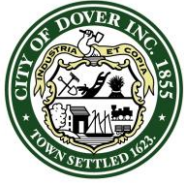


CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, November 13, 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. AUTHORIZATION TO ACCEPT AND EXPEND A LAND AND WATER CONSERVATION FUND SUB-RECIPIENT GRANT FOR GUPPY PARK III
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**
 - B. REPROGRAM UNEXPENDED BOND PROCEEDS FROM CHESTNUT STREET BRIDGE REPLACEMENT TO SIXTH STREET (BLACKWATER) BRIDGE REPLACEMENT PROJECT
(VOTE TO OCCUR DECEMBER 11, 2024)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**
 - C. REPROGRAM UNEXPENDED BOND PROCEEDS FROM DOWNTOWN TRAFFIC EFFICIENCY IMPROVEMENTS PROJECT TO COCHECO WATERFRONT DEVELOPMENT SITE IMPROVEMENTS PROJECT
(VOTE TO OCCUR DECEMBER 11, 2024)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**
 - D. ADOPTION OF FY2026-FY2031 CAPITAL IMPROVEMENTS PLAN
(VOTE TO OCCUR DECEMBER 11, 2024)
SPONSORED BY MAYOR CARRIER BY REQUEST**
 - E. APPROPRIATION FOR FY2026 CAPITAL IMPROVEMENTS PROGRAM – NON-DEBT FINANCED PROJECTS
(VOTE TO OCCUR DECEMBER 11, 2024)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**
 - F. APPROPRIATION FOR FY2026 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING
(VOTE TO OCCUR DECEMBER 11, 2024)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**
 - G. REPROGRAM FIRE & RESCUE AMBULANCE FY2025 CIP APPROPRIATION TO FIRE & RESCUE LIGHT RESCUE VEHICLE AND AUTHORIZE PURCHASE OF LIGHT RESCUE**



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, November 13, 2024**
Meeting Time: **7:00 pm**

VEHICLE

(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. October 16, 2024 – Workshop
- B. October 23, 2024 – Regular Meeting
- C. October 29, 2024 – Special Meeting

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

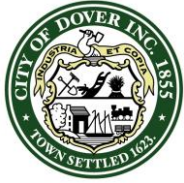
- A. ORDINANCES IN THE 2nd READING
- B. ORDINANCES IN THE 3RD READING
- C. RESOLUTIONS

- 1. AUTHORIZATION TO ACCEPT AND EXPEND A LAND AND WATER CONSERVATION FUND SUB-RECIPIENT GRANT FOR GUPPY PARK III
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST
- 2. REPROGRAM FIRE & RESCUE AMBULANCE FY2025 CIP APPROPRIATION TO FIRE & RESCUE LIGHT RESCUE VEHICLE AND AUTHORIZE PURCHASE OF LIGHT RESCUE VEHICLE
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. B21048-RFP22-001 ADDITIONAL SCOPE OF WORK CONSULTING DESIGN SERVICES FOR THE HENRY LAW AVENUE & RIVER STREET RECONSTRUCTION PROJECT
SPONSORED BY MAYOR CARRIER BY REQUEST
- 2. B25028 ELECTRICAL CONTRACTOR SERVICES
SPONSORED BY MAYOR CARRIER BY REQUEST
- 3. B25030 PURCHASE OF 2024 FORD F-150 LIGHTNING
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, November 13, 2024**
Meeting Time: **7:00 pm**

4. B25022 REPLACEMENT EVALUATION OF COUNTY FARM ROAD CULVERT **SPONSORED BY MAYOR CARRIER BY REQUEST**

COMMITTEE REPORTS

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

B. RESOLUTIONS

1. **AUTHORIZATION TO CONTRACT WITH UNH FOR MONITORING SERVICES RELATED TO THE FHWA CULVERT AOP GRANT**
SPONSORED BY MAYOR CARRIER BY REQUEST

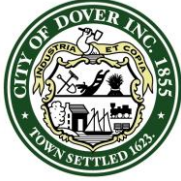
C. ORDINANCES IN 1ST READING

1. **CHAPTER 105, SECTION 21**
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 11, 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.1.

Resolution Number: **R – 2024.10.23 - 186**

Resolution Re: Authorization to Accept and Expend a Land and Water
Conservation Fund Sub-Recipient Grant for Guppy Park III

- WHEREAS: The City has received notice from the Federal Land and Water Conservation Fund (LWCF) and the State of New Hampshire Department of Natural and Cultural Resources Division of Parks and Recreation of the opportunity of a \$500,000 grant for the purpose of supporting preservations, access to, and development of land to be dedicated to outdoor recreations use; and
- WHEREAS: This federal pass-through assistance grant requires a 50% city match which is reflected in the FY25 CIP and is contingent upon Governor and Council Approval; and
- WHEREAS: In adhering to the requirements established by the NHDES and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to apply for, accept, and expend unanticipated 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 and accept grant funds allocated to the City of Dover on behalf of the Federal Land and Water Conservation Fund 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:

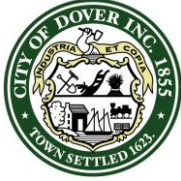
In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The City Manager, or designee, is hereby authorized to contract with vendors 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	LWCF Grant Guppy Park III	500,000.00	500,000.00
1009.1.350.45125.4725.00000.23	JT Pool Improvements City Match	1,500,000.00	1,500,000.00

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.1.

Resolution Number: **R – 2024.10.23 - 186**

Resolution Re: Authorization to Accept and Expend a Land and Water
Conservation Fund Sub-Recipient Grant for Guppy Park III

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

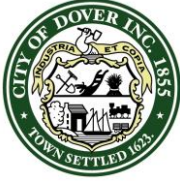
Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2024.10.23 - 186**

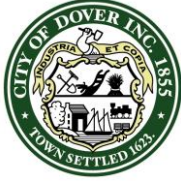
Resolution Re: Authorization to Accept and Expend a Land and Water
Conservation Fund Sub-Recipient Grant for Guppy Park III

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has applied for and received notice of award of a \$500,000.00 grant through the Federal Land and Water Conservation Fund (“LWCF”) Program. This program is intended for the procurement, preservation, access to and development of land which will be kept in recreation use for perpetuity. Grant opportunities are available annually and are locally administered by the State of New Hampshire Parks and Recreation Division. More information about the LWCF program can be found at this link:

<https://www.nhstateparks.org/about-nh-parks/conservation-fund-grant>

The purpose of the grant referenced in this resolution is to be used towards critically needed improvements of the Jenny Thompson Competition Pool, which has served the community for 46 years. Despite being well-maintained during that time, a recent professional evaluation identified significant deterioration in various structural and mechanical components, indicating a need for renovation to extend its lifespan. Without these repairs, the outdoor pool has been given a five-year lifespan and would no longer be a functional facility. The repairs also include improvements to the outdoor picnic area and maintaining the open lawn area for further recreation use within Guppy Park.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.B.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 187**
Resolution Re: Reprogram Unexpended Bond Proceeds from Chestnut
Street Bridge Replacement to Sixth Street (Blackwater)
Bridge Replacement 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 \$612,345.34 of unexpended bond proceeds from the Chestnut Street Bridge Replacement project; and
- WHEREAS: The City identified in the adopted FY2025 CIP the Bridge Replacement Sixth Street over Blackwater Brook to be financed with existing available unexpended bond proceeds; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$612,345.34 (Six Hundred Twelve Thousand Three Hundred Forty-Five dollars and Thirty-four cents) of unexpended appropriations is hereby reprogrammed from the Chestnut Street Bridge Replacement CIP project to the Bridge Replacement Sixth Street (Blackwater) CIP project:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
4022.1.300.43130.4752.03155.22.000.000.700	Bridge Replacement - Chestnut Street	10,222.00	(10,222.00)	0.00
4024.1.300.43130.4752.03155.24.000.000.700	Bridge Replacement - Chestnut Street	602,123.34	(602,123.34)	0.00
4022.1.300.43130.4752.03171.22.000.000.700	Bridge Replacement - Sixth St (Blackwater)	0.00	10,222.00	10,222.00
4024.1.300.43130.4752.03171.24.000.000.700	Bridge Replacement - Sixth St (Blackwater)	0.00	602,123.34	602,123.34
		612,345.34	0.00	612,345.34

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.

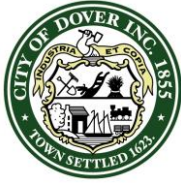
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.B.
PUBLIC HEARING ONLY**

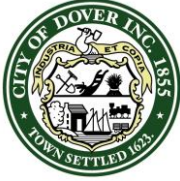
Resolution Number: **R – 2024.10.23 - 187**
Resolution Re: Reprogram Unexpended Bond Proceeds from Chestnut
Street Bridge Replacement to Sixth Street (Blackwater)
Bridge Replacement Project

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#: 7.B.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 187**
Resolution Re: Reprogram Unexpended Bond Proceeds from Chestnut
Street Bridge Replacement to Sixth Street (Blackwater)
Bridge Replacement Project

RESOLUTION BACKGROUND MATERIAL:

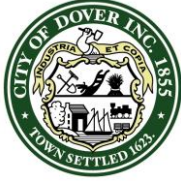
This resolution does not authorize any additional appropriation.

The City Council previously authorized the appropriation for the Bridge Replacement – Chestnut Street project. On November 18, 2020 the City Council adopted the FY2022 Capital Improvements Plan (CIP) Authorization for bonding, which included \$250,000.00 for the bridge replacement project. City Council resolution 2020.10.14 – 175. The City Council previously authorized an additional appropriation for the Bridge Replacement – Chestnut Street project. On October 26, 2022 the City Council adopted the FY2024 CIP Authorization for bonding, which included \$1,344,000 for the Chestnut Street bridge replacement project. City Council resolution 2022.09.28 – 204.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized financing the Chestnut Street bridge replacement project. This resolution reprograms funding from Chestnut Street bridge replacement project to the Bridge Replacement Sixth Street (Blackwater) project. The Chestnut Street bridge project is completed and unexpended bond proceeds exist that can be reprogrammed to a similar type CIP project.

The Bridge Replacement Sixth Street (Blackwater) project was identified in the FY2025 – FY2030 CIP to be financed through the use of existing funds. City Council approved the FY2025 – FY2030 CIP on December 13, 2023 via resolution 2023.11.29 – 183

The Bridge Replacement Sixth Street (Blackwater) project is a priority. The project design and permitting will be beginning this fall. The current cost estimate for the project is \$1,000,000, therefore, the City is recommending reprogramming the \$612,345.34. These reprogrammed bond proceeds and available State Bridge Aid funding will be used to fund the project.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.C.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 188**
Resolution Re: Reprogram Unexpended Bond Proceeds from Downtown
Traffic Efficiency Improvements Project to Cochecho
Waterfront Development Site Improvements 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 available amount of \$360,870.60 of unexpended bond proceeds from the Downtown Traffic Efficiency Improvements project; and

WHEREAS: The City has identified the immediate need for additional funding for the Cochecho Waterfront Development Site Improvements project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$360,870.60 (Three Hundred Sixty Thousand Eight Hundred Seventy dollars and Sixty cents) of unexpended appropriations is hereby reprogrammed from the Downtown Traffic Efficiency Improvements CIP project to the Cochecho Waterfront Development Site Improvements CIP project:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4021.1.180.43122.4751.03340.21.000.000.700	Downtown Traffic Efficiency Improvements	734,236.53	(360,870.60)	373,365.93
4021.1.180.41910.4715.02513.21.000.000.700	Cochecho Waterfront Development Site Improvements	0.00	360,870.60	360,870.60
		734,236.53	0.00	734,236.53

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.

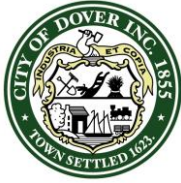
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.C.
PUBLIC HEARING ONLY**

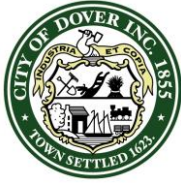
Resolution Number: **R – 2024.10.23 - 188**
Resolution Re: Reprogram Unexpended Bond Proceeds from Downtown
Traffic Efficiency Improvements Project to Cochecho
Waterfront Development Site Improvements Project

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#: 7.C.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 188**
Resolution Re: Reprogram Unexpended Bond Proceeds from Downtown
Traffic Efficiency Improvements Project to Cochecho
Waterfront Development Site Improvements Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation.

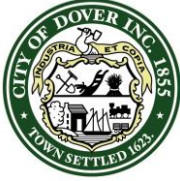
The City Council previously authorized the appropriation for the Downtown Traffic Efficiency Improvements. On December 11, 2019 the City Council adopted the FY2021 Capital Improvements Plan (CIP) Authorization for bonding, which included \$1,400,000 for the traffic efficiency improvements project. City Council resolution 2019.10.23 – 171.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the Downtown Traffic Efficiency Improvements project. This resolution reprograms funding from Downtown Traffic Efficiency Improvements project to the Cochecho Waterfront Development Site Improvements project.

City staff recommend reallocating the funding from the Downtown Traffic Efficiency Improvements project, as the implementation of the project is now six years out from adoption, based upon the FY26-31 CIP. The current funding was intended to finalize designs, but based upon conversations with the design engineer and potential contractors, revisions would be required to ensure current trends and engineering requirements are in place before bidding out the project. As a result, a portion of the current funding will remain with the project to cover design updates as the City gets closer to possibly bidding out the work.

For the Cochecho Waterfront Development Site Improvements project Eversource reviewed the waterfront plans and provided conceptual costs for the project. These estimates were close to a third of the current workorder costs. The difference in the pricing is due to the switch gear. This equipment costs have increased in cost significantly over the past two years due to supply chain, inflation, and overall demand. The cost is approximately \$250,000 per switch gear (there are two). In 2020, the City paid \$50,000 for similar equipment at the McConnell Center. There is a 90 week lead time to receive the equipment, and Eversource understanding the project significance pre-ordered the equipment a year ago.

Further cost increases related to the Eversource work are due to continuing to transition the overhead wires underground on the west bound side of the Makem bridge, as opposed to transitioning on the waterfront side. This necessitates work to tie in the One Washington complex and improves the overall visual impression of the development and assists with a long term project to bury lines on Washington Street to better mirror Central Avenue. This work began in 2020 with the aforementioned switch gear at the McConnell Center, which allowed for overhead wire to be removed on Washington Street from Chestnut to Central. Another portion, along Henry Law Park was completed in 2022, and the final portion of the work will be included in the final phase of the Henry Law Avenue reconstruction in 2025/2026.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.D.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 189**

Resolution Re: Adoption of FY2026-FY2031 Capital Improvements Plan

WHEREAS: The Capital Improvements Program (CIP) serves as the City's long range planning document for the purchase or construction of capital assets; and

WHEREAS: The CIP anticipates the scheduling and financing over the course of the next six years of individual capital related projects with an estimated annual aggregate cost of \$25,000 or more and useful life of three years or greater; and that

WHEREAS: The CIP is updated annually following review by the Planning Board and adoption by the City Council;

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

The Proposed Capital Improvements Program for Fiscal Year 2026-2031 reflected in the attached document is hereby adopted.

NOTE: This resolution requires a duly advertised public hearing.

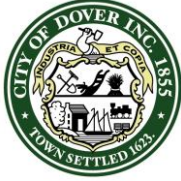
AUTHORIZATION

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 Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.D.
PUBLIC HEARING ONLY

Resolution Number: **R – 2024.10.23 - 189**

Resolution Re: Adoption of FY2026-FY2031 Capital Improvements Plan

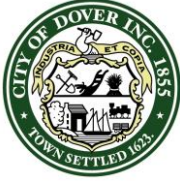
DOCUMENT HISTORY:

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#: 7.D.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 189**

Resolution Re: Adoption of FY2026-FY2031 Capital Improvements Plan

RESOLUTION BACKGROUND MATERIAL:

This resolution establishes the attached FY2026 through FY2031 Capital Improvements Program.

This resolution only recognizes and adopts a financial and operational planning document for the City's infrastructure and capital assets over the course of the next six years and does NOT authorize or appropriate funding for projects or authorize bonding.

The FY2026 – FY2031 CIP projects and their anticipated schedule for funding are reflected in the attached document.

Capital Improvements Program - FY2026-2031

Proposed 16-Oct-24

All Projects

BOLD = New Project

UNDERLINED = Change in Schedule

* = Multi Category Project

ITALIC = \$ Change

PROJECT DESCRIPTION	2026	2027	2028	Fiscal Year 2029	2030	2031	Total	Finance Method
GENERAL GOVERNMENT								
<i>Transfer to Capital Reserve - Infrastructure & Equip</i>	1,785,000	1,955,000	2,025,000	2,175,000	2,275,000	2,375,000	12,590,000	OB
<i>Transfer to Capital Reserve - Cemetery</i>	125,000	130,000	135,000	140,000	145,000	150,000	825,000	OB
<i>General Facility Improvements</i>	50,000	75,000	75,000	90,000	100,000	120,000	510,000	RF
<i>General Vehicle Replacement</i>	35,000	40,000	45,000	50,000	55,000	60,000	285,000	OB
<i>Cemetery Equipment & Improvements</i>		250,000		250,000		250,000	750,000	RF
<i>City Hall Renovation</i>			375,000	375,000			750,000	OB
Lowell Avenue Building						500,000	500,000	GR
TOTAL GENERAL GOVT.	1,995,000	2,450,000	2,655,000	3,080,000	2,575,000	3,455,000	16,210,000	
POLICE								
<i>Police Cruiser Replacement Program</i>	144,000	144,000	144,000	144,000	144,000	144,000	864,000	RF
<i>Public Safety Communications/Security Improvements</i>	150,000	150,000	150,000	150,000	150,000	175,000	925,000	OB/RF
<i>Radio Console System</i>	437,220						437,220	GR
TOTAL POLICE	731,220	294,000	294,000	294,000	294,000	319,000	2,226,220	
FIRE & RESCUE								
EMS Stretchers	100,000			100,000			200,000	RF
<u>Facilities Renovations</u>	1,500,000	500,000	850,000		650,000		3,500,000	RF/DF
<u>Pumper/Ladder Replacement</u>	800,000		1,400,000		840,000		3,040,000	RF/DF
<i>Ambulance Replacement</i>		525,000		613,000		710,000	1,848,000	RF
<u>Command/Staff Vehicle Replacement</u>			125,000		135,000		260,000	RF
<u>Heavy Rescue Replacement</u>			1,500,000				1,500,000	DF
<u>Mobile and Portable Radio Replacement</u>			530,000				530,000	RF
<i>Personal Protective Gear</i>			450,000				450,000	RF
<u>Aerial Tower Replacement</u>				3,000,000			3,000,000	DF
TOTAL FIRE & RESCUE	2,400,000	1,025,000	4,855,000	3,713,000	1,625,000	710,000	14,328,000	
COMMUNITY SERVICES - PUBLIC WORKS								
<i>Bridge Improvements</i>	250,000	300,000	350,000	400,000	450,000	500,000	2,250,000	OB
<i>Drainage System Improvements</i>	400,000	450,000	500,000	550,000	600,000	650,000	3,150,000	OB
<i>General Streets Improvements</i>	2,288,000	2,379,520	2,474,701	2,573,689	2,676,636	2,783,702	15,176,248	OB
<i>General Sidewalk Improvements</i>	210,000	255,000	305,000	365,000	410,000	426,400	1,971,400	OB
<i>PW Heavy Equipment</i>	800,000	850,000	900,000	950,000	1,000,000	1,100,000	5,600,000	RF
<i>Traffic Signal Upgrades/Traffic Calming</i>	250,000	300,000	350,000	400,000	450,000	500,000	2,250,000	OB
<i>Bouchard PW Facility Improvements</i>	250,000	250,000	250,000	350,000	350,000	450,000	1,900,000	RF
Littleworth Road Business Park	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	6,000,000	DF
Street Reconstruction - Broadway Neighborhood*	700,000	4,600,000	4,600,000	4,600,000	4,600,000	4,600,000	23,700,000	DF
Bridge Replacement - Sixth Street	700,000						700,000	EF
<i>Street Reconstruction - Lower Central Avenue</i>	4,500,000	300,000	800,000	1,550,000			7,150,000	GR/DF
<u>Culvert Reconstruction - Portland Avenue</u>	50,000	550,000	1,400,000				2,000,000	DF
<u>Outfall Replacement - Cochecho Storm Drain</u>		400,000					400,000	DF
Durham Road Congestion Mitigation			4,500,000	1,500,000			6,000,000	GR
<i>Street Reconstruction - Oak Street (Former Oak St. Bridge)</i>			8,000,000				8,000,000	GR
Citywide Drainage Model and Masterplan				375,000			375,000	OB
Street Reconstruction - Mount Vernon*					1,500,000		1,500,000	DF
TOTAL COMM SERV - PW	11,398,000	11,634,520	25,429,701	14,613,689	13,036,636	12,010,102	88,122,648	
CULTURE & RECREATION								
<i>Transfer to Capital Reserve - Arena</i>	100,000	100,000	100,000	100,000	100,000	100,000	600,000	OB
<i>Transfer to Capital Reserve - Park/Playground Imprv.</i>	125,000	130,000	135,000	140,000	140,000	140,000	810,000	OB
Neighborhood Park Investments	80,000	85,000	90,000	95,000	100,000	100,000	550,000	RF
<i>Park Infrastructure Replace/Maintenance</i>	75,000	75,000	75,000	75,000	75,000	75,000	450,000	RF
<u>Arena HVAC</u>	35,000	40,000	440,000			300,000	815,000	RF
<i>Community Trail Phase IV-B & Phase V</i>	100,000			600,000	500,000	500,000	1,700,000	RF/GR
Nebi Park Pavilion	295,000						295,000	RF
<u>Outdoor Pool Improvements</u>	800,000	1,000,000					1,800,000	DF
<u>Indoor Pool/Locker Room Lobby Renovations</u>				80,000	615,000	500,000	1,195,000	DF
Shaw's Lane Parking						100,000	100,000	DF
TOTAL CULTURE & RECREATION	1,610,000	1,430,000	840,000	1,090,000	1,530,000	1,815,000	8,315,000	
PUBLIC LIBRARY								
<i>Library Books and Collections</i>	141,225	145,462	149,826	154,320	158,950	163,719	913,502	OB
TOTAL PUBLIC LIBRARY	141,225	145,462	149,826	154,320	158,950	163,719	913,502	
TOTAL CITY DEPARTMENTS	18,275,445	16,978,982	34,223,527	22,945,009	19,219,586	18,472,821	130,115,370	
EDUCATION								
<i>Transfer to Capital Reserve - Athletics</i>	20,000	20,000	20,000	20,000	20,000	20,000	120,000	OB
<i>Transfer to Capital Reserve - Curriculum</i>	150,000	150,000	150,000	150,000	150,000	150,000	900,000	OB
<i>Transfer to Capital Reserve - Info. Technology</i>	125,000	125,000	125,000	125,000	125,000		625,000	OB
<i>Curriculum Replacement and Upgrade</i>	30,000	100,000	100,000	100,000	100,000	100,000	530,000	RF
<i>Facilities/School Maintenance and Repairs District Improv.</i>	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
<i>Furniture Replacement</i>	170,000	170,000	170,000	170,000	170,000	170,000	1,020,000	OB
<i>Information Technology Replacement and Upgrade</i>	370,000	370,000	370,000	370,000	370,000	620,000	2,470,000	OB
Intercom System Replacement	383,000						383,000	RF
<u>DHS Solar Panel Purchase</u>	600,000	100,000	100,000	100,000	100,000		1,000,000	RF
<i>Transfer to Capital Reserve - Facilities</i>		250,000	250,000	250,000	250,000	250,000	1,250,000	OB
DHS Equip., Storage, Bleacher, Turf/Track Replacement		8,000,000					8,000,000	RF/DF
<i>Garrison Elementary School Renovations</i>		6,500,000					6,500,000	DF
TOTAL EDUCATION	1,948,000	15,885,000	1,385,000	1,385,000	1,385,000	1,410,000	23,398,000	

Capital Improvements Program - FY2026-2031

Proposed 16-Oct-24

All Projects

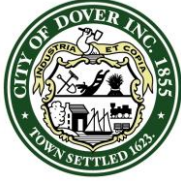
BOLD = New Project

UNDERLINED = Change in Schedule

* = Multi Category Project

ITALIC = \$ Change

PROJECT DESCRIPTION	2026	2027	2028	Fiscal Year 2029	2030	2031	Total	Finance Method
TOTAL GENERAL FUND	20,223,445	32,863,982	35,608,527	24,330,009	20,604,586	19,882,821	153,513,370	
SPECIAL REVENUE FUNDS								
Conservation Funding	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000	OB
<i>DoverNet Client System Replacement</i>	62,195	62,195	62,195	62,195	62,195	62,195	373,170	OB
General Parking Garage Repairs	50,000	50,000	50,000	50,000	3,000,000	50,000	3,250,000	RF
McConnell Center Building Improvements	266,500	300,000	200,000	200,000	200,000	200,000	1,366,500	OB
School Athletic Improvements	30,000	30,000	30,000	30,000	30,000	30,000	180,000	OB
School Cafeteria Maintenance/Repair/Upgrade	40,000	40,000	40,000	40,000	40,000	40,000	240,000	OB
School Light Vehicle Replacement	50,000	50,000	50,000	50,000	50,000	50,000	300,000	OB
<i>Building Access Control and CCTV Systems</i>	95,000						95,000	RF
Parking Meter Replacement	60,900	510,000					570,900	RF
Parking Vehicle	35,000						35,000	OB
<u>Parking Facility - Downtown</u>			8,100,000				8,100,000	DF
<u>Enterprise Park Expansion - Road</u>					1,216,655		1,216,655	GR
TOTAL SPECIAL REVENUE FUNDS	939,595	1,292,195	8,782,195	682,195	4,848,850	682,195	17,227,225	
TIF FUNDS								
Street Reconstruction Henry Law Avenue/River Street	3,300,000	3,300,000					6,600,000	DF
<u>Park Improvements - Maglaras</u>		2,100,000					2,100,000	DF
Cochecho Commercial Incubators					440,824		440,824	GR
<u>Downtown Pedestrian Improvements</u>						12,000,000	12,000,000	GR
TOTAL TIF FUNDS	3,300,000	5,400,000	0	0	440,824	12,000,000	21,140,824	
COMMUNITY SERVICES - WATER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Drinking Water State Revolving Fund	150,000	625,000	625,000	625,000	625,000	625,000	3,275,000	DF
Water Exploration	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
<i>Water Heavy Equipment Replacement</i>	75,000	78,000	81,120	84,365	87,739	91,929	498,153	RF
<i>Water Light Vehicle Replacement*</i>	50,000	52,000	54,080	56,243	58,493	60,833	331,649	OB
Water Main Replacement - City Wide	182,498	189,798	197,390	205,286	213,497	222,037	1,210,506	RF
<i>Water Meter Replacement</i>	175,000	175,000	175,000	175,000	175,000	175,000	1,050,000	OB
Water Treatment Plant & Well Equipment	91,250	94,900	98,696	102,643	106,749	111,019	605,257	RF
Wellhead Protection	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Main Replacement - Broadway Neighborhood*	500,000	1,000,000	1,000,000	1,000,000	1,700,000	1,000,000	6,200,000	DF
Water Main Replacement - Highland	600,000						600,000	DF
<u>Water Main Replacement - Central Avenue</u>	2,500,000		7,700,000				10,200,000	DF
<u>Water Main Replacement - Garrison Hill to Florence</u>	1,300,000						1,300,000	DF
New Supply Source Development		300,000	4,000,000	4,000,000			8,300,000	RF/DF
<u>Water Main - Littleworth, Columbus, French Cross</u>		2,000,000			3,000,000	3,000,000	8,000,000	DF
Water Main Replacement - Lower Central Avenue*		1,920,000					1,920,000	DF
Water Main Replacement - Sixth Street*		100,000					100,000	RF
Water Main Replacement - Oak Street*			510,000				510,000	DF
<u>Well Upgrades - Hughes Well</u>						5,000,000	5,000,000	DF
<u>Water Main Replacement - Littleworth Road</u>				3,000,000	7,300,000		10,300,000	DF
Water Main Replacement - Mount Vernon*					2,100,000		2,100,000	DF
TOTAL WATER FUND	6,323,748	7,234,698	15,141,286	9,948,537	16,066,478	10,985,818	65,700,565	
COMMUNITY SERVICES - SEWER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Inflow/Infiltration Study/Mitigation	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	RF
Pump Station Equipment Replace-Maintenance	91,250	94,900	98,696	102,643	106,749	243,331	737,569	OB
<i>Sewer Heavy Equipment Replacement</i>	75,000	78,000	81,120	84,365	87,739	91,249	497,473	RF
<i>Sewer Light Vehicle Replacement*</i>	50,000	52,000	54,080	56,243	58,493	60,833	331,649	OB
Sewer Main Replacements - City Wide*	182,494	189,794	197,386	205,281	213,492	222,032	1,210,479	RF
WWTP General Permit Compliance	400,000	400,000	400,000	400,000	400,000	400,000	2,400,000	OB
North End Gravity Sewer	50,000					7,000,000	7,050,000	RF/DF
Pump Station Upgrade - Wentworth Terrace	500,000	3,600,000	3,000,000				7,100,000	DF
Pump Station HVAC - City Wide	75,000		75,000		75,000		225,000	RF
<u>Sanitary Sewer Model</u>	300,000						300,000	RF
Sewer Main Replacement - Broadway Neighborhood*	500,000		1,200,000		1,400,000	700,000	3,800,000	DF
Sewer Main Replacement - Central Core*	1,500,000						1,500,000	DF
Sewer Main Replacement - Lower Central*	350,000						350,000	DF
WWTP Capacity/Treatment Updates	4,500,000	3,000,000					7,500,000	DF
South End Gravity Sewer			2,000,000	3,000,000			5,000,000	DF
Sewer Main Replacements - Oak Street*			500,000				500,000	DF
Sewer Main Replacements - Mount Vernon*					550,000		550,000	DF
TOTAL SEWER FUND	9,373,744	8,214,694	8,406,282	4,648,532	3,691,473	9,517,445	43,852,170	
TOTAL OTHER FUNDS	19,937,087	22,141,587	32,329,763	15,279,264	25,047,625	33,185,458	147,920,784	
TOTAL ALL PROJECTS	40,160,532	55,005,569	67,938,290	39,609,273	45,652,211	53,068,279	301,434,154	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.E.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 190**

Resolution Re: **Appropriation For FY2026 Capital Improvements Program
– Non-Debt Financed Projects**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 1 and to finance these improvements with transfers from Capital Reserve Funds and appropriation of existing funds.

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 2 and Year 5 Fire & Rescue vehicle replacements that require orders to be placed during FY2026 to receive vehicles in FY2027 and FY2030 and to finance these improvements with transfers from Capital Reserve Funds and appropriation of existing funds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT:
The following capital outlays are appropriated as part of the FY2026 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	General Facility Improvements	50,000	General Fund Capital Reserve	Trust
2	Police Cruiser Replacement Program	144,000	General Fund Capital Reserve	Trust
3	EMS Stretchers	100,000	General Fund Capital Reserve	Trust
4	Fire & Rescue Pumper Replacement	800,000	General Fund Capital Reserve	Trust
5	Public Works Heavy Equipment	800,000	General Fund Capital Reserve	Trust
6	Bouchard Public Works Facility Improvements	250,000	General Fund Capital Reserve	Trust
7	Community Trail Phase IV-B & V	100,000	Transportation Improvement Reserve	Trust
8	Neighborhood Park Improvements	80,000	Park Improvements Capital Reserve	Trust
9	Park Infrastructure Replace/Maintenance	75,000	Park Improvements Capital Reserve	Trust
10	Public Safety Communication/Security Improve	50,000	Police Facilities Capital Reserve	Trust
11	Building Access Control and CCTV Systems	95,000	Police Facilities Capital Reserve	Trust
12	Fire & Rescue South End Station Addition	400,000	Fire & Rescue Facilities Capital Reserve	Trust
13	Nebi Park Pavilion	295,000	Recreation Facilities Capital Reserve	Trust
14	Arena HVAC	35,000	Arena Improvements Capital Reserve	Trust
15	General Parking Garage Repairs	50,000	Parking Improvements Capital Reserve	Trust
16	Parking Meter Replacement	60,900	Parking Improvements Capital Reserve	Trust
17	School Facilities Maintenance and Repairs	100,000	School Facilities Capital Reserve	Trust
18	Intercom System Replacement	383,000	School Facilities Capital Reserve	Trust
19	DHS Solar Panel Purchase	600,000	School Facilities Capital Reserve	Trust
20	Curriculum Replacement & Upgrade	30,000	School Curriculum Reserve	Trust
21	Water Exploration	100,000	Water Fund Capital Reserve	Trust
22	Water Heavy Equipment Replacement	75,000	Water Fund Capital Reserve	Trust
23	Water Main Replacement - City Wide	182,498	Water Fund Capital Reserve	Trust
24	Water Treatment Plant & Well Equipment	91,250	Water Fund Capital Reserve	Trust
25	Wellhead Protection	100,000	Water Fund Capital Reserve	Trust
26	Inflow/Infiltration Study/Mitigation	300,000	Sewer Fund Capital Reserve	Trust
27	Sewer Heavy Equipment Replacement	75,000	Sewer Fund Capital Reserve	Trust
28	Sewer Main Replacements - City Wide	182,494	Sewer Fund Capital Reserve	Trust
29	North End Gravity Sewer	50,000	Sewer Fund Capital Reserve	Trust
30	Pump Station HVAC - City Wide	75,000	Sewer Fund Capital Reserve	Trust
31	Sanitary Sewer Model	300,000	Sewer Fund Capital Reserve	Trust
	Total	6,029,142		

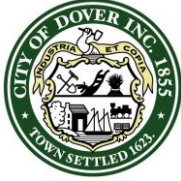
R-2024.10.23 CIP FY2026 Non Debt Financed Projects

Document Created by: Finance Department

Resolution Financed

Document Posted on: November 7, 2024

Page 1 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.E.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 190**
Resolution Re: Appropriation For FY2026 Capital Improvements Program
– Non-Debt Financed Projects

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

The following capital outlays are appropriated as part of the FY2026 Capital Improvements Program for the purpose of Fire & Rescue vehicle replacements requiring orders to be placed in FY2026 to receive vehicles in FY2027 and FY2030 as presented in the CIP, and to finance these improvements with transfers from Capital Reserve Funds in the amounts listed in CIP Year 2 and Year 5.

Item	Description	Appropriation	Funding	Fund
1	Ambulance Replacement	525,000	General Fund Capital Reserve	Trust
2	Fire & Rescue Pumper Replacement	840,000	General Fund Capital Reserve	Trust
	Total	1,365,000		

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.

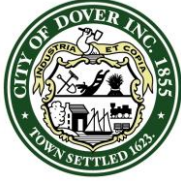
AUTHORIZATION

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 Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.E.
PUBLIC HEARING ONLY

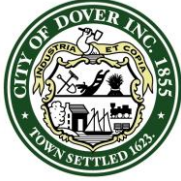
Resolution Number: **R – 2024.10.23 - 190**
Resolution Re: Appropriation For FY2026 Capital Improvements Program
– Non-Debt Financed Projects

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.E.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 190**

Resolution Re: Appropriation For FY2026 Capital Improvements Program
– Non-Debt Financed Projects

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates capital reserve funds to finance a portion of the FY2026 Capital Improvements Program (CIP) as presented in the FY2026 to FY2031 Capital Improvements Program book. In addition, this resolution authorizes the transfer of Capital Reserve Fund moneys.

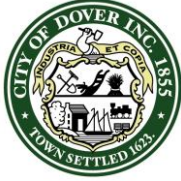
The following table reflects the amount to be appropriated for FY2026 CIP projects from the various funds and their projected balances as of 6/30/2025:

Description	Proposed Appropriation	Balance 6/30/2025	Notes
Capital Reserve Funds CIP			
General Fund Capital Reserve	\$2,144,000	\$739,842	(1)
Transportation Improvements Reserve	\$100,000	\$375,919	
Parks Improvements Reserve	\$155,000	\$185,628	
Police Facilities Capital Reserve	\$145,000	\$145,000	
Fire & Rescue Facilities Reserve	\$400,000	\$400,000	
Recreation Facilities Reserve	\$295,000	\$295,000	
Arena Improvements Reserve	\$35,000	\$166,899	
School Facilities Reserve	\$1,083,000	\$1,925,000	
School Curriculum Reserve	\$30,000	\$487,950	
Water Fund Capital Reserve	\$548,748	\$3,646,141	
Sewer Fund Capital Reserve	\$982,494	\$1,727,157	
Parking Improvements Reserve	\$110,900	\$2,230,291	
Total	\$6,029,142		

1. The General Fund Capital Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$1,785,000 into the reserve is proposed in the FY2026-2031 CIP to be budgeted during FY2026 as part of the City's General Fund Operating Budget.

The General Fund Capital Reserve will have sufficient funds for the Ambulance replacement appropriation of \$525,000 that will be expended in FY2027 as a transfer from the General Fund of \$1,955,000 into the reserve is proposed in the FY2026-2031 CIP to be budgeted during FY2027 as part of the City's General Fund Operating Budget. The projected balance in the General Fund Capital Reserve as of June 30, 2026 will be \$463,241.

The General Fund Capital Reserve will have sufficient funds for the Fire & Rescue Pumper replacement appropriation of \$840,000 that will be expended in FY2030 as a transfer from the General Fund of \$2,275,000 into the reserve is proposed in the FY2026-2031 CIP to be budgeted during FY2030 as part of the City's General Fund Operating Budget. The projected balance in the General Fund Capital Reserve as of June 30, 2029 will be \$286,412.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.F.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 191**

Resolution Re: **Appropriation For FY2026 Capital Improvements Program
and Authorization for Bonding**

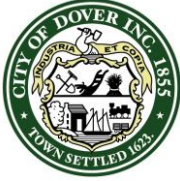
WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following capital projects are appropriated, with estimated useful lives in excess of the length indicated, as part of the FY2026 Capital Improvements Program:

Item #	Description	Proposed	Life/Yrs	Department	Fund
		Appropriations			
1	Fire & Rescue - South End Station Addition	\$ 850,000	20	Fire & Rescue	General
2	Fire & Rescue - North End Station Renovations	250,000	20	Fire & Rescue	General
3	Fire & Rescue - Ladder Replacement	1,400,000	20	Fire & Rescue	General
4	Fire & Rescue - Heavy Rescue Replacement	1,500,000	20	Fire & Rescue	General
5	Fire & Rescue - Aerial Tower Replacement	3,000,000	20	Fire & Rescue	General
6	Littleworth Road Business Park	6,000,000	20	Comm Serv - PW	General
7	Street Reconstruction - Broadway Neighborhood	5,300,000	20	Comm Serv - PW	General
8	Culvert Replacement - Portland Avenue	2,000,000	20	Comm Serv - PW	General
9	Outdoor Pool Improvements	1,800,000	20	Recreation	General
10	Street Reconstruction - Henry Law Avenue	3,300,000	20	Downtown TIF	TIF
11	Street Reconstruction - Henry Law Avenue	3,300,000	20	Waterfront TIF	TIF
12	Drinking Water State Revolving Fund - Waterline Replacements	775,000	20	CS - Water	Water
13	Water Main Replacement - Broadway Neighborhood	1,500,000	20	CS - Water	Water
14	Water Main Replacement - Highland	600,000	20	CS - Water	Water
15	Water Main Replacement - Central Avenue	2,500,000	20	CS - Water	Water
16	Water Main Replacement - Garrison Hill to Florence	1,300,000	20	CS - Water	Water
17	Pump Station Upgrade - Wentworth Terrace	4,100,000	20	CS - Sewer	Sewer
18	Sewer Main Replacement - Broadway Neighborhood	500,000	20	CS - Sewer	Sewer
19	Sewer Main Replacement - Central Core	1,500,000	20	CS - Sewer	Sewer
20	Sewer Main Replacement - Lower Central	350,000	20	CS - Sewer	Sewer
21	WWTP Capacity/Treatment Updates	4,500,000	20	CS - Sewer	Sewer
	Total	<u>\$46,325,000</u>			

AND FURTHER BE IT RESOLVED THAT:

To meet the appropriations of this resolution there is authorized, under and pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the issuance and sale of general obligation bonds of the City of Dover in a principal amount equal to the total of the appropriations. The full faith and credit of the City is hereby pledged for the principal and interest on said bonds. The bonds are to be signed by the City Manager and countersigned by the City Treasurer, with the Finance Director and City Treasurer having the discretion of fixing the dates, maturities, denominations, place of payment, interest rate or rates and form, and to provide for the sale of the bonds.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.F.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 191**

Resolution Re: Appropriation For FY2026 Capital Improvements Program
and Authorization for Bonding

AND FURTHER BE IT RESOLVED THAT:

Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover is hereby authorized to participate in the NH Clean Water State Revolving Fund (CWSRF) Program for financing eligible Sewer Fund projects provided CWSRF funding is available; and the City of Dover is hereby authorized to participate in the NH Drinking Water State Revolving Fund (DWSRF) Program for financing the Water Fund projects provided DWSRF funding is available. The City Manager, Finance Director and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH CWSRF and DWSRF Programs and obtain loans through the programs for eligible identified projects.

NOTE: This resolution 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 public hearing.

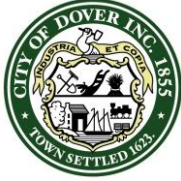
AUTHORIZATION

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#: 7.F.
PUBLIC HEARING ONLY**

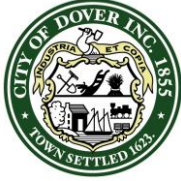
Resolution Number: **R – 2024.10.23 - 191**
Resolution Re: Appropriation For FY2026 Capital Improvements Program
and Authorization for Bonding

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.F.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 191**
Resolution Re: **Appropriation For FY2026 Capital Improvements Program
and Authorization for Bonding**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes appropriations for the projects of the FY2026 Capital Improvements Program financed by debt and authorizes the sale of bonds and/or participation in the CWSRF or DWSRF.

This resolution makes appropriations for projects that are scheduled to be completed over multiple years. The Finance Department requests from all departments with projects to submit cash flow requirements for projects. These cash flow projections are completed to determine the amount by project for the coming bond issuance. Those projects that are not financed or are only partially financed remain as authorized unissued debt and bonded (financed) when the cash need arises.

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired: The Net Sewer reflects the amount retired by user fees (total debt retirement less State aid for principal).

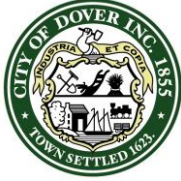
Description	City	School	Water	Sewer	Downtown TIF	Waterfront TIF	Total
FY2026 Authorization	22,100,000	0	6,675,000	10,950,000	3,300,000	3,300,000	46,325,000
FY2026 Retirement	3,526,734	3,560,651	1,631,485	1,787,745	650,000	227,542	11,384,157
Net Change	18,573,266	(3,560,651)	5,043,515	9,162,255		3,072,458	34,940,843

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2024 and this authorization, against the legal debt limits.

Description	City	School	Water	Downtown TIF	Waterfront TIF	Exempt	Total
Debt Outstanding	42,226,642	75,982,225	20,731,109	7,265,000	11,465,999	25,457,836	183,128,811
Authorized - Unissued	30,547,195	9,161,100	20,483,287	0	15,912,500	20,373,965	96,478,047
Total Issued & Unissued	72,773,837	85,143,325	41,214,396	7,265,000	27,378,499	45,831,801	279,606,858
This Authorization	22,100,000	0	6,675,000	3,300,000	3,300,000	10,950,000	46,325,000
Grand Total	94,873,837	85,143,325	47,889,396	10,565,000	30,678,499	56,781,801	325,931,858
Legal Debt Limit	200,186,929	467,102,834	667,289,763	NA	NA	NA	
Unused Capacity	105,313,092	381,959,509	619,400,367				
Percent Unused	52.6%	81.8%	92.8%				

Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.
Exempt includes Sewer and Tolend Road Landfill debt.
Debt exempt from legal debt limits are Sewer, Tolend Road Landfill debt, Downtown TIF, Waterfront TIF



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.F.
PUBLIC HEARING ONLY**

Resolution Number: **R – 2024.10.23 - 191**

Resolution Re: **Appropriation For FY2026 Capital Improvements Program
and Authorization for Bonding**

Multi-Year Projects Proposed Bonding Schedule

The following table summarizes the bonding schedule for the proposed debt authorizations. This table shows that for multi-year projects the issuance of bonds will be done based on cash flow requirements per the projects' proposed segments as presented in the Capital Improvements Program.

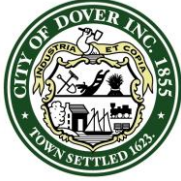
Item #	Description	Proposed						
		Appropriations	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
1	Fire & Rescue - South End Station Addition	\$ 850,000	850,000					
2	Fire & Rescue - North End Station Renovations	250,000	250,000					
3	Fire & Rescue - Ladder Replacement	1,400,000			1,400,000			
4	Fire & Rescue - Heavy Rescue Replacement	1,500,000			1,500,000			
5	Fire & Rescue - Aerial Tower Replacement	3,000,000				3,000,000		
6	Littleworth Road Business Park	6,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
7	Street Reconstruction - Broadway Neighborhood	5,300,000	700,000	4,600,000				
8	Culvert Replacement - Portland Avenue	2,000,000	50,000	550,000	1,400,000			
9	Outdoor Pool Improvements	1,800,000	800,000	1,000,000				
10	Street Reconstruction - Henry Law Avenue	3,300,000	3,300,000					
11	Street Reconstruction - Henry Law Avenue	3,300,000		3,300,000				
12	Drinking Water State Revolving Fund - Waterline Replacements	775,000	150,000	625,000				
13	Water Main Replacement - Broadway Neighborhood	1,500,000	500,000	1,000,000				
14	Water Main Replacement - Highland	600,000	600,000					
15	Water Main Replacement - Central Avenue	2,500,000	2,500,000					
16	Water Main Replacement - Garrison Hill to Florence	1,300,000	1,300,000					
17	Pump Station Upgrade - Wentworth Terrace	4,100,000	500,000	3,600,000				
18	Sewer Main Replacement - Broadway Neighborhood	500,000	500,000					
19	Sewer Main Replacement - Central Core	1,500,000	1,500,000					
20	Sewer Main Replacement - Lower Central	350,000	350,000					
21	WWTP Capacity/Treatment Updates	4,500,000	4,500,000					
	Total	\$ 46,325,000	\$19,350,000	\$15,675,000	\$ 5,300,000	\$ 4,000,000	\$1,000,000	\$1,000,000

Financial Policy Considerations

The proposed debt authorizations contained in this resolution will result in the following City Council adopted Financial Policies not being adhered to:

- A. Water Fund debt service for any given fiscal year shall not exceed 40% of the total appropriations for the fund.
- B. Sewer Fund debt service for any given fiscal year shall not exceed 40% of the total appropriations for the fund.

Water Fund debt service as a percentage of budget is projected to exceed the 40% policy level in FY2026 and continue through FY2031 as a result of the funding appropriated in this resolution and the funding for New Water Storage Tank in the FY2023 CIP, Water System Facilities Upgrade in the FY2017 and FY2018 CIP, and Water Main Replacement projects approved in the past three years' CIPs. The Sewer Fund debt service as a percentage of budget is projected to exceed the 40% policy level in FY2027 and continue through FY2031. This is the result of the funding appropriated in this resolution and funding for the River (Payne) Street Pump Station Upgrade in FY2022 and FY2024 CIP and WWTP MLE Conversion Upgrade in FY2017 CIP.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.F.
PUBLIC HEARING ONLY**

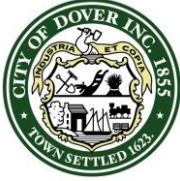
Resolution Number: **R – 2024.10.23 - 191**
Resolution Re: **Appropriation For FY2026 Capital Improvements Program
and Authorization for Bonding**

Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate and the Utility Rates, net of existing debt service and aid, related to the projects proposed to be bonded in FY2026. The top table reflects the impact of the new CIP projects only; the second set reflects the combined impact of the new CIP projects and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.

CIP Only					CIP Only				
Net Change in Property Tax Rates					Net Change in Utility Rates				
		2026	2027	2028			2026	2027	2028
City		0.23	0.22	0.19	Water		0.66	1.40	1.29
School		0.00	0.00	0.00	Sewer		0.98	1.69	1.45
Total Change		0.23	0.22	0.19	Total Change		1.64	3.09	2.74
Est Tax Rate		19.83	20.05	20.24	Est Utility Rate		19.72	22.81	25.55
% Change City		3.33%	3.09%	2.67%	% Change Water		8.92%	17.37%	14.66%
% Change School		0.00%	0.00%	0.00%	% Change Sewer		9.18%	14.49%	11.72%
% Change Total		1.17%	1.11%	0.96%	% Change Total		9.07%	15.67%	12.94%
Including Prior Year Authorizations					Including Prior Year Authorizations				
Net Change in Property Tax Rates					Net Change in Utility Rates				
		2026	2027	2028			2026	2027	2028
City		0.35	0.19	0.02	Water		2.05	1.32	0.92
School		0.15	0.14	(0.05)	Sewer		2.25	1.20	0.77
Total Change		0.50	0.33	(0.03)	Total Change		4.30	2.52	1.69
Est Tax Rate		20.10	20.43	20.40	Est Utility Rate		22.38	24.90	26.59
% Change City		5.07%	2.62%	0.28%	% Change Water		27.70%	13.97%	10.55%
% Change School		1.57%	1.44%	-0.51%	% Change Sewer		21.07%	9.28%	6.48%
% Change Total		2.55%	1.64%	-0.15%	% Change Total		23.78%	11.26%	8.20%
Rate per \$1,000 of Assessed Value					Rate per 100 Cubic Feet of Water Consumption				

The table below reflects the net change from year to year, and the total change after 3 years, for an average single-family home for taxes and user fees, based on the FY25 estimated assessed value at \$513,892 with 75 HCF of average water usage.



CITY OF DOVER

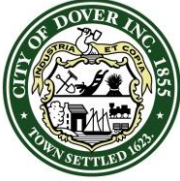
CITY OF DOVER - RESOLUTION

Agenda Item#: 7.F.
PUBLIC HEARING ONLY

Resolution Number: **R – 2024.10.23 - 191**

Resolution Re: Appropriation For FY2026 Capital Improvements Program
and Authorization for Bonding

Impact to Average Single Family Home				
				Change
				After
Description	Yr1	Yr2	Yr3	3 Years
CIP Only				
Property Tax	118	113	98	329
Water Fees	50	105	97	251
Sewer Fees	74	127	109	309
Total Avg SFH Impact	241	345	303	889
Including PY Authorizations				
Property Tax	257	170	(15)	411
Water Fees	154	99	69	322
Sewer Fees	169	90	58	317
Total Avg SFH Impact	579	359	111	1,049



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

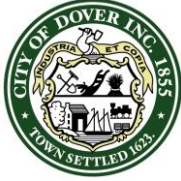
- WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Capital Reserve (Non-Debt) Financing authorization for certain Fire & Rescue department CIP projects; and
- WHEREAS: The FY2025 CIP Non-Debt Financing authorization included a \$450,000.00 appropriation for the purchase of an Ambulance to be financed through the use of the City General Fund Capital Reserve; and
- WHEREAS: The Fire & Rescue department has determined at this time the purchase of a Light Rescue Vehicle in lieu of an Ambulance is more effective and efficient for department operations, particularly since lead time for acquiring fire and rescue vehicles take more than a year and a Light Rescue Vehicle is currently available for purchase; and
- WHEREAS: The Fire & Rescue department, after a significant search and evaluation, has located one available Light Rescue vehicle from Sugarloaf Ambulance Rescue Vehicles, LLC, and the city has conducted vehicle purchases with this vendor in the recent past; and
- WHEREAS: Per 5-29A, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures for Sole-source purchases where the proposed purchase is manufactured or provided by only one entity or service provider; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$450,000.00 of unexpended appropriations is hereby reprogrammed from the Fire & Rescue – Ambulance CIP project to the Fire & Rescue Light Rescue Vehicle Project as presented in the table below. The Finance Director is authorized to transfer the funds from the City General Fund Capital Reserve Fund up to the amount listed in the table below.

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4025.1.220.42220.4743.02252.25.000.000.700	Fire & Rescue - Ambulance	450,000.00	(450,000.00)	0.00
4025.1.220.42220.4743.02251.25.000.000.700	Fire & Rescue - Light Rescue Vehicle	0.00	450,000.00	450,000.00
		450,000.00	0.00	450,000.00

FURTHER BE IT RESOLVED THAT:

The Purchasing Agent is hereby authorized to issue a purchase order to Sugarloaf Ambulance Rescue Vehicles LLC of Alfred, Maine for a Light Rescue Vehicle in the amount, not to exceed, \$360,000.00. 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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

Financing

Account	Description	Appropriation	Balance
4025.1.220.42220.4743.02251.25.000.000.700	Fire & Rescue - Light Rescue Vehicle	450,000.00	450,000.00

NOTE: This resolution reprograms appropriations and authorizes additional appropriations, and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage. Vote may occur at same meeting as the public hearing.

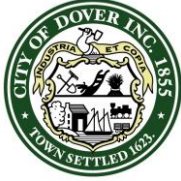
AUTHORIZATION

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 Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

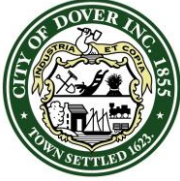
Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

RESOLUTION BACKGROUND MATERIAL:

This resolution reprograms \$450,000.00 of appropriations from an existing Fire & Rescue Department Ambulance purchase CIP project to Fire & Rescue Light Rescue Vehicle purchase. The City Council previously authorized the appropriations in the FY2025 CIP for Ambulance purchase on December 13, 2023. This resolution does not authorize an increase in the indebtedness of the city. The appropriations in this resolution are funded by the City General Fund Capital Reserve.

Over the past month or more the Fire & Rescue department conducted vehicle inspections on all their apparatus. Although this work was done for state inspections purposes, the department also evaluated the safety and efficiency of their fleet at the same time.

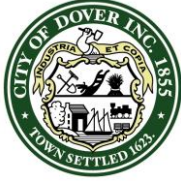
The outcome of the inspections was not good news. The ambulances are reaching end of life quicker than anticipated due to increased call volume. With every challenge is opportunity, and the Fire & Rescue department realizing these challenges, put together a plan that begins to address these needs without increasing the cost that is outlined in the CIP. The department recently completed the review and suggested changing how ambulance and apparatus replacement has been proposed to not only combat these challenges, but save \$1,500,000 in the proposed CIP at the same time.

The immediate need is to replace the current 1996 Hackney Rescue that has mechanical problems, structural rot, and pumps noxious fumes into the cab, making the vehicle unreliable, and a real safety concern. By taking advantage of modern technology, upgrading the department's large outdated rescue equipment, and adjusting how the department responds, without a degradation in capabilities and/or services, the department can purchase a smaller more efficient vehicle. We propose coupling these changes with the purchase of a left-over demonstrator (demo) Rescue vehicle that is currently available. The cost of the new vehicle and equipment would be approximately \$450,000 which represents a \$1,000,000 reduction in the cost of the Rescue vehicle replacement as outline in the proposed CIP.

To realize these savings, fund the immediate purchase of the demo Rescue vehicle, and capture another \$500,000 in savings, we would change the how we replace our ambulances (that are aging faster than expected we expected). We would re-mount/re-chassis some of them rather that totally replacing all of them. This allows the department to reprogram the \$450,000 approved in the FY 25 (Reserve Funded) CIP for an ambulance replacement.

The plan to change from purchasing completely new ambulances to re-mount/re-chassis will be fully explained during the upcoming CIP process. Overall, this will save \$1,500,000 in the six-year CIP plan and allow the department to replace the problematic Rescue and expedite the replacement of some of the problematic ambulances by a couple years.

To accomplish the plan the department must secure the only demo Rescue vehicle they have found that is available and meets department needs. As with most discounted demo purchases, time is of the essence, as the dealer has a waiting list to buy this vehicle if the City does not secure the purchase immediately. The demo Rescue vehicle is to be purchased through Sugarloaf Ambulance Rescue Vehicles, LLC for \$360,000. The equipment needed to make the Rescue vehicle work for the city will cost \$ 90,000. This is the basis for



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

reprogramming of funds \$450,000 Request. The Fire & Rescue department presents this plan in an effort to ensure a state of readiness and to be fiscally responsible.

Over the past month the Fire & Rescue department has spent countless hours researching, searching for and making calls to find a light duty rescue vehicle that would allow the department to replace the unsafe and unreliable medium duty rescue it currently has. As with most items in the this “just in time” manufacturing world there are not many stock/demo units available anywhere. The lead times on a new build is between 2 – 4 years and the cost escalations built into contracts are quite significant.

The Fire & Rescue department reached out to manufactures across the country, resulting in 9 companies that had a stock/demo vehicle or could have a vehicle within 30 – 36 months. That resulted in one vehicle from Sugarloaf Ambulance Rescue Vehicles, LLC to be determined as the best option. Once the proposed vehicle was located a team from Dover Fire & Rescue drove to Long Island NY, which was where the unit was located to give it a thorough inspection to ensure quality, value and to see it would meet the needs of the city and the department.

The city has conducted vehicle purchases with Sugarloaf Ambulance Rescue Vehicles, LLC in the recent past. On July 27, 2022 the City council approved the purchase of two ambulances from Sugarloaf Ambulance Rescue Vehicles, LLC.

Award Information: A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	11/30/2024	Estimated Delivery:	Immediately
Recommended Award to:	Sugarloaf Ambulance Rescue Vehicles, LLC	Fund:	FY2025 CIP
Other Approvals Required:	N/A	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.

City Manager's Report

November 13, 2024

Reporting On:
October 2024

By: J. Michael Joyal, Jr.
City Manager

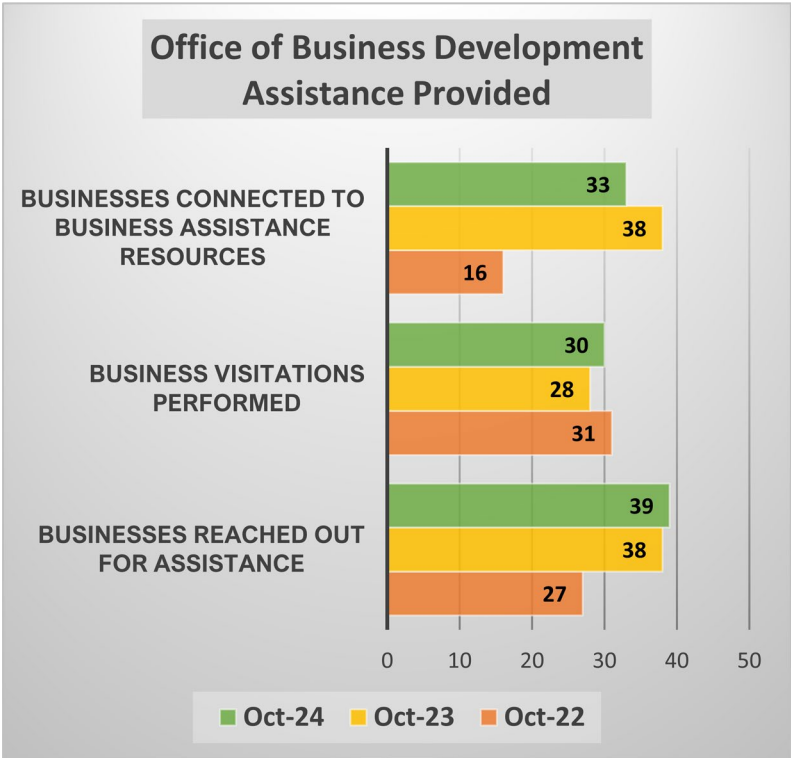
Executive Department

Six Divisions ♦ 25 Employees

Office of Business Development (OBD)

Christopher Parker, Deputy City Manager; James Burdin, Business Development Coordinator; Reid Bickley, Business Development Specialist

	September 2023	September 2024	12-Mo. Avg.
Dover Labor Force	18,760	18,940	18,677
Dover Unemployment Rate	2.2%	1.8%	2.2%
Median Home Sales-Single Family	\$507,500	\$575,000	\$562,750
Average Days on Market	12	19	19



New Business / Commercial Development / Downtown Updates

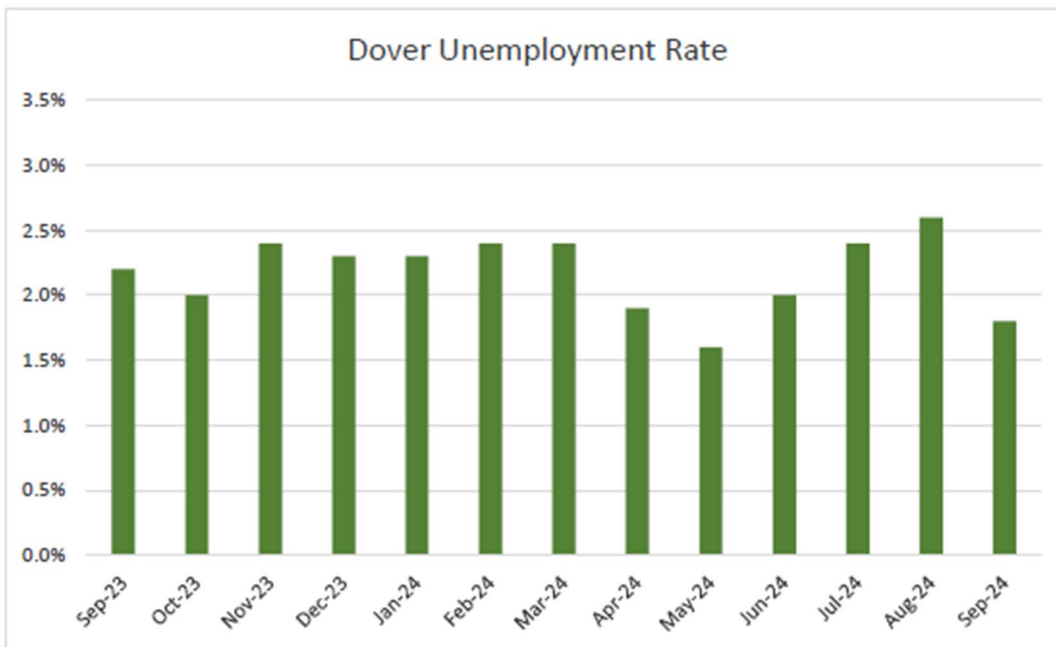
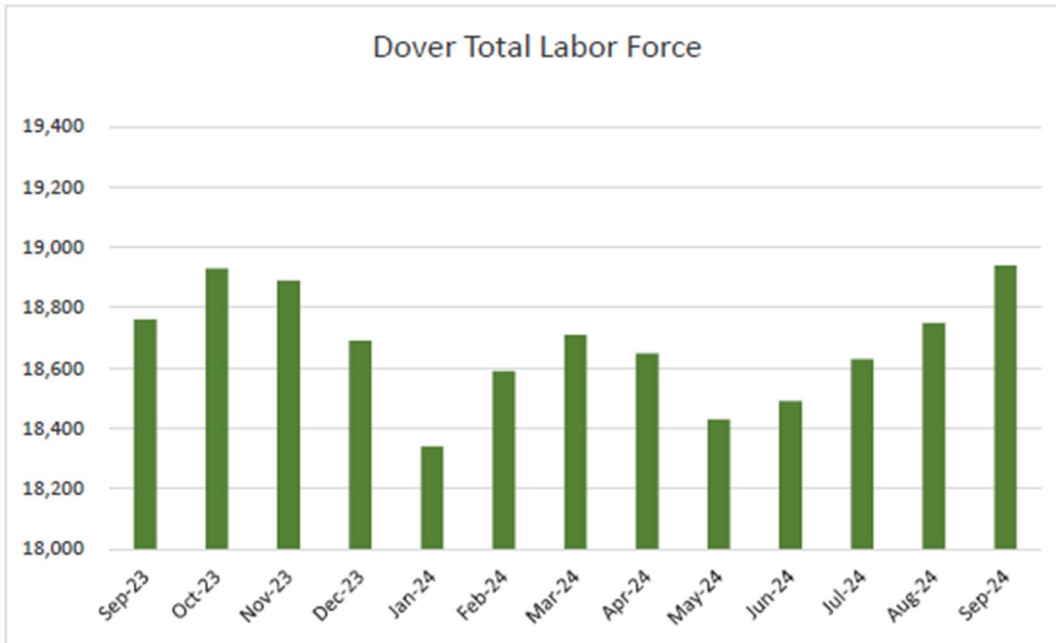
- ✚ Foot traffic remains strong in downtown Dover, although many businesses report smaller ticket sales. Shoppers are actively browsing, and window shopping is on the rise. Some retailers are exploring shifts to service-oriented models or event hosting to boost engagement, adding new ways for customers to interact with their businesses. The office has been fielding numerous inquiries from vendors looking to partner with brick-and-mortar shops for pop up collaborations.
- ✚ Restaurants are feeling the pressure from heightened competition, with new and established owners competing for a share of the local dining market. This surge in restaurant competition has brought benefits to consumers, offering a broader range of options, though it has intensified efforts among owners to capture and retain regular customers. A new restaurant opened this month to packed crowds on opening day, and another is scheduled to open next month.
- ✚ Interest in available commercial properties downtown remains high, with two newly redeveloped spaces already attracting potential tenants. This steady demand for space highlights Dover's appeal as a viable market for business growth and expansion.
- ✚ Events have proven instrumental in driving downtown traffic, exemplified by the recent Witches Market, which drew thousands of attendees and over 80 vendors. Plans are already in motion to expand community events for next year to further bolster economic activity downtown.

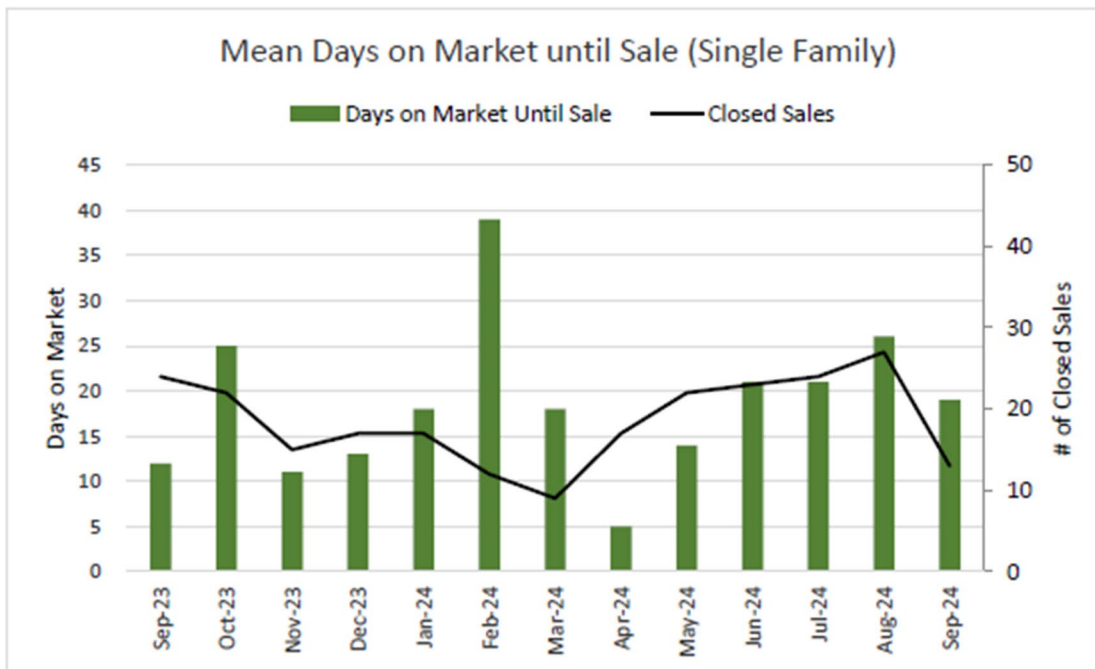
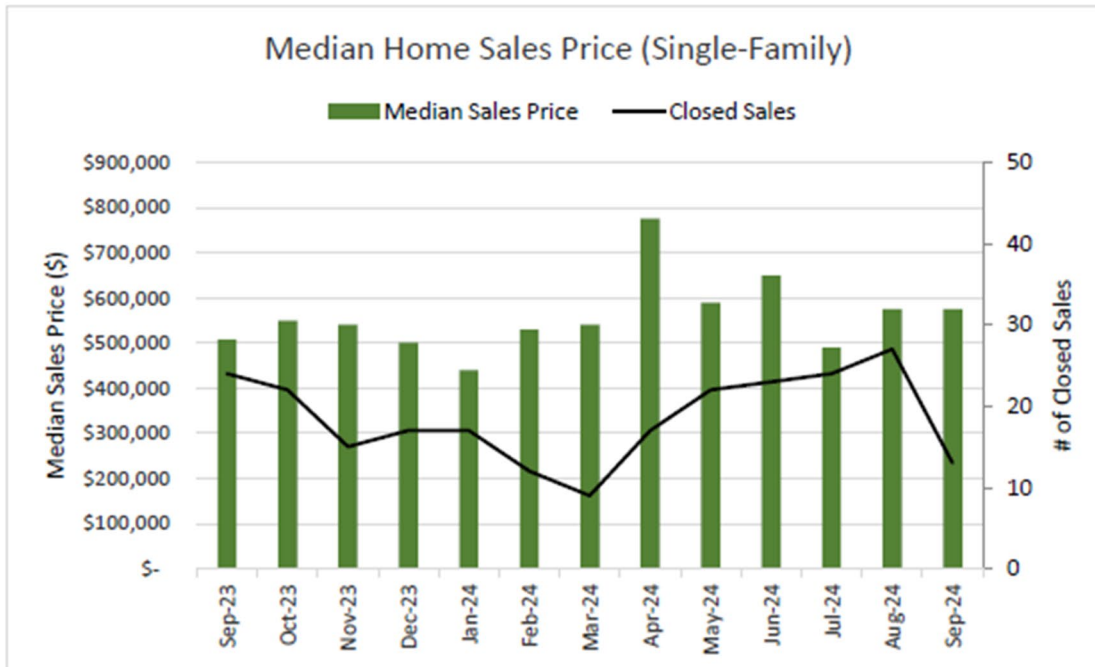
Economic Activity

- Statewide job growth has slowed somewhat, due to lower hiring by businesses, but remains strong.
- Unemployment rates have increased primarily due to workers entering or re-entering the labor force. The number of workers filing unemployment claims is just above 2019 levels.
- Job growth has been fastest in the Professional, scientific, and technical services and Healthcare and social assistance industries. The NH Manufacturing and accommodation and food service industries have both declined compared to 2023 numbers.
- Current market conditions with normal inflation, slow economic growth, but also few layoffs are projected to continue into 2025.

Some non-local items were excerpted from the Federal Reserve Beige Book-Boston.

Housing metrics obtained from NHAR-Strafford County.







Waterfront Update:

Significant progress can be seen at the Waterfront Development. Starting with the most noticeable work, Cathartes, the City's private partner continues to make noteworthy development progress. Buildings "C" and "D" have the ground floor steel erected and vertical. This memorializes the first significant visual above ground progress. Detail work and the first-floor galvanized steel panels are currently nearly complete on both buildings. Work on interior utilities is nearing completion in preparation for final back filling and slab on grade preparation in "C", "D", "E-1," E-2", and E-3.

Base pavement behind buildings "C", "D" is now complete. In the coming month private utility testing will be completed.

Carpenters are now mobilized as wood constructed floors of each building is in full swing.

The public improvements have also made substantial progress as detailed below:

- The Flex MSE shoreline treatment has been hydro seeded for added winter stabilization progress continues. The first phase of approximately is 400 feet.
- Electrical and telecom work are now complete in the roadway sections of Payne Street.
- Drainage elements are mostly complete in and around Payne Street. Also, outfall #4 and 4A have been installed.
- Payne Street base pavement has been installed and Payne Street has been reopened for 2 way through traffic on 10/30/2024.

- Site security measures along the site side of the road have been installed.
- The City's park pavilion building site has been excavated and prepared for build foundation elements to be installed. Footings, and walls will be completed in the coming weeks. The City is in the bidding process for the buildings contraction and will be formally awarded in the coming month.
- NEEM is proceeding with final utility work to the City's single service user at 36 Seaport Way. The elements include final water, sewer, drainage, electrical, and telecom services. This work will be proceeded by base pavement being installed in this area as well. Seaport Way will remain temporally closed to allow for this work to be completed.
- The City is also working with Eversource and Telecom suppliers on the elimination of aerial utilities at the crossing of the Cochecho River as well as lower Washington Street.



Pavilion Foundation

Office of the City Attorney (OCA)

Joshua Wyatt, City Attorney; Jennifer Perez, Deputy City Attorney; Patricia Moniello, Legal Assistant

The Office of the City Attorney provides legal support to City Council, City Manager, City staff and to volunteer boards, commissions and committees of the City of Dover to assist efforts to provide services to constituents/customers. In addition, legal support is provided to the Dover School District and its officials.

Legal support levels are tracked to the extent feasible. The tracking of legal support efforts revolves around “matters” (legal questions and issues raised by staff and all other sources warranting ongoing attention), litigation, legal documents created or reviewed (contracts, deeds etc.), resolutions, and responses to Right to Know requests. It is important to note, however, that not all activity each month results in a new “matter” being created, as a considerable number of tasks performed each month relate to preexisting, in-progress matters that span months (or longer).

TRACKED UTILIZATION DATA FOR THE MONTH OF OCTOBER 2024

	For Month	FY25 FYTD	FY24	FY23
Legal Matters/Questions Handled	92	293	1,072	1,061
Review Existing Legal Contracts & Draft Memo	18	61	156	153
Legal Contracts/Memo Created	26	85	213	201
Right to Know Requests Processed	11	35	81	100
Resolutions	4	20	66	70
Ordinances	1	5	16	17
Leases	0	3	10	4
Primex Auto Claims Handled	4	10	59	80
Primex Liability Claims Handled	2	8	56	67
Primex Property Claims Handled	1	8	52	54

Pursuant to RSA 91-A, the following Right to Know requests were received for September:

- Caitlin Wilkie – Re: additional follow up request for specific financial information relating to 91A request from August, 2024
- Steven Gahan – Request for names and salaries of coaches for the DHS boys/mens lacrosse teams, DHS girls/womens lacrosse teams, and the DMS girls/women's lacrosse teams
- Melissa Postle– Request for information regarding Dover School District's participation in the Federal E-Rate Program
- Boomerang – Re: request for list of all uncashed (stale-dated) checks or warrants for all outstanding dollar amounts older than six (6) months and any other unclaimed property the City is holding
- Robert Leonard – Re: request for list of all properties receiving the "All Veterans Tax Credit" as well as all properties receiving any veterans tax credits
- EBI Consulting – Re: request for current and historical building permits, Certificates of Occupancy, date of construction, date of last building & fire inspection, open building and fire code violations for 118 Locust St (Parcel 09088-000000)
- Linsey Hurley – Re: request for public listings of properties receiving the "All Veterans Tax Credit"
- Inova AI Solutions – Re: request of purchasing records from 7/1/2020 to present for all departments
- AFSCME Council 93 – Re: request for all information relating to hiring process.
- Peter Miller, NEANH – Re: request for copies of individual employment agreements between the DSD or SAU 11 and employees who are not in positions protected by the Fair Labor Standards and are not in PELRB-certified bargaining unit positions
- Diana Carpinone – Re: follow up information to prior request asking for name and credentials of the person referenced in an email

The City Attorney's Office supported Council, Master Plan, and City Attorney's Office Strategic Plan goals by handling the following:

Continued progress toward closing on City's acquisition of two conservation easements.

Review of Willand Warming Center contract and insurance documents.

Recodification of Chapter 170 reached completion in October 2024;

Fine schedule updated and posted in October 2024;

New fee for large email requests enacted in October 2024 in keeping with recent enabling legislation.

Other activities of potential interest in September:

Review of Professional Literature: The Office also conducted normal review of applicable decisions of the New Hampshire Supreme Court, the United States District Court for the District of New Hampshire, and the United States First Circuit of Appeals (our federal circuit). The Office also reviewed case highlights provided by the International Municipal Lawyers Association. The Office reviewed professional journals, as well as periodic review of federal legal developments in the field of education, labor, and other matters.

Staff Liaison to Boards/Committees: The City Attorney serves as the City Manager-designated chair of the City's Records Committee (as the City Manager appointee). The Office of the City Attorney assists the Ordinance Committee as staff liaison. The Office of the City Attorney also serves as staff liaison for the Ethics Committee. A representative of the Office also attends meetings of the City Council.

Departmental Assistance

Dover School District: Assisted with public records requests; assisted with employment/compliance inquiries; assisted with review of various contracts; assisted with response to subpoenas.

Executive Department: Assisted with Waterfront related questions; Assisted with HR matters as requested; Assisted IT with contract review questions.

Community Services: Assisted with public works contract administration and resolution of dispute related to same. Assisted with grant compliance. Assisted with utility easement relocation. Assisted with property rights/ownership research projects. Assisted with public right of way inquiries related to trees.

Finance Department: Assisted with continued efforts to improve water/sewer delinquent accounts. Assisted City Clerk with election preparation questions. Assisted with assessing questions.

Planning: Review of results of Building Code Board of Review analysis of Dover building-related ordinances. Assistance with conservation easement acquisitions. Assistance with ADA compliance.

Police: Assisted with compliance inquiries. Assisted with parking fine updates.

Recreation: Assisted with program inquiries.

Pending Litigation Updates

The use of outside counsel to handle specialty matters continues and consists of environmental matters and labor negotiations. There are a small number of attorneys hired on a variety of smaller matters. For clarification, the list below does not include bankruptcy filings or cases filed under seal.

Most recent developments bolded.

Opioid Epidemic Litigation –

Retained services of Robbins Geller of Boca Raton, Florida for fraudulent marketing practices of pharmaceutical manufacturers. Suit filed in USDC in Concord. Case has been transferred to federal court in Ohio as part of a multi-district litigation consolidation. In 2021, the City received its first payment from the State of New Hampshire pursuant to RSA 126-A:83, II, by virtue of an opioid-related settlement entered into by the State of New Hampshire. A national settlement as to certain defendants was accepted in January 2022. Settlements or other payments in satisfaction of City claims may be forthcoming from other defendants, but would be required to be tendered to the State's Opioid Abatement Trust Fund per RSA 126-A:83, I. Certain of the City's opioid claims have become part of bankruptcy proceedings. Following is a list of remaining defendants with a brief note about status of each case:

- Purdue companies: Claims in bankruptcy; following a Second Circuit appeal ruling, the United States trustee has filed a motion to stay while seeking a writ of certiorari (i.e., acceptance of a discretionary appeal) from the United States Supreme Court. The United States Supreme Court has now granted certiorari and the appeal is believed to be in the briefing process. In June 2024, the United States Supreme Court issued an opinion affirming rejection of the proposed settlement and stating the Sacklers, as nondebtors, could not be discharged.
- Endo companies: Claims in bankruptcy, though a potential settlement may be underway.
- Mallinckrodt: Claims in bankruptcy, but money appears to have been distributed to the State of New Hampshire in January 2023.
- Sacklers (Individuals): See Purdue update above. In June 2024, the United States Supreme Court issued an opinion stating the Sacklers could not be discharged.
- Rite-Aid: Has now filed bankruptcy and this Office is working with the City's outside counsel to determine response options.

Mary Hebbard v. City of Dover, John & Karen Brough and Ryan Colbath -

Complaint and counterclaims concerning Old Garrison Road and Sprue Lane. Partial summary judgment rulings received in February 2021. Following trial in 2021, a final trial order was issued by the Court on April 1, 2022, finding in favor of the City on the width of Spruce Lane, the location of Old Garrison Road, several disputed issues of law concerning allowable uses on public roads, and issuing an injunction requiring remedial action. The Hebbards filed a motion for reconsideration, which the Court denied. The case was then appealed by Mr. and Mrs. Hebbard. The Hebbards filed an appeal brief in June 2023. The City and other parties submitted opposing briefs in August 2023. The Hebbards have filed a reply brief, which the City moved to strike portions of and the Court has not yet ruled upon. No appeal decision has been received. Case has still not yet been scheduled for oral argument. City received a notice of several Supreme Court Justices disqualifying themselves. No appeal decision has been received. Oral argument has not been scheduled. Case is awaiting either oral argument or final appeal decision. In June 2024, the parties received an Order on the merits affirming the trial court's rulings, granting the City's motion to strike in part, and denying the Hebbards' request for a new trial. **In July 2024, Mr. and Mrs. Hebbard moved for reconsideration by the New Hampshire Supreme Court, which has now been denied and the appeal has concluded. Hebbards' removal of the case to Federal Court has now been remanded back to State Court. Implementation of State Court's Orders is ongoing.**

City of Dover v. Mary and Rick Hebbard -

Complaint filed in October 2019 concerning drainage in the Tanglewood Subdivision. Partial summary judgment rulings were received in February 2021. Case was tried by City Attorney, Deputy City Attorney, and outside counsel on April 7, 8 and 9 of April 2021. The post-trial briefing was divided into two areas: (1) injunctive relief concerning removal of a berm, and (2) remaining issues, including enforcement of a stipulated Court-Order for an underground drainage system. In May 2021, the Court issued an order granting an injunction and requiring removal of the berm and restoration of surface drainage. In September 2021, the Court issued a final Order on the remaining trial issues, finding the defendants to be in contempt of a prior stipulation and requiring that the defendant's complete construction of the drainage project within 90 days of receiving additional materials from the City. The drainage system is now believed to be constructed and completed. The Court held an evidentiary hearing on September 9, 2022 relating to damages alleged by the defendants. No decision has issued yet on that damages hearing. The Hebbards have filed other post-hearing items since, to which the City has responded to the extent necessary. The parties are or should be in the process of fulfilling the other obligations of the earlier stipulation they entered into, which includes conveyance of an easement and a mutual release. To summarize, as of end of January 2024, the Hebbards have not yet fulfilled all of their obligations under the earlier stipulation, and the "damages" matter has been briefed and is still awaiting decision, which includes the City's motion requesting an award attorney's fees (and/or used to setoff of any "damages" found to be due to Mr. and Mrs. Hebbard). In April 2024, City filed a motion for status conference. On May 28, 2024, the Superior Court held a brief telephonic status conference and indicated the Court would be issuing orders on pending motions/issues in the near future. **No Order has been received as of October 2024.**

City of Dover v. Secretary of State (House Redistricting) -

On July 26, 2022, a complaint was filed with the Strafford County Superior Court. In October 2022, the defendants filed a Joint Motion to Dismiss. In November 2022, the plaintiffs filed an objection, to which the defendants filed a reply. Plaintiffs filed a brief surreply memorandum. Case has not yet been scheduled for discovery. In June 2023, the Superior Court (Howard, J.) issued an Order denying the defendants' motion to dismiss. Thereafter, the defendants moved

for reconsideration, which the Court denied. In August 2023, the defendants filed an answer to the complaint. In October 2023, with the parties unable to agree on case scheduling, the Court conducted a structuring conference and issued a scheduling order. A deposition of the plaintiffs' expert occurred in December 2023. The parties have now each filed for motions summary judgment. A four-hour summary judgment hearing is scheduled to occur on February 7, 2024. In April 2024, summary judgment issued in favor of the defendants. Case is being appealed to New Hampshire Supreme Court. In May 2024, plaintiffs filed an appeal. The defendants did not file a cross-appeal. Appeal has been accepted and case is awaiting further procedural instructions on appeal. A transcript of two hearings before the trial court is now being prepared as the next step in the appeals process. Briefing order has now issued and appellants' opening appeal brief is due in September 2024. City filed its opening brief in September 2024. A non-profit organization named Coalition for Open Democracy also filed an amicus brief supporting the City/plaintiffs' position in the current appeal. **The State is currently due to file its appeal brief in November 2024.**

Richard Strahan v. William McNamara -

Declaratory judgment and injunction action filed in U.S. District Court by a citizen against the University of New Hampshire, the Town of Durham, and the City of Dover. In the Complaint, the plaintiff alleges various claims arising out of a no-trespass order related to UNH Wildcats Transit. Outside counsel is defending this matter and has moved to dismiss the claims asserted by the plaintiff against Chief Breault. The Court denied the plaintiff's requests for a preliminary injunction, following the most recent of which the plaintiff filed an interlocutory appeal to the U.S. First Circuit Court of Appeals. The First Circuit later dismissed the interlocutory appeal. Plaintiff moved to amend to assert claim against presiding judge. The United States District Court for New Hampshire has denied the motion to amend and has granted a motion to dismiss Chief Breault as a party. A new appeal to the First Circuit was recently filed. No appeal briefing has occurred yet. The First Circuit Court of Appeals issued an order allowing plaintiff to file brief late, but as of this report issuing no appeal briefing has occurred. In June 2024, the First Circuit Court of Appeals again issued an order allowing plaintiff to file a brief late, but as of this report issuing no appeal briefing has occurred. In July 2024, the First Circuit again extended the plaintiff's brief submission deadline to August 9, 2024. The plaintiff's brief deadline has been extended several times but to date no appeal brief has been filed. Plaintiff filed his appeal brief in September 2024. City is now drafting responsive appeal brief. **As of this report's submission in early November, the individual chief defendants filed an appeal brief.**

Garry Lane et al v. City of Dover et al. -

In October 2022, abutters filed an appeal of a decision of the Zoning Board of Adjustment granting an equitable waiver of dimensional requirements. The City and other respondent have filed an answer. The City filed a certified record. The final hearing was held on March 22, 2023 and the appellants and the City each filed a memorandum with the Court. The intervenor filed a post-hearing memorandum and the appellants filed a reply to same. In October 2023, the trial court issued an Order on the merits affirming the decision of Dover's ZBA. Mr. and Mrs. Lane have now appealed to the New Hampshire Supreme Court. The appellants have filed their brief. In April 2024, the appellees (including City) filed an answering brief. Appellants are expected to file a reply brief, after which the Supreme Court is expected to determine whether and when to hold oral argument. In May 2024, appellants filed a reply brief. Case is awaiting either oral argument or final appeal decision. Parties received notice in September 2024 that the appeal/case is being submitted for decision on the briefs without oral argument. **No case activity in October 2024.**

Tibbett v. City of Dover -

The City was notified in January 2023 of an appeal to Superior Court of a subdivision approval in November. In February 2023, the City filed a certified record and answer to the complaint. The City filed a memorandum of law and a hearing on the merits was held on May 1, 2023. By Order dated June 27, 2023, the Superior Court (Will, J.) affirmed the decision by the Dover Planning Board. A motion for reconsideration was thereafter filed by the party/petitioner who filed the Court appeal. By Order dated September 20, 2023 the Court denied the motion for reconsideration. The petitioner has now filed an appeal with the NH Supreme Court. The parties underwent appellate mediation, which was not successful in resolving the dispute. Case is undergoing appeal briefing. All parties have filed their briefs. Case is awaiting either oral argument or final appeal decision. **In October, a final Order of the New Hampshire Supreme Court issued affirming the City Planning Board's decision and ending this appeal.**

NH Real Estate Comm. V. NE Coast to Country Realty Investments, LLC et al –

In December 2023, the City received a notice of a new civil receivership action commenced by the State through its Real Estate Commission. The Court has appointed a receiver to take over the assets of a real estate agency who allegedly committed various unlawful acts. The City appears to have received the notification because one possible real estate asset of the company's principal is owned in Dover, for which water/sewer liens have been perfected. The City Attorney filed an appearance and is monitoring the docket.

Reddyinfosys, Inc. v. City of Dover:

A property owner who appealed a water/sewer assessment to the Dover Utilities Commission and later City Council has now filed a Superior Court action seeking to abate water/sewer charges. City Attorney filed an appearance and motion to continue the hearing and answer deadline, which the Court granted. In April 2024, the City filed an answer and counterclaims. In May 2024, the Superior Court issued a notice of default to plaintiff for failure to answer the City's counterclaims. Plaintiff has been defaulted for failure to answer the City's counterclaims. Case has been structured and is in general discovery. Efforts to resolve the case continue. Parties may have reached a tentative settlement agreement in September 2024. **Parties reached a settlement agreement in September 2024, which is being performed.**

Ford's Landing Condo Assn v. Ann Lovald et al:

This case appears to be one of a condominium association asserting a lien against one owner and seeking to judicially foreclose on same. City appears to have been named as holder of real estate tax lien, which the plaintiff named for purposes of determining the priority of the parties' respective liens. City accepted service in June 2024 and is preparing an appearance and answer. In July 2024, the City Attorney and Deputy City Attorney filed appearances and answered the Complaint. In August 2024, the plaintiff and City entered into and filed a stipulation acknowledging that City's real estate tax liens maintain first priority. Final judgment has issued for Ford's Landing (against Ms. Lovald).

Linda M. Welsh Revocable Living Trust v. City of Dover:

The City Attorney has filed an appearance and has sent a Request for Production of Documents. The BTLA has scheduled a hearing for Wednesday, February 19, 2025.

ABATEMENT CASES - 2022

Franklin Square Apartments, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney and Deputy City Attorney have filed appearances. Case did not resolve within the mandated settlement period. Final hearing at the BTLA is now scheduled for January 2025.

Essential Properties, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Strafford Superior Court. In December 2023, the City Attorney filed an appearance and answer. Case has been structured and is in general discovery.

ABATEMENT CASES - 2023**121 Broadway, LLC v. City of Dover:**

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by January 25, 2025.**

340 Central, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025.**

85 Industrial Park II, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025.**

90 Temple Associates Limited Partnership v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025.**

BMSH i/LCB Dover NH, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by February 24, 2025.**

Double Diamond Holdings South, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025.**

Double Diamond Holdings, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025.**

Five Points Development, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025.**

Fortrose Bay 701, LLC, et al. v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals.

The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by January 24, 2025.**

Jenny Ishil v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by February 17, 2025.**

Rutland Manor Associates v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025.**

Third Street Holdings, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by January 25, 2025.**

Varney Brook Lands, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. **A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025.**

Calico Properties, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Strafford Superior Court. In October 2024, the City Attorney will file an appearance and answer. **The City has filed its Answer to the Complaint on October 28, 2024.**

Essential Property, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Strafford Superior Court. In October 2024, the City Attorney filed an appearance. **The City has filed its Answer to the Complaint on October 28, 2024.**

Professional Development

The Office of the City Attorney places significant importance on professional development in areas germane to the City's needs. In October 2024, the City Attorney attended a burn-out training session. The City Attorney continues to serve on a bar committee investigating generative artificial intelligence and its impact on the practice of law, and is AI committee liaison to the bar's ethics committee. The Deputy City Attorney attends monthly meetings for the bar's Law Related Education Committee and is a member of the Inns of Court and participates in monthly networking and continuing education meetings.

Concluding Remarks

The Office continues its efforts to be more forward looking where possible, with the goal of increasing transparency and preventing problems or disagreements to the extent possible. The recodification of the City's zoning ordinance was at last finalized and enacted by City Council in October 2024.

Office of the City Manager (OCM)

Michael Joyal, City Manager; Colleen Bessette, Executive Assistant

In addition to daily happenings and employee/citizen support, office staff handled the following throughout the month:

Whenever there is a workplace injury, Workers' Compensation injury forms are sent immediately from all city departments to the City Manager's Office. During the month, the City Manager's Assistant (CMA) received and processed 5 Worker's Compensation Claims, as well as continued to monitor and update all open claims, coordinating efforts with PRIMEX. These were all medical claims, no lost time claims.

Staff is continuing to recruit using JazzHR. This month, the City Manager's Assistant gathered information from various departments and processed a total of 9 job postings during the month. Part of this process is making sure the hiring teams for each posting are continuing to monitor applicants as they come in and that positions are being closed out properly when an applicant is hired. There were 212 applicants that applied to all of the City of Dover's open positions in October, which is 67 more than September.

The City Manager's Assistant monitored new position and/or new hire physicals and background/motor vehicle checks for 12 employees. This oversight ensures all eligible employees and/or applicants are able to move on in the hiring process.

The City Manager held a Coordinating meeting this month. This is where the Planning Director, Community Services Director, City Engineer discussed various projects going on in the City of Dover.

The City Manager held the standard two Department Head meetings this month. All department heads and executive division heads attend these meetings. Updates on department happenings and projects are given by each attendee. These meetings are very important to keep everyone on the same page and departments in sync working together.

The City Manager and his assistant scheduled the Citizen's Leadership Academy with City departments who were to be hosting sessions and produced the welcome folder of handouts for the first session.

Meetings took place surrounding the library relocation, Capital Improvements Program, Willand Warming Center and ARPA funding. The City Manager sat in on the Recreation Department supervisor meeting to get a feel as to how the facilities, programs and staffing were being handled and to show support to the new Recreation Director.

The CMA supported the Racial Equity & Inclusion Committee by working up and posting the agenda and minutes for their two monthly meetings.

The City Manager and his assistant attended burnout training and labor relations training hosted by the Human Resources Division.

Each Halloween, the little goblins from My School walk down to City Hall to Trick or Treat from staff at the offices. The kids walk through the halls on the first floor trick or treating and then they sit on the front steps of City Hall to sing songs. This is so popular now that two of the Public Works employees wanted to participate. They dressed up as the Mario Brothers! This was very popular with many of the parents who also took selfies with them.



Mario Brothers
(Mike Banester & Mike Nadeau)



Planning Staff



Office of Human Resources (OHR)

Heather Worrall, Director of Human Resources; Jean Tsouramanis, HR Assistant; Gwen Milliman, HR Office Assistant

In October 2024, candidates applied to 22 of our open positions, 7 of which were hired. 43% of candidates came from indeed, 37% from our career page, 12% from LinkedIn, 4% from ZipRecruiter, and 4% from Google jobs. The Human Resources staff attended trainings on workplace investigations, onboarding and orientation, mental health friendly workplace, ADA, and general human resources best practices. Human Resources assigned two mandatory trainings for all staff that were due in October on Preventing Workplace Harassment and Cybersecurity, at the end of the month 87% of employees had completed the training. Department heads attended two trainings in the month of October on preventing burn out and labor relations.

October Employment Statistics

Employment Separations = 5		Employment New Hires = 9	
Community Services	1	Community Services	3
Fire Department	1	Public Library	1
Planning	1	Recreation Department	5
Public Library	2		

Employee Anniversaries for November		
Employee Name	Employee Department	Length of Service
Conway, Richard	Recreation	26
Tsouramanis, Jean	Executive	24
Mitchell, Dana	Police	21
Wingren, Diana	Police	21
Mandigo, Alan	Community Services	20
Roberts, James	Recreation	19
Lockhardt, Aimee	Library	12
Worden, Clarence	Inspection	9
Sullivan, Kevin	Community Services	8
Grace, Richard	Community Services	6
Banester, Michael	Community Services	5
Perez, Jennifer	Executive	4
Ward, John	Community Services	4
Gogan, Rachel	Library	2
Roy, Wendy	Community Services	2
Crouser, Paul	Planning	1

Office of Information Technology (OIT)

Annie Dove, Director of Information Technology; Kevin Foster, Deputy Director of IT; Kathleen Meyers, Asset Management Admin, Timothy Pine, Asset Management Tech; Zach Endres, Enterprise Systems Admin; Dave Peters, Systems Tech; Robert Stallings, Utility Systems Admin; Matt Faucher, Public Safety IT Admin; Nick Neathawk, Public Safety IT Tech

Update for September 2024:

- Office of Information Technology managed 171 total monthly IT Support Tickets in September 2024. The majority of tickets were created in the Police department. The majority of tickets were categorized as Client – Issue.
- Addition, configuration, testing and successful operation of new cellular modem for primary water, sewer utility alarming.
- Replacement of core switching work continues with Community Services Public Works Building completed in September 2024.
- Planned maintenance update of financial system completed after hours.
- Asset Management purchase and receipt of replacement GPS collection device.
- Annual IT inventory audit complete.
- Support of Enterprise Permitting & Licensing portal customers post August 22, 2024 update that required creation / update of customer portal account.
- Met with Fire Chief, Assistant Fire Chief, Public Safety IT staff to review current goals with status.
- Continued work on ARPA funds for cybersecurity initiatives.
- Walk-through for all bidders for B25008B Municipal Security System rebid. Rebid offers more flexibility in technology requested to ensure larger field of bidders and increased competition.
- City Council approval of award of bid for B25019 Wireless Network Infrastructure to replace current wireless network equipment.
- Issuance of purchase order to support migration of credit card processing for Enterprise Permitting and Licensing payments to a new vendor. Solution will continue to support retail (over the counter) and online payment and will add support for American Express and eChecks.
- First round virtual interviews for Utility Systems IT Technician position.
- Asset Management continued work updating GIS with Site and As Built plans.
- Lead Service Line public survey now closed with quality checks completed by Water Utilities staff.

Office of Media Services (OMS)

Michael Gillis, Director of Media Services; Brian Early, Media Services Admin; Tom Zimmerman, Media Services Tech; Lynn Clement, Media Services Tech, Jared Mancuso, Camera Operator

In October, Media Services provided numerous updates on a variety of city and school projects, public services, and current events. These included special events, weather updates, construction and infrastructure projects, and previews of upcoming meetings of public bodies.

Media Services produced five episodes of the Dover Download podcast in October. Topics included a preview of Apple Harvest Day, an update on Community Power and the city's resilience efforts to date, a look at the FY2026-31 Capital Improvements Program, an update on the waterfront project, and a conversation with City Clerk Jerrica Vansylyvong-Bizier about the 2024 General Election in November. Dover Download is a weekly look at what's happening in Dover, hosted by Deputy City Manager Christopher Parker.

In October, Media Services continued to produce a variety of content to encourage participation in the General Election under the Dover Votes! initiative. In addition to a dedicated and detailed web page that included a voter's guide to the election, Media Services provided content for social media, Channel 22, and special events.

Media Services continued production on a new monthly video series featuring updates from the School District about Dover's public schools.

In October, Media Services provided and produced video and related content for the Capital Improvements Program.

In October, Media Services sent out 65 email newsletters, including the weekly editions of Dover Download, special alerts, and departmental and project updates. These newsletters are designed to help communicate a wide variety of information to the public of general interest and for specific projects and topics and to instill the city's commitment to community stewardship. More than 200 updates were posted to social media and other external communications platforms.

In October, Media Services distributed 39 news releases across multiple platforms for other city matters, including ongoing projects and special announcements.

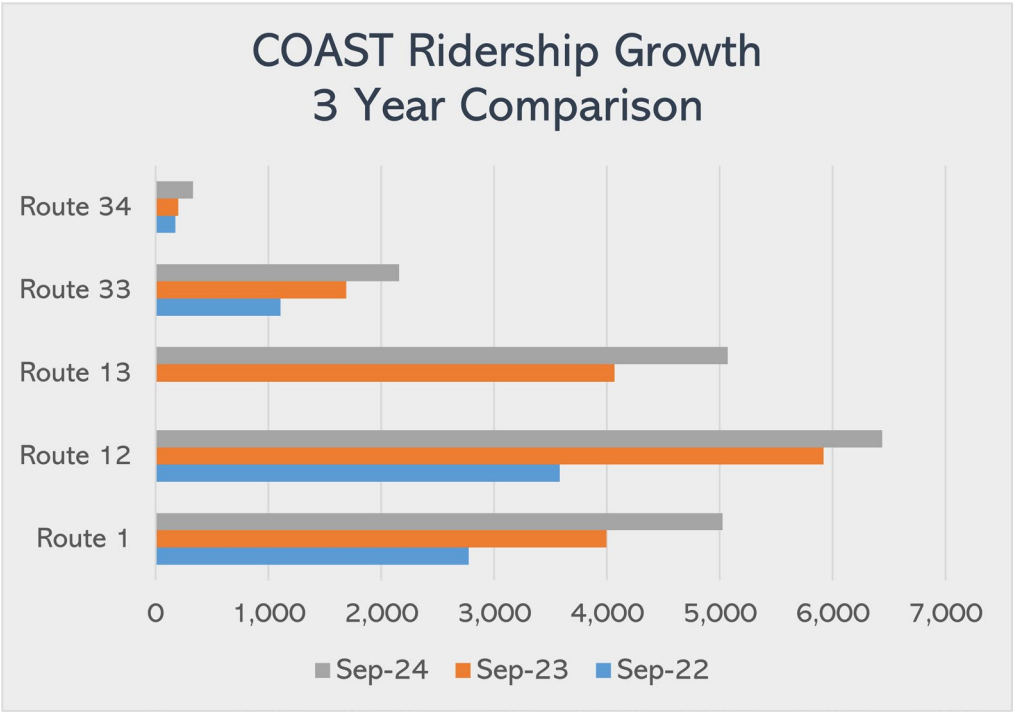
Media Services provided live and taped televised coverage of 15 meetings and special events in October.

In October, Director of Media Services Mike Gillis attended a summit hosted by the New Hampshire Coalition for Community Media about how Access Centers can use storytelling as a form of journalism.

Apple Harvest Day

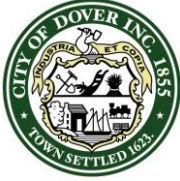


COAST
Ridership Activity



Route 1	Dover/Somersworth/Berwick
Route 12	Rochester/Somersworth/Dover
Route 13	Dover/Portsmouth
Route 33	Downtown Dover/County Complex/Portland Ave
Route 34	Downtown Dover/Knox Marsh Rd

J. MICHAEL JOYAL, JR.
CITY MANAGER



CITY OF DOVER

JOINT MEETING OF THE CITY COUNCIL AND PLANNING BOARD MINUTES

Meeting Type: Workshop Session
Meeting Location: McConnell Center Conference Room #305
Meeting Date: **Wednesday, October 16, 2024**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

George DeBoer led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

City Council Present: Councilor Richer, Councilor Nemeth, Councilor Retrosi, Councilor Williams, Councilor Cullen, Councilor Warach, Deputy Mayor Shanahan, Mayor Carrier
City Council Absent: Councilor Hackett

Planning Board Present: Doug Glennon, George DeBoer, Mallory Strange, Jeff Sanborn, Tom Clark, Ken Mavrogeorge

Planning Board Absent: Gina Cruikshank, Kyle Pimental, Melina Gambino

Staff Present: City Manager Joyal, Deputy City Manager Parker, Planning and Community Development Director Benton, 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.

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

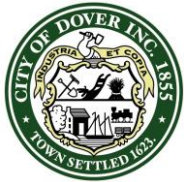
6. DISCUSSIONS

A. FISCAL YEARS 2026-2031 CAPITAL IMPROVEMENTS PROGRAM (CIP) PRESENTATION

Planning and Community Development Director Benton gave a PowerPoint Presentation to the Council and Planning Board giving an overview of the fiscal years 2026-2031 Capital Improvements Program.

7. ADJOURNMENT

Councilor Nemeth moved to adjourn, seconded by George DeBoer. All in favor.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 23, 2024**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Nemeth led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

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

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

5. PROCLAMATIONS/AWARDS

Mayor Carrier presented a proclamation to recognizing November as National American Indian Heritage Month.

Mayor Carrier presented a proclamation to Atlantic Gymnastics in honor of their 30th anniversary.

Mayor Carrier presented a proclamation to the Dover Chamber recognizing the 40th anniversary of Apple Harvest Day.

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan motioned to include resolution R-2024.10.23 – 192 Approval of Tri-City Agreement for Operation of Emergency Warming Center During 2024-2025 Winter Months as item 13.B.11, seconded by Councilor Retrosi.

Vote: 9-0.

Deputy Mayor Shanahan motioned to approve the agenda as amended, seconded by Councilor Warach.

Vote: 9-0.

7. PUBLIC HEARINGS

A. AUTHORIZATION TO ACCEPT AND EXPEND THE US DEPARTMENT OF JUSTICE (CDS) CONGRESSIONALLY DIRECTED SPENDING GRANT

(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.

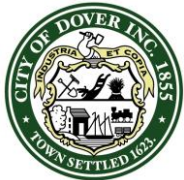
B. AUTHORIZATION TO ACCEPT AND EXPEND THE BUREAU OF JUSTICE 2024 ASSISTANCE BALLISTIC VEST GRANT

(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.

8. PUBLIC FORUM



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 23, 2024**
Meeting Time: **7:00 pm**

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.

Courtney Peters, 5 Broadway, spoke about her concerns with the contract for operating the Warming Center.

John Burns, Direct of SOS Recovery, spoke about his concerns with the contract for operating the Warming Center.

Ariel Hayes, 38B Hill St, spoke about the importance of basic needs and her concerns with the Warming Center vendor contract.

Alia Caldwell, 24 Elliot Park, spoke about her concerns with the vendor chosen for the Warming Center this winter.

Bill Davis, 177 Mount Vernon, spoke about the importance of the Willand Warming Center and shared concerns about the vendor/contract for the center this winter.

Jackson Brown, 55 New York St, spoke about the removal of beds from the Warming Center and his concerns with the vendor and their proposal.

Beth Calaias, 1 Hall Ave, spoke about the importance of keeping Willand Warming Center operational.

Tory Jennison, 39 Spruce Ln, Direct of the NH Public Health Association, spoke about concerns in the proposal for the Willand Warming Center.

Steve Giguere, 26 Danielle Ln, spoke his concerns with the proposal and vendor that will be operating the Warming Center this winter.

Wendy Berth, 1225 Lilac Ln, spoke about the importance of healing, hope and compassion and the importance of the Warming Center.

Melissa Hartsky, 11 Federal St, spoke about the importance of the Willand Warming Center.

Larry Meldrum, 15 Back River, spoke about his concerns with the removal of beds from the Willand Warming Center.

Eliza Stewart, 5 Redden St, spoke about concerns with the proposal and contract for the vendor that is to run the Willand Warming Center.

Jane Hamor, 13 Roosevelt Ave, Dover Arts Commission Chair, spoke in favor of resolution 13.A.1. and gave the Council overviews of some of the projects the Dover Arts Commission is working on.

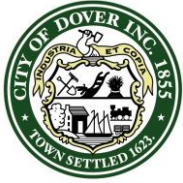
Christine Babor, 5 Gerry's Ln, spoke about concerns with the potential use of synthetic turf on school playing fields.

Alison Davis, 11 Hidden Valley, spoke about concerns with the potential use of synthetic turf on school playing fields.

Suzanne Guinette, 2 Susannah's Crossing, spoke about the cost of synthetic turf and the potential problems.

Brian Russo, 48 Dunn's Bridge, spoke about his concerns with the proposal and contract for the Willand Warming Center.

PJ Whitney, 7 Crown Point Dr, spoke about concerns with the potential use of synthetic turf on school playing fields.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 23, 2024**
Meeting Time: **7:00 pm**

Kate Surman, 39 Sandra's Run, spoke about concerns with the potential use of synthetic turf on school playing fields.

John Atherton, 22 West Concord, spoke about his concerns with the potential use of synthetic turf on school playing fields.

Cynthia Walter, 22 West Concord, spoke about her concerns with the potential use of synthetic turf on school playing fields.

Gary Dickerman, 39 Sandra's Run, spoke about concerns he has with a project in the CIP.

Deputy Mayor Shanahan motioned to move resolution 13.B.11. to after the Mayor Report, seconded by Councilor Warach.

Roll Call Vote: 9-0.

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. City Manager Joyal gave an overview of his report to the Council and answered questions.

Deputy Mayor Shanahan motioned to approve the manager's report, seconded by Councilor Retrosi.

Vote: 9-0.

10. APPROVAL OF MINUTES

A. October 9, 2024 – Regular Meeting

Deputy Mayor Shanahan motioned to approve the minutes, seconded by Councilor Retrosi. Councilor Cullen noted one correction on item 12.C.1. of the draft minutes. City Clerk Vansylvong-Bizier will correct before posting final version.

Vote: 9-0.

11. MAYOR'S REPORT

Mayor Carrier gave an update of the events and meetings he has attended the last couple of weeks.

Deputy Mayor Shanahan motioned to approve the Mayor's Report, seconded by Councilor Hackett.

Vote: 9-0.

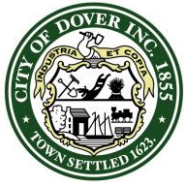
12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM SPUR ROAD RECONSTRUCTION PROJECT TO COURT UNION MIDDLE STREET RECONSTRUCTION PROJECT
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
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, October 23, 2024**
Meeting Time: **7:00 pm**

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

- 2. AUTHORIZATION TO ACCEPT AND EXPEND THE US DEPARTMENT OF JUSTICE (CDS) CONGRESSIONALLY DIRECTED SPENDING GRANT (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR CARRIER BY REQUEST

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

- 3. AUTHORIZATION TO ACCEPT AND EXPEND THE BUREAU OF JUSTICE 2024 ASSISTANCE BALLISTIC VEST GRANT (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR CARRIER BY REQUEST

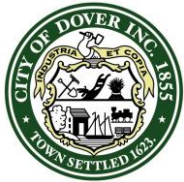
Deputy Mayor Shanahan motioned to approve, seconded by Councilor Retrosi.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 9-0.

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. APPROVAL OF PUBLIC ART INSTALLATION – DHS STUDENT MURAL ON CITY-OWNED TRAFFIC CONTROL BOX (CORNER OF LOCUST ST. AND SILVER ST.)**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 2. AUTHORIZATION TO PURCHASE A NEW FORD F-550 TRUCK AND UPFIT**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 3. WATER MAIN REPLACEMENT SUPPLIES FOR VARIOUS CITY PROJECTS**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 4. B25015 SNOW PLOWING/HAULING SERVICES FOR CITY STREETS AND PARKING LOTS**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 5. B25016 PROFESSIONAL CONSULTING SERVICES - LAND USE ANALYSIS CHAPTER OF THE MASTER PLAN**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan motioned to approve the Consent Calendar, seconded by Councilor Warach.
Mayor Carrier asked if any Councilors had anything to pull, Deputy Mayor Shanahan asked to pull resolution 13.A.3.
Roll Call Vote on items 13.A.1., 13.A.2., 13.A.4., 13.A.5: 9-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 23, 2024**
Meeting Time: **7:00 pm**

Deputy Mayor Shanahan motioned to approve resolution 13.A.3., seconded by Councilor Hackett.

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

Roll Call Vote: 9-0.

COMMITTEE REPORTS

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

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.

Councilor Cullen gave an overview of the Planning Board Report to the Council.

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

Councilor Retrosi gave an overview of the Recreation Advisory Report to the Council.

Councilor Richer gave an overview of the Energy Commission Report to the Council.

B. RESOLUTIONS

1. FINAL ACCEPTANCE OF DOVER HIGH SCHOOL AND REGIONAL CAREER TECHNICAL CENTER CONSTRUCTION PROJECT SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan motioned to approve, seconded by Councilor Warach.

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

Roll Call Vote: 9-0.

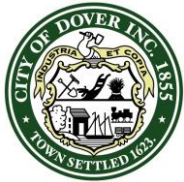
2. B25013 SIXTH STREET BRIDGE REPLACEMENT SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan motioned to approve, seconded by Councilor Retrosi.

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

Roll Call Vote: 9-0.

3. B25008B AWARD OF RE-BID OF MUNICIPAL SECURITY SYSTEM 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, October 23, 2024**
Meeting Time: **7:00 pm**

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

4. B25011 AWARD OF BID FOR SELF-CONTAINED BREATHING APPARATUS REPLACEMENT

SPONSORED BY MAYOR CARRIER BY REQUEST

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

**5. AUTHORIZATION TO ACCEPT AND EXPEND A LAND AND WATER CONSERVATION FUND SUB-RECIPIENT GRANT FOR GUPPY PARK III
(TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON NOVEMBER 13, 2024)
(THIS RESOLUTION REQUIRES 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer the resolution to a public hearing on November 13, 2024, seconded by Councilor Warach.
Vote: 9-0

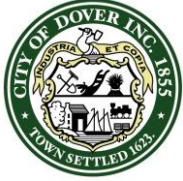
**6. REPROGRAM UNEXPENDED BOND PROCEEDS FROM CHESTNUT STREET BRIDGE REPLACEMENT TO SIXTH STREET (BLACKWATER) BRIDGE REPLACEMENT PROJECT
(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2024 WITH A VOTE TO OCCUR ON DECEMBER 11, 2024)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to refer the resolution to a public hearing on November 13, 2024, seconded by Councilor Hackett.
Vote: 9-0

**7. REPROGRAM UNEXPENDED BOND PROCEEDS FROM DOWNTOWN TRAFFIC EFFICIENCY IMPROVEMENTS PROJECT TO COCHECHO WATERFRONT DEVELOPMENT SITE IMPROVEMENTS PROJECT
(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2024 WITH A VOTE TO OCCUR ON DECEMBER 11, 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 November 13, 2024, seconded by Councilor Richer.
Vote: 9-0

**8. ADOPTION OF FY2026-FY2031 CAPITAL IMPROVEMENTS PLAN
(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2024 WITH A VOTE TO OCCUR ON DECEMBER 11, 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, October 23, 2024**
Meeting Time: **7:00 pm**

Deputy Mayor Shanahan moved to refer the resolution to a public hearing on November 13, 2024, seconded by Councilor Nemeth.

Vote: 9-0

9. APPROPRIATION FOR FY2026 CAPITAL IMPROVEMENTS PROGRAM – NON-DEBT FINANCED PROJECTS

(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2024 WITH A VOTE TO OCCUR ON DECEMBER 11, 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 November 13, 2024, seconded by Councilor Nemeth.

Vote: 9-0

10. APPROPRIATION FOR FY2026 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING

(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2024 WITH A VOTE TO OCCUR ON DECEMBER 11, 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 November 13, 2024, seconded by Councilor Richer.

Vote: 9-0

11. APPROVAL OF TRI-CITY AGREEMENT FOR OPERATION OF EMERGENCY WARMING CENTER DURING 2024-2025 WINTER MONTHS

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan motioned to approve, seconded by Councilor Warach.

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

After discussion of the resolution, Deputy Mayor Shanahan moved to table the resolution, seconded by Councilor Retrosi.

Roll Call Vote: 8-1, with Councilor Cullen opposed.

C. ORDINANCES IN 1ST READING

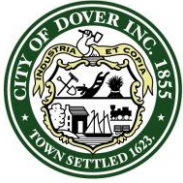
14. COUNCIL CORRESPONDENCE

Mayor Carrier motioned to put a letter on file from the planning board, recommending that the Council approve the 2026-2031 Capital Improvements Program as presented by Planning and Community Development Director Benton, seconded by Deputy Mayor Shanahan.

Vote: 9-0.

15. COUNCIL MATTERS OF INTEREST

Councilor Nemeth spoke to the comments made during Public Forum in regards to grass vs. synthetic turf, noting that cost is a factor in the decision making. Councilor Nemeth noted that the City does not have the staff or budget of professional teams that are able to maintain grass



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 23, 2024**
Meeting Time: **7:00 pm**

fields. Councilor Nemeth stressed that these factors, as well as others, will be taken into consideration when the time comes.

Councilor Nemeth gave a shout out to Dover Varsity Field Hockey and stated they will be playing in the quarter finals on Saturday, October 26th. The team is ranked #2 in the state, and top 20 in New England.

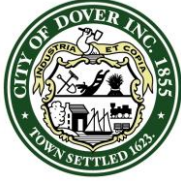
Councilor Richer reminded the Council of pancakes and coffee in her neighborhood on Saturday, October 26th to talk about housing and food insecurity in the community.

Councilor Warach the last day to register to vote prior to Election Day in the City Clerk's office is October 28th until 6pm.

The Mayor reminded the Council of the Zombie Walk on Saturday, October 26th.

16. ADJOURN

Councilor Warach moved to adjourn, seconded by Councilor Williams.
Vote: 9-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: City Hall, Council Chambers
Meeting Date: **Tuesday, October 29, 2024**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Retrosi led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Nemeth

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

5. PUBLIC FORUM

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

Jackson Brown, 55 New York St, spoke about the importance of certain requirements be met for the Willand Warming Center.

Brian Russo, 48 Dunn's Bridge Ln, spoke about the Willand Warming Center and concerns he has with the vendor chosen to operate it.

Steve Giguere, 26 Danielle Ln, spoke about the Willand Warming Center and the lack of information to the public about the operation of it.

Sharon Reynolds, 34B Court St, spoke about the Willand Warming Center and how it impacts mental health services in the Strafford County.

Beth Calaia, 1 Hall Ave, spoke about the importance of having beds at the Willand Warming Center.

Greg Hunt, Back Rd, asked the Council what the future is of helping those in unfortunate circumstances.

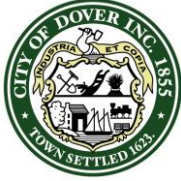
Kim Faustino, 7 Lakeview Dr, expressed concern about the Willand Warming Center and how it impacts Willand Pond and hopes there is a long-term plan to address the issues.

Wendy Berthu, 225 Lilac Ln, spoke about the importance of offering services at the Willand Warming Center.

Cleo Walsh, 17 First St, concerned with the reduction in services at Willand Warming Center this year.

Mary Hebbard, 97 Spruce Ln, spoke about the difficulty in finding information about the Willand Warming Center RFP as well as the use of Willand Warming Center.

Rick Hebbard, 97 Spruce Ln, spoke about other options in regards to the Willand Warming Center.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: City Hall, Council Chambers
Meeting Date: **Tuesday, October 29, 2024**
Meeting Time: **6:00 pm**

6. UNFINISHED BUSINESS

A. APPROVAL OF TRI-CITY AGREEMENT FOR OPERATION OF EMERGENCY WARMING CENTER DURING 2024-2025 WINTER MONTHS (TO BE REMOVED FROM TABLE AND VOTED)
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan motioned to remove the resolution from the table, seconded by Councilor Warach.

Roll Call Vote: 8-0.

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

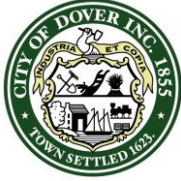
Deputy Mayor Shanahan motioned to approve the resolution, seconded by Councilor Retrosi.

Roll Call Vote: 7-1, with Councilor Richer opposed.

7. ADJOURNMENT

Councilor Warach moved to adjourn, seconded by Councilor Retrosi.

Vote: 8-0.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2024.10.23 - 186**

Resolution Re: Authorization to Accept and Expend a Land and Water
Conservation Fund Sub-Recipient Grant for Guppy Park III

WHEREAS: The City has received notice from the Federal Land and Water Conservation Fund (LWCF) and the State of New Hampshire Department of Natural and Cultural Resources Division of Parks and Recreation of the opportunity of a \$500,000 grant for the purpose of supporting preservations, access to, and development of land to be dedicated to outdoor recreations use; and

WHEREAS: This federal pass-through assistance grant requires a 50% city match which is reflected in the FY25 CIP and is contingent upon Governor and Council Approval; and

WHEREAS: In adhering to the requirements established by the NHDES and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to apply for, accept, and expend unanticipated 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 and accept grant funds allocated to the City of Dover on behalf of the Federal Land and Water Conservation Fund 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:

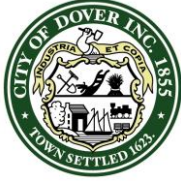
In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The City Manager, or designee, is hereby authorized to contract with vendors 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	LWCF Grant Guppy Park III	500,000.00	500,000.00
1009.1.350.45125.4725.00000.23	JT Pool Improvements City Match	1,500,000.00	1,500,000.00

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.1.

Resolution Number: **R – 2024.10.23 - 186**

Resolution Re: Authorization to Accept and Expend a Land and Water
Conservation Fund Sub-Recipient Grant for Guppy Park III

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

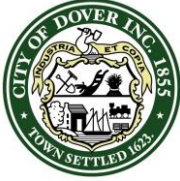
Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2024.10.23 - 186**

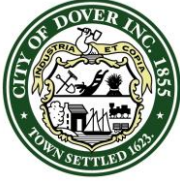
Resolution Re: Authorization to Accept and Expend a Land and Water
Conservation Fund Sub-Recipient Grant for Guppy Park III

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has applied for and received notice of award of a \$500,000.00 grant through the Federal Land and Water Conservation Fund (“LWCF”) Program. This program is intended for the procurement, preservation, access to and development of land which will be kept in recreation use for perpetuity. Grant opportunities are available annually and are locally administered by the State of New Hampshire Parks and Recreation Division. More information about the LWCF program can be found at this link:

<https://www.nhstateparks.org/about-nh-parks/conservation-fund-grant>

The purpose of the grant referenced in this resolution is to be used towards critically needed improvements of the Jenny Thompson Competition Pool, which has served the community for 46 years. Despite being well-maintained during that time, a recent professional evaluation identified significant deterioration in various structural and mechanical components, indicating a need for renovation to extend its lifespan. Without these repairs, the outdoor pool has been given a five-year lifespan and would no longer be a functional facility. The repairs also include improvements to the outdoor picnic area and maintaining the open lawn area for further recreation use within Guppy Park.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

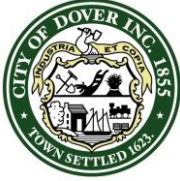
- WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Capital Reserve (Non-Debt) Financing authorization for certain Fire & Rescue department CIP projects; and
- WHEREAS: The FY2025 CIP Non-Debt Financing authorization included a \$450,000.00 appropriation for the purchase of an Ambulance to be financed through the use of the City General Fund Capital Reserve; and
- WHEREAS: The Fire & Rescue department has determined at this time the purchase of a Light Rescue Vehicle in lieu of an Ambulance is more effective and efficient for department operations, particularly since lead time for acquiring fire and rescue vehicles take more than a year and a Light Rescue Vehicle is currently available for purchase; and
- WHEREAS: The Fire & Rescue department, after a significant search and evaluation, has located one available Light Rescue vehicle from Sugarloaf Ambulance Rescue Vehicles, LLC, and the city has conducted vehicle purchases with this vendor in the recent past; and
- WHEREAS: Per 5-29A, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures for Sole-source purchases where the proposed purchase is manufactured or provided by only one entity or service provider; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$450,000.00 of unexpended appropriations is hereby reprogrammed from the Fire & Rescue – Ambulance CIP project to the Fire & Rescue Light Rescue Vehicle Project as presented in the table below. The Finance Director is authorized to transfer the funds from the City General Fund Capital Reserve Fund up to the amount listed in the table below.

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4025.1.220.42220.4743.02252.25.000.000.700	Fire & Rescue - Ambulance	450,000.00	(450,000.00)	0.00
4025.1.220.42220.4743.02251.25.000.000.700	Fire & Rescue - Light Rescue Vehicle	0.00	450,000.00	450,000.00
		450,000.00	0.00	450,000.00

FURTHER BE IT RESOLVED THAT:

The Purchasing Agent is hereby authorized to issue a purchase order to Sugarloaf Ambulance Rescue Vehicles LLC of Alfred, Maine for a Light Rescue Vehicle in the amount, not to exceed, \$360,000.00. 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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

Financing

Account	Description	Appropriation	Balance
4025.1.220.42220.4743.02251.25.000.000.700	Fire & Rescue - Light Rescue Vehicle	450,000.00	450,000.00

NOTE: This resolution reprograms appropriations and authorizes additional appropriations, and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage. Vote may occur at same meeting as the public hearing.

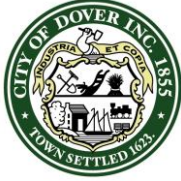
AUTHORIZATION

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 Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

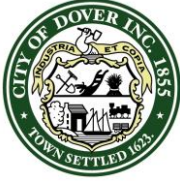
Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

RESOLUTION BACKGROUND MATERIAL:

This resolution reprograms \$450,000.00 of appropriations from an existing Fire & Rescue Department Ambulance purchase CIP project to Fire & Rescue Light Rescue Vehicle purchase. The City Council previously authorized the appropriations in the FY2025 CIP for Ambulance purchase on December 13, 2023. This resolution does not authorize an increase in the indebtedness of the city. The appropriations in this resolution are funded by the City General Fund Capital Reserve.

Over the past month or more the Fire & Rescue department conducted vehicle inspections on all their apparatus. Although this work was done for state inspections purposes, the department also evaluated the safety and efficiency of their fleet at the same time.

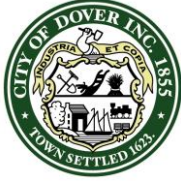
The outcome of the inspections was not good news. The ambulances are reaching end of life quicker than anticipated due to increased call volume. With every challenge is opportunity, and the Fire & Rescue department realizing these challenges, put together a plan that begins to address these needs without increasing the cost that is outlined in the CIP. The department recently completed the review and suggested changing how ambulance and apparatus replacement has been proposed to not only combat these challenges, but save \$1,500,000 in the proposed CIP at the same time.

The immediate need is to replace the current 1996 Hackney Rescue that has mechanical problems, structural rot, and pumps noxious fumes into the cab, making the vehicle unreliable, and a real safety concern. By taking advantage of modern technology, upgrading the department's large outdated rescue equipment, and adjusting how the department responds, without a degradation in capabilities and/or services, the department can purchase a smaller more efficient vehicle. We propose coupling these changes with the purchase of a left-over demonstrator (demo) Rescue vehicle that is currently available. The cost of the new vehicle and equipment would be approximately \$450,000 which represents a \$1,000,000 reduction in the cost of the Rescue vehicle replacement as outline in the proposed CIP.

To realize these savings, fund the immediate purchase of the demo Rescue vehicle, and capture another \$500,000 in savings, we would change the how we replace our ambulances (that are aging faster than expected we expected). We would re-mount/re-chassis some of them rather that totally replacing all of them. This allows the department to reprogram the \$450,000 approved in the FY 25 (Reserve Funded) CIP for an ambulance replacement.

The plan to change from purchasing completely new ambulances to re-mount/re-chassis will be fully explained during the upcoming CIP process. Overall, this will save \$1,500,000 in the six-year CIP plan and allow the department to replace the problematic Rescue and expedite the replacement of some of the problematic ambulances by a couple years.

To accomplish the plan the department must secure the only demo Rescue vehicle they have found that is available and meets department needs. As with most discounted demo purchases, time is of the essence, as the dealer has a waiting list to buy this vehicle if the City does not secure the purchase immediately. The demo Rescue vehicle is to be purchased through Sugarloaf Ambulance Rescue Vehicles, LLC for \$360,000. The equipment needed to make the Rescue vehicle work for the city will cost \$ 90,000. This is the basis for



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2024.11.06 - 193**
Resolution Re: Reprogram Fire & Rescue Ambulance FY2025 CIP
Appropriation to Fire & Rescue Light Rescue Vehicle and
Authorize Purchase of Light Rescue Vehicle

reprogramming of funds \$450,000 Request. The Fire & Rescue department presents this plan in an effort to ensure a state of readiness and to be fiscally responsible.

Over the past month the Fire & Rescue department has spent countless hours researching, searching for and making calls to find a light duty rescue vehicle that would allow the department to replace the unsafe and unreliable medium duty rescue it currently has. As with most items in the this “just in time” manufacturing world there are not many stock/demo units available anywhere. The lead times on a new build is between 2 – 4 years and the cost escalations built into contracts are quite significant.

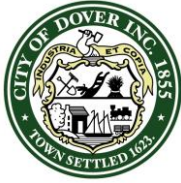
The Fire & Rescue department reached out to manufactures across the country, resulting in 9 companies that had a stock/demo vehicle or could have a vehicle within 30 – 36 months. That resulted in one vehicle from Sugarloaf Ambulance Rescue Vehicles, LLC to be determined as the best option. Once the proposed vehicle was located a team from Dover Fire & Rescue drove to Long Island NY, which was where the unit was located to give it a thorough inspection to ensure quality, value and to see it would meet the needs of the city and the department.

The city has conducted vehicle purchases with Sugarloaf Ambulance Rescue Vehicles, LLC in the recent past. On July 27, 2022 the City council approved the purchase of two ambulances from Sugarloaf Ambulance Rescue Vehicles, LLC.

Award Information: A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	11/30/2024	Estimated Delivery:	Immediately
Recommended Award to:	Sugarloaf Ambulance Rescue Vehicles, LLC	Fund:	FY2025 CIP
Other Approvals Required:	N/A	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2024.11.13 - 194**
Resolution Re: B21048-RFP22-001 Additional SOW Consulting Design
Services for the Henry Law Avenue & River Street
Reconstruction Project

WHEREAS: A sealed (RFQ) Request for Qualifications #B21048 was solicited and received for on-call specialized municipal engineering services on an as-needed basis on May 13, 2021 at 3:00 p.m. for services to commence on or about July 1, 2021 for a four-year period. On July 28, 2021, City Council approved to award to several vendors in various engineering service areas for on-call specialized municipal engineering services via resolution [R-2021.07.28-135](#); and

WHEREAS: A project was identified meeting the criteria of RFQ #B21048, a sealed Request for Proposal #B21048-RFP22-001 was solicited and received from the three firms selected under the Highway/Transportation Engineering service area approved via resolution [R-2021.07.28-135](#) for Consulting Design Services for the Henry Law Avenue and River Street (Payne St) Reconstruction Project on October 6, 2021 at 2:00 p.m.. The winning proposal was submitted by Kleinfelder Northeast, Inc. in the amount not to exceed \$373,851.00 and work began on this project; and

WHEREAS: The City qualified for \$3.5 million in SRF funds to specifically address stormwater infrastructure, and subsequently requested a scope increase with Kleinfelder, who submitted a proposed amendment in the amount of \$120,045.00 for design services to include Stormwater Best Practices, Stabilization of Cocheco River Bank along River Street, and incorporation of parking lot at the site of the existing skate park. It was approved and awarded via resolution [R-2023.09.27-148](#); and,

WHEREAS: On September 4, 2024, the city received a proposal for additional work needed for the Henry Law Park/Cocheco River Retaining Wall in the amount of \$48,648.00; 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 Kleinfelder Northeast, Inc. of Manchester, NH for additional work needed for the Henry Law Avenue and River Street Reconstruction Project in the amount not to exceed \$48,648.00. 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
4022.1.300.43121.4751.03121.22	Street Reconstruction - Henry Law Ave - TIF	864,391	394,168

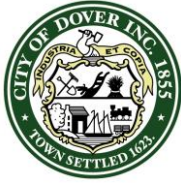
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch

Sponsored by: Mayor Robert Carrier

Document Created by: Purchasing
Document Posted on: November 7, 2024

R-2024.11.13 B21048-RFP22-001 Add'l SOW Consulting
Services for the Henry Law Avenue & River Street
Reconstruction
Page 1 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2024.11.13 - 194**
Resolution Re: B21048-RFP22-001 Additional SOW Consulting Design
Services for the Henry Law Avenue & River Street
Reconstruction Project

Finance Director

By Request

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

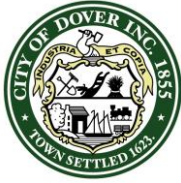
Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

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:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2024.11.13 - 194**
Resolution Re: B21048-RFP22-001 Additional SOW Consulting Design
Services for the Henry Law Avenue & River Street
Reconstruction Project

RESOLUTION BACKGROUND MATERIAL:

On July 28, 2021, City Council approved via resolution R-2021.07.28-135, several firms in various service areas including the following for Highway/Transportation Engineering:

Kleinfelder Northeast, Inc. of Manchester, NH

Greenman-Pedersen, Inc. of Portsmouth, NH

Green International Affiliates, Inc of Westford, MA

On September 3, 2021, the City requested proposals via RFP#B21048-RFP22-001 for consulting services for the Henry Law Avenue & River Street (Payne St) Reconstruction Project from the three firms selected for Highway/Transportation Engineering and awarded to Kleinfelder Northeast, Inc. via R-2021.07.28-135. These highly visible and active streets in the heart of Dover's downtown area require roadway, sidewalk and utility evaluation and reconstruction.

The City qualified for \$3.5 million in SRF funds to specifically address stormwater infrastructure, and subsequently requested a scope increase with Kleinfelder.

On July 14, 2023, Kleinfelder submitted a proposal in the amount of \$120,045.00 for design services to include Stormwater Best Practices, Stabilization of Cocheco River Bank along River Street, and incorporation of parking lot at the site of the existing skate park. This was approved via R-2023.09.27-148.

On September 4, 2024, the City Received a proposal for additional design services for Henry Law Ave and Payne St Wall Investigation.

The existing retaining wall to be evaluated is located along the shoreline of Henry Law Park and separates the park from the Cocheco River in the heart of the downtown Dover. The portion of the wall to be evaluated extends from Washington Street to the western portion of Henry Law Park, where the wall terminates. The riverbank between the end of the wall and start of the current riverbank stabilization efforts along Payne St will also be evaluated.

The section of wall under evaluation by this scope is adjacent to the stormwater best management practice (BMP) being designed for installation within Henry Law Park. The 48-inch outfall pipe for the BMP and all of Henry Law Avenue drainage discharge through this section of wall.

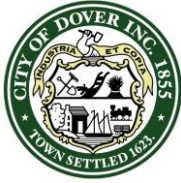
Based on communications with the City and a site meeting conducted on April 3, 2024, the City has expressed concerns regarding the stability of the wall and erosion of materials from behind the wall. The consultant will perform the following tasks to investigate the existing wall and develop a report of findings.

1. Additional Survey to document existing location of wall and to allow for future monitoring of the wall for movement.
2. In-water Inspection of wall/foundation to look for scour at the base of the existing wall.
3. Geotechnical Investigation to observe the conditions of the ground along the wall.
4. Test Pits and Borings will be conducted after the wall inspection is complete
5. Report of Findings will be generated to summarize investigation results and recommendations.

R-2024.11.13 B21048-RFP22-001 Add'l SOW Consulting
Services for the Henry Law Avenue & River Street

Document Created by: Purchasing
Document Posted on: November 7, 2024

Reconstruction
Page 3 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2024.11.13 - 194**
Resolution Re: B21048-RFP22-001 Additional SOW Consulting Design
Services for the Henry Law Avenue & River Street
Reconstruction Project

Design of final improvements is not included in this task but can be scoped and negotiated

Bid Information:

A sealed Request for Proposal #B21048-RFP22-001 was solicited and received from the three firms selected under the Highway/Transportation Engineering service area approved via resolution [R-2021.07.28-135](#) for Consulting Design Services for the Henry Law Avenue and River Street Reconstruction Project on October 6, 2021 at 2:00 p.m.

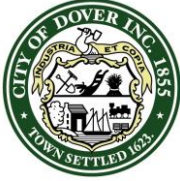
Award Information:

A purchase order will be issued to Kleinfelder Northeast, Inc. to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	No/RFQ#B21048
Invitations Mailed:	3	Number of Responses:	3
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	As Needed
Recommended Award to:	Kleinfelder Northeast, Inc.	Fund:	FY22 CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B21048-RFP22-001 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2024.11.13 - 195**
Resolution Re: B25028 Electrical Contractor Services

WHEREAS: A sealed Request for Proposal #B25028 was issued and received for as needed Electrical Contractor Services on October 31, 2024 at 2:00 PM with rates to hold for (1) one year, with the option to renew for three (3) additional one-year terms subject to annual review, funding availability and vendor satisfaction; and

WHEREAS: The City received three (3) bid replies which were reviewed for necessary experience, technical and professional qualifications, as well as cost. It is the recommendation to accept the proposal deemed most advantageous to the City and with lowest offered rates from NEGM Electric, LLC. of Somersworth, NH; and

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

The Purchasing Agent is hereby authorized to issue purchase orders to NEGM Electric, LLC. given the rates provided in conjunction with Request for Proposal #B25028. 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
xxxx.1.xxx.xxxxx.4433.xxxxx.xx	Maintenance of Equipment	\$ 406,871	\$ 93,520
xxxx.1.xxx.xxxxx.4431.xxxxx.xx	Maintenance of Building	\$ 493,491	\$ 264,401

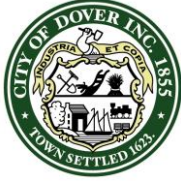
AUTHORIZATION

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 Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2024.11.13 - 195**

Resolution Re: B25028 Electrical Contractor Services

DOCUMENT HISTORY:

First Reading Date:

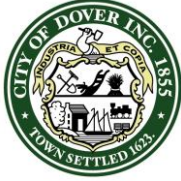
Public Hearing Date:

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2024.11.13 - 195**

Resolution Re: B25028 Electrical Contractor Services

RESOLUTION BACKGROUND MATERIAL:

The electrical contractor must be licensed in the state of New Hampshire and have general knowledge of residential and commercial electrical systems, which would include pumps, motors, transfer switches, Variable Frequency Drives (VFDs), and instrumentation equipment such as Supervisory Control & Data Acquisition (SCADA) systems. The contractor must have their own vehicle, tools & meters. The contractor must be able to respond to emergencies within a 2-hour time frame. The successful bidder must have at least five (5) years experience in the field.

Rates are for a one (1) year period of time (1/1/2025-12/31/2025) with the option to be renewed for three (3) additional one-year terms, subject to funding availability, annual rate review and negotiations at the end of each annual period.

Bid Information:

Sealed Request for Proposal #B25028 was issued and received for as needed Electrical Contractor Services on October 31, 2024 at 2:00 PM.

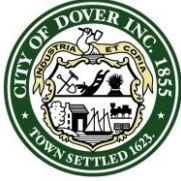
Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	107	Number of Responses:	3
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year	Estimated Delivery:	As Needed
Recommended Award to:	NEGM Electric, LLC	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B25028 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2024.11.13 - 196**

Resolution Re: B25030 Purchase of 2024 Ford F-150 Lightning

WHEREAS: In December 2023 the City Council approved the purchase of a 2024 Ford Lightning Pro through a cooperative bidding house of which it is a member of, Sourcewell, formally the National Joint Powers Alliance (NJPA) via resolution [R-2023.12.13-196](#). The unit was ordered in 2023 but the city has recently received notice that the 2024 Pro was no long being assembled and this order was **cancelled** by Ford; and

WHEREAS: Since this approval in 2023, the city has been awarded an Energy Efficiency and Conservation Block Grant (EECBG) which allows the purchase of this unit and charging stations in the amount of \$76,150.00 as approved by council via [R-2024.05.08-78](#); and

WHEREAS: Staff began seeking dealerships for in stock units and a sealed Request for Bid #B25030 was released and received for a 2024 Ford Lightning EV models XLT, or Flash on December 4, 2024 at 2:00 p.m; and

WHEREAS: Five dealerships responded and responses were received for multiple Electric Trucks at varying costs. Offers were reviewed for availability and costs and the offer deemed most advantageous came from Grappone Ford for a Ford F150 Lightning Pro, which is the same model approved by council late last year. It is the recommendation to award the purchase to Grappone Ford in the bid amount of \$61,034.00; 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 Grappone Ford of Bow NH for the purchase of 2024 Ford F-150 Lightning Pro in the amount of \$61,034.00 which includes an extended range battery. 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
2130.1.180.46100.4742.03101.24	EECBG Light Vehicles	76,150.00	76,150.00

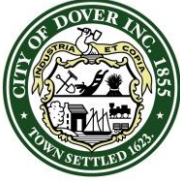
AUTHORIZATION

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 Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2024.11.13 - 196**

Resolution Re: B25030 Purchase of 2024 Ford F-150 Lightning

DOCUMENT HISTORY:

First Reading Date:

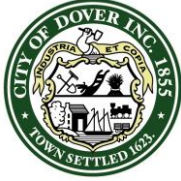
Public Hearing Date:

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2024.11.13 - 196**

Resolution Re: B25030 Purchase of 2024 Ford F-150 Lightning

RESOLUTION BACKGROUND MATERIAL:

A recommendation of the Energy Commission and the City's Stewardship of Resources Master Plan is to "update the vehicle replacement program to include strategies for a city vehicle fleet powered by alternative energy sources."

Community Services seeks to acquire a pickup truck for its Water & Sewer Superintendent, as the current assigned vehicle will be transferred to water treatment and pump station operations staff.

Electric vehicles have been considered for Community Services, but due to the potential for snow plowing, or extended emergency related work like a water main break, it has been determined that electric vehicles can't sustain sufficient charge during the expected operational demands a plowing event or emergency might require. To date, electric vehicles have been limited for engineering or inspections use.

The intent is to advance the use of electric vehicles by providing a front-line supervisor with a pickup truck. The vehicle will not be expected to plow snow, and will house basic water & sewer response tools and equipment like Dig-Safe location devices, gate wrenches, marking equipment, and curb stop wrenches. This will allow the City to experiment with a larger and heavier duty electric vehicle than currently assigned to inspectors, which are Nissan Leaf vehicles.

An extra vehicle is required for operational staff assigned to both Water Treatment and Sewer Pump Stations.

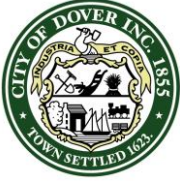
Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	160	Number of Responses:	5
Warranty:	Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Delivered	Estimated Delivery:	On Lot
Recommended Award to:	Grappone Ford	Fund:	EECBG Grant
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed \$25,000

[B25030 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2024.11.13 - 197**
Resolution Re: B25022 Replacement Evaluation of County Farm Road
Culvert

WHEREAS: Sealed bid B25022 was requested and received for engineering services for County Farm Road on October 9th, 2024 at 2:00 pm and;

WHEREAS: The City of Dover is requesting proposals for engineering consulting services to evaluate replacement alternatives for the culvert conveying an unnamed brook under County Farm Road., and;

WHEREAS: The City received Five (5) submittals and the proposal most advantageous was received by Environmental Partners of Woburn, MA in the amount of \$48,347.50 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 Environmental Partners of Woburn, MA for rates and scope of work in conjunction with B25022, not to exceed \$48,347.50. The City Manager, or designee, is hereby authorized to contract with the 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
1000.1.300.43155.4715	Storm Water - Land Improvements	350,000.00	350,000.00

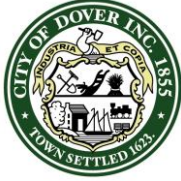
AUTHORIZATION

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

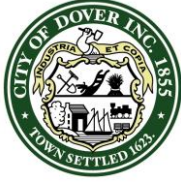
 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.4. Resolution Number: R – 2024.11.13 - 197 Resolution Re: B25022 Replacement Evaluation of County Farm Road Culvert	

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.4. Resolution Number: R – 2024.11.13 - 197 Resolution Re: B25022 Replacement Evaluation of County Farm Road Culvert
---	---

RESOLUTION BACKGROUND MATERIAL:

The existing culvert is currently experiencing sinkholes near the southern guardrail due to loss of material through the granite headwall. The City stabilized the headwall in January 2024 with the installation of filter fabric at the bottom of the sinkhole; however, the sinkhole formed again in June 2024.

The existing culvert was constructed at an unknown date, but is thought to consist of a 14’ wide by 6’ tall stone box culvert that was modified in 1991 to facilitate the installation of the 6” sewer force main over the culvert. Since the installation of the culvert, a concrete pipe appears to have been installed within the box culvert. A 12” AC watermain is also located over the culvert.

The unnamed brook appears to originate from the neighborhood to the north and off of Sixth St, flows towards Erik Drive, and then is conveyed under County Farm Road to the Cochecho River. East of the subject culvert is a twin stone box culvert that conveys Reyners Brook under County Farm Road, and does not appear to transect with the unnamed brook.

The selected consultant will be tasked with collecting the necessary data to evaluate replacement alternatives for the County Farm Rd culvert. The deliverable will be a Technical Memorandum summarizing the consultant’s findings and their proposed recommendation for the stream crossing site.

Bid Information:

A sealed Request for Proposal #B25022 was issued on October 9th, 2024 at 2:00 p.m. EST.

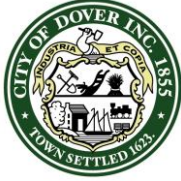
Award Information:

A purchase order will be issued to the vendor to authorize future expenditures.

Type:	Purchase order	Advertised:	Yes
Invitations Mailed:	311	Number of Responses:	5
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	Per Project Requirements
Recommended Award to:	Environmental Partners	Fund:	Storm Water
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[**B25022 Bid Documents**](#)

Document Created by: Purchasing Document Posted on: November 7, 2024	R-2024.11.13 B25022 Replacement Evaluation of County Farm Road Culvert Page 3 of 3
---	---



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2024.11.13 - 198**

Resolution Re: Authorization to Contract with UNH for Monitoring Services Related to the FHWA Culvert AOP Grant

WHEREAS: The City had received notice from the Federal Highway Administrations (FHWA) and the State of New Hampshire Department of Transportation of an award of grant funds for the purpose of funding the advancement of the restoration project and development for the upgrades to the Bellamy Road Culvert; and

WHEREAS: The FHWA Grant amount is \$421,600 and requires a city match of \$26,350 which was approved via resolution [R-2023.12.13-205](#). The NH Charitable Foundation is the non-city match of \$228,400.00 and had council approval via [R-2024.02.128-30](#) for this portion making the total project amount of \$676,350.00; and

WHEREAS: As part of the grant application, the city was to partner with the University of New Hampshire (UNH) to perform monitoring of anadromous fish before and after the culvert replacement in accordance with the Culvert AOP Program requirements. The City has received an agreement in the amount of \$150,000 total cost for the performance of the project; and

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

In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue a Purchase Order UNH in the amount of \$150,000.00 for monitoring service of the Bellamy River 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 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
2240.1.300.43121.4339.03209.24	Bellamy Fish Passage Culvert AOP Grant Consulting	150,000.00	150,000.00

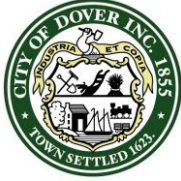
AUTHORIZATION

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.1.

Resolution Number: **R – 2024.11.13 - 198**
Resolution Re: Authorization to Contract with UNH for Monitoring
Services Related to the FHWA Culvert AOP Grant

DOCUMENT HISTORY:

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

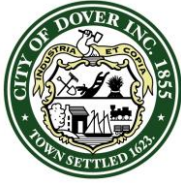
DOCUMENT ACTIONS:

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:

The City of Dover partnered with the New Hampshire Department of Environmental Services to apply and received the FHWA National Culvert Removal, Replacement, and Restoration Grant Program (Culvert AOP Program) for the design and permitting of the replacement of the Bellamy Road Bridge that conveys the Bellamy River.

The existing crossing was constructed in 1967 and consists of corrugated metal plate (CMP) culvert. The New Hampshire Department of Transportation (NHDOT) issued a Critical Bridge Deficiency letter in July 2003 to the City recommending the culvert be posted to restrict loading to a maximum of 6 tons as a result of the culvert's severe deterioration. In the fall of 2004, a temporary reinforced concrete liner was constructed along the invert of the culvert to improve the bridge's structural capacity and avoid the change in load classification. The concrete invert contributes to the structure being perched above downstream water surface elevation, which is prohibitive to aquatic organism passage. In 2007, the Bellamy Road was overtopped by flood flows produced during the Patriots Day storm, which caused significant scour along the downstream embankment and road profile. While the structure was not affected, emergency action was required to re-build the road embankment slope on the downstream side with rip rap.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2024.11.13 - 198**

Resolution Re: Authorization to Contract with UNH for Monitoring
Services Related to the FHWA Culvert AOP Grant

Over the past 20 years, NH Restoration partners have completed 3 dam removal projects along the lower Bellamy River, which has restored aquatic connectivity from Great Bay to an additional 1 mile of freshwater riverine habitat. In order to restore an additional 5.2 miles of stream habitat connectivity for anadromous River Herring, NH Restoration Partners are now focused on resolving a series of stream barriers that contribute to poor aquatic organism passage from river mile 5.1 to 5.3, including the Bellamy Road Culvert (river mile 5.2). The funding from the FHWA Culvert AOP Grant will enable the City of Dover to partner with NH Department of Environmental Services - Coastal Program (NHCP) and NH Fish and Game Department – Marine Division (NHF&G) to advance critical next steps of Bellamy River Fish Passage Restoration Project.

The design process will be guided by the following design objectives:

- to meet transportation needs, including accommodating anticipated vehicles and loadings.
- to optimize fish passage conditions through project reach for anadromous fish
- to safely accommodate flood flows with adequate freeboard
- to incorporate climate change considerations in all design elements
- to adhere to regulatory guidance and rule

The City will use the requested grant funding to hire a consulting engineer to perform design, engineering, and permitting with the abject of achieving 'shovel ready status' within the proposed 3-year grant duration. The requested grant funding will also enable the City to partner with the University of New Hampshire (UNH) Biological Sciences Department to monitor anadromous fish prior to the culvert replacement in accordance with the Culvert AOP Program requirements. UNH will assess river herring response to stream barrier removal through the use of telemetry, specifically passive integrative transponder (PIT) and acoustic telemetry. Exhibit A: Statement of Work by UNH for Monitoring of the Bellamy River is attached.

Exhibit A: Statement of Work by UNH for River Herring Monitoring of the Bellamy River

Rationale:

River herring (blueback herring, *Alosa aestivalis*, and alewife, *Alosa pseudoharengus*) are diadromous fish that have experienced sharp declines (Limburg and Waldman 2009; Hall et al. 2012) in large part due to dams decreasing available habitat (Hall et al. 2011). Declines in river herring have broad impacts, representing a large loss of foraging opportunities for marine predators that represent valuable commercial and recreational fisheries; even small recoveries of river herring could have substantial positive consequences for the Gulf of Maine ecosystem (Dias et al. 2019). Thus, opportunities to restore access to habitat upstream of dams and other barriers for river herring will have direct benefits to the region.

In New Hampshire, river herring passage is monitored at seven fishways on tributaries to Great Bay, with many sites continuing to show declines (NHFG 2020). Several dams have been removed from Great Bay tributaries over the past 20 years, with further sites being considered currently. Although dam removal increases habitat for migratory fishes such as river herring, it also presents a monitoring challenge for New Hampshire Fish and Game (NHFG) that relies on fishway counts (fishways are removed with the dam). These challenges prevent robust quantification of river herring passage at restored sites and further upstream use. Thus, methods that could quantify passage and extent of upstream use would be valuable.

The Bellamy River (Dover, NH) has experienced substantial restoration efforts, including the removal of the Bellamy V Dam (in 2004), and the Lower and Upper Sawyer Mill Dams (in 2018 and 2020). The removal of these barriers resulted in river herring being observed further upstream in 2019 and 2020 than had occurred in over 100 years. Now that post-removal conditions are better understood, more rigorous enumeration of fish response is necessary to determine what proportion of river herring can pass through restored sites and how much further upstream they reach, particularly as more restoration efforts are considered. Further barriers on the Bellamy River exist in the next ~1-km upstream, including a 4-foot ledge dam (Bellamy River II dam), the Bellamy Road Culvert, and the ruins of the Bellamy Park Dam which are considered to have reduced aquatic organism passage. The City of Dover has received funds to design and permit the upgraded replacement of the Bellamy Road Culvert with a bridge, conduct due diligence investigations for the removal/modification of the Bellamy Park Dam as well as the monitoring of fish passage in the river's current state. With funding from Great Bay 2030 and in support of the FHWA Culvert AOP grant, the City of Dover will collaborate UNH Department of Biological Sciences through a Cooperative Project Agreement to assess river herring spawning migrations to and through the Bellamy Road Culvert where it intersects with Bellamy River

This statement of work describes efforts by UNH is, as follows:

Objectives: The University of New Hampshire proposes biotelemetry technologies to quantify river herring behavior and passage on the Bellamy River, NH, including to the Bellamy Road Culvert. Biotelemetry is the use of electronic tags to track the movements of individual animals (Cooke et al. 2004). Specifically, this project's objectives are below.

- 1) Quantify river herring passage rates and behavior through the lower Bellamy River (i.e., from Sawyer Mills dam removal site through the Bellamy Road culvert).
- 2) Determine the most upstream extent of migration by river herring in the Bellamy River.

Study Design: Two biotelemetry technologies will be used, with passive integrative transponder (PIT) receivers detecting tagged fish at narrow constrictions (e.g., Sawyer Mills) and acoustic telemetry receivers detecting tagged fish at wider, deeper habitats throughout the system (Figure 1). Fish will be captured via fyke nets ~0.5-km downstream of the Sawyer Mills dam removal site, tagged with either PIT or acoustic tags, and released on-site.

Detections from PIT and acoustic telemetry receivers will be used to model behavior and survival. Mark-recapture models, particularly the Cormack-Jormack-Seber model, will be used to estimate both detection efficiency (the percent of tagged animals passing through a location are detected) and survival simultaneously at each site. These models are commonly used on telemetry data of migrant fish (e.g., Clark et al. 2016; Furey et al. 2016). Behaviors, particularly time of delay at specific sites, will also be quantified using detection data.

All aspects of study design will be developed in concert with NHDES (Kevin Lucey) and NHFG (Conor O'Donnell), and all results will be communicated with them and the City of Dover. The team will consult with Dover regarding best methods of project communication and engagement. Below we describe targets for the two years of field work.

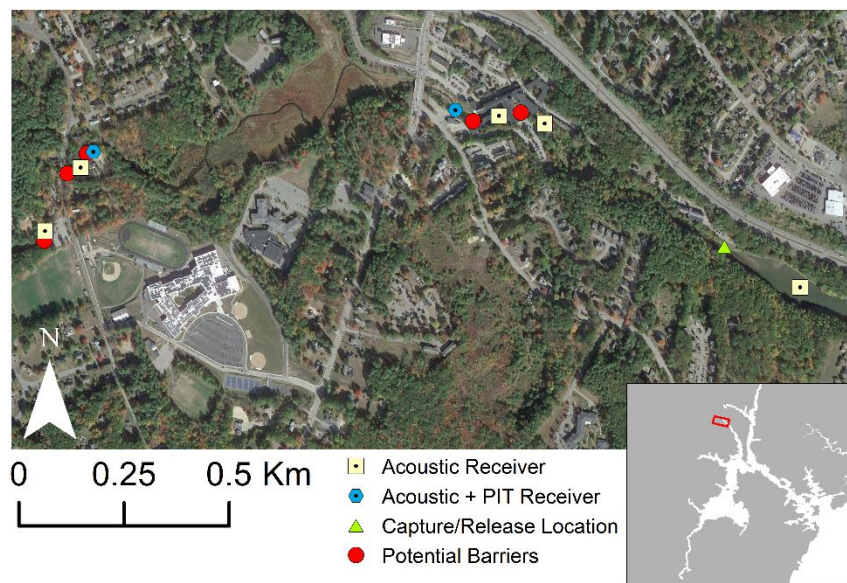


Figure 1: Proposed study location on the Bellamy River in Dover, NH. Red circles indicate both current barriers and sites of restoration (including the Bellamy Road culvert). Telemetry receivers (PIT and acoustic, yellow and blue, respectively) will be placed upstream and downstream of restoration sites and barriers to determine passage. This map is intended to show the complexity of the system and potential telemetry sites, final locations will be dependent upon consultation with NHDES and NHFG.

Field Methods: There is currently monitoring of the Bellamy River for river herring by NHFG and NHDES conducted via visual surveys; river herring generally start approaching rivers from the estuary in late April to early May. UNH will coordinate with NHFG to capture river herring in the Bellamy River downstream of the Sawyer Mills restoration site, approximately at the head of tide (Figure 1). Capture will likely occur via fyke nets, although other gear types may be attempted.

Captured fish will be placed into coolers with ambient river water for tagging procedures; all procedures will be reviewed and approved via UNH's Institutional Animal Care and Use Committee (UNH IACUC). Fish will be identified to species and measured for size prior to tagging. For river herring receiving a PIT tag, tag insertion will occur in the dorsal musculature via spring-loaded syringe. Acoustic telemetry tags are larger (Innovasea V7 or V9 tags will be used), and will require either an incision along the ventral midline (8 – 11 mm length) for surgical implantation, or attached externally via a spaghetti tag pushed through the dorsal musculature. Total sample sizes will be dependent on river herring availability. Given that only periodic visual surveys are completed, it is difficult to assess the current abundance of river herring attempting to migrate upstream on the Bellamy River. There is also potential for river herring obtained on other rivers to be transported and released in the Bellamy River for this project (with approval from NHFG). Up to 220 river herring (up to 200 with PIT tags (100 in year 1; 200 in year 2; and 20 with acoustic telemetry tags in both years) will be tagged in each of the two years of the study (maximum of 340 over two years). Results from Year 1 will be used to determine if changes in tagging numbers and telemetry technologies are needed.

Tagged river herring will then be detected via PIT telemetry and acoustic telemetry receivers placed in the Bellamy River. Up to seven acoustic telemetry receivers (Innovasea VR2W and NexTrak receivers, 69 kHz) and two PIT receiver arrays will be placed strategically across ~ 2 km of the Bellamy River (Figure 1). PIT arrays will be installed just upstream of the Sawyer Mills restoration sites, and the second will be placed downstream of the ledge dam; these will help determine how well fish can move upstream through the Sawyer Mills restoration sites, which is required for fish to reach (and potentially pass) the Bellamy Road Culvert that is being assessed for potential replacement. Acoustic telemetry receivers will be placed at these locations, along with downstream of the tagging site (to assess potential “fallback” of tagged fish due to tagging stress), and downstream and upstream of the Bellamy Road Culvert being assessed. Placing receivers downstream and upstream of the potential barrier allow for quantifying behavior and survival of river herring to and through the location. Receivers will be placed in both years, starting in late April through May or early June.

To supplement information on fish behavior and survival, environmental conditions will be monitored. At a single location (decided with NHDES and NHFG input), a water level logger and coinciding air pressure sensor will be placed (air pressure sensor required to calibrate water level data due to changes in atmospheric pressure). Water temperature loggers will also be placed throughout the study region, providing high-resolution (at least every 10 minutes) information on environmental conditions.

Analyses: From telemetry data, we will estimate metrics of behavior and survival of river herring. First, the most upstream location of each fish will be determined, and across fish we will calculate the proportion of fish that reach a given telemetry receiver (e.g. distance or site upstream). If enough detections are garnered, data will be entered into a mark-recapture (Cormack-Jolly-Seber) framework, that allows for estimating segment-specific survival while accounting for detection efficiency (i.e., the probability of a passing fish being detected by a receiver). Time-to-event analyses will also be used to visualize and assess the duration of time it takes fish to progress through each migratory segment. When possible, we will link fish behavior and survival to measured environmental conditions (water levels and water temperatures) to determine if specific criteria are needed for fish passage.

References

- Clark, TD, Furey NB, Rechisky EL, Gale MK, Jeffries KM, Porter AD, Casselman MT, Lotto AG, Patterson DA, Cooke SJ, Farrell AP, Welch DW, and Hinch SG. 2016. Tracking the migration of wild sockeye salmon smolts to the ocean reveals distinct regions of nocturnal movement and high mortality. *Ecological Applications* 26(4): 959-978.
- Cooke SJ, Hinch SG, Wikelski M, Andrews RD, Kuchel LJ, Wolcott TG, Butler PJ. 2004. Biotelemetry: a mechanistic approach to ecology. *Trends in Ecology & Evolution* 19: 334–343.
- Dias BS, Frisk MG, Jordaan A. 2019. Opening the tap: Increased riverine connectivity strengthens marine food web pathways. *PLOS ONE* 14: e0217008.
- Furey NB, Hinch SG, Bass AL, Middleton CT, Minke-Martin V, Lotto AG. 2016. Predator swamping reduces predation risk during nocturnal migration of juvenile salmon in a high-mortality landscape. *Journal of Animal Ecology* 85: 948–959.
- Hall CJ, Jordaan A, Frisk MG. 2011. The historic influence of dams on diadromous fish habitat with a focus on river herring and hydrologic longitudinal connectivity. *Landscape Ecology* 26: 95–107.
- Hall CJ, Jordaan A, Frisk MG. 2012. Centuries of Anadromous Forage Fish Loss: Consequences for Ecosystem Connectivity and Productivity. *BioScience* 62: 723–731.
- Limburg KE, Waldman JR. 2009. Dramatic Declines in North Atlantic Diadromous Fishes. *BioScience* 59: 955–965.
- NHFG. 2020. Progress Report: New Hampshire’s Marine Fisheries Investigations (Diadromous fish investigations, anadromous alosid restoration and evaluation). <https://wildlife.state.nh.us/marine/documents/rvr-herring-am-shad.pdf>
- Wippelhauser G. 2021. Recovery of diadromous fishes: A Kennebec River case study. *Transactions of the American Fisheries Society* 150(3):277-290.

Budget Justification

Year 1 - Requests

Personnel: We request ~0.1 months of support (\$1,016) for Nathan Furey – Assistant Professor in the Department of Biological Sciences at UNH. Furey is responsible for coordinating the project, including communications among partners and funders, and mentoring the graduate student conducting research on the project. We request funds for senior technician Trevor Banister (\$4844) to lead field efforts along with the graduate student and assist in logistics. We request funds to support the graduate student, including academic year stipend (one semester, \$11,445) and summer support (\$8,000).

Tuition: We request \$8,470 for the graduate student's tuition.

Fringe benefits: Fringe is charged at the standard University of New Hampshire rate of 37.5% full fringe and 7.9% partial fringe. These rates result in a total \$2,529 requested in fringe in Year 1.

Travel: We request \$500 for field technicians to help offset mileage costs of travel between UNH and field sites (Dover, NH), as well as to NHDES offices (Portsmouth). The federal mileage rate used is \$0.67 per mile.

Supplies: We request funds for PIT tags to implant into river herring (\$3.50 per tag for 100 tags; Biomark, for total of \$350). We request supplies needed to build a PIT array at to detect PIT-tagged river herring. This includes power supplies, a waterproof and vandalism-resistant box (\$1303), cable quick connects (\$523), a 30-foot Litz Cord (BioMark; \$2,888), receiver node (\$2944), receiver data logger (\$1292), exciter cable (\$922), spacer rungs (\$137), anchors (\$1,403), conduit (\$380), miscellaneous supplies (\$558), batteries for powering PIT array (\$2000), and shipping and handling of items from Biomark (\$650). We request funds for five acoustic telemetry receivers (Innovasea NexTrak; \$2,500 each or \$12,500 in total) and acoustic telemetry tags (25 tags for a total of \$8,750; 20 for fish, and 5 to be placed in the environment to determine detection efficiency). We request funds for two water level loggers (Onset, \$600 each for total of \$1200) and five water temperature loggers (Onset, \$185 each for total of \$925). In total, we request \$38,975 in supplies requested in Year 1.

Subcontract: There are no subcontracts in our proposal.

Indirect Costs (F&A)

Facilities and Administration is charged at 26% of the total costs of the project. This results in request of \$17,500 for F&A in Year 1.

Total (Year 1): \$93,278

Year 2 - Requests

Personnel: We request ~0.1 months of support (\$1,016) for Nathan Furey – Assistant Professor in the Department of Biological Sciences at UNH. Furey is responsible for coordinating the project, including communications among partners and funders, and mentoring the graduate student conducting research on the project. We request funds for senior technician Trevor Banister (\$5000) to lead field efforts along with the graduate student and assist in logistics. We request funds to support the graduate student, including academic year stipend (one semester, \$11,778) and summer support (\$8,240).

Tuition: We request \$4,305 for the graduate student's tuition.

Fringe benefits: Fringe is charged at the standard University of New Hampshire rate of 37.5% full fringe and 7.9% partial fringe. These rates result in a total \$2606 requested in fringe in Year 2.

Travel: We request \$500 for field technicians to help offset mileage costs of travel between UNH and field sites (Dover, NH), as well as to NHDES offices (Portsmouth). The federal mileage rate used is \$0.67 per mile.

In addition, we request funds for the graduate student to attend a regional or national conference (regional chapter or national meeting of the American Fisheries Society), including airfare (\$500), four nights in hotel (\$600), and conference registration (\$400).

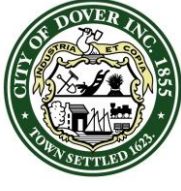
Supplies: We request funds for PIT tags to implant into river herring (\$3.50 per tag for 200 tags; Biomark, for total of \$700). We request funds for acoustic telemetry tags (25 tags for a total of \$8,750). We request \$1500 in replacement tag implantation supplies, and PIT and acoustic telemetry mooring replacement supplies.

Subcontract: There are no subcontracts in our proposal.

Indirect Costs (F&A)

Facilities and Administration is charged at 26% of the total costs of the project. This results in request of \$10,816 for F&A in Year 2.

Total (Year 2): \$56,721

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2024.11.13 - 10 Ordinance Title: Peace and Good Order Chapter: 105 Section: 21 Purchase, use and possession of tobacco products
---	--

The City of Dover Ordains:

1. **PURPOSE**
- The purpose of this ordinance is to expressly codify the City’s prohibition on using tobacco or other smoking products in City-owned buildings.
2. **AMENDMENT**
- Chapter 105 entitled “Peace and Good Order” is hereby amended by revising Section 105-21, “Purchase, use and possession of tobacco products”, as follows:
- a. **THE FOLLOWING ARE AMENDED:**

§ 105-21. Purchase, use and possession of tobacco products.

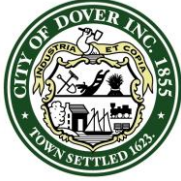
- A. No person shall consume or use any tobacco product or any smoking product inside any building or facility owned or possessed by the City. No person under the age of 21 shall:
- (1) Purchase a tobacco product or electronic cigarette.
- (2) Use or possess a tobacco product or electronic cigarette.
- B. No person or business shall sell or provide a tobacco product or electronic cigarette to a person under the age of 21.
- C. For the purposes of this section, the term "tobacco product" shall include any product defined as a tobacco product in RSA 126-K and defined as an electronic cigarette in § 105-1 of this chapter.
- D. Any person violating the provisions of this section shall be subject to a fine as provided in the City Fine Schedule.
3. **TAKES EFFECT**
- This ordinance shall take effect upon passage. The City Clerk shall cause publication of notice as required by RSA 47:18.

REQUIRES PUBLIC HEARING
TO BE REFERRED TO PUBLIC MEETING ON DECEMBER 11, 2024

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By request



CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2024.11.13 - 10

Ordinance Title: Peace and Good Order

Chapter: 105

Section: 21 Purchase, use and possession of tobacco products

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:	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.		

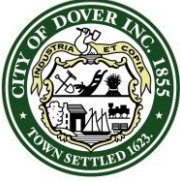
ORDINANCE BACKGROUND MATERIAL:

This ordinance is intended to expressly codify the City’s prohibition on using tobacco or other smoking products within City-owned buildings. The State’s Indoor Smoking Act arguably already prohibits same, indirectly by way of prohibition in spaces that cannot be adequately segregated, as stated in the final paragraph of that statute (copied in full below for reference). This ordinance is intended to make the prohibition express and abundantly clear in Dover.

155:66 Smoking Prohibited. –

- I. Except as provided in RSA 155:67 and notwithstanding any law to the contrary, smoking is prohibited in:
- (a)

Public educational facilities at any time, and in child care agencies licensed under RSA 170-E during the hours of operation, except foster family homes and foster family group homes.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2024.11.13 - 10**
Ordinance Title: Peace and Good Order
Chapter: 105
Section: 21 Purchase, use and possession of tobacco products

- (b) Hospitals and other acute care facilities.
- (c) Grocery stores by customers.
- (d) Elevators, tramways, gondolas, and other such public conveyances.
- (e) Public conveyances.
- (f) Restaurants.
- (g) Cocktail lounges.
- (h) Enclosed places owned and operated by social, fraternal, or religious organizations when open to the general public. Purposes for which such places may be open to the general public may include, but not be limited to, public meetings, voting, suppers, bingo games, theatrical events, fairs, and bazaars.

II. Smoking may be permitted in enclosed places of public access and publicly-owned buildings and offices, including workplaces, other than those listed in paragraph I, in effectively segregated smoking-permitted areas designated by the person in charge. **Smoking shall be totally prohibited in any such enclosed place, if smoking cannot be effectively segregated.** The person in charge may declare any facility non-smoking in its entirety.

Source. 1990, 236:2. 2007, 203:3, eff. Sept. 17, 2007 (emphasis added).