lot 22-1-1 on a subdivision plan prepared by Doucet Survey, LLC dated May 19, 2022 recorded with the Strafford County Registry of Deeds as Plan #12706 and #12707, within Dover. The raw land leased by Great Bay Rowing is delineated in an attachment to the Lease on file with the City's Planning Department and the City Clerk.

- (b) City of Dover, NH
288 Central Avenue
Dover, NH 03820

Owner of the parcel shown as Lot 22-1-1 on a subdivision plan prepared by Doucet Survey, LLC dated May 19, 2022 recorded with the Strafford County Registry of Deeds as Plan #12706 and #12707, within Dover.

Because the Lease affects both parties' interests in the properties described above, both parties' names will be indexed in the Grantor Index at the Strafford County Registry of Deeds upon recording of this Notice.

2. Date of Execution of Lease. The Lease is dated _____, and is made by and between Great Bay Rowing and the City of Dover. .

3. Lease Term. The Lease's initial term is forty (40) years.

4. Commencement of Lease and Rights of Extension. Among other terms and provisions, the Lease provides:

- (a) Great Bay Rowing has the right to occupy, use, and locate building/improvements

upon an approximately 5,000 square foot portion of raw land as the site for a future boat house and on-river rowing activities.

- (b) The Lease commences on _____.
- (c) The Lease provides for no rights of extension.

GREAT BAY ROWING

Date

By: _____
_____, Its Chair
Duly Authorized

THE CITY OF DOVER, NH

Date

By: _____
J. Michael Joyal, Its City Manager
Duly Authorized

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD _____ June _____, 2024

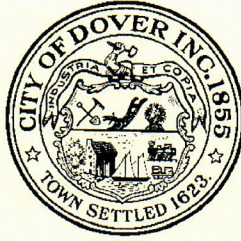
Personally appeared the above-named _____, duly authorized Chair of Great Bay Rowing, and acknowledged the foregoing instrument as his voluntary act and deed on behalf of said Great Bay Rowing.

Notary Public
My Commission Expires

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD _____ June _____, 2024

Personally appeared the above-named J. Michael Joyal, duly authorized City Manager of the City of Dover, NH, and acknowledged the foregoing instrument as his voluntary act and deed on behalf of said City.

Notary Public
My Commission Expires



288 Central Avenue
Dover, New Hampshire 03820-4169

www.dover.nh.gov

September 18, 2024

Honorable Mayor and City Councilors
288 Central Avenue
Dover NH 03820

Dear Mayor Carrier and City Councilors:

On behalf of the Cochecho Waterfront Development Advisory Committee (CWDAC), I am pleased to let you know that at its meeting of September 17, 2024, following a properly noticed public meeting, which included a Citizen's Forum, CWDAC voted to recommend the City Council approve the ground lease between the City of Dover and Great Bay Rowing.

For most of the past decade the City, CWDAC and Great Bay Rowing have worked together to bring paddle sports and the associated activation of the waterfront to the City's River Street parcel. CWDAC hopes to see this relationship furthered and believes that the terms of the lease, negotiated by the City and Great Bay, have sufficient safe guards to protect the community, but also provide Great Bay with opportunities to explore the best operations model for operating and growing its program.

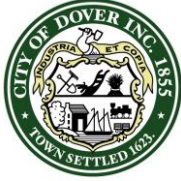
The Cochecho Waterfront Development Advisory Committee will continue to be engaged in the process reviewing designs for the Boathouse itself, and assisting Great Bay as it navigates the local approval process. In mid-October members of CWDAC and Great Bay will meet to refine the boathouse design elements in part to ensure the waterfront design guidelines are adhered to, but also to further our commitment to seeing this piece of the overall vision come to fruition.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Norm Fracassa, Chair
Cochecho Waterfront Development Advisory Committee

CC: Ryan Crosby, Executive Director Dover Housing Authority



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2024.09.25 - 166**
Resolution Re: Approving Letter of Intent for Wastewater Treatment Facility Solar Project

- WHEREAS: The City Manager directed staff to bring forward a series of energy proposals including the potential development of a photovoltaic (PV) solar array at the Wastewater Treatment Facility following the June 5th City Council Workshop on Energy Projects with the Dover Energy Commission; and
- WHEREAS: The Dover Energy Commission has stressed the importance of entering the Eversource interconnection project queue as soon as is practical to seek approval for the potential development of a PV solar system; and
- WHEREAS: The City has an opportunity to partner with ReVision Energy for the submittal of an Interconnection Application as an initial project phase which will allow the Eversource review process to begin; and
- WHEREAS: The City plans to release a competitive solicitation for the project development phase following receipt of information pending the results of the Eversource Utility System Impact, Utility System Dynamic, and Utility System Facilities Studies.

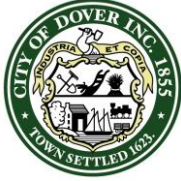
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

On behalf of the City of Dover, City Manager is authorized to execute the Letter of Intent between ReVision Energy and the City of Dover and to take all actions necessary to administer and fulfill the Letter of Intent.

AND, FURTHER BE IT RESOLVED THAT:

The Purchasing Agent is hereby authorized to issue one or more purchase order(s) to fulfill the City’s obligations as stated in the aforesaid Letter of Intent. The amount of this authorization shall be limited so as not to exceed available funding.

Financing				
Account	Description	Appropriation	Balance	Charge
5320.1.300.43256.4741.04590.23.000.000.700	WWTP Facility Upgrades	\$1,400,000.00	\$223,408.72	\$75,000.00

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.2.	
Resolution Number: R - 2024.09.25 - 166 Resolution Re: Approving Letter of Intent for Wastewater Treatment Facility Solar Project		

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by: Mayor Robert Carrier By Request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney	
Recorded by:	Jerrica Vansylyvong-Bizier City Clerk	

DOCUMENT HISTORY:

First Reading Date: Approved Date:	Public Hearing Date: Effective Date:
---------------------------------------	---

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

A copy of the proposed Letter of Intent is attached for reference and incorporated herein.

Initiation of this project will put the City on the path towards helping to achieve Council Goal #3: Our City is Resilient, as well as Council Goal #6: Our City Has Sustainable Financial Policies. For a maximum cost of \$75,000, this exploratory phase of the project will provide critical information and hopefully the necessary approval from Eversource that will allow the City to confidently seek project development proposals from qualified providers. City staff met with a team of representatives from Eversource who indicated that there

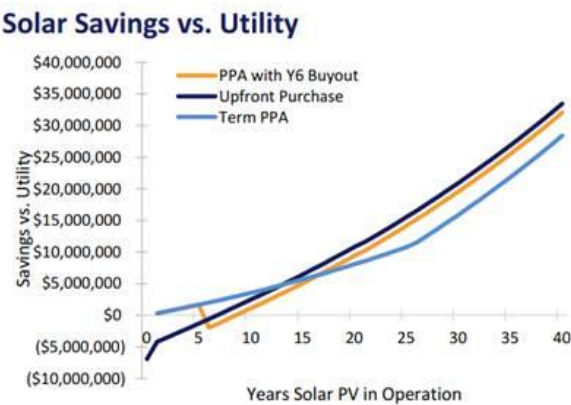
are no obvious logistical barriers present at the Wastewater Treatment Facility location at 484 Middle Road. While this is by no means a guarantee, it does indicate there is a reasonable likelihood for success.

Within the potential \$75,000 expenditure, \$10,000 would be to cover costs of ReVision’s services and the other \$65,000 is related to the three required Eversource Utilities System Studies 1) Impact Study 2) Dynamic Study and 3) Facilities Study and would be invoices from Eversource.

Preliminary analysis from ReVision Energy indicates the simple payback should be in year 7 for a purchase scenario of the solar array, inclusive of all costs such as this initial investment. This does rely on receiving 30% through the Inflation Reduction Act Direct Pay for municipalities. The simple payback may fall in year 9 or 10 if a year 6 buyout option is executed during a power purchase agreement (PPA).

If the City proceeds with a full term 25-year PPA, the avoided costs (savings) are estimated to be in excess of \$400,000/year for the term which should recoup the \$75,000 exploratory costs in under three months.

The projected 25-year (warranty period) net savings range from approximately \$16,400,000 for direct purchase to \$10,800,000 for the full term PPA. This financial information is summarized in the figure below:



It’s possible the City will get other attractive offers during the bid process that could further decrease these payback timeframes and result in greater financial benefits.

LETTER OF INTENT FOR SOLAR PROJECT DEVELOPMENT

THIS LETTER OF INTENT & EXCLUSIVITY AGREEMENT (“Agreement”) is entered into effective the 12th day of September, 2024 (“Effective Date”), by and between ReVision Energy Inc. (“ReVision”), a Maine corporation, and City of Dover (“City of Dover”) a New Hampshire municipality (collectively as the “Parties”, or, singly, as a “Party”).

RECITALS

WHEREAS, ReVision is a renewable energy system development, design, and installation company that has delivered a Preliminary Proposal dated December 11, 2023 (“Proposal”) to install a solar energy generation project (“System”) that shall provide energy to the City of Dover wastewater treatment facility (the “Facility”) pursuant to a turnkey or third-party financing contract to be entered into between City of Dover and ReVision.

WHEREAS, the Parties intend to explore a possible definitive Engineering, Procurement, and Construction (EPC) or Power Purchase Agreement (PPA) contract (“Contract”) setting forth the terms under which City of Dover may purchase and/or utilize the System upon installation by ReVision;

WHEREAS, the Parties mutually agree that in order to allow for the effective development of the System prior to entering into of the Contract, both Parties wish to set forth their respective commitments to one another during the twelve months of this exclusive Agreement;

NOW THEREFORE, based upon the foregoing and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

AGREEMENT

1. System. Subject to any modifications the parties may ultimately agree to in the Contract and any other definitive agreements, and as may be further modified through the design and permitting processes, the System shall consist of a solar electric generation system, including all necessary component parts, substantially as described in the Proposal (attached).
2. Actions by the Parties. In order to allow for development of the proposed System and subject to this Agreement, the Parties will make commercially-reasonable efforts to complete the development activities shown in Exhibit A in a timely manner.
3. Contract Finalization. The Parties understand that the Contract is yet to be finalized and that Contract negotiations will be conducted in good faith.
4. Exclusivity. ReVision shall have twelve months from the Effective Date of this Agreement, or such later date as may be mutually agreed in writing by the Parties, to develop the System and to facilitate the finalization of the definitive Contract to be entered into between ReVision or its Financing Party and City of Dover (the “exclusivity period”). In consideration of the time and resources ReVision is devoting to such efforts, for the duration of the exclusivity period,

City of Dover shall not enter into or continue any discussions or negotiations with, consider any other offers from, or enter into any other agreement or arrangement with any other person or entity other than ReVision regarding the development of a distributed energy generation system serving the Facility.

5. Costs and Expenses. ReVision's Development Activities in Exhibit A shall not be chargeable to the City of Dover except: (i) the three "Fixed, billed on completion" items totaling \$4,000 listed on the attached Project Requisition Form: City of Dover; and (ii) if and only in the event the City of Dover decides not to move forward with the development or implementation of the System, an additional \$6,000 for ReVision's overhead costs incurred (collectively "The Allowed Costs"). In consideration of the Development Activities performed by ReVision listed in Exhibit A of this Agreement, if at any time during the exclusivity period City of Dover decides not to move forward with the development or implementation of the System, City of Dover shall notify ReVision immediately. City of Dover agrees to remit payment for any Allowed Costs within 30 days of receipt of an invoice from ReVision. Otherwise, each Party shall be responsible for covering its own costs and expenses relating to the development of the project and the negotiation of the Contract, including without limitation, the cost of its own attorneys, consultants and advisors.
6. Confidentiality. Excepting this Agreement, which is not confidential, all information related to this Agreement, the Facility, or the System that is shared between the Parties shall be treated as confidential for a term of no less than two years from the Effective Date. These confidentiality provisions shall not apply to any information (a) previously known to either Party free of any obligation to keep it confidential; (b) that has been or which becomes publicly known, through no wrongful act of either Party; (c) which is rightfully received from a third party who is under no obligation of confidence to either Party; (d) which is independently developed by the receiving Party without resort to the Information that has been disclosed pursuant to this Agreement; or (e) is required to be disclosed in order to comply with applicable law, including but not limited to N.H. RSA chapter 91-A, or regulation or with any requirement imposed by judicial or administrative process or any governmental or court order.
7. No Joint Venture. Nothing contained in this Agreement shall be construed as creating or establishing a joint venture or partnership between ReVision and City of Dover.
8. Limitations of Liability. In no event shall either Party be liable to the other Party or its representatives or customers for special, indirect, non-compensatory, consequential, punitive, or exemplary damages of any type, including lost profits, loss of business opportunity or business interruptions, whether arising in contract or tort (including negligence, whether sole, joint, or concurrent or strict liability), or otherwise, arising out of this Agreement.
9. Availability of Equitable Relief. Each Party understands and agrees that its breach or threatened breach of this Agreement will cause irreparable injury to the other Party and that money damages will not provide an adequate remedy for such breach or threatened breach, and both Parties hereby agree that, in the event of such a breach or threatened breach, the non-breaching Party will also be entitled, without the requirement of posting a bond or other security, to equitable relief, including injunctive relief and specific performance. The Parties'

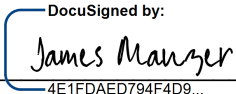
rights under this Agreement are cumulative, and a Party's exercise of one right shall not waive the Party's right to assert any other legal remedy.

10. Applicable Law. This Agreement will be governed by the law of the State of New Hampshire without regard to conflicts of law principles.
11. Binding Provisions. This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective heirs, successors and assigns.
12. Severability. If any provision of this Agreement is found to be illegal or unenforceable, the other provisions shall remain effective and enforceable to the greatest extent permitted by law.
13. Counterparts. This Agreement may be executed electronically and in counterparts, each of which shall have the effect of and be considered as an original of this Agreement.
14. Ownership of documents. The City of Dover shall retain ownership and control of its copy or copies of the documents and designs, if any, prepared by ReVision pursuant to this Agreement, provided ReVision has been paid all Allowed Costs.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the Effective Date.

ReVision Energy Inc.

City of Dover

By: 
Print Name: James Manzer
Title: Director of Commercial Sales

By: _____
Print Name: _____
Title: _____

[rev. 20220413]

Exhibit A:

Development Activities	Responsible Party	Timeline after Effective Date
Provide copy of property deed, site plan, civil engineering surveys, and/or building structural/electrical plans for Facility, as available	City of Dover	2 weeks
Analyze Customer-provided and third-party GIS site plan, environmental resource maps, tax map, etc. for Facility, as available, to inform System layout/design	ReVision	2-6 weeks
Prepare and file Interconnection Pre-Application with Eversource to identify potential utility upgrade costs prior to full Application	ReVision	2-6 weeks
Prepare Interconnection Plan Set stamped by ReVision Professional Engineer	ReVision	8-10 weeks
Prepare and file full Interconnection Application with Eversource to determine System Impact Study (SIS) cost and terms	ReVision	10-14 weeks
Initiate System Impact Study (SIS) with Eversource to ascertain utility upgrade and interconnection costs; review SIS results with City of Dover	ReVision	16-32 weeks

Please refer to attached Project Requisition Form for itemized cost of Supplemental Development Activities

ATTACHMENTS:

1. Preliminary System Proposal (“Proposal”) dated December 11, 2023
2. Project Requisition Form



City of Dover

Solar Project Estimate for the WWTP

Preliminary Proposal Date

December 11, 2023

Solar Design Summary

Project Size (DC)	4530 Panels	2670 kW
Project Size (AC)		2000 kW
Annual Generation (kWh)		3,359,494

Investment Summary

Turnkey System Cost (incl. Allowances)	\$6,930,400
Permitting & Site Preparation Allowance	\$96,000
Utility Applications & Upgrades Allowance	\$41,000
Average Annual O&M cost (Recommended)	\$7,000
Investment Tax Credit	-\$2,079,000
Depreciation Benefits	\$0
Rebate/Grant (Estimate)	\$0
Net investment	\$4,858,400

Pricing guaranteed for 30 days. Financing and lease options available.

Engineer's Rendering



484 Middle Rd Dover, NH (Satellite Data)

Project Savings/Revenue

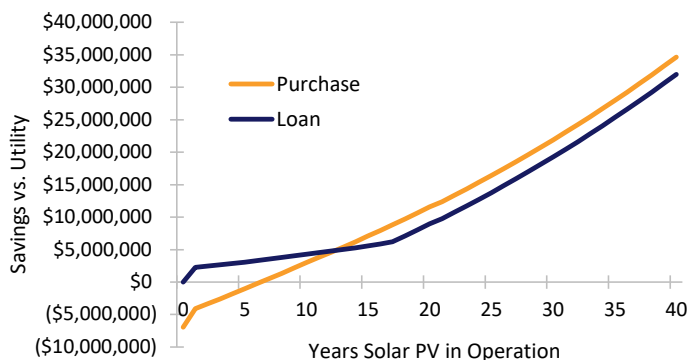
Energy Savings (Year 1)	\$649,861
Renewable Energy Credits (Year 1)	\$100,285
Simple Payback (Years)*	7
Purchase 25-Year Internal Rate of Return*	14.99%
25-Year Net Savings (Warranty Period)	\$16,392,695
40-Year Net Savings (Commercial Lifespan)	\$34,620,679

*Analysis assumes energy savings invested back into company (untaxed)

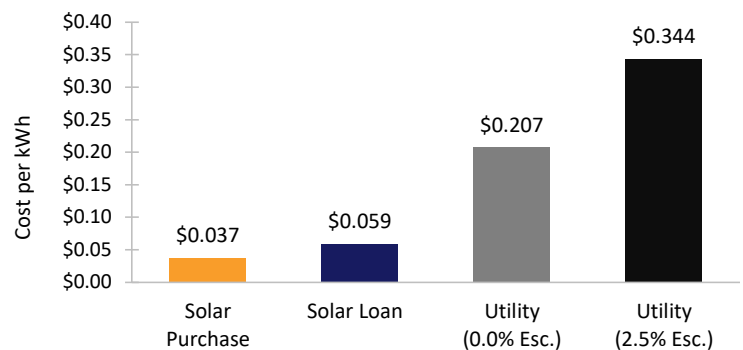
Environmental Benefits

Annual CO2e Offset (pounds)	3,292,304
Equivalent To...	
Gallons of Gasoline Not Burned	168,039
Passenger Cars Removed From the Road	323
Pounds of Coal Not Burned	1,645,401
Tons of Waste Recycled	508

Solar Savings vs. Utility



Levelized Cost of Energy (40 Years)



Turnkey Solar Project Cash Flow - City of Dover

#		Preliminary Proposal Date: 12/11/23	
System Design & Pricing		Tax Assumptions	
System Size in kW (DC)	2670.00	State	NH
System Size in kW (AC)	2000.00	Tax Exempt	Yes
Annual kWh Generation (Year 1)	3,359,494	Investment Tax Credit (ITC)	30%
Annual Generation Derate	0.5%	Bonus Depreciation	no
Turnkey System Cost	\$6,930,400	Federal Tax Rate	0.0%
Permitting & Site Preparation Allowance	\$96,000	State Tax Rate	0.0%
Utility Applications & Upgrades Allowance	\$41,000	Total Effective Tax Rate	0.0%
Total System Cost incl. Allowances	\$6,930,400	Total Depreciation Benefit	\$0
Tax Credit-Ineligible Portion	\$0	Tax on Solar Project Income	No
Annual Project Expenses		Loan Assumptions	
Operations & Maintenance (O&M) 6 year average	\$7,000	Loan Amount	\$6,930,400
Insurance	FALSE	Loan Term	17
Property Tax (generally exempted)	\$0	Down Payment	\$0
Land Lease (third-party owned)	\$0	Interest Rate	4.00%
Metering Fees, MV90 (Maine)	\$0	Year 2 Reamortization	No
Inverter Replacement (Year 21 only)	\$160,200	Net Metering/NEB Assumptions	
		Utility Company	Eversource
		Utility Rate Class	GV
		Retail Electricity Rate (onsite)	\$0.2073
		Net Metering/NEB Rate	\$0.1875
		Net Metering/NEB Percent	70%
		Project Income	
		Value of Solar (Y1)	\$0.1934
		Utility Escalator	2.5%
		Tariff Rate (\$/kWh)	\$0.1875
		Tariff Term (years)	0
		Y1 REC Volume	3359
		REC Price (\$/MWh)	\$30.00
		REC Term (years)	10
		REC Depreciation	5%
		Y1 REC Management Fee	\$500
		Total REC/Incentive Value	\$787,537

Year	Generation (kWh)	Value of Solar (kWh)	Avoided Utility Cost/Revenue	REC Value	O&M	Total Project Expense	Grant or Rebate	Tax Credit	Purchase Tax Benefits	Purchase Annual Cash Flow	Purchase Cum. Cash Flow	Annual Loan Payment	Loan Tax Benefits	Loan Annual Cash Flow	Loan Cum. Cash Flow
0										(\$6,930,400)	(\$6,930,400)			\$0	\$0
1	3,359,494	\$0.1934	\$649,861	\$100,285	(\$5,490)	(\$5,490)	\$0	\$2,079,120	\$0	\$2,823,775	(\$4,106,625)	(\$562,521)	\$0	\$2,261,254	\$2,261,254
2	3,342,697	\$0.1983	\$662,776	\$94,767	(\$5,490)	(\$5,490)	\$0	\$0	\$0	\$752,053	(\$3,354,571)	(\$562,521)	\$0	\$189,532	\$2,450,786
3	3,325,983	\$0.2032	\$675,949	\$89,551	(\$5,655)	(\$5,655)	\$0	\$0	\$0	\$759,845	(\$2,594,726)	(\$562,521)	\$0	\$197,324	\$2,648,110
4	3,309,353	\$0.2083	\$689,384	\$84,621	(\$5,655)	(\$5,655)	\$0	\$0	\$0	\$768,350	(\$1,826,376)	(\$562,521)	\$0	\$205,828	\$2,853,939
5	3,292,806	\$0.2135	\$703,085	\$79,960	(\$5,819)	(\$5,819)	\$0	\$0	\$0	\$777,226	(\$1,049,150)	(\$562,521)	\$0	\$214,705	\$3,068,643
6	3,276,342	\$0.2189	\$717,059	\$75,555	(\$5,819)	(\$5,819)	\$0	\$0	\$0	\$786,795	(\$262,355)	(\$562,521)	\$0	\$224,273	\$3,292,917
7	3,259,961	\$0.2243	\$731,311	\$71,391	(\$5,937)	(\$5,937)	\$0	\$0	\$0	\$796,764	\$534,409	(\$562,521)	\$0	\$234,243	\$3,527,160
8	3,243,661	\$0.2299	\$745,845	\$67,455	(\$6,110)	(\$6,110)	\$0	\$0	\$0	\$807,190	\$1,341,599	(\$562,521)	\$0	\$244,669	\$3,771,829
9	3,227,443	\$0.2357	\$760,669	\$63,735	(\$6,110)	(\$6,110)	\$0	\$0	\$0	\$818,293	\$2,159,892	(\$562,521)	\$0	\$255,772	\$4,027,600
10	3,211,305	\$0.2416	\$775,787	\$60,218	(\$6,234)	(\$6,234)	\$0	\$0	\$0	\$829,771	\$2,989,663	(\$562,521)	\$0	\$267,249	\$4,294,850
11	3,195,249	\$0.2476	\$791,206	\$0	(\$6,416)	(\$6,416)	\$0	\$0	\$0	\$784,790	\$3,774,453	(\$562,521)	\$0	\$222,269	\$4,517,119
12	3,179,273	\$0.2538	\$806,931	\$0	(\$6,416)	(\$6,416)	\$0	\$0	\$0	\$800,515	\$4,574,968	(\$562,521)	\$0	\$237,994	\$4,755,113
13	3,163,376	\$0.2602	\$822,969	\$0	(\$6,546)	(\$6,546)	\$0	\$0	\$0	\$816,423	\$5,391,391	(\$562,521)	\$0	\$253,902	\$5,009,015
14	3,147,559	\$0.2667	\$839,326	\$0	(\$6,737)	(\$6,737)	\$0	\$0	\$0	\$832,589	\$6,223,980	(\$562,521)	\$0	\$270,068	\$5,279,082
15	3,131,821	\$0.2733	\$856,007	\$0	(\$6,737)	(\$6,737)	\$0	\$0	\$0	\$849,270	\$7,073,251	(\$562,521)	\$0	\$286,749	\$5,565,831
16	3,116,162	\$0.2802	\$873,020	\$0	(\$6,873)	(\$6,873)	\$0	\$0	\$0	\$866,147	\$7,939,398	(\$562,521)	\$0	\$303,626	\$5,869,457
17	3,100,582	\$0.2872	\$890,372	\$0	(\$7,074)	(\$7,074)	\$0	\$0	\$0	\$883,298	\$8,822,696	(\$562,521)	\$0	\$320,777	\$6,190,234
18	3,085,079	\$0.2943	\$908,068	\$0	(\$7,074)	(\$7,074)	\$0	\$0	\$0	\$900,994	\$9,723,690	\$0	\$0	\$900,994	\$7,091,228
19	3,069,653	\$0.3017	\$926,116	\$0	(\$7,217)	(\$7,217)	\$0	\$0	\$0	\$918,899	\$10,642,589	\$0	\$0	\$918,899	\$8,010,127
20	3,054,305	\$0.3092	\$944,522	\$0	(\$7,427)	(\$7,427)	\$0	\$0	\$0	\$937,095	\$11,579,684	\$0	\$0	\$937,095	\$8,947,222
21	3,039,033	\$0.3170	\$963,294	\$0	(\$7,427)	(\$167,627)	\$0	\$0	\$0	\$795,667	\$12,375,351	\$0	\$0	\$795,667	\$9,742,889
22	3,023,838	\$0.3249	\$982,440	\$0	(\$7,578)	(\$7,578)	\$0	\$0	\$0	\$974,862	\$13,350,213	\$0	\$0	\$974,862	\$10,717,751
23	3,008,719	\$0.3330	\$1,001,966	\$0	(\$7,799)	(\$7,799)	\$0	\$0	\$0	\$994,167	\$14,344,380	\$0	\$0	\$994,167	\$11,711,918
24	2,993,676	\$0.3413	\$1,021,880	\$0	(\$7,799)	(\$7,799)	\$0	\$0	\$0	\$1,014,081	\$15,358,462	\$0	\$0	\$1,014,081	\$12,726,000
25	2,978,707	\$0.3499	\$1,042,190	\$0	(\$7,957)	(\$7,957)	\$0	\$0	\$0	\$1,034,233	\$16,392,695	\$0	\$0	\$1,034,233	\$13,760,233
26	2,963,814	\$0.3586	\$1,062,903	\$0	(\$8,188)	(\$8,188)	\$0	\$0	\$0	\$1,054,715	\$17,447,410	\$0	\$0	\$1,054,715	\$14,814,948
27	2,948,995	\$0.3676	\$1,084,029	\$0	(\$8,188)	(\$8,188)	\$0	\$0	\$0	\$1,075,840	\$18,523,250	\$0	\$0	\$1,075,840	\$15,890,788
28	2,934,250	\$0.3768	\$1,105,574	\$0	(\$8,355)	(\$8,355)	\$0	\$0	\$0	\$1,097,219	\$19,620,469	\$0	\$0	\$1,097,219	\$16,988,007
29	2,919,578	\$0.3862	\$1,127,547	\$0	(\$8,598)	(\$8,598)	\$0	\$0	\$0	\$1,118,949	\$20,739,418	\$0	\$0	\$1,118,949	\$18,106,956
30	2,904,980	\$0.3959	\$1,149,957	\$0	(\$8,598)	(\$8,598)	\$0	\$0	\$0	\$1,141,359	\$21,880,777	\$0	\$0	\$1,141,359	\$19,248,315
31	2,890,456	\$0.4058	\$1,172,812	\$0	(\$8,772)	(\$8,772)	\$0	\$0	\$0	\$1,164,040	\$23,044,817	\$0	\$0	\$1,164,040	\$20,412,356
32	2,876,003	\$0.4159	\$1,196,122	\$0	(\$9,028)	(\$9,028)	\$0	\$0	\$0	\$1,187,094	\$24,231,912	\$0	\$0	\$1,187,094	\$21,599,450
33	2,861,623	\$0.4263	\$1,219,895	\$0	(\$9,028)	(\$9,028)	\$0	\$0	\$0	\$1,210,867	\$25,442,779	\$0	\$0	\$1,210,867	\$22,810,317
34	2,847,315	\$0.4370	\$1,244,140	\$0	(\$9,211)	(\$9,211)	\$0	\$0	\$0	\$1,234,929	\$26,677,708	\$0	\$0	\$1,234,929	\$24,045,246
35	2,833,079	\$0.4479	\$1,268,868	\$0	(\$9,479)	(\$9,479)	\$0	\$0	\$0	\$1,259,388	\$27,937,097	\$0	\$0	\$1,259,388	\$25,304,635
36	2,818,913	\$0.4591	\$1,294,086	\$0	(\$9,479)	(\$9,479)	\$0	\$0	\$0	\$1,284,607	\$29,221,704	\$0	\$0	\$1,284,607	\$26,589,242
37	2,804,819	\$0.4705	\$1,319,806	\$0	(\$9,671)	(\$9,671)	\$0	\$0	\$0	\$1,310,135	\$30,531,839	\$0	\$0	\$1,310,135	\$27,899,377
38	2,790,794	\$0.4823	\$1,346,038	\$0	(\$9,953)	(\$9,953)	\$0	\$0	\$0	\$1,336,084	\$31,867,923	\$0	\$0	\$1,336,084	\$29,235,461
39	2,776,841	\$0.4944	\$1,372,790	\$0	(\$9,953)	(\$9,953)	\$0	\$0	\$0	\$1,362,837	\$33,230,760	\$0	\$0	\$1,362,837	\$30,598,298
40	2,762,956	\$0.5067	\$1,400,074	\$0	(\$10,155)	(\$10,155)	\$0	\$0	\$0	\$1,389,919	\$34,620,679	\$0	\$0	\$1,389,919	\$31,988,217

Pricing guaranteed for 30 days. This financial summary is provided for informational purposes only and is not intended to provide, and should not be relied on for, tax, legal or accounting advice.



City of Dover Solar

Electricity Load and Solar Analysis for WWTF

Solar Design and Net Metering

Project size (kW DC)	2670.00
Year 1 generation (kWh)	3,359,494
Annual facility consumption	1,945,200
Annual solar offset	172.7%
Instantaneous solar net metering (per year)	70%

Utility and Cost Assumptions

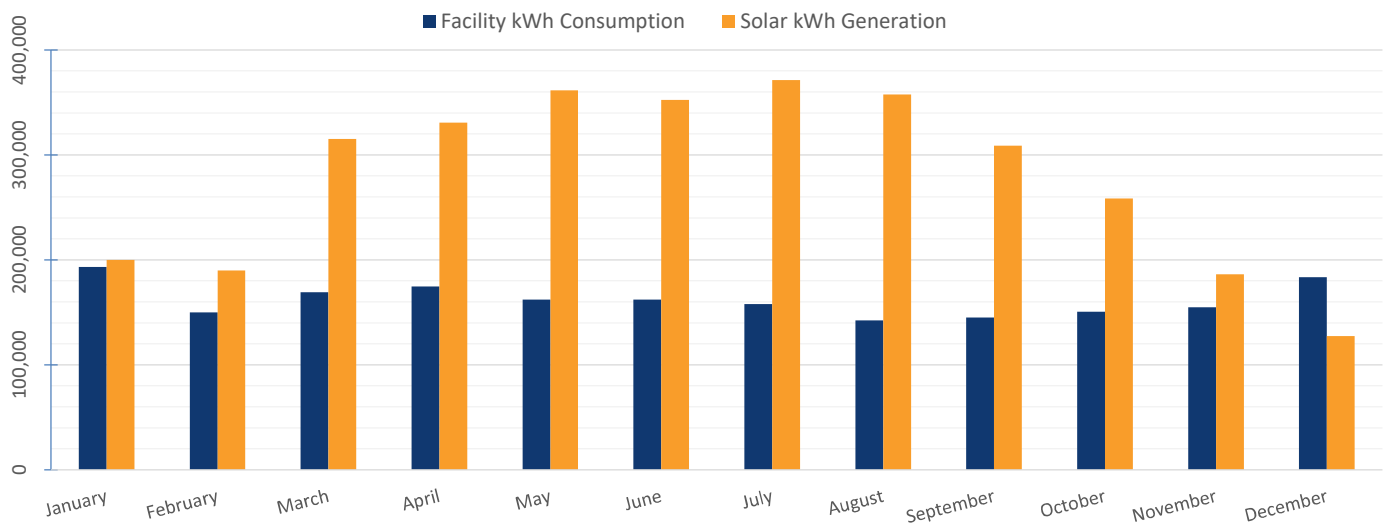
Utility company	Eversource
Utility rate class	GV
Mandatory utility rate/kWh	\$0.0198
3rd-party supplier	N/A
Supply rate/kWh	\$0.1875
Total electricity cost/kWh	\$0.2073
NE utility inflation, 1990-2018	2.6%
Projected inflation, 2018-2040	2.5%

Monthly Cost and Savings Analysis

Month	Facility kWh Consumption	Current Average Cost	Solar kWh Generation	Future Solar Savings*	Future Average Cost	Monthly Solar Offset
January	193,200	\$40,050	199,843	\$38,658	\$1,393	103.4%
February	150,000	\$31,095	189,929	\$36,740	-\$5,645	126.6%
March	169,200	\$35,075	315,212	\$60,975	-\$25,899	186.3%
April	174,600	\$36,195	330,866	\$64,003	-\$27,808	189.5%
May	162,000	\$33,583	361,521	\$69,933	-\$36,350	223.2%
June	162,000	\$33,583	352,362	\$68,161	-\$34,578	217.5%
July	157,800	\$32,712	371,187	\$71,802	-\$39,090	235.2%
August	142,200	\$29,478	357,499	\$69,155	-\$39,677	251.4%
September	145,200	\$30,100	308,863	\$59,746	-\$29,646	212.7%
October	150,600	\$31,219	258,361	\$49,977	-\$18,758	171.6%
November	154,800	\$32,090	186,318	\$36,041	-\$3,951	120.4%
December	183,600	\$38,060	127,533	\$24,670	\$13,390	69.5%
Total	1,945,200	\$403,240	3,359,494	\$649,861	-\$246,621	172.7%

*Values represent Year 1 savings projections based on expected generation and value of solar. Actual savings may differ.

Monthly Facility Load and Solar Offset





City of Dover

Solar PPA Estimate for the WWTF

Preliminary Proposal Date

December 11, 2023

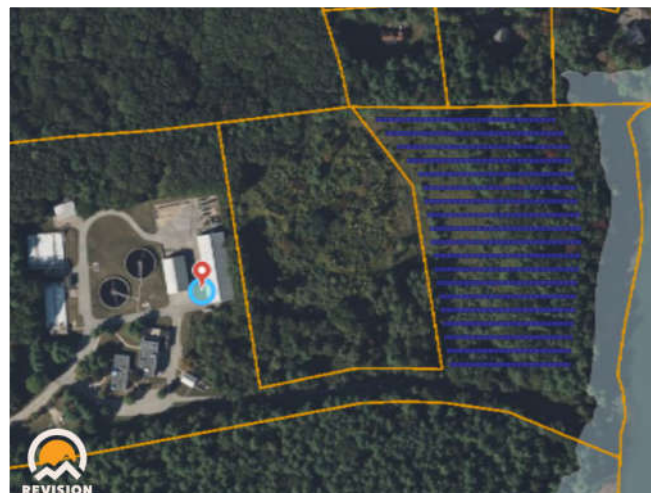
Solar Design Summary

Project Size (DC)	4530 Panels	2670 kW
Project Size (AC)		2000 kW
Year 1 Generation (kWh)		3,359,494

PPA Financial Summary

Upfront cost to Town of Dover	\$0.00
Operations & Maintenance (O&M) cost	\$0.00
Year 1 PPA rate (per kWh)	\$0.0990
PPA rate escalator starting year 2	2.0%
PPA term (minimum 5 years)	5-25 years
Year 6 early buyout estimate (optional)	\$4,366,152
Upfront cost financed by investor partner	\$6,930,400
PPA rate offer good for 30 days from date above	

Engineer's Rendering



484 Middle Rd Dover, NH (Satellite Data)

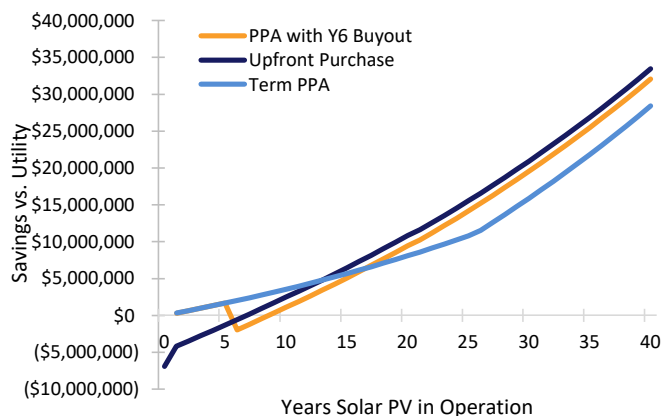
PPA Project Savings/Revenue

Estimated savings years 1-5 under PPA	\$1,668,000
Year 6 early buyout (optional) less savings	\$2,698,152
O&M cost after buyout (per year, optional)	\$6,105
Term PPA savings, no buyout	\$10,796,000
25-Year net savings with year 6 buyout	\$14,172,000
40-Year net savings with year 6 buyout	\$32,057,000

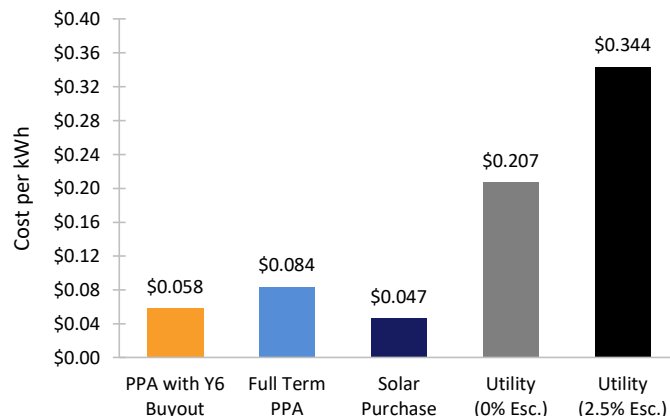
Environmental Benefits

Annual CO2e offset (lbs)	3,292,304
Equivalent to...	
Gallons of gasoline not burned	168,039
Passenger cars removed from the road	323
Pounds of coal not burned	1,645,401
Tons of waste recycled	508

Solar Savings vs. Utility



Levelized Cost of Energy



PPA Rate Schedule & Savings Projection - City of Dover

Project Design		Project Incentives		PPA Assumptions	
System Size in kW (DC)	2670.0	State	NH	Energy Pre-Payment	\$0
System Size in kW (AC)	2000.0	Grant/Rebate	\$0	Year 1 PPA Rate	\$0.099
Annual kWh Generation (Year 1)	3,359,494	RECs Flow to	Investor	PPA Escalator %	2.0%
Annual Generation Derate	0.5%			Year Escalator Takes Effect	2
				Year 7 Premium	\$0.00
				Buyout Estimate	\$4,366,152
				Buyout Year	6
Project Income		Operating Expenses		Net Metering Assumptions	
Year 1 Utility Rate	\$0.1934	Inverter Replacement (Year)	\$160,200	Utility Company	Eversource
Utility Escalator	2.5%	Insurance	\$22,870	Utility Rate	\$0.2073
Y1 REC Volume	3359	Insurance De-Escalator	0.0%	Annual escalator	2.5%
REC Price (\$/MWh)	\$20	Operations & Maintenance (O&M)	\$7,000	Net Metering Rate	\$0.1875
REC Term (years)	10	Land Lease (\$/kW)	\$0.00	Net Metering %	70.0%
REC De-Escalator	5%	Land Lease Escalator	0%	Value of Solar	\$0.1934
Tariff Rate (\$/kWh)	\$0.000	Property Tax	\$0		
		Property Tax Escalator	5%		

								Term PPA		PPA w/ Early Buyout		
Year	Generation (kWh)	Utility \$/kWh (Value of Solar)	Avoided Utility Cost/Revenue	REC Revenue	Operating Expenses	PPA Rate per kWh	PPA Rate	Annual Revenue	Cumulative Revenue	Buyout Payment	Annual Revenue	Cumulative Revenue
1	3,359,494	\$0.1934	\$649,861	\$0	\$0	\$0.0990	\$332,590	\$317,271	\$317,271	\$0	\$317,271	\$317,271
2	3,342,697	\$0.1983	\$662,776	\$0	\$0	\$0.1010	\$337,545	\$325,231	\$642,502	\$0	\$325,231	\$642,502
3	3,325,983	\$0.2032	\$675,949	\$0	\$0	\$0.1030	\$342,575	\$333,374	\$975,876	\$0	\$333,374	\$975,876
4	3,309,353	\$0.2083	\$689,384	\$0	\$0	\$0.1051	\$347,679	\$341,704	\$1,317,580	\$0	\$341,704	\$1,317,580
5	3,292,806	\$0.2135	\$703,085	\$0	\$0	\$0.1072	\$352,860	\$350,225	\$1,667,806	\$0	\$350,225	\$1,667,806
6	3,276,342	\$0.2189	\$717,059	\$50,203	(\$28,690)	\$0.1093	\$358,117	\$358,942	\$2,026,747	(\$4,366,152)	(\$3,627,579)	(\$1,959,774)
7	3,259,961	\$0.2243	\$731,311	\$47,427	(\$28,808)	\$0.1115	\$363,453	\$367,857	\$2,394,605	\$0	\$749,930	(\$1,209,843)
8	3,243,661	\$0.2299	\$745,845	\$44,803	(\$28,981)	\$0.1137	\$368,869	\$376,977	\$2,771,581	\$0	\$761,668	(\$448,175)
9	3,227,443	\$0.2357	\$760,669	\$42,323	(\$28,981)	\$0.1160	\$374,365	\$386,304	\$3,157,885	\$0	\$774,011	\$325,836
10	3,211,305	\$0.2416	\$775,787	\$39,978	(\$29,105)	\$0.1183	\$379,943	\$395,844	\$3,553,730	\$0	\$786,661	\$1,112,497
11	3,195,249	\$0.2476	\$791,206	\$0	(\$29,286)	\$0.1207	\$385,604	\$405,602	\$3,959,332	\$0	\$761,920	\$1,874,417
12	3,179,273	\$0.2538	\$806,931	\$0	(\$29,286)	\$0.1231	\$391,350	\$415,582	\$4,374,914	\$0	\$777,645	\$2,652,062
13	3,163,376	\$0.2602	\$822,969	\$0	(\$29,416)	\$0.1256	\$397,181	\$425,788	\$4,800,702	\$0	\$793,553	\$3,445,615
14	3,147,559	\$0.2667	\$839,326	\$0	(\$29,607)	\$0.1281	\$403,099	\$436,227	\$5,236,929	\$0	\$809,719	\$4,255,333
15	3,131,821	\$0.2733	\$856,007	\$0	(\$29,607)	\$0.1306	\$409,105	\$446,902	\$5,683,831	\$0	\$826,400	\$5,081,734
16	3,116,162	\$0.2802	\$873,020	\$0	(\$29,744)	\$0.1332	\$415,200	\$457,820	\$6,141,651	\$0	\$843,277	\$5,925,010
17	3,100,582	\$0.2872	\$890,372	\$0	(\$29,944)	\$0.1359	\$421,387	\$468,985	\$6,610,636	\$0	\$860,428	\$6,785,438
18	3,085,079	\$0.2943	\$908,068	\$0	(\$29,944)	\$0.1386	\$427,666	\$480,402	\$7,091,038	\$0	\$878,124	\$7,663,562
19	3,069,653	\$0.3017	\$926,116	\$0	(\$30,087)	\$0.1414	\$434,038	\$492,078	\$7,583,115	\$0	\$896,028	\$8,559,590
20	3,054,305	\$0.3092	\$944,522	\$0	(\$30,298)	\$0.1442	\$440,505	\$504,017	\$8,087,133	\$0	\$914,225	\$9,473,815
21	3,039,033	\$0.3170	\$963,294	\$0	(\$190,498)	\$0.1471	\$447,069	\$516,226	\$8,603,358	\$0	\$772,797	\$10,246,612
22	3,023,838	\$0.3249	\$982,440	\$0	(\$30,448)	\$0.1501	\$453,730	\$528,710	\$9,132,069	\$0	\$951,992	\$11,198,603
23	3,008,719	\$0.3330	\$1,001,966	\$0	(\$30,669)	\$0.1531	\$460,490	\$541,476	\$9,673,544	\$0	\$971,297	\$12,169,901
24	2,993,676	\$0.3413	\$1,021,880	\$0	(\$30,669)	\$0.1561	\$467,352	\$554,528	\$10,228,072	\$0	\$991,211	\$13,161,112
25	2,978,707	\$0.3499	\$1,042,190	\$0	(\$30,827)	\$0.1592	\$474,315	\$567,875	\$10,795,947	\$0	\$1,011,363	\$14,172,475
26	2,963,814	\$0.3586	\$1,062,903	\$0	(\$31,059)	\$0.1624	\$481,383	\$751,867	\$11,547,814	\$0	\$1,031,845	\$15,204,319
27	2,948,995	\$0.3676	\$1,084,029	\$0	(\$31,059)	\$0.1657	\$488,555	\$1,052,970	\$12,600,783	\$0	\$1,052,970	\$16,257,289
28	2,934,250	\$0.3768	\$1,105,574	\$0	(\$31,225)	\$0.1690	\$495,835	\$1,074,349	\$13,675,132	\$0	\$1,074,349	\$17,331,638
29	2,919,578	\$0.3862	\$1,127,547	\$0	(\$31,468)	\$0.1724	\$503,223	\$1,096,079	\$14,771,211	\$0	\$1,096,079	\$18,427,717
30	2,904,980	\$0.3959	\$1,149,957	\$0	(\$31,468)	\$0.1758	\$510,721	\$1,118,489	\$15,889,700	\$0	\$1,118,489	\$19,546,205
31	2,890,456	\$0.4058	\$1,172,812	\$0	(\$31,643)	\$0.1793	\$518,330	\$1,141,170	\$17,030,870	\$0	\$1,141,170	\$20,687,375
32	2,876,003	\$0.4159	\$1,196,122	\$0	(\$31,898)	\$0.1829	\$526,053	\$1,164,224	\$18,195,093	\$0	\$1,164,224	\$21,851,599
33	2,861,623	\$0.4263	\$1,219,895	\$0	(\$31,898)	\$0.1866	\$533,892	\$1,187,997	\$19,383,090	\$0	\$1,187,997	\$23,039,596
34	2,847,315	\$0.4370	\$1,244,140	\$0	(\$32,081)	\$0.1903	\$541,847	\$1,212,059	\$20,595,149	\$0	\$1,212,059	\$24,251,655
35	2,833,079	\$0.4479	\$1,268,868	\$0	(\$32,350)	\$0.1941	\$549,920	\$1,236,518	\$21,831,668	\$0	\$1,236,518	\$25,488,173
36	2,818,913	\$0.4591	\$1,294,086	\$0	(\$32,542)	\$0.1980	\$558,114	\$1,261,737	\$23,093,404	\$0	\$1,261,737	\$26,749,910
37	2,804,819	\$0.4705	\$1,319,806	\$0	(\$32,823)	\$0.2019	\$566,430	\$1,287,265	\$24,380,669	\$0	\$1,287,265	\$28,037,174
38	2,790,794	\$0.4823	\$1,346,038	\$0	(\$32,823)	\$0.2060	\$574,870	\$1,313,214	\$25,693,883	\$0	\$1,313,214	\$29,350,389
39	2,776,841	\$0.4944	\$1,372,790	\$0	(\$32,823)	\$0.2101	\$583,435	\$1,339,967	\$27,033,850	\$0	\$1,339,967	\$30,690,355
40	2,762,956	\$0.5067	\$1,400,074	\$0	(\$33,025)	\$0.2143	\$592,128	\$1,367,049	\$28,400,898	\$0	\$1,367,049	\$32,057,404



City of Dover Solar

Electricity Load and Solar Analysis for WWTF

Solar Design and Net Metering

Project size (kW DC)	2670.00
Year 1 generation (kWh)	3,359,494
Annual facility consumption	1,945,200
Annual solar offset	172.7%
Instantaneous solar net metering (per year)	70%

Utility and Cost Assumptions

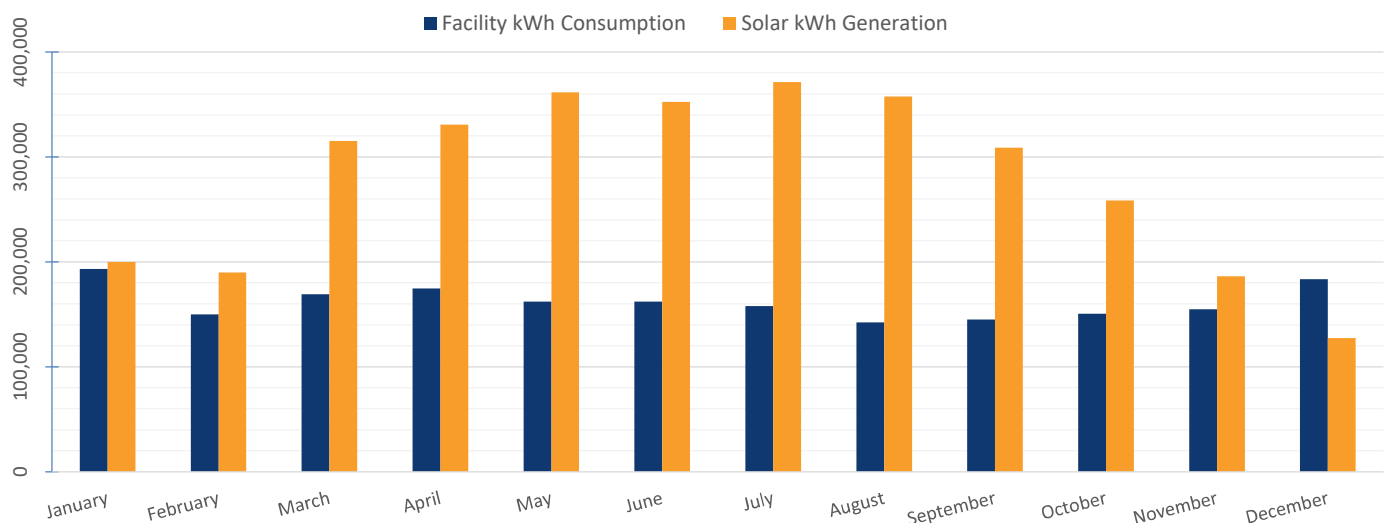
Utility company	Eversource
Utility rate class	GV
Mandatory utility rate/kWh	\$0.0198
3rd-party supplier	N/A
Supply rate/kWh	\$0.1875
Total electricity cost/kWh	\$0.2073
NE utility inflation, 1990-2018	2.6%
Projected inflation, 2018-2040	2.5%

Monthly Cost and Savings Analysis

Month	Facility kWh Consumption	Current Average Cost	Solar kWh Generation	Future Solar Savings*	Future Average Cost	Monthly Solar Offset
January	193,200	\$40,050	199,843	\$38,658	\$1,393	103.4%
February	150,000	\$31,095	189,929	\$36,740	-\$5,645	126.6%
March	169,200	\$35,075	315,212	\$60,975	-\$25,899	186.3%
April	174,600	\$36,195	330,866	\$64,003	-\$27,808	189.5%
May	162,000	\$33,583	361,521	\$69,933	-\$36,350	223.2%
June	162,000	\$33,583	352,362	\$68,161	-\$34,578	217.5%
July	157,800	\$32,712	371,187	\$71,802	-\$39,090	235.2%
August	142,200	\$29,478	357,499	\$69,155	-\$39,677	251.4%
September	145,200	\$30,100	308,863	\$59,746	-\$29,646	212.7%
October	150,600	\$31,219	258,361	\$49,977	-\$18,758	171.6%
November	154,800	\$32,090	186,318	\$36,041	-\$3,951	120.4%
December	183,600	\$38,060	127,533	\$24,670	\$13,390	69.5%
Total	1,945,200	\$403,240	3,359,494	\$649,861	-\$246,621	172.7%

*Values represent Year 1 savings projections based on expected generation and value of solar. Actual savings may differ.

Monthly Facility Load and Solar Offset





REVISION ENERGY

Project Requisition Form: City of Dover

Dover WWTF Solar

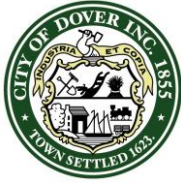
Payment Application Number:

Page 1 of 1

Period to:

A	B		C	D	E	F	G	H	I
Spec Section	Description of Work	Field Type	Scheduled Value	Previously Approved	Completed This Period	Materials Stored Not in D or E	Total Completed and Stored D+E+F	%	Balance to Finish
	Interconnection Pre-Application	Fixed, billed on completion	\$ 500.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 500.00
	Interconnection Plan Set	Fixed, billed on completion	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 2,000.00
	Full Interconnection Application	Fixed, billed on completion	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 1,500.00
	Utility System Impact Study	Estimate, actual billed on initiation	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 25,000.00
	Utility System Dynamic Study	Estimate, actual billed on initiation	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 20,000.00
	Utility System Facilities Study	Estimate, actual billed on initiation	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 20,000.00
Total Values			\$ 69,000.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 69,000.00

Branch Locations:	825 Acadia Highway Montville, ME 04941 (207) 589-4171	758 Westbrook St South Portland, ME 04103 (207) 221-6342	7 Commercial Dr Brentwood, NH 03833 (603) 679-1777	78 Main Street Enfield, NH 03748 (603) 632-1263	1980 Turnpike St N.Andover, MA 01845 (978) 308-9041
--------------------------	---	--	--	---	---



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2024.09.25 - 167**
Resolution Re: Amendment of FY2025 Schedule of Fees to Amend Certain Parking Rates and Fees; and to Establish Fee for RSA 91-A Large Electronic Information Requests

- WHEREAS: The City adopted the FY2025 City of Dover Schedule of Fees on April 3, 2024, and;
- WHEREAS: Parking Commission voted on November 21, 2023 to amend certain Parking Meter Rates and Permit Fees as presented in background section of this resolution, and;
- WHEREAS: The City Council regulates parking rates and permit fees, and;
- WHEREAS: The New Hampshire Legislature recently enacted a new provision in RSA 91-A (Right to Know Law) authorizing governmental entities to charge a fee for large electronic information requests.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Council authorizes changes to the Police Department Section of the approved FY2025 Schedule of Fees – Parking Meter Rates, Parking Monthly Permit Fees, and Parking Other Rates/Fees, to reflect amending the rates and fees, effective November 1, 2024, as noted in the Resolution Background Material section of this resolution.

AND, FURTHER BE IT RESOLVED THAT:

The City Council authorizes the establishment of Right to Know Electronic Communication Fee, in accordance with RSA 91-A:4 VIII, at \$1.00 effective upon passage of this resolution.

NOTE: THIS RESOLUTION REQUIRES A PUBLIC HEARING AND 2/3 MAJORITY VOTE OF COUNCIL.

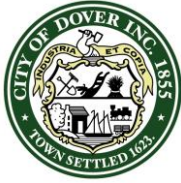
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2024.09.25 - 167**
Resolution Re: Amendment of FY2025 Schedule of Fees to Amend Certain Parking Rates and Fees; and to Establish Fee for RSA 91-A Large Electronic Information Requests

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

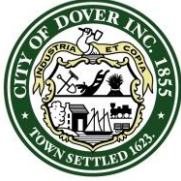
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This is based on the November 21, 2023 vote of the Parking Commission for the amendment of certain Parking Meter Rates, Parking Permit Fees, and Parking Other Rates/Fees as presented in the table below.

A new provision in RSA 91-A (Right to Know Law) was recently enacted by the New Hampshire Legislature authorizing governmental entities to charge a fee for large electronic information requests. In accordance with RSA 91-A:4 VIII governmental entities can establish a fee for large volume electronic media (email/text/chat messages) RSA 91-A requests. Following the New Hampshire Municipal Association's recommendations for establishing a fee, the City proposes the fee of \$1.00.



CITY OF DOVER

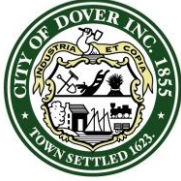
CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2024.09.25 - 167**

Resolution Re: Amendment of FY2025 Schedule of Fees to Amend Certain Parking Rates and Fees; and to Establish Fee for RSA 91-A Large Electronic Information Requests

PARKING METER RATES:			
	FY25 CURRENT FEES	PROPOSED CHANGE	FY25 PROPOSED FEES
3rd, 4th, Portland Ave Parking Lots and Garage * Per Budget Resolution * Adopted by City Council * To fund parking activity fund	\$1.00/hr	\$0.25/hr	\$1.25/hour
All On-Street Spaces; Indoor Pool, Orchard & Belknap Lots * Per Budget Resolution * Adopted by City Council * To fund parking activity fund	Hours 1 & 2: \$1/hr Hours 3 & 4: \$2/hr Hours 5+: \$3/hr	\$0.25/hr	Hours 1 & 2: \$1.25/hr Hours 3 & 4: \$2.25/hr Hours 5+: \$3.25/hr
Pay by Phone Transaction Fee * Per Budget Resolution * Adopted by City Council * To fund parking activity fund	\$0.25	Add: "or Text"	Pay by Phone or Text Transaction Fee \$0.25
PARKING PERMIT FEES:			
9-11 Broadway Lot * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$35/month	\$5	\$40/month
Care Provider * Per City Ordinance #141-18 * Adopted by City Council * To fund Parking Activity Fund	\$15/month	\$5	\$20/month
Chapel Street * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$35.00	\$5	\$40/month
Contractor (metered) Contractor (time limited) * Per City Ordinance #141-33 * Adopted by City Council * To fund Parking Activity Fund	\$25 - Posting; Metered - Meter Rates; Timed parking \$10 per day/per vehicle	Add \$10 sign change, Increase \$10 Timed Parking	\$25 - Posting; \$10 sign change. Metered - Meter Rates; Timed Parking \$20 per day/per space
Designated Spaces for Electric Vehicle Charging Stations * Per City Ordinance * Adopted by City Council * To fund Parking Activity Fund	\$3.50/per hour	\$0.25	\$3.75
Development Required Permits * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$40.00	\$5	\$45/month



CITY OF DOVER

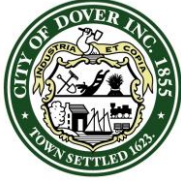
CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2024.09.25 - 167**

Resolution Re: Amendment of FY2025 Schedule of Fees to Amend Certain Parking Rates and Fees; and to Establish Fee for RSA 91-A Large Electronic Information Requests

	FY25 CURRENT FEES	PROPOSED CHANGE	FY25 PROPOSED FEES
First Street * Per City Ordinance #141-18 and 141-20 * Adopted by City Council * To fund Parking Activity Fund	\$45 Business \$30 Resident	\$5	\$50/Business \$35 Resident
Fourth Street Lot * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$30/month	\$5	\$35/month
Fourth Street (Central to Chestnut) * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$30.00	\$5	\$35/month
Green Street * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$25 Business	\$5	\$30/month
Henry Law Ave * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$30 month	\$5	\$35/month
Kirkland Street * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$25.00	\$5	\$30/month
Main Street * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$30.00	\$5	\$35/month
Orchard St. Garage * Per City Ordinance #141-18 and #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$55 Business \$30 Resident	\$5	\$60 Business \$35 Resident
Orchard Surface Spaces * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$55 Business	\$5	\$60/month
Portland (Grimes) Lot * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$25.00	\$5	\$30/month



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2024.09.25 - 167**

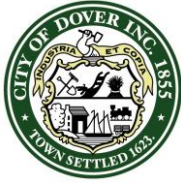
Resolution Re: Amendment of FY2025 Schedule of Fees to Amend Certain Parking Rates and Fees; and to Establish Fee for RSA 91-A Large Electronic Information Requests

	FY25 CURRENT FEES	PROPOSED CHANGE	FY25 PROPOSED FEES
Credit card processing fee for Permits Paid * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	3.00%	Add "fines & fees"	Credit card processing fee for at office payments for permits, fines & fees. 3%
Resident Visitor Pass * Per City Ordinance #141-18 * Adopted by City Council * To fund Parking Activity Fund	\$20.00	\$5	\$25/week
School Street * Per City Ordinance #141-18 * Adopted by City Council * To fund Parking Activity Fund	\$45 Business \$30 Resident	\$5	\$50 Business \$35 Resident
Second Street * Per City Ordinance #141-18 and #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$45 Business \$30 Resident	\$5	\$50 Business \$35 Resident
St. John Street * Per City Ordinance #141-18 and #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$25 Business	\$5	\$30/month
Third Street Lot * Per City Ordinance #141-20 * Adopted by City Council * To fund Parking Activity Fund	\$45 Business	\$5	\$50/month
PARKING OTHER:			
Online Violation Payment * Per Budget Resolution * Adopted by City Council * Administrative penalty for violation of Dover City Code	\$1.50 per ACH or 7.1% of Transaction amount for Credit Card Payment	Change in Rate 3.00%	3.00%

The following questions/comments in **bold** below were garnered from questions/comments made by City Council members during the joint City Council/Parking Commission meeting on 8/7/24.

- **What is the trend in app use? Does it affect the number of meters needed?**
Currently 28% of customers use Pay by Phone. Portland is 60%. Portsmouth is 40%.

We are currently working with our system provider to add Pay by Text.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2024.09.25 - 167**

Resolution Re: Amendment of FY2025 Schedule of Fees to Amend Certain Parking Rates and Fees; and to Establish Fee for RSA 91-A Large Electronic Information Requests

Apple Pay and other similar Tap to Pay are the other possible options that can be rolled out with the move from magnetic strips on credit cards.

Projecting a 25% reduction in the number of meter needed as other option usage increases.

- **Can we find a way to give Dover Residents a discount like Portsmouth does on the App?**

Parking Manager's Comments: We are currently providing the following:

- First 15 minutes free for all (\$100,000+)
- Accessible plates/placards (\$40,000+)
- Veteran Parking Program (\$15,000+)
- Holiday Parking Program (\$12,000)

- We would have to move to Park Mobile App from Flowbird.

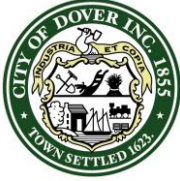
- \$0.40/transaction fee instead of \$0.25.
- Plus added \$0.05 charged to city.
- Flowbird integration fee \$350.
- Two Back Offices.
- Would need all new signage.

- Prone to abuse. Unlikely anyone who is validated for the discount will contact our office to remove it once they move from the city.
- Significant additional work load to office.
- Potential Loss of 25% of income for the average visit would require increase in meter rates.
 - 274K users would get first hour free. = \$274,000 loss (at current rate)
 - To compensate loss. Would need to move meters to \$1.75/hr. If the \$0.25/hr increase is authorized, the new rate would need to be \$2.00/hr.

- **What is the projected number of meters needed and the associated costs?**

8 for the water front - \$68,000. 60 for system wide replacement. \$510,000

2 other areas will likely need parking management in the near future (Kirkland Street, Third Street: Chestnut to Grove), increasing the number by a few.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2024.09.25 - 167**

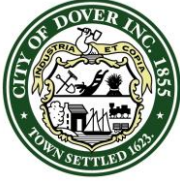
Resolution Re: Amendment of FY2025 Schedule of Fees to Amend Certain Parking Rates and Fees; and to Establish Fee for RSA 91-A Large Electronic Information Requests

- **Why is the parking fund contributing money when TIF is performing better than expected?**
 - The TIF proforma estimates tax increment for the coming fiscal year. The final increment is not known until after September 1 each year. For the purposes of the proforma and for budgeting, a conservative growth calculation is utilized in the financing of the debt service. It is more prudent to budget for the funds to be transferred from the parking activity fund to the TIF to reduce the debt service and eliminate the debt obligation sooner, than it is to reduce the contribution.
- **Can expenses be counteracted by reduction in contribution to TIF?**
 - When the TIF debt service is retired, the Parking Activity Fund contribution to the TIF can be evaluated during the subsequent City budget adoption.
- **Can growth of TIF be taken advantage of to fund parking?**
 - Use of TIF funds, how the growth of the TIF is calculated and integrated into the overall budgeting of the City's expenses, including parking costs, is governed by Statute, general accounting principles, the City's financial policies and the TIF administrative documents. Since its inception, the guiding philosophy has been that the TIF increment is to be used to pay the debt service on the parking garage. The growth rate identified in the implementation documents indicated a 1-2% growth rate, to be conservative. While we have seen growth above that at times, overall development in downtown Dover, while positive, is subject to market valuations, and to over rely on increased growth would not be fiscally prudent, particularly with the potential to meet the fiscal needs of the TIF obligations within the next 3 to five years. The bonds issued to finance the parking garage facility are TIF bonds, which identified that the TIF increment would be utilized to pay off those bonds.
- **Can we move the value of the gross income from a \$0.25/hr meter increase to paid permits?**

Projected increase of \$0.25/hr would garner \$225,000. We have 750 paid permits per month.

Parking Manager Comments: To cover full cost we would need to add \$25 to each permit/ per month.

- Will result in reduced subscriptions = lower income.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2024.09.25 - 167**

Resolution Re: Amendment of FY2025 Schedule of Fees to Amend Certain Parking Rates and Fees; and to Establish Fee for RSA 91-A Large Electronic Information Requests

- Could cause major customers to find new parking locations resulting in significant loss in income (Chinburg, Orpheum, Advise, Summit....)
- Pushes drivers into the neighborhoods (Durrell, Winter, Lincoln, Grove, Academy, Church, Nelson, Preble, Twombly, Atkinson, St. Thomas) forcing more management of outlying areas at the requests of residents.
- Will have some drivers just park back in front of their stores and restaurants and pay the meter, thus reducing customer parking capacity.
- All our permit holders are not wealthy business owners. These are also our waitstaff, mom and pop store workers, bartenders, coffee baristas and such.
- For decades, we have applied modest increases with nearly zero pushback.

- **Can we increase the initial hours of meter time, but not the subsequent hours, or do all meter times need to increase?**

Parking Manager's Comments: Yes, you could increase hours 1 and 2 by \$0.25/hr and leave the remaining hours as is.

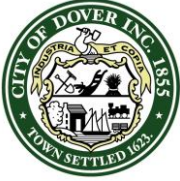
- **How have year to year expenses increased?**

(Average has been +7.7%, not including pandemic year)

FY24 \$1,199,516 (+5.8%)
FY23 \$1,134,096 (+4.0%)
FY22 \$1,090,606 (+15.0%)
FY21 \$ 948,117 (-3.8%)
FY20 \$ 986,022 (+6.9%)
FY19 \$ 922,137 (+6.9%)
FY18 \$ 862,490

- **What are technology options?**

Other than the payment methods mentioned previously, only automated license plate readers are on the forefront. However, that technology is not authorized by NH law.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2024.09.25 - 168**

Resolution Re: Authorization to Accept and Expend the New Hampshire
Office of Highway Safety Grant

WHEREAS: The City of Dover Police Department has applied for and received a State of NH Office of Highway Safety Grant in the amount of \$30,667.50; and

WHEREAS: The grant funds overtime for all traffic enforcement patrols funded by the NH Office of Safety. This includes speed enforcement, DWI patrols, pedestrian and bicycle safety, seat belt, and distracted driving enforcement, educational presentations covering operator and pedestrian safety, and the purchase of two moveable speed awareness signs and four new LIDAR units; and

WHEREAS: There is a soft match of 25% required for the enforcement patrols and the educational presentations and the match will consist of vehicle maintenance costs, staff time to administer the grant, staff time to process traffic cases, time for court testimony and hearings, as well as time spent by officers enforcing traffic laws while not being paid for by this grant. There is a cash match of 25% required for the speed awareness signs and the LIDAR units which will be paid for using existing department funds; and

WHEREAS: In adhering to the requirements established per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to accept and expend the grant funds is needed; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to expend the grant funds awarded to the City of Dover, and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

AND, FURTHER BE IT RESOLVED THAT:

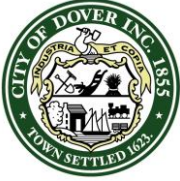
In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The City Manager, or designee, is hereby authorized to contract with vendors consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
TBD	NH Office of Highway Safety Grant	30,667.50	30,667.50

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2024.09.25 - 168**

Resolution Re: Authorization to Accept and Expend the New Hampshire
Office of Highway Safety Grant

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Joshua M. Wyatt
Form and Compliance: City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

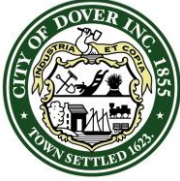
Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Each year, the police department is allocated funding from the NH Office of Highway Safety in order to conduct various traffic enforcement patrols. This year, the grant is for traffic enforcement overtime patrols, educational presentations and radar units. The overtime patrols include speed enforcement, DWI patrols, pedestrian and bicycle safety, and distracted driving enforcement. The educational presentations cover operator and pedestrian safety. Lastly, there is funding to purchase two moveable speed awareness signs and four new LIDAR units. There is a soft match of 25% required for patrols and presentations which will consist of vehicle maintenance costs, staff time to administer the grant, staff time to process traffic cases, time for court testimony and hearings, as well as time spent by officers enforcing traffic laws while not being paid for by the grant. There is a 25% cash match for the speed enforcement and awareness equipment which will be paid out of the department's operating budget.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2024.09.25 - 169**
Resolution Re: Reprogram Unexpended Bond Proceeds from Spur Road Reconstruction Project to Court Union Middle Street Reconstruction Project

WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Debt Financing authorization for certain CIP projects; and

WHEREAS: Due to lower than anticipated project costs there is an excess \$514,657.34 of unexpended bond proceeds from the Spur Road Reconstruction capital improvements program project; and

WHEREAS: The City has identified the immediate need for additional funding for the reconstruction of Court/Union/Middle roadways capital improvement program project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$514,657.34 (Five Hundred Fourteen Thousand Six Hundred Fifty-Seven dollars and Thirty-four cents) of unexpended appropriations is hereby reprogrammed from the Spur Road Reconstruction CIP project to the Court/Union/Middle Reconstruction CIP project:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
4017.1.300.43121.4751.03152.17.000.000.700	Spur Road Street Reconstruction	325.09	(325.09)	0.00
4020.1.300.43121.4751.03152.20.000.000.700	Spur Road Street Reconstruction	457,857.80	(457,857.80)	0.00
5300.1.300.43320.4757.03562.17.000.000.700	Spur Road Street Reconstruction	56,474.45	(56,474.45)	0.00
4017.1.300.43121.4751.03156.17.000.000.700	Court Street Reconstruction	0.00	325.09	325.09
4020.1.300.43121.4751.03156.20.000.000.700	Court Street Reconstruction	0.00	457,857.80	457,857.80
5300.1.300.43320.4757.03551.17.000.000.700	Court Street Water Main Replacement	0.00	56,474.45	56,474.45
		514,657.34	0.00	514,657.34

NOTE: This resolution reprograms unexpended bonding authorization and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after the public hearing.

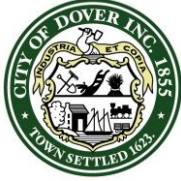
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal: Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

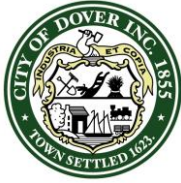
Resolution Number: **R – 2024.09.25 - 169**
Resolution Re: Reprogram Unexpended Bond Proceeds from Spur Road
Reconstruction Project to Court Union Middle Street
Reconstruction Project

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2024.09.25 - 169**
Resolution Re: Reprogram Unexpended Bond Proceeds from Spur Road
Reconstruction Project to Court Union Middle Street
Reconstruction Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Spur Road Reconstruction project. On December 12, 2018 the City Council adopted the FY2020 Capital Improvements Plan (CIP) Authorization for bonding, which included \$2,000,000.00 for the Spur Road Reconstruction project. City Council resolution 2018.10.10 – 138.

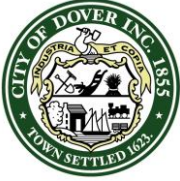
The City Council previously authorized the appropriation of \$1,700,000.00 for Piscataqua Road Reconstruction and \$2,200,000.00 for Piscataqua Road Water Main Replacement as part of the adoption of the FY2017 CIP authorization for bonding on December 9, 2015 via resolution 2015.11.04 – 148. On September 27, 2017 the City Council approved the reprogramming of the Piscataqua Road CIP appropriations and authorization for bonding to the Spur Road Reconstruction and Water Main Replacement project via resolution 2017.08.23 – 113.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized financing the Spur Road Reconstruction project. This resolution reprograms funding from Spur Road project to the Court/Union/Middle Reconstruction project. The Spur Road Reconstruction project is completed and unexpended bond proceeds exist that can be reprogrammed to a similar type CIP project.

The Court/Union/Middle Reconstruction project was identified in the FY2022 CIP to be debt financed in the amount of \$4,500,000.00 for Street Reconstruction portion and \$825,000.00 for Water Main replacement portion. City Council approved these appropriations on November 18, 2020 via resolution 2020.10.14 – 175.

In the FY2024 CIP Court/Union/Middle Reconstruction project was identified for additional funding to be debt financed in the amount of \$1,268,000.00 for Street Reconstruction portion and \$1,808,000.00 for Water Main Replacement portion. City Council approved these appropriations on October 26, 2022 via resolution 2022.09.28 - 204.

The Court/Union/Middle Reconstruction project is a priority to have construction begin in 2025 and is schedule to go out to bid in October 2024. The revised cost estimate for the project foresees the need for additional project funding. Therefore, the City is recommending reprogramming \$514,657.34 from the Spur Road project.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to make one technical update to the parking code provisions in Dover Code Section 141-23, together with an amendment introducing penalties for chronic offenders who do not timely pay the initial fines.

2. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-14, “General parking provisions”, as follows:

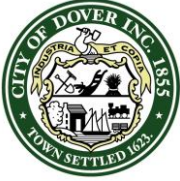
A. THE FOLLOWING ARE AMENDED:

§ 141-14. General parking provisions.

Except when necessary to avoid conflict with other traffic or in compliance with law or the direction of a police officer or official traffic control device, no person shall:

A. Stop, stand or park a vehicle:

- (1) On the roadway side of any vehicle stopped or parked at the edge or curb of a street.
- (2) On or over a sidewalk except for bicycles.
- (3) Within an intersection.
- (4) On a crosswalk.
- (5) Alongside or opposite any street excavation or obstruction when stopping, standing or parking would obstruct traffic.
- (6) Upon any bridge or other elevated structure upon a highway or within a highway tunnel, unless a parking space is specifically provided.
- (7) On any railroad tracks.
- (8) Within 20 feet of the corner of any intersecting street, unless a parking space is specifically provided.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

(9) It shall be unlawful for the owner or operator of any motor vehicle to park or allow to be parked any motor vehicle for any length of time in a designated fire lane. Violators will be subject to Table B fines under § 141-23 as set forth in the Fine Schedule as adopted by City Council.

(10) At any place where official signs prohibit parking.

(11) In any parking place, whether on public or private property, specially designated for a person with a walking disability by means of a sign, as required by RSA 265:73-a, stating that the space is reserved for a person with a walking disability or displaying the international accessibility symbol, unless that person has a special number plate, decal, or a card issued pursuant to RSA 261:86, 261:87 or 261:88, or a similar license plate, decal or card issued by another state or country displaying the international accessibility symbol and the persons who qualifies for the plate, decal or card is being transported to or from the vehicle.

(12) In or overlapping into any access aisle. "Access aisle" shall mean a designated space for maneuvering a wheelchair or other mobility device when entering or exiting a vehicle, that is immediately adjacent to a properly designated parking space for persons with a walking disability, whether public or private property. Access aisles shall be so marked as to discourage parking in them. Violators will be subject to Table B fines under § 141-23 as set forth in the Fine Schedule as adopted by City Council.

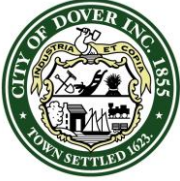
(13) At any place that has been posted for "Permit Parking Only" without displaying a valid permit authorized by the Chief of Police and displayed so that it is clearly visible.

(13)(14) Park or allow to be parked an unregistered vehicle, which has been confirmed as being unregistered, on any city-controlled street, parking lot, parking area, or public parking garage.

B. Stand or park a vehicle, whether occupied or not, except momentarily, to pick up or discharge a passenger or passengers:

(1) In front of or within five feet of the edge of a public or private driveway.

(2) Within 10 feet of a fire hydrant.



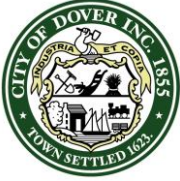
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

- (3) Within 20 feet of a crosswalk at an intersection.
 - (4) Within 20 feet upon the approach to any flashing signal, stop sign or traffic control signal located at the side of a roadway.
 - (5) Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within 75 feet of said entrance when properly signposted.
 - (6) Adjacent to any curb painted yellow or along any curb where there is a yellow line along the pavement adjacent to said curb.
 - (7) Within 20 feet of the entrance to any multifamily complex consisting of five or more units.
- C. Stand or park a vehicle in a roadway, other than parallel to the edge of the roadway, headed in the direction of traffic, and with the right side of the vehicle within 12 inches of the edge of the roadway, except as provided in the following subsections:
- (1) In locations where the Police Department shall have marked or cause to be marked off individual parking spaces on the public streets, public parking areas or highways of the City, in which case it shall be unlawful to park any vehicle in such a way that said vehicle shall not be entirely within the spaces so designated, unless such vehicle is too large to be confined to one such space and the vehicle is not extending into any restricted area or travel lane.
 - (2) When a vehicle, truck, trailer or tractor-trailer is backed to the curb for the purpose of loading or unloading merchandise, in which case the vehicle, truck, trailer or tractor-trailer shall be turned so as to stand as near parallel to the curb as possible, and a person shall not stand or park a vehicle so as to obstruct the view of any traffic control device of other drivers traveling upon such a street.¹
- D. Notwithstanding the provisions of Subsection C, allow or permit a motor vehicle to stand unattended on any public highway within the City of Dover without first stopping the engine, locking the ignition and removing the key from the vehicle. Violators will be subject to Table B fines under § 141-23 as set forth in the Fine Schedule as adopted by City Council.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

- E. Display a disability placard issued pursuant to RSA 261:86, 261:87 or 261:88 or a similar placard issued by another state or country displaying the international accessibility symbol while parked in a metered or time-limited parking area unless the person who qualifies for the placard is being transported to or from the vehicle.

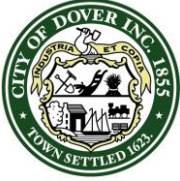
3. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-23, “First notice of violation; payment tables”, as follows:

A. THE FOLLOWING ARE AMENDED:

§ 141-23. First notice of violation; payment tables.

- A. Late notice. If the fine indicated for the initial violation is not paid within 10 days, the Chief of Police shall send a late notice to the owner of the vehicle. Such notice shall be sent to the primary owner as listed with the motor vehicle department of the state in which the vehicle is registered. The late notice shall be sent by first class mail and shall instruct the vehicle owner that he/she may avoid further prosecution and fine by paying the City of Dover the amount in the applicable payment schedule for that violation.
- B. All parking violations enumerated in §§ 141-13 through 141-38 shall be Table A violations as set forth in the Fine Schedule as adopted by City Council, except as follows:
- (1) Violations of §§ 141-13E(1), 141-13E(6) and F, 141-14A(9) and (12) and E, 141-16A and 141-31A(3)(a)(4) shall be Table B violations as set forth in the Fine Schedule as adopted by City Council.
 - (2) Violations of §§ 141-13E(5) shall be subject to the specific fine amount set forth in the Fine Schedule as adopted by City Council.
 - (3) Violations of §§ 141-14A(11) and F, and § 141-31E shall be Table C violations as set forth in the Fine Schedule as adopted by City Council.
 - (4) Chronic offenders within the meaning of § 141-31D shall be fined in an amount as set forth in the Fine Schedule adopted by City Council.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

- C. Parking violation Tables A, B, and C fines shall be as set forth in the Fine Schedule adopted by City Council.

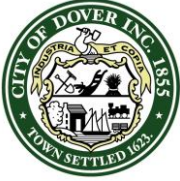
4. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-30, “Hours of operation and rates”, as follows:

A. THE FOLLOWING ARE AMENDED:

§ 141-30. Hours of operation and rates.

- A. Paid parking shall be required daily between the hours of 9:00 a.m. and 8:00 p.m., except on Sundays, with the exception of:
- (1) The Orchard Street Parking Garage where designated as metered or paid parking shall also be required as paid parking at all times, 24 hours a day and seven days a week.
 - (2) The following holidays: January 1; the third Monday in January, known as Martin Luther King, Jr. Civil Rights Day; the third Monday in February, known as Washington's Birthday; the last Monday in May, known as Memorial Day, or on a date to coincide with the federal observance if it is held on a different day; July 4; the first Monday in September, known as Labor Day; the second Monday in October, known ~~in Dover by state law as Columbus Day~~~~Indigenous People's Day~~; November 11, known as Veterans Day; Thanksgiving Day; the Friday after Thanksgiving; and Christmas Day. When one of the listed holidays falls on a Sunday, the Monday after shall be observed as a holiday.
 - (3) Any vehicle bearing the following special New Hampshire license plates and in use by the person qualifying for said special plates shall be entitled to free parking in metered spaces for no more than three hours each day: Purple Heart (including Purple Heart- Vanity), Gold Star, Prisoner of War, and Pearl Harbor Survivor (including Pearl Harbor Survivor-Vanity). Any vehicle with license plates from another state or United States territory bearing substantially equivalent governmental license plates shall, provided the vehicle is in use by the person qualifying for said special license plates, likewise be entitled to no more than three hours each day of free parking in metered spaces.
 - (4) The Dover Transportation Center Parking Lot where designated as metered or paid parking shall also be required as paid parking at all times, 24 hours a day and seven



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

days a week.

- B. Parking meter rates shall be set forth in the annual Fee Schedule adopted by the City Council.
- C. For good cause, the Chief of Police, upon recommendation of the Parking Commission, shall have the authority to temporarily suspend the provisions of this section for specified dates and times.
- D. Free parking permitted for persons with a walking disability under RSA 265:74 shall be limited to a maximum of three hours. [Free parking under this paragraph does not apply to parking spaces designated for electric vehicle charging where full payment is required.](#)

5. AMENDMENT

Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-31, “Unlawful acts; separate violations”, as follows:

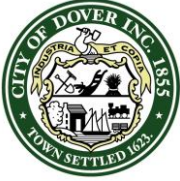
A. THE FOLLOWING ARE AMENDED:

§ 141-31. Unlawful acts; separate violations.

A. The following shall be considered violations of this article:

- (1) It shall be unlawful for any person to park or allow any vehicle registered in their name to be parked in a parking meter zone so that the vehicle is not entirely within the area designated or delineated by lines or markings.
- (2) It shall be unlawful for any person to park or allow any vehicle registered in their name to be parked in excess of 19 feet in overall length in a multi-space parking meter zone except as provided in § 141-32.
- (3) Multi-space parking meters.
 - (a) It shall be unlawful for any person to park or allow any vehicle registered in their name to be parked or left standing in any area where parking is controlled by a multi-space parking meter:

[1] Without purchasing a timed parking session from said multi-space parking meter for such parking or standing time, which timed parking sessions shall



CITY OF DOVER

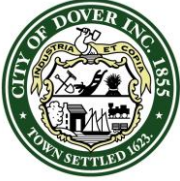
CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

only authorize the specific vehicle and license plate entered into the meter to use and occupy the parking.

- [2] For parking areas in the City that lack any form of pay-by-plate meters or capabilities, without displaying any receipt so purchased from a multi-space parking meter in a position on the dashboard of the vehicle in order that the time printed on said receipt is clearly visible from outside the vehicle. This subsection shall not apply to metered parking garages or other metered areas when the proper space number is entered into the pay-by-space parking meter or pay-by-plate meters or capabilities.
- [3] After parking or standing time which has been purchased has expired.
- [4] For parking areas that require the use of displayed receipts, displaying an altered or falsified receipt or any receipt that has not been purchased from the multi-space parking meter controlling the parking space in which the vehicle displaying the receipt is parked. Violators will be subject to Table B fines under § 141-23 as set forth in the Fine Schedule as adopted by City Council.
- [5] In excess of the posted time limits.
- [6] For the Dover Transportation Center Parking Lot, failing over a period of five consecutive calendar days to park in an area specifically designated by the Chief of Police for such parking.
- (b) Exception. No multi-space parking meter receipt is required for a vehicle parked in a parking meter zone for less than 15 minutes; this exception does not apply to metered parking lots or a metered parking garage.
- (c) Each violation of the acts described in Subsection A(3)(a)[1] to [5] shall constitute a separate violation and additional violation.
- (d) Use of a pay-by-plate application to pay for parking is permitted notwithstanding the provisions of Subsection A(3)(a)[1] under the following conditions:
 - [1] The pay-by-plate application is authorized for use in the City of Dover by the Chief of Police or designee.



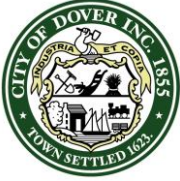
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

- [2] The pay-by-plate application is activated for the proper zone the vehicle is parked in.
- [3] The fee has been paid for the specific vehicle and license plate using or occupying the parking.
- (4) It shall be unlawful for any person to park or allow any vehicle registered in their name to remain parked in a parking meter zone when time purchased on the parking meter for that vehicle and plate number has expired, except as provided in § 141-30.
- (5) It shall be unlawful for any person to park or allow any vehicle registered in their name to be parked or left standing on any public highway or part of a public highway within the City in a parking meter zone without conforming to the provisions of this article.
- (6) It shall be unlawful for any person to park in a metered on-street parking space without purchasing a parking session for the specific vehicle and plate number occupying the parking, or with a receipt from a multi-space parking meter in a metered parking lot or a metered parking garage.
- (7) The City's print-at-home permit program provides permits specific to the single vehicle associated with each such permit. It shall be unlawful for any person to forge, falsify, or print multiple copies of print-at-home permits for use by others, or in any other way assist, facilitate, aid, or abet the use of a print-at-home permit by or for any other vehicle other than the permitted vehicle. Violators will be subject to Table B fines under § 141-23 as set forth in the Fine Schedule as adopted by City Council.
- B. Where a violation of this article is found, each additional one hour that a vehicle is so parked in violation shall constitute a separate additional violation.
- C. The previous provisions of this article shall not apply to City-owned vehicles or to persons who are disabled and have obtained permission to park from the Chief of Police.
- D. Chronic offenders. Any person with five violations of any subsection of § 141-31A(3), (4) or(6) in a calendar year for any metered parking space shall be fined as set forth in the Fine Schedule as adopted by City Council for each subsequent offense. . If the chronic offender fine is not paid within 10 days, a new fine shall accrue as set forth in the Fine



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Schedule. If the chronic offender fine is paid not paid within 14 days after final notice, then a new fine shall be imposed as set forth in the Fine Schedule.

- E. Displaying an altered or falsified parking permit, or parts thereof. Violations will be subject to a fine as set forth in the Fine Schedule as adopted by City Council. The violator's permit may also be revoked and no refund will be issued.

6. AMENDMENT

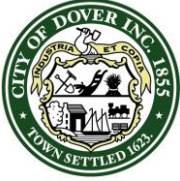
Chapter 141 entitled "Vehicles and Traffic" is hereby amended by revising Section 141-48, "Schedule I: No Parking at Any Time", as follows:

A. THE FOLLOWING ARE AMENDED:

§ 141-48. Schedule I: No Parking at Any Time.

In accordance with the provisions of § 141-17, it shall be unlawful for the owner of any vehicle or any persons having custody or control of any vehicle to park it or permit it to be parked in the following locations within the City of Dover, and any vehicle found to be in violation of the aforementioned provisions may be towed by the direction of the Police Department and the expense of such towing borne by the owner of the vehicle:

Street or Location	Side or Area	Location/Date(s) If Applicable
Abbey Lane	Southerly	From the intersection with Rutland Street easterly to the end of said Abbey Lane
Abbott Street	Southerly	From the intersection with Central Avenue westerly to the intersection with Mount Vernon Street
Academy Street	Both	Northerly for a distance of 100 feet starting at the intersection of Church Street
Document Created by: Department Document Posted on: September 20, 2024	O-2024.09.11 Chapter 141, Sections 14, 23, 30, 31, and 48 Page 9 of 29	



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Adelle Drive

Southerly

Southerly side from the traffic circle, easterly to the end of the road including the turnaround area; between December 1 and April 1.

Alumni Drive

Both

From the intersection with Bellamy Road easterly to the intersection of Durham Road

Angle Street

Northerly

From Academy Street to Central Avenue

Arch Street

Both

From the intersection with Silver Street northerly to the intersection of West Concord Street

Ash Street

Southerly

From intersection with Central Avenue westerly to the parking lot entrance in the rear of No. 678 Central Avenue

Atkinson Street

Easterly

From the intersection with Washington Street southerly to the intersection with Silver Street

Ayers Lane

Both

Entire length

Baker Street

Southerly

From the intersection of East Concord Street easterly for a distance of 300 feet

Baker Street

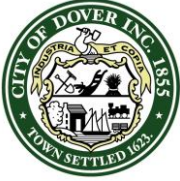
Northerly

From the intersection with East Concord Street, easterly to the intersection with Broadway, between December 1 and April 1

Belknap Street

Easterly

From the intersection with Silver Street, southerly to the intersection with Fisher Street, between December 1 and April 1



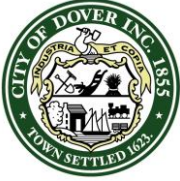
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Belknap Street	Easterly	From the intersection with Washington Street to the intersection with St. Thomas Street
Belknap Street	Westerly	From the intersection with Silver Street northerly to the intersection with Washington Street, between December 1 and April 1
Bellamy Road	Easterly	From Alumni Drive southerly for a distance of 440 feet
Bellamy Road	Easterly	From the intersection with Cataract Avenue southerly to Alumni Drive
Bellamy Road	Westerly	From the Bellamy River Bridge southerly to 200 feet beyond Lisa Beth Drive
Boyle Street	Northerly	From Court street Easterly for a distance of 200 feet
Brick Road	Northerly	From the intersection of Central Avenue easterly for a distance of 100 feet
Broadway	Easterly	From the PSNH Pole No. 114/25 (a point across from Florence Street) northerly to the intersection with Oak Street
Canney Lane	Northerly	Entire length
Central Avenue	Both	From the intersection with Back River Road easterly to the intersection with Stark Avenue
Central Avenue	Easterly	From the intersection with Ham Street northerly for a distance of 35 feet



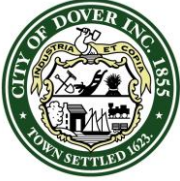
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Central Avenue	Easterly	From the intersection with Pierce Street northerly to the driveway of 547 Central Avenue (formerly Seacoast Savings Bank)
Central Avenue	Easterly	From the intersection with Indian Brook Drive southerly to the PSNH pole number 1/71
Central Avenue	Easterly	From the intersection with South Pine Street Southerly to the PSNH pole number 1/147
Central Avenue	Easterly	From the PS Pole No. 1/1305 to the island of PS Pole No. 1/130A
Central Avenue	Easterly	From the south property line of 633 Central Avenue to the driveway of 655 Central Avenue
Central Avenue	Easterly	From the southerly driveway of 189 Central Avenue northerly to the intersection with George Street
Central Avenue	Easterly	From Washington Street north for a distance of 320 feet.
Central Avenue	Westerly	From Church Street to Silver Street, except during Sunday Religious Services at the First Parish Church
Central Avenue	Westerly	From the driveway to 146 Central Avenue southerly to a point 30 feet south of intersection with Trakey Street
Central Avenue	Westerly	From the intersection with Indian Brook Drive southerly to the intersection with Reservoir Street



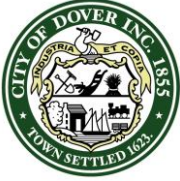
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Chapel Street	Both	From the intersection with Portland Avenue westerly to St. John Street
Chapel Street	Northerly	From the intersection with Main Street easterly to St. John Street
Charles Street	Northerly	From Central Avenue easterly for a distance of 150 feet
Charles Street	Southerly	From Central Avenue easterly for a distance of 240 feet
Charles Street	Southerly	From Mill Street westerly for a distance of 70 feet
Chestnut Street	Both	From the intersection with Washington Street southerly to the intersection with St. Thomas Street
Chestnut Street	Easterly	From the intersection with Washington Street northerly to the intersection with Third Street
Chestnut Street	Westerly	From the intersection with Washington Street northerly to the intersection with Orchard Street
Chestnut Street	Westerly	From the intersection with First Street northerly to the intersection with Third Street
Chestnut Street	Westerly	From the intersection with Fourth Street northerly for 50 feet



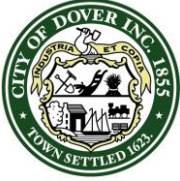
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Church Street	Northerly	From the intersection with Central Avenue westerly to the intersection with Locust Street, except for school buses and parents picking up or discharging students or during church services at the First Parish Congregational Church. When both student pick-up/discharge and church services occur at the same time, school buses alone shall take precedence
Clifford Street	Northerly	From the intersection with Towle Avenue easterly for a distance of 30 feet
Court Street	Northerly	From Central Avenue to Boyle Street
Court Street	Northerly	From the intersection with Union Street easterly for a distance of 110 feet
Court Street	Southerly	From the intersection with Central Avenue to the intersection with Union Street
Court Street	Southerly	From South Pine Street westerly for a distance of 100 feet
Cushing Street	Easterly	The entire length, between December 1 and April 1
Dover Street	Northerly	From the easterly corner of the property at 18-20 Dover Street, westerly for a distance of 135 feet, from 7:00 a.m. to 5:00 p.m. Monday through Friday
Durham Road	Both	From the intersection of Back River Road to the intersection of Mast Road



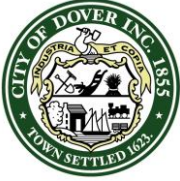
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Durrell Street	Northerly and westerly	The entire length from St. John's Street to Winter Street
East Watson Street	Both	From the intersection with Central Avenue easterly to the intersection with South Watson Lane
Elm Street	Westerly	From the intersection with Silver Street, southerly to the intersection with Fisher Street, between December 1 and April 1
Emerald Lane	Interior of circle	Even-numbered side, on the interior of the circle between 92 Emerald Lane and 216 Emerald Lane
Essex Street	Southwesterly	From the intersection with Portland Avenue northwesterly to the dead end, between December 1 and April 1
Everett Street	Westerly	From the intersection with Baker Street, southerly to the intersection with Ham Street, between December 1 and April 1
Ezra's Way	Easterly	Entire length
Fern Court	Westerly	From the intersection with Folsom Street, northerly, and then westerly to the dead end
Fifth Street	Northerly	From the intersection with Central Avenue westerly to Chestnut Street,
Fifth Street	Northerly	From the intersection with Chestnut Street westerly to the intersection with Grove Street, between December 1 and April 1



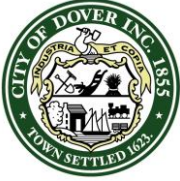
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Fifth Street	Southerly	From the intersection with Grove Street, westerly to the intersection with Tammany Park, between December 1 and April 1
First Street	Northerly	From the westerly driveway of 1 First Street easterly to the intersection with Central Avenue
Folsom Street	Southerly	The entire length, between December 1 and April 1
Forest Street	Northwesterly	The entire length, between December 1 and April 1
Fourth Street	Southerly	From the intersection with Chestnut Street westerly to the intersection with Grove Street, between December 1 and April 1
Fourth Street	Southerly	From the intersection with Chestnut Street westerly for a distance of 100 feet
Fourth Street	Southerly	From the intersection with Chestnut Street easterly to Public Service Pole No. 53/1A
Fourth Street	Southerly	From the Cochecho River bridge easterly to the intersection of Frances Drive, a distance of 250 feet



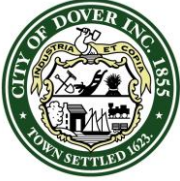
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Gage Street	Northerly	Entire length
Gage Street	Southerly	From the intersection with New Rochester Road easterly for a distance of forty (40) feet
Garrison Road	Southerly	From the intersection with Shadow Drive easterly to the intersection with Meridian Drive
George Street	Northwesterly	From the intersection with Sonnett Street to the intersection with Henry Law Avenue, except where individual parking spaces are marked by the City
George Street	Southeasterly	From the northeast corner of the property line of 233 Central Avenue northeasterly to the intersection with Sonnett Street
Greenfield Drive	Northerly	From the intersection with Garrison Road easterly to the northwest corner of Greenfield Drive traffic circle
Grove Street	Easterly side	Easterly side (odd numbered) from the intersection with Sixth Street, northerly to the intersection with Hough Street; between December 1 and April 1
Grove Street	Westerly side	Westerly side (even numbered) from the intersection with Hough Street, northerly to the intersection with Ash Street; between December 1 and April 1
Ham Street	Northerly	From Central Avenue to Park Street



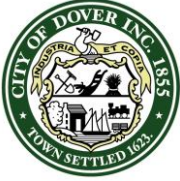
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Hampshire Circle	Northerly	From the southerly intersection with Whittier Street continuing around on that side of Hampshire Circle to the northerly intersection with Whittier Street
Hamilton Street	Northerly	From the intersection with Elm Street, westerly to the intersection with Belknap Street, between December 1 and April 1
Hancock Street	Southwesterly	The entire length, between December 1 and April 1
Hanson Street	Both	Entire length
Henry Law Avenue	Easterly	From the Maglaras Park entrance road to Browning Drive
Henry Law Avenue	Westerly	From the intersection of Browning Drive northerly for a distance of 75 feet
Henry Law Avenue	Westerly	From the intersection of George Street southerly to a point directly across from Towne Drive
Henry Law Avenue	Westerly	From the intersection with Williams Street southerly to the intersection with George Street
High Ridge Drive	Southerly	From the intersection with Floral Avenue easterly to the dead end, between December 1 and April 1



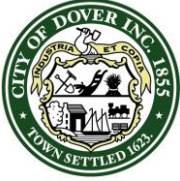
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Horne Street	Westerly	From the intersection with Glencrest Avenue southerly to the driveway of 68 Horne Street
Industrial Park Drive	Easterly then southerly (inside of curve)	From the westernmost driveway from 89 Industrial Park Drive (Eversource Pole No. 305/12B) northerly, then easterly to the driveway of 115 Industrial Park Drive (Eversource Pole No. 305/15BS), from November 1 to April 1
Ivan's Lane	North	Entire length
Kirkland Street	Southerly	
Lexington Street	Easterly	The entire length, between December 1 and April 1
Lincoln Street	Southerly	From the intersection with Chestnut Street, westerly to the intersection with Grove Street, between December 1 and April 1
Lisa Beth Drive		
Locust Street	Easterly	From the intersection with Silver Street southerly to the intersection with Central Avenue
Locust Street	Easterly	From the intersection with St. Thomas Street southerly to the intersection with Silver Street



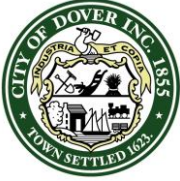
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Long Hill Road	Both	From the intersection with New Rochester Road (Route 108) westerly to the intersection with Old Rochester Road (Route 16B)
Main Street	Easterly	From the intersection with Washington Street northerly to the intersection with Chapel Street
Maple Street	Easterly	Easterly side (odd numbered) from the intersection with Sixth Street, northerly to the intersection with Ash Street; between December 1 and April 1
Mechanic Street	Both	From intersection of School Street northerly to the intersection of Chapel Street
Mill Street	Both	From a point 370 feet from Central Avenue easterly for a distance of 700 feet
Mineral Park Drive	Northerly	From the intersection with Washington Street to the intersection with Pleasant View Circle
Morin Street	Both	From the intersection with Central Avenue, westerly to PSNH Pole No. 1/ 18B
Nelson Street	Southerly	From the intersection with Atkinson Street westerly to the intersection with Belknap Street
Nelson Street	Southerly	From the intersection with Locust Street westerly to the intersection with Atkinson Street, between December 1 and April 1



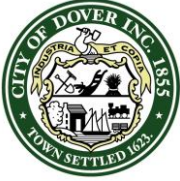
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

New York Street	Both	From the intersection with Broadway to the intersection with East Street
New York Street	Southerly	From the intersection with Central Avenue easterly to the Public Service Pole 111/12
Old English Village Road	Southerly	From the intersection with Central Avenue easterly to the Rollinsford Town Line
Old Garrison Road	Both	Along the entire 510 foot frontage of Tax Map J, Lot 10-6, owned by State of New Hampshire Fish and Game Department
Old Rollinsford Road	Both	From the intersection with Central Avenue to the Wentworth Douglass Hospital
Orchard Street	Both	From the intersection with Central Avenue westerly to the intersection with Chestnut Street
Orchard Street Lot service road	Both	Entire length from its intersection with Orchard Street northerly, then westerly to its exit to Orchard Street Lot
Overlook Drive	Westerly	Entire length
Park Street Park Parking Lot		No parking during the hours of 8:30 p.m. to 7:00 a.m. during the period of April 1 through September 30 and during the hours of 7:00 p.m. to 7:00 a.m. during the period of October 1 through March 31



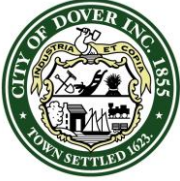
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Paul Street	Easterly	From the intersection with Henry Law Avenue, to the intersection with Wallingford Street
Pierce Street	Both	Entire length
Plaza Drive	Easterly	From the intersection with Glenwood Avenue northerly to the intersection with Northway Circle
Plaza Drive	Easterly	From the intersection with Northway Circle, northerly to the end of the Street, between December 1 and April 1
Pleasant View Circle	Westerly	From the intersection with Washington Street northerly to the intersection with Whittier Street
Portland Avenue	Easterly	From the north boundary of 161 Portland Avenue southerly to the north boundary of 149 Portland Avenue
Portland Avenue	Northerly	From PSNH pole 119/3A to the entrance of the Portland Avenue Parking Lot
Portland Avenue	Northerly	From the intersection with Chapel Street to the entrance with Portland Avenue parking lot
Portland Avenue	Southerly	The intersection with Chapel Street easterly and westerly for a distance of 100 feet
Portland Avenue	Westerly	From the intersection of Oak Street southerly for a distance of 600 feet



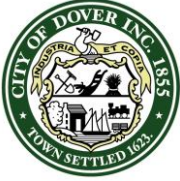
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Preble Street	Southerly	From the intersection with Central Avenue easterly then southerly along the westerly side to the intersection with Pierce Street
Quaker Lane	Westerly	Entire length
Richmond Street	Westerly	Entire length
River Street	Easterly	From the intersection with Henry Law Avenue northerly for a distance of 130 feet
River Street	Westerly	From the intersection with Henry Law northerly to Washington Street
Rogers Street	Southwesterly	The entire length, between December 1 and April 1
Rogers Street	Westerly	From the intersection with Cochecho Street northerly for a distance of 400 feet
Royer Lane	Both	Entire length
Sandpiper Drive	Southerly	From the intersection with Watson Road to the cul-de-sac
School Street	Southerly	From the westerly entrance to the School Street Parking Lot easterly to the intersection with Mechanic Street
Shaw's Lane	Easterly	Entire length from Garrison Road to Tideview Drive



CITY OF DOVER

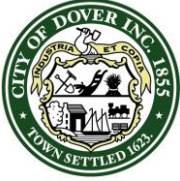
CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Silver Street	North	From the intersection with Central Avenue westerly to the intersection with Knox Marsh Road
Silver Street	South	From the intersection with Central Avenue westerly to the intersection with Knox Marsh Road
Smith Well Road	Westerly	From Glenwood Avenue to Barry Street
Sonnet Street	Both	From the intersection with George Street easterly to the intersection with Hanson Street
South Pine Street	North	From the intersection with Central Avenue easterly and northerly to the intersection with Court Street

South Pine Street	Southerly	From the intersection with Central Avenue easterly and northerly to the intersection with Court Street excluding the area between public service pole 150/4 easterly to public service pole 150/7A
Spring Street	Northerly	From Central Avenue to Locust Street
Spruce Lane Park	All	All parking within this park, between December 1 and April 1
St. John Street	Easterly	From the intersection with Broadway southerly to the intersection with Chapel Street



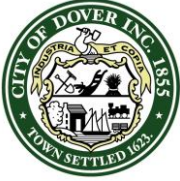
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

St. Thomas Street	Both	From the intersection with Chestnut Street westerly to the property line between 25 and 33 St. Thomas Street except for vehicles whose driver or passenger is conducting business at the NH Circuit Court between the hours of 8 am and 5 pm, Monday through Friday
St. Thomas Street	Southerly	The angled spaces between the McConnell Center and Atkinson Street except for vehicles whose driver or passenger is conducting business at the NH Circuit Court between the hours of 8 am and 5 pm, Monday through Friday
St. Thomas Street	Northerly	From the intersection with Atkinson Street, westerly to intersection with Belknap Street, between December 1 and April 1
St. Thomas Street	Northerly	Two spaces in front of 33/35 St. Thomas Street, between December 1 and April 1
Summer Street	Southerly	From the intersection with Central Avenue westerly to the intersection with Belknap Street, between December 1 and April 1
Susannah's Crossing	Southerly	Entire length of publicly accepted portion of the street
Sylvan Drive	Northerly	Northerly side from the traffic circle easterly to the end of the road including the turnaround area; between December 1 and April 1



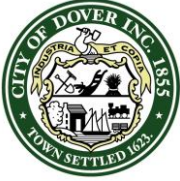
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Third Street	Northerly	From the intersection with Central Avenue westerly to the intersection with Chestnut Street
Third Street	Southerly	From the intersection with Chestnut Street westerly to the intersection with Grove Street, between December 1 and April 1
Third Street	Northerly	From the driveway of 33 Third Street westerly for 15 feet
Towle Avenue	Easterly	From the intersection with Clifford Street northerly for a distance of 30 feet
Towle Avenue	Westerly	From the intersection with Clifford Street northerly for a distance of 30 feet
Twombly Street	Northerly and easterly	From the intersection with Preble Street easterly and southerly to the intersection with Pierce Street
Union Street	Westerly	From the intersection with Court Street northerly to the intersection with Federal Street
Washington Street	Easterly	Between the intersection with Pleasant View Circle northerly to the intersection with Mineral Park Drive
Washington Street	Southerly	From the intersection with Locust Street westerly for a distance of 56 feet
Washington Street	Southerly	From the easterly most driveway of 150 Washington Street to Atkinson Street
Washington Street	Westerly	From the intersection of Morrison Lane northerly for a distance of 150 feet



CITY OF DOVER

CITY OF DOVER - ORDINANCE

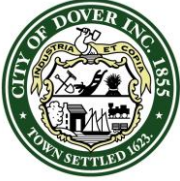
Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

West Concord Street	Northerly	From the intersection with Lexington Street, westerly to the intersection with Arch Street, between December 1 and April 1
Whittier Street	Both	From the intersection with Mineral Park Drive northerly to the Whittier Street Bridge
Wildewood Lane	Both	From the intersection of Cottonwood Drive to the beginning of the cul-de-sac
Wildewood Lane	Northeasterly	From Sixth Street to Cottonwood Drive
Williams Street	Both	From the intersection with Central Avenue easterly to the intersection with Henry Law Avenue
Winter Street	Both	From the intersection with St. John Street easterly to the intersection with Durrell Street
Winter Street (formerly Cedar Street)	Northerly	From the intersection with Durrell Street easterly to the dead end
Young Street	Northerly	From the intersection with Main Street and Portland Avenue easterly to the Cochecho River
Young Street	Southerly	From the intersection of Main Street easterly to the Cochecho River, between December 1 and April 1

7. TAKES EFFECT

This ordinance shall take effect upon passage. The City Clerk shall cause publication of notice as required by RSA 47:18.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

REQUIRES PUBLIC HEARING TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 9, 2024

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal Joshua M. Wyatt
Form and Compliance: City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

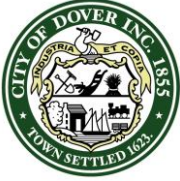
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		

Document Created by: Department
Document Posted on: September 20, 2024

O-2024.09.11 Chapter 141, Sections 14, 23, 30, 31, and 48
Page 28 of 29



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

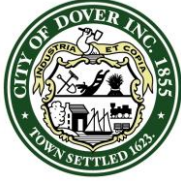
Ordinance Number: **O – 2024.09.11 - 7**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 14 General parking provisions
23 First notice of violation; payment tables
30 Hours of operation and rates
31 Unlawful acts; separate violations
48 Schedule I: No Parking at Any Time

Ordinance does | does not pass.

ORDINANCE BACKGROUND MATERIAL:

This ordinance is, in part, a companion to a Fine Schedule ordinance also being introduced for the City Council's consideration. The changes to Dover Code 141-31(D) correspond with new fines for chronic offenders who do not timely pay their fine. In the course of preparing that language, it was noted that Chapter 141 could benefit from clarification of another section, Dover Code 141-23, clarifying and differentiating the chronic offender fines.

Other provisions being updated are in the nature of housekeeping, are self-explanatory, and have been reviewed and approved by the Parking Commission.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Ordinance Number: O – 2024.09.25 - 8 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 5 Recreation Advisory Board 6 Dover Arena Commission	Agenda Item#: 13.C.2.

The City of Dover Ordains:

1. **PURPOSE**

The purpose of this ordinance is to repeal the Dover Arena Commission and merge same into the Recreation Advisory Board.

2. **AMENDMENT**

Chapter 9 entitled “Boards, Commissions and Committees”, and specifically Section 9-6, “Dover Arena Commission”, is hereby repealed as follows:

a. **THE FOLLOWING ARE REPEALED:**

§ 9-6. Dover Arena Commission. (Reserved)

~~Membership. The Dover Arena Commission shall consist of five members and two alternate members, appointed by the City Council.~~

~~A. Terms of members. Members shall be appointed to terms of three years.~~

~~A. Authority and duties. The Dover Arena Commission shall serve in an advisory capacity to the City Council and City Manager or designee regarding the operations and maintenance of the Dover Ice Arena. The Commission shall review and develop recommendations for the arena facility and programs. The Dover Arena Commission shall perform the following functions:~~

~~(0) Study, consider and recommend to the City Council and the City Manager, or designee, general policies for the operation of the Dover Arena.~~

~~(0) Make recommendations to the City Council and City Manager for the ongoing maintenance and operations of the arena, its related programs, capital improvements, budget and fee schedule.~~

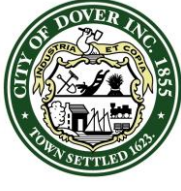
3. **AMENDMENT**

Chapter 9 entitled “Boards, Commissions and Committees”, and specifically Section 9-6, “Dover Arena Commission”, is hereby repealed as follows:

a. **THE FOLLOWING ARE AMENDED:**

§ 9-5. Recreation Advisory Board.

A. Membership. The Recreation Advisory Board shall consist of ~~nine~~eleven members and three alternates, appointed by the City Council. There may also be a City Council liaison who shall be nominated by the Mayor and appointed by the City Council for the length of

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.2. Ordinance Number: O – 2024.09.25 - 8 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 5 Recreation Advisory Board 6 Dover Arena Commission
---	---

his/her Council term.

- B. Terms of members. Members shall be appointed to terms of three years.
- C. Authority and duties. The Recreation Advisory Board shall perform the following functions:
- (1) Study, consider and recommend, to the City Council and the City Manager, or designee, general policies for the provision of recreation programs and facilities.

(2) Review programs and recommend additions to or deletions of those programs in the City of Dover; advise and recommend to the City Council and the City Manager, or designee, of such improvements.

(3) Aid and assist the City Council and the City Manager, or designee, in the formulation of future plans and programs for the ultimate benefit of all users of recreational facilities.

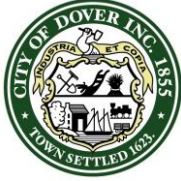
(4) Study and recommend methods for financing proposed recreation developments.

4. **TAKES EFFECT**

This ordinance shall take effect upon passage. The City Clerk shall cause publication of notice as required by RSA 47:18.
5. **TRANSITION PROVISION**

As this ordinance repeals the Dover Arena Commission, the currently appointed and serving members of the Dover Arena Commission are, with passage of this ordinance, hereby re-appointed to the Recreation Advisory Board for (and to the extent of) the remainder of their existing terms for the repealed Dover Arena Commission.

REQUIRES PUBLIC HEARING
TO BE REFERRED TO PUBLIC HEARING ON OCTOBER 9, 2024



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.2.

Ordinance Number: **O – 2024.09.25 - 8**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 5 Recreation Advisory Board
6 Dover Arena Commission

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
Deputy Mayor Dennis Shanahan
Councilor Lindsey Williams

Approved as to Legal Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk

DOCUMENT HISTORY:

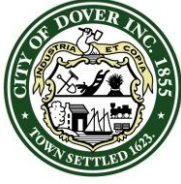
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

The purpose of this ordinance is to repeal the Dover Arena Commission and merge same with the Recreation Advisory Board, as part of the City Council’s ongoing initiative to streamline and update boards and commissions.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.3. Ordinance Number: O – 2024.09.25 - 9 Ordinance Title: Fine Schedule
---	---

The City of Dover Ordains:

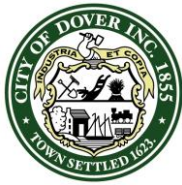
1. PURPOSE

The purpose of this ordinance is to amend the existing Fine Schedule comprising part of the City of Dover’s Code. An edited fine schedule with strikethrough/underlining is attached to, and accompanies, this ordinance, and is incorporated by reference and made a part hereof.

2. AMENDMENT

The Fine Schedule comprising part of the City of Dover’s Code is hereby amended by increasing certain fines for Table A and Table B violations of Dover Code 141-23 as shown below:

SECTION 23 First notice of violation; payment tables	
Table A Violations:	
First Notice, subject to increase per provisions below * Per Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	<u>\$25.00</u> \$20.00
Late Notice (10 days after violation) * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	<u>\$35.00</u> \$30.00
14 days after Late Notice * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	<u>\$55.00</u> \$50.00
After notification to a collections agency * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$60.00
Minimum Court Fine * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$100.00
Table B Violations:	
First Notice, subject to increase per provisions below * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	<u>\$60.00</u> \$50.00
Late Notice (10 days after violation) * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	<u>\$75.00</u> \$70.00
14 days after Late Notice * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$100.00



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.3.

Ordinance Number: **O – 2024.09.25 - 9**
Ordinance Title: **Fine Schedule**

After notification to a collections agency * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$120.00
Minimum Court Fine * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$150.00

3. AMENDMENT

The Fine Schedule comprising part of the City of Dover’s Code is hereby amended by adding the following fines for violations of Dover Code 141-31 as shown below:

SECTION 141-31 Unlawful acts; separate violations	
Chronic Meter Offense - 5+ on street meter violations * Dover Code Section 141-31(D) ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$100.00
<u>Late Notice (10 days after violation)</u> * <u>Dover Code Section 141-31(D)</u> ** <u>Adopted by City Council</u> *** <u>Administrative penalty for violation of Dover City Code</u>	<u>\$120.00</u>
<u>14 days after Late Notice</u> * <u>Dover Code Section 141-31(D)</u> ** <u>Adopted by City Council</u> *** <u>Administrative penalty for violation of Dover City Code</u>	<u>\$150.00</u>

4. AMENDMENT

The Fine Schedule comprising part of the City of Dover’s Code is hereby amended by changing the revision date in the first page header to “Sept. 2024”.

5. TAKES EFFECT

This ordinance shall take effect upon passage. The City Clerk shall cause publication of notice as required by RSA 47:18.

REQUIRES A PUBLIC HEARING

TO BE REFERRED TO PUBLIC HEARING ON OCTOBER 9, 2024

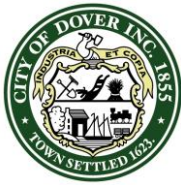
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Document Created by: Legal
Document Posted on: September 20, 2024

O-2024.09.25 Fine Schedule
Page 2 of 3



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.3.

Ordinance Number: **O – 2024.09.25 - 9**
Ordinance Title: Fine Schedule

Approved as to Legal Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

This ordinance is a companion to a fee schedule amendment also being presented to City Council. This ordinance generally increases the fines for certain Table A and Table B parking violations, as well as imposes new fines for chronic offenders. The Parking Commission approved the foregoing changes in March 2024.

FINE SCHEDULE (Rev. Oct. 20232024)	ADOPTED FINE
CITY CODE	
CITY CHARTER	
C11-13 Violations and Penalties	
All willful violations of provisions of the Charter and all violations of City Ordinances for which no other punishment is provided shall be punishable by a fine of up to \$500	Up to \$500.00
CHAPTER 17 - Election Procedures	
SECTION 7. Violations and penalties.	
Any person found in violation of this article may be subject to a fine of up to \$1,000.	Up to \$1000.00
SECTION 11. Violations and penalties.	
Failure of any candidate or member of a committee to comply with the provisions of this article shall be a violation under New Hampshire law. Failure of the candidate to file on a continuing basis after notice of a violation of this article shall constitute a continuing offense resulting in daily violations and daily fines until the disclosure statement is properly filed.	Up to \$1000.00
CHAPTER 29 - Property, City	
SECTION 5 - Storage of sludge on City property prohibited.	
Any person, firm or corporation violating this provision shall be guilty of a violation and, upon conviction, fined not less than \$500 nor more than \$1,000 for each day sludge is stored on City property.	Not less than \$500.00 nor more than \$1,000.00
SECTION 8. Violations and penalties.	
Any person, firm or corporation violating any provisions of this article shall be deemed guilty of a violation and shall, upon conviction, be subject to a fine of up to \$500.	Up to \$500.00
SECTION 14. Violations and penalties.	
Any person violating any of the provisions of this article shall be deemed guilty of a violation and shall, upon conviction, be subject to a fine of up to \$100.	Up to \$100.00
CHAPTER 41 - Adult-Oriented Establishments	
SECTION 6. Violations and penalties.	
Any person, firm or corporation violating any of the provisions of this article shall be guilty of a violation and subject to a fine of up to \$1,000, no portion of which may be suspended. The store's license shall be subject to suspension for the first offense and revocation for a subsequent conviction.	Up to \$1000.00
SECTION 11. Violations and penalties.	
Any person, firm or corporation violating any provision of this article shall be fined not less than \$500 nor more than \$1,000 for each offense. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.	Not less than \$500.00 nor more than \$1,000.00
CHAPTER 45 - Alarms and Security	
SECTION 16- Violations and penalties.	
Any person who violates any provision of this article shall be guilty of a violation and, upon conviction, shall be fined not less than \$50 nor more than \$100. Each day that the violation remains in effect shall constitute a separate violation.	Not less than \$50.00 nor more than \$100.00
SECTION 22. (B) Required Inspections.	
If one of these persons is found to have purposely or knowingly revealed the information contained in an alarm user permit application or in correspondence or communications with an alarm user to any person for any purpose not related to this article or official law enforcement matters or without the express written consent of the alarm user supplying such information, he shall be guilty of a violation and shall be fined \$100.	\$100.00

FINE SCHEDULE	ADOPTED FINE
SECTION 23. (A) Operation without permit; violations and penalties.	
Any alarm system user who operates an alarm system without first obtaining a permit as required by this article or who operates an alarm system when such permit has expired shall be guilty of a violation and, upon conviction, shall be fined not less than \$50 nor more than \$100.	Not less than \$50.00 nor more than \$100.00
SECTION 23. (B) Operation without permit; violations and penalties.	
Any alarm system user who, after having a permit revoked and after exhausting his right to a hearing, fails to disconnect his alarm system shall be guilty of a violation and, upon conviction, shall be fined \$100.	\$100.00
SECTION 24. (B) False alarms; violations and penalties.	
Except during the first thirty-day period following the installation of an alarm system, there shall be a service charge of \$75 for each false alarm received in excess of three in a calendar year.	\$75.00
SECTION 24. (C) False alarms; violations and penalties.	
In any case when an alarm is received at police headquarters and the Police Department is unable to locate or make contact with the persons responsible for the alarm systems, as designed by the alarm user on the application form, or in case the persons responsible do not expeditiously respond when notified, the City of Dover, its officers, agents, servants and employees shall be exempt from any and all liability for any claim or loss or damage, personal or property, which may result, and a shall be a service charge of \$30 shall be paid to the City of Dover by the alarm user.	\$30.00
SECTION 30. Violations and penalties.	
Unless otherwise provided, any person, firm or corporation within the boundaries of the City of Dover who violates any provision of this article shall be guilty of a violation and, upon conviction, shall be punished by a fine of \$100. Each day during which a violation continues shall be considered a separate offense.	\$100.00
SECTION 33. Fire alarm malfunction; responsibility of owner.	
Failure to return an affidavit of service/repair within said fifteen-day period which is satisfactory to the enforcement official will result in the assessment against the owner of a fine of \$275, or the sum of the total fiscal year operating budget divided by 8760 (the average Fire and Rescue Service operating cost for one hour), whichever is more, for the fire alarm malfunction.	\$275.00
CHAPTER 49 - Amusements	
SECTION 10. Violations and penalties.	
Any person or organization violating the provisions of this article shall be guilty of a violation and be subject to a fine of up to \$500.	Up to \$500.00
CHAPTER 53 - Bicycles and Play Vehicles	
SECTION 6.(A) Violations and penalties.	
Any person 16 years of age or older found violating this chapter shall be guilty of a violation and shall be fined no more than \$50 for a first offense and no more than \$100 for subsequent offenses.	\$50.00/1st offense no more than \$100.00/subsequent offenses
CHAPTER 61 - Building Demolition	
SECTION 3. Violations and penalties.	
Any person, firm or corporation violating any provisions of this chapter shall be fined not less than \$500 per offense, and each day of such violation or failure to comply shall constitute a separate offense.	Not less than \$500/per offense
CHAPTER 65 - Cemeteries	
SECTION 6. Violations and penalties.	
Any person violating the terms of this chapter shall constitute a violation subject to the penalties of state law.	No less than \$100/ per Violation per RSA 289

FINE SCHEDULE	ADOPTED FINE
CHAPTER 69 - Dogs	
SECTION 6.(C) Penalty for unlicensed dogs.	
A fine not to exceed \$25 shall be imposed for an offense.	\$25.00
SECTION 13. Violations and penalties.	
Any owner found violating any provisions of this Article II shall be guilty of a violation and, upon conviction thereof, shall be punished by a fine of not less than \$25 for a first offense and, upon a second or subsequent conviction within 12 months of a violation of this article, a fine of not less than \$50.	\$25.00 for first offense/\$50.00 for second or subsequent offenses
SECTION 17.(A) Violations and penalties	
Any person convicted of a violation of this Article III shall be fined not more than \$50, except that fines for "at large" violations of RSA 466:30 and Section 69-14 shall be not more than \$25.	Not more than \$50.00, and \$25.00 for "at large" violation.
CHAPTER 81 - Fire Prevention and Life Safety	
SECTION 12.(A) Violations and penalties.	
Any person who shall violate any of the provisions of Dover Code Chapter 81, Article I, as hereby adopted or fail to comply therewith or who shall violate or fail to comply with any order made thereunder or who shall build in violation of any detailed statement of specifications or plan submitted and approved thereunder and from which no appeal has been taken or who shall fail to comply with such an order as affirmed or modified by the Chief of the Fire and Rescue Service or by a court of competent jurisdiction, within the time fixed herein, shall severally, for each and every violation and noncompliance respectively, be guilty of a misdemeanor, punishable by a fine of not less than \$275 nor more than \$500 for each offense. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue, and all such persons shall be required to correct or remedy such violations or defects within a reasonable time, and when not otherwise specified, each day that prohibited conditions are maintained shall constitute a separate offense.	Not less than \$275.00 nor more than \$500.00 for each offense
SECTION 21. Violations and penalties	
Any person, persons, firm, corporation or partnership who or which shall violate any provisions of this article shall be guilty of a violation punishable by a fine of not less than \$275.00 or not more than \$500. Each day that a violation continues to exist shall constitute a separate offense	Not less than \$275.00 or not more than \$500.00
SECTION 22. Inspection of certain public spaces.	
All public halls or other rooms or buildings used, wholly or in part, for theatrical or other entertainment or for exhibits of any nature or in which people assemble for dancing or for other social or recreational purposes shall be subject to inspection at any and all times by the Fire Chief or the Chief of Police, and any and all mandates or orders issued by said officials, or either of them, in the interest of fire protection or for the safety of the public, shall be obeyed forthwith by any owner or lessee of such hall or building upon whom such notice may be served, and any attempt to obstruct either of said officials in the discharge of his duty hereunder or any violation of the order formally issue by either of said officials under the provisions of this section shall subject the offender to a fine of not less than \$275 or such other penalty as the court having jurisdiction may impose.	Not less than \$275

FINE SCHEDULE	ADOPTED FINE
SECTION 26.(A) Violations and penalties.	
Any person, persons, firm, corporation or partnership who or which shall violate any provision of this article shall be guilty of a violation punishable by a fine of not less than \$275 or not more than \$500. Each day that the violation continues to exist shall constitute a separate offense.	Not less than \$275.00 or not more than \$500.00
SECTION 29. Violations and penalties.	
Any person, persons, firm, corporation or partnership who or which shall violate any provisions of this article shall be guilty of a violation punishable by a fine of not less than \$275 nor more than \$500. Each day that a violation continues to exist shall constitute a separate offense.	Not less than \$275.00 or not more than \$500.00
SECTION 40. Violations and penalties.	
Any person, persons, firm, corporation or partnership who or which shall violate any provision of this article shall be guilty of a violation punishable by a fine of not less than \$275 or not more than \$500. Each day that the violation continues to exist shall constitute a separate offense.	Not less than \$275.00 or not more than \$500.00
CHAPTER 85 - Food Service Establishments	
SECTION 9. Violations and penalties.	
Any person violating any provision of this chapter shall be guilty of a violation and, upon conviction, shall be fined up to \$275, and each day of such violation or failure to comply shall constitute a separate offense.	Up to \$275.00
CHAPTER 89 - Health and Sanitation	
SECTION 11. Violations and penalties.	
Any person or persons, company or corporation who or which shall violate or cause to be violated, by agent or otherwise, any or either of the sections of this chapter or any or either of the provisions thereof or any or either of the orders, rules or regulations of the Board of Health, legally promulgated, or who or which shall fail or neglect to comply with any or either of the requirements thereof, by agent or otherwise, shall, upon conviction thereof before the Municipal Court or other court of competent jurisdiction, be subject to a fine of up to \$1,000, with the costs of prosecution, for each offense, except in cases where the punishment is made and provided for under the laws of the state, in which case the penalties so prescribed shall be imposed.	Up to \$1,000.00
CHAPTER 93 - Housing Standards	
SECTION 33. Violations and penalties.	
Any person who shall violate any provision of this chapter or any provision of any rule or regulation adopted by the Health Officer pursuant to authority granted by this chapter shall, upon conviction, be punished by a fine not to exceed \$275. Each day's failure to comply with any such provision shall constitute a separate violation.	Not to exceed \$275
CHAPTER 101 - Manufactured Home Parks	
SECTION 11. Violations and penalties.	
Any permittee who violates any requirement of this chapter shall, upon conviction, be fined a sum of at least \$275 for each offense. Each day in which a violation is proved to exist shall constitute a separate offense under this section.	At least \$275 for each offense

FINE SCHEDULE	ADOPTED FINE
CHAPTER 105 - Peace and Good Order	
SECTION 5.(F) Facilitation of drug or underage alcohol party.	
Any person who violates Subsection A shall be guilty of a violation and shall be fined a minimum of \$300 for a first offense and \$500 for a second or subsequent violation.	Minimum of \$300 for first offense and \$500 for second or subsequent
SECTION 6.(B) Motor vehicles on school property and park grounds.	
Any person violating the provisions of this section shall be subject to a maximum fine of up to \$250.	Up to \$250.00
SECTION 8. Operation of boats and vehicles on Willand Pond restricted.	
Any person violating the provisions of this section shall be guilty of a violation and shall, upon conviction, be subject to a fine of up to \$1,000.	Up to \$1,000.00
SECTION 15.(B) Safe storage of firearms.	
Any person violating the provisions of this section shall be subject to a fine of up to \$1,000.	Up to \$1,000.00
SECTION 16.(C) Hunting on City property.	
Any person violating the provisions of this section shall be subject to a fine of up to \$1,000 per offense.	Up to \$1,000.00
SECTION 17.(B) Rolling papers.	
Any person violating the provisions of this section shall be subject to a fine of up to \$100.	Up to \$100.00
SECTION 18.(C) Henry Law Park, school grounds and athletic fields.	
Any person violating the provisions of this section shall be subject to a fine of up to \$50 for a first offense and up to \$100 for a second or subsequent offense.	Up to \$50 for first offense and up to \$100 for second or subsequent offense
SECTION 19.(C) McConnell Center and Dover Public Library.	
Any person violating the provisions of this section shall be subject to a fine of up to \$50 for a first offense and up to \$100 for a second or subsequent offense.	Up to \$50 for first offense and up to \$100 for second or subsequent offense
SECTION 20.(B) Use of electronic nicotine delivery systems restricted.	
Any person violating the provisions of this section shall be subject to a fine of up to \$50 for a first offense and up to \$100 for a second or subsequent offense.	Up to \$50 for first offense and up to \$100 for second or subsequent offense
SECTION 21.(D) Purchase, use and possession of tobacco products.	
Any person violating the provisions of this section shall be subject to a fine of up to \$50 for a first offense and up to \$100 for a second or subsequent offense.	Up to \$50 for first offense and up to \$100 for second or subsequent offense

FINE SCHEDULE	ADOPTED FINE
CHAPTER 109 - Peddlers and Vendors	
SECTION 8. Violations and penalties.	
Any person, firm or corporation violating any provisions of this chapter shall be guilty of a violation and be subject to a fine of at least \$275.	\$275.00
CHAPTER 117 - Scenic Roads	
SECTION 4. Violations and penalties.	
Any person, firm or corporation violating any provisions of this chapter shall, upon conviction, be subject to a maximum fine of \$1,000. Each day of said violation shall be construed as a separate offense. Said violator shall be held responsible for the restoration of the stone wall or tree.	\$1,000.00
CHAPTER 121 - Sewers and Water	
SECTION 11.(B) Violation and penalties.	
Any person who shall continue any violation beyond the time limit provided for in Subsection A of this section shall be fined in the amount not exceeding \$10,000 for each violation. Each day in which any such violation shall continue shall be deemed a separate offense.	\$10,000.00
SECTION 35. Violations and penalties.	
Any person, firm or corporation violating any provisions of this article shall, upon conviction, be subject to a fine of up to \$10,000 for each violation. Each day in which any such violation shall continue beyond the time limit shall be deemed a separate violation.	\$10,000.00
SECTION 48. Violations and penalties.	
Violation of this article shall be punishable by a fine of \$250 for each violation.	\$250.00
SECTION 52. Violations and penalties.	
Violation of this article shall be punishable by a fine of \$100 for the first offense and a fine of \$250 for each subsequent offense.	\$100 for first offense and \$250 for each subsequent offense
SECTION 60. Violations and penalties.	
Violation of this article shall be punishable by a written warning for the first offense, a fine of \$100 for the second offense, and a fine of \$250 for each subsequent offense	\$100 second offense/\$250 for each subsequent offense
CHAPTER 125 - Streets and Sidewalks	
SECTION 32. Violations and penalties.	
Violations, of any provision of this Chapter shall be subject to a fine.	\$250.00 1st Violation \$500.00 2nd Violation \$1,000.00 each successive violation (each day to be a separate offense)
CHAPTER 133 - Trees and Vegetation	
SECTION 11. Violations and penalties.	
Violations of any provision of this chapter shall be subject to a maximum fine of \$250.	\$250.00

FINE SCHEDULE	ADOPTED FINE
CHAPTER 141 - Vehicles and Traffic	
SECTION 5.(B)(5) Travel restrictions.	
Violations of this section shall be punishable by the imposition of a citation of \$150 for the first offense. Repeat offenders may be punished by the imposition of citations to \$250 for each offense.	\$150.00 first offense/\$250 for each repeat offense
SECTION 12 Violations and Penalties	
Violations of this section shall be punishable by the imposition of a citation of \$150 for the first offense. Repeat offenders may be punished by the imposition of citations to \$250 for each offense. These amounts apply unless a more specific fine is provided elsewhere.	\$150.00 first offense/\$250 for each repeat offense
SECTION 23 First notice of violation; payment tables	
Table A Violations:	
First Notice, subject to increase per provisions below * Per Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$25.00 \$20.00
Late Notice (10 days after violation) * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$35.00 \$30.00
14 days after Late Notice * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$55.00 \$50.00
After notification to a collections agency * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$60.00
Minimum Court Fine * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$100.00
Table B Violations:	
First Notice, subject to increase per provisions below * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$60.00 \$50.00
Late Notice (10 days after violation) * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$75.00 \$70.00
14 days after Late Notice * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$100.00
After notification to a collections agency * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$120.00
Minimum Court Fine * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$150.00

FINE SCHEDULE	ADOPTED FINE
Table C Violations:	
First Notice, subject to increase per provisions below * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$250.00
Late Notice (10 days after violation) * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$250.00
14 days after Late Notice * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$250.00
After notification to a collections agency * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$300.00
Minimum Court Fine * Dover Code Section 141-23 ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$300.00
Section 23.B.2 Violations:	
* Dover Code Section 141-23(B)(2) (see also Section 141-13(E)(5)) ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$100.00
SECTION 141-31 Unlawful acts; separate violations	
Chronic Meter Offense - 5+ on street meter violations * Dover Code Section 141-31(D) ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$100.00
<u>Late Notice (10 days after violation)</u> <u>* Dover Code Section 141-31(D)</u> <u>** Adopted by City Council</u> <u>*** Administrative penalty for violation of Dover City Code</u>	<u>\$120.00</u>
<u>14 days after Late Notice</u> <u>* Dover Code Section 141-31(D)</u> <u>** Adopted by City Council</u> <u>*** Administrative penalty for violation of Dover City Code</u>	<u>\$150.00</u>
SECTION 39(D) Weight limits established	
Violations of this section shall be punishable by the imposition of a citation of \$100.	\$100
CHAPTER 145 - Waste Management	
SECTION 15.(A) Enforcement; violations and penalties.	
Any person, firm or corporation found to be in violation of any provision of this article shall be assessed an administrative fine of \$100, except where otherwise provided.	\$100.00
SECTION 16.(F) Composting facilities.	
Penalties. Any person, corporation, partnership or any other legal entity who or which fails to comply with any of the provisions of this section or any of the regulations in pursuance thereof shall be guilty of a violation and, upon conviction thereof, may be fined not more than \$1,000. Every act of violation and every day upon which a violation occurs shall be considered a separate offense. The City may exercise cease and desist remedies under RSA 676:17-a for repeat offenders.	Not more than \$1,000
CHAPTER 153 - Site Review Regulations	
SECTION 20. Enforcement; violations and penalties.	

If, after an occupancy permit, temporary or permanent, has been issued and the building or buildings are occupied and/or used, the Planning Board finds that any of the conditions of an approved final site review application are in violation, the Planning Board, or its authorized representative, shall order the owner to make such corrections as it deems necessary to bring the use and operation into conformity with the provisions of such approval. Such order shall be complied with within a period of time extending not more than 30 days from the original notice. Where the owner fails to comply with the notice of the Planning Board, a fine not to exceed \$100 per day may be levied against said owner, and the certificate of occupancy shall be revoked as per RSA 676:4-a.	\$100.00 per day
--	-------------------------