

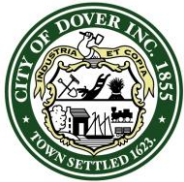
CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 12, 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 – Women’s History Month & International Women’s Day**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
 - A. **FISCAL YEAR 2026 BUDGET APPROPRIATIONS, FEES, AND CAPITAL IMPROVEMENTS PROGRAM – CITY PORTION ONLY**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - B. **CHAPTER 141, SECTION 51**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - C. **CHAPTER 9, SECTION 17**
SPONSORED BY COUNCILOR WILLIAMS
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 19, 2025 – Special Meeting**
 - B. **February 20, 2025 – Workshop Meeting**
 - C. **February 26, 2025 – Regular Meeting & Non-Public Meeting**
11. **MAYOR’S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING**
 1. **CHAPTER 141, SECTION 51**
SPONSORED BY MAYOR CARRIER BY REQUEST
 2. **CHAPTER 9, SECTION 17**
SPONSORED BY COUNCILOR WILLIAMS
 - B. **ORDINANCES IN THE 3RD READING**
 - C. **RESOLUTIONS**
13. **NEW BUSINESS**
 - A. **CONSENT CALENDAR**



CITY OF DOVER

CITY COUNCIL - AGENDA

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

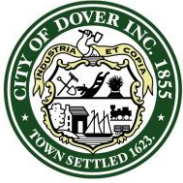
1. **APPROVAL OF TEMPORARY PUBLIC ART INSTALLATION AT WALDRON PARK**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **APPROVAL OF TEMPORARY PUBLIC ART INSTALLATION AT HENRY LAW PARK**
SPONSORED BY MAYOR CARRIER BY REQUEST
3. **APPROVAL OF PURCHASE AND SALE AGREEMENT BETWEEN JOHN AND MARLENE SUCCI AND CITY OF DOVER (TAX MAP 39, LOT 20)**
SPONSORED BY MAYOR CARRIER BY REQUEST
4. **APPROVAL OF PURCHASE AND SALE AGREEMENT BETWEEN MORRIS AND MARIA PIGEON AND CITY OF DOVER (MADBURY MAP 1, LOT 43)**
SPONSORED BY MAYOR CARRIER BY REQUEST
5. **AUTHORIZATION TO PURCHASE ONE (1) FORD MAVERICK XLT**
SPONSORED BY MAYOR CARRIER BY REQUEST
6. **B22040 HVAC PREVENTIVE MAINTENANCE & REPAIR SERVICES YEAR (4) FOUR**
EXTENSION WITH SIEMENS INDUSTRY, INC.
SPONSORED BY MAYOR CARRIER BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

1. **AUTHORIZATION TO PURCHASE GRANULAR ACTIVATED CARBON MEDIA**
REPLACEMENT FOR PFAS FILTERS AT PUDDING HILL WATER TREATMENT PLANT
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **ADDITIONAL APPROPRIATION AND AUTHORIZATION FOR BONDING FOR FY2026**
CIP LEAD SERVICE LINE REPLACEMENT PROJECT
(PER C6-6 AND C6-14 THIS RESOLUTION REQUIRES A DULY ADVERTISED PUBLIC
HEARING AND A 2/3 FAVORABLE VOTE OF ALL MEMBERS OF THE CITY COUNCIL
FOR PASSING, WITH THE VOTE DEFERRED UNTIL AT LEAST THREE (3) DAYS
AFTER PUBLIC HEARING)
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 26, 2025 WITH A VOTE TO
OCCUR ON APRIL 9, 2025)
SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - AGENDA

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

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN



PROCLAMATION

- WHEREAS:** Throughout history, women have played integral roles in shaping societies, contributing to every facet of human achievement, and breaking barriers in countless fields; and
- WHEREAS:** Women's History Month is a time to recognize and celebrate the extraordinary accomplishments and contributions of women from all walks of life, acknowledging their resilience, leadership, and perseverance in the face of adversity; and
- WHEREAS:** Women's History Month provides an opportunity to reflect on the progress made towards gender equality while also acknowledging the ongoing work needed to ensure that all women have equal opportunities, rights, and representation in every aspect of society; and
- WHEREAS:** The stories of women's achievements, struggles, and triumphs serve as inspiration for future generations, motivating individuals to strive for their dreams and empowering them to challenge stereotypes and discrimination; and
- WHEREAS:** By commemorating Women's History Month, we reaffirm our commitment to creating a more inclusive and equitable world where every woman and girl can thrive, free from discrimination and oppression;

NOW, THEREFORE, I, ROBERT CARRIER, MAYOR OF THE CITY OF DOVER, AND THE ENTIRE CITY COUNCIL, DO HEREBY RECOGNIZE THE MONTH OF MARCH AS:

WOMEN'S HISTORY MONTH

IN WITNESS WHEREOF, I have here unto set my hand and caused the Seal of the City of Dover to be affixed this 12th Day of March, 2025.

Robert Carrier, Mayor
City of Dover, New Hampshire



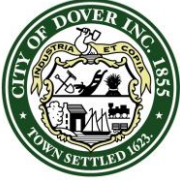
PROCLAMATION

- WHEREAS:** International Women's Day is observed annually on March 8 to honor the achievements of women and recognize their contributions to communities, nations, and the world; and
- WHEREAS:** Women of all backgrounds have played an essential role in shaping history, advancing human rights, and fostering progress in every field, including science, education, healthcare, business, and government; and
- WHEREAS:** Despite significant advancements, women continue to face challenges such as gender inequality, discrimination, and barriers to opportunity, which must be addressed to ensure a just and equitable society for all; and
- WHEREAS:** This day serves as a reminder of the ongoing efforts needed to achieve full gender equality and to empower women and girls to reach their full potential; and
- WHEREAS:** We recognize and celebrate the contributions of women leaders, activists, and everyday changemakers who inspire future generations and drive meaningful change;

NOW, THEREFORE, I, ROBERT CARRIER, MAYOR OF THE CITY OF DOVER, AND THE ENTIRE CITY COUNCIL, DO HEREBY PROCLAIM MARCH 8, 2025 AS INTERNATIONAL WOMEN'S DAY IN THE CITY OF DOVER AND ENCOURAGE ALL CITIZENS TO CELEBRATE, SUPPORT, AND ADVOCATE FOR THE RIGHTS AND ACHIEVEMENTS OF WOMEN IN OUR COMMUNITIES AND AROUND THE WORLD.

IN WITNESS WHEREOF, I have here unto set my hand and caused the Seal of the City of Dover to be affixed this 12th Day of March, 2025.

Robert Carrier, Mayor
City of Dover, New Hampshire



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.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

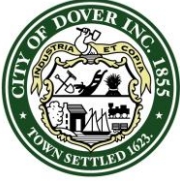
Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-51, “Schedule L: Parking Meter Zones”

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

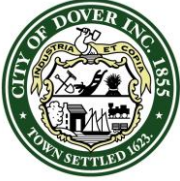
Agenda Item#: 12.A.1.

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

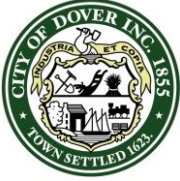
CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.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>



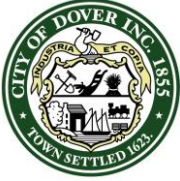
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.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#: 12.A.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

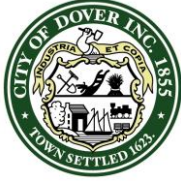
AUTHORIZATION

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 Vansylyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 12.A.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:

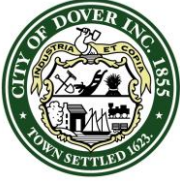
DOCUMENT ACTIONS:

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.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2025.02.12 - 2**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 17 McConnell Center Advisory Committee

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to repeal the McConnell Center Advisory Committee.

2. AMENDMENT

Chapter 9 entitled “Boards, Commissions and Committees” is hereby amended by revising Section 9-17, “McConnell Center Advisory Committee”

a. THE FOLLOWING ARE REPEALED:

§ 9-17 (Reserved) McConnell Center Advisory Committee.

~~A. Membership. The McConnell Center Advisory Committee shall consist of seven members and two alternates. The membership shall include two representatives of McConnell Center tenants.~~

~~[Amended 2-13-2019 by Ord. No. 2019.01.23-001]~~

~~B. Terms of members. Members and alternates shall be appointed to terms of three years, consistent with staggered terms.~~

~~[Amended 2-13-2019 by Ord. No. 2019.01.23-001]~~

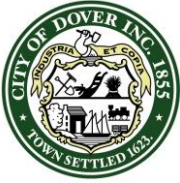
~~C. Authority and duties. The McConnell Center Advisory Committee shall serve in an advisory capacity to the City Council and City Manager for the following functions:~~

~~(1) Advocate for achieving the mission of the McConnell Community Center.~~

~~(2) Review the operations budget recommended to City Manager.~~

~~(3) Seek and recommend tenants to the City of Dover.~~

~~(4) Assist in the creation and dissemination of publicity related to the McConnell Community Center.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2025.02.12 - 2**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 17 McConnell Center Advisory Committee

~~(5) Foster collaborative programming between tenants of the McConnell Community Center and other agencies.~~

~~(6) Study, consider and recommend policies for the operation of the McConnell Center.~~

~~(7) Review the McConnell Center governance structure.~~

~~D. Rules. The Committee shall adopt operating rules subject to the approval of the City Council.~~

3. TAKES EFFECT

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

REQUIRES PUBLIC HEARING

TO BE REFERRED TO PUBLIC HEARING ON MARCH 12, 2025

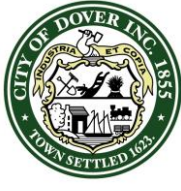
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Lindsey Williams

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

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.2. Ordinance Number: O – 2025.02.12 - 2 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 17 McConnell Center Advisory Committee
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DOCUMENT HISTORY:

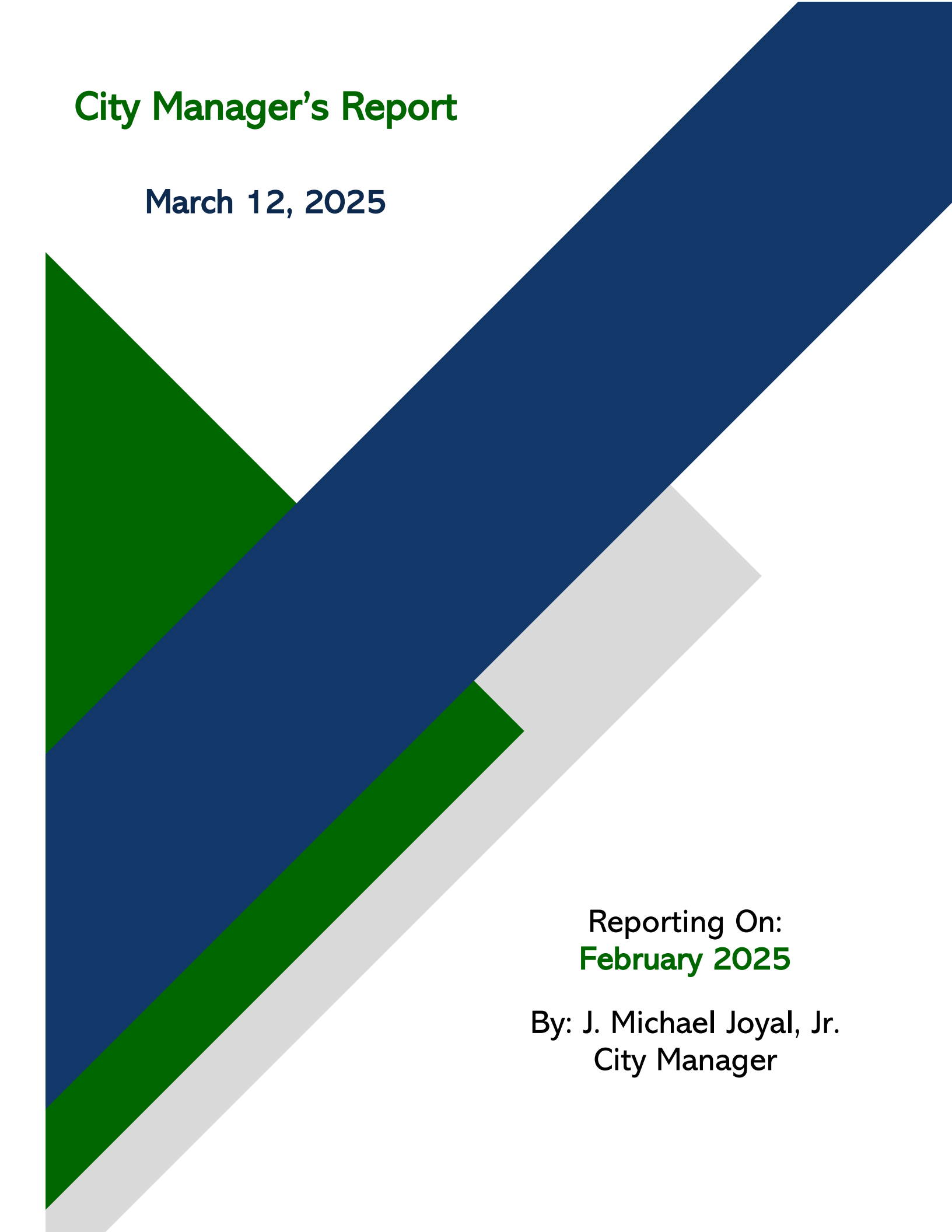
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

The purpose of this ordinance is to repeal the McConnell Center Advisory Committee, as part of the City Council’s ongoing initiative to streamline and update boards and commissions.



City Manager's Report

March 12, 2025

Reporting On:
February 2025

By: J. Michael Joyal, Jr.
City Manager

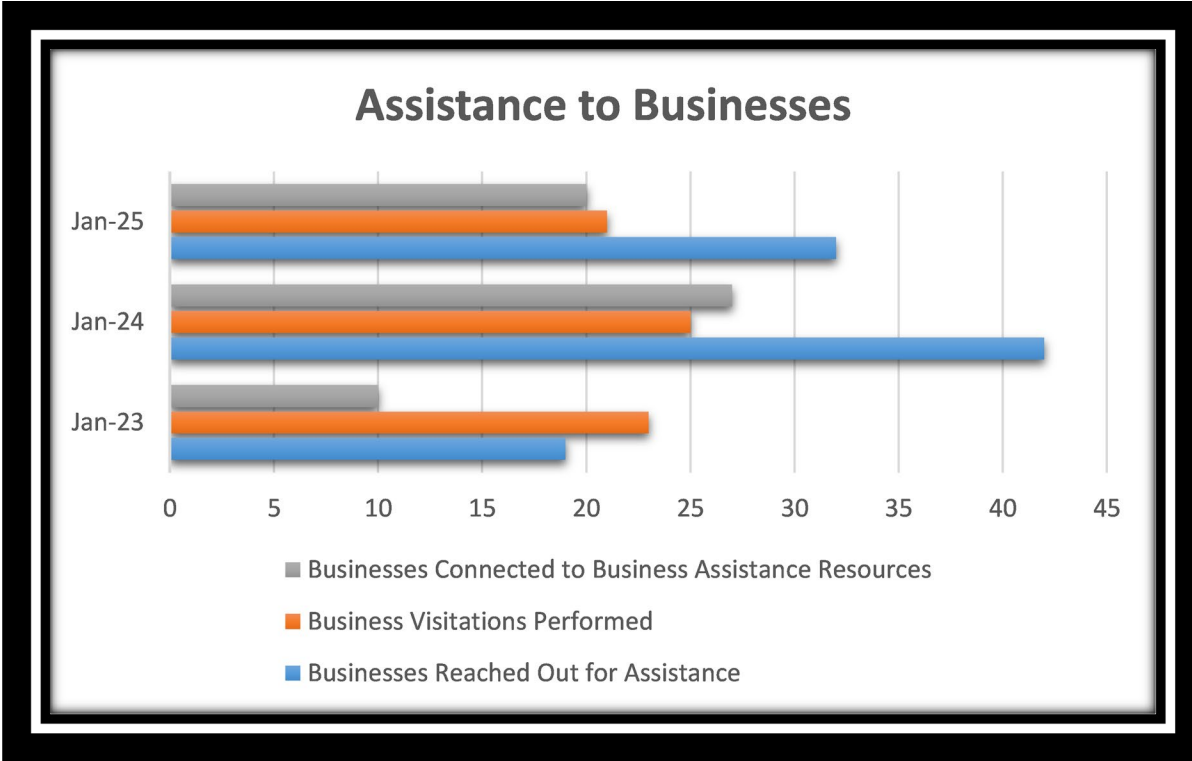
Executive Department

Six Divisions ♦ 24 Employees

Office of Business Development (OBD)

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

	January 2024	January 2025	12-Mo. Avg.
Labor force data unavailable. January LAUS data to be released on March 13.			
Median Home Sales-Single Family	\$439,900	\$465,000	\$582,333
Average Days on Market	21	46	24



New Business / Commercial Development / Downtown Updates

February has presented notable challenges for all sectors of the downtown Dover economy. A series of consecutive snowstorms impacted foot traffic, prompting some businesses to temporarily close. Despite these weather related disruptions, several retailers leveraged the conditions to their advantage by implementing flash sales and promoting online deals, resulting in revenue increases that exceeded typical daily sales figures.

Many businesses have proactively used the slower season to invest in long term improvements. Efforts include interior updates, renovations, expansion planning, and spring product ordering.

The restaurant sector is facing staffing constraints, with numerous establishments advertising open positions. Temporary reductions in operating hours have been necessary for some, due to a combination of staffing shortages, illness, and weather conditions.

While state and national budget decisions may result in an uncertain financial landscape for non profit organizations in 2025, several local organizations have reported successfully securing funding and sponsorships for the first quarter. This outcome highlights the enduring strength of community support for Dover's nonprofit network.

The Office of Business Development continues to receive inquiries from businesses interested in establishing a presence in Dover. Notably, there has been a modest increase in demand for office space, reflecting ongoing interest in Dover as a desirable location for commercial investment.

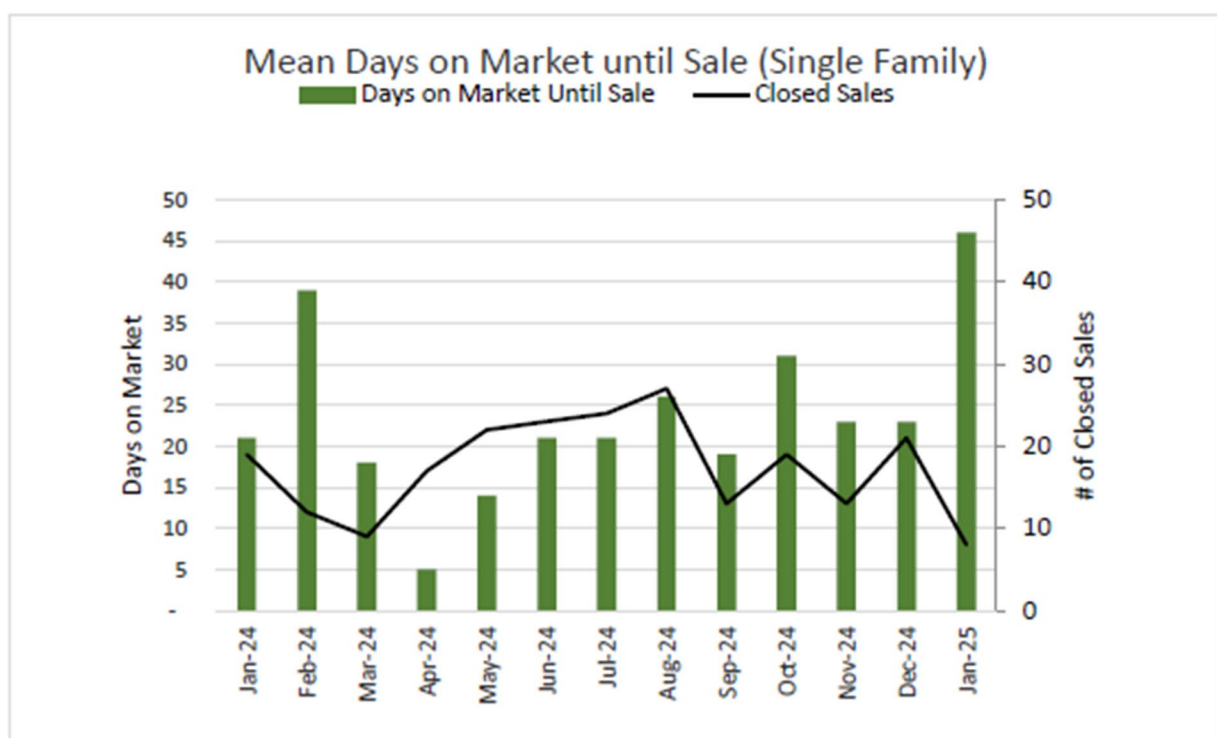
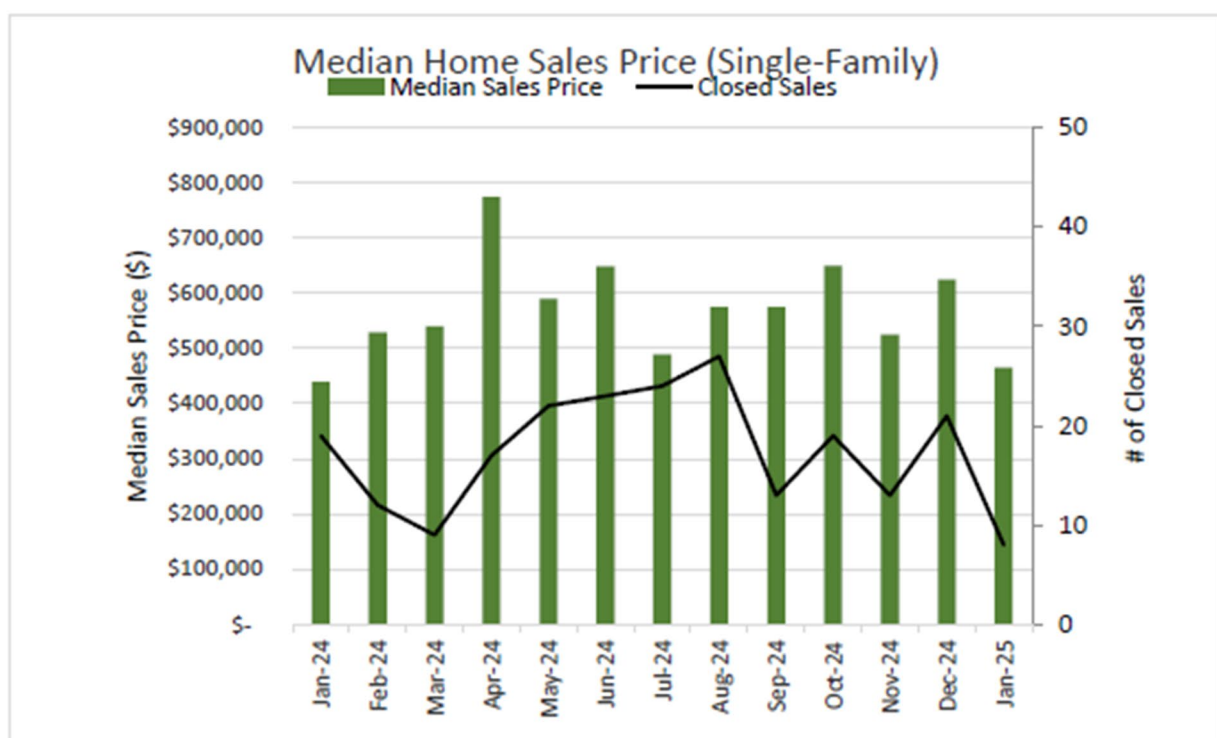
Economic Activity

A February report by the NH Fiscal Policy Institute entitled *The Economic Impact of the Granite State's Child Care Shortage* estimated that lack of access to childcare resulted in a total economic loss of \$158.5-\$247.5 million in 2023. This figure accounts for lost income to potential workers, lower productivity for businesses, and lost local and state tax revenues.

The report builds upon prior research which found that from July 2017 –October 2024, licensed capacity of NH child care providers declined by nearly 13%, while the population of children under 5 only declined by 1.6%. Meanwhile, a 2024 census of childcare providers found that the state's providers were collectively operating at only 85% of their licensed capacity. This reduced capacity is primarily driven by lack of childcare workers, and NH Fiscal Policy Institute estimates the unmet demand for childcare at more than 9,000 additional enrollment slots statewide.

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

Housing metrics obtained from NHAR-Strafford County.





As of 02.25.2025

Waterfront Update:

Public Improvements:

- Granite toe wall construction is ongoing on the north side of the existing bulkhead.
- Eversource is working to resolve supply chain issues for power delivery to the Waterfront Development.
- Eversource vault covers have been installed and secured. The vault is underground infrastructure required for accessing utilities, below ground.
- Subgrade adjustments and pre-RAP (Remedial Action Plan) surveys are complete for the proposed Building "F" footprint (parcel 1-7). This is a future pad site for Cathartes to construct a multi-unit building.
- The City is addressing newly discovered deterioration of bulkhead panels. These steel panels were installed as part of the Cochecho River Dredging and the construction of the bulkhead infrastructure. They have been exposed to natural elements and rust and corrosion have occurred. Staff is reviewing options to present to CWDAC on whether to replace in kind, with new steel sheets, or replace with a granite toe wall similar to other areas of the shoreline. At this time no delay or impact to the project has been verified. Once repairs have been determined, any update to the timelines will be shared.

Preparations, including snow removal, are underway for stairwell construction near the Pavilion building. Staff and Pine Brook met on site to review logistics for starting construction of the Pavilion in April.

Overall Private Development Building Progress:

- Cathartes' construction company has made steady progress on vertical construction, despite winter weather challenges.
- Building "C" is nearing completion of its 5th-floor framing, with most of the roof deck installed. Once framing and enclosure of the roof is complete, interior work can begin.
- Building "D" has its 5th-floor framing well underway. Once framing and enclosure of the roof is complete, interior work can begin.
- Interior slab on grade preparation is a focus within Buildings "C" and "D".
- Townhome construction is progressing:
 - E-1 (11 units) is nearing completion of rough exterior construction.
 - E-2 (9 units) has rough exterior framing underway.

As the half way point nears, the project is maintaining a steady pace, with significant progress on both residential buildings and crucial public infrastructure. Challenges related to weather and supply chains are being addressed. The Deputy Mayor requested financial information regarding changes to the project. Staff has prepared an accompanying spreadsheet tracking change orders authorized for the project.



As of 02.25.2025

Office of the City Attorney (OCA)

Vacant, City Attorney; Jennifer Perez, Deputy City Attorney; Patricia Moniello, Legal Assistant

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

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

TRACKED UTILIZATION DATA FOR THE MONTH OF FEBRUARY 2025

	For Month	FY25 FYTD	FY24	FY23
Legal Matters/Questions Handled	82	621	1,072	1,061
Review Existing Legal Contracts & Draft Memo	8	100	156	153
Legal Contracts/Memo Created	9	155	213	201
Right to Know Requests Processed	6	59	81	100
Resolutions	2	29	66	70
Ordinances	1	7	16	17
Leases	0	7	10	4
Primex Auto Claims Handled	10	42	59	80
Primex Liability Claims Handled	16	28	56	67
Primex Property Claims Handled	8	32	52	54

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

- Blaisdell Investing – Re: request for pre-foreclosure and probate property listings
- Employee Data Analysts – Re: information regarding Dover School District employee list and contact information
- Clean Soil Environmental– Re: record request for environmental and fire hazardous material information for 14 and 16-18 Pierce Street
- Bret Victor – Re: request for town’s current cellular lease contracts with any cellular carriers or tower companies along with rent roll/ledger showing proof of current rent being collected
- Campbell, Conroy & O’Neill – Re: request for all documentation relating to incident at 8 Gold Post Road, Dover, NH on June 16, 2024
- EBI Global – Re: request for Dover Fire & Rescue NFIRS and fire investigation reports for a fire at 16 Harlans Way, Dover on February 20, 2025

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

Assisted with closing on a conservation easement as well as assisted with purchase of conservation land.

Other activities of potential interest during the month:

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

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

Departmental Assistance

Dover School District: Assisted with policy matters as requested. Assisted with public records requests.

Community Services: Assisted with property rights questions; assisted with procurement contracts; assisted with Waste Management contract extensions; assisted with contract administration questions; assisted with questions related to snow removal and sidewalk concerns.

Executive: Assisted with general employment questions.

Finance Department: Assisted with resolution of pending tax abatement matters; assisted with review of bid packages and specific Terms and Conditions needs.

Planning: Assisted with CDBG questions on federal funding.

Police: Assisted with parking ordinance.

Public Welfare: Assisted with welfare program inquiries.

Recreation: Assisted with leases; assisted with program waiver questions.

Pending Litigation Updates

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

Most recent developments bolded.

Opioid Epidemic Litigation –

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

- Purdue companies: Claims in bankruptcy; following a Second Circuit appeal ruling, the United States trustee has filed a motion to stay while seeking a writ of certiorari (i.e., acceptance of a discretionary appeal) from the United States Supreme Court. The United States Supreme Court has now granted certiorari and the appeal is believed to be in the briefing process. In June 2024, the United States Supreme Court issued an opinion affirming rejection of the proposed settlement and stating the Sacklers, as nondebtors, could not be discharged.
- Endo companies: Claims in bankruptcy, though a potential settlement may be underway.

- Mallinckrodt: Claims in bankruptcy, but money appears to have been distributed to the State of New Hampshire in January 2023.
- Sacklers (Individuals): See Purdue update above. In June 2024, the United States Supreme Court issued an opinion stating the Sacklers could not be discharged.
- Rite-Aid: Has now filed bankruptcy and this Office is working with the City's outside counsel to determine response options.

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

Complaint and counterclaims concerning Old Garrison Road and Sprue Lane. Partial summary judgment rulings received in February 2021. Following trial in 2021, a final trial order was issued by the Court on April 1, 2022, finding in favor of the City on the width of Spruce Lane, the location of Old Garrison Road, several disputed issues of law concerning allowable uses on public roads, and issuing an injunction requiring remedial action. The Hebbards filed a motion for reconsideration, which the Court denied. The case was then appealed by Mr. and Mrs. Hebbard. The Hebbards filed an appeal brief in June 2023. The City and other parties submitted opposing briefs in August 2023. The Hebbards have filed a reply brief, which the City moved to strike portions of and the Court has not yet ruled upon. No appeal decision has been received. Case has still not yet been scheduled for oral argument. City received a notice of several Supreme Court Justices disqualifying themselves. No appeal decision has been received. Oral argument has not been scheduled. Case is awaiting either oral argument or final appeal decision. In June 2024, the parties received an Order on the merits affirming the trial court's rulings, granting the City's motion to strike in part, and denying the Hebbards' request for a new trial. In July 2024, Mr. and Mrs. Hebbard moved for reconsideration by the New Hampshire Supreme Court, which has now been denied and the appeal has concluded. Hebbards' removal of the case to Federal Court has now been remanded back to State Court. Implementation of State Court's Orders is ongoing. In December 2024, the City filed a motion to bring forward the case so as to request a status conference with the Court. **A status hearing occurred in January 2025, with an expected Order to follow that has yet to issue.**

City of Dover v. Mary and Rick Hebbard -

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

Superior Court held a brief telephonic status conference and indicated the Court would be issuing orders on pending motions/issues in the near future. **No Order has been received as of February 2025.**

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

On July 26, 2022, a complaint was filed with the Strafford County Superior Court. In October 2022, the defendants filed a Joint Motion to Dismiss. In November 2022, the plaintiffs filed an objection, to which the defendants filed a reply. Plaintiffs filed a brief surreply memorandum. Case has not yet been scheduled for discovery. In June 2023, the Superior Court (Howard, J.) issued an Order denying the defendants' motion to dismiss. Thereafter, the defendants moved for reconsideration, which the Court denied. In August 2023, the defendants filed an answer to the complaint. In October 2023, with the parties unable to agree on case scheduling, the Court conducted a structuring conference and issued a scheduling order. A deposition of the plaintiffs' expert occurred in December 2023. The parties have now each filed for motions summary judgment. A four-hour summary judgment hearing is scheduled to occur on February 7, 2024. In April 2024, summary judgment issued in favor of the defendants. Case is being appealed to New Hampshire Supreme Court. In May 2024, plaintiffs filed an appeal. The defendants did not file a cross-appeal. Appeal has been accepted and case is awaiting further procedural instructions on appeal. A transcript of two hearings before the trial court is now being prepared as the next step in the appeals process. Briefing order has now issued and appellants' opening appeal brief is due in September 2024. City filed its opening brief in September 2024. A non-profit organization named Coalition for Open Democracy also filed an amicus brief supporting the City/plaintiffs' position in the current appeal. In November 2024, the State filed its opposing appeal brief. On December 2, 2024, plaintiffs filed an appeal brief. Oral argument held on January 14, 2025. Case has now been submitted for appeal decision.

Richard Strahan v. William McNamara -

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

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

In October 2022, abutters filed an appeal of a decision of the Zoning Board of Adjustment

granting an equitable waiver of dimensional requirements. The City and other respondent have filed an answer. The City filed a certified record. The final hearing was held on March 22, 2023 and the appellants and the City each filed a memorandum with the Court. The intervenor filed a post-hearing memorandum and the appellants filed a reply to same. In October 2023, the trial court issued an Order on the merits affirming the decision of Dover's ZBA. Mr. and Mrs. Lane have now appealed to the New Hampshire Supreme Court. The appellants have filed their brief. In April 2024, the appellees (including City) filed an answering brief. Appellants are expected to file a reply brief, after which the Supreme Court is expected to determine whether and when to hold oral argument. In May 2024, appellants filed a reply brief. Case is awaiting either oral argument or final appeal decision. Parties received notice in September 2024 that the appeal/case is being submitted for decision on the briefs without oral argument. **No case activity in February 2025.**

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

In December 2023, the City received a notice of a new civil receivership action commenced by the State through its Real Estate Commission. The Court has appointed a receiver to take over the assets of a real estate agency who allegedly committed various unlawful acts. The City appears to have received the notification because one possible real estate asset of the company's principal is owned in Dover, for which water/sewer liens have been perfected. The City Attorney filed an appearance and is monitoring the docket. A claims submission process has now been established for filing claims against this estate. **A motion to approve the sale of property in Dover has been submitted to the Court in February 2025.**

Reddyinfosys, Inc. v. City of Dover:

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

Fergus and Jennifer Cullen v. City of Dover:

Two residents have appealed an October 2024 denial by the Planning Board. The appeal has been filed with the New Hampshire Housing Appeals Board. The City has retained outside counsel to represent the City. Briefing before the Housing Appeals Board occurred recently, with the City filing its hearing memorandum through outside counsel in January 2025. The final hearing before the board will take place in February 2025

Hilary Hamer and Merlin Mason v. City of Dover:

Two residents have appealed a January 2025 Planning Board decision approving a Transfer of Development Rights application. The appeal has been filed with the New Hampshire Housing Appeals Board. An Answer is due to the Board March 31, 2025.

ABATEMENT CASES - 2022

Essential Properties, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Strafford Superior Court. In December 2023, the City Attorney filed an appearance and answer. Case has been structured and is in general discovery. In November 2024, taxpayer made its initial expert disclosure. City is now conducting expert and nonexpert discovery. In January 2025, City disclosed its initial expert. Case is expected to undergo mediation. Trial is scheduled for May 2025.

ABATEMENT CASES - 2023

121 Broadway, LLC v. City of Dover:

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

340 Central, LLC v. City of Dover:

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

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

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

90 Temple Associates Limited Partnership v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025. **This case was settled on February 21, 2025.**

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

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. A Report of Settlement Meeting & Order received and meeting must take place by February 5, 2025.

Double Diamond Holdings, LLC v. City of Dover:

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

Five Points Development, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025. **This case was settled on February 12, 2025.**

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

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. A Report of Settlement Meeting & Order received

and meeting must take place by January 24, 2025. **A hearing has been scheduled for July 1, 2025.**

Rutland Manor Associates v. City of Dover:

A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. The City Attorney will be filing an appearance. A Report of Settlement Meeting & Order received and meeting must take place by February 6, 2025. **The parties have reached a settlement on February 10, 2025.**

Third Street Holdings, LLC v. City of Dover:

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

Varney Brook Lands, LLC v. City of Dover:

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

Calico Properties, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Strafford Superior Court. In October 2024, the City Attorney will file an appearance and answer. The City has filed its Answer to the Complaint on October 28, 2024. The parties appear to have reached a settlement in principle, subject to drafting of a settlement agreement.

Essential Property, LLC v. City of Dover:

A taxpayer has filed a property tax abatement action with the Strafford Superior Court. In October 2024, the City Attorney filed an appearance. The City has filed its Answer to the Complaint on October 28, 2024. This case has now been stayed pending the outcome of the tax year 2022 matter.

Professional Development

The Office of the City Attorney places significant importance on professional development in areas germane to the City's needs. The City Attorney continues to serve on a bar committee investigating generative artificial intelligence and its impact on the practice of law, and is AI committee liaison to the bar's ethics committee. The Deputy City Attorney attends the bar's Law Related Education Committee and is a member of the local Inns of Court.

Management Framework

The activities of the Office of the City Attorney are guided by the management framework for the City of Dover, with a day-to-day emphasis on customer focus and results. The Office continues to review and explore ways to reinforce the management framework, generally and in concert with the City Council's goals and the City's Master Plan. The Office of the City Attorney has also adopted a new strategic plan this year to help guide priorities and processes in the future in keeping with the management framework and with a focus on results. More recently, the Office is continually reviewing its recently adopted strategic plan and possible updates to same.

Office of the City Manager (OCM)

Michael Joyal, City Manager; Colleen Bessette, Executive Assistant

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

There were 9 workplace injuries throughout the City during the month in which the City Manager's Assistant (CMA) processed. This was two more than in January. These were 'records only' and medical claims. The CMA continued to monitor and update all open claims, coordinating efforts with PRIMEX.

Staff is continuing to recruit using JazzHR. This month, the City Manager's Assistant gathered information from various departments and processed 3 job postings during the month. Part of this process is making sure the hiring teams for each posting are continuing to monitor applicants as they come in and that positions are being closed out properly when an applicant is hired. There were 157 applicants that applied to all of the City of Dover's open positions in during the month. At the time of this report, there are currently 19 open positions the City is recruiting for.

The City Manager's Assistant monitored new position and/or new hire physicals and background/motor vehicle checks for 2 employees. This oversight ensures all eligible employees and/or applicants are able to move on in the hiring process. Hiring has dropped significantly over the past few months.

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

The City Manager held two Department Head meeting this month. All department heads and executive division heads attend these meetings. Updates on department happenings and projects are given by each attendee. These meetings are very important to keep everyone on the same page and departments in sync working together. During one of these meetings, Department Heads gave a send off to Josh Wyatt, City Attorney, who has resigned his position.

Various meetings took place during the month on Toland Landfill, SCADA, Fire Department project updates, Court Street, Parking, budget, Legal Division, budget overview with Fosters, Fire unions, and Department Head evaluations.

The CMA supported the Racial Equity & Inclusion Committee by working up and posting the agenda and minutes for their two monthly meetings. She also supported Dover Doers by placing a requested order.

Jennifer Perez is now the Acting City Attorney. The City Attorney position has been posted and the interview team is currently reviewing applicants as they trickle in. Closing date for all applicants is April 1st.

Office of Human Resources (OHR)

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

February Employment Statistics

Employment Separations = 4		Employment New Hires = 3	
Community Services	2	Community Services	1
Executive	2	Fire	1
		Police	1

Employee Anniversaries for March		
Employee Name	Employee Department	Length of Service
Hudick, Jeffrey	Fire	22
Turner, Gregory	Police	19
Crowley, Lisa	Police	12
Hunter, Karen	Parking	12
Landry, Brian	CS	11
McCassey, Holly	Finance	11
Hawthorne, Beth	Parking	10
Roesch, Benjamin	Fire	10
Reed, Christian	Police	6
Driscoll, Erin S	Police	5
Hughes, Jonathan	Library	5
Moniello, Patricia	Executive	4
Currier, William	FG	3
Foster, Kevin	Executive	3
Gustafson, Jon	Police	3
Mavrogeorge, Ken	CS	3
Meyers, John	CS	3
Downs, John A	Parking	2
Faucher, Matt	Executive	2
Morales, Chris	CS	2
Palmer, Jonathan	Police	2
Durham, Joshua	Fire	1
Levesque, Kelsey	Police	1
Milliman, Gwen	Executive	1
Yoder, Kyla	Library	1

Office of Information Technology (OIT)

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

Update for January 2025:

Office of Information Technology managed 168 total monthly IT Support Tickets in January 2025. The majority of tickets were created in the Police and Community Services departments. The majority of tickets were categorized as Client – Issue.

Export of configuration from production SCADA environment, cleaning of the data and import into new SCADA environment completed. Configuration of new SCADA environment, with this dataset, is in process.

Started migration of two Police systems scheduled for replacement to virtual machines.

New host server received and installed to support planned upgrade of geographic information system (GIS).

Public maps configured to reflect current owner and zoning information from new CAMA system, updated daily.

Purchase order issued to install new CAT6a Ethernet drops to optimal wireless access point locations per Red River wireless survey results. Work limited to buildings that are also within Security System scope of work. Receipt and initial configuration work of network equipment to support wireless network.

Allied Universal and subcontractors focused on access control and camera wiring work at McConnell Center and Community Services Public Works Building.

Add two new forms for electronic signing; worker's compensation packet and employee reimbursement form.

Update and support of enterprise work order management application.

Initial development of GIS feature class to identify project areas and link to associated project documents.

Support City Manager and Finance Director with Fiscal Year 2026 proposed budget questions and support Finance Director in IT tasks required for producing budget reports.

IT Administrator continues ARPA-funded online information technology training.

Discuss use of Enterprise Permitting and Licensing application to support Community Services, Waste Water Treatment Facility pretreatment permits.

Office of Media Services (OMS)

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

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

In early February, Media Services participated in the response to a major water main break, which was not located for more than 24 hours. The break, which was gushing more than 2,000 gallons per minute, required action from across city departments, including Media Services, which provided ongoing communications to the public, monitored tips from the public, and provided aerial inspection.

In February, work continued on two major projects within Media Services. The first, a significant upgrade to the city's broadcast system and infrastructure, will be out to bid in February. This project is the first major upgrade in more than a decade, and will modernize the city's broadcast, streaming, and media capabilities, enhancing public communication. The second major project is a complete redesign and overhaul of the city's public-facing website.

Media Services produced five episodes of the Dover Download podcast in February. Topics included an update on the activities of Dover's public bodies in January, an in-depth look at the City Council's goals, and detailed discussions about the proposed FY2026 budget. Dover Download is a weekly look at what's happening in Dover, hosted by Deputy City Manager Christopher Parker.

Media Services continues to update the Budget Revealed online resource regularly. A section devoted to the current proposed budget for FY2026 is regularly updated with information, documents and video. The online resource has been active and up-to-date since November 2024, when the School Board began deliberations on its budget.

In February, Media Services produced content to help promote events sponsored by the City of Dover, Greater Dover Chamber of Commerce, and Dover Main Street.

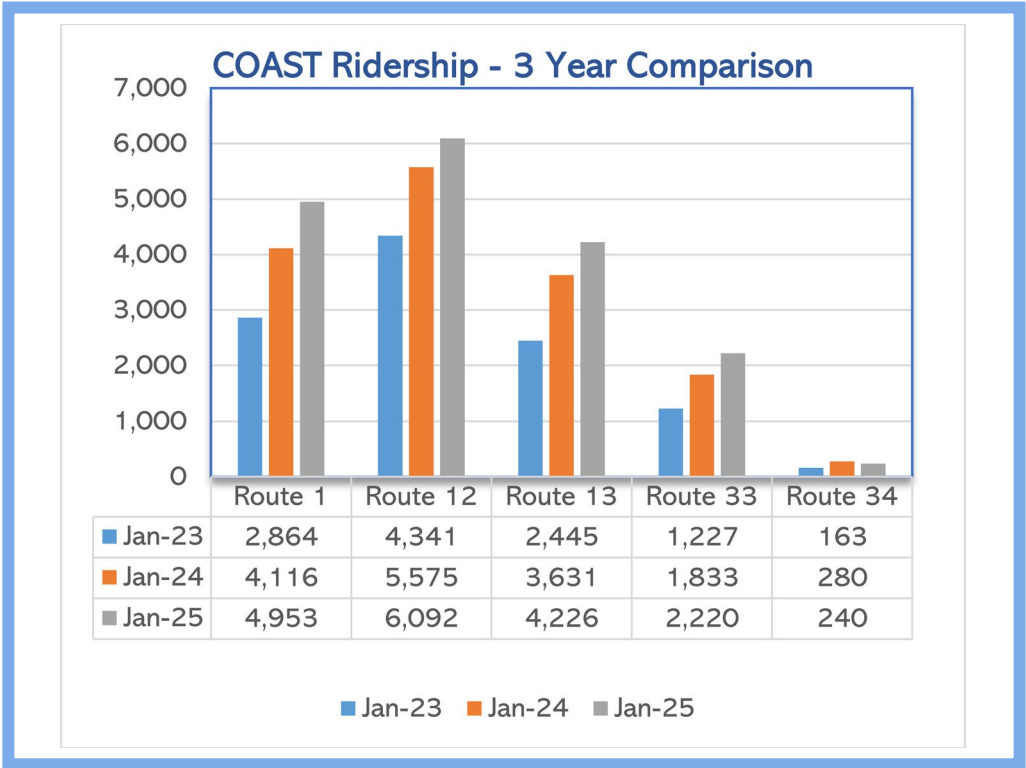
In February, Media Services sent out 62 email newsletters, including the weekly editions of Dover Download, special alerts, and departmental and project updates. These newsletters are designed to help communicate a wide variety of information to the public of general interest and for specific projects and topics and to instill the city's commitment to community stewardship. More than 200 updates were posted to social media and other external communications platforms.

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

Media Services provided live and taped televised and/or multimedia coverage of 23 meetings and special events in February.

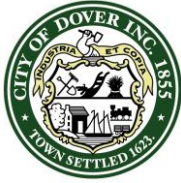
COAST

Ridership Activity



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

J. MICHAEL JOYAL, JR.
CITY MANAGER



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: City Hall, Council Chambers
Meeting Date: **Wednesday, February 19, 2025**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Williams led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

Present: Councilor Richer, Councilor Nemeth, Councilor Retrosi, Councilor Williams, Councilor Cullen, Councilor Hackett (remote via telephone conference), Councilor Warach, Deputy Mayor Shanahan, Mayor Carrier

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

Councilor Hackett attended the meeting via telephone conference because she is recovering from COVID and it is not reasonably practical for her to attend in person

5. PUBLIC FORUM

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

Ryan Crosby, 5 Shore Ln, Executive Director of Dover Housing Authority, urged the Council to accept the report and recommendations from the Ethics Commission.

Rory Wilkie, 568 Sixth St, urged the Council to accept the ethics report and remove Councilor Cullen from the Planning Board.

Caitlin Wilkie, 568 Sixth St, urged the Council to accept the ethics report and remove Councilor Cullen from the Planning Board.

Hilary Hamer, 91 Court St, spoke about municipal planning boards and how complex they are. Ms. Hamer commented on the juror standard and the importance of being impartial while serving on a municipal planning board.

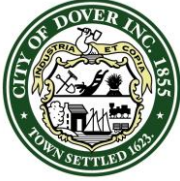
Gina Cruikshank, 19 Glenwood Ave, Planning Board Chair, handed out a statement that she read from the last meeting. Ms. Cruikshank urged the Council to reject the recommendation from the Ethics Commission.

Ronan O'Doherty, 13 Elliot Park, spoke about the character of Councilor Cullen and asked the Council to reject the recommendation from the Ethics Commission.

David Landry, 131 Boxwood Ln, voiced his support for Councilor Cullen and asked the Council to reject the recommendations from the Ethics Commission.

Michael Bolduc, 5 Reyners Brook Dr, spoke against the report submitted by the Ethics Commission and urged the Council to reject the recommendations.

6. UNFINISHED BUSINESS



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: City Hall, Council Chambers
Meeting Date: **Wednesday, February 19, 2025**
Meeting Time: **7:00 pm**

A. CONSIDERATION OF CITY OF DOVER ETHICS COMMISSION FINDINGS AND RECOMMENDATIONS REGARDING ETHICS COMPLAINT OF CAITLIN WILKIE AGAINST COUNCILOR FERGUS CULLEN

The Chair of the Ethics Commission, Allan Krans, presented the findings and recommendations in the report provided to the Council regarding the ethics complaint filed by Caitlin Wilkie against Councilor Fergus Cullen.

Chairman Krans answered questions from the Council in regards to the process the Ethics Commission went through once they received the complaint, how they came to their findings and the rationale behind it.

Councilor Cullen and his attorney presented a rebuttal of the complaint findings and answered questions from the Council.

A lengthy question and answer discussion ensued.

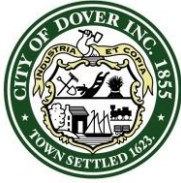
Deputy Mayor Shanahan moved to accept the report, as written, from the Ethics Commission and place on file without taking any action, seconded by Councilor Retrosi.

Roll Call Vote: 5-3, with Councilor Richer, Councilor Hackett, and Councilor Warach opposed. Councilor Cullen was recused from the vote.

7. ADJOURNMENT

Councilor Warach moved to adjourn, seconded by Councilor Nemeth.

Vote: 8-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Chambers
Meeting Date: **Thursday, February 20, 2025**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Cullen led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

Present: Councilor Richer (arrived at 7:25PM), Councilor Retrosi, Councilor Williams, Councilor Cullen, Councilor Warach, Deputy Mayor Shanahan, Mayor Carrier

Absent: Councilor Nemeth, Councilor Hackett

Also Present: City Manager Joyal, Deputy City Attorney Perez, 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.

Renee Blaisdell, 146 Varney Rd, asked the Council to keep the budget within the tax cap.

6. DISCUSSIONS

A. REVIEW OF PROPOSED FY2026 BUDGET

1. SCHOOL

Superintendent Dr. Harbron and Chief Financial Officer Limanni gave a PowerPoint Presentation on the proposed school department budget as well as answered questions from the Council.

Members of the School Board gave an overview and explanation of the budget, and answered questions from the Council.

2. EXECUTIVE

City Manager Joyal gave an overview of the proposed Executive Department budget. The Manager went over the handouts provided to the Council.

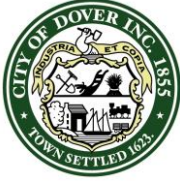
3. FINANCE

Finance Director Dan Lynch gave a PowerPoint Presentation on the proposed Finance Department budget.

4. WELFARE

Welfare Director Dave Balian gave a PowerPoint Presentation on the proposed Welfare Department budget.

7. ADJOURNMENT



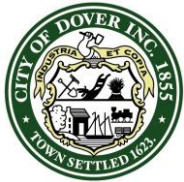
CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Chambers
Meeting Date: **Thursday, February 20, 2025**
Meeting Time: **7:00 pm**

Councilor Warach moved to adjourn, seconded by Councilor Richer.
Vote: 7-0.

DRAFT



CITY OF DOVER

CITY COUNCIL - MINUTES

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

Deputy Mayor Shanahan led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Richer, Councilor Warach

Also Present: City Manager Joyal, Deputy City Attorney Perez, Deputy City Clerk Baker

5. PROCLAMATIONS/AWARDS

Mayor Carrier recognized Dover Main Street for their 25 years of service.

6. APPROVAL OF AGENDA

Deputy Mayor Shanahan moved to approve the agenda, seconded by Councilor Retrosi.
Vote: 7-0.

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

Jodi Langellotti, 453 Sixth St, spoke in favor of the school budget.

8. PUBLIC FORUM

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

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

9. CITY MANAGER'S REPORT

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

Deputy Mayor Shanahan moved to accept the report, seconded by Councilor Hackett.

Vote: 7-0.

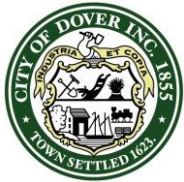
10. APPROVAL OF MINUTES

A. February 5, 2025 – Workshop Meeting

B. February 12, 2025 – Regular Meeting

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

Vote: 7-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

11. MAYOR'S REPORT

The Mayor gave an overview of the meetings and events he attended over the last couple of weeks.

Deputy Mayor Shanahan moved to accept the report, seconded by Councilor Nemeth.

Vote: 7-0.

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

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

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

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

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

B. RESOLUTIONS

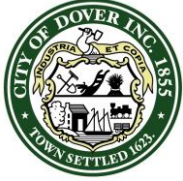
1. AUTHORIZATION TO MAKE 2025 PAYMENT TO MUNICIPAL ALLIANCE FOR ADAPTIVE MANAGEMENT PER INTERMUNICIPAL AGREEMENT FOR GREAT BAY ESTUARY

SPONSORED BY MAYOR CARRIER BY REQUEST

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

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

Roll Call Vote: 7-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

2. AUTHORIZATION TO PURCHASE NEW PUMPER FROM GREENWOOD EMERGENCY VEHICLES, LLC 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: 7-00

3. AUTHORIZATION TO PURCHASE THREE (3) BOBCAT COMPACT TRACK LOADERS VIA SOURCEWELL

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the resolution, seconded by Councilor Nemeth.
City Manager Joyal gave an overview of the resolution to the Council.

Roll Call Vote: 7-0.

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

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

Vote: 7-0.

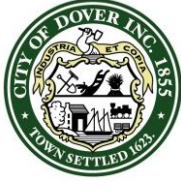
14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN

Councilor Nemeth moved to adjourn, seconded by Councilor Retrosi.

Vote: 7-0.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Non-Public Session Meeting Location: Council Chambers Meeting Date: Wednesday, February 26, 2025 Meeting Time: To Immediately Follow Regular Meeting
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The City Council will meet in a Public Meeting to enter a Non-public Session to discuss the following topic:

1. **Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.**

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

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

Absent: Councilor Richer, Councilor Warach

Also Present: City Manager Joyal, Deputy City Manager Parker, Deputy City Attorney Perez, Finance Director Lynch, Deputy City Clerk Baker

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

Roll Call Vote: 7-0.

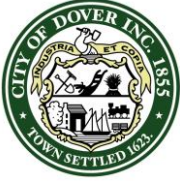
VOTING RECORD		
Date of Vote: 1/8/2025	YES	NO
Mayor Robert Carrier	X	
Deputy Mayor Dennis Shanahan	X	
Councilor S. April Richer, Ward 1	Absent	
Councilor Robert Warach, Ward 2	Absent	
Councilor Anthony Retrosi, Ward 3	X	
Councilor Debra Hackett, Ward 4	X	
Councilor Fergus Cullen, Ward 6	X	
Councilor Linnea Nemeth, At Large	X	
Councilor Lindsey Williams, At Large	X	
Total Votes:	7	
Motion does pass.		

Non-Public discussion: City staff presented a parcel to purchase. City staff presented a parcel to sell. City staff general consensus was to make the Council aware of this being voted on in a future meeting.

Councilor Retrosi moved to come out of the non-public meeting, seconded by Deputy Mayor Shanahan.

Roll Call Vote: 7-0.

VOTING RECORD		
Date of Vote: 1/8/2025	YES	NO
Mayor Robert Carrier	X	



CITY OF DOVER

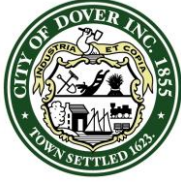
CITY COUNCIL - MINUTES

Meeting Type: **Non-Public Session**
Meeting Location: **Council Chambers**
Meeting Date: **Wednesday, February 26, 2025**
Meeting Time: **To Immediately Follow Regular Meeting**

Deputy Mayor Dennis Shanahan	X	
Councilor S. April Richer, Ward 1	Absent	
Councilor Robert Warach, Ward 2	Absent	
Councilor Anthony Retrosi, Ward 3	X	
Councilor Debra Hackett, Ward 4	X	
Councilor Fergus Cullen, Ward 6	X	
Councilor Linnea Nemeth, At Large	X	
Councilor Lindsey Williams, At Large	X	
Total Votes:	7	
Motion does pass.		

The minutes were not sealed.

Deputy Mayor Shanahan moved to adjourn, seconded by Councilor Hackett.
Vote: 7-0.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Ordinance Number: O – 2025.02.26 - 3 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 51 Schedule L: Parking Meter Zones	Agenda Item#: 12.A.1.

The City of Dover Ordains:

1. PURPOSE

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

2. AMENDMENT

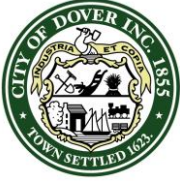
Chapter 141 entitled “Vehicles and Traffic” is hereby amended by revising Section 141-51, “Schedule L: Parking Meter Zones”

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

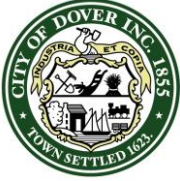
Agenda Item#: 12.A.1.

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

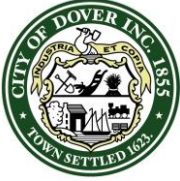
CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.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>



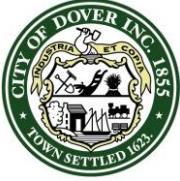
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.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#: 12.A.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

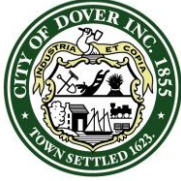
AUTHORIZATION

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#: 12.A.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:

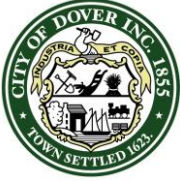
DOCUMENT ACTIONS:

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.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2025.02.12 - 2**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 17 McConnell Center Advisory Committee

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to repeal the McConnell Center Advisory Committee.

2. AMENDMENT

Chapter 9 entitled “Boards, Commissions and Committees” is hereby amended by revising Section 9-17, “McConnell Center Advisory Committee”

a. THE FOLLOWING ARE REPEALED:

§ 9-17 (Reserved) McConnell Center Advisory Committee.

~~A. Membership. The McConnell Center Advisory Committee shall consist of seven members and two alternates. The membership shall include two representatives of McConnell Center tenants.~~

~~[Amended 2-13-2019 by Ord. No. 2019.01.23-001]~~

~~B. Terms of members. Members and alternates shall be appointed to terms of three years, consistent with staggered terms.~~

~~[Amended 2-13-2019 by Ord. No. 2019.01.23-001]~~

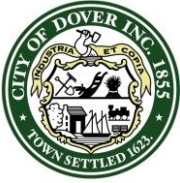
~~C. Authority and duties. The McConnell Center Advisory Committee shall serve in an advisory capacity to the City Council and City Manager for the following functions:~~

~~(1) Advocate for achieving the mission of the McConnell Community Center.~~

~~(2) Review the operations budget recommended to City Manager.~~

~~(3) Seek and recommend tenants to the City of Dover.~~

~~(4) Assist in the creation and dissemination of publicity related to the McConnell Community Center.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2025.02.12 - 2**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 17 McConnell Center Advisory Committee

~~(5) Foster collaborative programming between tenants of the McConnell Community Center and other agencies.~~

~~(6) Study, consider and recommend policies for the operation of the McConnell Center.~~

~~(7) Review the McConnell Center governance structure.~~

~~D. Rules. The Committee shall adopt operating rules subject to the approval of the City Council.~~

3. TAKES EFFECT

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

REQUIRES PUBLIC HEARING

TO BE REFERRED TO PUBLIC HEARING ON MARCH 12, 2025

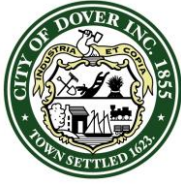
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Lindsey Williams

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

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.2. Ordinance Number: O – 2025.02.12 - 2 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 17 McConnell Center Advisory Committee
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DOCUMENT HISTORY:

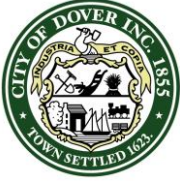
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

The purpose of this ordinance is to repeal the McConnell Center Advisory Committee, as part of the City Council’s ongoing initiative to streamline and update boards and commissions.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2025.03.12 - 25**

Resolution Re: Approval of Temporary Public Art Installation at Waldron Park

WHEREAS: The City of Dover fully supports and promotes the Arts in our City; and

WHEREAS: The Dover Arts Commission was established to develop and promote programs, forums and exhibits that highlight the talent and active art related venues currently existing within the City; and

WHEREAS: The Dover Arts Commission seeks to install a colorful display of knitted, felted, or crocheted yarn will be created by community members and wrapped around the trunks of the 8 trees standing in Waldron Court. This is same project was approved by the City Council in the Spring of 2024. The colorful display is a low-risk initiative that will start approximately 1.5' - 2' off the ground and travel up the trunk approximately Seven (7) feet. The display is not harmful to the trees, is easily removable, and can be reused in the future.

WHEREAS: The Arts Commission endorsed the temporary installation of this art on February 17, 2025; and

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

The temporary public art proposed to be installed on eight trees in Waldron Court is approved and all donated/volunteered labor and materials are accepted, with the following conditions: (i) the installation and removal must occur in consultation with and approval by the City Manager or designee, who may also modify and extend (as deemed appropriate) the dates of installation and removal, (ii) the applicant shall ensure the display is accomplished in a safe and secure manner and maintained (at applicant's cost) appropriately throughout the duration of the display; (iii) public trees or other property shall not be damaged or harmed by the installation, maintenance, and eventual removal of the temporary public art; and (iv) at the conclusion of the display, the applicant, at applicant's cost, shall remove the display and return the City property to the condition in which it existed directly prior to the public art installation.

The work of art consisting of colorful display of knitted, felted, or crocheted yarn or similar textiles will be displayed at Waldron Park from approximately May 5, 2025 through June 30, 2025.

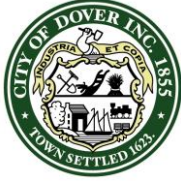
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier by
request

Approved as to Legal
Form and Compliance: Jennifer Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.1.	
Resolution Number: R – 2025.03.12 - 25 Resolution Re: Approval of Temporary Public Art Installation at Waldron Park		

DOCUMENT HISTORY:

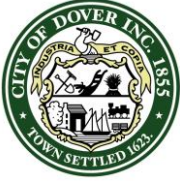
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

The Dover Arts Commission is seeking reapproval of its successful community engagement project, first launched last year, inviting the public to create yarn and other fabric wrappings for trees within Waldron Court. These vibrant, tactile installations will be displayed publicly in the spring, transforming Waldron Court into a dynamic art exhibit. The project aims to foster community involvement, promote environmental appreciation, and enhance the aesthetic appeal of public spaces.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2025.03.12 - 26**

Resolution Re: Approval of Temporary Public Art Installation at Henry Law Park

- WHEREAS: The City of Dover fully supports and promotes the Arts in our City; and
- WHEREAS: The Dover Arts Commission was established to develop and promote programs, forums and exhibits that highlight the talent and active art related venues currently existing within the City; and
- WHEREAS: The Dover Arts Commission seeks to install the "No More Stolen Sisters" red dress art installation at Henry Law Park. This well-known project serves as a powerful visual reminder of the epidemic of missing and murdered Indigenous women in North America and has been featured across the United States, including the Smithsonian. The installation consists of numerous red dresses displayed in the public, with each empty red dress representing a life lost, with the aim of raising awareness of the systemic violence and injustice faced by Indigenous communities. Through this impactful display, the installation aims to honor the victims and advocate for justice and reform.
- WHEREAS: The Arts Commission endorsed the temporary installation of this art on February 17, 2025; and

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

The temporary public art proposed consisting of 50-100 red dresses, to be hung in the trees around Henry Law Park from April 30, 2025 through May 31, 2025, is approved and all donated/volunteered labor and materials are accepted, with the following conditions: (i) the installation and removal must occur in consultation with and approval by the City Manager or designee, who may also modify and extend (as deemed appropriate) the dates of installation and removal, (ii) the applicant shall ensure the display is accomplished in a safe and secure manner and maintained (at applicant's cost) appropriately throughout the duration of the display; (iii) public trees or other property shall not be damaged or harmed by the installation, maintenance, and eventual removal of the temporary public art; and (iv) at the conclusion of the display, the applicant, at applicant's cost, shall remove the display and return the City property to the condition in which it existed directly prior to the public art installation.

AUTHORIZATION

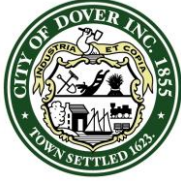
Approved as to Funding: Daniel R. Lynch

Finance Director

Sponsored by: Mayor Robert Carrier by request

Approved as to Legal Form and Compliance: Jennifer Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.2.	
Resolution Number: R – 2025.03.12 - 26 Resolution Re: Approval of Temporary Public Art Installation at Henry Law Park		

First Reading Date: _____ Approved Date: _____	Public Hearing Date: _____ Effective Date: _____
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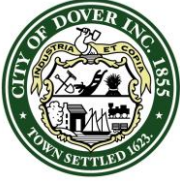
DOCUMENT ACTIONS:

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 Dover Arts Commission is excited to announce that it is seeking to display the powerful red dress "No More Stolen Sisters" art installation at Henry Law Park. This poignant project, which consists of red dresses symbolically representing the countless Indigenous women and girls who have gone missing or been murdered in Canada and the United States, serves as a stark reminder of the ongoing issue of violence and systemic injustice faced by Indigenous communities. The installation aims to raise awareness, provoke meaningful conversations, and inspire action towards justice and equity for these women. By bringing this significant art piece to Henry Law Park, the Dover Arts Commission hopes to engage the community in reflecting upon and addressing this urgent and vital cause.

The work of art consisting of 50-100 red dresses, to be hung in the trees around Henry Law Park from April 30, 2025 through May 31, 2025. The dresses shall be securely attached to hangers which will be affixed to the trees throughout Henry Law Park via removable metal wire, twine, or other natural material to prevent the generation of any non-compostable waste or damage to the trees. The exhibit in its entirety will be checked on by the artist responsible for the exhibit and their designees daily to ensure the dresses remain securely fastened and are unvandalized. Accompanying the dresses will be no less than twelve (12) signs and associated brochures, secured in bags to those signs, throughout Henry Law Park to provide information to the public as to the installation's significance.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2025.03.12 - 27**

Resolution Re: Approval of Purchase and Sale Agreement Between John and Marlene Succi and City of Dover (Tax Map 39, Lot 20)

WHEREAS: Pursuant to City Code Chapter 29 Section 6 Disposing of City Owned Real Estate, the City Manager is required to develop a list of surplus properties that are recommended for disposal. This process was completed in 2021 and again in 2022 and approved by City Council approved via [R-2021.03.10-033](#) and [R-2022.04.13-083](#) for the disposal of City Owned Real-Estate on Arcola Street. These resolutions authorized the City Manager to take said list of parcels and market them for sale. It further authorized him to “negotiate and enter into a purchase and sales agreement, subject to final City Council approval; and

WHEREAS: The City sent notice to abutter and has received interest to purchase city owned real estate located on Newton Road listed as Map 39 Lot 20 in the amount of \$500

WHEREAS: The property tax card and map are also included as part of this resolution.

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

Per City Code Chapter 29 Section 6 Disposing of City Owned Real Estate, the City Manager is authorized to negotiate, finalize, and sign a Purchase and Sale agreement for Map 39 Lot 20 to said abutter.

AUTHORIZATION

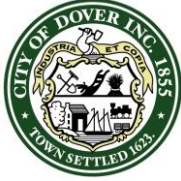
Approved as to Funding: Daniel R. Lynch

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

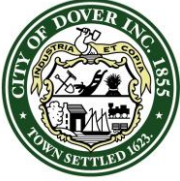
 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.3.	
Resolution Number: R - 2025.03.12 - 27 Resolution Re: Approval of Purchase and Sale Agreement Between John and Marlene Succi and City of Dover (Tax Map 39, Lot 20)		

DOCUMENT HISTORY:

First Reading Date: _____ Approved Date: _____	Public Hearing Date: _____ Effective Date: _____
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DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2025.03.12 - 27**

Resolution Re: Approval of Purchase and Sale Agreement Between John and Marlene Succi and City of Dover (Tax Map 39, Lot 20)

RESOLUTION BACKGROUND MATERIAL:

Dover City Code Chapter 29 section 6 requires that the City Manager develop a list of surplus properties that are recommended for disposal and previous resolutions authorized the City Manager to take said list of parcels and market them for sale. It further authorized him to “negotiate and enter into a purchase and sales agreement, subject to final City Council approval, that provides for a quitclaim deed, inclusive of any related rights, easements, infrastructure, and appurtenances deemed necessary to retain by the City and/or convey to the purchaser.”

Seven lots were identified as small parcels of land of insignificant value to be deeded to abutters for boundary-line adjustment. Staff worked with the abutting property owners to establish interest in said parcels and negotiated sales prices equal to the assessed value. The parcel would be conveyed to the abutters, who would then – through the Planning Board – merge the lots into their existing lots, thus eliminating the separate lot(s).

This sale meets the criteria of 29-6 J, which includes the sentence: “Exemptions shall also include small parcels of land of insignificant value to be deeded to abutters for boundary-line adjustment.” The lot is insignificant, and not buildable on its own. It may have value when merged into the adjacent lot. As it meets the exemption clause, no realtor was retained and no commission is due. The lot was obtained over 60 years ago as tax collection deed. The abutter’s attorney has reviewed the title and has found items that will need to be corrected, at the abutters expense, before any merger or development occurs.

The purchase price recognizes the title remedy required and the value of an easement that will be granted to the City for utility and maintenance vehicles to turn around upon, as Newton Street has no outlet. A proposed easement plan is provided for review.



Property Information Location Owner Land Use Zoning Code Property Id NEWTON ST CITY OF DOVER 903V R-12 39020-000000	 MAP FOR REFERENCE ONLY NOT A LEGAL DOCUMENT City of Dover, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map. Geometry updated 10/30/2023 Data updated Daily	Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.
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PURCHASE AND SALES AGREEMENT

THIS AGREEMENT is made this _____ day of February, 2025, between the SELLERS, City of Dover, 288 Central Avenue, City of Dover, County of Strafford, State of New Hampshire (hereinafter collectively "SELLER"), and the BUYER, John and Marlene Succi of 46 Old Post Road, City of Kittery, County of York, State of Maine (hereinafter "BUYER").

WITNESSETH:

1. Conveyance Agreement and Description of Real Estate:

SELLER agrees to sell and convey and the BUYER agrees to buy certain real estate located in Dover, New Hampshire, located on Newton Street, known as or described as .12 acres more or less being Dover Tax Map 39, Lot 20 conveyed to SELLER by Collection Deeds recorded with the Strafford County Registry of Deeds Book 1703, Page 675, generally shown in attached, Appendix A (hereinafter referred to at times as "the Parcel").

2. SELLING PRICE: Five Hundred Dollars (\$500.00) to be paid by BUYER to SELLER at or prior to the date of Transfer of Title in United States currency. The selling price recognizes the BUYER's view that the Parcel is unable to be developed in its current state/size without being merged with other land to conform with zoning. The selling price recognizes that the City's retained easement and its receiving an additional easement from Buyer on abutting land for Newton Street snowplowing services, retains use of approximately half of the parcel, as well as more land of Buyers for City needed services referred to in Paragraph 7 (c) below. The selling price further recognizes Buyer's substantial investment to date and expected costs yet to be incurred to address the Parcel's Title marketability issues noted in Paragraph 7 (d) below before it can be merged with Buyer's abutting land for any future development.
3. DEED: SELLER shall convey the Parcel by release deed, conveying the Property "as is", "where is", and "with all faults", as to its physical condition.
4. TRANSFER OF TITLE: Transfer and payment shall occur as soon as reasonably possible after City Council approval but before the Lapse Date set forth herein.
5. NO IMPLIED APPROVAL; NO WAIVER OF ORDINANCES, STATUTES, RULES OR REGULATIONS: Nothing herein shall be construed as affecting SELLER's or the BUYER's rights or duties to perform their respective obligations and fulfill their respective responsibilities under any zoning ordinances, use regulations, building codes, or subdivision requirements, or any other laws, regulations, rules, codes or statutes relating to the Property or any other such approvals.

Nothing contained in this Purchase and Sale Agreement shall constitute, be deemed to constitute or imply that the City Council, or any City board, department, office, or agency, officer, or employee of the City shall approve, authorize, or consent to any action or activity within or required for any future development or subdivision of the Property, including any land use approval, requirements for the provision of public utilities or services, or any administrative, judicial, quasi-judicial, or legislative action, unless and until such respective authorizations, approvals or consents are duly and properly issued by the City Council, and/or the City's respective board, department, office, agency, officer or employee.

6. REALTOR: The BUYER and SELLER each covenant and represent that no real estate agent brought about this sale and no commission is owed.
7. CONDITIONS AND CONTINGENCIES PRIOR TO BUYER'S PERFORMANCE:

The City's obligation to sell is conditioned and fully contingent upon the following:

- a. CITY APPROVAL CONTINGENCY: This Agreement is fully contingent upon the SELLER obtaining the necessary municipal approval by the Dover City Council. Should the City Council vote against issuing aforesaid approvals for any reason, then this Agreement shall terminate without further obligation of any party to buy or to sell the Property and, except as provided for in Paragraph 9, without recourse by any party against the other party.
- b. BOUNDARIES SURVEY: The BUYER shall be solely responsible for any surveying, consultant, permitting, site plan, subdivision, or other such fees incurred with respect to any and all approvals sought. It is understood by the SELLER that the BUYER intends to maintain the lot as a stand-alone lot, but may merge, at its discretion, the lot into their existing parcel.
- c. EASEMENT: As a material condition/term of this transaction, at closing the BUYER shall Convey to SELLER a permanent easement over said Parcel, as well as a permanent easement over the adjacent parcel Map 39, lot 21, each easement for each parcel shown as "Proposed Turnaround Easement" on a plan entitled "Plan of Land Prepared for John and Marlene Succi and City of Dover Tax Map 39, Lot Nos. 20 & 21 5 Newton Street City of Dover County of Strafford State of New Hampshire" prepared by McEneaney Survey Associates of New England last dated April 25, 2023. Said easement may be utilized by City vehicles during the maintenance and snow plowing of Newton Street. The parties agree that this easement may reasonably be relocated, in kind and without loss of any material value to the City, should the BUYER develop the lot, or consolidate and improve the two lots. Furthermore, the

parties agree that if Newton Street is extended to meet Lake Street, the easement may be extinguished. The Parties agree that the exchange and recording of deeds substantially in the form of Appendix B attached, together with referenced survey plan will accomplish these conditions.

- d. TITLE: The Parties recognize that the Title for the property has some marketability deficiencies and the BUYER agrees to be solely responsible for any research or actives required to address and/or cure these marketability deficiencies, which shall occur before the BUYER seeks to improve the lot or alter the property boundaries.
8. CLOSING COSTS: The BUYER shall be solely responsible for any other fee due to the closing attorney's or agent's office, including the costs for escrow services, deed preparation, HUD-1 statement preparation, title review, and title insurance.
9. TRANSFER TAXES: The parties agree that the SELLER is exempt for SELLER's portion of any New Hampshire Real Estate Transfer Tax ("RETT") by virtue of RSA 78-B:2, I. The BUYER, however, shall be and remain fully responsible for its side of any RETT return and payment incurred and owed by its purchase of the Parcel.
10. LAPSE: The parties will use best efforts to close by end of day on June 31, 2025. This Agreement shall expire and lapse by its terms at 11:59 p.m. on June 31, 2025 ("Lapse Date"), unless fully performed or extended via a written instrument signed by both parties or extended by mutual agreement in writing. Time is of the essence in the observance of all deadlines set forth within this Agreement.
11. MISCELLANEOUS: This Agreement is a fully integrated expression of the parties' contact and contains all promises exchanged between the parties. This Agreement supersedes any prior verbal or written representation, statement, or agreement not contained herein. This Agreement has been entered into in New Hampshire and shall be interpreted under New Hampshire law. Both parties affirm that they have had the opportunity to review this Agreement with legal counsel prior to signing. This Agreement may only be amended via a written instrument signed by both parties, This Agreement shall be binding upon the heirs, executors, administrators and assigns of both parties.

IN WITNESS WHEREOF, the parties have signed

CITY OF DOVER, Seller

Date

J. Michael Joyal, Jr.
City Manager

Date

John Succi, Buyer

Date

Marlene Succi, Buyer

APPENDIX A

APPENDIX B

RELEASE DEED

The **CITY OF DOVER, NH**, a New Hampshire municipal corporation, with an address of 288 Central Avenue, Dover, New Hampshire 03820, for valuable consideration, the receipt of which is acknowledged by the signing of this deed, grants to **JOHN SUCCI and MARLENE SUCCI**, husband and wife, of 46 Old Post Road, Kittery, Maine 03904, as **JOINT TENANTS WITH RIGHTS OF SURVIVORSHIP**, any and all right, title and interest in the following:

Land located on the southerly side of Newton Street in Dover, Strafford County, New Hampshire, known as and shown on Dover Tax Assessor's Map 0039, as Lot 20, and surveyed and labeled as Tax Map 39, Lot 20 "PARCEL AREA" on plan entitled "Plan of Land Prepared For John & Marlene Succi and City of Dover, Tax Map 39, Lot Nos. 20 & 21, 5 Newton Street, City of Dover, County of Strafford, State of New Hampshire" dated April 25, 2023, as revised, drawn by McEneaney Survey Associates of New England, recorded at the Strafford County Registry of Deeds as Plan _____ (the "Plan"), more particularly bounded and described as follows:

Beginning at the monument labeled on said Plan as RRSPK (set) on the southeasterly sideline of Newton Street, said point marking the northerly corner of land now or formerly of Linda M. Derntz, shown on said Plan as Tax Map 39, Lot 19; then running S 43° 01' 20" E along land now or formerly of Derntz a distance of one hundred four and twenty-one hundredths (104.21') feet, more or less, to an iron rod (set) and land of John and Marlene Succi shown on said Plan as Tax Map 39, Lot 21; then turning and running N 46° 07' 22" E along land of Succi a distance of fifty and one hundredths (50.01') feet, more or less, to an iron rod (set); then turning and running N 43° 01' 20" W along land of Succi a distance of one hundred three and forty-six hundredths (103.46') feet, more or less, to an iron rod (set) and the southeasterly sideline of Newton Street; then turning and running S 46° 58' 40" W along the southeasterly sideline of Newton Street a distance of fifty and no hundredths (50.00') feet, more or less, to the point of beginning. Said parcel contains 5,192 S.F. (0.12 Ac.), more or less.

Retained Easement

The above described parcel is conveyed SUBJECT TO an easement retained by the City of Dover over that parcel shown on the Plan as "Proposed Turnaround Easement," and more particularly bounded and described below, to be used together with that land shown on abutting Succi land as "Proposed Turnaround Easement" granted by John and Marlene Succi to the City of Dover, described in their deed of even or near date, recorded herewith, to enter upon said land areas with snowplows and other maintenance vehicles for snowplowing and other road maintenance of Newton Street as now developed or in the future improves, as the City deems appropriate.

Subject to possible future reasonable modification or relocation of said turnaround easement area per terms set out below, the easement area hereby retained is described with reference to the Plan as follows:

Beginning at the above referenced monument labeled on said Plan as RRSPK (set) on the southeasterly sideline of Newton Street, said point marking the northerly corner of land now or formerly of Linda M. Derntz shown on said Plan as Tax Map 39, Lot 19; then running S 43° 01' 20" E along land now or formerly of Derntz a distance of sixty and no hundredths (60.00') feet, more or less, to a point; then turning and running N 46° 58' 40" E a distance of fifty and no hundredths (50.00') feet, more or less, to a point at land of John and Marlene Succi; then turning and running N 43° 01' 20" W along land of Succi a distance of sixty and no hundredths (60.00') feet, more or less, to an iron rod (set) and the southeasterly sideline of Newton Street; then turning and running S 46° 58' 40" W along the southeasterly sideline of Newton Street a distance of fifty and no hundredths (50.00') feet, more or less, to the point of beginning.

Right of Grantee to Modify Easement Area

So long as the purpose of the easement retained by the City of Dover above and granted to it by the Succis on abutting land by deed of even or near date, recorded herewith, can be fulfilled and exercised without impairing the value to the City of Dover, the Grantees, John and Marlene Succi and/or their successors in title to said easement encumbered parcels, shall have the right to modify the location of said retained easement, together with the abutting easement now on Succi land, to reasonably reconfigure and/or relocate said easements pursuant to an alternative subdivision or site plan development, driveway configuration, dwelling construction, including, but not limited to, possibly subdividing said parcel for future development as City Ordinances and Regulations may allow and, if/as applicable, driveway and/or building permits and/or Planning Board Subdivision and/or Site Review Plan Approval(s) may authorize. Any alternative location shall be memorialized by a clarifying easement grant with or without reference to a recorded easement plan, specifically relocating and memorializing future workable snowplow turnaround easement rights.

Indemnification of City

John and Marlene Succi, the grantees of this deed, and their successors in title to the parcel conveyed by this deed, as a condition of said conveyance and as additional consideration for same, promise to indemnify and hold the City of Dover harmless from, and release any claim for, any

maintenance costs and/or property damage caused to the turnaround easement area, including the abutting turnaround easement area conveyed by said Succis by deed of even or near date recorded herewith, including any pavement or other improvements made by the Succis, their successors in title, to either easement parcel, on account of the City's reasonably using said easement areas for their intended purpose.

Conditions of Conveyance Restricting Future Development

The above described Map 39, Lot 20 "PARCEL AREA" is hereby conveyed subject to the above reserved Turnaround Easement as an existing "lot of record", which may be subsequently conveyed to subsequent third parties, but only on the condition that it remain in its current, further undeveloped state, unless said parcel is voluntarily merged pursuant to RSA 674:39a (and related Dover Ordinances) with other land, resulting in a then current zoning conforming sized lot or added to abutting land by conveyance authorized by subdivision and/or lot line adjustment plan approved by the Planning Board, resulting in one or more conforming sized lot(s).

Title Reference

The City of Dover acquired the premises by Tax Collector's Deed for outstanding taxes in the name of James H. Kelley, by deed dated October 15, 1993, and recorded in the Strafford County Registry of Deeds, Book 1703, Page 675.

It is the same property described in deed from M.C. Meaghan, as Trustee to Kate Kelley dated June 23, 1905, and recorded in the Strafford County Registry of Deeds at Book 347, Page 330, which deed described the property as Lots Numbered Eleven (11) and Twelve (12) as shown on Plan of Lots at Lakeview Park, Dover, NH, owned by M.C. Meagher, Trustee, surveyed by Wm. A. Grover, C.E., June 1904.

Conveyance Authority

This conveyance was authorized by Dover City Council Resolution 2021.03.10-033 passed March 10, 2021, authorizing the City Manager to dispose of City surplus land by sale to abutters. By Dover City Council Resolution 2025.XXXX passed March _____, 2025, the City voted to formally accept the abutting easement granted by John and Marlene Succi by deed of even or near date recorded herewith, further authorizing by said acceptance the terms and conditions set forth above concerning modification and/or relocation of both turnaround easement areas in the event of future development or subdivision by said Succis, their heirs and assigns or successors in title.

The City hereby conveys the land "as is" and "where is" and "with all faults" as to its physical condition.

The City of Dover is exempt from the payment of real estate transfer tax pursuant to RSA 78-B:2, I. The Grantees herein pay their share of the applicable minimum transfer tax. See N.H. Code Admin. Rule Rev. 802.03(a).

Executed this _____ day of March, 2025.

CITY OF DOVER, NH

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

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

The foregoing instrument was acknowledged before me this _____ day of March, 2025, by J. Michael Joyal, Jr., in his capacity as City Manager of the City of Dover, NH, known to me or satisfactorily proven to be the person whose name is subscribed to the foregoing instrument, who acknowledged this instrument for the purposes set forth herein.

Notary Public/Justice of the Peace
My Commission Expires:

H:\RE & BUS\Succi, John & Marlene - Newton Street\Deeds\Deed from City to Succi - Newton Street - CLEAN (CAW) 2-20-2025.docx

QUITCLAIM DEED/EASEMENT

JOHN SUCCI and **MARLENE SUCCI**, husband and wife, of 46 Old Post Road, Kittery, York County, Maine 03904 (hereinafter "Succis"), for valuable consideration, the receipt of which is acknowledged by the signing of this deed, grant to the **CITY OF DOVER, NH**, a New Hampshire municipal corporation, with an address of 288 Central Avenue, Dover, New Hampshire 03820 (hereinafter "City"), with **QUITCLAIM COVENANTS**, the following:

An easement on a portion of our Dover Tax Map 39, Lot 21 property located on the southerly side of Newton Street in Dover, Strafford County, New Hampshire, more particularly described below, to be used by the City of Dover, together with an abutting easement retained by the City, described in Quitclaim Deed from the City to us (John and Marlene Succi) of even or near date, recorded herewith, to enter upon said land areas with snow plows and other maintenance vehicles, for snowplowing and other road maintenance of Newton Street, as now developed or in the future improved, as the City deems appropriate.

Easement Encumbered Area

A portion of our Dover Tax Map 39, Lot 21 property shown as "Proposed Turnaround Easement" on plan entitled "Plan of Land Prepared For John & Marlene Succi and City of Dover, Tax Map 39, Lot Nos. 20 & 21, 5 Newton Street, City of Dover, County of Strafford, State of New Hampshire" dated April 25, 2023, as revised, drawn by McEneaney Survey Associates of New England, recorded at the Strafford County Registry of Deeds as Plan _____ (the "Plan"), more particularly bounded and described as follows:

Subject to possible future reasonable modification or relocation of the turnaround easement area per terms set out below, the land area upon which this easement is granted is described with reference to the Plan as follows:

Beginning at an iron rod (set) on the southeasterly sideline of Newton Street, said point marking the westerly corner of land of John and Marlene Succi shown on said Plan as Tax Map 39, Lot 21; then running S 43° 01' 20" E a distance of forty and no hundredths (40.00') feet,

more or less, to a point; then turning and running N 46° 58' 40" E a distance of twenty and no hundredths (20.00') feet, more or less, to a point; then turning and running N 43° 01' 20" W a distance of forty and no hundredths (40.00') feet, more or less, to the southeasterly sideline of Newton Street; then turning and running S 46° 58' 40" W a distance of twenty and no hundredths (20.00') feet, more or less, to the point of beginning.

Right of Grantor to Modify Easement Area

So long as the purpose of the easement hereby granted and retained by the City of Dover (on abutting land) by deed of even or near date, recorded herewith, can be fulfilled and exercised without impairing the value to the City of Dover, the Grantors, John and Marlene Succi and/or their successors in title to said easement encumbered parcels, shall have the right to reasonably modify the location of said City easement areas, to modify and/or relocate both pursuant to an alternative subdivision or site plan development, driveway configuration, dwelling construction, including, but not limited to, possibly subdividing said parcel for future development as City Ordinances and Regulations may allow and, if/as applicable, driveway and/or building permits and/or Planning Board Subdivision and/or Site Review Plan Approval(s) may authorize. Any alternative location shall be memorialized by a clarifying easement grant with or without reference to a recorded easement plan, specifically relocating and memorializing future workable snowplow turnaround easement rights.

Indemnification of John & Marlene Succi

John and Marlene Succi, the Grantors of this deed, and their successors in title to the parcel conveyed by this deed, as a condition of said conveyance and as additional consideration for same, promise to indemnify and hold the City of Dover harmless from, and release any claim for, any maintenance costs and/or property damage caused to the turnaround easement area, including the abutting turnaround easement area retained by the City of Dover, including any pavement or other improvements made by the Succis, their successors in title, to either easement parcel, on account of the City's reasonably using said easement areas for their intended purpose.

Title Reference

The below described easement is located on property acquired by John Succi and Marlene Succi by Warranty Deed from Maxine E. Burke, Trustee of the Maxine E. Burke Trust, to John Succi and Marlene Succi dated April 30, 2008, and recorded in the Strafford County Registry of Deeds, Book 3640, Page 395 (both parcels).

City Authority to Accept Easement

By Dover City Council Resolution 2025.XXXX passed March _____, 2025, the City voted to formally accept the abutting easement granted by John and Marlene Succi by deed of even or near date recorded herewith, further authorizing by said acceptance the terms and conditions set forth above concerning modification and/or relocation of both turnaround easement areas in the event of future development or subdivision by said Succis, their heirs and assigns or successors in title.

This conveyance is given to City of Dover and, as such, is exempt from the payment of real estate transfer tax pursuant to RSA78-B:2, I. See N.H. Code Admin. Rule Rev. 802.03(b).

Signed this _____ day of March, 2025.

John Succi

Marlene Succi

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

March _____, 2025

Personally appeared the above named John Succi and Marlene Succi and acknowledged the foregoing instrument to be their voluntary act and deed.

Before me,

Notary Public/Justice of the Peace
My Commission Expires:

This easement conveyance, pursuant to the above terms, is accepted by the City of Dover.

CITY OF DOVER, NH

March _____, 2025

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

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

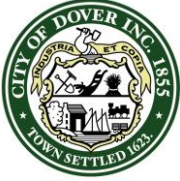
March _____, 2025

Personally appeared the above named J. Michael Joyal, Jr. in his capacity as City Manager for the City of Dover, NH, and acknowledged the foregoing instrument to be his voluntary act and deed on behalf of the City of Dover, NH.

Before me,

Notary Public/Justice of the Peace
My Commission Expires:

H:\RE & BUS\Succi, John & Marlene - Newton Street\Deeds\Easement Deed to City- CLEAN (CAW) 2-20-2025.docx



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2025.03.12 - 28**

Resolution Re: Approval of Purchase and Sale Agreement Between Morris and Maria Pigeon and City of Dover (Madbury Map 1, Lot 43)

WHEREAS: Morris and Maria Pigeon own an approximate .5-acre parcel of property located in Madbury known as Madbury Map 1, Lot 43 (hereinafter “the Pigeon Property”); and

WHEREAS: The Pigeon Property is downstream of the old Tolend Road landfill, as well as the Bellamy Reservoir; and

WHEREAS: The Pigeon Property has significant conservation and water protection values, as well as potential opportunities for future public recreation; and

WHEREAS: The City and the Pigeons have negotiated a purchase and sale agreement attached to the background of this resolution, as a price of \$4,000.00.

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

That the City Council approves and authorizes the City Manager to sign and fulfill the City’s obligations stated within a Purchase and Sale Agreement to be executed between the City of Dover and the Pigeons, for the City’s purchase of the Pigeon Property for the amount of \$4,000.00, as well as an authorization to incur an additional \$2,000 in anticipated closing costs. The City Manager, or designee, may incur costs related to title search, and may finalize and execute a Purchase and Sale Agreement and take all steps necessary to effectuate the transfer of the Pigeon Property to the City and record all necessary documents in the Strafford County Registry of Deeds, including payment of any recording fees. The Purchasing Agent is authorized to issue a purchase order in the amount of \$4,000.00 for the purchase of the real property, as well as one or more purchase orders as needed for closing costs, not to exceed \$2,000.

Account	Description	Appropriation	Balance	Charge
5300.1.300.43320.4757.03574.12.000.000.700	Wellhead Protection	100,000	23,935	6,000
			Total	6,000

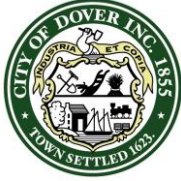
AUTHORIZATION

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

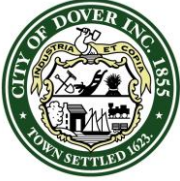
 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.4.	
Resolution Number: R - 2025.03.12 - 28 Resolution Re: Approval of Purchase and Sale Agreement Between Morris and Maria Pigeon and City of Dover (Madbury Map 1, Lot 43)		

DOCUMENT HISTORY:

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

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2025.03.12 - 28**

Resolution Re: Approval of Purchase and Sale Agreement Between Morris and Maria Pigeon and City of Dover (Madbury Map 1, Lot 43)

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has long sought to protect the environmentally sensitive areas between Tolend Road and the Madbury Reservoir and seeks to enhance the buffer around the former Tolend Road Landfill site.

Over the past 10 years the City has been able to purchase all but one undeveloped parcel in the area. The Pigeon parcel is that last parcel. Attached is a draft Purchase and Sale Agreement between the City of Dover and Pigeon. The Pigeons have signed the agreement.

The Conservation Commission will consider voting to endorse conserving the parcel on March 10, 2025.

Also included below are map excerpts showing the parcel to be purchased.

TOLEND RD LANDFILL & SURROUNDING PROPERTIES



Property Information

Owner: Maria Pigeon

Address: 273 Littleworth Rd

Property Address: North Bellamy Reservoir

ID: 000001 000043 000000

Area: .5 ac

Legend

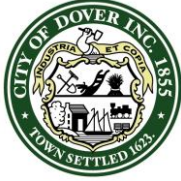
-  PARCEL FOR PROPOSED PURCHASE BY THE CITY (DOVER SECTION)
-  PARCEL FOR PROPOSED PURCHASE BY THE CITY (MADBURY SECTION)
-  PARCEL FOR PROPOSED PURCHASE BY THE CITY
-  City Owned Parcels in Dover (Near Landfill Site)
-  City Owned Parcels in Madbury (Near Landfill Site)
-  Dover Parcels
-  Dover Town Boundary



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

City of Dover, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Map data © OpenStreetMap contributors, affiliates, Esri, Garmin



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2025.03.12 - 29**

Resolution Re: Authorization to Purchase One (1) Ford Maverick XLT

WHEREAS: A sealed Request for Bid #2957-25 was solicited and received by the State of New Hampshire in September 2024 for pricing of various 2025 model year vehicles. Contracts were awarded to several vendors, including Grappone Ford, for several different types of vehicles for 2025; and

WHEREAS: Grappone Ford submitted a proposal for a 2025 Ford Maverick XL but the order banks had closed and they were unable to fulfill order but submitted an alternative proposal for a Ford Maverick XLT, in the amount of \$31,694.00; and,

WHEREAS: Per 5-29A, Exemptions to Competitive Bidding; Waiver. Competitive bidding may be waived by purchases made through the State of New Hampshire, other governmental agencies, or cooperative buying groups; and

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

The Purchasing Agent is hereby authorized to issue a purchase order to Grappone Ford, of Bow NH for the purchase of One (1) Ford Maverick XLT in the amount of \$31,694.00. The City Manager, or designee, is hereby authorized to contract with the vendor (s), 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	Charge
5300.1.300.43320.4741.23	Machinery & Equip	138,419.78	124,334.69	7,685.00
5300.1.300.43320.4742.00	Light Vehicles	30,000.00	18,152.00	8,162.00
5320.1.300.43250.4742.23	Light Vehicles	8,810.00	8,810.00	8,810.00
5320.1.300.43250.4742.00	Light Vehicles	30,000.00	18,152.00	7,037.00
			Total	31,694.00

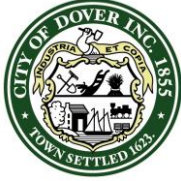
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2025.03.12 - 29**

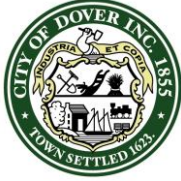
Resolution Re: Authorization to Purchase One (1) Ford Maverick XLT

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2025.03.12 - 29**

Resolution Re: Authorization to Purchase One (1) Ford Maverick XLT

RESOLUTION BACKGROUND MATERIAL:

A sealed Request for Bid #2957-25 was solicited and received by the State of New Hampshire in August 2024 for pricing of various 2025 model year vehicles. Contracts were awarded to nine vendors for several vehicles for the period of one year, including Grappone Ford. In addition, the City of Dover is a member of Sourcwell 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.

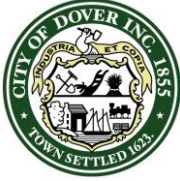
Community Services plans to deploy the Ford Maverick to the Water Division's Chief Operator. That position is currently equipped with a full-size pick-up, with plow assembly, which could be better utilized by other Water Division staff for plowing or regular work duties.

Grappone Ford, originally provided a proposal for a Ford Maverick XL in the amount of \$28,000. This vehicle was listed on the NH State Vehicle Contract. Upon Grappone receiving the PO, they notified us that the order banks had closed, thus no further XL models were available. Grappone Ford provided a substitute vehicle quote in the amount of \$31,694, which included a Ford municipal/State discount, for a Maverick XLT. To seek comparable pricing, Community Services reached out to National Auto Fleet (a Sourcwell member) and was provide a proposal for a Maverick XLT in the amount of \$36,410.00.

This is a circumstance where for us to utilize a co-operative program we will actually end up paying more vs. not using the co-operative program.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	Until Delivery	Estimated Delivery:	TBD
Recommended Award to:	Grappone Ford	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Waive competitive bidding.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2025.03.12 - 30**

Resolution Re: B22040 HVAC Preventive Maintenance & Repair Services –
Year (4) Four Extension with Siemens Industry, Inc.

WHEREAS: A sealed Request for Proposal #B22040 was issued and received for Heating, Ventilation and Air Conditioning (HVAC) Preventive Maintenance and Repair Services on March 14th 2022 for a one-year agreement, effective April 1, 2022, with the potential for subsequent annual renewals; and

WHEREAS: The City received two bids and the offer deemed most advantageous came from Siemens Industry, Inc. of Scarborough, ME which who was awarded and approved by City Council per R-2022.03.23-060. Year Two extension was approved per R-2023.03.22-048 and Year 3 approved R-2024.03.27-51; and,

WHEREAS: Siemens Industry is offering to continue their annual preventive maintenance program in the amount of \$131,886.00 and an annual mechanical maintenance for automated controls in the amount of \$32,870.00, for total of \$164,756.00 (a 5.5% increase from 2024); and

WHEREAS: It is the recommendation to accept the proposal submitted by Siemens Industry, Inc. of Scarborough, ME in the total amount of \$164,756.00 as \$41,189.00 quarterly payments; and,

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

The Purchasing Agent is hereby authorized to issue a purchase order to Siemens Industry, Inc. of Scarborough, ME for HVAC Preventive Maintenance and Repair Services in the total amount not to exceed \$164,756.00, and for as-needed repair services, at hourly rates provided in conjunction with bid #B22040. 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	Charge
1000.1.300.43180.4431.00000.00	F&G - Maint. Chrgs-Blg	152,978.00	150,498.00	150,498.00
1000.1.210.42170.4433.00000.00	Police- Maintenance Chrgs, Equip	44,085.00	14,258.00	14,258.00

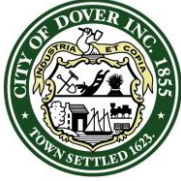
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2025.03.12 - 30**

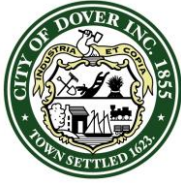
Resolution Re: B22040 HVAC Preventive Maintenance & Repair Services –
Year (4) Four Extension with Siemens Industry, Inc.

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2025.03.12 - 30**

Resolution Re: B22040 HVAC Preventive Maintenance & Repair Services –
Year (4) Four Extension with Siemens Industry, Inc.

RESOLUTION BACKGROUND MATERIAL:

The City of Dover requested proposals from qualified vendors to service and maintain Heating, Ventilation and Air Conditioning (HVAC) equipment at various locations in the City and to provide all required equipment, materials, tools, labor and supervision. The Request for Proposal (RFP) requested the total annual cost for preventive maintenance and mechanical maintenance for automated controls and updates, as well as hourly labor rates and parts' discounts for materials and product.

Siemens Industry, Inc. proposed an annual preventive maintenance program in the amount of \$131,886 (an increase from \$125,012) and annual mechanical maintenance for automated controls in the amount of \$32,870, (an increase from \$31,156). The hourly rates for as-needed and as requested repair services are as follows.

Hourly rate, 8 a.m. – 4 p.m., weekday

Mechanic – \$165.00/Hour (Increase from \$156.00/Hour from last year)

Specialist - \$207.00/Hour (Increase from \$194.00/Hour from last year)

Project Manager - \$241.00/Hour (PM was not on previous renewals)

Weekday after hours and Saturdays

Mechanic - \$247.50/Hour (Increase from \$234.00/Hour from last year)

Specialist - \$310.50/Hour (Increase from \$294.00/Hour from last year)

Project Manager - \$361.50/Hour (PM was not on previous renewals)

Sundays and Holidays

Mechanic - \$330.00/Hour (Increase from \$312.00/Hour from last year)

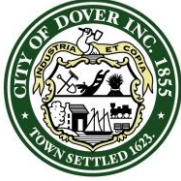
Specialist - \$414.00/Hour (Increase from \$392.00/Hour from last year)

Project Manager - \$482.00/Hour (PM was not on previous renewals)

The Director of Community Services, along with the City's Facilities Project Manager, thoroughly reviewed the proposals and agreed to proceed with a recommendation to award to Siemens Industry, Inc. Siemens Industry, Inc. has been the City's service provider the previous six years and the City has been satisfied with their work.

Bid Information:

A sealed Request for Proposal #B22040 was issued and received for HVAC Preventive Maintenance and Repair Services on March 14, 2022 at 2:00 p.m.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2025.03.12 - 30**

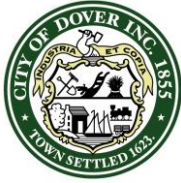
Resolution Re: B22040 HVAC Preventive Maintenance & Repair Services –
Year (4) Four Extension with Siemens Industry, Inc.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	138	Number of Responses:	2
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	One Year	Estimated Delivery:	N/A
Recommended Award to:	Siemens Industry, Inc.	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2025.03.12 - 31**

Resolution Re: Authorization to Purchase Granular Activated Carbon Media Replacement for PFAS Filters at Pudding Hill Water Treatment Plant.

WHEREAS: The City of Dover, Pudding Hill Water Treatment Plant (WTP), was completed and became operational in May 2025. The WTP relies on granular activated carbon (GAC) for removal of any PFAS contamination.

WHEREAS: The GAC media has a fixed and finite life depending on contamination levels, and must be periodically replaced. PFAS removal at the WTP relies on GAC media contained within 6 different filter vessels; and,

WHEREAS: In March 2025, the City received a quote from Calgon Carbon Corporation, in the amount of \$141,600 .00 for Filtrasorb 400 pH; and,

WHEREAS: Calgon Carbon Corporation is the manufacturer of the filter vessels currently used at the Pudding Hill WTP; and,

WHEREAS: Per 5-29.C, Exemptions to Formal Bidding, Formal bidding shall not apply to the following: Sole-source purchases where the proposed purchase is manufactured or provided by only one entity, and/or the City has already committed to a certain product, manufacturer, brand or service provider.

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 Calgon Carbon Corporation of Moon Township, PA in an amount of \$141,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing				
Account	Description	Appropriation	Balance	Charge
5300.1.300.43320.4612.00000.00.000.000.600	CS - Water Operating Supplies	438,000.00	149,247.69	141,000.00
			Total	141,000.00

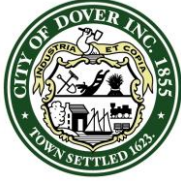
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vanslyvong-
Bizier



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2025.03.12 - 31**

Resolution Re: Authorization to Purchase Granular Activated Carbon Media Replacement for PFAS Filters at Pudding Hill Water Treatment Plant.

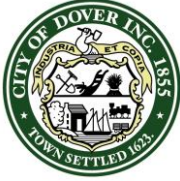
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2025.03.12 - 31**

Resolution Re: Authorization to Purchase Granular Activated Carbon Media Replacement for PFAS Filters at Pudding Hill Water Treatment Plant.

RESOLUTION BACKGROUND MATERIAL:

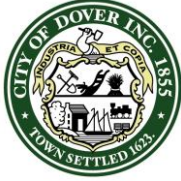
The Pudding Hill Water Treatment Plant (WTP) was completed and became operational in May 2025. The WTP relies on granular activated carbon (GAC) for removal of any PFAS contamination. The GAC media has a fixed and finite life depending on contamination levels, and must be periodically replaced. Utilizing GAC-filtration for PFAS removal was the primary treatment objective regarding the construction of the new WTP, which was authorized and approved as part of the FY2022 Capital Improvements Program project in the amount of \$17,400,000. The project was funded primarily by a \$12 million contribution from the responsible contaminating party, and a State of NH PFAS Remediation Grant in the amount of \$5.1 million.

Three public water supply wells for the City are located in the Pudding Hill aquifer. They are the Griffin Well, Ireland Well, and DPH-1 Well. The Pudding Hill aquifer has a permitted withdrawal capacity of 780 gallons per minute, or 1.12 million gallons per day, while operating any combination of the wells. This volumetric capacity exceeds 40% of the City's annual average daily demand. Due to PFAS contamination, the Griffin Well was voluntarily taken offline in December 2015, then the Ireland Well was taken offline in 2018, and lastly the DPH-1 Well was taken offline in 2020. But with the commissioning of the new WTP, both the Ireland and DPH-1 wells could be placed back into service. The Griffin Well is still undergoing additional renovations and must be retested and relicensed for use as a public water supply well.

PFAS removal at the WTP relies on GAC media contained within 6 different filter vessels. Each filter vessel is a cylindrical tank, approximately 10-feet in diameter and 18-feet tall. Each filter vessel is designed to hold 20,000 pounds of GAC media. The filters are operated in a series of two in a row, with a lead & lag filter, and then redundancy across three parallel trains of two filters each. City water operators and specialists from EPA's Division of Water Infrastructure have been sampling and monitoring migration of PFAS through the GAC filter media. Depending on flow rates and levels of contamination, the filter media may last up to 14 months. The intent is to pre-emptively change media on three primary, lead filter vessels, and then convert the three secondary, lag vessels to start acting as primary. To date the finished treated water has had "non-detects" of any regulated PFAS contaminant. For reference, NH has maximum contaminant levels (MCL's) as follows: Perfluorooctanoic acid (PFOA) – 12 ppt; Perfluorooctane sulfonic acid (PFOS) – 15 ppt; Perfluorohexane sulfonic acid (PFHxS) – 18 ppt; and Perfluorononanoic acid (PFNA) – 11 ppt.

Federal EPA has promulgated MCL's which will be more restrictive than NH's, as follows: PFOA – 4 ppt; PFOS – 4 ppt; PFHxS – 10 ppt; PFNA – 10 ppt. Additionally, there is an EPA MCL for HFPO-DA (commonly known as GenX Chemicals) – 10 ppt; and if there is any mixture or combination of multiple contaminants then a specialized assessment must be conducted.

The current GAC filter replacement media will cost \$141,600 for approximately 60,000 lbs of material, which will be enough to replace media in the three primary, lead filter vessels. The removed filter material will be taken by the supplier and put through a regeneration process for future re-use by the City. The Water Operations Budget includes an annual allotment for replacement of GAC media within 3 filter vessels. It is expected that the cost of media replacement will be covered by the Operations & Maintenance funds provided.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2025.03.12 - 31**

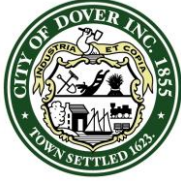
Resolution Re: Authorization to Purchase Granular Activated Carbon Media Replacement for PFAS Filters at Pudding Hill Water Treatment Plant.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	As contracted	Estimated Delivery:	8-10 weeks
Recommended Award to:	Calgon Carbon Corporation	Fund:	Water Operating Supplies
Other Approvals Required:	No	References Checked:	
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2025.03.12 - 32**
Resolution Re: Additional Appropriation and Authorization for Bonding for FY2026 CIP Lead Service Line Replacement Project

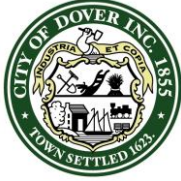
- WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds and/or obtaining loans through the State of New Hampshire Revolving Fund programs; and
- WHEREAS: By resolution passed on December 11, 2024 ([R-2024.10.23-191](#)), the City Council authorized debt financing through the Drinking Water State Revolving Fund (DWSRF) – Lead Service Line Replacement Project in the amount of \$775,000 for years 2026 & 2027. The six-year total request for FY2026-FY2031 CIP was \$3,275,000; and
- WHEREAS: After speaking with the New Hampshire Department of Environmental Services about the project, the City learned that \$5,940,000 of funds were allocated to Dover and it was the recommendation to obtain authority to borrow the full allocation for the lead service line replacement project as availability of funds in the future could not be guaranteed; and
- WHEREAS: The city is seeking additional appropriation and authorization for bonding in the amount of \$5,165,000 for these public improvements; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of Five Million One Hundred and Sixty-Five Thousand dollars (\$5,165,000.00) is hereby appropriated for the DWSRF Lead Service Line Replacement capital project with an estimated useful life in excess of the life indicated.

		Proposed			
Item #	Description	Appropriation	Life/Years	Department	Fund
1	Lead Service Line Replacement	\$5,165,000	20	Community Services - Water	Water
	Total	\$5,165,000			

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

AND, FURTHER BE IT RESOLVED;
Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover is hereby authorized to participate in the NH Drinking Water State Revolving Fund (DWSRF) Program for financing this project. The City Manager, Finance Director, and Treasurer are authorized, on behalf of the City of

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.2.	
Resolution Number: R – 2025.03.12 - 32 Resolution Re: Additional Appropriation and Authorization for Bonding for FY2026 CIP Lead Service Line Replacement Project		

Dover, to file for participation in the NH DWSRF Program to obtain the loan for eligible identified project costs up to \$5,165,000.00.

NOTE: Per C6-6 and C6-14 this resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after public hearing.

AUTHORIZATION

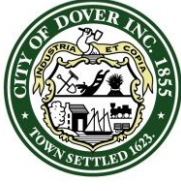
Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by: Mayor Robert Carrier By Request
Approved as to Legal Form and Compliance:	Jennifer Perez Deputy City Attorney	
Recorded by:	Jerrica Vanslylyvong-Bizier City Clerk	

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Hinkel, 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 – 2025.03.12 - 32 Resolution Re: Additional Appropriation and Authorization for Bonding for FY2026 CIP Lead Service Line Replacement Project
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RESOLUTION BACKGROUND MATERIAL:

This resolution makes an additional appropriation and bonding authority for a FY2026 Capital Improvements Program project in the amount of Five Million One Hundred and Sixty-Five Thousand Dollars (\$5,165,000.00) for a new total amount of Five Million Nine Hundred and Forty Thousand \$5,940,000 for the Drinking Water State Revolving Fund (DWSRF) – Lead Service Line Replacement Project. The project consists of field investigation and reconstruction work to determine the material type for portions of more than 10,000 individual water service lines in the City.

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired:

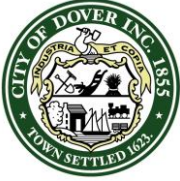
	Water
Description	Fund
Pending Authorization	5,165,000
Prior FY2026 CIP Authorization	6,675,000
FY2026 Principal Retirement	1,631,485
Net Change	10,208,515

Legal Debt Limits

The following tables summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2025 and this authorization, against the legal debt limits.

	Water
Description	Fund
Debt Outstanding	18,880,587
Authorized - Unissued	36,408,287
Total Issued & Unissued	55,288,874
This Authorization	5,165,000
Grand Total	60,453,874
Legal Debt Limit	667,289,763
Under (Over) Legal Limit	625,716,476
Percent Under (Over)	93.76%

Notes: Legal debt limit for the City’s Water Fund is based on 10% of equalized assessed value.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2025.03.12 - 32**
Resolution Re: Additional Appropriation and Authorization for Bonding
for FY2026 CIP Lead Service Line Replacement Project

Financial Policy Considerations

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

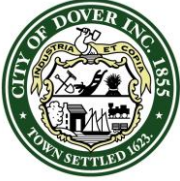
- A. Water Fund debt service for any given fiscal year shall not exceed 40% of the total appropriations for the fund.

Water Fund debt service as a percentage of budget is projected to exceed the 40% policy level in FY2026 and continue through FY2031 as a result of the funding appropriated in this resolution, the prior FY2026 Water Fund CIP authorizations for bonding, and the debt financing for New Water Storage Tank in the FY2023 CIP, Water System Facilities Upgrade in the FY2017 and FY2018 CIP, and Water Main Replacement projects approved in the past three years' CIPs.

Budgetary and Rate Impacts

The repayment of the Water Fund debt obligations is funded through the collection of user fees from water system rate payers. The \$5,165,000 debt obligation is expected to be paid back over a 20-year period. Principal repayments would be \$258,250 per year. The annual impact to the City's Water Fund budget is based upon annual principal and interest repayment. The interest that would accrue on outstanding principal balances over the 20-year period, based on an interest rate of 3.84%, is estimated to be a total of \$2,082,528 impact and approximately \$104,126 annual impact for the term of the bond. Total estimated debt service cost for this appropriation for the term of the bond is \$362,376 (\$258,250 + \$104,126).

Pending Authorization Only				
Net Change in Water Rates				
		2026	2027	2028
Water Rate Change		0.47	0.46	0.45
Est Water Rate		8.43	8.89	9.34
% Change Water		5.90%	5.46%	5.34%
Including Prior Year Authorizations				
Net Change in Utility Rates				
		2026	2027	2028
Water Rate Change		2.52	1.78	1.37
Est Water Rate		10.48	12.26	13.63
% Change Water		31.66%	16.98%	14.07%
Rate per 100 Cubic Feet of Water Consumption				



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2025.03.12 - 32**

Resolution Re: Additional Appropriation and Authorization for Bonding
for FY2026 CIP Lead Service Line Replacement Project

The table below reflects the net change from year to year, and the total change after 3 years, for an average single-family home for user fees based on 75 HCF of average water usage.

Impact to Average Single Family Home				
				Change
				After
Description	Yr1	Yr2	Yr3	3 Years
CIP Only				
Water Fees	35	35	34	104
Including PY Authorizations				
Water Fees	189	134	103	425