



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 29, 2025**
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 (remote via telephone conference), Councilor Hackett, Councilor Warach (arrived at 7:10 PM), Deputy Mayor Shanahan, Mayor Carrier

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

Councilor Cullen attended the meeting via telephone conference because he is recovering from COVID and it is not reasonably practical for him to attend in person.

Councilor Cullen left the meeting at 8:15 PM

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved to approve the agenda, seconded by Councilor Retrosi.
Roll Call Vote: 8-0.

7. PUBLIC HEARINGS

**A. ACKNOWLEDGEMENT AND ACCEPTANCE OF DONATION OF FUNDS FROM DERRY MEDICAL CENTER & DERRY IMAGING FOR ARENA SCOREBOARD
(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 NEW HAMPSHIRE OFFICE OF HIGHWAY SAFETY 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.

**C. AUTHORIZATION TO ACCEPT AND EXPEND THE NH DEPARTMENT OF SAFETY DIVISION OF HOMELAND SECURITY & EMERGENCY MANAGEMENT COMMUNITY HAZARD MITIGATION PLAN 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.



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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.

Ryan Crosby, Executive Director of Housing Authority, urged the Council to accept the report from Ethics Commission and appoint a different Councilor to the Planning Board.

Caitlin Wilkie, 568 Sixth St, spoke about her concerns with the planning board and planning department. Ms. Wilkie spoke about the ethics report and asked the Council to follow the recommendations in the ethics report as presented.

Gina Cruikshank, 19 Glenwood Ave, Chair of Planning Board. Ms. Cruikshank spoke in opposition of the ethics commission report and read a letter submitted by another Planning Board member.

Michael Bolduc, 5 Reyners Brook Dr, urged the Council to vote against the ethics report and recommendation.

9. CITY MANAGER'S REPORT

Deputy Mayor Shanahan moved to approve the City Manager's Report, seconded by Councilor Warach.

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

Roll Call Vote: 9-0.

10. APPROVAL OF MINUTES

A. January 15, 2025 – Regular Meeting

Deputy Mayor Shanahan moved to approve the minutes, seconded by Councilor Hackett. Councilor Cullen highlighted a potential error, City Clerk Vansylyvong-Bizier will re-watch the meeting and report back to the Councilor. The approval of the minutes is deferred.

11. MAYOR'S REPORT

Deputy Mayor Shanahan moved to approve the Mayor's Report, seconded by Councilor Retrosi. Mayor Carrier gave an overview of events and meetings he attended over the last few weeks.

Roll Call Vote: 9-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

- 1. REPROGRAM UNEXPENDED CIP APPROPRIATIONS FROM IRELAND WELL REPLACEMENT FY2017 CIP PROJECT TO GARRISON HILL WATER STORAGE TANK CIP PROJECT
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**



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Deputy Mayor Shanahan moved to approve the resolution, seconded by Councilor Hackett.

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

Roll Call Vote: 9-0.

- 2. REPROGRAM UNEXPENDED BOND PROCEEDS FROM VARIOUS WATER FUND CAPITAL PROJECTS TO GARRISON HILL WATER STORAGE TANK REHABILITATION PROJECT
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to approve the resolution, seconded by Councilor Williams.

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

Roll Call Vote: 9-0.

- 3. REPROGRAM UNEXPENDED BOND PROCEEDS FROM DOVER HIGH SCHOOL CONSTRUCTION PROJECT TO DOVER SCHOOLS LED LIGHTING UPGRADES PROJECT
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

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

Roll Call Vote: 9-0.

- 4. ACKNOWLEDGEMENT AND ACCEPTANCE OF DONATION OF FUNDS FROM DERRY MEDICAL & DERRY IMAGING FOR ARENA SCOREBOARD
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to approve the resolution, seconded by Councilor Hackett.

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

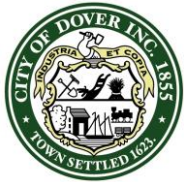
Roll Call Vote: 9-0.

- 5. AUTHORIZATION TO ACCEPT AND EXPEND THE NEW HAMPSHIRE OFFICE OF HIGHWAY SAFETY GRANT
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to approve the resolution, seconded by Councilor Nemeth.

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

Roll Call Vote: 9-0.



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**6. AUTHORIZATION TO ACCEPT AND EXPEND THE NH DEPARTMENT OF SAFETY
DIVISION OF HOMELAND SECURITY & EMERGENCY MANAGEMENT COMMUNITY
HAZARD MITIGATION PLAN GRANT
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

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

Roll Call Vote: 9-0.

The City Council, in a majority vote, accepted the terms of the Hazard Mitigation Grant Program (HMGP) as presented in the amount of \$18,000.00 for updating the local hazard mitigation plan. Furthermore, the Council acknowledges that the total cost of this project will be \$20,000.00, in which the town will be responsible for a 10% match (\$2,000.00). J. Michael Joyal, Jr, City Manager is authorized to sign all documents related to the grant.

13. NEW BUSINESS

A. CONSENT CALENDAR

**1. APPROVAL OF PURCHASE AND SALE AGREEMENT BETWEEN WARREN C. AND
RUTH E. LEIGHTON AND CITY OF DOVER (DOVER TAX MAP C LOT 26;
MADBURY TAX MAP 1 LOT 42A)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Shanahan moved to approve the Consent Calendar, seconded by Councilor Nemeth.

Roll Call Vote: 9-0.

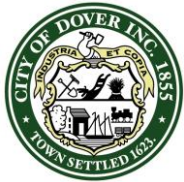
COMMITTEE REPORTS

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| 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. Coheco Waterfront Development Advisory Committee (Carrier) |
| 7. Recreation 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) | |

Deputy Mayor Shanahan gave an overview of the Legislative Liaison report to the Council.

Councilor Nemeth gave an overview of the Committee for Racial Equity and Inclusion report to the Council.

Councilor Hackett gave an overview of the Solid Waste Advisory Committee report to the Council.



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B. RESOLUTIONS

1. **B25023 GARRISON HILL WATER STORAGE IMPROVEMENTS**

SPONSORED BY MAYOR CARRIER BY REQUEST

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

2. **B14074 GARRISON HILL WATER STORAGE IMPROVEMENTS ADDITIONAL SCOPE OF WORK - CONSTRUCTION SERVICES – UNDERWOOD ENGINEERING**

SPONSORED BY MAYOR CARRIER BY REQUEST

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

3. **B24047 HVAC DESIGN BUILD SERVICES FOR HEATING SYSTEM AT FLEET SERVICES**

SPONSORED BY MAYOR CARRIER BY REQUEST

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

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

Deputy Mayor Shanahan moved to place two correspondence received on file, one from Planning Board member Kyle Pimental and the letter read by Ryan Crosby, seconded by Councilor Hackett.
Roll Call Vote: 9-0.

A. City of Dover Ethics Commission Recommendations Regarding Ethics Complaint of Caitlin Wilkie Against Councilor Fergus Cullen

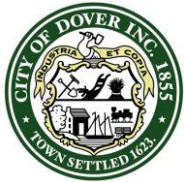
At this time, Councilor Cullen excused himself and left the meeting.

Deputy Mayor Shanahan moved to accept the complaint and place it on file, and request the CM schedule a Special Meeting on February 19th at 7:00 PM, seconded by Councilor Hackett.
Roll Call Vote: 8-0.

Deputy Mayor Shanahan moved to accept the email from Councilor Cullen from his personal email account today at 1:38 PM, seconded by Councilor Retrosi.
Roll Call Vote: 8-0.

15. COUNCIL MATTERS OF INTEREST

Councilor Williams informed the Council that Appointments Committee has received a recommendation to phase out the McConnell Center Advisory Board. It has served a purpose but a lot of the functions are better served by staff and remaining members will be able to join the Recreation Board.



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Mayor Carrier highlighted the City Manager's report and how much information can be found in it. He thanked the Manager and staff for their hard work in compiling it every meeting.

16. ADJOURN

Councilor Nemeth moved to adjourn, seconded by Councilor Warach.

Vote: 8-0.