



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 26, 2025**
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. FISCAL YEAR 2026 BUDGET APPROPRIATIONS, FEES, AND CAPITAL IMPROVEMENTS PROGRAM – SCHOOL PORTION ONLY
(CITY PORTION PUBLIC HEARING TO BE HELD ON MARCH 12, 2025)
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. February 5, 2025 – Workshop Meeting

B. February 12, 2025 – Regular Meeting

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

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

13. NEW BUSINESS

A. CONSENT CALENDAR

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. 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) |



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 26, 2025**
Meeting Time: **7:00 pm**

- 12. Committee for Racial Equity and Inclusion (Nemeth)
- 13. Graffiti Management Advisory Committee (Nemeth)
- 14. Ordinance Committee (Shanahan)
- 26. Cemetery Board (Warach)
- 27. Joint Building Committee – Athletic Complex (Cullen)

B. RESOLUTIONS

1. **AUTHORIZATION TO MAKE 2025 PAYMENT TO MUNICIPAL ALLIANCE FOR ADAPTIVE MANAGEMENT PER INTERMUNICIPAL AGREEMENT FOR GREAT BAY ESTUARY**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **AUTHORIZATION TO PURCHASE NEW PUMPER FROM GREENWOOD EMERGENCY VEHICLES, LLC VIA SOURCEWELL**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **AUTHORIZATION TO PURCHASE THREE (3) BOBCAT COMPACT TRACK LOADERS VIA SOURCEWELL**
SPONSORED BY MAYOR CARRIER BY REQUEST

C. ORDINANCES IN 1ST READING

1. **CHAPTER 141, SECTION 51**
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 12, 2025)
SPONSORED BY MAYOR CARRIER BY REQUEST

14. **COUNCIL CORRESPONDENCE**
15. **COUNCIL MATTERS OF INTEREST**
16. **ADJOURN**

CITY MANAGER'S REPORT

REPORTING ON: JANUARY 2025

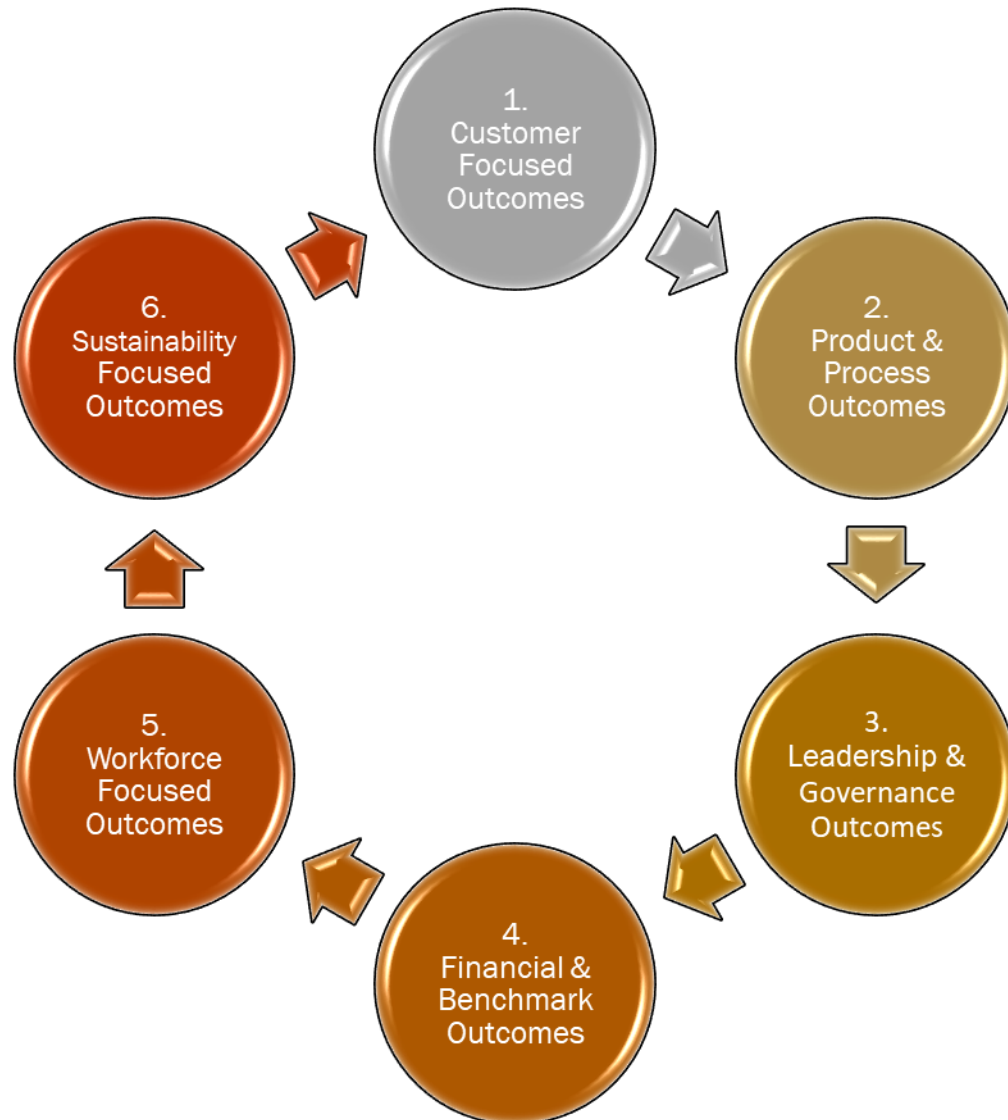


Truck 79 plowing Pointe Place during a recent storm.

February 26, 2025

By: City Manager J. Michael Joyal, Jr.

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



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

Goal #1
Our City has Diverse Housing

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

Goal #2
Our City is Civically Engaged

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

Goal #3
Our City is Resilient

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

Goal #4
Our City is Safe and Inviting

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

Goal #5
Our City is Inclusive and Welcoming

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

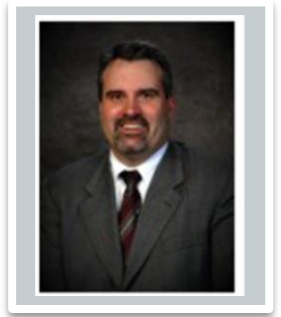
Goal #6
Our City has Sustainable Financial Policies

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

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

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

City of Dover's Municipal Leadership Team



City Manager
J. Michael Joyal, Jr.



David Balian
Public Welfare
Director



Donna Benton
Planning & CDBG
Director



William Breault
Police Chief



Annie Dove
Information
Technology Director



Michael Gillis
Media Services
Director



Kevin Hebert
Recreation Director



Denise LaFrance
Public Library
Director



Daniel Lynch
Finance Director



Christopher Parker
Deputy City Manager

Picture to follow.



John Storer
Community Services
Director



Jerrica Vanslyvong-
Bizier
City Clerk Tax
Collector



Heather Worrall
Human Resources
Director



Joshua Wyatt
City Attorney

Perry Plummer
Fire & Rescue Chief
Emergency Management
Director

Community Services Department

Administration

*Staff
Shout Outs!*



From: Usbelger, Nancy <N.Usbelger@doover.nh.gov>

Sent: Wednesday, February 12, 2025 11:52 AM

To: Landry, Brian <B.Landry@doover.nh.gov>

Cc: Storer, John <J.Storer@doover.nh.gov>; Dwyer, Cheryl <C.Dwyer@doover.nh.gov>

Subject: 9 Kennedy Circle - THANK YOU

Hi Brian,

Margaret Hannon a resident who resides at the above address stopped by this morning to meet you.

She wanted to personally tell you what an amazing job you and your team are doing this winter.

She said her street and in front of her driveway and mailbox has never looked better and she is beyond impressed and grateful for all your hard work.



-----Original Message-----

From: Shad Christopoulos <shadrachian@yahoo.com>

Sent: Sunday, February 9, 2025 8:37 PM

To: Storer, John <J.Storer@doover.nh.gov>

Subject: Hartswood Rd

Dear Mr. Storer,

Please thank the guys for fixing the water main break today. I had to get down the street and they nicely moved a truck so I could. I haven't encountered the public works department often but whenever I have, they have been pleasant and professional.

**Thanks for all you do,
Shad Christopoulos**



From: Rick Wallis <rmwallis59@gmail.com>
Sent: Sunday, February 9, 2025 9:28 AM
To: Storer, John <J.Storer@doover.nh.gov>
Subject: Thank you

Good morning Mr Storer,

I just wanted to reach out and say thank you to you and your great crew. I know you've been through a lot in the last couple of days with the water main breaks and wanted you and your crew know how much you are appreciated. I think we all take for granted that we get water, but it is because of the great work of your department that we do. Thank you again.

Best,

Rick Wallis (28 Governor Sawyer Lane)



From: Usbelger, Nancy <N.Usbelger@doover.nh.gov>
Sent: Friday, January 31, 2025 11:33 AM
To: Landry, Brian <B.Landry@doover.nh.gov>
Cc: Storer, John <J.Storer@doover.nh.gov>

Subject: 17 Pondview

Good morning,

I am happy to announce we received another phone call from a happy and thankful resident of Dover!

Caryn Kazmierczak from the above address just called to thank the highway department for the incredible job plowing their road this past snow storm.

It was the best it has ever been plowed and she wanted to make sure she thanked everyone involved that helped to maintain her road.



From: Usbelger, Nancy <N.Usbelger@doover.nh.gov>
Sent: Wednesday, January 29, 2025 12:20 PM
To: Landry, Brian <B.Landry@doover.nh.gov>
Cc: Storer, John <J.Storer@doover.nh.gov>

Subject: 14 Bristol Lane

Hi Brian,

John White who resides at the above address called to thank you and your crew for the great job plowing and clearing of his street and neighborhood.

He was very grateful and wanted to make sure you were aware of the terrific job that was done!



ID: 012325-18

Location: 1 Lisa Beth Drive, Dover, NH, USA Name of Caller: Cliff Blake Caller Phone Number: 603-781-1818 Logged By: vwservice

Type: Level 2 - Medium

Department: Community Services

Division: Streets

Issue: Sidewalks

Status: Open

Description: **This isn't an issue, per se, but rather a compliment to the whole Community Services department for the great job you've done on clearing sidewalks! Thanks for the extra effort along those miles and miles of sidewalks- and even thanks for going out a SECOND time in my neck of the woods to clean up any left over snow and ice. Well done, guys!**



From: pcomstock@comcast.net <pcomstock@comcast.net>

Sent: Wednesday, January 22, 2025 8:40 AM

To: Storer, John <J.Storer@doover.nh.gov>

Cc: pcomstock@comcast.net

Subject: Thank You for The Help Received From Your Colleague Nancy Usbelger

Good Morning Mr. Storer,

We are writing to express our appreciation for all the help we have received from your colleague, Nancy Usbelger. We have spoken with Ms. Usbleger several times in recent years regarding questions pertaining to trash and recycling. Ms. Usbelger has been very courteous, thoughtful, highly professional, has answered our questions and always helped to quickly resolve any problems. We are deeply appreciative.

We also want to thank you for all the work the Community Services Department does for Dover. We had the pleasure of meeting you at the Dover Private Well Workshop which was held on January 30, 2024. We enjoyed speaking with you and the information you provided was very useful.

Sincerely,

Philip and Frances Comstock
410 Gulf Road
Dover, NH



Michael Nadeau, Utilities Superintendent and Michael Banester, Utilities Foreman; Ken Mavrogeorge, City Engineer; Jillian Semprini, Deputy City Engineer; Tim Puls, Environmental Projects Manager; attended the NEWEA 2025 Annual Conference. The conference was held in Boston, MA.

Deputy City Engineer Jillian Semprini, City Engineer Ken Mavrogeorge, and Environmental Project Manager Tim Puls attended the NEWEA Annual Technical Conference in Boston on January 27th. The conference includes a day full of training seminars on various engineering topics focused on water.

Water Division



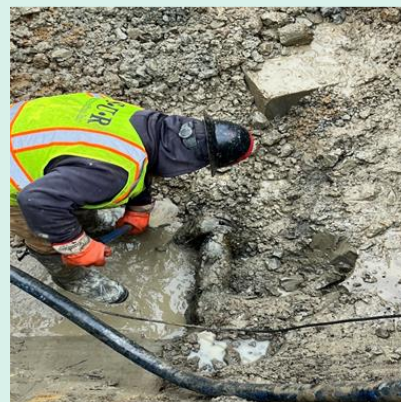
The City of Dover's water production for January totaled nearly 59 million gallons, averaging 1.9 million gallons per day. The recently commissioned PFAS water treatment plant has significantly enhanced production capacity, yielding one million gallons per day. This increased capacity allows other wells, specifically Willand Pond 2 and Hughes, to remain offline for aquifer recovery.

During January, the Utilities crews addressed 136 service requests and completed 148 work orders. One water main break occurred on Angle Street. A capital improvement project is underway on Angle Street, managed by SUR Construction, to replace the existing four-inch cast iron main, dating from the late 1800s, with a new eight-inch ductile iron main and a new hydrant.

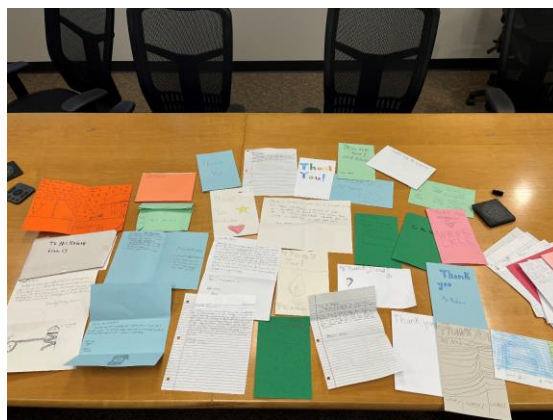
The Utilities division continue to prioritize the Lead Service Line Inventory (LSLI) project. In accordance with EPA and NHDES guidelines, over eight thousand residents were contacted to identify both homeowner and city-owned portions of water services. This outreach has resulted in a high volume of resident inquiries regarding water testing and identification. The Wells staff is managing the sampling program, which includes a water service survey. Residents receive sample bottles and instructions for collecting a "first draw" sample, which they then mail for analysis.

Community outreach efforts included a presentation by Mike Nadeau to a 5th-grade class at Dover Middle School on the water cycle, the city's water delivery system, water meters, and the LSLI. This educational initiative was well-received by the students.

Staff installed two new meters during the month and provided support for the water line survey as scheduling permitted. Staff closed 137 work orders and 31 service requests. In conjunction with meter installations, LSLI inspections are conducted upon resident request to facilitate inventory completion. The Eye on Water program continues to grow, with 788 current users.



Water main break, Angle St.



Middle School Thank You Letters

Sewer Pump Stations and Collection



The Sewer Collection Division closed one service request and one work order in January. Due to freezing temperatures, the sewer jet truck is currently out of service. However, the camera van remains operational and will be utilized for CCTV inspections of the gravity sewer system as frequently as possible.

Streets & Stormwater



The Streets and Stormwater Division had an active month in January with a total of 66 service requests logged and 55 service requests successfully closed. The department also managed four snow events, which resulted in a total of 12 inches of snowfall for the month.

Service Requests

- Total Service Requests Logged: 66
- Total Service Requests Closed: 55

Service requests addressed common stormwater maintenance concerns and street repairs. The majority of these requests were snow related. Staff worked diligently to resolve issues, and significant progress was made in closing out work orders. However, 11 requests are still in progress, mainly due to ongoing weather-related challenges and resource allocation.

Snow and Weather Events

- Total Snow Events: 4
- Total Snow Accumulation: 12 inches

Snow Event Breakdown:

- First Event (January 11th): 2 inches
- Second Event (January -19-20th): 5.5 inches
- Third Event (January 29th): 2.5 inches
- Fourth Event (January 31-February 1st): 2.5 inches

During these snow events, the division focused on efficient snow removal to ensure roadways remained passable and safe for residents. This included plowing and clearing stormwater drains to prevent any flooding caused by melting snow. A snow plowing event requires an all-hands-on deck approach, with a typical event requiring 35 employees, including contractors performing snow removal duties. Depending upon the severity and length of storms, crews can be asked to work 18+ hours straight. It's not uncommon for storm hours to approach and surpass 30+ hours.

Challenges

- ♦ Snow Events: The snowfall presented challenges in terms of timely response and resource allocation. Plowing and salting efforts required close coordination to ensure high-priority areas were serviced first, especially during the peak snow events.
- ♦ Parking Bans- 3 parking bans were called in January. Compliance with the ban is important for snow removal personnel to efficiently and effectively clean all streets.

Looking Ahead

- ♦ Winter Preparedness: The division will continue to monitor weather conditions and ensure that equipment and personnel are prepared for any additional snowfall or winter weather events.
- ♦ Service Request Follow-up: Continued attention will be given to the remaining service requests, and efforts will be made to address them promptly.
- ♦ Stormwater System Maintenance: With the winter thaw approaching, additional maintenance on stormwater infrastructure will be prioritized to prevent flooding and ensure proper drainage.

Keeping Dover Safe: Why Winter Parking Bans are Essential

Winter in Dover, NH, brings with it picturesque snowfalls, but also presents unique challenges for maintaining safe and accessible roadways. A critical tool in this effort is the winter snow parking ban. While it might seem like an inconvenience to move your car off the street, these bans are absolutely essential for the safety and well-being of our community.

The primary reason for implementing a winter parking ban is to ensure that snow removal crews can effectively clear the roads.¹ Imagine a snow plow trying to navigate a narrow street lined with parked cars. The plow would be forced to weave around vehicles, potentially leaving sections of the road unplowed or creating dangerous snowbanks. This not only hinders the overall snow removal process but also creates a significant safety hazard for drivers.

Beyond efficient snow removal, parking bans play a crucial role in ensuring the swift passage of emergency vehicles. Every second counts in an emergency, and a street clogged with parked cars can significantly delay the response time of ambulances, fire trucks, and police cruisers. If cars are parked on both sides of the street, it can be nearly impossible for these larger vehicles to navigate, potentially putting lives at risk. The parking ban ensures that these vital services can reach their destinations quickly and safely.

Think about it: a fire truck struggling to access a house due to cars parked on both sides of the street. An ambulance delayed in reaching a patient because of an impassable road. These are real-world scenarios that highlight the importance of keeping our streets clear during winter weather.

The winter parking ban isn't just about convenience; it's about community safety. It's about ensuring that our roads are clear for snow removal, that emergency services can reach those in need, and that everyone can travel safely throughout the winter months. While it might require a little extra effort to find off-street parking, the benefits of a clear and accessible roadway far outweigh the temporary inconvenience. By adhering to the winter parking ban, Dover residents play a vital role in keeping our community safe and moving during the challenging winter season. Let's all do our part to ensure a safe and smooth winter for Dover.

Facilities, Grounds & Cemeteries



The Facilities, Grounds and Cemetery Division received 84 Service Requests, of which 73 were closed, and 87 Work Orders of which 74 were completed and closed in the month of January.

There were six work orders pertaining to cemetery issues, 40 work orders pertaining to facility issues, four work orders pertaining to grounds issues, 23 work orders related to sign issues, 13 work orders related to traffic and street light issues and one work order pertaining to tree issues.



Crews digging a grave.

Three full burials, and three ash interments were conducted in the Pine Hill Cemetery during the month. Two full graves and no cremation spaces were sold this month. Several foot-markers were installed before the winter frost set-in too deep.



Moving packages from the library.

The month of January was a very busy one for crews helping out at the Public Library. The library is temporarily moving day-to-day operations to the McConnell Center next door, while a remodel and addition takes place at the library. Crews have spent over one hundred and thirty person-hours so far helping move items into storage, disposing of some items at the Solid Waste Center, building some new shelving, and modifying existing shelving to make it mobile.

Crews worked with the Streets and Parking Divisions to establish some additional Winter Parking Ban areas. Parts of Nelson Street, parts of Cocheco Street and parts of Nantucket Street got new signs to ban parking during the winter period of December 1st to April 1st. This move is to allow plowing crews to clear streets more efficiently in areas that roads are narrower and vehicle owners tend to leave their cars on the street even when the city calls for an overnight parking ban.



Breaking down library shelving.

Now that the holiday season has come to a close, crews cut down and removed the City's holiday tree from Upper Henry Law Park, reinstalled the flagpole, and disconnected the holiday lights that are strung-up through the downtown trees.

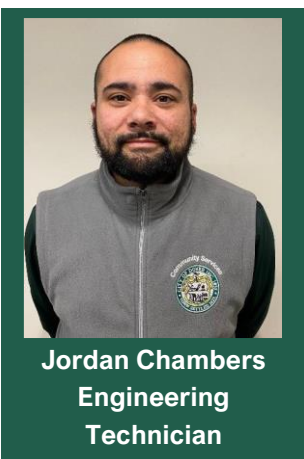
Engineering:



- *Ken Mavrogeorge, PE – City Engineer*
- *Bill Boulanger – Special Projects Advisor*
- *Jillian Semprini, PE – Deputy City Engineer*
- *Krystian Kozlowski, PE – Assistant City Engineer*
- *Eric Sanderson – Facilities Project Manager*
- *Jamie Stevens – Waterfront Construction Manager*
- *Jordan Chambers – Engineering Technician*
- *Tim Puls, PE – Environmental Project Manager*

Jordan Chambers, a dedicated and valuable member of the City of Dover's Engineering Department, has five years of experience in municipal work to his role as Engineering Technician. His diverse background with the City provides him with a unique perspective and practical understanding of Dover's infrastructure and development processes.

Jordan's career with the City began with the Utilities crew, where he honed his skills in essential services such as water and sewer repair, main break response, and snow removal operations. This experience instilled in him an understanding of the city's utility systems and the challenges involved in maintaining them. He is a CDL Class B operator, further enhancing his ability to support various city operations.



For nearly three years, Jordan has served as an Engineering Technician, where he plays a crucial role in ensuring the quality and compliance of private development projects. He acts as the Engineering Division's representative, observing construction activities and working closely with civil engineers and contractors. His focus is on verifying that projects adhere to Planning Board-approved plans, contributing to the orderly growth and development of the city.

Jordan's responsibilities also include the review and approval of various permits, including obstruction, excavation, driveway, and utilities/paving licenses. Furthermore, he holds certifications as a Stormwater Inspector and a Job Site Inspector, demonstrating his commitment to environmental protection and quality control.

A lifelong resident of Dover, Jordan is deeply invested in the community. Beyond his professional contributions, he is actively involved in local basketball. He coaches the Dover High School freshman boys' team, referees youth programs, and enjoys playing the sport himself. His dedication to mentoring young athletes reflects his commitment to the city's future. Jordan Chambers is a valuable asset to the City of Dover, combining his practical experience, technical expertise, and community spirit to serve the residents of Dover effectively.

Waterfront Construction Manager, Jamie Stevens, was nominated and received the official chair position of NHWWA on January 16, 2025. Join us in congratulating Jamie on the honor.

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

Dover Utilities Commission (Krystian Kozlowski):

The Dover Utilities Commission (DUC) met on January 27th. There was no meeting in December. Topics discussed at the meeting included an Abatement Review Team Report, Utilities Report and Finance Report. There were no abatements heard by the Commission at the meeting. The next meeting is scheduled for March 3, 2025

Transportation Advisory Committee (TAC) (Jillian Semprini):

TAC did not have a quorum for the January 27, 2025 meeting. The next meeting is scheduled for March 24, 2025.

Planning Board (Ken Mavrogeorge):

Planning Board met twice on January 14th. The first meeting was a meet and greet with the other Dover boards and commissions for their annual update and the second was a regularly scheduled meeting. Topics on the January agendas included:

- City-wide Conservation and Open Space Chapter update
- Natural Resource Inventory Update
- Discussion of Land Use Amendments/Goal Setting
- Various lot line adjustments and subdivision plans
- TDR applications for a project on Court Street

A site walk for the Court Street project was also held on January 11th with abutters and citizens interested in the project.

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

MAAM did not meet in January. The next meeting is scheduled for February 13, 2025.

Seacoast Stormwater Coalition (SSC) (Tim Puls):

The SSC met on January 15th. Topics of the meetings included the following:

- 2026 EPA Multi-Sector General Permit
- 2024 Massachusetts Draft Small MS4 General Permit Overview
- LPCP Year 7 Requirements

The next Coalition meeting is scheduled for February 19, 2025.



Waterfront Construction Manager Jamie Stevens accepting the official chair position of NHWWA.

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

CWDAC Park Sub-committee met on January 21st at the waterfront site for a tour.

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

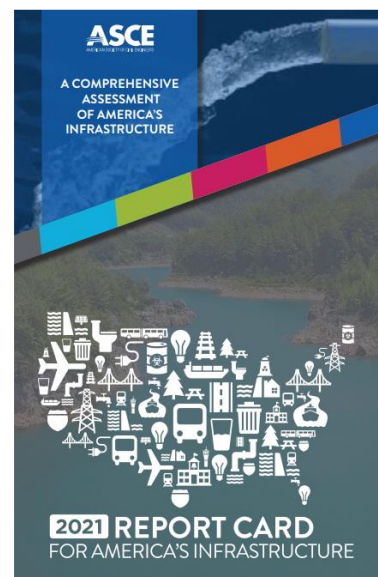
Time Period	Logged Service Calls	Resolved Service Calls
January 2025	16	17
2025 YTD	16	17

Addressing the Challenges Facing Dover's Infrastructure: Aging Infrastructure and the Rising Costs of Construction

Across the United States, a silent crisis is unfolding beneath our feet and above our heads: our infrastructure is aging. Roads are cracking, bridges are corroding (some to the point of catastrophic failure), and water systems are leaking. This deterioration, coupled with the soaring costs of construction, presents a formidable challenge to communities everywhere.

The current means of infrastructure investment by the federal government, states and local municipalities is insufficient to maintain or improve on the system. According to the American Society of Civil Engineers (ASCE)'s 2017 infrastructure report card, NH's infrastructure received a grade of C-. The country's overall grade in the 2021 report card was also a C-.

As such, the ASCE continues to advocate for increased investment in the infrastructure of the U.S. According to the ASCE 2021 infrastructure report card, investing in our infrastructure at our current rate will lead to a loss of \$10 trillion in our gross domestic product (GDP), \$2.4 trillion in exports, and more than three million jobs by the year 2039. To break that down further, the ASCE estimates that underinvestment in the country's infrastructure will cost the average American household



\$3,300 annually or approximately \$63 per week. In the midst of rising costs of living, deferring maintenance and necessary improvements to public infrastructure is not something to take lightly.

The Weight of Time:

Much of the country's infrastructure was built decades ago, designed for a different era with lower traffic volumes, less focus on safety standards, less extreme weather, and much smaller populations. Time is unforgiving and eventually takes its toll on the infrastructure we depend on every day. Bridges weaken under the constant strain of traffic, roads crumble from freeze-thaw cycles, and pipes corrode, leading to leaks and even breaks.



Fifth Street Deterioration in May 2023 prior to reconstruction (via Google).

Consequences of Neglect:

Ignoring this decay has dire consequences for communities of all sizes. Consequences include, but are not limited to:

- **Safety Risks:** Crumbling infrastructure poses safety hazards to our population, from potholes causing car accidents and injuries, to bridge failures with potentially catastrophic outcomes.
- **Economic Drag:** Inefficient transportation networks hinder commerce, costing businesses time and money. Water leaks waste precious resources and drive-up costs.
- **Diminished Quality of Life:** Aging infrastructure impacts daily life, from traffic congestion to water quality issues.



Water main break in Central Ave near Second Street from November 9, 1993.

The Price of Progress:

Addressing the eventual decay of infrastructure is further complicated by the rising costs of construction. These rising costs make it more difficult to complete necessary projects within existing budgets that were estimated sometimes years before the project even made it to the design phase. When this happens, the City is forced to prioritize carefully, often delaying or scaling back essential maintenance and upgrades. The rising costs of construction include but aren't limited to the following:

- **Material Costs:** The price of essential materials like steel, concrete, and asphalt have increased due to supply chain disruptions, inflation, and increased demand.
- **Labor Shortages:** A scarcity of skilled labor in the construction industry is driving up wages, adding to project expenses.
- **Regulatory Burden:** Meeting modern environmental regulations and building codes, while important, does increase project design costs, complexity, and construction cost.



1880s vintage 4-inch cast iron water main within Angle Street that is being replaced due to repeated failures. The pipe's capacity has been reduced significantly due to build up within the pipe.

A Perfect Storm:

The combination of aging infrastructure and escalating construction costs creates a perfect storm. Communities struggle to fund necessary repairs and upgrades, leading to a cycle of deferred maintenance and further deterioration. This situation is unsustainable, threatening both safety and economic well-being.

Finding Solutions:

Navigating these challenges requires a multi-pronged approach including the following:

- **Increased Investment:** Governments can prioritize critical infrastructure spending, allocating funds for repairs, upgrades, and new construction based on sound estimates for construction cost.
- **Innovation and Efficiency:** Embracing new technologies and construction methods can help reduce costs and improve project delivery.
- **Long-Term Planning:** Developing comprehensive infrastructure plans that anticipate future needs and prioritize critical projects, like Dover's Capital Improvement Plan, is essential.

- **Public-Private Partnerships:** Exploring partnerships with the private sector can leverage expertise and resources to fund and construct infrastructure projects.
- **State and Federal Government Funding:** By exploring the various programs available at the state and federal level, local governments can move projects up the priority list.

What Happens if Federal Funds Dry Up?

The last bullet above regarding state and federal funding plays a crucial role in supporting some of Dover's most significant local infrastructure projects. Grants and reimbursements from programs like the American Rescue Plan Act of 2021 and the Bipartisan Infrastructure Law help communities like Dover finance critical improvements to roads, bridges, water systems, and other essential infrastructure.

No municipality should rely on the federal government funding alone to maintain their infrastructure but having the ability to seek funding support can help get critical projects into construction years before local funds could be allocated. This ultimately ends up saving municipalities money on construction costs.

For example, Dover's newest water treatment plant at Pudding Hill was constructed at over \$15 million with funds from a private responsible party and the state Department of Environmental Services using ARPA funds. That means the City of Dover was able to withdraw and treat upwards of 1 million gallons per day of groundwater or approximately 40% of the daily City demand.



Interior of the new Pudding Hill Water Treatment Plant that treats upwards of 1 MGD of drinking water.

Without federal support, a significant portion of the plant's construction would have fallen on the City to fund through its citizens. This example highlights how the possibility of a federal funding freeze poses a challenge for the City moving forward. A funding freeze would have a direct impact on Dover, potentially leading to:

- **Project Delays or Cancellations:** Projects that have already received federal funding could be delayed indefinitely or canceled altogether if City funds could not be secured to offset the loss of previously allocated funds. This could postpone much-needed repairs and upgrades, potentially leading to further deterioration and higher costs in the long run.
- **Increased Local Burden:** Without federal assistance, the burden of funding infrastructure projects would fall squarely on local taxpayers.

- **Deferred Maintenance:** A funding freeze could force us to defer routine maintenance, leading to a backlog of repairs and potentially compromising the long-term integrity of our infrastructure.

Moving Forward:

To mitigate the impact of these challenges, it is strongly recommended that the City continue to lead the charge in taking proactive measures including:

- **Explore Alternative Funding Sources:** We should encourage more civic engagement and expansion of alternative funding mechanisms, such as public-private partnerships, grants from state and local organizations, and innovative financing strategies.
- **Advocate for Continued Federal Support:** We must actively engage with our federal representatives to advocate for continued funding for critical local infrastructure projects that have significant benefit to the general public.
- **Prioritize Critical Projects:** We must continue to develop and maintain a clear and prioritized list of critical infrastructure projects, ensuring that available resources are directed where they are most needed.
- **Long-Term Infrastructure Planning:** We need to continue to develop a comprehensive long-term infrastructure plan that anticipates future needs and identifies sustainable funding solutions.

By addressing these challenges head-on, we can ensure that Dover's infrastructure remains safe, reliable, and capable of supporting our community for years to come.

PROJECTS

Engineering staff is actively supporting a number of projects across the city. The following are some highlights on just some of the active projects.

Fifth and Grove Reconstruction:

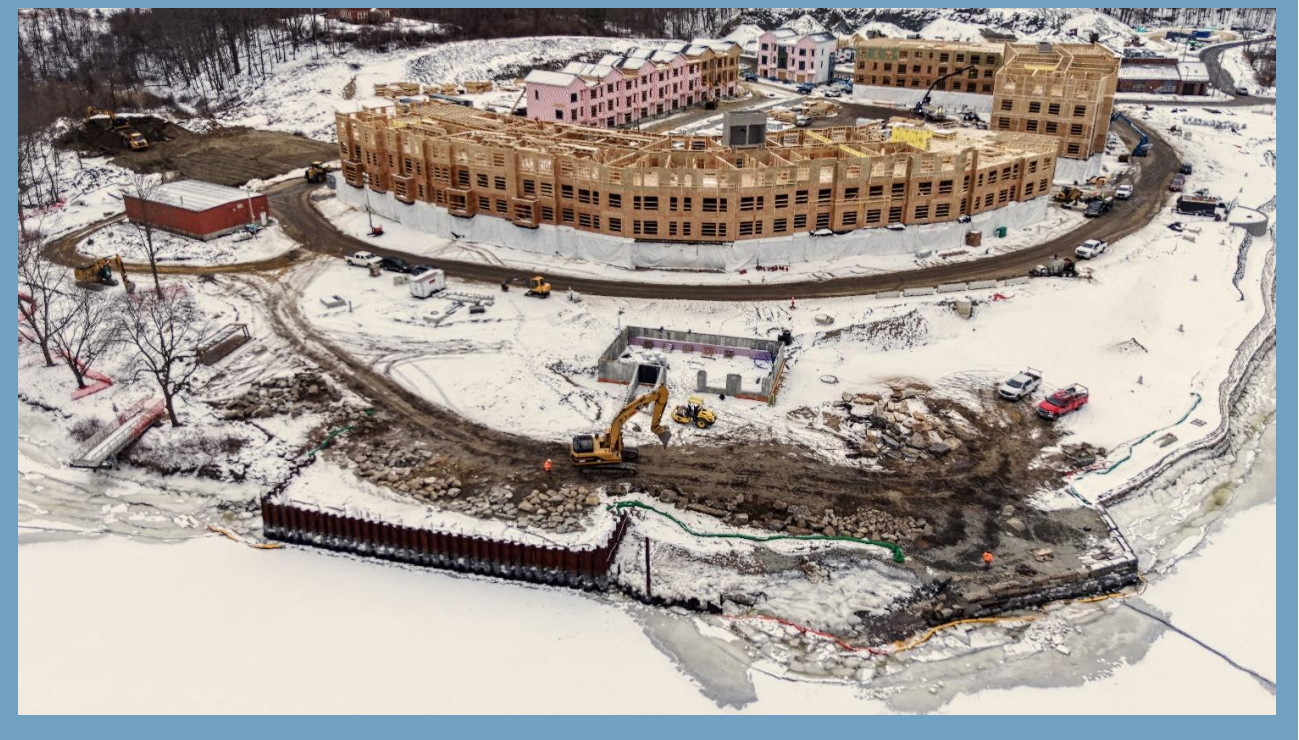
The City's contractor, N. Granese and Sons, has largely ceased work on the Fifth and Grove project for the winter with the exception of some electrical work including the installation of decorative lighting within the project limits. Work is expected to resume in the spring with the construction of sidewalks, tying in driveways, top coat of pavement and landscaping.

Angle St Water Main Replacement:

Special Project Advisor Bill Boulanger has been developing a project to replace a water main on Angle Street which runs between Central Ave and Academy Street. In addition to a new water main, perforated underdrain will be installed to alleviate high groundwater issues within the roadway. Work on the project began at the end of January by SUR and is expected to last 4-6 weeks depending on weather and other unforeseen site conditions.

Cochecho Waterfront Redevelopment:

The relatively mild winter weather allowed the Cochecho Waterfront Development to maintain strong momentum and progress. Key developments for the private and public portions of the project include:



Private Improvements:

Significant vertical progress continues on all buildings.

- Building "C": Fifth-floor framing is approaching the halfway point, and a portion of the ground floor slab has been completed.
- Building "D": Fourth-floor framing is nearing completion.
- E-3 Townhomes: Rough exterior construction is nearly finished.
- E-1 Townhomes: Rough exterior framing for the 11-unit building is complete.
- E-2 Townhomes: Rough framing is expected to begin in the coming weeks.

Public Improvements:

- Flex MSE Treatment: Completed at station 1+00 along the shoreline, with a small remaining portion to be finished after the granite bridge deck stairs are installed.
- Granite Toe Wall: Construction is underway on the north (upriver) side of the existing bulkhead.
- Seaport Way: Water and sewer installations are complete within the right-of-way.
- Utility Relocation: Eversource has relocated poles and associated wiring, and the sole telecom vendor has relocated their services. Existing poles and guide wires have been removed, allowing NEEM to proceed with remaining drainage and road

improvements.

- City Park Pavilion: Frost protection has been installed to safeguard the foundation's interior.
- RAP Closure Grading: Well underway around the Pavilion building to facilitate the pre-RAP survey.
- Power Supply: The City continues to coordinate with Eversource. Temporary poles were installed on Payne Street and Lower Washington Street this month. NEEM's electrical contractor, Yates Electric, installed the remaining conduits and risers to the Payne Street temporary pole. Eversource is expected to provide temporary power to the construction site in the coming months.
- Material Processing: Onsite material crushing continues, providing processed materials for the City's infrastructure elements.
- Building "F" Footprint: Subgrade improvements are ongoing. Stockpiled RAP materials from the Cathartes' work area are being moved to the dredge cell area for stockpiling.

Non-destructive Testing of Traffic Signals:

In December, the City entered into an agreement with John Turner Consulting (JTC) for non-destructive testing of traffic signal infrastructure. This testing was recommended by a citywide traffic signal assessment conducted in 2023. The City expects that the non-destructive testing can identify which traffic signal infrastructure is in greatest need of replacement. The recently approved CIP has money set aside for annual signal upgrades that are long overdue. Disruptions to traffic are not expected during the assessment by JTC. Work on this project will get underway in mid- February.



Central Ave and Washington Intersection Signals. The structural components of the signals will be inspected with non-destructive testing methods.

Mill St Pump Station Reconstruction:

In January, engineers from Woodard & Curran met with CS staff to review their alternatives analysis for the Mill St Pump Station and their recommendations. The alternatives analysis, which compares three alternative designs, has been finalized by the consultant. Based on discussions with the City, a fourth alternative is being investigated that could, if feasible, reduce the burden on the Charles Pump Station and the River St Pump Station. The City expects to receive an outline for the final design scope of services that are recommended by the consultant by mid-February.

Sixth Street Bridge:

The Sixth Street Bridge over Blackwater Brook was constructed in 1937 and consists of a 14-foot concrete box culvert. According to the latest NHDOT Bridge Inspection Report, the condition rating is rated in 'poor' condition, and the bridge was placed on the NHDOT Municipal Red List in 2010 due to its deteriorating condition. In December, a contract was awarded to VHB for the assessment, design, and permitting for a replacement bridge. Survey field work began in December.

Engineering staff met with VHB in January to discuss preliminary findings and alternatives that were under consideration. The timeline for construction is heavily dependent on how soon permits can be obtained but the City hopes that a replacement bridge can be constructed in 2025 with minimal disruption to the traveling public.



Sixth St. Bridge Replacement Project Limits.

Annual Street Paving Program:

Deputy City Engineer Jillian Semprini has been working closely with Public Works Superintendent Brian Landry to develop the annual Street Paving List for 2025. Engineering staff have been utilizing the Pavement Condition Index Report conducted in 2022 to prioritize streets for rehabilitation. Street improvements range from a simple overlay of a thin course of pavement to a full depth reclamation.

Garrison Hill Water Tank Rehabilitation:

Sargent Corporation was the low bidder and was awarded the project in January. Work is expected to begin in the spring to allow time to get the tank back and running in time for the larger demand later in the year. The rehabilitation of the tank is possible due to the construction of the new elevated tank brought online earlier in 2024.

Garrison Hill and Oak St. Water Main:

Special Project Advisor Bill Boulanger is working with engineering firm Underwood Engineering to design water main improvements in the Broadway area. The water main will run first from the Garrison Hill Tank down to Oak St. Then, from Oak St the water main will head east down towards Broadway before heading south towards Florence St. These water main upgrades will address numerous water main breaks that have occurred recently in this area due to pipe beyond their useful life. It is anticipated that the water main will be under construction summer of 2025 in conjunction with the improvements at the Garrison Hill Tank.

Traffic Signal Management:

CS and IT staff have been meeting with vendors regarding new technologies for traffic detection at intersections. The traffic cameras that the City currently uses are nearing a quarter century in age and staff are in the process of determining what improvements can be made to signalized

intersections to improve traffic flow and resident experience.

Website Updates:

Engineering staff met with Media Services to discuss improvements to the City's Engineering webpage. The most notable change is the addition of monthly reports to the City Manager on the Engineering page.

Bicycle-Friendly Streetscape Guidelines:

Engineering staff is currently working with other City Departments to review and update the Bicycle-Friendly Streetscape Guidelines document. It is expected that improvements to bike and shared lanes will be rolled out in 2025 in accordance with the revised plan.

Public Library Renovation:

The library renovation project is underway. On January 15th, the City Council awarded the construction contract to Bonet, Paige & Stone (BPS). Staff met with BPS on the 16th of January to discuss project logistics and identify library areas that needed to be cleared. It was determined that wheels could be added to several shelving units to make them mobile. Facilities, Grounds, and Cemeteries (FGC) staff assisted with constructing the mobile shelving, which will allow for easy relocation within the building. During the week of the 27th, movers were hired to transport furniture and books to the temporary library location in the McConnell Center, which was scheduled to open on February 3rd.

BPS plans to mobilize for construction in mid-to-late February by installing a construction fence around the work area. During construction, temporary traffic and walkway patterns will be implemented to ensure safety in the parking lot.

Facilities Project Manager Eric Sanderson is scheduled to meet with various city departments and tenant groups in the McConnell Center to inform them of the upcoming changes. As construction begins, signage will be installed to guide patrons during this period.

Jenny Thompson Pool Renovation:

In January, the pool rehabilitation project reached another milestone with the selection of Northeast Earth Mechanics (NEEM) to complete the necessary repairs and renovations to the outdoor pool.

The City Council approved the selection of NEEM as the contractor at its January 15th meeting. City staff will work with NEEM in the coming months to finalize a project schedule. The plan is to close the pool at the end of the 2025 season (end of August) to allow demolition crews to remove existing features before construction crews begin installing new ones. Final construction will be completed in the spring of 2026, with the pool reopening in June.

Inspection Services Building Construction:

Construction of the Inspection Services building at 269 Mast Road is nearing completion. Insulation, drywall, and painting are finished, and crews are preparing to install flooring and the drop ceiling. In February, contractors will complete remaining tasks, including the installation of plumbing fixtures, cabinets, and doors. The project is on schedule to be turned over to the city at the beginning of April.

Municipal Security Upgrades:

The City has contracted Allied Universal Systems to design and install security cameras and access controls in several city buildings. Electrical crews have installed new wiring at the McConnell Center and the Community Services Building. Technicians are now installing door control equipment. Following the design phase, wiring and equipment will be installed at other city locations.

Permits & Licenses

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

Driveway Permits:	00
Utility Licenses:	04
Paving Licenses:	01
Excavation Permits:	02
Certificate of Occupancy Inspections	05
Construction Permits	02
Obstruction Permits:	01
Sewer Connection Permit:	00
Septic Design Reviews:	02

Site Review / Project Oversight Support

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



Education Way Redevelopment

Two (2) projects came to TRC in the final quarter of the year that required Engineering review:

- 30 Grapevine Drive – McDonald's
- 239 Knox Marsh Road – 264 units including an 84-unit hotel.

There were two (2) preconstruction meetings held between January 2025.

- Locust Street Residential
- 56 Sixth Street Storage Facility

Construction Oversight:

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

- Goosetail Dr (757 Central Ave.)
- 725 Central Ave Development (Central Ave and Brick Rd.)
- Northeast Credit Union (Education Way)
- Emerson Ridge (Old Oak St.)
- Ember Dr (New Rochester Rd.)
- Mixed Use Residential – The Station (2 Grove St)
- Waterfront Private Development
- Chase Bank on Central Ave
- Pointe Place
- Fisher St. Residential
- 48 Whittier St. Residential
- McIntosh Commons
- 59 Tolend Rd.

Finance Department

City Clerk Tax Collection (CC/TC)

In January 2025 the City Clerk/Tax Collection (CC/TC) office processed 2,931 motor vehicle registrations. Through the City's Online motor vehicle registration system 18% of the January motor vehicle registrations were processed, and 9% of January's motor vehicle registrations were processed through the mail-in renewal process. During January the CC/TC office processed 1,051 Vital Records requests, which includes Marriage certificates, Death certificates and Birth certificates.

The majority of the CC/TC office's time was focused on processing receipt of property tax payments, as the due date for the first-half tax bill was due on January 15th.

Tax Assessment

The Tax Assessor prepared the Tax Year 2024 Uniform Standards of Professional Appraisal Practices (USPAP) Report. The City is required to prepare a USPAP report for any year in which a revaluation is done by the City. The goal of the USPAP report is to communicate to the public the process and data analysis utilized by the City in completing the revaluation. For Tax Year 2024 (April 1, 2024 through March 31, 2025) the City completed a revaluation in order to have property valuations remain within the range of 90-100% of market value.

In accordance with NH Department of Revenue Administration (NH DRA) and NH Board of Land and Tax Appeals (BTLA) regulations the USPAP report is reviewed and certified by NH DRA to confirm to all requirements of the report are achieved by the City. The City is awaiting response from NH DRA on the completion of their review.

Water/Sewer Utility Billing

On January 3, 2025 the office completed the December 2024 monthly billing of 39.9 million gallons of usage for 848 accounts, representing a total amount billed of \$494,180.83.

On January 30, 2025 the office completed the 4th Quarter billing that was for the period of October 1, 2024 through December 31, 2024, which was for 193.1 million gallons of usage for 8,574 accounts, representing a total amount billed of \$2,409,077.13.

The Water/Sewer Utility Billing office has continued to review software applications used for Backflow Testing Permits Tracking and Monitoring.

Finance / Accounting / Purchasing

In January the Finance Department was fully engulfed in the FY2026 City budget development process. This consisted of coordinating City departmental budget reviews for proposed revenues and appropriations. Once the departmental budget reviews were completed, Finance provided the city manager with draft budgets of the City's major budgeted Funds. These draft budgets were utilized by the city manager and deputy city manager to make budget changes, reductions and recommendations for a proposed budget that would be within the City portion of the tax cap tax levy calculation. The FY2026 City budget, inclusive of the School Board's School District recommended FY2026 budget, was presented to the City Council on February 12, 2025.

Purchase Orders over \$5,000:

Department/Division	PO Date	Vendor	Amount
Finance Office	1/29/2025	TPM, INC.	\$5,252.00
Finance Office	1/9/2025	FIRST LIGHT TECHNOLOGIES, INC	\$7,630.00
Finance Office	1/15/2025	GRAPPONE FORD	\$50,661.00
Info Tech	1/29/2025	SOUTHERN COMPUTER WAREHOUSE	\$6,224.21
Info Tech	1/9/2025	SHI INTERNATIONAL CORP	\$10,214.69
Info Tech	1/2/2025	DELL MARKETING L.P.	\$16,921.22
Info Tech	1/8/2025	D&D ELECTRICAL CONTRACTORS,	\$22,363.00
Community Services	1/28/2025	NORTHEAST ELECTRICAL DIST	\$9,536.00
Community Services	1/14/2025	BROX INDUSTRIES, INC.	\$10,000.00
Community Services	1/24/2025	K-FLY, LLC dba EASTERN WEAR PTS	\$15,028.00
Community Services	1/31/2025	SUR CONSTRUCTION, INC.	\$47,380.00
Community Services	1/21/2025	TIME MANUFACTURING HOLDINGS	\$145,489.00
Community Services	1/14/2025	SUR CONSTRUCTION, INC.	\$286,800.00
Executive	1/28/2025	POLICY CONFLUENCE, INC.	\$18,400.00
Executive	1/16/2025	PINE BROOK CORPORATION	\$1,462,875.00
Fire and Rescue	1/7/2025	ASPEN ENVIRONMENTAL, LLC	\$10,990.00
Fire and Rescue	1/22/2025	SUGARLOAF AMBULANCE VEHICLES	\$408,000.00
Planning	1/15/2025	COMMUNITY ACTION PARTNERSHIP	\$5,000.00
Planning	1/7/2025	J.CHET ROGERS, LLC	\$6,000.00
Planning	1/15/2025	COMMUNITY ACTION PARTNERSHIP	\$14,800.00
Planning	1/15/2025	COMMUNITY ACTION PARTNERSHIP	\$16,400.00
Planning	1/15/2025	TRIANGLE CLUB, INC.	\$20,000.00
Planning	1/15/2025	COMMUNITY ACTION PARTNERSHIP	\$25,000.00
Planning	1/15/2025	MY FRIENDS PLACE-CDBG	\$30,625.00
Planning	1/15/2025	COMMUNITY ACTION PARTNERSHIP	\$32,400.00
Planning	1/15/2025	MY FRIENDS PLACE-CDBG	\$36,000.00
Planning	1/9/2025	COMMUNITY ACTION PARTNERSHIP	\$49,000.00
Planning	1/9/2025	TRIANGLE CLUB, INC.	\$65,000.00
Planning	1/15/2025	COMMUNITY ACTION PARTNERSHIP	\$75,000.00
Planning	1/15/2025	COMMUNITY ACTION PARTNERSHIP	\$136,709.00
Planning	1/29/2025	ATLAS-HERITAGE TITLE, LLC	\$178,063.75
Police	1/2/2025	LASER TECHNOLOGY, INC.	\$5,740.00
Police	1/24/2025	GREEN SITE SERVICES GROUP, INC.	\$6,465.00
Police	1/23/2025	GALLS, INC.	\$7,177.32
Public Library	1/9/2025	CITY OF DOVER-WATER~SEWER	\$8,788.50
Public Library	1/22/2025	BONNETTE, PAGE & STONE, CORP.	\$7,161,183.00
Public Welfare	1/13/2025	COMMUNITY ACTION PARTNERSHIP	\$11,500.00
Public Welfare	1/16/2025	COMMUNITY ACTION PARTNERSHIP	\$20,000.00
Recreation	1/7/2025	WETECH	\$7,400.00

Recreation	1/10/2025	A YANKEE LINE, INC.	\$16,275.00
Tax Assessment	1/16/2025	CORCORAN CONSULTING	\$39,247.31

Bid Solicitation:

Department	Bid #	Bid Date	Description
CS	B25-038	1/2/2025	Purchase of Ford Lighting Electric Vehicle Partially EECBG Grant

Fire & Rescue

Calls for Service / Activity Statistics

January saw Fire & Rescue responding to 686 calls for service, an average of over 28 calls per 24-hour period in each day of the month. Through our National Fire Incident Management Reporting System, these calls are generally broken down into Fires, Medical Emergencies, Hazardous Conditions (gas leaks; power lines down; etc), False Calls (good intent) and Non-Emergent requests.

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

In the month of January, there were 224 times when 2 calls were going on simultaneously, and 105 times when 3 or more calls were going on at the same time.



Crews working at a 3rd alarm fire in Lebanon, ME

On January 9th, the Fire Department was dispatched mutual aid to 5 Lower Guinea Rd. in Lebanon, ME for a 3rd alarm structure fire. No injuries were reported. High winds and extreme temperatures made firefighting operations difficult. Crews were able to save the structure in spite of the difficulties.

On January 12th, the Fire Department responded to the area of 2 Broadway for smoke in the building at just prior to 6:00am. On arrival, crews discovered a heavy smoke condition inside the Slow Burn Cigar Lounge. The smoke condition was not a result of patrons enjoying a variety of cigars but was the result of a small fire located near an exterior door on the Broadway side of the building. Fortunately, the location of the fire was directly across from Central Fire Station. Crews were in quarters and were able to quickly knock the fire down, containing it to the hallway area. The apartments above the lounge were evacuated as a precaution.

On January 19th, the Fire Department was dispatched to 140 Back River Road for a structure fire. First arriving crews discovered a fire on the ground floor of the of the split-level residence. Hose lines were stretched and initial fire attack was conducted from the exterior. Fire attack was transitioned to interior operations and the fire was quickly extinguished. No injuries were sustained as a result of the fire.

January 9th, the Continuous Quality Improvement & EMS Advisory Committee met for its monthly meeting. These meetings are focused on improving the quality of EMS provided by the Department and developing efficient systems to guide patient care, training, and equipment/supply needs.

January 28th, Division Chief Irwin sat in a virtual meeting with staff from Handtevy to discuss the finalization of the application set up & publication of the product for the Department. Handtevy is an application that helps guide personnel in their treatment modalities when treating patients. The department has been continuously working towards the goal of rolling this out to the shifts as soon as possible. Personnel are scheduled for Train-the Trainer sessions in March. Personnel will be taking a virtual, self-paced 4 hour class on Handtevy and its concepts in April, with a functional rollout to follow.

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

Facility	State	# of individuals
Wentworth Douglass Hospital	NH	350
Free Standing ER – Dover (HCA)	NH	42
Frisbie Memorial Hospital	NH	4
Portsmouth Regional Hospital	NH	11
Mass General Hospital	MA	0
Brigham and Woman's Hospital	MA	0
Boston Children's Hospital	MA	0
Maine Medical	ME	0
York Hospital	ME	0
Exeter Hospital	NH	0
Elliot Hospital	NH	0
Dartmouth Hitchcock Medical	NH	0
St. Joseph's Hospital	NH	0
Tufts Medical Center	MA	0
Total Transports		407
Non Transports/Sign offs/Refusal of Care		162

Breakdown of Patient Contacts by Age Group & Acuity

Age Range	Number	Average Age	Status I (Critical)	Status II (Emergent)	Status III (Lower Acuity)	Status IV (non-acute)	Obvious Death
0-9	8	4.5		3	3	2	
10-19	19	16.4	1	1	9	8	
20-29	44	25.1		5	18	21	
30-39	34	34.9		3	18	13	
40-49	31	44.0	1	2	21	7	
50-59	46	55.8	2	2	31	11	
60-69	81	65.3	4	5	53	18	1
70-79	100	74.5	3	7	64	25	1
80-89	127	84	4	12	80	31	
90-99	52	92.8	2	2	32	16	
100-120	1	100.0	1				

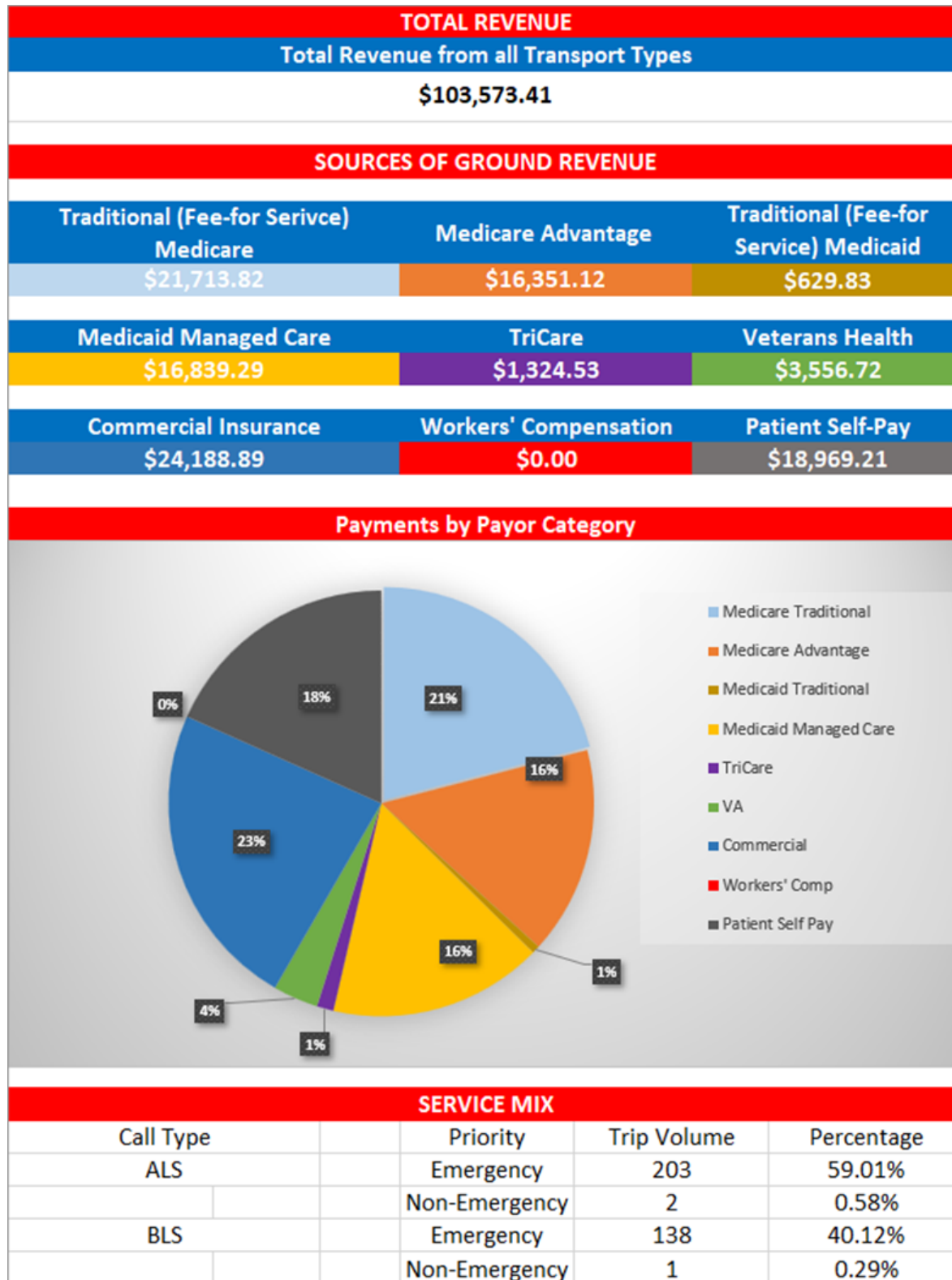
This month, the Department has assisted Partner EMS Services with several Mutual Aid responses to their service areas. These responses are indicated below:

<i>Municipality Assisted</i>	<i>EMS Service</i>	<i>Dover Assists</i>
Barrington	Barrington Fire	
Berwick	Stewart's Ambulance	
Durham	McGregor EMS	4
Eliot	Stewart's Ambulance	1
Farmington	Farmington Fire	
Greenland	Greenland Fire	
Kensington	Kensington Fire	
Lee	McGregor EMS	
Madbury	McGregor EMS	
New Durham	New Durham Fire	
Newington	Newington Fire	
North Hampton	North Hampton Fire	
Northwood	Northwood Fire	
Pease ANGB	Pease ANGB Fire	
Rochester	Frisbie EMS	2
Rollinsford	York Ambulance	1
Seabrook	Seabrook Fire	
Somersworth	Stewart's Ambulance	3
South Berwick	York Ambulance	3
	Total	14

Deputy Chief Chabot and Division Chief Irwin were asked to assist Somersworth Fire Department with a promotional process for the position of lieutenant on January 14th. The promotional process consisted of a fire ground tactical simulation and oral board interview.

January 9th, Division Chief Irwin attended the Annual Meeting of the Seacoast Chief Fire Officers Mutual Aid District, conducted at The Oaks in Somersworth. Progress by the District in 2024 was reviewed as well as the Strategic Plan. Chief DeAngelis, Epping Fire, presented lessons learned from their incident at North Atlantic Construction site, where tankers were burning and subsequent tank failure resulted in a multi-alarm incident. Also covered was the status of the lawsuit brought forward by the Executive Board against the business, and their insurance carrier, for non-payment of the losses incurred by responding departments as a result of the incident, in accordance with state RSAs.

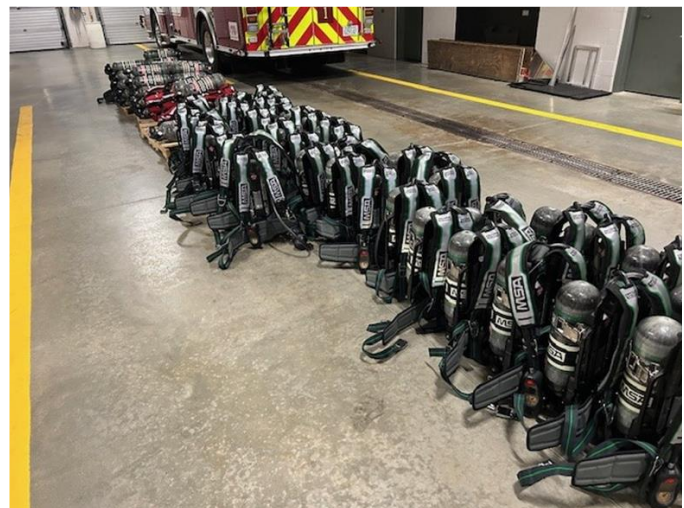
Based on a trip volume processed by QMC for the month, the Ambulance revenue generated, is as follows:



The South End Fire Station kitchen renovation is nearly complete. The last major kitchen work done in the South End kitchen was over 18 years ago. The Fire Department members are very appreciative of this much needed renovation.



The Training Division has been working with the SCBA technicians to inventory all the new air packs, air bottles, air masks and RIT packs. This project has multiple parts. All items will be placed into the image trend reporting system to assist with item accountability/inventory, maintenance, notification and inspection. SCBA technicians and department members will be able to complete air pack check ins, documents maintenance, email SCBA technicians about packs needing repairs and give them a list of the items in a centralized location. The next part will be creating a checklist for weekly SCBA checks and training all department members in its use.



The Training Division with assistance from Image Trend Support from the state will be working together to complete a worksheet in Image trend to allow for reporting of lock outs with the NFIRS reporting system (Fire Report). This is another project taking the department away from paper documentation. 2 reports are now 1 and they are saved within the Image Trend System.

January 3rd, Division Chief Irwin, Lieutenant Nason, And Engineer/Paramedic Duffy attended a virtual Train-the-Trainer program on the Baxter Spectrum IQ infusion pump, in preparation for on shift training with personnel before these are put into service. The department recently purchased 5 of these infusion pumps as a replacement for the existing pumps that served the city for over 12 years and will be distributed to the Department's ambulances.



The week of January 6th, all 4 shifts received hands-on training on the new Baxter Spectrum IQ infusion pumps. Upon completion of the training of the last shift on January 9th, these pumps were put into service.

Planning & Community Development

Inspection Services:

Inspections & Permits	January 2025
Life Safety Inspections	34
Business Inspections	5
Sprinkler / Alarm Inspections	36
Building Inspections	144
Electrical Inspections	106
Plumbing / Mechanical Inspections	148
Blasting Inspections	0
Health/Housing Standards Inspections	48
School / Daycare Inspections	7
Oil Burner Inspections	0
Woodstove / Fireplace Inspections	0
Building Permits	43
Blasting Permits	0
Certificate of Occupancy Permits	3
Walk-in Customers	85

Construction value for the month of January was approximately 8 million. Inspection Services new building is now drywalled with interior finishes in progress. The anticipated move in date is the middle of April.

Administration

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

Private developments approved by the Planning Board are underway as shown in the subdivision and site plan report including the status on building permits. Staff has heard from some of the developments such as the mixed-use project at 47 Chestnut St and the McIntosh Commons project have been on hold due to budgetary reasons. McIntosh Commons came before the Planning Board for an amendment and phase 1 is currently under construction. The residential project list has an “attainable” column which indicates the number of units that are restricted in size or HUD Fair Market rates.

The Planning Board voted in September to set the impact fee to \$0 and to not charge impact fees to projects that came to PB for approval in 2024 since discussions about impact fees began. The goal is that those savings get passed on to the residents to help with housing costs. The Board voted on further clarification and draft policy in October. A zoning amendment should be posted in March 2025.

Planning and Community Development staff wrapped up work with the Strafford Regional Planning Commission (SRPC) and the University of New Hampshire (UNH) on the Regulatory Audit of policies and practices in addition to an analysis of the City’s demographics and housing market. The project was funded entirely by a Housing Opportunity Planning (HOP) Grant from the InvestNH program. The regulatory Audit was released in November and findings were presented to the Ad-Hoc Committee to Address Community Housing Needs. Copies of the Land Use Audit are available in the Planning Office and it will be used to inform the impending update of the City’s Land Use Chapter of the Master Plan in 2025.

Planning and Community Development staff are working on proposed zoning amendments to assess the Transfer of Development Rights Ordinance and modify other policies and processes to better support a contextually sensitive variety of attainable housing options.

Assistant City Planner Edgecomb staffed the Forestry Subcommittee on January 6th where the group discussed the issues around the dying Ash trees in the downtown and routine tree planting for the upcoming spring.

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

City Planner Bassegio met with Hershey Hirschkop, Director of Housing at Fair Tide, to discuss available Community Development Finance Authority funding for recovery housing.

City Planner Bassegio recorded an episode of the Dover Download podcast to recap January land use board meetings, including zoning board decisions, Arts Commission projects, Conservation Commission endorsements, and Planning Board approvals.

The Department of Planning and Community Development continued to update its newsletter, Facebook page, and Twitter feed to communicate with the public. The Department of Planning and Community Development has 900 Facebook followers (City of Dover NH Planning) and 905 followers on Twitter @DoverNHPlanning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 3,400 likes and 3,738 followers).

Planning and Media Services staff continued to develop and enhance an electronic “newsletter” for planning related items (with 1087 subscribers). Three newsletters were sent in January. Content included meeting summaries, meeting previews, Master Plan updates, and various special topics such as information on upcoming Planning Board meetings, CDBG Listening Sessions, the adoption of the Conservation and Open Space Chapter, the purchase of a conservation easement, and an overview of the Land Use Boards Meet and Greet event. A Polco survey question asked: “What is the best way for the Planning Department to share information with you about projects, initiatives, and community updates?” Readers were asked to provide feedback through on the drafting of the CDBG Consolidated Plan.

The Planning Board held their annual elections and their goal setting on January 14th.

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

City Planner Bassegio staffed the Community Trail Advisory Committee meeting on January 7th. CTAC reviewed completed and ongoing projects and had a discussion with the Dover Police Department on their patrol efforts on the trail.

Zoning Administrator Crouser staffed the Dover Arts Commission meeting and goal setting. The Commission reviewed progress towards securing funds for the “Reaching Across” sculpture to be installed at the Joe B. Parks Riverwalk Public Garden entrance off of Central Ave. The Commission also set up a display at the Planning Department’s booth at Apple Harvest Day to promote the objectives of the Arts Commission and to spread the word of the “Reaching Across” sculpture, and in subsequent meetings, discussed several public art installation requests across the City, policies, budget, and overall art plan.

Assistant City Planner Edgecomb staffed the Conservation Commission on Monday, January 13th where they reviewed local Conditional Use Permits, NHDES wetlands application update letters, and discussed the approval of Conservation Funds for potential future conservation easement properties.

Assistant City Planner Edgecomb worked with City Planner Bassegio to discuss potential grant opportunities regarding the issues around the dying Ash trees in the downtown.

The Planning Department helped the Planning Board host the Land Use Meet and Greet event that allowed for members of our land Use boards to discuss what was worked on within the past year, and the goals for 2025. The event was held on January 14th with a special presentation on the Conservation and Open Space Chapter update.

Assistant Planner Edgecomb attended the first of many meetings regarding the State Climate Action Plan with a focus on Natural Lands, Forestry, and Agriculture.

Assistant City Planner Edgecomb worked with City Planner Bassegio on drafting a Land Use Handbook for each board.

Assistant City Planner Edgecomb staffed the Open Lands Committee on January 23rd where conservation parcels were discussed and the criteria for what should be conserved was reviewed.

Resilience Coordinator Merchant staffed the Energy Commission Meeting on January 15th where the Commission discussed the No Idling Administrative Regulation, the solar project at the WWTF, the RFP for the Energy Audit of municipal buildings leading into the Energy Savings Performance Contract, and the new Community Power rates.

Resilience Coordinator Merchant and Assistant City Planner Edgecomb met to discuss community outreach initiatives for the upcoming year.

Zoning Administrator Crouser staffed the Zoning Board of Adjustment's (ZBA) regular meeting on January 16 in which a variance for 87 Littleworth Road regarding power to an accessory dwelling unit was granted, a variance for 29 Hough Street regarding two primary buildings on one lot was granted, and election of officers was held.

Planning staff continue to meet regularly with residents, businesses, developers, real estate professionals, social service agencies, landlords, property management firms, and other stakeholders to better inform the City's housing initiatives.

Zoning Administrator Crouser resolved the 202 Back Rd. complaint regarding wandering chickens, and fielded several complaints regarding illegal chickens, nuisance lighting, and posting of signs for business and political candidates. Approximately 36 signs were removed from utility poles and City-owned rights-of-way, with all other complaints resolved or scheduled for resolution in the Spring of 2025.

Planning staff are happy to announce the closing of a 10.29-acre conservation easement on January 30th. This easement helps to complete the protected wildlife corridor sustained by the surrounding conservation easements.

Assistant City Planner Edgecomb attended the UNH Sea Grant Seminar where members of the coastal communities within New Hampshire presented their findings on various research topics.

Resilience Coordinator Merchant worked with Director John Storer, Fleet Supervisor Scott Greene, and HR Director Heather Worrall to add a No Idling policy to the Administrative Regulation on Use of City Owned or Leased Motor Vehicles.

Resilience Coordinator Merchant met with Community Services Director Storer and Fleet Supervisor Greene to discuss potential funding sources to replace older diesel fuel vehicles.

Zoning Administrator Crouser attended the Strafford County Community Consulting Meeting with FEMA officials regarding FEMA's forthcoming flood map updates for 2025 and the update's implications for municipalities across Strafford County.

Planning staff continues to work with representatives from local and regional agencies, including One Sky Community Services, Our Place, & AbleNH, to better understand the challenges faced by residents with disabilities and those who care for them. This has included a collaborative review of a proposed zoning definition and criteria for 'Community Residence,' a supportive housing type designed to meet the needs of adults living with disabilities or acquired brain injuries.

Staff from Planning, Business Development, Community Services, and the Police Department have worked on a bicycle plan for the city to help ensure better bikeability throughout the city.

Director Benton and City Planner Bassegio have been working with SRPC staff on general accessibility, public transportation, and active transportation.

This summer, Director Benton began collecting CIP requests from various departments and began putting together draft CIPs. In August and September she worked with the Finance Director, Deputy City Manager, and City Manager to draft the CIP. The CIP was revealed to the City Council and Planning Board on October 16th. Both the Planning Board and City Council held discussions and public hearings. The Planning Board recommended the CIP to the City Council and the City Council voted to adopt the CIP on December 11, 2024. Director Benton and Deputy City Manager Parker have been looking into possible software to assist in the CIP process.

For phase IV, Planning Staff is working with NHDOT on potential extra funding to be able to expand the feasibility research for a preferred alternative route on the southern side of the Bellamy River and crossing the Bellamy River further into Bellamy Park to then continue to



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

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

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

In January 2025, Planning staff continued to work with Fuss & O'Neill Consultants to prepare an updated project estimate to reflect the preferred design alternative. Staff expect this estimate to be presented to NH DOT in early 2025 to secure additional TAP funding for the project.

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

Housing Navigator Ryan Pope ended his employment with the City of Dover in early January. Director Benton and the hiring committee posted the Housing Planner position and scheduled interviews for February.

Community Development Planner Carpenter completed the HUD Q2 reporting for CDBG activities and reviewed Q2 reimbursement requests submitted by FY25 subrecipients.

Community Development Planner Carpenter assisted with development of RFPs for the activities approved as part of the substantial amendment process that occurred during the fall of 2024.

Community Development Planner Carpenter coordinated with Dover Housing Authority staff on the development of their annual environmental review.

Police Department

Prevention Services Unit

During January, two sessions of the PACT parent program were completed. These in-person sessions included a short presentation on youth advocacy and 4 scenarios. Staff moderated these theatrical scenes of parent-teen conversations performed by Youth to Youth students. The action is periodically paused to engage the audience on their thoughts on what the parents should say when responding to various situations.

Prevention Programmers Dana Mitchell and Kelsey Levesque taught TRUTH lesson 1 to the 4th grade students at Frances G. Hopkins Elementary School at Horne Street on January 15th and January 17th.

Kelsey Levesque and Dana Mitchell brought several Y2Y students to FGH to teach lesson 2 of TRUTH on January 22nd and January 24th.

Y2Y youth presented Sam Skunk Rx. to Woodman Park School 2nd grade students on January 17th.

The Survey Committee met at Dover High School on January 13th, where they discussed program updates, the YRBS and the Let's Talk campaign at the high school.

Vicki Harris continues to have conversations with federal project officers, the DFC National Evaluation Team and BDAS about the Youth Risk Behavior Survey. NH DHHS has released the 2025 High School Survey instrument and it is missing several core measures for grant requirements which would have an impact on grant compliance and our ability to apply for future funding. Plans are being developed to look at alternative ways to collect the data.

Kelsey Levesque participated in the Prevention Leadership Workgroup with the Strafford County Public Health Network on January 7th.

Prevention Programmers Bridget Ryan and Kelsey Levesque attended DMHA Community meeting on January 8th.

Regular weekly meetings of the 4 Youth to Youth teams started in September. During this month:

- The Monday High School Student Team met 4 times
- Older middle school students on the Wednesday Evening Team met 4 times.
- Y2Y members in grade 6 and 7 meet on two teams after school – one on Wednesday and another on Thursday.
 - The Wednesday Team met 3 times.
 - The Thursday Team met 3 times.
- An additional group of 11 fifth graders are being trained after school to assist with the Samantha Skunk Rx & Drug Safety Presentations at Garrison School in February.

During this month these students met 4 times after school.

Dover Youth to Youth student members and staff continue to be a resource for youth empowerment activities in NH and throughout the US. The program's resources, training materials and experienced student trainers are helping many other communities.

Dover Teen Center

During the month, there was a total of 319 youth in attendance over 20 days of programming at the Dover Teen Center. The average was about 16 youth per day.

Some program highlights for the month of January 2025 included, but were not limited to:

- Friday Flix and Monday Matinee: Movie & Popcorn Afternoon
- "Old School" Board Game Mania Day
- Featured Snack Special Days (Chicken Nuggets, Hot Dogs, Pancakes & Chili, etc.)
- Carpet Ball Tournament
- Video Game Tournaments
- 9-Ball Tournament
- TC Bingo Mania
- Ping-Pong Accuracy Shot Challenge Game
- TC Special Presentation: "The Dark Side of Oz"
- TC Cooking Class → "MYO Pizza"



Teen Center participants enjoying a game of pool.

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

The TC continues to maintain a TC Facebook bulletin page and Sign-Up Genius scheduling portal with resources, program/schedule announcements, inspirational messaging and best practices. Photos of TC youth participants enjoying events, programs and happenings are shared on the TC page.

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

A weekly email is sent to the connected families and youth, to encourage the daily reservations through the Sign-Up Genius online portal. The Teen Center uses this platform to share with them, any announcements, webinars, trainings and opportunities.

As the Teen Center heads into February 2025, there is a lot of excitement for the upcoming February School Vacation Week programming planned by the Dover Teen Center.

The TC received (4) new registrations in January 2025.

Community Service Program

The Community Service program tracked (6) participants in the month January 2025. A total of (9.0) hours of community service work completed.

Diversion Program

The Diversion Committee met on January 29, 2025.

As a result of evaluating the case-load heading into February 2025, the following is committee's case breakdown:

- (0) case in active Diversion Contracts
- (0) cases in active Alternative Suspension Program
- (0) successful completion and release from Diversion Contract (JAN 2025)
- (0) new Diversion case heard (DEC 2024)
- (0) new Alternative Suspension cases heard (JAN 2025)
- (0) successful completion for Alternative Suspension (JAN 2025)
- (0) new Alternative Suspension case hearing, anticipated (JAN 2025)
- (0) new Diversion case hearing, anticipated (JAN 2025)
- (0) cases sent back to Detectives for "failure to comply"

Community Response & Engagement Unit (CREU)

Throughout January, Lt. Mitrushi coordinated with three local organizations to schedule CRASE (Citizen's Response to Active Shooter Events) training in the coming months. He also coordinated with a neighborhood group to discuss plans to start a Neighborhood Watch program.

On January 13, 2025, Lt. Mitrushi and Outreach Social Worker Deardorff attended the downtown business owners' monthly meeting. Much of the discussion at the meeting was around the city's response to homelessness and encouraging businesses to contact the police when a disturbance is occurring.

On January 27, 2025, Lt. Mitrushi attended the Graffiti Management Committee meeting at which he is the staff liaison. The committee continued to discuss cleanup efforts and effective ways to manage graffiti in the City of Dover.

Lt. Mitrushi coordinated three Critical Incident Stress Debriefs in the month of January. Lt. Mitrushi participated in one oral board interview for a police candidate and created 4 social media posts this month.

Problem-Oriented Police Officer

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

During the month of January, Officer Palmer conducted daily foot patrols of the downtown business district and spoke to several business owners. Several business owners have contacted Officer Palmer directly for reports of vagrancy/solutions. Officer Palmer assisted patrol with various calls throughout the month and conducted several walks of the Dover Community Trail.

On January 7, 2025, Officer Palmer and Lt. Mitrushi attended the Dover Community Trail Advisory Committee meeting. They answered questions related to police activity on the trail, frequency of proactive foot patrols, and encouraged trail users to contact dispatch if they saw any issues along the trail or trailheads.

Throughout January, Officer Palmer located eight occupied campsites off the Dover Community Trail on Liberty Mutual property. Officer Palmer and Outreach Social Worker Deardorff made several attempts to offer services to the individuals experiencing homelessness and substance abuse disorders. Officer Palmer was able to coordinate with Liberty Mutual and ServePro for cleanup of the sites. Officer Palmer also located two active/unoccupied campsites on a private residential property and he was able to coordinate the cleaning of the sites with the property owners.

On January 29, 2025, Officer Palmer, along with Outreach Social Worker Deardorff, found an active/unoccupied campsite behind Beckwith Park on the City of Dover property. The two individuals who have been using it have been contacted numerous times for camping on private/public property, and Officer Palmer has coordinated several cleanups for both individuals. Officer Palmer and Outreach Social Worker Deardorff have offered services to both on several occasions. Both individuals were trespassed from the community trail and summonsed to appear in court for camping on City of Dover property.

Throughout January, Officer Palmer assisted the Dover Public Library with trespassing several individuals for various incidents at the library. Officer Palmer assisted a local property management company with identifying several subjects who were later issued trespass notices.

On January 28, 2025, Officer Palmer, along with the NH ICAC Task Force, assisted Rochester Police with the execution of a search warrant for child abuse-related crimes. Officer Palmer received one ICAC cyber tip case during the month of January. Several subpoenas and warrants have been drafted. This investigation is still active and ongoing.

Dover Middle School Liaison Officer

In the month of January, Officer Berdecia handled a variety of calls for service, which included ten welfare checks, four juvenile matters, and four assistance calls. Of the calls Officer Berdecia handled, five resulted in school sanctions, four were referred to the Dover PD Youth and Family Social Worker (YFSW), and one was referred to the Juvenile Justice System.

On January 8, Officer Berdecia handled a juvenile matter in which a Dover Middle School student reportedly brought a knife to school and showed it off to classmates on the bus ride home. Officer Berdecia completed a safety assessment with the student and parent, who both assured this was an isolated incident and the mistake would not be made again. The student was issued a 5-day suspension for the incident, and the case was forwarded to the YFSW as an ACERT referral.

On January 23 and 30, Officer Berdecia conducted welfare checks on two students who were absent for two week days with sporadic contact from the parent. The parent reported being evicted from their residence but did not share where the family was residing, causing increased concerns for the students. Through coordinated efforts with DMS and Woodman Park School Administrators, the Juvenile Detective, and DCYF, Officer Berdecia was able to determine the last known places of the children. He requested the local law enforcement agency conduct a welfare check, and they were able to contact the family, ensuring their safety. Following the contact, communication was reopened with the parent so resources and information could be offered to get the students back to school.

On January 6 and 8, Officer Berdecia coordinated and assisted with the facilitation of the Dover Police and Community Together (PACT) Program's final lesson. Officer Berdecia, along with members of the Dover PD Prevention Services Unit (PSU) and Dover Youth to Youth, presented the lesson to 23 parents of 5th grade students. The final lesson consisted of four scenarios in which presenters acted out skits between parents and their children focusing on tough conversations that could occur in real life. Parents in attendance were asked for input on how the parents in the skit could respond to their child's curiosity about substance use and / or defiant behavior.

On January 22, Officer Berdecia coordinated and hosted the PACT Culmination Event, where students received their DRUG Free ID card and enjoyed food and beverages with their parents who completed the program. On January 29, Officer Berdecia assisted the PSU team with hosting the Logo Lampoon Contest, where the top 30 finalists were recognized for their artwork spoofing alcohol companies.



SRO Berdecia with Logo Lampoon Winners.

Dover High School Liaison Officer

Officer Jalbert responded to numerous calls for service in the month of January. Officer Jalbert handled and assisted with a variety of calls for service to include students in a mental health crisis, physical altercations, medical assistances, missing persons and a variety of other non-criminal and criminal incidents.

Officer Jalbert served a student with a violation level summons to appear in court for Possession of an E-Cigarette, after they were found to be in possession of multiple vape devices while in a vehicle on campus.

Officer Jalbert took a report from a student involving parental abuse, and worked collaboratively with the Special Investigations Unit, DCYF and Dover School District, in order to ensure the safety of the student. A safety plan was developed for the student by DCYF, and the parent was arrested as a result of the investigation.

Officer Jalbert took a report from a student alleging a violation of a protective order. The defendant in the order is also a student. After investigating, Officer Jalbert could not determine that a violation occurred.

Officer Jalbert investigated numerous leads after receiving reports of certain individuals selling vape devices, marijuana, and other substances, inside of DHS and in the Dover community. This investigation is ongoing, and was forwarded to the Special Investigations Unit.

Officer Jalbert investigated a case of criminal mischief involving the keying of a motor vehicle. After reviewing school security footage, and interviewing the suspect, Officer Jalbert identified the individual who damaged the car. The student received school discipline and other supports due to mental health concerns. The victim wished to resolve the matter with school sanctions.

Officer Jalbert assisted Saint Thomas Aquinas High School with an investigating a case of possible Violation of Privacy between three female students. After investigating, it was determined that there was insufficient evidence to move forward and all families involved chose to handle the matter at the school level. The involved student received school sanctions.

Officer Jalbert worked collaboratively with DHS Administrators to discuss concerning internet behavior by a student on a school computer, and counseled the student on their activity, as well as their behavior.

Officer Jalbert spoke to several health classes during their section on consent when it comes to sexual activity and health. Officer Jalbert provided guidance on common legal issues, how to go about reporting sexual assault, and ran through scenarios with students to determine whether or not consent was given.

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

In addition to formal requests by DHS and Bellamy Academy, Officer Jalbert performed various other duties as the School Resource Officer, including: interacting with students and faculty on a regular basis, building relationships within the school community, morning bus duty, traffic control, and police details at various school events.

Whittier Falls Liaison Officer

During the month of January 2025, Officer Gore responded to 118 calls for service, 107 as the primary responder and 11 calls as secondary. Officer Gore logged 17 community contacts, completed 16 background checks, conducted foot patrols/property checks, issued DHA trespassing notifications, made 1 arrest, conducted 27 motor vehicle stops, issued 7 traffic citations, issued 4 parking tickets, and responded to 2 untimely deaths. Primarily, the remaining calls for service consisted of assistance calls, thefts, checkups, motor vehicle accidents, and welfare checks.

In addition to his role as the DHA Liaison Officer, Officer Gore assisted the patrol division by working 30 hours of overtime for the month of January to assist in covering forced/open patrol shifts, vacations, and special events.

Officer Gore continues to be present in the DHA communities building relationships, conducting foot patrols/property checks, and addressing residents' concerns. Officer Gore also stops in the schools to and chat with students.

Officer Gore spoke to the US Marshals who had information that a wanted individual was possible staying with a resident of Pleasant View Circle. During a patrol of the area, Officer Gore was able to locate the suspect who had several warrants and made an arrest.

Officer Gore was made aware of a resident who had potentially left the area for an extended time leaving behind several animals without care. Officer Gore spoke to the resident who was out of state who had claimed that the animals were cared for. The resident gave Officer Gore consent to enter the apartment where he located several cats who were not being cared for. Officer Gore and ACO Ladisheff spoke with the resident on proper animal care. This also led DHA to complete an inspection of the apartment citing several lease violations.

Social Work Unit

Social Work Unit Supervisor

Kaitlin Jones had 3 new cases in January 2025, and 6 cases carried over from previous months

Throughout the month of January, Kaitlin Jones attended and participated in a number of events and meetings. This included biweekly case reviews with the Directors of Dover City Welfare and

Dover Housing Authority, the Strafford County SIM Initiative, and a meeting with Lisell Pacheco from the Elizabeth Dole Foundation to discuss programming and service coordination for veteran caregivers moving forward. Kaitlin Jones met with James Ricker, Veteran's Inc., about invitation to join Infinity Peer Support Board of Directors. Sitting on the Board would benefit persons served through the Social Work Unit by increasing provider communication, governance, and access to resources.

Kaitlin Jones worked with Dr. Katie Godshall, Clinical Assistant Professor at UNH, to schedule guest speakers for the NH PSW Peer Support Group. February meeting (2/12/25) will host the UNH internship team to provide information on how PSWs can become certified sites for social work interns; March meeting (3/12/25) will host Jolie Whitten with Senior Homecare Advising to discuss services and insight into the aging population.

Outreach Social Worker

Kelli Jo Deardorff had 17 new cases in January 2025. In total, Kelli Jo starts the new year with 17 new referrals and is working with two individuals from December.

Kelli Jo continued to collaborate with members of the Strafford County Outreach team to manage complex cases that need extensive case management and various levels of needs.

Kelli Jo was able to facilitate two individuals entering substance use treatment at Live Free Recovery and Process Recovery.

Kelli Jo completed three intakes with individuals who chose to not attend programming once the intake was complete.

In the month of January, Kelli Jo worked with local agencies to provide resources to individuals in the community. Kelli Jo attended and assisted in facilitating weekly provider meetings with Strafford County CAP. Kelli Jo was able to have Groups Recovery Together, Live Free Recovery and Freeman house to attend. Kelli Jo assisted several individuals in accessing the Willand Warming Center, Crossroads House and one individual into an apartment.

Kelli Jo Deardorff continued workings relationships with Alliance Property Management, Dover Housing Authority, Hope on Haven Hill, Wentworth Douglas Hospital and The Doorway, Community Action Partnership, Crossroads House, My Friends Place, A Home for Now, Veterans Count, Easter Seals, Out of the Woods, Strafford County Community Corrections, East Coast Evolution and other City of Dover offices.

Kelli Jo attended several meetings, including a new connection with Away Recovery, Averte Mental Health, Bold Steps Behavioral Health and West Bridge mental health.

Kelli Jo attended the Downtown Dover Business Meeting with Lt. Mitrushi in an attempt to build relationships with Downtown business owners to both educate and build a stronger relationship between Dover Police Department and local businesses.

Youth & Family Social Worker

Alexis Taatjes, had 11 new cases in 2025, with 3 cases carrying over from December 2024. Of the 4 cases carried over, 2 cases were successfully closed with services delivered and 2 cases are still active.

General management is offered to youth and families when a child is involved in a call for service (CFS) or the family needs additional supports, but does not meet criteria for ACERT or DCYF Liaison Case Management. Of the 11 new cases in January, 8 of them were General Case Management.

DCYF & Juvenile Detective Liaison case management is offered to youth and families referred by the Juvenile Detective, to collaborate with the assigned DCYF CPSW to provide supplemental case management services. Of the 11 new cases in January, 2 of them were DCYF & Juvenile Detective Liaison.

The Adverse Childhood Experience Response Team (ACERT), which consisted of Alexis Taatjes (YFSW), SRO Jalbert or SRO Berdecia, and one ACERT Partner (either Community Action Partnership of Strafford County, HAVEN, or Waypoint) visited families following a traumatic event or “adverse” experience by a child under the age of 18. Of the 11 new cases in January, 1 of them were ACERT.

Throughout the month of January, Alexis Taatjes continued participating in meetings with various local organizations in an effort to build relationships with different providers, to include: Strafford County Public Health Network’s Prevention Leadership Group, Dover Mental Health Alliance, Progress Meeting for a client at Dover High School, and the Dover Teen Center for case reviews and engagement with the youth.

Alexis Taatjes plans to attend the Families and Addiction Training in February.

Traffic Bureau

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

<i>Permit Applications Submitted/Reviewed</i>			
<i>Taxi Cab Licenses</i>	<i>0</i>	<i>Road Toll Permits</i>	<i>0</i>
<i>Notifications to City Hall</i>	<i>0</i>	<i>Dance / Entertainment</i>	<i>1</i>
<i>Raffle/Tagging Permits</i>	<i>1</i>	<i>Gun - Seller</i>	<i>0</i>
<i>Block Party Permits</i>	<i>2</i>	<i>Hawker / Peddler</i>	<i>0</i>
<i>Parade Permits</i>	<i>0</i>	<i>Road Race</i>	<i>3</i>
<i>License to Carry Firearm</i>	<i>6</i>	<i>Other</i>	<i>0</i>

Lt. Speidel fulfilled the role as police representative for the Planning Technical Review Committee (TRC) at its scheduled meetings on January 9, 2025 and January 30, 2025. Projects under review include a proposed residential development on Knox Marsh Road, a proposed fast-food restaurant and drive-thru at Durham Road and Grapevine Drive, and a residential development proposal on Sixth Street. Staff also met to workshop the application process for 2025 outdoor dining applications. Staff review of each project helps flesh out technical aspects in the purview of police, fire, engineering, and economic development to resolve potential conflicts before submission to the Planning Board.

On January 6, Lt. Speidel assisted with traffic control for test borings related to the Blackwater Brook bridge replacement project on Sixth Street near the Rochester line.

Lt. Speidel joined Community Services and other City staff in attending pre-construction conferences for a residential project on Locust Street and for the Angle Street water main replacement project.

The Dover Police Department's Driver Feedback and Speed Monitoring mobile trailer was not deployed during the month of January due to weather conditions.

The Transportation Advisory Commission meeting scheduled for January 27 did not achieve a quorum, so no official meeting was held. The next meeting is scheduled for March 24.

Standards Unit

On January 7-8, Lt. Mitrushi and Sgt. Cooper attended the 2025 Mental Health Seminar. This 2-day program is aimed at providing education on mental health, wellness and resiliency, and creating partnerships between public safety personnel and mental health professionals. This event is for all public safety personnel, mental health professionals, union officials, emerging leaders and HR managers interested in serving this population. This is also an opportunity to network with mental health professionals and learn how to build relationships with the resources you need to support yourselves, your peers and your employees through healthy careers.

On January 7-10, Detectives Molly Martuscello and Jenna Donais attended a training entitled Conducting Unexplained Child Death Investigations. The purpose of the training was to learn how to objectively investigate child death cases particularly when the cause and manner of death is unexplained.

On January 13-17, Sergeant Adam Gaudreault attended a five day training entitled DEA's Basic Narcotics Symposium held at Police Standards & Training. This training focuses on the fundamentals of narcotics investigations. Topics covered Utilizing Informants, Undercover Operations, Surveillance Tactics, Operational Planning, Case Development, Drug Trends and Drug ID, Clandestine Lab Awareness, Overdose Investigations, Phone Exploitation, Legal Issues, Parcel Investigations, and other drug investigation related topics.

On January 15, Officer Erin Driscoll attended a 1.5-hour online seminar. This course provides an introduction to social media and networking. Terminology used to describe how social media and networking services are accessed, statistical data on users and mobile devices, and a variety of popular services are covered in the first part of the course. This course also identifies and explains law enforcement uses of social media and networking services, the value of open source intelligence (OSINT), and important considerations such as social media policies, ethics, and privacy issues associated with social media and networking services.

On January 16, Officers Derek O'Neil and Jonathan Palmer attended a virtual training entitled Fundamentals of Incidence Response. The training covered several open source media websites, finding if IP addresses are local or private.

On January 27, Lieutenant Alex Mitrushi attended The Contract Lifecycle (DHHS Grant) held in Concord, NH. This training gives an overview of the contract life cycle, roles and responsibilities overview as well as budgets, indirect costs, uniform guidance, revisions & ratio requirements.

On January 27, January 29, and February 3, Sergeant Plummer participated in online training entitled Management and Risk Mitigation for SWAT. This three day course is designed to provide SWAT team leaders and train with the ability to design, plan and prepare proactive training guidelines, manuals, events, calendars and support documents in order to best utilize limited training time and opportunities in order to produce the highest quality personnel and team capability; and to provide SWAT team leaders with proven risk mitigation methodologies to counter risk within the three main risk areas for SWAT teams, i.e. legal, training, and operations.

On January 31, Detectives Molly Martuscello, Dave Anderson, Sergeant Gaudreault, Officers Derek O'Neil, Carmen Cusick, and Stephanie Pabis attended Crime Scene Unit Quarterly In-Service training. The training covered essential knowledge and skills in three critical investigative areas: death investigations, search warrants, and snow impressions. Death Investigation training covered the different causes and manners of death, the importance of clear and effective communication during investigations, and the significance of separating crime scene processing from general investigation tasks to ensure an unbiased approach. The search warrant training covered the differences in documentation required for the execution of search warrants, the importance of evidence location in case resolution, and best practices for conducting a controlled search to ensure legal and procedural accuracy. Snow impression training was hands-on and taught how to discover, document, and collect footwear and tire marks left in snow, proper photography techniques to preserve evidence.

On January 31, Social Workers KJ Deardorff, Alexis Taatjes and Prevention Programmer Kelsey Levesque attended Prevention Ethics training held in Concord, NH. Topics covered during this training included describing the distinctions between ethics and values; summary of the six principles of prevention ethics, and how to apply the ethical decision-making model.

Special Services Bureau

During the month of January 2025, 11 registered sex offenders were processed by the Dover Police Department's Special Investigations Unit. The processing of a sex offender can range

from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

SIU detectives presented 11 investigations to a Grand Jury for indictment. All of the presentations resulted in a “true bill”, meaning the Grand Jury determined that probable cause existed that the accused committed a crime. Cases presented to the Grand Jury are classified as a felony offense or a misdemeanor with an enhanced penalty.

SIU detectives investigated 7 unattended deaths in January 2025.

As a result of an SIU investigation, a 37-year-old Dover man was arrested for Endangering the Welfare of a Minor.

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

In January 2025, 3 cases were forwarded to the Strafford County Attorney’s Office for review and Grand Jury indictment.

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

Parking Bureau

Parking Manager Bill Simons assisted two residents of Mt. Vernon Street with different parking related concerns. The first was about vehicles parking too close to the intersection of Milk Street at Mt. Vernon blocking the ability to see oncoming traffic. The second was about vehicles parking across from a driveway making it challenging to back out when vehicles were also on both sides of the driveway on their side.

In January, there were two winter parking bans. A total of 202 parking tickets were issued to those in violation of the ban.

Jan-25	Jan-25	Jan-24	Jan-23	Fiscal YTD 2025	FY 2024	FY 2023
Meter Activity - Total						
Meter Transactions	44,058	41,704	38,070	322,919	547,885	522,502
Income at Meters	\$108,441	\$90,253	\$77,814	\$707,910	\$1,127,158	\$1,028,074
Active Meter Days	25	25	24	176	301	301
Average Daily Meter Transactions	1,762	1,668	1,586	1,835	1,820	1,736
Meter Activity - Parking Garage						
Meter Transactions	2,582	3,191	2,926	17,262	29,338	32,802
Income from Meters	\$9,701	\$11,061	\$9,039	\$55,700	\$86,980	\$92,896
Active Meter Days	31	31	31	215	365	365
Average Daily Meter Transactions	83	103	94	80	87	109
Parking Permits						
Total Parking Permits Issued	805	818	804	5,743	9,743	9,420
Permit Income	\$44,150	\$26,640	\$19,033	\$269,008	\$381,967	\$362,741
Parking Ticket Activity						
Total Parking Tickets Issued	1,617	1,221	936	9,415	11,239	8,445
Parking Ticket Income	\$31,863	\$23,539	\$16,845	\$196,185	\$235,326	\$207,626
Number of times EV Stations Used	46	80	45	447	800	693

K-9 Unit

On January 2, 2025, K9 Vision was deployed to sniff the exterior of a vehicle on a traffic stop, which originated from a tip given by a citizen about drug activity at a residence. K9 Vision did not alert to the presence of the odor of illicit narcotics.

On January 7, 2025, K9 Vision was deployed to sniff the exterior of a vehicle on a traffic stop. K9 Vision alerted to the presence of the odor of illicit narcotics. Following the execution of a search warrant, approximately 13 grams of Cocaine Base, 45 grams of Fentanyl, 6 grams of Methamphetamine, and one illegally possessed firearm were located within the vehicle.

Accident Reconstruction Team

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

Dispatch Communications

	January 2025	January 2024
<i>Radio Transmissions</i>	18,709	18,076
<i>Phone Calls</i>	7,479	7,280
<i>911 Calls</i>	519	501
<i>Police Alarms Received</i>	84	90
<i>Fire/Medical Alarms Received</i>	90	74
<i>Lobby Traffic</i>	1,769	1,881

Patrol

During the month, the Dover Police Department responded to approximately 1,788 calls for service throughout the city. Additionally, officers made 811 traffic stops and initiated 127 non-enforcement related contacts. The total number of incidents handled by patrol officers for month was 2,726.

Supplemental Field Operations Activity:

- Conducted checks of the Community Trail.
- Conducted daily checks of the Transportation Center.
- Conducted daily checks of City parks.
- Conducted daily checks of the parking garage
- Conduct daily checks of the McConnell Center / Library parking area.
- Responded to 27 emergency 911 calls.
- Responded to 84 alarms.
- Responded to 129 traffic accidents.
- Issued 49 traffic citations
- Arrested 77 individuals
- Officers completed 641 reports (department-wide)

Calls for Service by Priority Code:

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

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

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

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

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

Totals for January 2025

Priority 1: 133
Priority 2: 65
Priority 3: 1,481
Priority 4: 713

Animal Control

Total Calls for Service: 33	Breakdown:
Handled by Officers/Dispatch: 14	Found/Loose Animals: 13
Handled by Animal Control Officer: 19	Welfare Checks: 7
	Animal Bites: 2
	Misc/Other: 11

Public Library

The Dover Public Library closed its doors to the public on January 13th--this closure was to prepare for our relocation to the McConnell Center. The Library's beautiful 1905 building will be undergoing a complete renovation for all of 2025 and a 3 week closure was necessary to prepare for the relocation and ready the building for contractors. As of February 3rd Library services will be available in the McConnell Center—in the cafeteria on the ground floor for Adult Services and on the 3rd floor-Room 305 for the Children's Department. Programming will take place in Room 306, some offerings in Room 323, others in the City Hall auditorium—basically at various locations in Dover that have been kind enough to host us. Library staff are grateful to the Dover Community for stepping in to help out the library in many ways during this time of transition and hope the partnerships form will be lasting.



Programming

The Dover Public Library sponsored 46 programs in January and 781 attended. Highlights of the month's programming are as follows:

Throughout the months of January and February, Dover Public Library is offering a Winter Reading Challenge for readers of all ages. Participants receive a bingo board and track their progress reading and completing challenges in order to earn gift card prizes from local restaurants. There are currently 132 participants in the challenge.

Dover Public Librarian Rachel Gogan taught two sessions of a class on Bullet Journaling in the month of January. The class covered what a bullet journal is and how to start one of your own. Participants left with a journal of their own and some basic bullet journaling supplies. There were 8 students in the first session and 13 in the second one for a total of 21 students. Some feedback from the session: "Wonderful! My first event and can't wait to attend more classes. Rachel is amazing! So much fun and extremely helpful." And "These programs are always so fun and approachable!"

Due to the Dover Public Library's move into the McConnell Center Cover 2 Cover needed to find a new space to meet. Library staff member, and group organizer, Susan Dunker, reached out to the Residence at Silver Square senior housing facility located at the end of Silver Street to see if they had a space the book group could utilize. They graciously and generously agreed to host the group monthly for all of 2025. The first meeting was held on Thursday, January 2nd and the group was warmly welcomed with juice, coffee, and muffins! A few of the residents were welcomed into the group as new members. They were thrilled to have a new book group meeting in their "home." New members are always welcome to join any of the library's several book groups.

Another Dover Public Library program that needed for find alternative space due to the renovation was the All Abilities Club. As of January 2025, All Abilities programs will take place at Great Bay Services in Dover. Library staff will continue to offer a program there each Wednesday at 11:00 just as there was in the library space; first week is a chapter book reading, second week is an art project, third week is building with Legos, and fourth week is music. Adults with disabilities from around the area are invited to attend these free events.

During the month of January Dover Public Library Children's Room staff participated in two outreach events. The first visit was to Headstart by Library Assistant Karin Mayer-Gottlob on Tuesday, January 7th. These visits had been put on pause due to a burst pipe in the Headstart building in the fall. Karin recently resumed her visits in the temporary location at Garrison Elementary School. This visit combined two classrooms for a story time event centered on a specific monthly theme. The second outreach opportunity has also become a monthly occurrence, taking place at Little Tree Education on Wednesday, January 8th. Children's Librarian Crystal Lisbon visited two classrooms offering a story time, along with bringing a different selection of books to center around a monthly theme. These outreach opportunities have become a staple of the Children's Room, and help expand the library's reach directly into the community.

Throughout the month of January, Dover Public Library's Teen and Information Services Librarian Emily Ainaire and Library volunteer Michael Ainaire have been working with Seymour Osman Community Center's afterschool enrichment program at Woodman Park School to offer a seven-week Dungeons and Dragons campaign. Twelve students in grades 3 and 4 participate each week and learn how to create a character, the basic rules of the game, and the importance of working together to complete imaginative challenges.

On Friday, January 24, Dover Public Library's Teen & Information Service Librarian, Emily Ainaire, visited Dover High School to participate in Reset Day, an in-school mental health day for students in grades 9-12. Students were able to participate in a wide variety of activities such as singing karaoke, making flower crowns, watching an animal presentation from Wildlife Encounters, and much more. Throughout this event, students worked with community volunteers who helped share information about local organizations and resources that provide mental health and wellness resources for teens.

The Dover Public Library will not be a passport acceptance facility during our renovation in 2025. The Library notarized 17 items for a total of \$85 in revenue.

The Dover Public Library continues to grow and promote the Library of Things, physical items for library patrons to borrow not buy. This month the library added several board games to the collection: Brass, Age of Steam, and Caylus. 54 items were borrowed from our Library of Things in January.

The Dover Public Library staff made 3 visits to community members via the Homebound Delivery Service in January. This new service delivers books and other library items directly to the homes of those who are unable to get to the library to pick up materials. Those who are interested in the service can fill out an application online at the library's website. Library staff can also mail or help with applications over the phone.

Library Metrics:

- During the closure Library staff offered "Curbside Service" for patrons—this allowed users to pick up Library materials by appointment. 399 appointments were made.
- January library circulation totaled 13,893 items. (4,406 adult + 2,923 children's print items; plus 6,564 items downloaded including 5,713 audiobooks & eBooks, 614 Hoopla streaming music, movies, and books, and 237 Kanopy plays).
- 56 new library patrons registered; total active cardholders 13,413
- The Dover Public Library's Book a Librarian service helped 5 community members.
- The Dover Public Library's Homebound Delivery service made 3 visits this month.
- The Dover Public Library's 3D printer produced 3 items requested by our patrons.
- The Library's museum passes were borrowed 112 times saving our community members approximately \$3,557.82 in admission fees.
- 70 new patrons registered for downloadable audiobooks/ eBooks via Overdrive (total = 8,057) and 31 registered for Hoopla (total = 2,998) and 15 registered for Kanopy (total 588).
- Internet and PC uses by the public totaled 261 on library workstations and an additional 5,217 via Wi-Fi.
- The library's website statistics showed 45,687 page views by 11,232 users in 22,500 sessions
- The Dover Public Library has 6,350 subscribers to its two monthly e-newsletters—Children's and Adults.
- Library staff posted 111 items to its various social media platforms. Total social media platform followers = 10,749.
- Library volunteers added 35 books to our 2 little free libraries this month.

- 5,048 people visited the library during this month an average of 459 per day (open 11 days).

Public Welfare

There were 21 working days in the month of January. During January, Dover Welfare had 191 client contacts an average of 9 per day.

115 individuals were served with 9 new cases and 72 continuing clients for a total of 81 active cases this month. Each client interview takes at least an hour to an hour and a half to process. Some cases require more time than others due to the complicated nature of situations that are being presented.

A total of \$18,697 dollars was expended this month. This is \$3,631 more than in December of 2024. \$16,186 was for rental payments and \$1,939 for motel costs. The total housing expenditures were \$18,125. Transporting clients and electric payments to avoid shutoffs account for the balance.

Dover Welfare fielded 531 phone calls this month. An average of 25 a day. 297 of them were incoming 234 were outgoing.

The following meetings were attended:

Multiple Collaborative Outreach meeting with community agencies, hosted by CAP, concerning Willand Warming Center guests and mutually shared clients; A resource connection meeting at CAP so that clients could access services after working hours was attended by the Welfare Director;

McConnell Tenants; Home for All; Police Social Workers and Dover Housing; SCLWAA and a Welfare Executive committee on State wide Shelter needs and shortfalls.

Recreation Department

The chlorinator pump for the Jenny Thompson Pool will need to be replaced due to being moved to the Indoor Pool following filter replacement. The second motor for the Indoor Pool needs to be replaced. City staff are working on quotes for a new motor that will require some piping modification. The Indoor Pool men's locker room thermostat is undergoing repair and or replacement. Recreation & Community Services staff are working on a lighting solution for the Indoor Pool that is compatible with the hot humid environment and are pool specific.

Recreation staff are continuing to work with Community Services, and Eversource to provide better lighting in the McConnell Center parking lot. Siemens Industry, INC performed a full evaluation of the McConnell Center in regards to heating and cooling issues.

Gym & Programs

All youth basketball programs, 24 House League Teams (5th-12th Grade) in addition to Kindergarten- 4th Grade on Saturdays, resumed after the school's holiday break. Utilizing the elementary schools for practices as well as Woodman Park for Saturday programming for Grades K-4. Games for 5th-12th Graders are played at the McConnell Center Saturday & Sunday. The 18+ Men's Basketball League has 9 teams and games are on-going on Sundays and Thursdays. The 35+ Men's Basketball League has 7 teams and play games on Monday nights. The 50+ league has 6 teams and play games on Wednesday nights. All men's leagues are full with 198 participants. 18+ league will wrap up regular season in early February and will begin playoffs. Staff has begun planning for spring and summer programs. Spring Basketball registrations will open in February and Summer Camp registrations will begin in April. Badminton continues Friday nights, 5:30pm-8:30pm. Sessions of pickleball for both the Senior Center Members and the general public are being held in the gym during the weekdays. Birthday Parties: 0

Indoor Pool & Jenny Thompson Pool

High school swim teams are in the height of season. There was an increase in rental time for the dive well due to demand. Winter swim lessons are full with eagerness to register for Spring. Spring program registration will be February 5th for Dover Residents and February 12th for non-residents. Classes will begin the week of March 4th. Lifeguard training is advertised to take place during Dover's February Vacation. The pool will continue to offer lifeguard training every month leading into the summer season. The pool launched a lifeguard prep course for youth ages 14 and above to give prospective participants the tools needed to be successful. Dive into 2025 Family Float Night brought 15 families to the pool for a fun evening out. Family Float Nights will continue one Friday night a month with a new theme each month. Rentals: Current North, Dover High School, St Thomas Aquinas High School, Berwick Academy, Spaulding High School and Oyster River High School. Birthday Parties: 6

Dover Ice Arena

Both ice sheets are up and running 7 days a week. Dover Youth Hockey's Season is in full swing with travel, House, girls, and beginner hockey all running. The COED League started winter session on January 6th. Beginner Adult Skills on Friday mornings has returned as well as Chix with Stix on Sunday evenings and COED Stick Practice on Friday Evenings. The Over 30 League runs 3 games on Sundays. The Over 45 League runs 2 games on Mondays. Great Bay Figure Skating Club is at the Arena every Monday & Saturday for skating practices. Public Skate has continued to be very busy. Rock Night is on break during high school season, returning in March. NH & ME High School Hockey is in full swing. Birthday Parties: 4, Adult and Youth Stick Practice: 368 skaters

Dover Senior Center

This month continued to hold Chair Yoga, Yoga for Bone Strength, Tai Chi and pickleball, as well as daily games and activities. The Senior Center is back to regular schedule after the holidays and look forward to welcoming back UNH Occupational Therapy in February and re-starting travel program in March as the weather (hopefully) improves.

2024-2025 WEATHER EVENT MANAGEMENT SUMMARY

Date of Event	Weather Condition	Accumulation Inches	Total OT Hours	Total OT Cost	Contractor Cost	Salt Tons (density varies)	Salt Cost	Salt/Sand Mix-Yards	Salt/Sand Cost	Sand Only Yards	Sand Only Cost	Salt Brine Gallons	Salt Brine Cost	Total Event Cost
FY2025 Amount Budgeted:				\$167,000.00	\$90,000.00				\$277,588.00					\$534,588.00
11/26/2024	Icy Roads		24.56	\$1,017.57	\$550.00	3237.96	\$4,488.99	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$4,805.53
12/5/2024	Wet Snow	1.00	42.45	\$1,674.78	\$350.00	4848.11	\$6,696.69	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$6,872.89
12/5/2024	Icy Roads		24.71	\$950.99	\$330.00	1335.66	\$1,821.35	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$2,616.65
12/8/2024	Dry Snow	3.00	125.38	\$5,073.79	\$1,490.00	10847.17	\$14,791.59	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$17,410.96
12/9/2024	Wet Snow	2.00	110.50	\$4,298.82	\$1,140.00	12020.93	\$16,395.85	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$17,459.75
12/19/2024	Icy Roads		0.00	\$0.00	\$220.00	1052.34	\$1,435.01	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$1,272.34
12/20-21/24	Dry Snow	0.25	40.03	\$1,511.77	\$110.00	6273.55	\$8,554.84	0.00	\$0.00	0.00	\$0.00	420.00	\$39.98	\$7,935.29
12/24/2025	Dry Snow	0.50	0.00	\$0.00	\$110.00	9370.21	\$12,775.22	0.00	\$0.00	0.00	\$0.00	220.00	\$20.94	\$9,501.15
12/31/2024	Icy Roads		11.00	\$450.81	\$330.00	688.07	\$938.27	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$1,468.88
1/11/2025	Dry Snow	2.00	196.53	\$7,615.34	\$2,325.00	19265.86	\$26,271.63	12.00	\$648.93	0.00	\$0.00	0.00	\$0.00	\$29,855.13
1/19/2025	Dry Snow	5.50	443.34	\$17,070.48	7,860.00	23070.47	\$31,459.73	61.00	3,200.27	5.00	312.38	670.00	\$63.65	\$51,577.24
1/29/2025	Dry Snow	2.50	122.72	\$4,649.95	\$6,915.00	11859.03	\$16,175.08	21.50	\$1,128.00	6.00	374.85	8,402.00	\$798.19	\$25,725.02
1/31/2025	Wet Snow	2.50	350.93	\$14,047.24	\$2,200.00	20115.83	\$27,430.67	39.50	\$2,072.37	0.00	0.00	4,890.00	464.55	\$38,899.99
2/2/2025	Dry Snow	2.50	166.44	\$6,340.73		16108.85	\$21,966.62	15.80	\$828.95	16.00	\$999.60	2,722.00	\$258.59	\$24,536.72
2/6/2025	Dry Snow	3.00	228.54	\$8,557.06		15056.51	\$20,531.61	38.50	\$2,019.90	0.00	\$0.00	140.00	\$13.30	\$25,646.77
FY2025 Season-Year to Date:		24.75	1,887.13	\$73,259.33	\$23,930.00	155,150.53	\$211,733.15	188.30	\$9,898.42	27.00	\$1,686.83	17,464.00	\$1,659.20	\$265,584.30
FY2025 Budget Spent:				43.87%	26.59%				81.00%					49.68%

Parking Ban

ANNUAL WEATHER EVENT MANAGEMENT OVERVIEW

	Accumulation Inches	Total OT Hours	Total OT Cost	Contractor Cost	Salt Tons	Salt Cost	Salt/Sand Mix- Yards	Salt/Sand Cost	Sand Only Yards	Sand Only Cost	Salt Brine	Salt Brine Cost	Total Event Cost
Through 04/04/2016	42.25	3,564.10	\$113,535.55	\$28,065.70	1,918.50	\$104,328.03	1,947.50			\$24,830.63	4,800.00	\$384.00	\$271,143.90
Through 04/01/2017	92.80	7,229.54	\$227,944.80	\$66,695.95	3,675.00	\$199,864.50	3,802.50			\$48,481.88	31,680.00	\$2,534.40	\$545,503.53
Through 04/15/2018	95.25	6,354.45	\$200,611.81	\$65,217.00	3,799.00	\$201,916.85	3,602.25	\$86,237.87	107.50	\$1,693.13	45,650.00	\$3,652.00	\$559,328.65
Through 02/27/2019	43.50	3,769.87	\$121,137.29	\$38,383.50	3,261.25	\$163,551.69	2,598.50	\$65,612.13	125.50	\$2,127.23	32,975.00	\$2,638.00	\$393,449.83
Through 02/18/2020	48.50	3,808.13	\$128,490.45	\$96,349.43	2,825.75	\$141,711.36	1,498.50	\$37,837.13	49.00	\$818.30	37,004.00	\$2,960.32	\$408,166.98
Through 02/27/2021	44.25	3,078.77	\$99,926.57	\$73,962.50	2,779.25	\$135,210.51	851.00	\$21,513.28	96.00	\$1,896.00	19,355.00	\$1,548.40	\$334,057.26
Through 03/12/2022	42.50	3,835.28	\$125,639.03	\$74,731.25	2,967.75	\$155,925.59	1,827.00	\$46,186.56	171.00	\$3,933.00	23,115.00	\$1,618.05	\$408,033.48
Through 03/14/2023	50.50	4,346.98	\$160,924.44	\$75,457.50	3,864.30	\$266,018.41	1,008.25	\$41,681.06	87.40	\$2,010.20	7,855.00	\$799.48	\$546,891.09
Through 04/04/2024	30.25	1,780.36	\$96,177.69	\$38,383.40	1,820.78	\$130,349.28	294.50	\$14,290.87	26.50	\$716.63	46,661.00	\$4,286.28	\$284,204.15

2019-2020 Parking Bans: 9
2020-2021 Parking Bans: 12
2021-2022 Parking Bans: 9
2022-2023 Parking Bans: 10
2023-2024 Parking Bans: 4
2024-2025 Parking Bans: 3 to date

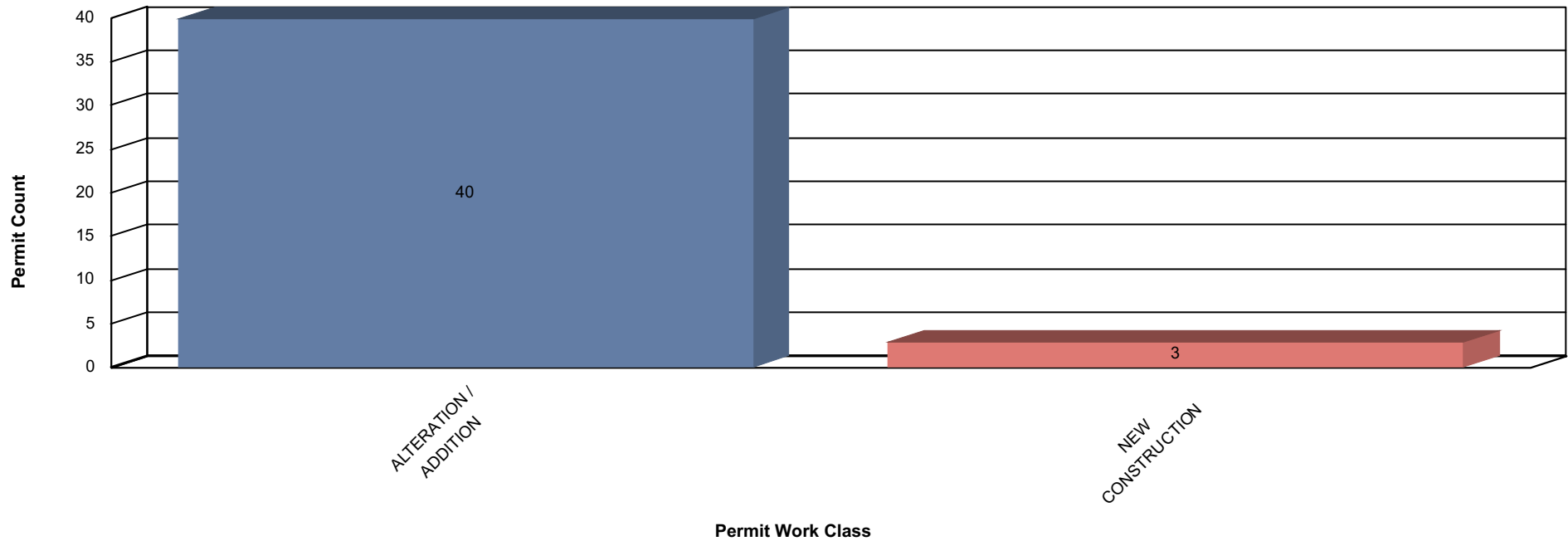
Changes to note in the 2024-2025 Weather Event Management Summary:

The City is improving its approach to road salt reduction by using a more accurate density. Previously, a density of 111.1 pounds per cubic foot was used which may have led to an overestimation of the amount of salt applied. To ensure more reliable data for evaluating salt reduction efforts, the City is adopting a density of 80 pounds per cubic foot. This is based on the density found in the Saltinstitute.org Salt Storage Handbook. This change in density however, will not affect the way the City estimates volume. It is important to note that year-end costs may differ from budgeted expenditures due to this new density being used.

NAME	STREET NAME	Type	Total	Units	Units	Attainable	DATE OF PB	DATE OF PB	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION	SCHOOL	Students**
Mixed Use															
Wooden Ruler	42-44 Third St	M	58	0	58	No	6/27/2023	11/8/2022	Site	P22-60	6	32 & 40	6/27/2028	H	1.74
Fauine Properties	239 Knox Marsh Road	M	64	0	64	12	9/26/2023	8/22/2023	Site	SITE2023-0010	H	37A	9/26/2028	W	1.92
Redgate 47 Chestnut	47 Chestnut Street	A	173	0	173	No	9/13/2022	5/10/2022	Site	P21-84	31	5	9/13/2027	H	5.19
Cochecho Waterfront	River Street	M	418	220	198	No	8/25/2022	6/14/2022	Site	P21-69	22	1-2 & 1-4	8/25/2027	G	12.54
Downtown Dover Storage LLC	14 Broadway	A	24	0	24	No	9/13/2022	12/14/2021	Site	P21-29	4	5	9/13/2027	H	0.72
Pointe Place Phase V	Northfield Drive	A	84	72	12	No	10/13/2020	7/28/2020	Site	P20-32	K	19	10/13/2025	G	2.5
Fakhoury	12 Preble Street	A	12	0	12	No	9/23/2023	2/18/2019	Site	P19-11	4	76	9/23/2028	H	0.4
Soujourner	66 Third Street	A	10	0	10	No	7/2/2020	1/29/2020	Site	P19-61	31	7	7/2/2025	H	0.3
Little Bay Marina	421 Dover Point Road	A	25	24	1	No	7/31/2020	2/25/2020	Site	P19-05	8	9.10.11	7/31/2025	G	0.8
Total: Mixed Use			868	316	552	12									26.0
Multi-Family:															
Our Place, Inc	Durham Road	A	9	0	9	No	12/10/2024	10/8/2024	Site	SITE-2024-0004	H	4-Jun	12/10/2029	G	1.1
H.J. Stabile & Son, Inc.	Fisher St.	H	21	1	20	No	7/23/2024	6/11/2024	Site	SITE-2023-0015	15	40-A	7/23/2029	W	2.5
Robert Baldwin	Ember Drive/34 New	H	15	12	3	TBD	5/6/2024	1/23/2024	Site	SITE-2023-0007	39	103	5/6/2029	H	1.8
Knox Marsh Development LLC	757 Central Ave	M	7	1	6	No	11/21/2022	7/26/2022	Site	P22-15	28	7	11/21/2027	H	0.8
DHA Whittier Street	48 Whittier Street	A	6	6	0	6	9/13/2022	6/28/2022	Site	P21-37	33	1-A	9/13/2027	W	0.7
McIntosh Dover, LLC	23 Cataract	A	128	78	50	78	8/13/2024	6/25/2024	Site	WAIV-2024-	13	23 & 34	8/13/2029	W	15.4
Marker 44	87 Portland Ave	A	32	0	32	No	6/11/2019	11/13/2018	Site	P-18034	24	114	6/11/2024	H	3.8
Total: Multi-family			218	98	120	84									26.2
Subdivisions:															
Stonearch Development Corp	63 & 65 Tolend & 22	H	27	5	22	No		8/23/2023		SUBD-23-0005	E	65 & 65-		W	3.2
Chinburg Development, LLC	Gulf Rd & Oak St.	H	11	5	6	No	9/26/2023	6/27/2023	10/25/2023	SUBD-23-0001	N	13-1	9/26/2028	H	1.3
Settlement on Sixth	447 Sixth Street	H	11	10	1	No	2/8/2022	11.9.2021	Site	P21-43	B	5	2/8/2027	H	1.3
Khavari	Leather's Lane	H	40	40	0	No	4/27/2021	12/15/2020	Site	P20-71	I	4-A	4/27/2026	G	4.8
Georgakilas/Middle Road	Hayden Drive	H	13	8	5	No	12/15/2020	10/27/2020	12/15/2020	P20-51	M	102-12	12/15/2025	G	1.6
Lawrence & Cheryl Mulcahy	71 Glenwood Road	H	7	0	7	No	4/27/2021	1/26/2021	4/27/2021	P20-18	D	20	4/27/2026	H	0.8
Porch Light Drive	Cataract Ave	H	18	16	2	No	5/10/2022	3/8/2022	5/11/2022	P19-80B	14	10-G	5/10/2027	W	2.2
RV Paolini Construction, LLC	Cottage Park Drive	M	5	2	3	No	6/18/2019	12/11/2018	Site	P18-45	M	6	6/18/2024	G	0.6
Aver	Fagan Drive	H	17	11	6	No	11/17/2017	4/11/2017	1/10/2018	P16-25	N	18	11/17/2022	G	2.0
Arch St	Fresian Drive	H	11	0	11	No	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	1.3
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	No	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	1.2
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	4	5	No	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	H	1.1
StoneCroft	Carriage Hill Ln	H	11	10	1	No	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	1.3
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	30	2	No	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	3.8
Weeden	Garrison Rd	H	4	3	1	No	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	0.5
Total: Subdivisions			226	152	74	0									27.1
Elderly:															
Arbor Woods Townhomes	Cielo Dr	H	56	0	56	No		9/13/2022		P06-25F	H	4		W	
Arbor Woods	Cielo Dr	H	72	68	4	No	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			128	68	60	0									
TOTAL APPROVED UNITS			1440	634	806	96									



PERMITS ISSUED BY WORK CLASS (01/01/2025 TO 01/31/2025) FOR CITY OF DOVER, N.H.



Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	Status <i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	District <i>Applied Online Assigned To</i>	Parcel
ALTERATION / ADDITION							
BLDM-2024-0550	Building - Minor 12/11/2024 R-40	Alteration / Addition 01/03/2025 \$355.00	Issued 08/12/2025 1,000	33 Wildcat Dr, Dover 03820 02/13/2025 \$30,000.00	Residential	None Yes Thomas Abbott	B0005-003000
Description: Add 1,000 sq ft finished basement with 1/2 bath.							
BLDM-2024-0562	Building - Minor 12/20/2024 C	Alteration / Addition 01/06/2025 \$377.00	Issued 07/07/2025 1,000	900 Central Av, Dover 03820 01/08/2025 \$31,500.00	Non-Residential	None Yes Thomas Abbott	38022-A00000
Description: Metal Stud Framing, Drywall, Paint, 2x2 ACT ceilings in showroom area only							
BLDM-2024-0566	Building - Minor 12/30/2024 G	Alteration / Addition 01/07/2025 \$421.00	Issued 07/09/2025 4,320	16-26 Lenox Dr, Dover, NH 03820 \$36,000.00	Residential	None Yes Thomas Abbott	15040-A00001
Description: Building C, Foundation only for six units. 16- 26 Lenox Drive 120 x 36							

PERMITS ISSUED BY WORK CLASS (01/01/2025 TO 01/31/2025)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	Status <i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	District <i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDM-2024-0334	Building - Minor 07/18/2024 R-12 <i>Description: upgrade to decks</i>	Alteration / Addition 01/08/2025 \$820.00	Issued 07/10/2025 250	14-25 High Ridge Dr, Dover, NH \$36,000.00	Residential	None Yes Thomas Abbott	28025-D00000
BLDM-2024-0333	Building - Minor 07/18/2024 R-12 <i>Description: Upgrade of Decks</i>	Alteration / Addition 01/08/2025 \$820.00	Issued 07/10/2025 250	26-37 High Ridge Dr, Dover, NH \$36,000.00	Residential	None Yes Thomas Abbott	28025-D00000
BLDM-2025-0001	Building - Minor 01/04/2025 RM-U <i>Description: Remodel existing second-floor bathroom</i>	Alteration / Addition 01/09/2025 \$245.00	Issued 07/11/2025 120	16 Essex St, Dover 03820 \$20,000.00	Residential	None Yes Thomas Abbott	24019-000000
BLDM-2024-0547	Building - Minor 12/10/2024 CBD-R <i>Description: Complete work started w/ BLDM 2024-0146, drywall, new flooring, doors and kitchen cabinets in the same place as previously existing. See BLDM-2024-0547</i>	Alteration / Addition 01/10/2025 \$223.00	Issued 07/12/2025 800	10 Twombly St, Unit 1, Dover 03820 \$18,000.00	Residential	None Yes Thomas Abbott	04047-000000
BLDM-2025-0006	Building - Minor 01/08/2025 RM-U <i>Description: Remodel Kitchen</i>	Alteration / Addition 01/10/2025 \$1,785.00	Issued 08/04/2025 360	5 South Pine St, Dover 03820 \$160,000.00	Residential	None Yes Thomas Abbott	19046-000000
BLDM-2025-0008	Building - Minor 01/09/2025 R-12 <i>Description: Very minor. Kitchen refresh with updates to lighting and new sink installation. No structural work is occurring</i>	Alteration / Addition 01/12/2025 \$575.00	Issued 07/14/2025 100	5 Longmeadow Rd, Dover 03820 \$50,000.00	Residential	None Yes Thomas Abbott	17111-000000
BLDM-2024-0565	Building - Minor 12/30/2024 G <i>Description: Building D, Foundation only 30-36 Lenox Street 80 x 36</i>	Alteration / Addition 01/13/2025 \$289.00	Issued 07/15/2025 2,880	30 - 36 Lenox Dr, Dover, NH 03820 \$24,000.00	Residential	None Yes Thomas Abbott	15040-A00001
BLDM-2025-0003	Building - Minor 01/06/2025 R-40 <i>Description: Remove old shingles and replace with new architectural shingles</i>	Alteration / Addition 01/13/2025 \$75.00	Issued 07/15/2025 2,500	56 Drew Rd, Dover 03820 \$16,892.00	Residential	None Yes Thomas Abbott	10094-001000
BLDG-2024-0136	Building - Major 10/08/2024 R-40 <i>Description: Create additional Habitable area above garage for Residential Board and Care facility. Install new egress low-e windows, new exterior doors.</i>	Alteration / Addition 01/14/2025 \$3,490.00	Issued 07/16/2025 2,000	83 County Farm Cross Rd, Dover 03820 \$315,000.00	Residential	None Yes Jim Maxfield	B0010-A00000
BLDM-2025-0002	Building - Minor 01/06/2025 RM-U <i>Description: build four 8 by12 storage units using 2by4 studs and half inch sheathing</i>	Alteration / Addition 01/15/2025 \$47.00	Issued 07/17/2025 400	40 Maple St, Dover 03820 \$2,000.00	Non-Residential	None Yes Thomas Abbott	30018-000000

PERMITS ISSUED BY WORK CLASS (01/01/2025 TO 01/31/2025)

Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	Status <i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	District <i>Applied Online Assigned To</i>	Parcel
BLDM-2025-0009	Building - Minor 01/10/2025 R-40 <i>Description: Roof replacement</i>	Alteration / Addition 01/15/2025 \$75.00	Issued 07/17/2025 25	9 Covered Bridge Ln, Dover 03820 \$54,890.00	Residential	None Yes Thomas Abbott	C0006-D00000
BLDM-2025-0014	Building - Minor 01/14/2025 R-12 <i>Description: We will be ripping and replacing existing siding and tyvek the color will be toasted almond vinyl siding</i>	Alteration / Addition 01/16/2025 \$75.00	Issued 07/18/2025 1,500	12 Kent Av, Dover 03820 \$15,000.00	Residential	None Yes Thomas Abbott	K0018-U00000
BLDM-2025-0004	Building - Minor 01/07/2025 R-20 <i>Description: 2 Story Addition with Finished Basement/ WE ARE NOT DOING THE DORMER AT THIS TIME</i>	Alteration / Addition 01/16/2025 \$2,852.00	Issued 08/04/2025 1,856	12 Lisa Beth Cr, Dover 03820 \$256,563.00	Residential	None Yes Thomas Abbott	H0044-K00002
BLDM-2024-0486	Building - Minor 10/21/2024 R-40 <i>Description: Demo of 22 x 24 garage and foundation. Demo of bulk head entering basement. Further construction will require additional permit</i>	Alteration / Addition 01/17/2025 \$58.00	Complete 07/19/2025 528	14 Westwood Cr, Dover 03820 \$3,000.00	Residential	None Yes	F0018-U00000
BLDM-2025-0021	Building - Minor 01/17/2025 R-12 <i>Description: remove and replace 1100sq ft shingle roof - install new shingles - no structural changes</i>	Alteration / Addition 01/17/2025 \$75.00	Complete 07/19/2025 1,100	122 Mount Vernon St, Dover, NH \$21,135.33	Residential	None Yes	29037-000000
BLDM-2025-0011	Building - Minor 01/14/2025 R-40 <i>Description: Bathroom Renovation</i>	Alteration / Addition 01/21/2025 \$355.00	Issued 07/28/2025 150	50 Isaac Lucas Cr, Dover 03820 \$30,000.00	Residential	None Yes Thomas Abbott	M0090-D00011
BLDM-2025-0023	Building - Minor 01/17/2025 RM-U <i>Description: building #3 units 311-336, Demo and disposal of existing P.T. decking and railings and any other P.T. coverings of 12 garden style apartment decks, 1 ramp.</i>	Alteration / Addition 01/22/2025 \$25.00	Issued 07/24/2025 2,500	311-336 (Bldg. 3) Regent Dr, Dover, NH \$35,000.00	Residential	None Yes Thomas Abbott	E0066-000000
BLDM-2025-0019	Building - Minor 01/15/2025 RM-U <i>Description: Demo and disposal of existing P.T. decking and railings and any other P.T. coverings of 12 garden style apartment decks, all building entrance porches, and railings removal and reinstall new ones.</i>	Alteration / Addition 01/22/2025 \$1,180.00	Issued 07/24/2025 2,500	111-136 (Bldg. 1) Regent Dr, Dover, NH \$105,000.00	Residential	None Yes Thomas Abbott	E0066-000000
BLDM-2025-0029	Building - Minor 01/23/2025 R-12 <i>Description: Project is replacement of roof (shingles, roof paper) in existing footprint which is >20 years old.</i>	Alteration / Addition 01/23/2025 \$75.00	Issued 07/25/2025 1,300	5 Tennyson Av, Dover 03820 \$6,871.00	Residential	None Yes Thomas Abbott	21047-000000

PERMITS ISSUED BY WORK CLASS (01/01/2025 TO 01/31/2025)

Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	Status <i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	District <i>Applied Online Assigned To</i>	Parcel
BLDM-2025-0027	Building - Minor 01/22/2025 R-40 <i>Description: Minor kitchen remodel</i>	Alteration / Addition 01/23/2025 \$905.00	Issued 07/25/2025 500	87 Emerald Ln, Dover 03820 \$80,000.00	Residential	None Yes Thomas Abbott	F0022-A00012
BLDM-2024-0561	Building - Minor 12/20/2024 R-20 <i>Description: REMOVE AND REPLACE 20 WINDOWS, LIKE FOR LIKE, SAME SIZE, NO STRUCTURAL CHANGES</i>	Alteration / Addition 01/23/2025 \$179.00	Issued 07/25/2025 0	16 Lisa Beth Cr, Dover 03820 \$14,147.07	Residential	None Yes Thomas Abbott	H0044-E00000
BLDM-2024-0543	Building - Minor 12/04/2024 R-12 <i>Description: replacing existing attached garage and mudroom with new mudroom and 2 story living space; reconfiguring bedroom layout, no increase in bedroom count.</i>	Alteration / Addition 01/23/2025 \$3,270.00	Issued 08/04/2025 1,415	7 Wedgewood Rd, Dover 03820 \$295,200.00	Residential	None Yes Thomas Abbott	36021-E00000
BLDM-2025-0010	Building - Minor 01/10/2025 RM-U <i>Description: Demo and disposal of existing P.T. decking and railings and any other P.T. coverings of 12 garden style apartment decks and railings removal and reinstall new ones.</i>	Alteration / Addition 01/23/2025 \$25.00	Issued 07/25/2025 300	211-236 (Bldg. 2) Regent Dr, Dover, NH \$32,000.00	Residential	None Yes Thomas Abbott	E0066-000000
BLDM-2025-0025	Building - Minor 01/21/2025 RM-U <i>Description: Tear down existing deck and rebuild on existing foot print.</i>	Alteration / Addition 01/24/2025 \$267.00	Issued 07/26/2025 313	30 Atkinson St, Dover 03820 \$21,949.85	Residential	None Yes Thomas Abbott	09062-000000
BLDM-2024-0549	Building - Minor 12/11/2024 G <i>Description: Roofing</i>	Alteration / Addition 01/24/2025 \$295.00	Issued 07/26/2025 2,500	630 Central Av, Dover 03820 \$20,000.00	Non-Residential	None Yes Thomas Abbott	30130-000000
BLDM-2024-0552	Building - Minor 12/12/2024 RM-SU <i>Description: Fixing damage structural rot, Garage door header, and exterior door header. Replacing sheathing. Replacing flashing. Replacing siding.</i>	Alteration / Addition 01/24/2025 \$91.00	Complete 07/29/2025 100	8 Trestle Wy, Dover 03820 \$6,500.00	Residential	None Yes Thomas Abbott	H0018-001000
BLDM-2025-0007	Building - Minor 01/08/2025 RM-U <i>Description: Converting part of a second floor bedroom into a bathroom.</i>	Alteration / Addition 01/27/2025 \$190.00	Issued 07/28/2025 42	121 Henry Law Av, Dover 03820 \$15,000.00	Residential	None Yes Thomas Abbott	20012-000000
BLDM-2025-0031	Building - Minor 01/25/2025 LBW <i>Description: Lobster tank Removal and replace tile</i>	Alteration / Addition 01/27/2025 \$190.00	Issued 07/29/2025 250	431 Dover Point Rd, Dover 03820 \$15,000.00	Non-Residential	None Yes Thomas Abbott	08013-A00001
BLDM-2025-0018	Building - Minor 01/15/2025 R-40 <i>Description: Renovate the basement and attic, convert an existing attic area on the second story above the garage into two spaces as a family recreation room and home office. Additionally, this scope is to convert a utility room into two separate spaces as a home gym and utility room.</i>	Alteration / Addition 01/27/2025 \$597.00	Issued 07/29/2025 770	38 Wisteria Dr, Dover, NH \$52,500.00	Residential	None Yes Thomas Abbott	N0008-003003

PERMITS ISSUED BY WORK CLASS (01/01/2025 TO 01/31/2025)

Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	Status <i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	District <i>Applied Online Assigned To</i>	Parcel
BLDM-2024-0551	Building - Minor 12/12/2024 R-40	Alteration / Addition 01/28/2025 \$960.00	Issued 07/30/2025 800	125 Three Rivers Farm Rd, Dover 03820 01/31/2025 \$85,000.00	Residential	None Yes Thomas Abbott	N0004-000000
<i>Description: Replace rafters and sheathing due to extensive wood rot, new roofing and insulation, new bathroom framing and layout, repairs to back deck and additional front deck to allow wheelchair access</i>							
BLDM-2025-0034	Building - Minor 01/29/2025	Alteration / Addition 01/29/2025 \$520.00	Issued 07/31/2025 400	14 Atkinson St, 1, Dover 03820 \$44,656.00	Residential	None Yes Thomas Abbott	01011-000000
<i>Description: Gut renovation of 400 sq foot apartment due to fire, total project cost including materials \$44,656 Plumbing \$2,500 Electrical \$9,382 Contractors \$19,694 Materials \$13,424</i>							
BLDM-2025-0030	Building - Minor 01/24/2025 HR	Alteration / Addition 01/30/2025 \$80.00	Issued 08/01/2025 3,264	37 Fisher St, Dover 03820 \$5,138.36	Residential	None Yes Thomas Abbott	12101-000000
<i>Description: Replace old skylights - with same size fixed Velux</i>							
BLDM-2025-0039	Building - Minor 01/30/2025 CBD-G	Alteration / Addition 01/30/2025 \$190.00	Issued 08/01/2025 753	5 Green St, Dover, NH \$15,000.00	Residential	None Yes Thomas Abbott	01041-000000
<i>Description: Demolition of drywall and insulation</i>							
BLDM-2024-0554	Building - Minor 12/13/2024 HR	Alteration / Addition 01/30/2025 \$75.00	Issued 08/01/2025 1,500	225 Washington St, Dover 03820 \$12,000.00	Mixed Use	None Yes Thomas Abbott	10036-000000
<i>Description: Remove and replace roofing materials. No structural modifications</i>							
BLDM-2025-0033	Building - Minor 01/28/2025 R-40	Alteration / Addition 01/30/2025 \$520.00	Issued 08/01/2025 57	24 Old Stage Rd, Dover, NH \$44,697.35	Residential	None Yes Thomas Abbott	G0035-C00000
<i>Description: Bathroom Remodel</i>							
BLDM-2025-0038	Building - Minor 01/30/2025 R-12	Alteration / Addition 01/31/2025 \$300.00	Issued 08/02/2025 300	9 Danielle Ln, Dover 03820 \$25,000.00	Residential	None Yes Thomas Abbott	I0049-022000
<i>Description: Finish 3rd floor with half bath Framing, wiring, plumbing and insulation we previously done during construction and inspected.</i>							
BLDM-2025-0037	Building - Minor 01/30/2025 R-40	Alteration / Addition 01/31/2025 \$784.00	Issued 08/02/2025 0	160 County Farm Rd, Dover, NH \$68,590.00	Residential	None Yes Thomas Abbott	C0003-G00000
<i>Description: TO REMOVE AND REPLACE (24) WINDOWS. LIKE FOR LIKE; NO STRUCTURAL ALTERATIONS.</i>							
SUBTOTALS FOR ALTERATION / ADDITION:			40,703 Sq Ft	\$2,155,229.96	Residential:	35	PERMITS ISSUED: 40
					Non-Residential:	4	
					Mixed Use:	1	

NEW CONSTRUCTION

PERMITS ISSUED BY WORK CLASS (01/01/2025 TO 01/31/2025)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	Status <i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	District <i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDG-2025-0002	Building - Major 01/06/2025 R-40	New Construction 01/16/2025 \$21,020.00	Fees Due 07/18/2025 3,415	16 Fresh Creek Road, Dover, NH 03820 \$1,100,000.00	Residential	None Yes Jim Maxfield	N0013-001007
<i>Description: Construct a two story single family dwelling with four car attached garage with unfinished basement and attic</i>							
BLDG-2025-0001	Building - Major 01/06/2025 R-40	New Construction 01/23/2025 \$20,778.00	Issued 07/25/2025 4,792	11 Prosperity Dr, Dover, NH 03820 \$1,078,000.00	Residential	None Yes Jim Maxfield	N0013-001003
<i>Description: Construct a two story single family dwelling with two car attached garage with finished basement and unfinished attic.</i>							
BLDM-2025-0013	Building - Minor 01/14/2025 R-20	New Construction 01/23/2025 \$36.00	Issued 07/23/2025 90	43 B Polly Ann Trailer Pk, B, Dover 03820 01/24/2025 \$1,000.00	Residential	None Yes Thomas Abbott	M0047-C00000
<i>Description: Install aluminum wheelchair ramp.</i>							
<i>This was purchased from easy access wheelchair ramp</i>							
SUBTOTALS FOR NEW CONSTRUCTION:			8,297 Sq Ft	\$2,179,000.00	Residential:	3	PERMITS ISSUED: 3
					Non-Residential:	0	
					Mixed Use:	0	
			49,000 Sq Ft	\$4,334,229.96	Residential:	38	GRAND TOTAL OF PERMITS: 43
					Non-Residential:	4	
					Mixed Use:	1	

* Indicates active hold(s) on this permit

City of Dover

Revenues of Major Funds January 31, 2025

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 116,087,694	43,606,781	60,232,416	52.0%	\$ 55,855,278	\$ -	\$ 55,855,278	48.0%
Licenses & Permits	7,582,679	721,286	5,070,886	67.0%	2,511,793	-	2,511,793	33.0%
Intergovernmental	5,924,368	147,139	3,914,022	66.0%	2,010,346	-	2,010,346	34.0%
Charges for Services	5,125,212	248,157	3,101,862	61.0%	2,023,350	-	2,023,350	39.0%
Miscellaneous Revenue	2,099,105	234,808	1,903,445	91.0%	195,660	-	195,660	9.0%
Education	20,671,310	7,070,322	14,184,964	69.0%	6,486,346	-	6,486,346	31.0%
Operating Transfers In	446,507	-	27,048	6.0%	419,459	-	419,459	94.0%
Other Financing Sources	129,900	-	-	0.0%	129,900	-	129,900	100.0%
Sub-total : 1000 General Fund	\$ 158,066,775	52,028,493	88,434,641	56.0%	\$ 69,632,134	\$ -	\$ 69,632,134	44.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 395,000	41,905	266,762	68.0%	\$ 128,238	\$ -	\$ 128,238	32.0%
Parking Income	1,047,941	31,120	625,207	60.0%	422,734	-	422,734	40.0%
Parking Fines	184,000	14,358	178,679	97.0%	5,321	-	5,321	3.0%
Other Financing Sources	0	-	-	0.0%	-	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	\$ 1,626,941	87,383	1,070,648	66.0%	\$ 556,293	\$ -	\$ 556,293	34.0%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 9,584	-	7,154	75.0%	\$ 2,430	\$ -	\$ 2,430	25.0%
Charges for Services	2,004,995	84,601	969,438	48.0%	1,035,557	-	1,035,557	52.0%
Miscellaneous Revenue	0	29	1,295	0.0%	(1,295)	-	(1,295)	0.0%
Other Financing Sources	0	-	-	0.0%	0	-	0	0.0%
Sub-total : 3320 Residential Solid Waste	\$ 2,014,579	84,629	977,887	49.0%	\$ 1,036,692	\$ -	\$ 1,036,692	51.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 794,011	32,343	428,461	54.0%	\$ 365,550	\$ -	\$ 365,550	46.0%
Operating Transfers In	60,853	3,857	23,140	38.0%	37,713	-	37,713	62.0%
Sub-total : 3381 McConnell Center	\$ 854,864	36,200	451,601	53.0%	\$ 403,264	\$ -	\$ 403,264	47.0%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 425,490	18,590	180,468	42.0%	\$ 245,022	\$ -	\$ 245,022	58.0%
Miscellaneous Revenue	5,500	870	6,250	114.0%	(750)	-	(750)	-14.0%
Operating Transfers In	20,000	-	-	0.0%	20,000	-	20,000	100.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 450,990	19,460	186,718	41.0%	\$ 264,272	\$ -	\$ 264,272	59.0%
5300 Water Fund								
Intergovernmental	\$ 71,800	-	-	0.0%	\$ 71,800	\$ -	\$ 71,800	100.0%
Charges for Services	7,716,002	270,948	4,095,046	53.0%	3,620,956	-	3,620,956	47.0%
Miscellaneous Revenue	386,000	5,342	39,235	10.0%	346,765	-	346,765	90.0%
Other Financing Sources	87,500	-	-	0.0%	87,500	-	87,500	100.0%
Sub-total : 5300 Water Fund	\$ 8,261,302	276,290	4,134,281	50.0%	\$ 4,127,021	\$ -	\$ 4,127,021	50.0%
5320 Sewer Fund								
Intergovernmental	\$ 163,524	-	14,089	9.0%	\$ 149,435	\$ -	\$ 149,435	91.0%
Charges for Services	9,936,082	362,962	4,717,385	47.0%	5,218,697	-	5,218,697	53.0%
Miscellaneous Revenue	70,000	5,983	41,798	60.0%	28,202	-	28,202	40.0%
Other Financing Sources	391,150	-	-	0.0%	391,150	-	391,150	100.0%
Sub-total : 5320 Sewer Fund	\$ 10,560,756	368,945	4,773,272	45.0%	\$ 5,787,484	\$ -	\$ 5,787,484	55.0%
6100 Dovernet Fund								
Intergovernmental	\$ 351,620	-	-	0.0%	\$ 351,620	\$ -	\$ 351,620	100.0%
Charges for Services	1,708,778	125,251	876,783	51.0%	831,995	-	831,995	49.0%
Miscellaneous Revenue	50,000	-	-	0.0%	50,000	-	50,000	100.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6100 Dovernet Fund	\$ 2,110,398	125,251	876,783	42.0%	\$ 1,233,615	\$ -	\$ 1,233,615	58.0%
Total : REVENUES	\$ 183,946,605	53,026,651	100,905,832	55.0%	\$ 83,040,773	\$ -	\$ 83,040,773	45.0%

City of Dover

Expenditures of Major Funds

January 31, 2025

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 634,396	\$ 4,570	\$ 65,003	10.0%	\$ 569,393	\$ 209,723	\$ 359,670	56.7%
Executive	2,494,022	208,471	1,249,711	50.0	1,244,311	934,852	309,459	12.4
Finance	2,833,972	226,219	1,489,629	53.0	1,344,343	886,618	457,725	16.2
Planning	2,464,029	165,058	1,072,543	44.0	1,391,486	671,233	720,253	29.2
Misc General Government	1,326,602	73,402	479,540	36.0	847,062	108,357	738,705	55.7
Police	11,191,487	993,815	6,203,940	55.0	4,987,547	3,578,023	1,409,524	12.6
Fire & Rescue	12,809,683	1,155,664	7,287,394	57.0	5,522,289	3,414,137	2,108,152	16.5
Community Service Public Works	11,412,271	685,624	3,607,425	32.0	7,804,846	2,395,587	5,409,259	47.4
Recreation	3,240,460	263,841	1,595,206	49.0	1,645,254	866,844	778,410	24.0
Public Library	1,933,196	157,893	1,026,792	53.0	906,404	647,490	258,914	13.4
Public Welfare	881,409	83,375	399,415	45.0	481,994	156,319	325,675	36.9
Debt Service	6,332,062	-	2,396,690	38.0	3,935,372	2,912,038	1,023,335	16.2
Other Financing Sources/Uses	4,645,609	180,214	1,261,496	27.0	3,384,113	-	3,384,113	72.8
School	84,642,799	8,768,933	40,692,558	48.0	43,950,241	40,165,228	3,785,014	4.5
Intergovernmental	11,224,778	-	11,224,778	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 158,066,775	\$ 12,967,079	\$ 80,052,120	50.6%	\$ 78,014,655	\$ 56,946,448	\$ 21,068,207	13.3%
3213 Parking Activity Fund								
Police	\$ 1,626,941	\$ 97,030	\$ 612,994	38.0%	\$ 1,013,947	\$ 332,579	\$ 681,368	41.9%
Sub-total : 3213 Parking Activity Fund	\$ 1,626,941	\$ 97,030	\$ 612,994	37.7%	\$ 1,013,947	\$ 332,579	\$ 681,368	41.9%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 2,106,737	\$ 252,516	\$ 946,664	45.0%	\$ 1,160,074	\$ 1,017,736	\$ 142,338	6.8%
Sub-total : 3320 Residential Solid Waste Fund	\$ 2,106,737	\$ 252,516	\$ 946,664	44.9%	\$ 1,160,074	\$ 1,017,736	\$ 142,338	6.8%
3381 McConnell Center Fund								
Recreation	\$ 854,864	\$ 37,826	\$ 227,986	27.0%	\$ 626,878	\$ 313,828	\$ 313,050	36.6%
Sub-total : 3381 McConnell Center Fund	\$ 854,864	\$ 37,826	\$ 227,986	26.7%	\$ 626,878	\$ 313,828	\$ 313,050	36.6%
3410 Recreation Special Revenue Fund								
Recreation	\$ 470,990	\$ 21,949	\$ 180,147	38.0%	\$ 290,843	\$ 34,484	\$ 256,360	54.4%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 470,990	\$ 21,949	\$ 180,147	38.2%	\$ 290,843	\$ 34,484	\$ 256,360	54.4%
5300 Water Fund								
Community Service Public Works	\$ 8,498,951	\$ 494,216	\$ 3,770,754	44.0%	\$ 4,728,197	\$ 1,652,064	\$ 3,076,133	36.2%
Sub-total : 5300 Water Fund	\$ 8,498,951	\$ 494,216	\$ 3,770,754	44.4%	\$ 4,728,197	\$ 1,652,064	\$ 3,076,133	36.2%
5320 Sewer Fund								
Community Service Public Works	\$ 10,697,441	\$ 734,107	\$ 4,704,648	44.0%	\$ 5,992,792	\$ 2,248,620	\$ 3,744,172	35.0%
Sub-total : 5320 Sewer Fund	\$ 10,697,441	\$ 734,107	\$ 4,704,648	44.0%	\$ 5,992,792	\$ 2,248,620	\$ 3,744,172	35.0%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 3,108,536	\$ 157,491	\$ 850,730	27.0%	\$ 2,257,806	\$ 709,070	\$ 1,548,736	49.8%
Sub-total : 6100 Dovernet Fund	\$ 3,108,536	\$ 157,491	\$ 850,730	27.4%	\$ 2,257,806	\$ 709,070	\$ 1,548,736	49.8%
Total : EXPENDITURES	\$ 185,431,236	\$ 14,762,213	\$ 91,346,043	49.3%	\$ 94,085,193	\$ 63,254,830	\$ 30,830,363	16.6%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) January 31, 2025

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenues	1,140,835	153,332	706,099	61.9	434,736	0	434,736	38.1
Expenditures	1,321,297	128,997	707,501	53.6	613,796	408,070	205,725	15.6
Debt Service								
Principal	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
	<u>(180,462)</u>	<u>24,334</u>	<u>(1,402)</u>	<u>8.3</u>	<u>(179,060)</u>	<u>(408,070)</u>	<u>229,011</u>	<u>22.5</u>

City of Dover
FY25 State of NH Aid/Grant Revenue

Aid By Category	July 2024	August 2024	September 2024	October 2024	November 2024	December 2024	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025
Education												
Adequate Education			\$ 2,281,643.00		\$ 2,281,643.00							
Building Aid												
School Meals	\$ 106,081.95			\$ 63,938.27		\$ 136,805.59						
Special Education	\$ 196,704.97		\$ 54,628.35	\$ 3,354.95	\$ 15,351.62	\$ 64,357.74	\$ 5,167,084.66					
Tuition & Transportation						\$ 470,628.64						
Emergency Relief Funds	\$ 377,093.70			\$ 3,332,440.38	\$ 581,347.95							
Local Education Improvements	\$ 353,814.10	\$ 56,061.73	\$ 107,745.05	\$ 91,518.22	\$ 337,354.92	\$ 171,111.30						
Adult Education	\$ 97,398.54	\$ 13,391.14	\$ 53,014.19	\$ 34,275.66	\$ 43,420.97	\$ 43,011.05						
<i>Total Education</i>	\$ 1,131,093.26	\$ 69,452.87	\$ 2,497,030.59	\$ 3,525,527.48	\$ 3,259,118.46	\$ 885,914.32	\$ 5,167,084.66	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental												
State Aid Grants - Wastewater				\$ 14,512.00		\$ 11,154.00						
SRF - Chapel St. Revine			\$ 597.42									
SRF - River St Pump Station				\$ 4,055,554.27		\$ 1,056,020.76						
Lead Service Line Grants	\$ 5,846.91	\$ 13,162.03										
Pudding Hill Water Treatment		\$ 338,119.73										
Community Trail Land Improvements		\$ 22,508.58										
<i>Total Environmental</i>	\$ 5,846.91	\$ 373,790.34	\$ 597.42	\$ 4,070,066.27	\$ -	\$ 1,067,174.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Gen. Funds												
Meals & Rooms Distribution						\$ 3,250,398.63						
InvestNH; HOP Housing Navigator		\$ 33,398.65		\$ 34,902.72		\$ 35,312.09						
InvestNH; HOP Grant Reimbursement		\$ 20,523.35	\$ 7,233.98	\$ 7,499.75		\$ 6,162.74						
Household Hazardous Waste Collection				\$ 7,154.00								
SCADA (ARPA)		\$ 58,321.39										
Opioid Settlement					\$ 43,322.53	\$ 11,073.16						
Other			\$ 11,064.84	\$ 1.70	\$ 2,024.00							
<i>Total Other Gen. Funds</i>	\$ -	\$ 112,243.39	\$ 18,298.82	\$ 49,558.17	\$ 45,346.53	\$ 3,250,398.63	\$ 52,547.99	\$ -	\$ -	\$ -	\$ -	\$ -
Highway Funds												
Highway Block Grants	\$ 190,396.86			\$ 190,396.86			\$ 126,931.25					
Highway Construction Aid												
Municipal Bridge Aid												
<i>Total Highway Funds</i>	\$ 190,396.86	\$ -	\$ -	\$ 190,396.86	\$ -	\$ -	\$ 126,931.25	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety Funds												
Overtime Reimbursemnt	\$ 1,800.34		\$ 285.27	\$ 4,512.36								
Safe Streets Grant			\$ 1,386.06									
Seabrook Drill Training		\$ 6,750.00				\$ 6,750.00						
Highway Safety Grant		\$ 1,786.21	\$ 23,647.38		\$ 238.22							
DRE Call Out		\$ 67.00										
NH Safe Streets		\$ 1,625.95										
DHHS - Coalition Support Srvs						\$ 45,187.75						
Granite Hammer Grant		\$ 5,989.08										
<i>Total Public Safety</i>	\$ 1,800.34	\$ 16,218.24	\$ 25,318.71	\$ 4,512.36	\$ 238.22	\$ 6,750.00	\$ 45,187.75	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Grand Total</i>	\$ 1,329,137.37	\$ 571,704.84	\$ 2,541,245.54	\$ 7,840,061.14	\$ 3,304,703.21	\$ 5,210,237.71	\$ 5,391,751.65	\$ -	\$ -	\$ -	\$ -	\$ -

CITY COUNCIL GOALS

2024-2025



How the City of Dover Management Team & employees supported City Council goals in **January 2025**

GOAL 1: OUR CITY HAS DIVERSE HOUSING

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

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

City Planner Bassegio met with Hershey Hirschkop, Director of Housing at Fair Tide, to discuss available Community Development Finance Authority funding for recovery housing.

Planning and Community Development staff wrapped up work with the Strafford Regional Planning Commission (SRPC) and the University of New Hampshire (UNH) on the Regulatory Audit of policies and practices in addition to an analysis of the City's demographics and housing market. The project was funded entirely by a Housing Opportunity Planning (HOP) Grant from the InvestNH program. The regulatory Audit was released in November and findings were presented to the Ad-Hoc Committee to Address Community Housing Needs. Copies of the Land Use Audit are available in the Planning Office and it will be used to inform the impending update of the City's Land Use Chapter of the Master Plan in 2025.

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

GOAL 2: OUR CITY IS CIVICALLY ENGAGED

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

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

City Planner Bassegio recorded an episode of the Dover Download podcast to recap January land use board meetings, including zoning board decisions, Arts Commission projects, Conservation Commission endorsements, and Planning Board approvals.

The Department of Planning and Community Development continued to update its newsletter, Facebook page, and Twitter feed to communicate with the public. The Department of Planning and Community Development has 900 Facebook followers (City of Dover NH Planning) and 905 followers on Twitter @DoverNHPlanning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 3,400 likes and 3,738 followers).

Planning and Media Services staff continued to develop and enhance an electronic "newsletter" for planning related items (with 1087 subscribers). Three newsletters were sent in January. Content included meeting summaries, meeting previews, Master Plan updates, and various special topics such as information on upcoming Planning Board meetings, CDBG Listening Sessions, the adoption of the Conservation and Open Space Chapter, the purchase of a conservation easement, and an overview of the Land Use Boards Meet and Greet event. A Polco survey question asked: "What is the best way for the Planning Department to share information with you about projects, initiatives, and community updates?" Readers were asked to provide feedback through on the drafting of the CDBG Consolidated Plan.

The Planning Department helped the Planning Board host the Land Use Meet and Greet event that allowed for members of our land Use boards to discuss what was worked on within the past year, and the goals for 2025. The event was held on January 14th with a special presentation on the Conservation and Open Space Chapter update.

Planning staff continue to meet regularly with residents, businesses, developers, real estate professionals, social service agencies, landlords, property management firms, and other stakeholders to better inform the City's housing initiatives.

During January, two sessions of the PACT parent program were completed. These in-person sessions included a short presentation on youth advocacy and 4 scenarios. Staff moderated these theatrical scenes of parent-teen conversations performed by Youth to Youth students. The action is periodically paused to engage the audience on their thoughts on what the parents should say when responding to various situations.

During the month of January Dover Public Library Children's Room staff participated in two outreach events. The first visit was to Headstart by Library Assistant Karin Mayer-Gottlob on Tuesday, January

7th. These visits had been put on pause due to a burst pipe in the Headstart building in the fall. Karin recently resumed her visits in the temporary location at Garrison Elementary School. This visit combined two classrooms for a story time event centered on a specific monthly theme. The second outreach opportunity has also become a monthly occurrence, taking place at Little Tree Education on Wednesday, January 8th. Children's Librarian Crystal Lisbon visited two classrooms offering a story time, along with bringing a different selection of books to center around a monthly theme. These outreach opportunities have become a staple of the Children's Room, and help expand the library's reach directly into the community.

Throughout the month of January, Dover Public Library's Teen and Information Services Librarian Emily Ainaire and Library volunteer Michael Ainaire have been working with Seymour Osman Community Center's afterschool enrichment program at Woodman Park School to offer a seven-week Dungeons and Dragons campaign. Twelve students in grades 3 and 4 participate each week and learn how to create a character, the basic rules of the game, and the importance of working together to complete imaginative challenges.

On Friday, January 24, Dover Public Library's Teen & Information Service Librarian, Emily Ainaire, visited Dover High School to participate in Reset Day, an in-school mental health day for students in grades 9-12. Students were able to participate in a wide variety of activities such as singing karaoke, making flower crowns, watching an animal presentation from Wildlife Encounters, and much more. Throughout this event, students worked with community volunteers who helped share information about local organizations and resources that provide mental health and wellness resources for teens.

GOAL 3: OUR CITY IS RESILIENT

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

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

The Legal Office assisted with closing on a conservation easement as well as assisted with purchase of conservation land.

Assistant City Planner Edgecomb Staffed the Forestry Subcommittee on January 6th where the group discussed the issues around the dying Ash trees in the downtown and routine tree planting for the upcoming spring.

Zoning Administrator Crouser staffed the Dover Arts Commission meeting and goal setting. The Commission reviewed progress towards securing funds for the "Reaching Across" sculpture to be installed at the Joe B. Parks Riverwalk Public Garden entrance off of Central Ave. The Commission also set up a display at the Planning Department's booth at Apple Harvest Day to promote the objectives of the Arts Commission and to spread the word of the "Reaching Across" sculpture, and in subsequent meetings, discussed several public art installation requests across the City, policies, budget, and overall art plan.

Assistant City Planner Edgecomb staffed the Conservation Commission on Monday, January 13th where they reviewed local Conditional Use Permits, NHDES wetlands application update letters, and discussed the approval of Conservation Funds for potential future conservation easement properties.

Assistant Planner Edgecomb attended the first of many meetings regarding the State Climate Action Plan with a focus on Natural Lands, Forestry, and Agriculture.

Assistant City Planner Edgecomb staffed the Open Lands Committee on January 23rd where conservation parcels were discussed and the criteria for what should be conserved was reviewed.

Resilience Coordinator Merchant staffed the Energy Commission Meeting on January 15th where the Commission discussed the No Idling Administrative Regulation, the solar project at the WWTF, the RFP for the Energy Audit of municipal buildings leading into the Energy Savings Performance Contract, and the new Community Power rates.

Planning staff are happy to announce the closing of a 10.29-acre conservation Easement on January 30th. This easement helps to complete the protected wildlife corridor sustained by the surrounding conservation easements.

Assistant City Planner Edgecomb attended the UNH Sea Grant Seminar where members of the coastal communities within New Hampshire presented their findings on various research topics.

Resilience Coordinator Merchant worked with Director John Storer, Fleet Supervisor Scott Greene, and HR Director Heather Worrall to add a No Idling policy to the Administrative Regulation on Use of City Owned or Leased Motor Vehicles.

Resilience Coordinator Merchant met with Community Services Director Storer and Fleet Supervisor Greene to discuss potential funding sources to replace older diesel fuel vehicles.

GOAL 4: OUR CITY IS SAFE AND INVITING

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

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

Staff from Planning, Business Development, Community Services, and the Police Department have worked on a bicycle plan for the city to help ensure better bikeability throughout the city.

Director Benton and City Planner Bassegio have been working with SRPC staff on general accessibility, public transportation, and active transportation.

Throughout January, Lt. Mitrushi coordinated with three local organizations to schedule CRASE (Citizen's Response to Active Shooter Events) training in the coming months. He also coordinated with a neighborhood group to discuss plans to start a Neighborhood Watch program.

GOAL 5: OUR CITY IS INCLUSIVE AND WELCOMING

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

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

Planning staff continues to work with representatives from local and regional agencies, including One Sky Community Services, Our Place, & AbleNH, to better understand the challenges faced by residents with disabilities and those who care for them. This has included a collaborative review of a proposed zoning definition and criteria for 'Community Residence,' a supportive housing type designed to meet the needs of adults living with disabilities or acquired brain injuries.

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

On January 13, 2025, Lt. Mitrushi and Outreach Social Worker Deardorff attended the downtown business owners' monthly meeting. Much of the discussion at the meeting was around the city's response to homelessness and encouraging businesses to contact the police when a disturbance is occurring.

Another Dover Public Library program that needed for find alternative space due to the renovation was the All Abilities Club. As of January 2025, All Abilities programs will take place at Great Bay Services in Dover. Library staff will continue to offer a program there each Wednesday at 11:00 just as there was in the library space; first week is a chapter book reading, second week is an art project, third week is building with Legos, and fourth week is music. Adults with disabilities from around the area are invited to attend these free events.

GOAL 6: OUR CITY HAS SUSTAINABLE FINANCIAL POLICIES

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

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

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

Assistant City Planner Edgecomb worked with City Planner Bassegio to discuss potential grant opportunities regarding the issues around the dying Ash trees in the downtown.

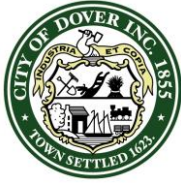
GOAL 7: OUR CITY'S OPPORTUNITIES ARE ACCESSIBLE FOR ALL

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

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

The Dover Public Library staff made 3 visits to community members via the Homebound Delivery Service in January. This new service delivers books and other library items directly to the homes of those who are unable to get to the library to pick up materials. Those who are interested in the service can fill out an application online at the library's website. Library staff can also mail or help with applications over the phone.

A resource connection meeting at CAP so that clients could access services after working hours was attended by the Welfare Director;



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Chambers
Meeting Date: **Wednesday, February 5, 2025**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Warach 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 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.

Eric Lever, 42 Main St, spoke about transportation action C3.1 and the bicycle plan. He urged the council to act to implement the bicycle plan that is presented in the master plan.

Caitlin Wilkie, 568 Sixth St, highlighted inconsistencies in the master plan and the consequences that could potentially come from implementing them. Ms. Wilkie is concerned about the rural areas and how the master plan will impact them.

Hilary Hamer, 91 Court St, spoke about the master plan and development in Dover.

Aaron Williams, 51A Sixth St, spoke about data from the parking bureau that he has received.

6. DISCUSSIONS

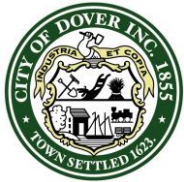
A. MASTER PLAN UPDATE

Planning and Community Development Director Donna Benton and City Planner Erin Bassegio gave a PowerPoint Presentation to the Council going over the Master Plan update.

7. ADJOURNMENT

Councilor Warach moved to adjourn, seconded by Councilor Retrosi.

Vote: 9-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 12, 2025**
Meeting Time: **7:00 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 Nemeth, Councilor Retrosi, Councilor Williams, Councilor Cullen, Councilor Hackett, Deputy Mayor Shanahan, Mayor Carrier

Absent: Councilor Warach

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved to approve the agenda as posted, seconded by Councilor Retrosi.

Vote: 8-0.

7. PUBLIC HEARINGS

A. CHAPTER 141, SECTION 48

SPONSORED BY MAYOR CARRIER BY REQUEST

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

8. PUBLIC FORUM

Taxpayers, Business owners, and Residents are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

Gary Dickerman, 39 Sandra's Run, urged the Council to condemn the Earcraft building.

Executive Councilor Joseph Kenney, district 1, Mr. Kenney introduced himself to the Council and gave an overview of what he does as executive councilor. He answered questions from the Council.

9. CITY MANAGER'S REPORT – FY2026 PROPOSED BUDGET PRESENTATION

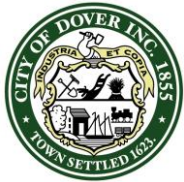
City Manager Joyal gave an overview of the City Manager's report that he submitted in writing. The Manager also presented the fiscal year 2026 proposed budget to the Council and answered questions. He gave an overview of the budget workshop dates and the budget adoption date. Deputy Mayor Shanahan moved to approve the City Manager's Report, seconded by Councilor Hackett.

Vote: 8-0.

10. APPROVAL OF MINUTES

A. January 15, 2025 – Regular Meeting

B. January 29, 2025 – Regular Meeting



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 12, 2025**
Meeting Time: **7:00 pm**

Deputy Mayor Shanahan moved to approve the two sets of minutes, seconded by Councilor Nemeth.

Vote: 8-0.

11. MAYOR'S REPORT

The Mayor gave a brief report of meetings and events he attended over the last few weeks. Deputy Mayor Shanahan moved to approve the Mayor's Report, seconded by Councilor Hackett.

Vote: 8-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. CHAPTER 141, SECTION 48

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the ordinance, seconded by Councilor Richer. City Manager Joyal gave an overview of the ordinance to the Council and answered questions.

Roll Call Vote: 8-0.

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

COMMITTEE REPORTS

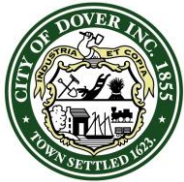
- | | |
|--|--|
| 1. Arts Commission (Nemeth) | 15. Solid Waste Advisory Committee (Hackett) |
| 2. Conservation Commission (Williams) | 16. Transportation Advisory Commission (Richer) |
| 3. Library Board of Trustees (Nemeth) | 17. Heritage Commission (Retrosi) |
| 4. Appointments Committee (Williams) | 18. Board of Health (Richer) |
| 5. Planning Board (Cullen) | 19. Downtown TIF Advisory Board (Warach) |
| 6. School Board Liaison (Hackett) | 20. Cocheco 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) | |

Councilor Williams presented the Council with the Appointments Committee recommendations from their last regular meeting as follows:

New Appointments:

Ethan Healey – Heritage Commission – Alternate Member (term: 2/12/2025 to 2/12/2028)

Aaron Williams – Transportation Advisory Commission – Alternate Member (term: 2/12/2025 to



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 12, 2025**
Meeting Time: **7:00 pm**

2/12/2028)

Mike Wilson – Cemetery Board– Alternate Member (term: 2/12/2025 to 2/22/2026)

Jessica LaMontagne – Cemetery Board – Alternate Member (term: 2/12/2025 to 7/10/2027)

Eric Ryherd – Energy Commission – Alternate Member (term: 2/12/2025 to 5/10/2026)

Beth Fischer – Recreation Advisory – Regular Member (term: 2/12/2025 to 2/12/2028)

Kevin McEneaney – Waterfront TIF – Regular Member (term: 2/12/2025 to 2/12/2028)

Resignations:

Walter King – Energy Commission

Cora Quisumbing-King – Racial Equity and Inclusion Committee

Richard Ferraro – McConnell Center Advisory

Grover Tasker – Cemetery Board

Change in Status:

Katie Smith – Cemetery Board – Alternate to Regular Member

Bret Carmichael – Energy Commission – Alternate to Regular Member

Kean McDermott – Transportation Advisory Commission – Alternate to Regular Member

Sara Santiago – Racial Equity and Inclusion Committee – Alternate to Regular Member

Councilor Cullen read a disclosure statement and asked the Council if they had any objections to his vote on the recommendations of Kevin McEneaney to Waterfront TIF as he has a professional relationship with the company owned by Mr. McEneaney. None of the Councilors objected.

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

Mayor Carrier asked Deputy City Manager Parker to give an overview of the Cocheco Waterfront Development Advisory Committee to the Council.

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

Councilor Williams gave an overview of the Strafford Regional Planning Commission report to the Council.

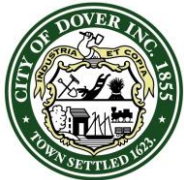
Councilor Cullen gave an overview of the last meeting held by the Joint Building Committee – Athletic Complex to the Council.

B. RESOLUTIONS

1. PURCHASE OF BUCKET TRUCK FOR COMMUNITY SERVICES FROM TIME MANUFACTURING HOLDING VIA SOURCEWELL 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: 8-0.

2. PURCHASE OF PUBLIC SAFETY COMMUNICATION EQUIPMENT 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, February 12, 2025**
Meeting Time: **7:00 pm**

Deputy Mayor Shanahan moved to approve the resolution, seconded by Councilor Richer. City Manager Joyal gave an overview of the resolution to the Council. Police Chief Breault answered questions from the Council.
Roll Call Vote: 8-0.

3. FISCAL YEAR 2026 BUDGET APPROPRIATIONS, FEES, AND CAPITAL IMPROVEMENTS PROGRAM

(RESOLUTION TO BE REFERRED TO PUBLIC HEARING AS FOLLOWS: SCHOOL DEPARTMENT BUDGET HEARING ON WEDNESDAY, FEBRUARY 26, 2025, CITY BUDGET HEARING ON WEDNESDAY, MARCH 12, 2025)
(THIS RESOLUTION REQUIRES A TWO-THIRDS MAJORITY VOTE TO ADOPT PURSUANT TO DOVER CHARTER C6-3.1 WITH A VOTE TO BE HELD ON APRIL 2, 2025)

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to substitute in the whole the budget resolution received at the meeting, seconded by Councilor Nemeth.

Vote: 8-0.

Deputy Mayor Shanahan moved to refer the resolution to the listed public hearings, seconded by Councilor Williams.

Vote: 8-0.

C. ORDINANCES IN 1ST READING

1. CHAPTER 9, SECTION 17

(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 12, 2025)

SPONSORED BY COUNCILOR WILLIAMS

Deputy Mayor Shanahan moved to refer the ordinance to a public hearing, seconded by Councilor Retrosi.

Vote: 8-0.

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Cullen spoke about growth in the City of Dover and the positive impact of TDR, it has increased housing units and funds put into the Conservation Fund. Councilor Cullen spoke about the importance of the needs and wants of current residents as well as future residents.

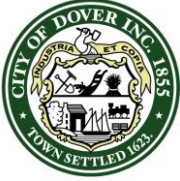
Mayor Carrier read a thank you note from Robert Steele's family for the flowers sent. The Mayor received a request to recognize International Women's Day on March 8th.

Councilor Williams informed the Council that the Chamber of Commerce gala is Thursday, March 13th at 5:30 PM.

16. ADJOURN

Councilor Retrosi moved to adjourn, seconded by Councilor Williams.

Vote: 8-0.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2025.02.26 - 22**
Resolution Re: Authorization to Make 2025 Payment to Municipal Alliance for Adaptive Management Per Intermunicipal Agreement for Great Bay Estuary

WHEREAS: On February 10, 2021 the Council approved resolution R-2021.02.10-020 authorizing the City Manager to enter into an Intermunicipal Agreement; and

WHEREAS: The Municipal Alliance for Adaptive Management held a Regular Meeting of the members on November 7, 2024, where the annual contribution of the Members was reviewed; and

WHEREAS: In order to continue the efficient and timely research into water quality and various factors that may be affecting same in the Great Bay Estuary, the Municipal Alliance for Adaptive Management has recommended the City of Dover provide funding of \$142,820.64 for calendar year 2025; and,

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

The Purchasing Agent is hereby authorized to release \$142,820.64 of funds to be used for the City of Dover's annual contribution to the Municipal Alliance for Adaptive Management.

If applicable, competitive bidding is waived pursuant to Dover Code 5-28 for purchases in relation to those stated in this resolution. The Purchasing Agent is authorized to issue a purchase order in the amount approved herein, consistent with the resolution and the purposes stated herein.

Financing

Account	Description	Appropriation	Balance
5320.1.300.43256.4341.00000.00	CS-Sewer-WWTP-Tech Services	182,000.00	171,940.85

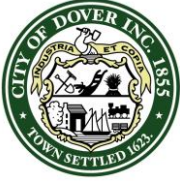
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Deputy City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

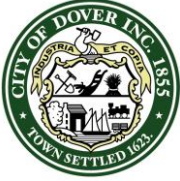
Resolution Number: **R – 2025.02.26 - 22**
Resolution Re: Authorization to Make 2025 Payment to Municipal Alliance
for Adaptive Management Per Intermunicipal Agreement
for Great Bay Estuary

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.B.1.

Resolution Number: **R – 2025.02.26 - 22**
Resolution Re: Authorization to Make 2025 Payment to Municipal Alliance for Adaptive Management Per Intermunicipal Agreement for Great Bay Estuary

RESOLUTION BACKGROUND MATERIAL:

Since joining the Municipal Alliance for Adaptive Management, Dover has been a leading member in both the regular and executive meetings. The Municipal Alliance for Adaptive Management (MAAM) group has taken the lead on moving towards compliance with the NPDES Nitrogen General Permit for all of the regulated communities, and particularly on behalf of the members of MAAM. Because we are working as a group, the member communities are able to pool resources and act as a single point of contact for other stakeholders and project partners such as NHDES, PREP and CLF. In the first year of the permit, the group carefully reviewed the components of compliance as outlined in the permit, and have created an Adaptive Management Plan (AMP) to address each of those components. The MAAM group was able to create a single AMP for its participating members, which outlined some funding and participation commitment for the communities as well as the expectations of the project partners.

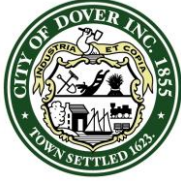
The AMP has five main components as follows:

- a) Monitor Ambient Water Quality in Great Bay
- b) Track reductions and additions of total nitrogen
- c) Individual community source reduction plan
- d) Comprehensively evaluate significant scientific and methodological issues related to determining nitrogen loading to the Great Bay.
- e) Prove a timeline for completion of a TMDL or TMDL alternative (MAAM to provide information, NHEDS would create the TMDL or alternative).

This year the MAAM reviewed and voted on total necessary funding of \$641,173.52 to stay on track with the AMP and assigned cost allotment on the design flow. The funding obligations of participating MAAM communities are as follows:

City of Portsmouth - \$222,739.42
City of Rochester – \$152,848.47
Town of Exeter - \$91,162.11
City of Dover - \$142,820.64
Town of Epping - \$15,193.69
Town of Newington - \$8,812.34
Town of Rollinsford - \$4,558.11
Town of Milton - \$3,038.74

Payment of the funding obligation s from each community will be made to the City of Rochester as the fiscal agent for MAAM. The invoice for this year's contribution was received.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2025.02.26 - 23**

Resolution Re: Authorization to Purchase New Pumper from Greenwood
Emergency Vehicles, LLC via Sourcewell

WHEREAS: The City of Dover is a member of Sourcewell, formally the National Joint Powers Alliance (NJPA), a member-focused public cooperative of more than 50,000-member agencies throughout the United States and, therefore, may purchase utilizing any of their cooperative purchasing agreements. In November of 2021, Sourcewell solicited RFP#113021 for Firefighting Apparatus and Fire Service Vehicles which included equipment, accessories and supplies; and

WHEREAS: February 2022, Sourcewell awarded contract #113021-RVG to Spartan Emergency Response as the contract holder with Greenwood Emergency Vehicles, LLC located in North Attleboro, Mass., as the New England dealer. The City wishes to purchase one Spartan/E-One AFT Pumper, in the amount of \$785,000.00; 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 when purchasing through the state of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

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 Greenwood Emergency Vehicles, LLC for one Pumper in the amount, not to exceed, \$785,000.000. 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
4026.1.220.4220.4743.02257.26	Pumper Replacement	1,640,000.00	1,640,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

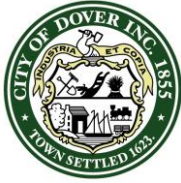
Approved as to Legal Form and Compliance: Jennifer R. Perez
Deputy City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

R-2025.02.26 Authorization to Purchase New Pumper
from Greenwood Emergency Vehicles, LLC via

Document Created by: Purchasing
Document Posted on: February 20, 2025

Sourcewell
Page 1 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2025.02.26 - 23**

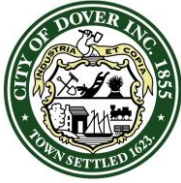
Resolution Re: Authorization to Purchase New Pumper from Greenwood
Emergency Vehicles, LLC via Sourcewell

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.B.2.

Resolution Number: **R – 2025.02.26 - 23**

Resolution Re: Authorization to Purchase New Pumper from Greenwood
Emergency Vehicles, LLC via Sourcewell

RESOLUTION BACKGROUND MATERIAL:

The City of Dover's 2026 Capital Improvements Program includes funding for the purchase of a new fire engine. This acquisition will replace the frontline service of a 2015 fire engine, which will in turn replace the 1995 reserve engine. The department follows a 10-year frontline – 10-year reserve rotation, maximizing the lifespan of fire apparatus in the most cost-effective manner.

Challenges in Fire Engine Procurement: In recent years, the department has procured custom-built fire engines. However, due to rising costs and extended manufacturing timelines, this method has become increasingly impractical. Custom fire engines require extensive engineering and build times, with current estimates exceeding four years for delivery.

Additionally, fire engine costs have risen sharply over the past year due to industry-wide price increases and newly enacted motor regulations. These regulations will add approximately \$100,000 to the cost of a new engine. As a result, replacing the department's newest engine under current pricing and regulations would exceed \$1,100,000.

Cost-Saving Alternative: Stock or Demo Unit: To remain within budget while meeting operational needs, the department has conducted an extensive nationwide search for a properly equipped stock fire truck or new demo unit. These vehicles are in extremely high demand and are quickly purchased once available.

Through this search, the department identified four potential units, but only one met both the operational needs of the department and the city's \$800,000 budget appropriation.

Immediate Action Required: Due to the high demand for this unit, immediate action is necessary. While there is a waiting list of buyers, the department has secured the unit pending City Council approval by February 28, 2025. If not approved by this deadline, the manufacturer will proceed with the next buyer on the list.

Cost Savings & Justification: By purchasing this demo unit, the city will realize a savings of over \$300,000 compared to the cost of a custom-built engine. This approach ensures the department acquires a modern, fully equipped fire engine without exceeding budget or facing a four-year delay.

Given these factors, the department strongly recommends the immediate approval of this purchase to secure the unit and maintain emergency response capabilities for the City of Dover.

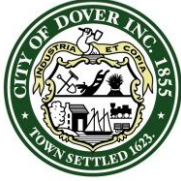
Award Information:

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

R-2025.02.26 Authorization to Purchase New Pumper
from Greenwood Emergency Vehicles, LLC via

Document Created by: Purchasing
Document Posted on: February 20, 2025

Sourcewell
Page 3 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

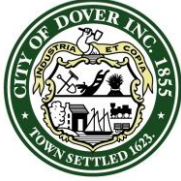
Agenda Item#: 13.B.2.

Resolution Number: **R – 2025.02.26 - 23**

Resolution Re: Authorization to Purchase New Pumper from Greenwood
Emergency Vehicles, LLC via Sourcewell

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:	Until Delivered	Estimated Delivery:	60 days
Recommended Award to:	Greenwood Emergency Vehicles	Fund:	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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2025.02.26 - 24**

Resolution Re: Authorization to Purchase Three (3) Bobcat Compact Track Loaders via Sourcewell

WHEREAS: The City of Dover is a member of Sourcewell formally the National Joint Powers Alliance (NJPA), a member-focused cooperative of more than 50,000 member agencies throughout the United States and, therefore, may purchase utilizing any of their cooperative purchasing agreements. In February 2023, Sourcewell solicited Bid # 020223 and has entered into an agreement #020223-CED with Bobcat for various pieces of construction equipment. One of the categories awarded to them is for compact track loaders and accessories; and,

WHEREAS: The City of Dover reached out to the local distributor in Chichester, NH for pricing of three (3) T450 T4 Bobcat Compact Track Loaders with attachments at a base cost of \$39,568.19 each, but with options and features and warranty, the total cost for three (3) units is \$149,610.36; and,

WHEREAS: The City Council previously approved the utilization of Sourcewell with Bobcat utilizing the local distributor, Bobcat of NH in Chichester for the same loader and attachments via prior Resolutions R-2023.01.25-011; R-2018.10.10-133; and [R-2016.10.12-134](#); 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 when purchasing through the state of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

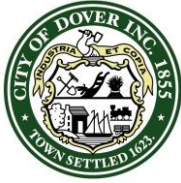
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Bobcat of NH Inc. of Chichester, NH for three (3) new T450 T4 Bobcat compact track loaders, not to exceed \$149,610.36. 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
4026.1.300.43121.4743.03110.26	PW Heavy Vehcile/Equip	800,000.00	471,910.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2025.02.26 - 24**

Resolution Re: Authorization to Purchase Three (3) Bobcat Compact Track Loaders via Sourcewell

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Deputy City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

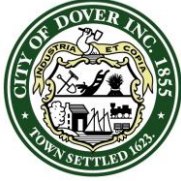
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		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

RESOLUTION BACKGROUND MATERIAL:

The City relies heavily on the Bobcat T450 compact track loaders (skid steers) for various operational issues, but they remain primary units for winter sidewalk plowing and treatment. Community Services has 4 units in inventory, and the Parking Commission has one of their own for clearing parking and cutting in openings of accumulated curbside winter snow.

Document Created by: Purchasing
Document Posted on: February 20, 2025

R-2025.02.26 Authorization to Purchase Three (3) Bobcat
Compact Track Loaders via Sourcewell
Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2025.02.26 - 24**

Resolution Re: Authorization to Purchase Three (3) Bobcat Compact Track Loaders via Sourcewell

The T450 skid steers are a preferred piece of equipment for winter snow operations due to its relative operational simplicity. A new hire can be put in one with just a few hours of training, and immediately become productive and efficient. During periods of heavy snow and corresponding clean-up efforts, its not uncommon for these units to run 24/7. For a cost comparison, larger articulating sidewalk tractors such as brands Holder, Multi-Hog, Trackless can run in excess of \$200,000 for a single unit. The base price of the T450 is right around \$40,000.

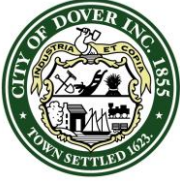
The T450's are critical for winter sidewalk maintenance and the City's Fleet Supervisor notes that 3 of the existing units (#110 (1949hrs), #112 (2235hrs), and #115 (1629hrs)) are becoming much less reliable. He cited specific concerns with the internal electric panels of the older versions as they have relays which have been melting and resulting in units being inoperable. The new units have fuses which can be readily replaced, as necessary. Maintenance costs last year for the 3 units to be replaced was almost \$40,000, or about the price of a single unit. The Fleet Supervisor noted the following expenses last year \$23,000 on #110, \$7,500 on #112, and \$8,500 on #115. The repairs were noted as basic items simply to keep them operable. If we were to try and repair the existing units for basic functionality, it would require upgrades to the electrical panels which would have parts cost of \$2,600, but the bigger concern is that the mechanics would have to remove the operator cab and engine, which is estimated to bump the total repair cost of each unit to \$10,000. In an effort to obtain standardization, reliability, best costs, best return policies, training and ongoing support after maintenance expiration, the City wishes to utilize this agreement with Bobcat of NH.

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:	NA	Number of Responses:	NA
Warranty:	manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Delivered	Estimated Delivery:	4 weeks
Recommended Award to:	Bobcat of NH Chichester	Fund:	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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.02.26 - 3**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 51 Schedule L: Parking Meter Zones

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to update the metered parking zones.

2. AMENDMENT

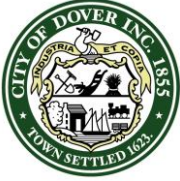
Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-51, “Schedule L: Parking Meter Zones”

a. THE FOLLOWING ARE ADDED:

§ 141-51. SCHEDULE L: PARKING METER ZONES. [ADDED 4-22-2015 BY ORD. NO. 2015.04.22-012]

Metered Parking Garage	Location
Orchard Street Parking Garage [Amended 12-26-2016 by Ord. No. 2016.10.12-013; 11-14-2018 by Ord. No. 2018.10.24-011; 5-22-2019 by Ord. No. 2019.05.08-009]	Parking spaces on levels 1 and 2 within the parking structure which is south of Orchard Street, between Chestnut Street and Central Avenue, not including the 3 posted Police Station visitor spaces on the first floor of the parking garage unless otherwise posted

Metered Parking Lot	Location
Belknap Lot	320 Central Avenue and 18 Locust Street; southerly of Washington Street between Central Avenue and Locust Street
Fourth Street Parking Lot [Added 4-12-2017 by Ord. No. 2017.03.22-004; amended 7-22-2020 by Ord. No. 2020.07.08-005]	East of Chestnut Street, south of Fourth Street and west of the railroad tracks. All spaces except as otherwise posted
Henry Law Avenue Recreation Parking Lot - Henry Law Avenue [Added 4-12-2017 by Ord. No. 2017.03.22-004]	6 Henry Law Avenue, easterly and then northerly of Henry Law Avenue



CITY OF DOVER

CITY OF DOVER - ORDINANCE

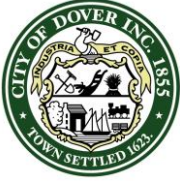
Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.02.26 - 3**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 51 Schedule L: Parking Meter Zones

Locust Street Lot [Added 12-9-2015 by Ord. No. 2015.10.28-029; repealed 5-23-2018 by Ord. No. 2018.05.09-004]	
Orchard Street Lot [Amended 8-24-2015 by Ord. No. 2015.07.08-016; 12-9-2015 by Ord. No. 2015.10.28-029; 5-25-2016 by Ord. No. 2016.05.11-007]	North of Orchard Street southerly of the Cochecho River between Central Avenue and Chestnut Street not including 2 posted spaces in the northeast corner of the lot, 2 posted spaces in front of 40 Chestnut Street (Cochecho Park Apartments) that are free 15 minute limit spaces, and 2 posted Police Station visitor spaces in front of 40 Chestnut Street (Cochecho Park Apartments)
Portland Avenue Lot [Added 3-9-2022 by Ord. No. O-2022.02.23-003]	Westerly side of Portland Avenue between 44 Portland Avenue and Chapel Street
River Street Lot	31 River Street easterly of the Cochecho River and north of Henry Law Avenue

Metered Parking Lot	Location
Third Street Lot [Amended 8-24-2015 by Ord. No. 2015.07.08-016]	North of Third Street southerly of the railroad tracks between Chestnut Street and Central Avenue
Transportation Center Lot [Amended 8-24-2015 by Ord. No. 2015.07.08-016; 3-9-2022 by Ord. No. O-2022.02.23-003]	The entire lot at 33 Chestnut Street westerly of Chestnut Street between First Street and Third Street, with the exception of designated two-hour spaces as set forth within § 141-49B and the fifteen-minute parking set forth in § 141-49E

Metered On-Street Parking Spaces	Side	Location
Atkinson Street [Added 9-9-2020 by Ord. No. 2020.08.26-012]	Westerly	From the intersection with Washington Street, southerly to the intersection with St. Thomas Street



CITY OF DOVER

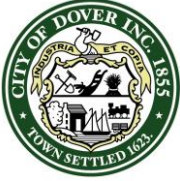
CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.02.26 - 3**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 51 Schedule L: Parking Meter Zones

Broadway [Added 12-26-2016 by Ord. No. 2016.10.12-013; amended 5-22-2019 by Ord. No. 2019.05.08-009]	Southerly	From the intersection with Central Avenue easterly to the intersection of St. John Street
Central Avenue [Amended 10-11-2017 by Ord. No. 2017.09.27]	Easterly	From the intersection with Fourth Street southerly to the intersection with Kirkland Street
Central Avenue [Added 10-11-2017 by Ord. No. 2017.09.27]	Westerly	From the intersection with Fourth Street southerly to the driveway between 236 and 240 Central Avenue
Chapel Street [Amended 8-24-2015 by Ord. No. 2015.07.08-016]	Southerly	From the intersection with Central Avenue easterly to the driveway on the west side of 15 Chapel Street
Chestnut Street [Amended 8-24-2015 by Ord. No. 2015.07.08-016]	Easterly	From the intersection with Fourth Street northerly to the intersection with Fifth Street
Chestnut Street [Amended 10-11-2023 by Ord. No. 2023.09.27-11]	Westerly	From the intersection with Orchard Street northerly to the intersection with First Street. Metering will only be available by use of Pay-by-Phone unless and until a meter is installed.
First Street	Northerly	From the westerly edge of 1 First Street westerly to the intersection with Chestnut Street

Metered On-Street Parking Spaces	Side	Location
First Street	Southerly	From the intersection with Central Avenue westerly to the end of public parking at the rear of 432 Central Avenue
Fourth Street	Both	From the intersection with Central Avenue westerly to the intersection with Chestnut Street
<u>Grove Street</u>	<u>Both</u>	<u>From the intersection with Third Street, southerly to the end of the street.</u>



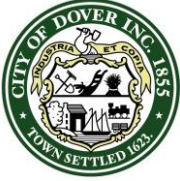
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.02.26 - 3**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 51 Schedule L: Parking Meter Zones

Hale Street	Both	From the intersection with Central Avenue westerly to the intersection with Locust Street
Henry Law Avenue	Easterly	From the intersection with Washington Street southerly to George Street
Kirkland Street [Added 10-11-2017 by Ord. No. 2017.09.27]	Northerly	From the intersection with Central Avenue westerly to the intersection with Academy Street
Locust Street [Amended 10-11-2017 by Ord. No. 2017.09.27]	Both	From the intersection with Hale Street northerly to the intersection with Washington Street, unless otherwise posted
Main Street	Westerly	From the intersection with Washington Street northerly to the intersection with School Street
River Street	Easterly	From the intersection with Henry Law Avenue northerly to the intersection with Washington Street
St. John Street [Added 5-22-2019 by Ord. No. 2019.05.08-009]	Westerly	From the intersection of Broadway southerly to the intersection with Chapel Street
School Street [Added 7-22-2020 by Ord. No. 2020.07.08-005]	Both	Both sides from the intersection with Main Street easterly to the intersection with Mechanic Street
Second Street [Added 7-22-2020 by Ord. No. 2020.07.08-005]	Both	Both sides from the intersection with Chestnut Street easterly to the intersection with Central Avenue
St. Thomas Street [Added 7-22-2020 by Ord. No. 2020.07.08-005]	Both	Both sides from the intersection with Central Avenue westerly to the intersections with Locust Street
Third Street [Added 7-22-2020 by Ord. No. 2020.07.08-005]	Southerly	Southerly side from the intersection with Chestnut Street easterly to the intersection with Central Avenue
<u>Third Street</u>	<u>Both</u>	<u>From the intersection with Chestnut Street, westerly to the intersection with Grove Street.</u>



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2025.02.26 - 3**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 51 Schedule L: Parking Meter Zones

Washington Street [Added 7-22-
2020 by Ord. No.
2020.07.08-005]

Both

Both sides from intersection of Chestnut
Street easterly to the intersection of River
Street

3. TAKES EFFECT

This ordinance shall take effect upon passage. The City Clerk shall cause publication of notice as required by RSA 47:18.

TO BE REFERRED TO PUBLIC HEARING ON MARCH 12, 2025

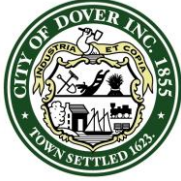
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
Councilor

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Deputy City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 13.C.1.	
	Ordinance Number:	O – 2025.02.26 - 3
	Ordinance Title:	Vehicles and Traffic
	Chapter:	141
Section:	51 Schedule L: Parking Meter Zones	

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:

Development in the area of Grove and Third Streets is growing rapidly. Two new businesses are opening at 8 Grove Street, 88 apartments will be opening at 2 Grove Street and the redevelopment of the former Asia restaurant property will add to the competition for limited parking in the area. This proposal will allow for management of the parking capacity to meet the varied needs of the community.

These changes were passed by the Parking Commission on February 18, 2025.