

CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 25, 2025**
Meeting Time: **7:00 pm**

1. CALL TO ORDER
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL ATTENDANCE
5. PROCLAMATIONS/AWARDS
6. APPROVAL OF AGENDA
7. PUBLIC HEARINGS
 - A. AUTHORIZATION TO RENAME WASHINGTON STREET BRIDGE OVER THE COCHECO RIVER TO THE CAPTAIN JACK T. CASEY USMC MEMORIAL BRIDGE
SPONSORED BY MAYOR CARRIER BY REQUEST
 - B. AUTHORIZATION TO ACCEPT AND EXPEND THE NHDES CLEAN DIESEL GRANT FOR REPLACEMENT OF 2000 LOADER
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST

8. PUBLIC FORUM

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

9. CITY MANAGER'S REPORT

10. APPROVAL OF MINUTES

A. June 11, 2025 – Regular Meeting

11. MAYOR'S REPORT

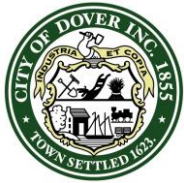
12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. GENERAL FUND SCHOOL DEPARTMENT FY2026 BUDGET AMENDMENT – ADDITIONAL APPROPRIATION FOR DEBT SERVICES
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST
2. CAPITAL IMPROVEMENTS PROGRAM APPROPRIATION FOR DOVER HIGH SCHOOL ATHLETIC COMPLEX AND AUTHORIZATION FOR BONDING
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY COUNCILOR CULLEN
3. AMENDMENT OF FY2026 SCHEDULE OF FEES FOR CERTAIN PARKING RATES AND FEES



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Meeting Date: **Wednesday, June 25, 2025**
Meeting Time: **7:00 pm**

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

SPONSORED BY MAYOR CARRIER BY REQUEST

4. **AUTHORIZATION TO ACCEPT AND EXPEND THE NHDES CLEAN DIESEL GRANT FOR REPLACEMENT OF 2000 LOADER**

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

SPONSORED BY MAYOR CARRIER BY REQUEST

5. **AUTHORIZATION TO RENAME WASHINGTON STREET BRIDGE OVER THE COCHECO RIVER TO THE CAPTAIN JACK T. CASEY USMC MEMORIAL BRIDGE**

SPONSORED BY MAYOR CARRIER BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B14074 CENTRAL AVENUE URBAN CORE (PHASE 1) WATER TRANSMISSION PROJECT, ADDITIONAL SCOPE OF WORK – UNDERWOOD ENGINEERS, INC.**

SPONSORED BY MAYOR CARRIER BY REQUEST

2. **B25008B MUNICIPAL SECURITY SYSTEMS AMENDMENT NO. 1&2**

SPONSORED BY MAYOR CARRIER BY REQUEST

3. **B25037 SPECIALIZED MUNICIPAL ENGINEERING SERVICES**

SPONSORED BY MAYOR CARRIER BY REQUEST

4. **B25026 ENERGY SAVINGS PERFORMANCE CONTRACTING SERVICES (ESCO) – ENERGY EFFICIENT INVESTMENTS**

SPONSORED BY MAYOR CARRIER BY REQUEST

5. **B25013 SIXTH STREET BRIDGE REPLACEMENT ADDITIONAL SCOPE OF WORK - VHB**

SPONSORED BY MAYOR CARRIER BY REQUEST

6. **B15060 CONSTRUCTION OVERSIGHT SERVICES FOR THE COCHECO WATERFRONT DEVELOPMENT PROJECT – HORSLEY WHITTEN GROUP, LLC**

SPONSORED BY MAYOR CARRIER BY REQUEST

7. **OPERATION AND MAINTENANCE OF THE CLOSED CITY OF DOVER LANDFILL SUPERFUND SITE LIFT STATION, FY2026**

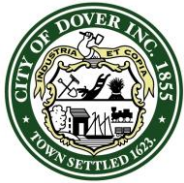
SPONSORED BY MAYOR CARRIER BY REQUEST

8. **AUTHORIZATION TO PURCHASE FIRE DEPARTMENT PFAS-FREE GEAR (PPE) FROM FIRE TECH & SAFETY PER MASS STATE CONTRACT PSE01**

SPONSORED BY MAYOR CARRIER BY REQUEST

9. **AUTHORIZATION TO EXECUTE MUNICIPAL HOST GROUP NET METERING MEMBERSHIP AGREEMENT BETWEEN COMMUNITY POWER COALITION AND THE CITY OF DOVER**

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, June 25, 2025**
Meeting Time: **7:00 pm**

10. AUTHORIZATION TO PURCHASE POLARFLEX CUTTING EDGES FROM EASTERN WEAR PARTS – SOLE SOURCE
SPONSORED BY MAYOR CARRIER BY REQUEST

COMMITTEE REPORTS

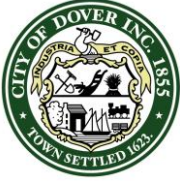
- | | |
|--|---|
| 1. Arts Commission (Nemeth) | 14. Solid Waste Advisory Committee (Hackett) |
| 2. Conservation Commission (Williams) | 15. Transportation Advisory Commission (Richer) |
| 3. Library Board of Trustees (Nemeth) | 16. Heritage Commission (Retrosi) |
| 4. Appointments Committee (Williams)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

B. RESOLUTIONS

- 1. ADDITIONAL SCOPE OF WORK FOR B23006 COCHECHO WATERFRONT PUBLIC IMPROVEMENTS CONSTRUCTION – NORTHEAST EARTH MECHANICS**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 2. B25085 ROCK SALT & SOLAR SALT COOPERATIVE PURCHASE – MORTON SALT, INC**
SPONSORED BY MAYOR CARRIER BY REQUEST

C. ORDINANCES IN 1ST READING

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R - 2025.06.11 - 90**

Resolution Re: Authorization to Rename the Washington Street Bridge
Over the Cocheco River to the Captain Jack T. Casey
USMC Memorial Bridge

WHEREAS: Captain Jack T Casey USMC, age 26, was a Dover native who served his country as a CH53E Super Stallion helicopter pilot.

WHEREAS: While training for his upcoming deployment to Japan, CPT Casey and four other crewmen were killed in a crash in the mountains outside San Diego on Feb 7, 2024.

WHEREAS: CPT Casey exemplified the quality of people and life here in Dover through his bravery, his kindness, his loyalty, and his deep caring of his community.

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

In honor of the exemplary life of dedicated service led by Captain Jack T Casey, the Washington Street Bridge adjacent to the Children's Museum is hereby renamed as the Captain Jack T Casey, USMC Memorial Bridge.

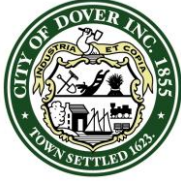
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert C. Carrier

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

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

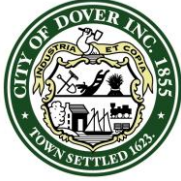
 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 12.C.5. Resolution Number: R - 2025.06.11 - 90 Resolution Re: Authorization to Rename the Washington Street Bridge Over the Cocheco River to the Captain Jack T. Casey USMC Memorial Bridge	

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#: 12.C.5. Resolution Number: R - 2025.06.11 - 90 Resolution Re: Authorization to Rename the Washington Street Bridge Over the Cocheco River to the Captain Jack T. Casey USMC Memorial Bridge
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RESOLUTION BACKGROUND MATERIAL:

Captain Jack T. Casey USMC, age 26, was a Dover native who made a conscious choice to serve his country, knowing the inherent risks of being a CH53E Super Stallion helicopter pilot. While training for his upcoming deployment to Japan, he and four other crewmen were killed in a crash in the mountains outside San Diego on Feb 7, 2024.

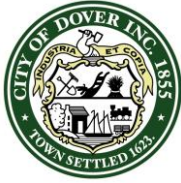
Jack's personality was a remarkable combination of drive, ambition, and intelligence, tempered with an incredible sense of humility, kindness, humor, and empathy. He had the unending ability to make any room he was in a happier place. As a boy growing up in Dover, and eventually becoming a Captain in the Marine Corps, Jack was a born leader, setting an example for his peers of honesty, positivity, and above all, loyalty. His unwavering commitment to improving the lives of others, coupled with his genuine desire to make people happy, left a lasting impact on all who knew him.

Jack found, as he travelled during his training and service, that people did not know much about New Hampshire, and certainly not Dover. He was sure to make known his utter love of the place he called home. Our mountains, ocean, lakes, and beautiful landscape were certainly on the top of his list, but more importantly, he told others about the quality of people and of life here in Dover. A classmate from Virginia Military Institute, where Jack graduated from college, dedicated her theses, in part, to "Captain Jack T Casey USMC, a Dover Man." There was not a soldier Jack knew who did not know our "Live Free or Die" state motto. Jack was so VERY proud of where he came from.

Since his commissioning in May 2019, Jack had achieved the rank of Captain, as well as earning the National Defense Medal and Navy and Marine Corps Achievement Medal.

Jack's so very vibrant life was cut short at age 26. People know these tragedies happen, but not so close to home. This happened to Jack. To his family. To our entire community. Jack deserves to be honored for his bravery, his kindness, his loyalty, and his deep caring of his fellow man.

Document Created by: Legal Document Posted on: June 19, 2025	R-2025.06.11 Authorization to Rename the Washington Street Bridge Over the Cocheco River to the Captain Jack T. Casey USMC Memorial Bridge Page 3 of 3
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2025.06.11 - 103**

Resolution Re: Authorization to Accept and Expend the NHDES Clean Diesel Grant for Replacement of 2000 Loader

WHEREAS: The City has received notice from the New Hampshire Clean Diesel Grant Program and the State of New Hampshire Department of Environmental Services of the opportunity of a \$33,225 reimbursement grant for the purpose of replacing of 2000 John Deere 544H Loader #124 with a 2025 JCB 409 loader.

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

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

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for, accept, and expend grant funds allocated to the City of Dover on behalf of the New Hampshire Department of Environmental Services Clean Diesel Grant and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

AND, FURTHER BE IT RESOLVED THAT:

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

Financing			
Account	Description	Appropriation	Balance
TBD	NHDES Clean Diesel Grant	33,225.00	33,225.00

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

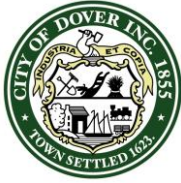
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2025.06.11 - 103**

Resolution Re: Authorization to Accept and Expend the NHDES Clean Diesel Grant for Replacement of 2000 Loader

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has applied for and received notice of award of a \$33,225 reimbursement grant through the NH Clean Diesel Grant Program managed by the New Hampshire Department of Environmental Services, Air Resources Division (NHDES). This program aims to reduce emissions from diesel engines. This program is funded through the United States Environmental Protection Agency (EPA) through the Diesel Emissions Reduction Act (DERA). Grant opportunities are locally managed by the Technical Services Bureau within the State of New Hampshire Department of Environmental Services, Air Resources Division. More information about the NHCDGP program can be found at this link:

<https://www.des.nh.gov/business-and-community/loans-and-grants/dera>

The purpose of the grant referenced in this resolution is to be used towards the replacement of the 2000 John Deere 544H loader with a 2025 JCB 409 loader.

CITY MANAGER'S REPORT

REPORTING ON: MAY 2025

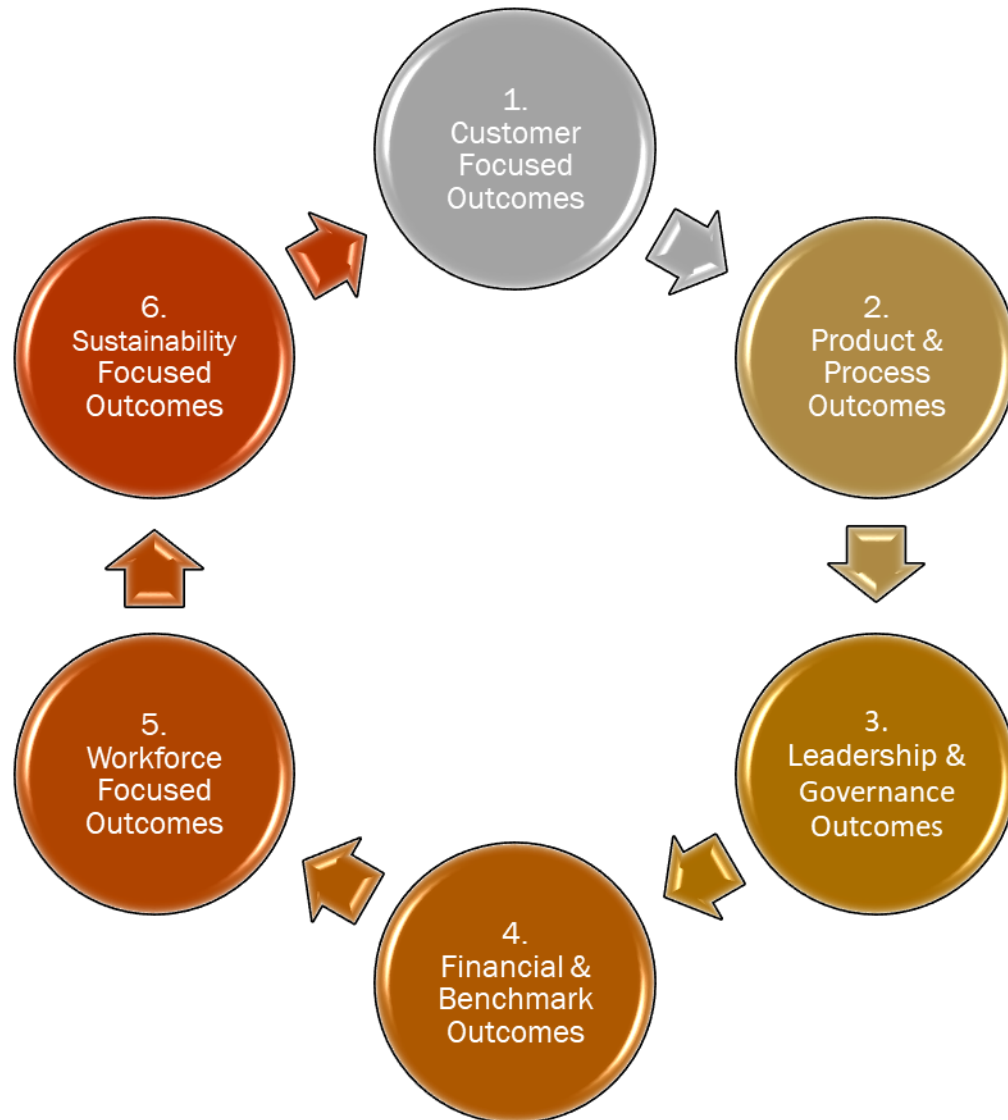


The Blue Crab, soon to be named, has been repaired and is back home.

June 25, 2025

By: City Manager J. Michael Joyal, Jr.

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



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

Goal #1
Our City has Diverse Housing

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

Goal #2
Our City is Civically Engaged

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

Goal #3
Our City is Resilient

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

Goal #4
Our City is Safe and Inviting

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

Goal #5
Our City is Inclusive and Welcoming

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

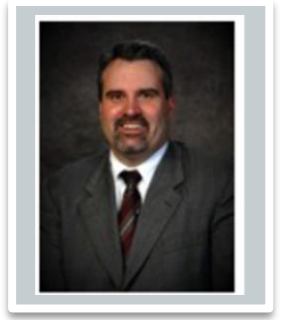
Goal #6
Our City has Sustainable Financial Policies

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

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

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

City of Dover's Municipal Leadership Team



City Manager
J. Michael Joyal, Jr.



David Balian
Public Welfare
Director



Donna Benton
Planning & CDBG
Director



William Breault
Police Chief



Annie Dove
Information
Technology Director



Michael Gillis
Media Services
Director



Kevin Hebert
Recreation Director



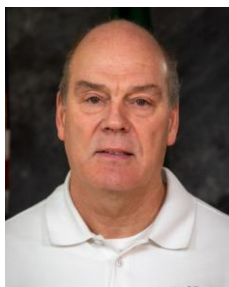
Denise LaFrance
Public Library
Director



Daniel Lynch
Finance Director



Christopher Parker
Deputy City Manager



Perry Plummer
Fire & Rescue Chief
Emergency Management
Director



John Storer
Community Services
Director



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



Heather Worrall
Human Resources
Director

Pending

City Attorney

Community Services Department

Administration



From: scdonavan@comcast.net <scdonavan@comcast.net>
Sent: Thursday, June 12, 2025 5:42 AM
To: Storer, John <J.Storer@dover.nh.gov>
Cc: Moore, Michael <M.Moore@dover.nh.gov>; Usbelger, Nancy <N.Usbelger@dover.nh.gov>
Subject: Re: Park Street Trash

Good Morning John,

I was home yesterday when the City of Dover truck pulled up to the park. I was able to thank Mike and Todd for doing what needed to be done. They handpicked the garbage out and pulled the nasty garbage bag out! I am very thankful to them for doing a job nobody wanted to do.

Kudos to Mike and Todd 😊

Thanks again for addressing the trash problem at our park.

I hope you have a nice day.

Carolyn Donavan

42 Park Street_

Thank you



Bryant Hardwick <bryantandkerry@gmail.com>
To: Storer, John

Security Notice: External sender. Use caution with hyperlinks or attachments.

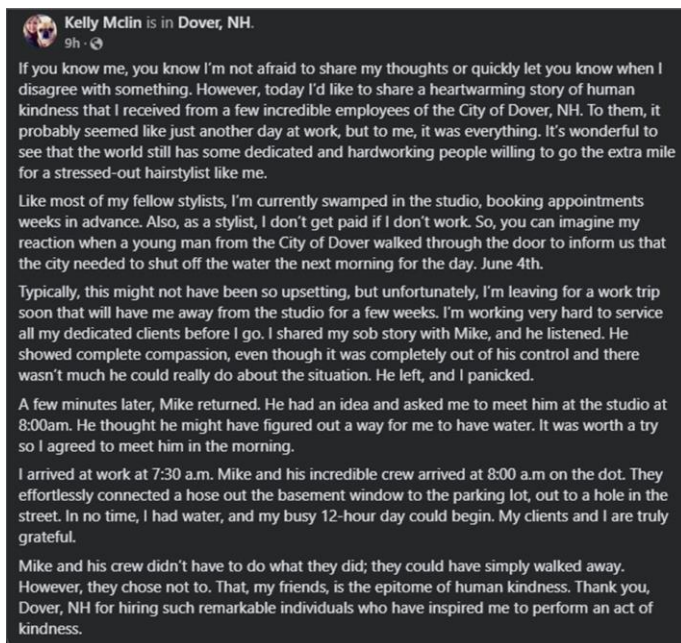
Our family sends much thanks to you and your crew for all you do for the city.

We were particularly excited to see the blue crab back.

It was a nice surprise to not have our teeth rattle as we rode the Community Trail between Washington and Folsom Streets now that the asphalt there has been smoothed.

Well done all around.-The Hardwicks

(We know you're busy, so this is an FYI and we don't need a reply)



Bill Purpura, Meter Backflow Foreman, attended the Online Using Unidirectional Flushing as a Distribution, presented by New England Water Works Association.

Mike Banester, Working Foreman, Tim Savageau, Working Foreman, Chris Morales, Maintenance Mechanic II, and Matt Mitchel, Maintenance Specialist, attended the Fundamentals of Utility Locate Theory Class, presented by Eastcom. The class was held in South Portland, ME.

Ken Mavrogeorge, City Engineer, Jillian Semprini, Deputy City Engineer, and Tim Puls, Environmental Projects Manager, attended the NH Public Works Association Annual Meeting. The meeting was held in Manchester, NH.

Utilities Division-Water



In May, the City of Dover's water production totaled approximately 63 million gallons, maintaining a daily average of 2 million gallons. Operational wells included Cummings, Campbell, Calderwood, Bouchard, Willand Pond Well 1, Ireland, and DPH-1. The recently commissioned PFAS Water Treatment Facility has significantly enhanced the system's production capacity and has consistently been contributing approximately 1.0 million gallons per day. This increased capacity has allowed for extended offline periods for select wells, facilitating crucial aquifer recovery efforts. Willand Pond 2 and Hughes wells remained offline during this period. The rehabilitation project for the Garrison Hill tank is ongoing with an anticipated completion in mid-July.

The Utilities-Wells crews addressed 27 service requests and completed 104 work orders. The division responded to three water main breaks: on Oak Street, Washington Street, and Cricket Brook.

- The Oak Street water main break, initially reported as a sinkhole near the railroad bridge, was identified after a two-day investigation by both the Streets and Water divisions. The issue was a leaking bell connection on a 12-inch ductile iron water main. Crews successfully repaired the main and restored service to the affected area.
- On Washington Street, a resident reported water flowing from their lawn. Crews determined the leak originated from a 12-inch ductile iron water main on the opposite side of the road. Despite challenging conditions, including overnight work and heavy rain, crews diligently repaired another leaking bell and restored service to a small section of Washington Street.
- Over Memorial Day weekend, a 2-inch private water line on Cricket Brook experienced a leak. Personnel responded by shutting off the water to Cricket Brook until a private contractor could be secured for the repair.



Oak St Water Main Repair



Washington St Water Main

The Utilities-Meters crew continue to prioritize the Lead Service Line Inventory (LSLI) project. In compliance with regulations set forth by the EPA and NHDES, over 8,000 informational letters were distributed to residents to initiate the identification process for both homeowner and City-owned portions of water service lines. This initiative has generated a substantial volume of

resident inquiries, requiring significant staff time for clarification and support. The Utilities-Wells crew is actively conducting water sampling, including service line surveys and the collection of resident-provided "first draw" samples.

The Utilities-Meters crew focused on service and inventory management throughout the reporting period. No new meter installations were conducted. The team completed 103 work orders and responded to 5 service requests. Staff also provided support for the LSLI survey and conducted LSLI inspections as requested by residents. The EyeOnWater platform continues to experience growth in user adoption, with 91 new registrations, bringing the total to 909 registered users.

Utilities Division-Sewer Pump Stations & Collection



The Sewer Collection division addressed 2 service requests and completed 22 work orders. Completed work for the month included proactive cleaning of identified sections within the collection system prone to operational issues if not regularly maintained.

Key Observations and Recommendations

- The operational performance of the new PFAS water treatment facility has been instrumental in maintaining consistent water production levels and facilitating the recovery of critical aquifers.
- The ongoing Lead Service Line Inventory (LSLI) project continues to necessitate a significant allocation of staff resources for effective resident communication and comprehensive sample collection.
- Continuous monitoring of water production and distribution systems remains paramount to ensure adequate supply and pressure, particularly during periods of heightened demand or unforeseen operational events.
- Efforts to promote the adoption of the EyeOnWater platform should continue to enhance user engagement and support water conservation initiatives.

Streets & Stormwater



Report Summary:

In May, the Streets team completed several key maintenance activities to improve road safety and appearance across the community. Street sweeping operations were carried out to remove debris and enhance cleanliness. Staff also focused on repairing road surfaces by filling potholes throughout the area. Additionally, the annual paving and striping programs began, marking the beginning of a broader effort to restore and enhance roadway conditions for the summer season.

Service Requests

Month	Service Requests Logged	Service Requests Closed
May 2025	90	68
April 2025	50	60
March 2025	85	105

A majority of the service requests logged and closed were pothole and animal collection related. 58 service requests remain open and are in various stages of being resolved.

Looking Ahead

Street Paving: The Division will finish up the remaining work from the 2024 paving list and will continue work on the 2025 paving work to be done by Continental Paving of Londonderry.

Service Request Follow-up: Continued attention will be given to the remaining service requests and efforts will be made to address them promptly.

Street Sweeping: Weather permitting the street sweepers will be out on an as needed basis primarily focusing on keeping the downtown area clean.

Potholes: Continued attention to filling potholes will be a focus throughout June.

Striping: Continuing our yearly striping which includes re-painting all crosswalks, arrows, stop bars, parking stalls as well as all roads that have a yellow centerline and a white fog line.

Ultimately, the highlight of the month was being given the opportunity to transport the blue crab back to its home in front of the Children's Museum at Henry Law Park. Students from the Dover High School's Career and Technical Center restored the crab after a comprehensive restoration project for the Dover Arts Commission. Members of the Streets & Stormwater crew were

handed the difficult task of moving this creature back to its home. Staff took the utmost care and pride in the handling of the blue crab.



Work wrapped up on the new Inspection Services building on Mast Road. Brox industries paved the section of the parking lot that was under construction for the build. The parking lot was paved and parking areas striped before our Public Works open house on May 17th.





The crew also placed the outdoor dining barriers at two downtown locations. These barriers are used by two restaurants for outdoor seating. These barriers will stay in place until the fall when crews will go back and remove them.

To wrap up the month, Continental Paving started their work. Ela Street, Baker Street, East Concord Street and Everett Street were first up. These roads were milled and castings were adjusted or swapped out for new castings. Once all the prep work was completed, the roads were overlaid.



Facilities, Grounds & Cemeteries



The Facilities, Grounds and Cemetery Division received 108 Service Requests of which 86 were closed, and 126 Work Orders of which 97 were completed and closed during the month of May.

There were twenty-four work orders pertaining to cemetery issues, forty-four work orders pertaining to facility issues, fifteen work orders pertaining to grounds, eleven work orders related to signs, thirteen work orders related to traffic and street lights, five work orders related to recreation, two reports of graffiti and twelve work orders pertaining to tree issues.

Three full burials, six ash burials, and 3 columbarium niche interments were conducted in the Pine Hill Cemetery this month. Eight full graves and zero cremation spaces were sold this month.

Crews started the spring installation of foot markers. These are individual flat rectangular stones that get installed at the foot of a grave with the deceased person's name, birth date and date of death. One of the benefits of prior military service is that the Veteran's Administration provides a no-cost foot marker for veterans. In addition to the normal engraving, they also include the veteran's branch of service and rank.



During the month of May there is a very concerted effort to make the Pine Hill Cemetery presentable for the Memorial Day Holiday weekend. The time of year for this holiday coincides with one of the best growing seasons for grass. Because of this our crew spends every day, evenings, and a couple of Saturdays mowing and weed whacking all areas of the cemetery. The Facilities and Grounds Division also gets assistance in the evenings and on Saturdays from the other divisions of Community Services. Once the entire cemetery is gone through, they go right back to where they started. This process happens four to six times leading up to the holiday weekend.

On the Thursday afternoon before the holiday, a volunteer group led by the American Legion places flags on hundreds of veteran's graves throughout the cemetery. In addition to that there is a ceremony at the Veteran's Circle at Pine Hill Cemetery on the Monday holiday orchestrated by the Woodman Museum and includes guest speakers.

Crews installed new banners on the Makem Bridge welcoming the public to the new Waterfront Development.

Crews placed the whiskey barrels filled with flowers in the downtown area. These barrels are filled with flowers donated by Wentworth Greenhouse and planted by the Dover Doers, led by Deb Clough. Throughout the summer, crews fill the barrels with water and the flowers are maintained by Deb & The Doers. The Dover Doers also plant and maintain the flowers in the upper square islands, including the fountain.



Installation of "The Waterfront District" flag

The Jenny Thompson Pool continued to be a struggle to open for the season, as the infrastructure is well past its useful life. Fortunately, this fall there is a project in the works to renovate the pool deck, the pool itself and the underground piping and pumps. Hopefully this will make easier work of it in the coming years.

Engineering:



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

The Community Services Department hosted another successful Public Works Week Open House and Touch-a-Truck event on Saturday May 17, 2025. The event proved to be a day of fun and discovery for the community members of Dover. This exciting annual event offered a unique opportunity for residents of all ages to get an up-close look at the vehicles and equipment that keep our community running smoothly. A variety of trucks and machinery were made available to view and tour while local businesses, such as Snapology and Lickee's & Chewy's donated time and resources to contribute to an engaging day. Many dedicated staff members made themselves available to shed light on the crucial work of public works professionals who maintain and improve the infrastructure and services essential to our community. The staff at Community Services plans on having another event next year on Saturday May 16, 2026 to kick off Public Works Week which will run from May 17th-23rd, 2026.



Gage Lamontagne, Sophia Tetreault & Meaghan Salito

Gage Lamontagne comes to the Community Services Department as an Engineering Intern. Gage is currently heading into his senior year at Southern New Hampshire University, where he is studying Mechanical Engineering. His background is rooted in construction trades and manual labor, and he has valuable experience as a project manager. Gage is working closely with Eric Sanderson, the Facilities Project Manager, which has positioned Gage to contribute to a wide variety of substantive projects including the library renovation, the new Inspection Services building, and the Jenny Thompson Pool. Additionally, Gage is playing a critical role in the compilation of data related to the lead service water line project.

Sophia Tetreault also joins the Community Services team as an Engineering Intern. Sophia comes to the department from The University of New Hampshire where she is pursuing a

degree in Environmental Engineering. Sophia is an active member of the Society of Women Engineers and Environmental and Water Resource Institute. Sophia brings to the City a passion to contribute at the community level while gaining hands on experience. She is active in supporting the department's engineers with various projects, preparations for interdepartmental meetings as well as focusing her energies on updates to the water service line inventory (WSLI). Sophia will play a vital role in the maintenance of Adopt-a-Spots throughout the City as the department works with community adopters to tend to spots throughout the season.

Meaghan Salito joins the administrative team in a part-time capacity coming from the humanitarian sector where she served in varied capacities as an attorney, project manager and field based technical expert in international development. Meaghan's primary function within the department is to support the City's engineers through a myriad of tasks including reporting, data review, and streamlining data management. Meaghan is also excited to be working on reinvigorating the newly City managed Adopt-a-spot program and looks forward to utilizing her skills in every way possible to support the Department.

Dover High School Athletics Complex Renovation: Engineering Assessment and the Strategic Imperative for Synthetic Turf

Dover's City Engineer, Ken Mavrogeorge, of the Community Services: Engineering Division, has prepared a Technical Memorandum dated May 22, 2025, providing a professional engineering review of, and recommendations for, the proposed Dover High School Sports Complex renovation. This memorandum supplements the Joint Building Committee's (JBC) May 21, 2025, report, offering what is intended to be informed and balanced insights to the City Council, School Board, and other stakeholders regarding this critical infrastructure investment.

The existing athletic facilities at Dover High School, including Dunaway Field and the adjacent baseball field, constructed in 1967, are severely deteriorated and fail to meet contemporary demands. Decades of increased athletic participation, coupled with significant population growth in Dover, have placed immense strain on these aging facilities. Dunaway Field suffers from a failed drainage system, uneven surfaces, and chronic bare patches, making it largely unplayable and increasing injury risks. The 23-year-old running track is beyond its operational lifespan, with extensive wear and hazardous unevenness, rendering it unusable for meets. Furthermore, the complex has numerous accessibility and safety deficiencies, including non-ADA compliant grandstands, lack of accessible pathways and parking, and outdated lighting and scoreboards.

The JBC's report emphasizes the urgent need for renovation, identifying that further delays will only escalate costs and worsen conditions. The JBC evaluated two options: Base Option A, focusing solely on Dunaway Field and the track at an estimated \$11.6 million, and Base Option B, a comprehensive renovation encompassing Dunaway Field, the multi-sport baseball field, and a new facility building, estimated at approximately \$20.0 million.

The City Engineer concurs with the JBC's recommendation for Base Option B, advocating for its comprehensive nature as the most cost-effective long-term solution. While the initial investment

is substantial, this option directly addresses critical safety, accessibility, and capacity issues that have persisted for decades.

From an engineering and environmental standpoint, natural grass fields are preferred due to their benefits in rainwater filtration, carbon dioxide absorption, and cooling effects. However, the existing and projected extreme demand for playing hours on Dover's sports fields far exceeds the capacity of natural grass to withstand such intensive use without significant degradation. Maintaining high-performance natural grass surfaces under constant demand would require a dedicated "Sports Field Manager" for each field and substantial resources, which are often beyond typical municipal and school district budgets. The current natural grass fields at Dover High consistently exhibit drainage failures and poor quality due to a history of intense usage and limited maintenance resources.

Therefore, the strategic imperative for synthetic turf arises as a practical necessity. The JBC's unanimous recommendation for converting two fields to synthetic turf is fully endorsed by the City Engineer for several reasons:

- ★ **Utility and Usage Capacity:** Synthetic turf dramatically increases playable hours. A synthetic Dunaway Field is projected to yield at least 3.5 times more uses than grass, and two synthetic fields could provide over 766 annual use opportunities, 5.8 times more than a single natural grass Dunaway Field. Synthetic fields are more resilient to heavy use and adverse weather, reducing cancellations and extending playable seasons into "shoulder seasons".
- ★ **Financial Prudence (Long-Term):** While initial installation costs are higher, synthetic turf fields have lower annual maintenance and operating costs over their 10-15-year lifespan. They eliminate the need for mowing, fertilization, aeration, weed control, and extensive irrigation, leading to significantly lower cost-per-use compared to natural grass.
- ★ **Consistency and Safety:** Synthetic turf provides a consistent playing surface, potentially reducing certain injuries associated with uneven natural grass.
- ★ **Reduced Risk of Failure:** Given the intense usage demands and budgetary constraints, there is a high risk that even a significantly invested natural grass field would quickly revert to poor quality. Synthetic turf mitigates this risk, ensuring durable, high-quality playing surfaces and encompassing Dunaway Field, the multi-sport baseball field, and a new facility building, estimated at approximately \$20.0 million. allowing remaining natural grass fields to recover and be properly maintained.
- ★ **PFAS Concerns:** While community concerns regarding PFAS in synthetic turf exist, manufacturers can provide PFAS-free certifications, and testing has shown concentrations below detectable limits.

The City Engineer Mavrogeorge highlights that strategic implementation of at least one synthetic turf field will allow other natural grass areas across the city to receive much-needed rest and proper maintenance, creating a more sustainable overall athletic field ecosystem for the community at large. While advocating for Base Option B, the City Engineer also suggests an

alternative design involving a complete swap of the baseball and Dunaway fields for potential cost savings and improved functionality, recommending further evaluation of this option. Additional recommendations include establishing a capital reserve for future resurfacing, allocating rental income to these reserves, securing external maintenance contracts, and reviewing heat and humidity safety protocols for synthetic turf.

In conclusion, the proposed comprehensive reconstruction with synthetic turf is a critical, forward-thinking investment in the safety, accessibility, and future capacity of Dover's athletic and recreational infrastructure, balancing ideal surface preferences with practical realities of intense demand.

Dover Utilities Commission (Krystian Kozlowski): The meeting scheduled for May 19th was cancelled.

Planning Board (Ken Mavrogeorge): Planning Board met twice in May. The meetings were held on May 13th and 27th. Topics on the agenda included:

- Multiple conditional use permit applications
- Consideration for multiple excavation permits
- Consideration for multiple transfer of development rights
- Lot line adjustment at 308 Durham Road Dover
- Consideration for open space subdivision at 210 Tolend Road
- Consideration and acceptance of site plan at 1 Cold Springs Road
- Consideration for minor subdivision at 566 Sixth Street
- Consideration and posting on proposed Amendments regarding Chapter 170 (zoning ordinance)

Transportation Advisory Committee (TAC) (Jillian Semprini): TAC met on May 19th. Topics discussed included:

- Pedestrian safety concern (Sixth & Grove)
- Old Rollinsford Road pedestrian crossing (WDH Request)
- Fourth Street parking concern (resident request)
- Railroad Quiet Zone (resident request)
- Bicycle Friendly Streetscape Guidelines (draft document review)
- Paint-based Bicycle Infrastructure Recommendations (proposal from Strong Towns Seacoast)
- Stop sign proposal (Fairfield Drive & Sunset Drive and at Hartswood Road)

Municipal Alliance for Adaptive Management (MAAM): There was no meeting of MAAM in May.

Seacoast Stormwater Coalition (SSC): SSC met on May 21st where updates from the NHDES, UNH, and EPA were discussed. Other topics discussed included a 2024 Massachusetts Draft Small MS4 General Permit informational session and an open forum for Year 7 requirements assistance and questions.

TIF Advisory Committee/Cocheco Waterfront Development Committee (CWDAC)/Park Subcommittee: There were no meetings of the committees in May.

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

Time Period	Logged Service Calls	Resolved Service Calls
May 2025	15	27
2025 YTD	53	55

Projects

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

Fifth and Grove Reconstruction:

Granese and Sons remobilized to the project area in April to put the finishing touches on the reconstruction project. Tie ins to private property are ongoing and are expected to last another few weeks into early summer of 2025. Plantings have been completed and top coat of pavement still needs to be placed.

Angle St Water Main Replacement:

Special Project Advisor Bill Boulanger and Assistant City Engineer Krystian Kozlowski have been overseeing a project to replace a water main and stormwater underdrain on Angle Street which runs between Central Ave and Academy Street. Work on the water, sewer and drainage infrastructure within Angle has been completed by SUR Construction with paving of the road completed in May and final paving planned for June. The project, which started out as a water main and underdrain replacement project resulted in new sewer being added to Angle Street to replace a failed sewer main in the road. The project helped resolve a persistent water leak that caused icing of Angle St over the past few years.

Sixth Street Bridge:

Engineering staff met with consultant VHB to review easement and permitting needs for the selected preferred alternative for the bridge replacement along Sixth St. On May 21st, 2025 VHB presented the project at the Natural Resource Agency Coordination Meeting (NRAM). The NHDOT NRAM provides an opportunity for early coordination and problem solving on natural resource concerns that arise in the development of transportation projects, thereby streamlining State and Federal permitting and National Environmental Policy Act (NEPA) approvals. This was a necessary step to prepare for permitting application submittals. The City anticipates permitting to extend into late 2025 and work on the replacement bridge to begin in 2026.

Cochecho Waterfront Redevelopment:

Cochecho Waterfront Redevelopment: In May 2025, progress on the Dover waterfront development has continued to advance despite wet spring weather. Private improvements are moving forward, with Buildings C & D seeing significant interior work as their exteriors become weather-tight, and exterior façade work has begun. Townhome exteriors are nearing completion for both the 3-unit and 11-unit buildings, and important retaining wall construction is progressing behind the 11-unit and 9-unit townhomes.

Public improvements are also well underway. Eversource has largely completed the installation of power conductors, and power within the project has been energized. Work on Payne Street is ongoing, including utility casting adjustments and sub-grading for sidewalks, with curbing and sidewalk installation imminent. The site contractor has begun processing and placing loam, particularly along Payne Street by the Riverwalk, where concrete sidewalk installation is also continuing in sections. Preparations for the park area around the pavilion building are nearing completion, and significant efforts are being made on shoreline restoration, with discussions planned with NHDES for the former Army Corp bulkhead area. Living shoreline restoration is also progressing with soil placement, stabilization fabric, and coir logs, preparing for further vegetation to enhance stability. Finally, the former Butler Building site has been sub-graded following demolition, ready for further development.

Cochecho Street Outfall: Community Services has been working with Eversource and the consultant, Kleinfelder, to advance the design of this outfall reconstruction. The Project is a challenging project that involves coordination between Eversource who needs to permit and remediate soil contamination clean up and the City who needs to permit a new outfall to replace a captured one. Work is expected to proceed in late 2026.

County Farm Road Culvert: Deputy City Engineer Jill Semprini and Assistant City Engineer Krystian Kozlowski met with Operations staff and the City's consulting engineer, APEX, onsite to discuss this project and the permitting and test pits required to advance the design of a replacement to the failed culvert.

Garrison Hill Water Tank Rehabilitation:

Sargent Corporation is currently working on the rehabilitation of the 4+ million-gallon tank atop Garrison Hill. In March, the tank was drained, inspected, and repair needs confirmed. Repairs and the installation of a new water main from the tank to the Bellamy Health Center are

complete and the tank rehabilitation is on track for completion by mid-summer. CS has issued a voluntary water conservation advisory to alleviate stress on the system caused by the rehabilitation project. The City's water system is currently being served by the newer million-gallon tank at Smyth Well Rd. Public access to the Garrison Hill Park and community garden may be limited during construction and parkgoers are encouraged to check with the City's website for updates on the park's availability.

Mill St Pump Station Reconstruction:

Consultant, Woodard & Curran provided a contract amendment for the next phase of the Mill St Pump Station evaluation including the assessment of a fourth design alternative. The new alternative being considered is aimed at reducing the sewer demand on the River St pump station by redirecting sewer flows to the Varney Brook pump station. Work on the final design phase of the project is expected to begin in the summer of 2025 with construction of a replacement pump station starting in the spring of 2026.

Garrison Hill and Oak St. Water Main:

Special Project Advisor Bill Boulanger worked with engineering firm Underwood Engineers to design water main improvements in the Broadway area. This area has experienced a number of major water main breaks in the past few years as the water main dates back to the late 1800s. The water main upgrades will run first from the Garrison Hill Tank down to Oak St. Then, from Oak St the water main will head east down towards Broadway before heading south towards Florence St. SUR Construction was selected to construct the project during a competitive bidding process in March. Tree clearing had been scheduled for the end of May/June with work in the right of way scheduled to begin on June 9th after the soapbox derby.

Source Water Exploration:

The City has been working GZA engineers to source out properties for sources of groundwater to expand the City's future capacity. The process includes a series of test wells and assessment of the existing aquifer characteristics.

Central Avenue (Central Core Phase I) Water Main Replacement:

The City is working with Underwood Engineering on revising plans for the next phase of the central avenue water main replacement project. The City anticipates using federal funding to pay for a portion of this project which is expected to be bid later in 2025.

Downtown Lighting Improvements:

The City has been working with the contractor SUR on pole installation and the City Master Electrician, Rich Grace, on energizing the lighting. While new lighting has been installed and powered, some modifications to the directional lighting may need to be completed. With the successful installation of the lights in the upper square, attention will turn to the southbound lanes of Central Ave and the lighting in the sidewalks there. Work is expected to last well into 2025.

Sidewalk Improvements:

Assistant City Engineer Krystian Kozlowski performed GPS data collection and sidewalk design for the 2025 sidewalk construction project. The project includes upgrades to sidewalks along

Horne Street, Woodman Park, Alumni Dr, and the Riverwalk. The sidewalks chosen were based on a study conducted in 2024 that assessed the condition of nearly 80 miles of publicly maintained sidewalks in the City. Dover Community Services staff expects to send out a request for bids in May as the first step in working through a backlog of sidewalk reconstruction work that will improve accessibility across the City. Priority will be given to sidewalks within school zones and in highly utilized pedestrian areas such as commercial districts before moving on to less utilized areas. This project is a good example of how the Engineering Staff is looking to expand its in house design capabilities to save the City on consultant costs.

Dredge Cell Closure:

The draft dredge cell closure plan was provided to the City Engineering staff in May and will likely be submitted to the state for approval in June. It is expected that the approvals will take approximately 9 months.

Mill Street Pump Station Rehab:

Surveying of the project area commenced in May and will wrap up in June. Once survey is completed, the design of the new pump station will begin. It is expected that the pump station will be reconstructed in 2026.

Maglaras Park Reconstruction:

An Alteration of Terrain permit was approved for the first phase of reconstruction for Maglaras Park. The approvals allow for the City to move materials excavated from the waterfront to Maglaras Park.

Lower Central Ave Street Reconstruction:

The City executed a change order with Sebago Technics this spring and the project team held a kickoff meeting with the NHDOT May 21st, 2025 for this project. Monthly project updates will continue now through the bidding of the project which is expected in late summer 2026. The project will include the rebuilding of Central Ave from Stark Ave to Silver Street including new utilities, sidewalks, and drainage.

Traffic Signal Upgrades/Traffic Calming:

The Community Services Department has been overseeing a non-destructive testing program of the traffic signals across the city. The draft report came in late in May and is under review by the City staff.

Facilities Projects:

New Inspection Services Building:

The new City of Dover Inspection Services building at Mast Road will officially open to the public in June 2025. Final paving and striping of the project area occurred in May with the arrival of administrative staff from the North End Fire Station. CS welcomes the move-in of City Inspection Services staff and has been pleased to support the overall development of the site to ensure functionality and accessibility for both staff and the public.



Inspection Services building is almost complete.

Library Expansion Renovation:

The Dover Community Services Department is actively collaborating with the Library Department on its significant renovation project. April saw substantial progress, including the excavation and pouring of the foundation for the library's expansion area. The Community Services team has also been working closely with MEP (Mechanical, Electrical, Plumbing) consultants to finalize the optimal locations for the new generator and transformer, critical components of the upgraded facility. The project remains on schedule, with completion anticipated in late 2026, and library patrons are encouraged to contact the Library directly with any questions regarding access to materials during the renovation period.

Jenny Thompson Pool Rehabilitation:

The Dover Community Services Department is playing a key role in the much-needed renovation of the Jenny Thompson Outdoor Pool, a project awarded to Northeast Earth Mechanics this spring, with a kickoff meeting held in April. Recognizing the pool's importance to the community since its construction in the 1970s and the urgent need for rehabilitation highlighted in the 2023 feasibility study by Weston and Sampson, Community Services is working closely with the Recreation Department to oversee this vital upgrade. This collaborative effort aims to revitalize the aging facility, ensuring its continued use and enjoyment for Dover residents for years to come. The pool's 2025 season will be shorter than usual with a closure expected in mid-August to accommodate a fall demolition and reconstruction. The 2026 season is yet to be determined as the reconstruction during the colder winter months will play a part in determining when the pool will be able to open.

Energy Services Performance Contract (ESPC):

The City of Dover's Community Services Department, in coordination with the Planning Department, is currently undertaking the selection of a qualified firm to conduct a comprehensive energy audit and to develop a long-term strategy for implementing energy efficiency improvements across municipal facilities. As part of this effort, a Request for Proposals (RFP) was issued, resulting in nine submissions from energy service providers in early May. After a detailed evaluation of the proposals, four firms were shortlisted for interviews based on their experience, approach, and ability to deliver measurable energy savings. These interviews were conducted in early June to further assess each firm's suitability for entering into an Energy Services Performance Contract (ESPC) with the City.

Downtown Tree Improvements:

The Dover Community Services Department is proactively addressing the health and suitability of downtown street trees through a selective removal and replacement program guided by the city's Central Business District (CBD) Street Tree Plan. This initiative targets dead, dying, diseased, or overgrown trees that pose safety concerns or have outgrown their allotted space. Replacements will prioritize species diversity and maintain the unique character of downtown Dover, ensuring that new plantings are well-suited to the urban environment and contribute to a vibrant and sustainable streetscape for years to come, as outlined in the city's comprehensive plan. Tree installations will occur in 2025 and notices of temporary impacts to travel lanes will be provided as needed.

McConnell Center HVAC Assessment:

The Dover Community Services and Recreation Department put out a request for bids for a multi-phased project to upgrade the HVAC equipment at the McConnell Center, where no bids were received. Therefore, the City will incorporate this project into the new ESPC project to look at the entire building and not just the HVAC system. The McConnell Center provides a vital space for community activities. The initial yet crucial step involves an assessment of the existing infrastructure that currently services the building's heating, ventilation, and air conditioning systems. This evaluation will pave the way for the development of a detailed and strategic plan for necessary HVAC improvements, ensuring a comfortable and healthy environment for all McConnell Center users in the long term.

Morningside Park Rehabilitation:

The Dover Community Services and Recreation Departments are embarking on an exciting project to revitalize Morningside Drive Park. Following the removal of outdated and unsafe playground equipment in 2024, the city's Engineering staff are now developing conceptual plans for the park's rehabilitation. This initial phase involves significant collaboration with various city departments and, most importantly, Dover residents to ensure the revitalized park meets the diverse needs of the community. A neighborhood meeting is expected once ideas for possible improvements have been developed. Recognizing that funding may dictate the project's timeline, improvements are likely to be implemented in phases over multiple years, promising a thoughtful and sustainable transformation of this valuable community space.

IT Access Control:

The City of Dover's Community Services Department has been working in close coordination with Allied Universal to implement a comprehensive IT-based access control system in selected municipal buildings. This initiative is part of the City's broader effort to enhance the security, accountability, and operational efficiency of its public facilities. As of this phase of the project, approximately 90 percent of the municipal buildings have been successfully outfitted with modern access control systems, providing improved monitoring and restricted access based on user credentials. In addition to access controls, Allied Universal is also in the process of installing surveillance cameras at multiple strategic locations. While all necessary wiring and infrastructure for these cameras have been completed, the equipment is currently pending delivery and will be installed promptly upon arrival. This project represents a significant step forward in the City's commitment to public safety and the modernization of its facility management systems.

Permits & Licenses

Permit & License Summary Month Overview	Three	March 2025	April 2025	May 2025
Driveway Permits:		09	11	14
Utility Licenses:		01	08	02
Paving Licenses:		04	06	02
Excavation Permits:		05	08	09
Certificate of Occupancy Inspections		10	04	05
Construction Permits		00	01	04
Obstruction Permits:		02	03	01
Sewer Connection Permit:		00	00	01
Septic Design Reviews:		02	01	01

Site Review / Project Oversight Support

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

Five (5) projects came to TRC in April required Engineering review:

- Crosby Road Solar Farm
- Littleworth Rd Master Plan Review
- Site Plan at 180 Crosby Road
- 1 Cold Springs Rd Residential TDR
- 52 Old Rochester Rd Mixed Use Development

There were four (4) preconstruction meeting held in April 2025.

Construction Oversight:

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

- 725 Central Ave Development (Central Ave and Brick Rd.)
- Ember Dr (New Rochester Rd.)
- Mixed Use Residential – The Station (2 Grove St)
- Waterfront Private Development
- Chase Bank on Central Ave
- Pointe Place
- Fisher St. Residential (Lenox Dr)
- 48 Whittier St. Residential
- McIntosh Commons
- 59 Tolend Rd.
- 110-114 Silver Street
- 180 Tolend Road
- 17 Summer Street
- 73 Locust Street (Dover Public Library)
- Dover Fields (Route 108 & Mast Road)

Finance Department

Administration:

On May 5th, Finance Director and Deputy Finance Director, attended a fiscal year end consulting session in the City hall Council Conference room for consultation with Tyler Technologies. Learning Objectives included School ERP Pro year end rollover set up and processing.

On May 6th, Deputy Finance Director and Senior Accountant attended a one-day NH User Group Session at the Dover Police Training Room sponsored by Tyler Technologies. Learning Objectives included School ERP Pro Payroll and Human Resources, Finance and Purchasing, Cybersecurity, and 2025.1 Version release.

On May 7th, Deputy Finance Director attended a webinar sponsored by the GASB Debt, Lease and Subscription tracking system, Fifth Asset Inc DBA Debtbook. Learning Objectives included Lease & Subscription Journal Entries focusing on best practices and ongoing compliance.

On May 8th & 9th, Julie Labonte, Treasurer and Leah Garnett, Junior Accountant, attended the NHGFOA Annual Conference in Concord, NH. Sponsored by the NH Government Finance Officers Association. Learning Objectives included various finance and accounting sessions over the two-day period.

On May 21st, Deputy Finance Director submitted the City Primex P3 Membership Self-Assessment which focused on Property and Liability. The Prime3 designation results in both

immediate and long-term savings to members and the pool as a whole. The benefits include the 2.5% discount to the city and reveals areas where additional education in risk management practices may be beneficial.

On May 21st through May 22nd, Assistant City Assessor Milana Fiorenza attended and passed the IAAO Workshop #452 at the Londonderry Police Department. This class furthers her education and is necessary in order to obtain her Certified Assessors License.

On May 28th and 29th, 6 staff members attended Mental Health First Aid Training at the Dover Police Department, Sponsored by the Federal Substance Abuse and Mental Health Administration. Learning Objectives: This is a certification course designed to teach adults how to recognize and respond to other adults in emotional distress.

City Clerk Tax Collection (CC/TC)

The City Clerk/Tax Collector has begun preparing for November 2025 Municipal Election. The purchase order has been issued for seven new vote counting machines from the company Voting Works. The November Municipal Election will be the first election using the new vote counting machines.

Finance / Accounting / Purchasing

B25043 Waste Water Treatment Facility Secondary Clarifier No. 3 was awarded in May to Waterline Industries Corporation in the amount of \$6,767,677.00. This project will be to install a third (3rd) secondary clarifier to help provide enhanced solids treatment and removal of total suspended solids, especially in response to high-flows received during wet weather events that may be caused by inflow and infiltration. This project will also provide a foundation for any future capacity upgrades or enhanced treatment.

B25014 Court & Union Reconstruction Project was awarded in May to SUR Construction in the amount of \$9,495,523.00. The project extents are Court St between Central Ave and Hubbard Rd, and Union St between Central Ave and Court St. The scope of work includes replacing the water main and stormwater system, repairs to the sewer main, installation of granite curb and construction of new sidewalks including ADA compliant ramps, full-depth roadway reconstruction and paving, lawn restoration including loam, seeding, and mulch.

B25025 Sale of City Owned Surplus Vehicles was solicited in May which included seven police vehicles, seven other trucks, vans, and cars. Offers were received from three vendors in the total amount of \$25,830.00

On May 12th the Board of Trustees of Trust Funds held their quarterly meeting.

During May the Finance Director, Finance Executive Secretary and City Clerk/Tax Collector have been working with Bond counsel to furnish necessary documentation to ensure City has complied with the NH Municipal Finance Act statutory provisions for authorizing and participating in the NH Municipal Bond Bank (NHMBB) July 2025 Series B bond sale. Meetings with Bond counsel have also occurred to review compliance with IRS regulations for the issuance of tax-exempt debt. The City is participating in the NHMBB sale to finance \$43.3 million

in capital projects.

Tax Assessment

The Tax Assessment office, in conjunction with City's Office of Information Technology, continues to work with the City's new CAMA software vendor to complete implementation of the software system.

The Tax Assessment office has been monitoring legislative bills currently being debated in the current session of the legislature that would impact assessment practices, tax credits and exemptions. Changes to assessment and taxation statutes can impact the City's reporting of property tax values, tax credits, and tax exemptions to the NH Department of Revenue Administration during property tax rate setting.

Water/Sewer Utility Billing

On May 2, 2025 the office completed the 1st Quarter billing that was for the period of January 1, 2025 through March 31, 2025, which was for 84.2 million gallons of usage for 8,589 accounts, representing a total amount billed of \$1,938,750.17.

On May 8, 2025 the office completed the April 2025 monthly billing of 23.1 million gallons of usage for 846 accounts, representing a total amount billed of \$559,393.30.

Bid Solicitation:

Department	Bid #	Bid Date	Description
CS	B25-068	5/1/2025	Catch Basin Cleaning
CS	B25-071	5/12/2025	Bituminous Concrete (Asphalt) Picked up

Purchase Orders over \$5,000:

Department/Division	PO Date	Vendor	Amount
City Clerk Tax	5/9/2025	CDW GOVERNMENT, LLC	\$5,333.46
City Finance Office	5/23/2025	EVERSOURCE ENERGY	\$6,154.58
City Info Tech	5/8/2025	TYLER TECHNOLOGIES, INC.	\$7,241.60
City Info Tech	5/14/2025	OUT TO BID - PURCHASING AGENT	\$429,768.20
City Info Tech	5/15/2025	CARAHSOFT TECHNOLOGY CORP.	\$5,332.00
City Info Tech	5/28/2025	CARAHSOFT TECHNOLOGY CORP.	\$17,384.79
Community Services	5/1/2025	STONEBRIDGE TRAFFIC CONTROL, LLC	\$8,061.50
Community Services	5/1/2025	TRI-STATE SEALCOATING & PAVING, INC.	\$107,625.00
Community Services	5/2/2025	SERVPRO OF THE SEACOAST	\$5,000.00
Community Services	5/2/2025	ELECTRIC LIGHT CO, INC.	\$6,600.00

Community Services	5/5/2025	SUR CONSTRUCTION, INC.	\$1,457,625.00
Community Services	5/7/2025	K5 CORPORATION	\$84,012.00
Community Services	5/8/2025	DF RICHARD, INC.	\$10,136.50
Community Services	5/12/2025	UNDERWOOD ENGINEERS, INC.	\$249,400.00
Community Services	5/13/2025	DF RICHARD, INC.	\$20,900.00
Community Services	5/14/2025	HOWARD P FAIRFIELD, LLC	\$13,000.00
Community Services	5/14/2025	COASTAL TRAFFIC, INC.	\$17,660.00
Community Services	5/15/2025	HOWARD P FAIRFIELD, LLC	\$14,292.00
Community Services	5/15/2025	STUDLEY'S FLOWER GARDENS	\$15,330.00
Community Services	5/20/2025	TRI-STATE SEALCOATING & PAVING, INC.	\$5,000.00
Community Services	5/21/2025	YANKEE TRUCKS dba NE KENWORTH	\$218,548.00
Community Services	5/23/2025	BROX INDUSTRIES, INC.	\$5,060.80
Community Services	5/23/2025	UNH OFFICE OF SPONSORED RESEARCH	\$12,009.00
Community Services	5/23/2025	STATE OF NH-DES-WATER DIVISION	\$22,205.00
Community Services	5/28/2025	HOWARD P FAIRFIELD, LLC	\$7,600.00
Community Services	5/28/2025	MAINE TECHNICAL SOURCE, INC.	\$16,302.00
Community Services	5/29/2025	ALLIED EQUIPMENT, LLC.	\$76,924.00
Community Services	5/29/2025	NORTHEAST ELECTRICAL DISTRIBUTORS	\$84,810.00
Community Services	5/29/2025	ALTA EQUIPMENT, CO	\$134,500.00
Community Services	5/30/2025	PREMIER FENCE, LLC	\$10,599.55
Community Services	5/30/2025	AFTC, INC.	\$16,000.00
Executive	5/29/2025	MITCHELL MUNICIPAL GROUP, P.A.	\$10,000.00
Fire and Rescue	5/7/2025	SUGARLOAF AMBULANCE VEHICLES, LLC.	\$7,382.63
Fire and Rescue	5/8/2025	FIREMATIC SUPPLY CO., INC.	\$13,548.00
Fire and Rescue	5/14/2025	SOUTHERN COMPUTER WAREHOUSE	\$11,575.92
Planning	5/15/2025	MARKUS WEINFURTER	\$20,000.00
Police	5/29/2025	H.L. TURNER GROUP, INC. (THE)	\$7,280.00
Public Library	5/29/2025	SAVATREE, LLC.	\$6,592.00
Recreation	5/15/2025	PYROTECNICO FIREWORKS, INC.	\$15,000.00
Recreation	5/19/2025	GREATER DOVER CHAMBER	\$10,000.00
Recreation	5/21/2025	FIRST STUDENT, INC.	\$17,325.00
Recreation	5/28/2025	TOTAL FITNESS EQUIPMENT, LLC	\$13,493.00

Fire & Rescue

Calls for Service / Activity Statistics

Calls tracked through the National Fire Incident Reporting System (NFIRS), are typically categorized into the following types:

- Fires
- Medical Emergencies
- Hazardous Conditions (e.g., gas leaks, downed power lines)
- False Calls (good intent)
- Non-Emergency Requests

Calls for Service – 3 Month Comparison		
	Number of Calls	Average calls in 24-hr period
March	600	19
April	544	18
May	617	20

Simultaneous Calls and Resource Management

Simultaneous calls—when multiple emergency incidents occur at the same time—can pose operational challenges. When crews are already committed to an incident and a new call is received before the initial one is resolved, it can strain available resources. This occasionally requires units to respond from outside their designated district, potentially impacting response times.

Dover Fire & Rescue is typically staffed to handle two simultaneous emergency calls without compromising service delivery. A third call can often be managed depending on factors such as crew availability and call location. Multi-company incidents, such as structure fires, are managed through a coordinated response plan.

Simultaneous Call Statistics		
	2 Calls Simultaneously	3 Calls Simultaneously
February	197	121
March	195	87
April	174	60
May	200	97

These figures reflect the ongoing demands placed on personnel and highlight the importance of strategic resource deployment to maintain response effectiveness.

Division of Emergency Medical Services (EMS):

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

Facility	State	# of individuals May 2024	# of individuals May 2025
Wentworth Douglass Hospital	NH	290	298
Free Standing ER – Dover (HCA)	NH	30	29
Frisbie Memorial Hospital	NH	1	
Portsmouth Regional Hospital	NH	7	3
Mass General Hospital	MA		
Brigham and Woman's Hospital	MA		
Boston Children's Hospital	MA		
Maine Medical	ME		
York Hospital	ME		
Exeter Hospital	NH		
Elliot Hospital	NH		
Dartmouth Hitchcock Medical	NH		
St. Joseph's Hospital	NH		
Concord Hospital	NH		
Tufts Medical Center	MA		
Total Transports		328	330
**Non Transports/Sign offs/Refusal of Care		105	158

****Includes no patient contacts: Accidental Medical Alert Alarms, Cancelled enroute, etc.**

Breakdown of Patient Contacts by Age Group & Acuity

Age Range	Number	Average Age	Status I (Critical)	Status II (Emergent)	Status III (Lower Acuity)	Status IV (non-acute)	Obvious Death
0-9	4	3			2	2	
10-19	23	16.7		1	11	11	
20-29	15	23.6		1	10	3	1
30-39	27	35		1	19	7	
40-49	27	43.7			18	9	
50-59	35	55.1		1	29	5	
60-69	71	64.3	2	6	51	12	
70-79	114	75.4	1	5	77	31	
80-89	88	83.7		3	64	21	
90-99	62	92.3		3	42	17	
100-120	1	105				1	

EMS Mutual Aid:

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

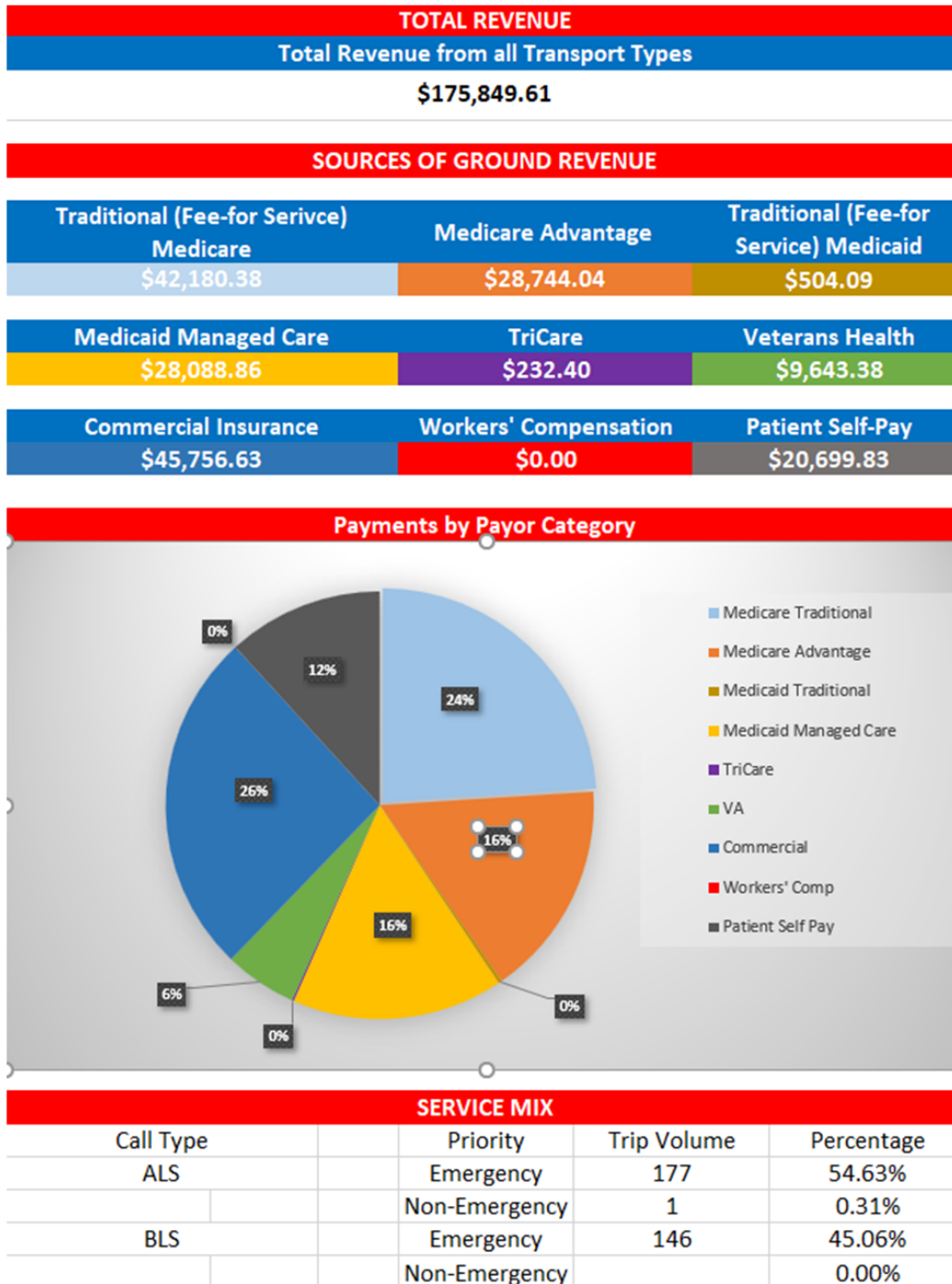
<i>Municipality Assisted</i>	<i>EMS Service</i>	<i>May 2024 Assists</i>	<i>May 2025 Assists</i>
Barrington	Barrington Fire		
Berwick	Stewart's Ambulance		
Durham	McGregor EMS		1
Eliot	Stewart's Ambulance		
Farmington	Farmington Fire		
Greenland	Greenland Fire		
Kensington	Kensington Fire		
Lee	McGregor EMS		
Kittery	Stewart's Ambulance		
Madbury	McGregor EMS	1	
New Durham	New Durham Fire		
Newington	Newington Fire		
North Hampton	North Hampton Fire		
Northwood	Northwood Fire		
Pease ANGB	Pease ANGB Fire		
Rochester	Frisbie EMS	2	1
Rollinsford	York Ambulance	2	4
Seabrook	Seabrook Fire		
Somersworth	Stewart's Ambulance	1	5
South Berwick	York Ambulance	2	4
	Total	8	15

This month, all shifts participated in their scheduled monthly EMS training. The focus of the session was Adult and Pediatric Gastrointestinal Emergencies. Training was conducted virtually via WebEx and facilitated by clinical staff from HCA Portsmouth Regional Hospital.

This month, Dover Fire participated in several regional meetings to support coordination and enhance mutual aid efforts:

- A representative attended the monthly meeting of the Seacoast Chief Fire Officers Mutual Aid District (SCFOMAD), hosted in Durham.
- Dover Fire also hosted a meeting of the SCFOMAD Special Operations Working Group at the Liberty North End Fire Station. The group focused on efforts to standardize equipment and procedures for technical rescue incidents. Additional discussion centered on the potential for regional joint training to improve operational coordination during complex responses.

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



This month, Dover Fire participated in two meetings with representatives from Quick Med Claims, the department's third-party ambulance billing provider. The first meeting focused on reviewing current revenue trends and projections. The second was a preparatory session for the department's upcoming Medicare revalidation process.

Additionally, the department successfully secured \$3,411.00 in tuition reimbursement through a grant program offered by the State of New Hampshire under the Law Enforcement Officers, Firefighters, and Emergency Medical Technicians Career Development, Recruitment, and Retention Program. The reimbursement covers Paramedic program tuition at Lakes Region Community College, where three members are currently entering their final semester. The grant allows for reimbursement of one course per student per semester. The department plans to submit an additional request for the final semester's tuition in July.

Ongoing training is a critical component of fire department operations. It ensures personnel are prepared to respond to a wide range of emergencies with confidence, skill, and safety. Regular, high-quality training enhances operational readiness, improves efficiency, and fosters a culture of continuous improvement within the department. This month was especially busy, with a wide variety of training activities focused on both foundational skills and advanced techniques.

At the start of the month, each shift met with the department's mechanic to review key topics related to vehicle maintenance and operational readiness. Training covered vehicle check-in procedures, discrepancy reporting, and overall vehicle preparedness. Daily apparatus checks are the first task completed each morning to ensure all vehicles are safe, fully equipped, and ready to respond. Periodic refresher training on discrepancy reporting helps maintain a standardized process, ensuring that critical maintenance issues are accurately and efficiently communicated to the maintenance division.

All Personnel completed hours of day and night driving with the department's new Rescue vehicle. Training also included a DOT cone course to enhance members' confidence and competence in maneuvering the vehicle through a series of practical challenges, including:

- Diminishing clearance navigation
- Alley dock backing
- Three-point turning in confined spaces
- Forward and reverse serpentine driving

This hands-on training ensures members are fully acclimated to driving and operating the Rescue prior to it entering active service.



Department Engineers completed 16 hours of advanced ladder truck training led by FF Dan MacAuley (Boston Fire Department) and FF Matt Paglione (FDNY). The program included:

- 6 hours of classroom instruction on ladder maintenance, apparatus positioning, set-up procedures, and both rescue and defensive operations

- 12 hours of hands-on training, involving complex ladder truck deployments in challenging environments

Having instructors with deep operational experience—especially with the E-One ladder truck model used by Boston Fire since the 1980s—provided invaluable insight. Participants reported that the training significantly enhanced their understanding and will positively influence both current ladder operations and future training for new operators.



Two department members attended a week-long fire investigation seminar at St. Anselm College, now in its 45th year. This year's topic, "Investigating Deadly Fires," focused on forensic analysis of fatal fire scenes. Presenters included forensic anthropologists from across the



country, who shared case studies and research designed to distinguish between accidental deaths and potential criminal activity. As part of the training, live burns involving animal cadavers were conducted to observe how fire affects muscle and bone—providing valuable knowledge for real-world fire death investigations.

Two department members also successfully completed the Fire Officer III program, hosted by the York County Emergency Management Agency in Alfred, Maine, and conducted by the Regional Alliance for Firefighter Training. The class included fire officers from eastern New Hampshire and across Maine, providing opportunities for regional collaboration and leadership development at an advanced level.

During the week of May 19–23, Command Staff prepared and served meals to each shift in recognition of National EMS Week as a gesture of appreciation and thanks. The City Manager also stopped by to show support and gratitude.

We are deeply appreciative of the dedication, professionalism, and daily commitment our personnel demonstrate in responding to emergency medical calls. Their efforts play a vital role in ensuring the health and safety of our community members and visitors alike.

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

<i>Institution</i>	<i>EMS Level</i>	<i>Number of students</i>	<i>Total shifts</i>	<i>Total Hours</i>
<i>FireMed</i>	EMT	2	2	20
<i>Fire Med</i>	AEMT	5	7	70
<i>McGregor Memorial EMS Institute</i>	EMT			
<i>McGregor Memorial EMS Institute</i>	AEMT			
<i>National Medical Education & Training Center</i>	Paramedic			
<i>New England EMS Institute</i>	Paramedic			
<i>NHCPR</i>	EMT			
<i>New Hampshire Technical Institute</i>	Paramedic			
<i>DHS CTC</i>	EMT	2	3	15
<i>St Thomas Aquinas HS</i>	Internship			
<i>WDH</i>	Observation			
<i>Lakes Region Community College</i>	Observation	1	5	60
<i>City Employees</i>	Observation			
<i>Non affiliated</i>	Observation	3	3	20
Total:		13	20	185

Planning & Community Development

Inspection Services:

Inspections & Permits	March 2025	April 2025	April 2025
Life Safety Inspections	30	27	57
Business Inspections	10	5	3
Sprinkler / Alarm Inspections	27	43	498
Building Inspections	135	182	340
Electrical Inspections	138	149	128
Plumbing / Mechanical Inspections	187	287	468
Blasting Inspections	0	0	0

Health/Housing Standards Inspections	40	40	24
School / Daycare Inspections	4	9	10
Oil Burner Inspections	0	0	0
Woodstove / Fireplace Inspections	1	1	0
Building Permits	67	66	59
Blasting Permits	2	0	0
Certificate of Occupancy Permits	6	2	2
Walk-in Customers	97	101	94

Construction value for the month of May was approx. 9.3 million

Inspection Services new building is substantially complete and officially opened to the public on June 9th.

Inspection Services welcomes Mr. Stephen Anstey to the team as the full-time Fire Inspector.

Administration

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

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

Planning and Community Development staff wrapped up work with the Strafford Regional Planning Commission (SRPC) and the University of New Hampshire (UNH) on the Regulatory Audit of policies and practices in addition to an analysis of the City’s demographics and housing

market. The project was funded entirely by a Housing Opportunity Planning (HOP) Grant from the InvestNH program. The regulatory Audit was released in November and findings were presented to the Ad-Hoc Committee to Address Community Housing Needs. Copies of the Land Use Audit are available in the Planning Office and it will be used to inform the impending update of the City's Land Use Chapter of the Master Plan in 2025.

Planning and Community Development staff are working on proposed zoning amendments to assess the Transfer of Development Rights (TDR) Ordinance and modify other policies and processes to better support a contextually sensitive variety of attainable housing options. A subcommittee focusing on reviewing and suggesting amendments to the TDR ordinance has been meeting monthly.

City Planner Bassegio recorded two episodes of the Dover Download podcast in April. One episode was to cover the April land use board meetings, including zoning board decisions, Arts Commission projects, Conservation Commission endorsements, and Planning Board approvals. The second episode is an overview of the update project of the Land Use Chapter of the Master Plan.

The Department of Planning and Community Development continued to update its newsletter, Facebook page, and Twitter feed to communicate with the public. The Department of Planning and Community Development has 896 Facebook followers (City of Dover NH Planning) and 905 followers on Twitter @DoverNHPlanning.

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 3,400 likes and 3,744 followers).

Planning and Media Services staff continued to develop and enhance an electronic "newsletter" for planning related items (with 1,143 subscribers). Two newsletters were sent in May. Content included meeting summaries, meeting previews, Master Plan updates, and various special topics such as information on upcoming Planning Board meetings, events that the department was planning or taking part in such as Touch-A-Truck, an educational event at Fish Ladder Park, Bike to Work Day, and Community Trail ChalkFest. Readers were also encouraged to completed the COAST Community Survey in May. One Polco survey question asked: "Did you attend the City of Dover's Touch-A-Truck event on May 17?"

Planning Staff continues to update a webpage on the City website dedicated to Transfer of Development Rights. The page includes an overview of the ordinance and information on individual applications received by the Planning Department; this includes links to project materials, project address, and status updates. There was one new TDR application to add to the webpage in May.

Zoning Administrator Crouser staffed the Dover Arts Commission meeting on May 5, 2025. The Commission discussed steps for the installation of the "Reaching Across" sculpture to be installed on Central Ave. near the Joe Parks Park entrance, in addition to reviewing artwork for the second phase of traffic control box painting, as well as the installation of the Blue Crab at the Children's Museum.

City Planner Bassegio staffed the Community Trail Advisory Committee meeting on May 6th. CTAC reviewed completed and ongoing projects and finalized planning for the ChalkFest event on June 8th.

Assistant City Planner Edgecomb staffed the Conservation Commission on Monday, May 12th where they reviewed local Conditional Use Permits, NHDES wetlands application update letters.

Assistant Planner Edgecomb attended a compass Easement Monitoring Training held in Concord on Friday May 30th.

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

Assistant City Planner Edgecomb, City Planner Bassegio, and Resilience Coordinator Merchant staffed the Community Services Touch A Truck Event on May 17th. Staff coordinated an outreach activity for residents to provide feedback on the update project of the Land Use Chapter of the Master Plan and shared information on various department initiatives.

Resilience Coordinator Merchant staffed the Energy Commission meeting on May 21st where the commission discussed updates to the Wastewater Treatment Facility solar project, a new Group Net Metering option from CPCNH, and Energy Tips from the Energy Commission for the Dover Download.

Resilience Coordinator Merchant, in conjunction with the Energy Commission, released the first of many bi-weekly Energy Tips in the Dover Download.

Resilience Coordinator Merchant and Assistant City Planner Edgecomb attended a Climate Resilience Seminar on native plants and solar on Wednesday May 7th.

Zoning Administrator Crouser staffed the May 15th ZBA meeting, where property owners representing 34 Industrial Park Road and 46 Whittier Street received variance respective relief for solar/green roof standards and lot frontage for a proposed subdivision.

Zoning Administrator Crouser received two (2) resident complaints during the month of May; one for an illegal rooster, and another for various illegal temporary signs around the City. A notice of violation was issued to the owner of the rooster, as well as the property's off-site landlord, and a press release was drafted for a City-wide sign sweep to take place in mid-June.

Assistant City Planner Edgecomb conducted the first easement monitoring on Tuesday May 20th with some members of the Open Lands Committee.

Director Benton and Assistant City Planner Edgecomb attended a virtual meeting with regional stakeholders on coastal flooding sites of concern on May 21st to identify potential study sites in the region.

Assistant City Planner Edgecomb attended the Coastal Adaptation Workshop meeting on Thursday, May 22nd in Pease to discuss different proposed project ideas within neighboring communities, as well as potential funding options.

Assistant Planner Edgecomb attended the Salt Marsh Task Force Spring meeting in Hampton on May 5th.

Resilience Coordinator Merchant spoke with a few members of the Energy Commission about solar on the WWTF on May 28th.

Resilience Coordinator Merchant reviewed the nine applications from Energy Service Companies (ESCOs) revived for Bid for Energy Service Performance Contracting services. Together with Director Benton, Facilities Project Manager Sanderson and Engineering Intern Lamontagne, the ESCOs were narrowed down to four that moved forward to the interview phase. Two interviews were conducted with the final two scheduled for early June.

Staff from Planning, Business Development, Community Services, and the Police Department have worked on a bicycle plan for the city to help ensure better bikeability throughout the city which will be presented to the Transportation Advisory Committee in May as the March meeting was already full.

City Planner Bassegio worked with Seacoast Area Bicycle Riders (SABR) and the Community Trail Advisory Committee (CTAC) to host a Bike to Work event on May 16th. The event was held at the Transportation Center Trailhead and volunteers talked about the Community Trail, biking in Dover, and promoted active transportation.

Director Benton, Zoning Administrator Crouser, and City Planner Bassegio met with several commercial and residential developers to discuss the viability of their proposed projects at several potential sites around the City, to include several single-family home projects and future development goals for the former Harvey's Bakery property.

Zoning Administrator Crouser completed and presented the second round of Zoning Ordinance Amendments to the Planning Board during their May 27th meeting, in which the Board subsequently voted unanimously to publicly post the second batch of amendments.

Planning Staff submitted a Housing Infrastructure Municipal Grant that is proposed to be used towards the Central Avenue Water Main Replacement Project. The City of Dover was eligible to apply for these funds as a Housing Champion community. In April, staff were notified that the City had been awarded \$859,689 in grant funds towards the project.

Resilience Coordinator Merchant submitted a New Hampshire Clean Fuels reimbursement grant that is proposed to be used towards 25% of the cost of the purchase of a new compact loader for Community Services.

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

Planning Staff attended a tour of the new Pudding Hill Water Treatment Facility as part of the internal professional development goal of the Department's Strategic Plan.

City staff participated in an existing land use exercise with consultants from Resilience Planning to assist in finalizing a land use map for review and comment by the project Steering Committee and residents as part of update project for the Land Use Analysis Chapter of the Master Plan. The next meeting of the Steering Committee is planned for June.

Housing Navigator Ryan Pope ended his employment with the City of Dover in early January. Director Benton and the hiring committee posted the Housing Planner position and held interviews in February. Director Benton is acting Housing Navigator and closed out the Navigator grant which sunset at the end of February. The remaining Navigator grant funds were used to cover a portion of the Director's salary (as Acting Housing Navigator) into March and have since been all spent totaling \$250,000 over the last 2.5 years. Abby Galloway-Burke, Assistant City Planner with a focus on housing started with the Planning Department on May 19. This grant funded position is intended to last 2.5 years, utilizing the Municipal Per Unit funds the city has received.

Community Development Planner Carpenter attended the City Council public hearing for the adoption of the CDBG FY26-FY30 Consolidated Plan and FY26 Action Plan.

Community Development Planner Carpenter assisted subrecipients with the development of RFPs for CDBG funded activities.

Community Development Planner Carpenter performed federally required Davis Bacon monitoring for CDBG approved activities.

Director Benton attended the Primex Summit on May 13th through 15th and attended sessions themed on leadership, management, and mental health.

Director Benton attended the Transportation Advisory Committee meeting on May 19th where it made a recommendation on the proposed Bicycle-Friendly Streetscape guidelines document.

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

The Planning Department welcomed Stephen Anstey as the Full time Fire and Life Safety Inspector in Inspection Services.

Police Department

Prevention Services Unit

Dover Youth to Youth participated in the Mobilizing Against Tobacco Lies (MATL) Conference in Washington, DC. Two staff members and 7 Youth to Youth students participated in the conference. During the training, students learned about the tobacco industry's latest nicotine products, tobacco advertising techniques, and advocacy techniques to help communities avoid the harm from tobacco

On May 8th and May 10th, two groups of Youth to Youth students worked with Spires Video to record two films for the GYA Film Festival. The film Executive Feud was filmed on May 8th at the Dover Middle School and raises awareness of the tobacco industry's refusal to tell the truth about the consequences of nicotine products. The film A Christmas Carol was filmed on May 10th and deals with the long term impact of alcohol use disorder on a family unit. The film portrays a hopeful message about breaking the cycle of addiction.



Youth to Youth students met with NH Senator Howard Pearl at the NH State House to discuss the elimination of the NH Tobacco Control Program.

On May 6th, three Y2Y students attended the NH Senate Finance Committee's public hearing on the proposed state budget at the State House in Concord. The students planned to testify against the budget's planned elimination of the NH Tobacco Control Program. Senator Howard Pearl met with the students one-on-one to hear their concerns.



Youth to Youth student Ellie picks up cigarette butts near the McConnell Center.

On May 28th, Y2Y students put up informational posters on the walls of DMS in each grade level's wing of the building. The posters were based around the issue of vaping and provided facts about the risks and consequences of using vape products. The posters will stay up through June 6th.

On May 27th, Dover Youth to Youth students conducted a cigarette butt clean-up around public areas in downtown Dover such as the McConnell Center and the train station. Over 600 cigarette butts were picked up in just 45 minutes.

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

- The Monday High School Student Team met 3 times
- Older middle school students on the Wednesday Evening Team met 3 times.
- Y2Y members in grade 6 and 7 met on two teams after school – one on Wednesday and another on Thursday. These groups stopped meeting regularly in April.

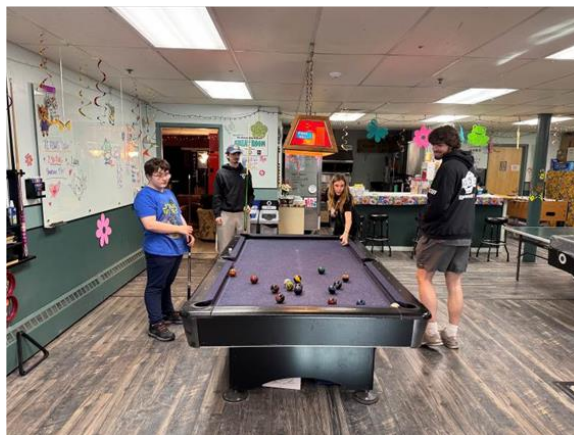
Dover Youth to Youth student members and staff continue to be a resource for youth empowerment activities in NH and throughout the US. The program's resources, training materials and experienced student trainers are helping many other communities.

Dover Teen Center

During the month, there was a total of 289 youth in attendance over 17 days of programming at the Dover Teen Center. The average was about 17 youth per day.

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

- *TC After School Program – May 2025*
 - “Friday Flix” (Movie & Popcorn Afternoon)
 - Intern Appreciation Event: “LUAU BBQ”
 - Air Hockey Challenge
 - Ice Cream Sundae Social
 - TC Cooking Class – “BBQ 101”
 - “May the 4th Be With You” Star Wars Day Celebration
 - Intern Appreciation Days: Fiesta, BBQ and Ice Cream Sundaes



Teen Center youth participants during an intense game of billiards at the Teen Center.

TC Facebook Page & Sign-Up Genius Portal

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

TC Youth & Family Outreach

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

As the Teen Center heads into June 2025, there is a lot of excitement for the end of school and the beginning of our “TC Summer Zone” Summer Adventure Program!

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



Teen Center youth participant Damian happy to win a candy prize during the Ring Toss Challenge at the Teen Center.



Teen Center youth participant Alex celebrates a win during the Ring Toss Tournament.

Community Service Program

The Community Service program tracked (3) participants in the month May 2025. A total of (6) hours of community service work completed with (0) participants finishing allocated hours.

Diversion Program

The Diversion Committee met on Tuesday, May 27, 2025.

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

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

(* = at the time of report)

Upcoming meeting dates for the Dover Court Diversion Committee are;

- JUNE 3, 2025 (Possibly Up to Two Additional Dates As Well)

Community Response & Engagement Unit (CREU)

Throughout May, Lieutenant Alex Mitrushi provided supervision and support to members of the Community Outreach Bureau.

On May 7, 2025, Lt. Mitrushi assisted Captain Terlemezian with proctoring the promotional exam for police sergeant candidates. This included reviewing and grading the written portion of the promotional exam for all 14 candidates.



14 Dover Police Officers completing the written portion of the promotional exam hoping to attain the rank of Sergeant.

On May 8, 2025, Lt. Mitrushi met with representatives from Dover Community Services to view an abandoned cemetery that was possibly on city property. Using GPS, it was determined that the site was on private property and contact was made with the property owner. Lt. Mitrushi advised him of an individual who had located the site and was potentially offering services to clean the area.

On May 14, 2025, Lt. Mitrushi and Officer Jalbert presented the “New Hampshire Safe Streets and Roads for All” presentation to approximately 10 residents at Mast Landing. On May 21, 2025, they presented at Langdon Place to another 10 residents. The purpose of this training is to promote safety on the roadways and provide education to drivers, cyclists, and pedestrians to address and prevent the risks inherent in our enormous and complex transportation system. Following the presentations, Lt. Mitrushi and Officer Jalbert answered questions about the City of Dover and engaged in casual conversations with attendees.



Officer Jalbert and Lt. Mitrushi presented the NH Safe Streets for All traffic safety presentation at Langdon Place.

On May 19, 2025, Lt. Mitrushi and Problem Oriented Policing Officer Palmer attended the Downtown Business Owners meeting at the Dover Chamber of Commerce. Much of the discussion at the meeting was around the city’s response to homelessness and encouraging businesses to contact the police when a disturbance is occurring.

On May 28-29, 2025, Lt. Mitrushi and Social Work Unit Supervisor Kaitlin Jones taught an 8-hour Mental Health First Aid course to 27 City of Dover employees. Mental Health First Aid is a skills-based training course that teaches participants about mental health and substance-use issues. The class provides students with the ability to recognize signs and symptoms of someone who may be experiencing a mental health challenge or someone in crisis and provides students with the tools to connect the person with the appropriate resources available. The goal of the class is to reduce stigma around mental health and dispel any misconceptions people may have. This is part of an on-going effort to train every city of Dover employee in Mental Health First Aid.

Lt. Mitrushi created 11 social media posts in May.

Problem-Oriented Police Officer

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

Throughout May, Officer Palmer conducted ride-alongs with citizens from the community involved in different leadership programs. Officer Palmer, Officer Gore, and the Dover Fire Department met with residents of Strafford County's Riverside Rest Home, who spent time speaking with the Officers and taking pictures. Officer Palmer and Officer Gore also attended the Community Action Partners Touch-a-Truck event. During the event, Officer Palmer and Officer Gore handed out stickers, ice cream, and slushy coupons.



Officer Palmer and Dover Fire Department visiting with residents of Riverside Rest Home.

During May, Officer Palmer conducted foot and bike patrols of the downtown business district and community trail. Officer Palmer assisted the patrol with various calls throughout the month and conducted several walks of the Dover Community Trail. Officer Palmer assisted patrol throughout the month of May and made ten arrests.

Officer Palmer located one abandoned campsite and four active campsites on the City of Dover property while ServePro conducted clean up. Several subjects experiencing homelessness/substance abuse disorders and offered services. Officer Palmer has worked with

several property owners to issue trespass notifications for individuals loitering or sleeping in nearby apartment complexes and businesses.

In May, Officer Palmer took several reports from the Dover Center for Health and Rehabilitation. He then assisted staff with ongoing resident-to-resident issues.

During the month of May, Officer Palmer assisted the Special Investigations Unit with drug-related cases in Dover, and these cases are ongoing.

Officer Palmer conducted several training sessions on cybercrime, including social media safety for children.

During the month of May, Officer Palmer completed his firearms qualifications and several in house trainings.

Dover Middle School Liaison Officer

In the month of May, Officer Berdecia handled a variety of calls for service, which included six non-criminal juvenile matters, four school property checks, three traffic related incidents, and two sex offense reports. Of the calls Officer Berdecia handled, two were referred to the Special Investigations Unit and one resulted in school sanctions.

On May 6, 2025, Officer Berdecia assisted with investigating an alleged sexual assault between juveniles that occurred on the afternoon elementary school bus ride. The case was referred to the Special Investigations Unit.

On May 8, 2025, Officer Berdecia investigated a past tense sexual assault allegation that a student reported to a Dover Middle School (DMS) Counselor. Officer Berdecia spoke with the student and their parents, providing them with information about the process moving forward as well as support. He then conducted a minimal facts interview with the student and forwarded the case to the Special Investigations Unit.

On May 30, 2025, Officer Berdecia investigated a report that a 6th grade student allegedly got physical with another student and threatened to assault the other student after school. Officer Berdecia reviewed the school surveillance video with DMS staff. Officer Berdecia spoke with the victim and their mother, providing them with options on how to handle any ongoing issues with the aggressor. The aggressor was issued an Out of School Suspension (OSS).

Dover High School Liaison Officer

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

Officer Jalbert assisted Bellamy Academy staff with a student that had left the building. The involved student has a safety plan due to significant ongoing struggles with their mental health. Officer Jalbert was able to de-escalate the student, and get them back to the building where they waited for a parent to pick them up.

Officer Jalbert issued a motor vehicle summons to a student driving a vehicle with a juvenile passenger hanging out of the window, not secured by a seatbelt. The student was counseled on their responsibility as a driver to ensure the safety of all persons in their vehicle at all times.

Officer Jalbert investigated a case involving the damage to a personal laptop belonging to a student. Officer Jalbert found that the laptop was damaged by another student. The student received school sanctions, and the case was forwarded to the Special Investigations Unit for follow up.

Officer Jalbert responded to and investigated an incident where a nineteen-year-old student initiated a fight with another student, by punching them in the face in the hallway. The nineteen-year-old was issued a summons to appear in court for one count of Simple Assault. The other involved student, a juvenile, received school sanctions.

Officer Jalbert took a report from a student involving a past tense domestic violence assault involving another DHS student that took place in a Maine jurisdiction. Officer Jalbert took a brief initial report, and contacted the Somerset County Sheriff's Office in Maine. Officer Jalbert provided the report to a Deputy in order for them to follow up on the case.

Officer Jalbert worked with DHS Administrators and C&W Services staff to help facilitate the return of keys from a terminated employee. Officer Jalbert was able to retrieve the keys from the employee's aunt, a current C&W employee. Due to safety concerns, a trespass order was issued to the former employee by Somersworth PD, banning the former employee from all Dover Schools for the next two years.

Officer Jalbert spoke with main office staff after a male called, reporting that the school needed to kick a student out ASAP, and alluded to the fact that the student's nickname was "shooter." Staff advised that the male wasn't making sense, and hung up. Officer Jalbert identified the male by the phone number they used, and contact Concord Police where they live. Officer Jalbert learned that the male suffers from significant mental health issues, and will call random agencies, reporting strange information. After speaking to Concord Police, Officer Jalbert determined there was no threat to school safety.

Officer Jalbert assisted St Mary's Academy in navigating a complex student issue while making sure they were following proper procedure for mandated reports, in addition to ensuring the safety of students and staff.

Officer Jacob Watkins has been selected to be the next Dover High School Resource Officer for the 2025-2026 school year, and will begin in the fall of 2025. Officer Jalbert developed a field training program for future SROs in order to better prepare them for their assignment. Officer Watkins spent two weeks with Officer Jalbert in May, where he was able to learn day to day duties of both the high school and middle school SROs. Officer Watkins was provided introductions to the administration at the SAU, DHS, and DMS.



Officer Jalbert was recognized for her service to the staff and students at Dover High School over the past 4 years in a surprise Thank You celebration.

Officer Jalbert and Officer Watkins facilitated an emergency mental health evaluation of an eighteen-year-old student who was at home, and expressing suicidal ideation to friends and school staff. The student was transported by their significant other's mother, and received an evaluation at Dover Emergency Room.

Whittier Falls Liaison Officer

During the month of May 2025, Officer Gore responded as primary to 115 calls for service and secondary to 11 calls for service. Officer Gore logged 27 community contacts, completed 15 background checks, conducted foot patrols/property checks, issued DHA trespassing notifications, conducted 13 motor vehicle stops issuing 4 citations, completing 1 warrant & assisted patrol on various calls for service due to high call volume. The remaining calls for service consisted of assist citizen, checkups, welfare checks, disturbances, alarms, 911 calls, foot patrols, and motor vehicle accidents. Officer Gore was also on vacation this month which is the result of the lower number of calls for service.

Officer Gore continues to be a presence in the DHA community and schools, in an effort to build relationships, conduct foot patrols/property checks, and address residents' concerns.

For the third year, Officer Gore attended a family fun event at the Woodman Park School. Officer Gore opened up his cruiser for families, students, and community members to take a look inside, ask questions, and take pictures. As always, Officer Gore enjoys socializing with the community, assisting the schools with events, and bridging the gap between the community, the police, and the schools.

On May 18, 2025, Officer Gore made an appearance at the Garrison School Fair/Carnival. Officer Gore gave out stickers and free ice cream cards to kids at the event.

Officers Gore and Palmer attended the Community Partners Touch-a-Truck event. Officer Gore and Officer Palmer met with several families and gave out stickers, ice cream tickets, and slushy coupons. Many families took pictures with the officers and explored the police cruiser.



Officer Palmer and Officer Gore at the Community Partners Touch-a-Truck event.

Social Work Unit

Social Work Unit Supervisor

Kaitlin Jones had 7 new cases in May 2025. In total, Kaitlin Jones has had 33 cases in 2025.

Throughout the month of May, Kaitlin Jones attended and participated in a number of events and meetings. This included weekly case review with the Tri-City Homeless Outreach meeting, biweekly case review with the Directors of Dover City Welfare and Dover Housing Authority and the NH PSW Peer Support Group monthly meeting, in addition to a networking meeting with Jack O'Connor from Live Free Recovery. Kaitlin Jones attended the Upper New England PLA Spring Event in Portsmouth, NH, the NH Prevention Conference in Concord, NH, and the NASW Annual Conference in Bretton Woods, NH. Kaitlin Jones attended and participated in the YMCA Tri-City Event in Rochester, NH, and the SCPHN Annual All Partner meeting in Dover, NH.



Kaitlin Jones attended the National Association of Social Work Conference in Bretton Woods, NH.

Kaitlin Jones continued conversations with the University of New Hampshire's Social Work Department to discuss Dover PD's Social Work Unit, advancement of the MSW internship program, workforce development, and ways to strengthen the relationship between DPD and the University overall.

Kaitlin Jones and Bridget Ryan met with Dr. Nikhil Tomar and Dr. Katie Godshall of UNH to discuss data collection, collaboration, and internship expansion.

Outreach Social Worker (OSW):

This position was still vacant in the month of May. Interviews were conducted in March 2025, a background investigation was conducted in April and May, and a job offer was made to a candidate. The position has now been filled and the new Outreach Social Worker will begin July 7, 2025.

Youth & Family Social Worker

Alexis Taatjes had 11 new cases in May 2025. In total, Alexis Taatjes, has had a total of 55 cases in 2025.

General management is offered to youth and families when a child is involved in a call for service (CFS) or the family needs additional supports, but does not meet criteria for ACERT or DCYF Liaison Case Management. Of the 10 new cases in May, 11 of them were General Case Management.

DCYF & Juvenile Detective Liaison case management is offered to youth and families referred by the Juvenile Detective, to collaborate with the assigned DCYF CPSW to provide supplemental case management services. Of the 11 new cases in May, none of them were DCYF & Juvenile Detective Liaison.

Throughout the month of May, Alexis Taatjes participated in meetings and trainings with various local organizations in an effort to build new connections and maintain collaboration with providers, to include: Upper New England PLA Spring Event, NH Prevention Conference, Case Review Dover House Authority and Dover City Welfare, Strafford County Healthy Living Coalition, Culturally Responsive Engagement with the LGBTQ+ Community: A Practical Allyship Training by NH Outright, Creating a Culture of Care: Addressing Compassion Fatigue by AdCare Educational Institute of Maine Inc, Use of Professional Self and the Parasympathetic Nervous System by NHADACA, and the Strafford County Public Health Network All Partner Meeting.

Traffic Bureau

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

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

Lt. Speidel fulfilled the role as police representative for the Planning Technical Review Committee (TRC) at its scheduled meetings on May 8, 15, 22 and 29. Projects under review during these meetings included a solar facility on Crosby Road, master plan review of a development off Littleworth Road, a commercial facility addition on Crosby Road, a mixed use development on Old Rochester Road, and staff discussion of logistical issues pertaining to the committee. Staff review of each project helps flesh out technical aspects in the purview of police, fire, engineering, and economic development to resolve potential conflicts before submission to the Planning Board.

Lt. Speidel was the primary City liaison with CSX Transportation officials who are coordinating a regional project to replace railroad ties along the corridor from Plaistow, NH to Brunswick, ME. CSX tie team crews began working in April and work to perform rail bed maintenance along the corridor, which results in temporary closures of numerous grade crossings. The City of Dover has two key grade crossings at Chestnut/Third and at Central Avenue. Lt. Speidel prepared and deployed a traffic control detour allowing for the two-day closure of the Central Avenue (Route 108) rail crossing on May 2-3. CSX has indicated it intends to return later this summer to do similar work at the Chestnut/Third grade crossing.



Central Avenue railroad crossing closure on May 2-3, 2025

Lt. Speidel worked with staff and volunteers from Zebra Crossings in coordinating the Moms on the Run 5K road race event on May 11. This was another of the ten scheduled events in the Dover Race Series. Lt. Speidel prepared a plan for the deployment of directional signs, barricades and cones to facilitate road closures, parking restrictions and traffic diversions. Lt. Speidel also worked with the New Hampshire Department of Transportation to secure a permit and arrange for closure of the Spaulding Turnpike Exit 7 off-ramp during the race.

Lt. Speidel coordinated all traffic control particulars and police personnel assignments for the Spirit of Recovery 5K run/walk on May 18, which is another event in the Dover Race Series. The 15th Annual Spirit of Recovery event was a fundraiser to benefit the Triangle Club of Dover.

On May 20, several members of the Dover Police Department assisted Woodman Park Elementary School PTA and staff with the celebration of its annual Bike/Roll to School Day event.



Officer Palmer meets with a student before embarking on the ride along the Community Trail from the Transportation Center to Fisher Street

Lt. Speidel and Officer Malsbury handled traffic control at key locations on the route to ensure student safety and Officer Palmer rode with the kids. National Bike to School Day helps raise awareness of the need to create safer routes for bicycling and walking and emphasize the important of increased physical activity among children, pedestrian and bicycle safety, reducing traffic congestion, and concern for the environment. The police department had a supply of free bicycle helmets available for youths during the event – thanks to a partnership with the NH Brain Injury Association - and remind

caregivers that New Hampshire law requires all bicycle riders under the age of 16 to have a properly fitting helmet.

The Dover Police Department's Driver Feedback and Speed Monitoring mobile trailer was deployed during the month of May in several locations - including Spur Road, Middle Road, Mast Road, and Sixth Street.

On May 19, Lieutenant Speidel joined staff from the Planning and Community Services Departments at the regular meeting of the Transportation Advisory Commission. Lt. Speidel prepared the meeting agenda and related materials and helped coordinate correspondence with citizens with interest in agenda items. Lt. Speidel also coordinated staff preparation and follow-up of the committee recommendations. Agenda topics included pedestrian safety concerns on Sixth Street and Old Rollinsford Road, a resident concern regarding on-street parking along Fourth Street and Chestnut Street, a resident request for consideration of a railroad "quiet zone", the City's Bicycle Friendly Streetscape Guidelines, 2025 paint-based bicycle infrastructure recommendations, and a new stop sign proposal.

On May 25, Lt. Speidel worked closely with the Casey family to coordinate the inaugural 5K road race fundraiser to honor the memory of Captain Jack Casey, a USMC helicopter pilot who was killed - with four other crewmen - while on active duty on February 7, 2024. Proceeds from the 5K will help fund a STEM scholarship for local high school seniors and cadets at Virginia Military Institute, Lexington VA. Lt. Speidel helped plan the race route, and coordinated police traffic control logistics and street closures for the event.

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

- Vagabonds Faire renaissance fair event at Henry Law Park, May 3
- Knights of Columbus Tootsie Roll road toll fundraiser, May 3
- American Cancer Society Relay for Life team fundraiser road toll, April 26
- Downtown street lights replacement pilot project, Central/Third detour, April 28

Standards Unit

On May 2, Prevention Services Unit Supervisor Vicki Harris, Teen Center Director Steve Pappajohn, and Prevention Programmers Bridget Ryan, and Conor Wiley attended a one-day conference entitled Community Approaches to Prevention and Well-Being. The conference focused on exploring strategies for fostering resilient communities.

On May 5-9, Lieutenant Matt Travaglini and Officers Wade Watkinson and Ian LaBelle attended Crisis Intervention Training (CIT) Mental Health Awareness & De-escalation training held in Concord, NH. The New Hampshire chapter of the National Alliance for Mental Illness (NAMI-NH) facilitates this interactive training to provide extensive information on people living with mental illness – primarily focusing on those that commonly result in law enforcement contact. The training also provided techniques for de-escalation during these interactions with the safety of all involved being the primary goal. The training highlights best practices, improves community

partnerships, and helps communities develop processes to serve people affected by mental illness with response and dignity. Topics covered included suicide prevention, basic de-escalation and intervention strategies, the stages of escalating crisis, PTSD, and Veterans. The Dover Police Department now has 100% of its officers certified in CIT.

On May 6, Lt. Nadeau attended the 2025 Right-to-Know Law: Public Meeting & Governmental Records Workshop. Attorneys addressed managing virtual public access and allowing public body members to participate remotely when their physical attendance is not reasonably practical. The attorneys also addressed statutory changes regarding keeping an inventory of non-public session minutes, exemptions for attorney-client communications, deliberating in non-public session to discuss unsealing minutes, and limiting the nondisclosure of minutes related to the sale or acquisition of real or personal property.

On May 5-9, Officer Tim David attended SWAT I. The New Hampshire Tactical Officers Association instructs this training throughout a full week, at locations around New Hampshire. Attending this school allows Officer David to have the knowledge of what tactics are used and gives him a certification to be able to work the Strafford County Regional Tactical Operations Unit.

On May 6-7, Officer Stephanie Pabis attended Introduction to Photograph, held at NH Police Standards & Training. This course introduced officers to the basic concepts of crime scene and evidence photography, which included camera options, composition and focus, lenses, distortion issues, exposure triangle, shutter speed, aperture, ISO, depth of field and digital workflow.

On May 7-8, Officer Kitchen attended Advanced Roadside Impaired Driving Enforcement, held at NH Police Standards & Training. This ARIDE course trained law enforcement officers to observe, identify and articulate the signs of impairment related to drugs, alcohol, or a combination of both, in order to reduce the number of impaired driving incidents as well as crashes, which result in serious injuries and fatalities.

On May 13, several officers attended Intoxilyzer Re-certification. This re-certification is mandatory annually in order for officers to conduct the breathalyzer exams.

On May 13-14, Officer Stephanie Pabis attended Advanced Photography, held at NH Police Standards & Training. This course reviewed basic concepts of crime scene and evidence photograph that were taught in the Intro to Photograph course, then introduced advanced applications such as; lighting options, photographing reflective surfaces, dealing with motion, painting with light, photographing a projectile trajectory, photographing latent print fluorescence, and photographing chemiluminescence.

On May 19-23, Officer Tim David attended MAPWKA K9 Seminar/Certification held in Chicopee, MA. This one-week course offered hands-on training and NAPWDA certification for K9 teams of all levels. Trainers from the North American Police Work Dog Association were in attendance to test and certify canines in Patrol/Utility, Narcotics Detection, Explosives Detection, Cadaver, and Tracking/Trailing.

On May 19-23, Detective Molly Martuscello, Officers Stephanie Pabis, Carmen Cusick, and Derek O'Neil attended Shooting Reconstruction, held at the Dover Police Department. The Practical Shooting Reconstruction course is designed for police officers, detectives, criminalists, forensic scientists, and crime scene investigators who would be tasked to investigate a shooting scene. The course focused on firearms mechanics; ballistic trajectories; how bullets interact with various surfaces; and practical recognition, documentation, processing, and analysis of shooting scene evidence. Students will review real-world cases, investigate mock scenes, and gain experience with empirical testing and experimentation.

On May 19-20, Social Worker Kaitlin Jones attended the National Association of Social Workers (NASW) NH 2025 Conference held in Bretton Woods, NH. This conference had workshops, professional development, and keynote speakers addressing the current social work landscape and the direction society and the profession is headed. Workshops included trauma informed interventions, working with youth with intellectual and developmental disabilities, understanding the needs of older adults, culturally responsive best practices for suicide prevention, ethics, burnout, self-care, and more.

On May 21, Sergeant David Collis attended Less Lethal Training held in Portsmouth, NH. The Less Lethal Impact Projectiles Instructor Course is designed to familiarize attendees with less lethal weapons, impact munitions and deployment tactics. Topics covered included instructor development techniques, less lethal force philosophy, case law, policy issues, technology overview, deployment tactics, product demonstrations, and less lethal practical scenarios.

On May 21, Social Worker Alexis Taatjes attended Use of Professional Self and the Parasympathetic Nervous System. This training explored two distinct areas and the overlap of the two. Participants explored skills in advancing the use of professional self. They also advanced their understanding of when and how to engage the parasympathetic nervous system with those in need. Because of this training, the participants are able to recognize the power of the professional relationship; describe how implicit biases are formed and the impact on professional engagement; explain skills in challenging implicit biases, and apply skills in parasympathetic engagement for self-care and wellness.

Special Services Bureau

Special Investigations Unit:

During the month of May 2025, 11 registered sex offenders were processed by the Dover Police Department's Special Investigations Unit. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

SIU detectives presented 4 investigations to a Grand Jury for indictment. All of the presentations resulted in a "true bill", meaning the Grand Jury determined that probable cause existed that the accused committed a crime. Cases presented to the Grand Jury are classified as a felony offense or a misdemeanor with an enhanced penalty.

SIU detectives investigated 1 unattended death in May 2025.

SIU detectives attended 3 forensic interviews at the Strafford County Child Advocacy Center. These interviews are designed to document detailed information about alleged crimes that were experienced or witnessed by children.

SIU detectives investigated a fatal motor vehicle crash on Sixth Street. The investigation is ongoing.

In May 2025, 5 cases were forwarded to the Strafford County Attorney's Office for review and Grand Jury indictment.

As the result of a SIU investigation, a 33-year-old Dover man was arrested for Second Degree Assault, a felony offense, and 3 misdemeanor charges of Domestic Violence related Simple Assault.

SIU detectives obtained 2 search warrants to further ongoing a criminal investigation.

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

SIU detectives referred 10 police reports to the Division of Children, Youth and Families. These informational referrals are for incidents that officers responded to in which children witnessed or were alleged victims of criminal acts or other concerning conduct.

The Special Investigations Unit investigates Internet-based crimes occurring in Dover as assigned by the Internet Crimes Against Children (ICAC) Task Force. In May 2025, SIU detectives had 1 active ICAC case.

At the end of May, detectives had 29 open investigations.

Parking Bureau

Given the recent metering of Third Street west of Chestnut Street, along with Grove Street, the Parking Bureau provided information to the owner of the Musical Arts of Dover, and other businesses in the area, to pass along to the parents of her students. She was provided information about the meter rates and hours, along with payment options.

Parking Bureau staff posted parking restrictions on 22 roads in May for various Community Service projects.

May	May-25	May-24	May-23	Fiscal YTD 2025	FY 2024	FY 2023
Meter Activity - Total						
Meter Transactions	50,416	48,990	45,904	516,591	547,885	522,502
Income at Meters	\$124,557	\$98,172	\$90,694	\$1,186,056	\$1,127,158	\$1,028,074
Active Meter Days	26	26	26	277	301	301
Average Daily Meter Transactions	1,939	1,884	1,766	1,865	1,820	1,736
Meter Activity - Parking Garage						
Meter Transactions	2,328	2,471	2,501	28,059	29,338	32,802
Income from Meters	\$7,940	\$7,306	\$7,076	\$94,926	\$86,980	\$92,896
Active Meter Days	31	31	31	335	365	365
Average Daily Meter Transactions	75	80	81	84	87	109
Permit Activity						
Total Parking Permits Issued	812	815	770	9,061	9,743	9,420
Permit Income	\$26,604	\$23,413	\$19,434	\$392,727	\$381,967	\$362,741
Parking Ticket Activity						
Total Parking Tickets Issued	1,257	1,268	704	14,734	11,239	8,445
Parking Ticket Income	\$34,143	\$19,955	\$17,694	\$351,571	\$235,326	\$207,626
Number of times EV Stations Used	52	71	57	602	800	693

K-9 Unit

On May 1, 2025, Officer David and K9 Vision deployed on a criminal track, searching for a male who was a suspect in a stabbing. K9 Vision began tracking away from the crime scene. During the track, another officer was able to get the suspect on the phone. K9 Vision continued tracking towards Route 16 and Sullivan Drive. The suspect advised the other officer that he was in the back of the cemetery in the area, the direction that K9 Vision was tracking. The track continued to Sullivan Drive, where K9 Vision was unable to continue the track, as there was seemingly no longer human odor. K9 Vision was utilized to continue to check the area, but with negative contact. It is believed that the suspect was likely picked up in a vehicle on this road.

On May 28, 2025, K9 Vision was deployed to sniff the exterior of a vehicle in an attempt to locate the presence of the odor of narcotics. K9 Vision showed slight interest in the vehicle, but ultimately did not alert or indicate to the presence of narcotics.

Accident Reconstruction Team

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

Dispatch Communications

	<i>May 2024</i>	<i>May 2025</i>
<i>Radio Transmissions</i>	17,445	17,545
<i>Phone Calls</i>	6,936	6,691
<i>911 Calls</i>	346	452
<i>Police Alarms Received</i>	71	79
<i>Fire/Medical Alarms Received</i>	70	47
<i>Lobby Traffic</i>	1,790	2,045

Patrol

Patrol Activity	May 2024	May 2025
Calls for Service	2,404	1,833
Traffic Stops	527	832
Initiated Non-Enforcement Related Contacts	192	123
Incidents handled by Patrol Officers	3,123	2,788
Responded to Emergency 911 Calls	14	48
Responded to Alarms	83	94
Responded to Traffic Accidents	94	79
Issued Traffic Citations	-	72
Arrests Made	69	67
Number of Police Reports, Department Wide	-	554

- Conducted checks of the Community Trail.
- Conducted daily checks of the Transportation Center.
- Conducted daily checks of City parks.
- Conducted daily checks of the parking garage
- Conduct daily checks of the McConnell Center / Library parking area.

Calls for Service by Priority Code:

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

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

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

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

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

<u>May 2024</u>	
Priority 1:	122
Priority 2:	126
Priority 3:	1,233
Priority 4:	1,231

<u>May 2025</u>	
Priority 1:	132
Priority 2:	105
Priority 3:	1,479
Priority 4:	728

Animal Control

Total Calls for Service: 68	Breakdown:
Handled by Officers/Dispatch: 53	Found/Loose Animals: 34
Handled by Animal Control Officer: 15	Welfare Checks: 14
	Animal Bites: 3
	Misc/Other: 17

The Animal Control Officer responded to 15 voicemail messages and followed up on four reports originally taken by patrol officers.

Public Library

Renovation work continues at the Dover Public Library. Demolition is complete and now the work of rebuilding begins! There are now openings in the Library building, on the parking lot side of the building, in preparation for the addition. There is duct work being installed in the attic and new ceilings on the main and 2nd floors. The crews are preparing for steel to go into the basement level of the building, and are digging for structural columns to be put into place.

Don't forget to visit the DPL staff in our temporary location in the McConnell Center next door the DPL. Visit the DPL's Facebook page for renovation updates and photographs!



Programming

The Dover Public Library sponsored 62 programs in May and 1,672 patrons attended. Highlights of the month's programming are as follows:

On Monday, May 19, Dover Public Library hosted its Evening of Poetry in the City Hall Auditorium to celebrate the conclusion of the 23rd Annual Poetry Contest. 93 attendees came to congratulate the winners of this year's contest and hear the contest participants share their poems with the audience.



Evening of Poetry

Retired UNH professor and world traveler, John Bunker, joined Dover Public Library on Wednesday, May 21 for an informative presentation on his tips and tricks for exploring the National Parks. Bunker provided a handout of his top 10 things to know and showed those who attended what to expect when visiting the parks, especially with current changes. Majority of the 24 people in the audience had either visited a National Park or planned to in the near future and found Bunker's advice very helpful.

On Wednesday, May 14th The Dover Public Library Children's Room took part in Family Night at Woodman Park Elementary School. This event is a yearly tradition that is sponsored in part by The Seymour Osman Community Center, and the PTO of Woodman Park. This year, Children's Librarian Crystal Lisbon and Library Assistant Inga Gardner attended. They promoted the forthcoming 2025 Summer Reading Program, handed out small prizes, and spoke to families and children about what the library has to offer. In all, they connected with about 80 people at this event. Family Night is an opportunity for Woodman Park families to come together. The event offers a book fair, ice cream social, food, games, and fun. This was a hugely successful outreach opportunity that the library will look forward to participating in again next year!

On Saturday, May 17th, the Dover Public Library took part in the Open House and Touch-a-Truck Event at the City of Dover's Community Services headquarters. This event, which kicked off National Public Works Week, featured numerous public works vehicles and pieces of equipment for the public to check out, as well as vehicles from Dover Police and Fire departments, and multiple local businesses. Library Assistant Inga Gardner attended. She answered questions about the ongoing renovation, promoted the upcoming 2025 Summer Reading Program, handed out small prizes and grab-and-go crafts, and spoke to children and families about everything that the library has to offer. In all, she connected with about 75 people at this event. This was a hugely successful outreach opportunity that the library looks forward to participating in again!

On Friday, May 16 & May 20, Dover Public Library's Teen and Information Services Librarian Emily Ainaire visited the Dover Middle School and High School libraries for a session of Books and Bites, a program for students to check out new books from the Public Library's teen collection and have a snack. Approximately 82 students attended and checked out over 50 books.

The Dover Public Library will not be a passport acceptance facility during our renovation in 2025. The Library notarized 41 items for a total of \$205 in revenue.

Dover Public Library staff attended trainings in the following area in May:

- Stress and trauma
- Preserving our stories
- Building community-based wellbeing
- Living our values out loud: programs that walk the talk

The Dover Public Library staff made 11 visits to community members via the Homebound Delivery Service in May. Homebound Delivery is steadily growing and provides a vital link to Library services for those who cannot come to the physical building.

Library Metrics:

- May library circulation totaled 16,630 items. (5,257 adult + 4,979 children's print items; plus 6,394 items downloaded including 5,589 audiobooks & eBooks, 542 Hoopla streaming music, movies, and books, and 263 Kanopy plays).
- 94 new library patrons registered; total active cardholders 13,373.
- The Dover Public Library's Book a Librarian service helped 6 community members.
- Community members took advantage of the Library's 3D printer to print 36 items.
- The Library's museum passes were borrowed 131 times saving our community members approximately \$4,071.70 in admission fees.
- Internet and PC uses by the public totaled 556 on library workstations.
- The library's website statistics showed 56,104 page views by 14,827 users in 28,518 sessions.
- The Dover Public Library has 6,496 subscribers to its two monthly e-newsletters—Children's and Adults.
- Library staff posted 108 items to its various social media platforms. Total social media platform followers = 11,182.
-

Public Welfare

It has been an active month at the State and Federal level with a number of executive orders and proposed laws being introduced which have caused concern among Social Service providers about future funding. The enacted, proposed, and potential changes have yet to directly affect Welfare operations and there has not been any observed increase in Welfare spending due to the political activity.

The state-wide Welfare Association has been monitoring proposed state legislation concerning landlord tenant, housing and RSA 165 changes that are being considered.

Dover Welfare served 96 Individuals this month. There are 47 Active cases of which 9 are new clients. There were 96 interviews.

Dover Welfare expended \$22,196 for assistance this month. This is in line with the usual amount expended monthly historically.

\$20,791 was for rental assistance.

Only \$300 was for Emergency Housing in hotels.

Payments for electric assistance totaled \$390.

There was one \$10,000 cremation assistance payment.

A Lien on property for assistance given that with principle and interest totaled \$3400.36 was repaid this month.

There were 594 calls fielded this month, 279 outbound and 315 inbound.

Dover Welfare staff attended online trainings from The Niche Academy on issues concerning homelessness and mental health. All staff attended a Welfare Association Training in Concord.

Director participated in a Health Care Needs assessment interview with Wentworth Douglass Hospital.

Welfare Guidelines were updated and presented to the City Council where they were approved.

Recreation Department

Gym & Programs

Spring sports are on-going. Cocheco Lacrosse is renting fields from Strafford County, Dover Baseball and Dover Youth Softball use a combination of their own fields and City/ School fields, Garrison City FC uses the Shaw's Lane, Dover Little Green Cheerleading uses the Gyms at DMS & DHS in addition to the field at Garrison School.

Outdoor Pickleball courts continue to be popular – all 8 are often full on the weekends, especially in the mornings. Evenings have become extremely popular as the average age of players has decreased. They are open on a first come first serve basis except for Tuesday & Friday mornings when they are reserved by the Dover Senior Center program. The Butterfield gym continues to be utilized during inclement weather for indoor pickleball on a reservation only basis.

Summer Playgrounds Program at Horne Street is full, summer staff are hired, planning is on-going in addition to training new staff. Service requests have been submitted for the basketball court behind the tennis courts to be cleared before the first day of camp (Monday, 6/23).

The Spring 30+ Basketball League continued Monday evenings in the Butterfield gym. There are 6 teams and will play an 8-game regular season followed by single elimination playoffs, wrapping up June 23rd. The Spring Junior High School Co-ed Basketball League concluded May 31st. The White Team was crowned Champions while the seasons individual awards were given to Gavin Goodwin- Free Throw Champion and Parker Redman- Scoring Champion . The Spring High School Co-ed Basketball League had a bye-week May 17th due to Dover High School's Junior Prom. This league will conclude June 7th. Personal and small group basketball training with Colby "Bub" Conway continue at the Butterfield Gym and several young athletes continue working on their game in the off season. Birthday Parties: 0

Indoor Pool & Jenny Thompson Pool

Summer program registration is underway for residents and non-residents. Registration closes on June 4th. There was a gap in May for swim lessons while the staff transitioned to their summer schedules and completed spring classes. Summer swim lessons will begin at the end of June. The lifeguard class beginning May 31st running through June 7th is full with 12 participants. The pool launched a lifeguard prep course for youth ages 14 and above to give prospective participants the tools they need to be successful. The recruitment process ahead of the summer season continues to be a challenge despite efforts to advertise with local school athletic departments, swim



Great Bay Masters First Outdoor Practice of the season



Current North Swim team kicks off their season.

teams, Red Cross online, and social media platforms. The final family float night is a spring into summer luau that was held at the Jenny Thompson Pool May 30th. The Jenny Thompson Pool is open for the season and everything is running smoothly on an early summer pool schedule available to all user groups. Projects: The second pool motor for the Indoor Pool has arrived and will be installed the first week of June. The lights for the Indoor Pool have been ordered and when all parts arrive, the install will take 1-2 days where the pool will close for that install. Coordinating the pool motor install those same two days will be ideal. Birthday Party: 3, Rentals: Current North and Portsmouth Scuba

May 28th the Aquatics Facility Manager trained the Aquatics Program Supervisor and the Recreation Program Supervisor to do various operational duties around the Jenny Thompson Pool, including back washing filters, and cleaning traps.

Dover Ice Arena

There were no ice skating programs in May. The mechanical issue has been fixed and the Arena is on schedule to open July 6th. Staff had to issue refunds or credits for Youth Intro, Coed League and 3 on3 Spring League. Camp Kool Staff is finalized and are set to start Camp on Monday, June 23rd. Staff has been cleaning, painting and routine maintenance on building. Registrations for summer programs are now open. Staff will start ice in procedures mid-June. Birthday Parties: 0, Adult and Youth Stick Practice: 0

Dover Senior Center

The Senior Center continued to hold Chair Yoga, Yoga for Bone Strength, Tai Chi, Dance class, pickleball, as well as daily games and activities. The members celebrated spring with a visit to Pickity Place in Mason NH. Learn to Play Cribbage class was offered for those wanting to join the group.

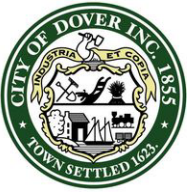


Dover Group at Tour of Colorado National Parks, May 2025
Garden of the Gods and Pike's Peak in the Background

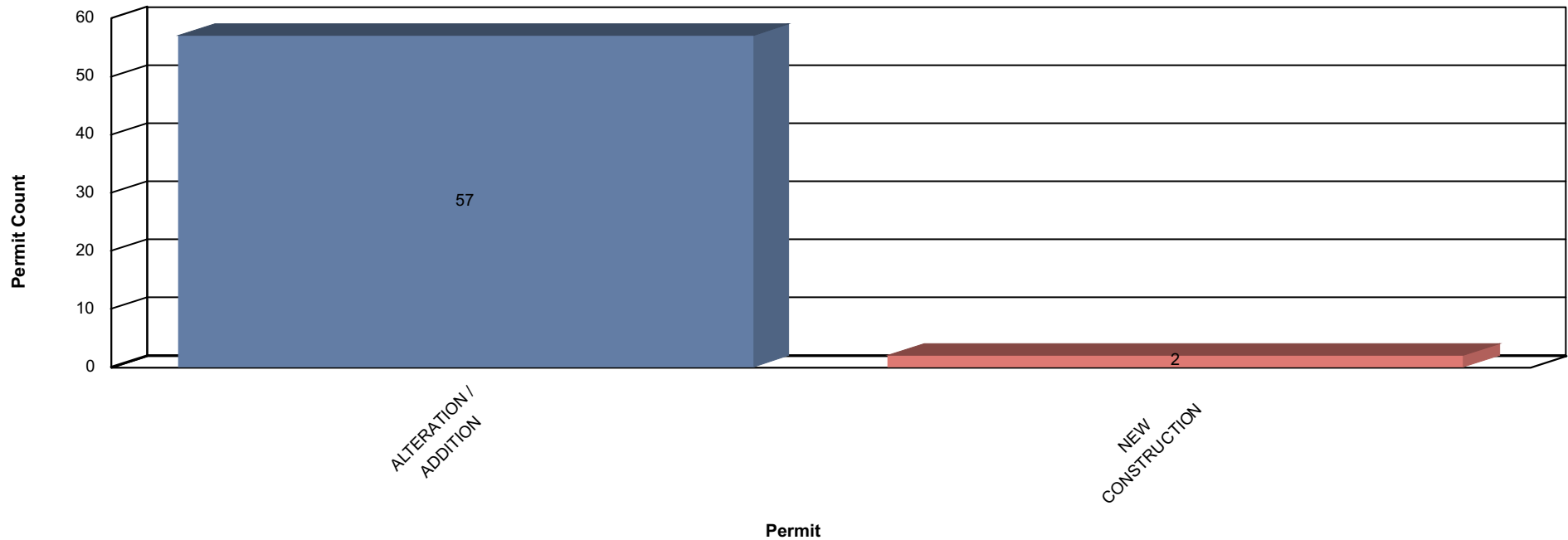


Dover Group at Tour of Colorado National Parks, May 2025
Visiting Colorado Monument

NAME	STREET NAME	Type	Total Units	Units Built*	Units left	Attainable Units	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	L0T	EXPIRATION DATE	SCHOOL	Students**
Mixed Use															
Wooden Ruler	42-44 Third St	M	58	0	58	No	6/27/2023	11/8/2022	Site	P22-60	6	32 & 40	6/27/2028	H	1.74
Equine Properties	239 Knox Marsh Road	M	64	0	64	12	9/26/2023	8/22/2023	Site	SITE2023-0010	H	37A	9/26/2028	W	1.92
Redgate 47 Chestnut	47 Chestnut Street	A	173	0	173	No	9/13/2022	5/10/2022	Site	P21-84	31	5	9/13/2027	H	5.19
Cochecho Waterfront Development	River Street	M	418	220	198	No	8/25/2022	6/14/2022	Site	P21-69	22	1-2 & 1-4	8/25/2027	G	12.54
Downtown Dover Storage, LLC	14 Broadway	A	24	0	24	No	9/13/2022	12/14/2021	Site	P21-29	4	5	9/13/2027	H	0.72
Pointe Place Phase V	Northfield Drive	A	84	72	12	No	10/13/2020	7/28/2020	Site	P20-32	K	19	10/13/2025	G	2.5
Fakhoury	12 Preble Street	A	12	0	12	No	9/23/2023	2/18/2019	Site	P19-11	4	76	9/23/2028	H	0.4
Soujour	66 Third Street	A	10	0	10	No	7/2/2020	1/29/2020	Site	P19-61	31	7	7/2/2025	H	0.3
Little Bay Marina	421 Dover Point Road	A	25	24	1	No	7/31/2020	2/25/2020	Site	P19-05	8	9,10,11,	7/31/2025	G	0.8
Total: Mixed Use			868	316	552	12									26.0
Multi-Family:															
Our Place, Inc	Durham Road	A	9	0	9	No		10/8/2024	Site	SITE-2024-0004	H	4-Jun		G	1.1
H.J. Stabile & Son, Inc.	Fisher St.	H	21	17	10	No	7/23/2024	6/11/2024	Site	SITE-2023-0015	15	40-A	7/23/2029	W	2.5
Robert Baldwin	Ember Drive/34 New Rochester	H	15	12	3	TBD	5/6/2024	1/23/2024	Site	SITE-2023-0007	39	103	5/6/2029	H	1.8
Knox Marsh Development LLC	757 Central Ave	M	7	1	6	No	11/21/2022	7/26/2022	Site	P22-15	28	7	11/21/2027	H	0.8
DHA Whittier Street	48 Whittier Street	A	6	6	0	6	9/13/2022	6/28/2022	Site	P21-37	33	1-A	9/13/2027	W	0.7
McIntosh Dover, LLC	23 Cataract	A	128	78	50	78	8/13/2024	6/25/2024	Site	WAIV-2024-0010	13	23 & 34	8/13/2029	W	15.4
Marker 44	87 Portland Ave	A	32	0	32	No	6/11/2019	11/13/2018	Site	P-18034	24	114	6/11/2024	H	3.8
Total: Multi-family			218	114	110	84									26.2
Subdivisions:															
Sophie/Banner Part 2	Cold Springs/Sophie	H	8	1	7	No	5/27/2025		Site	SITE-2025-0015	H	47-A		W	1.0
566 Sixth St	566 Sixth St	H	5	1	4	No	5/27/2025		TBD	SUBM-2024-0005	B	4-F		H	1.0
210 Tolend Rd LLC	210 Tolend Road/Emerald Ln	H	32	1	31	No	5/13/2025			SUBM-2025-0001	F	3		W	3.8
Stonearch Development Corp	63 & 65 Tolend & 22 SunHawk	H	27	5	22	No		8/23/2023		SUBD-23-0005	E	65 & 65-1		W	3.2
Chinburg Development, LLC	Gulf Rd & Oak St.	H	11	5	6	No	9/26/2023	6/27/2023	10/25/2023	SUBD-23-0001	N	13-1	9/26/2028	H	1.3
Settlement on Sixth	447 Sixth Street	H	11	10	1	No	2/8/2022	11.9.2021	Site	P21-43	B	5	2/8/2027	H	1.3
Khavari	Leather's Lane	H	40	40	0	No	4/27/2021	12/15/2020	Site	P20-71	I	4-A	4/27/2026	G	4.8
Georgakilas/Middle Road	Hayden Drive	H	13	8	5	No	12/15/2020	10/27/2020	12/15/2020	P20-51	M	102-12	12/15/2025	G	1.6
Lawrence & Cheryl Mulcahy	71 Glenwood Road	H	7	0	7	No	4/27/2021	1/26/2021	4/27/2021	P20-18	D	20	4/27/2026	H	0.8
Porch Light Drive	Cataract Ave	H	18	16	2	No	5/10/2022	3/8/2022	5/11/2022	P19-80B	14	10-G	5/10/2027	W	2.2
RV Paolini Construction, LLC	Cottage Park Drive	M	5	2	3	No	6/18/2019	12/11/2018	Site	P18-45	M	6	6/18/2024	G	0.6
Ayer	Eagan Drive	H	17	11	6	No	11/17/2017	4/11/2017	1/10/2018	P16-25	N	18	11/17/2022	G	2.0
Arch St	Fresian Drive	H	11	0	11	No	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	1.3
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	No	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	1.2
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	4	5	No	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	H	1.1
StoneCroft	Carriage Hill Ln	H	11	10	1	No	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	1.3
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	30	2	No	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	3.8
Weeden	Garrison Rd	H	4	3	1	No	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	0.5
Total: Subdivisions			226	152	74	0									27.1
Elderly:															
Arbor Woods Townhomes	Cielo Dr	H	56	0	56	No		9/13/2022		P06-25F	H	4		W	
Arbor Woods	Cielo Dr	H	72	68	4	No	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			128	68	60	0									
TOTAL APPROVED UNITS			1440	650	796	96									



PERMITS ISSUED BY WORK CLASS (05/01/2025 TO 05/31/2025) FOR CITY OF DOVER, N.H.



Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	<i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	<i>Applied Online Assigned To</i>	Parcel
ALTERATION / ADDITION							
BLDM-2025-0169	Building - Minor 04/18/2025 R-12 Residential - Medi	Alteration / Addition 05/01/2025 \$245.00	Issued 10/31/2025 0	48 Glenwood Av, Dover, NH \$20,004.00	Residential	None Yes Thomas Abbott	36018-000000
<i>Description: TO REMOVE AND REPLACE (7) WINDOWS, (1) STORM DOOR. LIKE FOR LIKE; NO STRUCTURAL ALTERATIONS.</i>							
BLDM-2025-0166	Building - Minor 04/17/2025 R-12 Residential - Medi	Alteration / Addition 05/01/2025 \$75.00	Issued 10/31/2025 2,000	15 Woodland Rd, Dover, NH \$14,557.63	Residential	None Yes Thomas Abbott	17095-F00004
<i>Description: Remove and replace roof with new architectural shingles</i>							
BLDM-2025-0121	Building - Minor 03/27/2025 R-40 Residential - Rura	Alteration / Addition 05/02/2025 \$75.00	Complete 11/18/2025 1,218	15 Nicholas Cr, Dover, NH 05/22/2025 \$16,250.00	05/22/2025 Residential	None Yes	B0018-021000
<i>Description: Tear off and replace underlayment, ice and water, shingle, drip edge, flashing, and trim. Ice and water on eaves, rake edges, overhangs and valleys. No structural changes.</i>							

PERMITS ISSUED BY WORK CLASS (05/01/2025 TO 05/31/2025)

Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	<i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	<i>Applied Online Assigned To</i>	Parcel
BLDG-2025-0015	Building - Major 02/20/2025 R-20 Residential - Low	Alteration / Addition 05/02/2025 \$795.00	Issued 11/01/2025 510	9 Pearson Dr, Dover 03820 \$70,000.00	Residential	None No Jim Maxfield	L0046-C00000
	<i>Description: 20x20 bedroom and extend existing bathroom</i>						
BLDM-2025-0146	Building - Minor 04/08/2025 RM-SU Residential - Su	Alteration / Addition 05/02/2025 \$36.00	Issued 11/01/2025 50	54 Sylvan Dr, A, Dover, NH \$1,000.00	Residential	None Yes Thomas Abbott	I0020-A00004
	<i>Description: Replace living room window</i>						
BLDG-2025-0055	Building - Major 04/17/2025 CM Non-Residential - C	Alteration / Addition 05/02/2025 \$1,804.00	Issued 11/01/2025 2,356	11 Faraday Dr, Dover 03820 \$410,612.00	Non-Residential	None Yes Jim Maxfield	G0001-L00000
	<i>Description: New pre-engineered steel storage building.</i>						
BLDM-2025-0190	Building - Minor 04/29/2025 R-12 Residential - Medi	Alteration / Addition 05/06/2025 \$75.00	Issued 11/05/2025 1,100	16 Maplewood Av, Dover, NH \$7,900.00	Residential	None Yes Thomas Abbott	D0045-000000
	<i>Description: Roof Replacement</i>						
BLDM-2025-0195	Building - Minor 05/04/2025 R-40 Residential - Rura	Alteration / Addition 05/06/2025 \$245.00	Issued 11/05/2025 300	131 Littleworth Rd, Dover, NH \$20,000.00	Residential	None Yes Thomas Abbott	F0021-000000
	<i>Description: Adding 4x7 half bathroom, New kitchen</i>						
BLDM-2025-0109	Building - Minor 03/18/2025 R-20 Residential - Low	Alteration / Addition 05/06/2025 \$135.00	Complete 12/02/2025 144	43 Littleworth Rd, Dover 03820 06/05/2025 \$9,800.00	06/05/2025 Residential	None Yes	G0028-001B00
	<i>Description: replace front steps with new ones and extend a little bit into a front porch.</i>						
BLDG-2025-0064	Building - Major 04/22/2025 R-12 Residential - Medi	Alteration / Addition 05/07/2025 \$6,812.00	Issued 11/26/2025 1,715	15 Gradys Ln, Unit 1 & Unit 2, Dover, NH 05/30/2025 \$616,630.37	Residential	None Yes Jim Maxfield	I0052-E00000
	<i>Description: Build a two story addition attached to the left side of the existing home. The first floor will be a separate dwelling unit, distinguishing the property as a two family. The second floor will be part of the original house.</i>						
BLDM-2025-0199	Building - Minor 05/05/2025 R-12 Residential - Medi	Alteration / Addition 05/07/2025 \$542.00	Issued 11/06/2025 0	2 Redden St, Dover, NH \$46,842.27	Residential	None Yes Thomas Abbott	36005-B00000
	<i>Description: Remove and install 8 windows, 1 entry door and 1 storm door-like sizes. No structural changes.</i>						
BLDM-2025-0184	Building - Minor 04/28/2025 R-40 Residential - Rura	Alteration / Addition 05/07/2025 \$102.00	Complete 11/26/2025 0	107 County Farm Cross Rd, Dover, NH 05/30/2025 \$6,506.58	05/30/2025 Residential	None Yes	B0011-F00000
	<i>Description: REMOVE AND REPLACE 7 WINDOWS, LIKE FOR LIKE, SAME SIZE, NO STRUCTURAL CHANGES</i>						
BLDM-2025-0196	Building - Minor 05/05/2025 R-12 Residential - Medi	Alteration / Addition 05/09/2025 \$47.00	Issued 11/08/2025 32	26 Highland St, Dover, NH \$1,500.00	Residential	None Yes Thomas Abbott	10016-000000
	<i>Description: Remove deck and replace with stairway from back door down to grade</i>						

PERMITS ISSUED BY WORK CLASS (05/01/2025 TO 05/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0037	Building - Major 03/24/2025 CM Non-Residential - C	Alteration / Addition 05/12/2025 \$11,025.00	Issued 11/11/2025 26,454	180 Crosby Rd, Dover, NH \$1,000,000.00	Non-Residential	None Yes Jim Maxfield	G0001-A00000
	Description: Renovation of existing 26,000 sf warehouse for new manufacturing company- Rack Storage not included in this scope of work, additional permits will be required.						
BLDM-2025-0202	Building - Minor 05/06/2025 RM-U Residential - Urb:	Alteration / Addition 05/12/2025 \$75.00	Issued 11/11/2025 950	3 Baker St, Dover, NH \$17,375.00	Residential	None Yes Thomas Abbott	27202-000000
	Description: Partial roof renovation. EPDM replacement						
BLDM-2025-0194	Building - Minor 05/01/2025	Alteration / Addition 05/12/2025 \$75.00	Issued 11/11/2025 2,500	31 Ham St, Dover, NH 03820 \$20,000.00	Residential	None Yes Thomas Abbott	
	Description: Complete roof replacement.						
BLDM-2025-0185	Building - Minor 04/28/2025 CBD-G Central Busines	Alteration / Addition 05/12/2025 \$300.00	Issued 11/11/2025 35	15 Broadway, Dover, NH \$24,884.00	Residential	None Yes Thomas Abbott	03054-000000
	Description: Roof replacement						
BLDM-2025-0209	Building - Minor 05/09/2025 G Gateway District	Alteration / Addition 05/13/2025 \$366.00	Issued 11/12/2025 168	58 Rutland St, Dover, NH \$31,419.00	Residential	None Yes Thomas Abbott	15059-000000
	Description: Support crawlspace with 3 new support columns. Install 3 helical piers on left side of existing foundation. Stabilizing exiting portion of front wall with power brace system.						
BLDM-2025-0127	Building - Minor 03/28/2025 R-40 Residential - Rura	Alteration / Addition 05/13/2025 \$531.00	Issued 11/12/2025 440	40 County Farm Cross Rd, Dover 03820 \$46,357.00	Residential	None Yes Thomas Abbott	B0006-E00000
	Description: Addition to add separate living room and connect existing deck to new addition.						
BLDM-2025-0197	Building - Minor 05/05/2025 R-40 Residential - Rura	Alteration / Addition 05/13/2025 \$883.00	Issued 11/12/2025 413	22 Dover Neck Rd, Dover, NH \$77,500.00	Residential	None Yes Thomas Abbott	M0090-Y00000
	Description: Installation of inground pool						
BLDM-2025-0172	Building - Minor 04/21/2025 RM-U Residential - Urb:	Alteration / Addition 05/13/2025 \$135.00	Issued 11/24/2025 126	74 Atkinson St, Dover, NH 05/28/2025 \$9,500.00	Residential	None Yes Thomas Abbott	09039-000000
	Description: replace exciting decking, rails and post						
BLDM-2025-0188	Building - Minor 04/28/2025 R-12 Residential - Medi	Alteration / Addition 05/14/2025 \$75.00	Issued 11/13/2025 2,000	36 Samuel Hanson Av, Dover 03820 \$13,000.00	Residential	None Yes Thomas Abbott	21026-021000
	Description: Replacing existing roof						
BLDM-2025-0192	Building - Minor 04/30/2025 R-12 Residential - Medi	Alteration / Addition 05/14/2025 \$575.00	Issued 11/13/2025 360	30 Harlans Wy, Dover, NH \$50,000.00	Residential	None Yes Thomas Abbott	I0050-007000
	Description: Adding a open pavilion structure to an existing approved concrete pad in the backyard.						

PERMITS ISSUED BY WORK CLASS (05/01/2025 TO 05/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0057	Building - Major 04/22/2025 R-12 Residential - Medi	Alteration / Addition 05/15/2025 \$520.00	Issued 11/19/2025 700	36 A Back River Rd, A, Dover, NH 05/23/2025 \$45,000.00	Residential	None Yes Jim Maxfield	16027-A00000
	Description: Update all electrical to code, redo all dry wall, frame in an existing general room so that it's an additional bedroom, add a separate heating zone to the basement. Frame in a dedicated laundry room. Add flooring through out.						
BLDM-2025-0211	Building - Minor 05/12/2025 R-12 Residential - Medi	Alteration / Addition 05/19/2025 \$938.00	Issued 11/18/2025 4,000	16 Harlans Wy, Dover, NH \$83,000.00	Residential	None Yes Thomas Abbott	I0050-003000
	Description: Demo in side of house to include drywall wall, floor coverings such as carpet and hardwood and removal of kitchen cabinets						
BLDM-2025-0225	Building - Minor 05/19/2025 C Non-Residential - Cor	Alteration / Addition 05/20/2025 \$625.00	Issued 11/19/2025 800	815 Central Av, Dover, NH \$50,000.00	Residential	None Yes Thomas Abbott	37007-000000
	Description: replacing rotted boards on 8x15 deck, pouring concrete slab in the garage 20x30 on existing dirt floor, place vinyl siding over clapboards						
BLDM-2025-0224	Building - Minor 05/19/2025 R-40 Residential - Rura	Alteration / Addition 05/20/2025 \$102.00	Complete 11/17/2025 648	174 Back Rd, Dover, NH 05/21/2025 \$7,000.00	Residential	None Yes	N0019-A00000
	Description: After the fact permit- inground pool removal						
BLDM-2025-0203	Building - Minor 05/06/2025 RM-SU Residential - Su	Alteration / Addition 05/20/2025 \$289.00	Issued 11/19/2025 135	17 Dovetail Ln, Dover, NH \$23,602.00	Residential	None Yes Thomas Abbott	I0020-K00011
	Description: Bathroom renovation						
BLDM-2025-0217	Building - Minor 05/15/2025 R-40 Residential - Rura	Alteration / Addition 05/20/2025 \$157.00	Issued 11/19/2025 0	220 Back Rd, Dover, NH \$11,675.00	Residential	None Yes Thomas Abbott	M0001-000000
	Description: REMOVE AND REPLACE 2 PATIO DOORS, LIKE FOR LIKE, SAME SIZE, NO STRUCTURAL CHANGES						
BLDM-2025-0183	Building - Minor 04/28/2025 R-20 Residential - Low	Alteration / Addition 05/20/2025 \$179.00	Issued 11/19/2025 165	28 Lucy Ln, Dover, NH \$14,000.00	Residential	None Yes Thomas Abbott	G0026-015000
	Description: Add deck and stairs to backside of house and remove existing stairs.						
BLDM-2025-0207	Building - Minor 05/08/2025 R-20 Residential - Low	Alteration / Addition 05/20/2025 \$113.00	Issued 11/19/2025 120	28 Boston Harbor Rd, Dover, NH \$8,000.00	Residential	None Yes Thomas Abbott	07022-000000
	Description: Replace old pool with new pool						
BLDM-2025-0213	Building - Minor 05/12/2025 R-12 Residential - Medi	Alteration / Addition 05/21/2025 \$75.00	Issued 11/20/2025 725	108 Cocheco St, Dover, NH \$6,900.00	Residential	None Yes Thomas Abbott	25073-A00000
	Description: Replacing the back half of the roof. Specifically replacing shingles and replacing 1 skylight.						
BLDM-2025-0221	Building - Minor 05/17/2025 R-40 Residential - Rura	Alteration / Addition 05/21/2025 \$75.00	Issued 11/20/2025 1,456	119 Drew Rd, Dover, NH \$12,702.00	Residential	None Yes Thomas Abbott	I0025-B00001
	Description: 28 x 52 new roof on dwelling						

PERMITS ISSUED BY WORK CLASS (05/01/2025 TO 05/31/2025)

Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	<i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	<i>Applied Online Assigned To</i>	Parcel
BLDG-2025-0051	Building - Major 04/08/2025 G Gateway District	Alteration / Addition 05/22/2025 \$2,115.00	Issued 11/21/2025 1,680	15 Willard Rd, Unit 1 & Unit 2, Dover 03820 \$190,000.00	Residential	None No Jim Maxfield	40047-000000
	<i>Description: Build a garage with addition living space, ADU above</i>						
BLDG-2025-0065	Building - Major 04/23/2025 CBD-G Central Busines	Alteration / Addition 05/23/2025 \$2,577.00	Issued 11/22/2025 1,492	526 Central Av, Dover, NH \$232,000.00	Non-Residential	None Yes Jim Maxfield	05005-000000
	<i>Description: Paint exterior of existing Dunkin. Prep walls for wall paper, paint, new floor and ceiling tiles all according to plans.</i>						
BLDM-2025-0212	Building - Minor 05/12/2025 CBD-G Central Busines	Alteration / Addition 05/23/2025 \$245.00	Issued 11/22/2025 1,500	16 Third St, Dover 03820 \$20,000.00	Mixed Use	None No Thomas Abbott	06036-A00000
	<i>Description: interior painting, installing new ceiling tiles, installing fire protected coating wall knotty pine</i>						
BLDM-2025-0229	Building - Minor 05/22/2025 R-40 Residential - Rura	Alteration / Addition 05/23/2025 \$256.00	Issued 11/22/2025 0	72 Bay View Rd, Dover, NH \$20,859.00	Residential	None Yes Thomas Abbott	J0021-000000
	<i>Description: REMOVE & REPLACE 5 WINDOWS; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES</i>						
BLDM-2025-0226	Building - Minor 05/20/2025 R-20 Residential - Low	Alteration / Addition 05/23/2025 \$245.00	Issued 11/22/2025 100	437 Middle Rd, Dover, NH \$20,500.00	Residential	None Yes Thomas Abbott	M0061-A00000
	<i>Description: Renovating first floor bathroom and adding a laundry closet to the second floor</i>						
BLDM-2025-0227	Building - Minor 05/21/2025 R-40 Residential - Rura	Alteration / Addition 05/27/2025 \$75.00	Issued 11/26/2025 18	28 Ezra'S Wy, Dover, NH \$13,000.00	Residential	None Yes Thomas Abbott	F0023-A00008
	<i>Description: Roof replacement</i>						
BLDM-2025-0218	Building - Minor 05/15/2025 RM-U Residential - Urb	Alteration / Addition 05/27/2025 \$190.00	Issued 11/26/2025 400	69 Grove St, Dover 03820 \$15,000.00	Residential	None Yes Thomas Abbott	30083-000000
	<i>Description: Replace decks and steps with composite</i>						
BLDM-2025-0232	Building - Minor 05/23/2025 IT Non-Residential - Inn	Alteration / Addition 05/27/2025 \$388.00	Issued 11/26/2025 15	12 Cielo Dr, Dover, NH \$33,233.00	Residential	None Yes Thomas Abbott	H0004-000000
	<i>Description: REMOVE & REPLACE 12 WINDOWS; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES</i>						
BLDG-2025-0056	Building - Major 04/21/2025 G Gateway District	Alteration / Addition 05/28/2025 \$4,579.00	Issued 11/27/2025 2,072	15 Lenox Dr, Dover 03820 \$414,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	<i>Description: Construct a three story townhouse with unfinished attic and one car garage</i>						
BLDG-2025-0062	Building - Major 04/22/2025 G Gateway District	Alteration / Addition 05/28/2025 \$4,667.00	Issued 11/27/2025 2,112	25 Lenox Dr, Dover 03820 \$422,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	<i>Description: Construct a three story townhouse with unfinished attic and one car garage</i>						

PERMITS ISSUED BY WORK CLASS (05/01/2025 TO 05/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0019	Building - Major 02/27/2025	Alteration / Addition 05/28/2025 \$2,260.00	Fees Due 12/02/2025 1,050	8 Grove St, Suite 108, Dover 03820 06/05/2025 \$60,000.00	Non-Residential	None Yes Jim Maxfield	31014-000000
	Description: Tenant fit up for bakery						
BLDG-2025-0060	Building - Major 04/22/2025	Alteration / Addition 05/28/2025 \$4,667.00	Issued 11/27/2025 2,112	21 Lenox Dr, Dover 03820 \$422,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	Description: Construct a three story townhouse with unfinished attic and one car garage						
BLDG-2025-0058	Building - Major 04/22/2025	Alteration / Addition 05/28/2025 \$4,667.00	Issued 11/27/2025 2,112	17 Lenox Dr, Dover 03820 \$422,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	Description: Construct a three story townhouse with unfinished attic and one car garage						
BLDM-2025-0238	Building - Minor 05/27/2025	Alteration / Addition 05/28/2025 RM-U Residential - Urb: \$113.00	Issued 11/27/2025 0	34 Park St, Dover, NH \$7,930.00	Residential	None Yes Thomas Abbott	27134-000000
	Description: install new replacement windows with proper flashing, sealants and insulation where needed. Dispose of old windows. Quantity-(14)						
BLDG-2025-0061	Building - Major 04/22/2025	Alteration / Addition 05/28/2025 \$4,579.00	Issued 11/27/2025 2,072	23 Lenox Dr, Dover 03820 \$414,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	Description: Construct a three story townhouse with unfinished attic and one car garage.						
BLDG-2025-0059	Building - Major 04/22/2025	Alteration / Addition 05/28/2025 \$4,579.00	Issued 11/27/2025 2,072	19 Lenox Dr, Dover 03820 \$414,000.00	Residential	None Yes Jim Maxfield	15040-A00001
	Description: Construct a three story townhouse with unfinished attic and one car garage						
BLDG-2025-0080	Building - Major 05/20/2025	Alteration / Addition 05/29/2025 CM Non-Residential - C \$355.00	Issued 11/28/2025 1,600	187 Crosby Rd, Dover, NH \$29,718.00	Non-Residential	None Yes Jim Maxfield	G0001-B00000
	Description: Installation of rack storage in warehouse per stamped plan						
BLDM-2025-0220	Building - Minor 05/16/2025	Alteration / Addition 05/29/2025 R-40 Residential - Rura \$69.00	Complete 11/28/2025 0	8 Westwood Cr, Dover, NH \$3,700.00	Residential	None Yes	F0018-Y00000
	Description: Tear down stairs and screen porch- Demo						
BLDM-2025-0230	Building - Minor 05/22/2025	Alteration / Addition 05/29/2025 R-40 Residential - Rura \$80.00	Issued 11/28/2025 192	9 Grandview Dr, Dover 03820 \$5,000.00	Residential	None Yes Thomas Abbott	F0043-003000
	Description: 12' x 16' x 4" thick concrete slab on grade on 8 inches of compacted structural fill.						
BLDM-2025-0233	Building - Minor 05/23/2025	Alteration / Addition 05/29/2025 HR Residential - Heritag \$36.00	Issued 11/28/2025 30	31 Rutland St, Dover, NH \$1,000.00	Residential	None Yes Thomas Abbott	12141-000000
	Description: Replacing footings and treads on small entry deck						

PERMITS ISSUED BY WORK CLASS (05/01/2025 TO 05/31/2025)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	<i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	<i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDM-2025-0206	Building - Minor 05/07/2025 CBD-G Central Busines	Alteration / Addition 05/30/2025 \$168.00	Issued 11/29/2025 308	13 Frances Dr, M, Dover, NH \$13,100.00	Residential	None Yes Thomas Abbott	31004-D00000
	Description: 22' x14' platform deck						
BLDM-2025-0214	Building - Minor 05/13/2025 R-40 Residential - Rura	Alteration / Addition 05/30/2025 \$135.00	Issued 11/29/2025 196	16 Grandview Dr, Dover, NH \$10,000.00	Residential	None Yes Thomas Abbott	F0043-006000
	Description: extending deck						
BLDM-2025-0163	Building - Minor 04/17/2025 R-20 Residential - Low	Alteration / Addition 05/30/2025 \$520.00	Issued 11/29/2025 2,500	27 Wentworth Tr, Dover, NH \$45,000.00	Residential	None Yes Thomas Abbott	08046-B00000
	Description: Remove and replace vynal siding and change decking material from pressure treated to composite						
BLDG-2025-0054	Building - Major 04/10/2025 R-40 Residential - Rura	Alteration / Addition 05/30/2025 \$355.00	Issued 11/29/2025 605	206 Gulf Rd, Dover 03820 \$30,000.00	Residential	None Yes Jim Maxfield	N0012-A00000
	Description: Finishing attic in single-family home to add one bedroom and office space						
SUBTOTALS FOR ALTERATION / ADDITION:			75,858 Sq Ft	\$6,051,556.85	Residential:	51	PERMITS ISSUED: 57
					Non-Residential:	5	
					Mixed Use:	1	
NEW CONSTRUCTION							
BLDG-2025-0035*	Building - Major 03/17/2025 R-40 Residential - Rura	New Construction 05/06/2025 \$14,255.00	Issued 11/05/2025 2,011	118 Gulf Road (Lot 2, 13F-1) Gulf Rd, Dover, NH \$485,000.00	Residential	None Yes Jim Maxfield	N0013-F00001
	Description: Construct a one story single family dwelling with two car attached garage with unfinished basement and attic per stamped plans						
BLDM-2025-0198	Building - Minor 05/05/2025 R-40 Residential - Rura	New Construction 05/08/2025 \$75.00	Issued 12/01/2025 45	345 Middle Rd, Dover, NH \$76,428.00	Residential	None Yes Thomas Abbott	M0082-E00000
	Description: Replace entire house roof including attached garage .						
SUBTOTALS FOR NEW CONSTRUCTION:			2,056 Sq Ft	\$561,428.00	Residential:	2	PERMITS ISSUED: 2
					Non-Residential:	0	
					Mixed Use:	0	

PERMITS ISSUED BY WORK CLASS (05/01/2025 TO 05/31/2025)

Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	<i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	<i>Applied Online Assigned To</i>	Parcel
			77,914 Sq Ft	\$6,612,984.85	Residential:	53	GRAND TOTAL OF PERMITS: 59
					Non-Residential:	5	
					Mixed Use:	1	

City of Dover
FY25 State of NH Aid/Grant Revenue

Aid By Category	July 2024	August 2024	September 2024	October 2024	November 2024	December 2024	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025		
Education														
Adequate Education			\$ 2,281,643.00		\$ 2,281,643.00					\$ 3,421,073.13				
Building Aid										\$ 191,731.18				
School Meals	\$ 106,081.95			\$ 63,938.27		\$ 136,805.59		\$ 126,617.31	\$ 3,191.83	\$ 23,362.65	\$ 178,322.63			
Special Education	\$ 196,704.97		\$ 54,628.35	\$ 3,354.95	\$ 15,351.62	\$ 64,357.74	\$ 5,167,084.66	\$ 141,041.70	\$ 292,316.52	\$ 181,246.81				
Tuition & Transportation						\$ 470,628.64			\$ 2,707.76	\$ 1,592.80	\$ 3,504.16			
Emergency Relief Funds	\$ 377,093.70			\$ 3,332,440.38	\$ 581,347.95									
Local Education Improvements	\$ 353,814.10	\$ 56,061.73	\$ 107,745.05	\$ 91,518.22	\$ 337,354.92	\$ 171,111.30		\$ 266,487.60	\$ 80,008.98	\$ 106,530.50	\$ 108,645.23			
Adult Education	\$ 97,398.54	\$ 13,391.14	\$ 53,014.19	\$ 34,275.66	\$ 43,420.97	\$ 43,011.05			\$ 75,871.75	\$ 50,934.88	\$ 50,054.75			
<i>Total Education</i>	\$ 1,131,093.26	\$ 69,452.87	\$ 2,497,030.59	\$ 3,525,527.48	\$ 3,259,118.46	\$ 885,914.32	\$ 5,167,084.66	\$ 534,146.61	\$ 454,096.84	\$ 3,976,471.95	\$ 340,526.77	\$ -	\$ 21,840,463.81	
Environmental														
State Aid Grants - Wastewater				\$ 14,512.00		\$ 11,154.00		\$ 58,844.00	\$ 8,274.00		\$ 200,400.00			
SRF - Chapel St. Revine			\$ 597.42					\$ 36,819.38			\$ 7,668.36			
SRF - River St Pump Station				\$ 4,055,554.27		\$ 1,056,020.76			\$ 1,211,097.45					
SRF - Secondary Clarifier								\$ 6,949.21			\$ 59,623.66			
SRF - Henry Law Park Stormwater									\$ 15,339.61	\$ 13,791.97				
Lead Service Line Grants	\$ 5,846.91	\$ 13,162.03						\$ 28,548.27			\$ 27,442.79			
Pudding Hill Water Treatment		\$ 338,119.73								\$ 267,035.96				
Community Trail Land Improvements		\$ 22,508.58												
<i>Total Environmental</i>	\$ 5,846.91	\$ 373,790.34	\$ 597.42	\$ 4,070,066.27	\$ -	\$ 1,067,174.76	\$ -	\$ 131,160.86	\$ 1,234,711.06	\$ 280,827.93	\$ 295,134.81	\$ -	\$ 7,459,310.36	
Other Gen. Funds														
Meals & Rooms Distribution						\$ 3,250,398.63								
InvestNH; HOP Housing Navigator		\$ 33,398.65		\$ 34,902.72			\$ 35,312.09	\$ 17,152.42						
InvestNH; HOP Grant Reimbursement		\$ 20,523.35	\$ 7,233.98	\$ 7,499.75			\$ 6,162.74							
Household Hazardous Waste Collection				\$ 7,154.00										
SCADA (ARPA)		\$ 58,321.39												
Opioid Settlement					\$ 43,322.53		\$ 11,073.16							
Other			\$ 11,064.84	\$ 1.70	\$ 2,024.00				\$ 5,252.50					
<i>Total Other Gen. Funds</i>	\$ -	\$ 112,243.39	\$ 18,298.82	\$ 49,558.17	\$ 45,346.53	\$ 3,250,398.63	\$ 52,547.99	\$ 17,152.42	\$ 5,252.50	\$ -	\$ -	\$ -	\$ 3,550,798.45	
Highway Funds														
Highway Block Grants	\$ 190,396.86			\$ 190,396.86			\$ 126,931.25				\$ 127,799.53			
Highway Construction Aid														
Municipal Bridge Aid														
<i>Total Highway Funds</i>	\$ 190,396.86	\$ -	\$ -	\$ 190,396.86	\$ -	\$ -	\$ 126,931.25	\$ -	\$ -	\$ -	\$ 127,799.53	\$ -	\$ 635,524.50	
Public Safety Funds														
Overtime Reimbursemnt	\$ 1,800.34		\$ 285.27	\$ 4,512.36										
SOR Reimburse									\$ 600.00	\$ 120.00				
Safe Streets Grant			\$ 1,386.06											
Seabrook Drill Training		\$ 6,750.00				\$ 6,750.00				\$ 3,375.00				
Highway Safety Grant		\$ 1,786.21	\$ 23,647.38		\$ 238.22									
DRE Call Out		\$ 67.00												
NH Safe Streets		\$ 1,625.95												
DHHS - Coalition Support Srvs							\$ 45,187.75				\$ 21,397.64			
Granite Hammer Grant		\$ 5,989.08												
HSGP SWAT										\$ 5,010.49				
LETPA Grant										\$ 8,591.04				
<i>Total Public Safety</i>	\$ 1,800.34	\$ 16,218.24	\$ 25,318.71	\$ 4,512.36	\$ 238.22	\$ 6,750.00	\$ 45,187.75	\$ -	\$ 600.00	\$ 17,096.53	\$ 21,397.64	\$ -	\$ 139,119.79	
<i>Grand Total</i>	\$ 1,329,137.37	\$ 571,704.84	\$ 2,541,245.54	\$ 7,840,061.14	\$ 3,304,703.21	\$ 5,210,237.71	\$ 5,391,751.65	\$ 682,459.89	\$ 1,694,660.40	\$ 4,274,396.41	\$ 784,858.75	\$ -	\$ 33,625,216.91	

City of Dover

Revenues of Major Funds May 31, 2025

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 116,087,694	43,276,944	106,011,307	91.0%	\$ 10,076,387	\$ -	\$ 10,076,387	9.0%
Licenses & Permits	7,582,679	698,485	7,929,770	105.0%	(347,091)	-	(347,091)	-5.0%
Intergovernmental	5,924,368	129,479	4,044,492	68.0%	1,879,876	-	1,879,876	32.0%
Charges for Services	5,125,212	354,651	5,232,615	102.0%	(107,403)	-	(107,403)	-2.0%
Miscellaneous Revenue	2,099,105	30,689	2,617,459	125.0%	(518,354)	-	(518,354)	-25.0%
Education	20,671,310	54,483	19,028,403	92.0%	1,642,907	-	1,642,907	8.0%
Operating Transfers In	446,507	-	30,499	7.0%	416,008	-	416,008	93.0%
Other Financing Sources	129,900	-	-	0.0%	129,900	-	129,900	100.0%
Sub-total : 1000 General Fund	\$ 158,066,775	44,544,731	144,894,545	92.0%	\$ 13,172,230	\$ -	\$ 13,172,230	8.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 395,000	26,604	392,727	99.0%	\$ 2,273	\$ -	\$ 2,273	1.0%
Parking Income	1,047,941	113,427	1,167,527	111.0%	(119,586)	-	(119,586)	-11.0%
Parking Fines	184,000	34,218	351,646	191.0%	(167,646)	-	(167,646)	-91.0%
Other Financing Sources	0	-	-	0.0%	0	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	\$ 1,626,941	174,249	1,911,900	118.0%	\$ (284,959)	\$ -	\$ (284,959)	-18.0%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 9,584	-	7,154	75.0%	\$ 2,430	\$ -	\$ 2,430	25.0%
Charges for Services	2,004,995	123,851	1,525,711	76.0%	479,284	-	479,284	24.0%
Miscellaneous Revenue	0	44	1,932	0.0%	(1,932)	-	(1,932)	0.0%
Other Financing Sources	0	-	-	0.0%	0	-	0	0.0%
Sub-total : 3320 Residential Solid Waste	\$ 2,014,579	123,895	1,534,797	76.0%	\$ 479,782	\$ -	\$ 479,782	24.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 794,011	65,712	728,604	92.0%	\$ 65,407	\$ -	\$ 65,407	8.0%
Operating Transfers In	60,853	3,857	42,423	70.0%	18,430	-	18,430	30.0%
Sub-total : 3381 McConnell Center	\$ 854,864	69,568	771,027	90.0%	\$ 83,837	\$ -	\$ 83,837	10.0%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 425,490	27,953	319,161	75.0%	\$ 106,330	\$ -	\$ 106,330	25.0%
Miscellaneous Revenue	5,500	100	6,610	120.0%	(1,110)	-	(1,110)	-20.0%
Operating Transfers In	20,000	-	-	0.0%	20,000	-	20,000	100.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 450,990	28,053	325,771	72.0%	\$ 125,220	\$ -	\$ 125,220	28.0%
5300 Water Fund								
Intergovernmental	\$ 71,800	-	-	0.0%	\$ 71,800	\$ -	\$ 71,800	100.0%
Charges for Services	7,716,002	642,101	5,033,127	65.0%	2,682,875	-	2,682,875	35.0%
Miscellaneous Revenue	386,000	3,969	377,923	98.0%	8,077	-	8,077	2.0%
Other Financing Sources	87,500	-	92,349	106.0%	(4,849)	-	(4,849)	-6.0%
Sub-total : 5300 Water Fund	\$ 8,261,302	646,070	5,503,399	67.0%	\$ 2,757,903	\$ -	\$ 2,757,903	33.0%
5320 Sewer Fund								
Intergovernmental	\$ 163,524	49,990	82,243	50.0%	\$ 81,281	\$ -	\$ 81,281	50.0%
Charges for Services	9,936,082	776,417	6,429,246	65.0%	3,506,836	-	3,506,836	35.0%
Miscellaneous Revenue	70,000	7,019	85,247	122.0%	(15,247)	-	(15,247)	-22.0%
Other Financing Sources	391,150	-	-	0.0%	391,150	-	391,150	100.0%
Sub-total : 5320 Sewer Fund	\$ 10,560,756	833,427	6,596,736	62.0%	\$ 3,964,020	\$ -	\$ 3,964,020	38.0%
6100 Dovernet Fund								
Intergovernmental	\$ 351,620	-	-	0.0%	\$ 351,620	\$ -	\$ 351,620	100.0%
Charges for Services	1,708,778	125,251	1,377,791	81.0%	330,987	-	330,987	19.0%
Miscellaneous Revenue	50,000	-	2,500	5.0%	47,500	-	47,500	95.0%
Operating Transfers In	-	-	1,012	0.0%	(1,012)	-	(1,012)	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6100 Dovernet Fund	\$ 2,110,398	125,251	1,381,303	65.0%	\$ 729,095	\$ -	\$ 729,095	35.0%
Total : REVENUES	\$ 183,946,605	46,545,244	162,919,477	89.0%	\$ 21,027,128	\$ -	\$ 21,027,128	11.0%

City of Dover

Expenditures of Major Funds

May 31, 2025

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 634,396	\$ 5,215	\$ 150,819	24.0%	\$ 483,577	\$ 140,983	\$ 342,594	54.0%
Executive	2,494,022	184,860	\$ 1,955,600	78.0	538,422	235,454	302,967	12.1
Finance	2,833,972	229,537	\$ 2,344,114	83.0	489,858	227,129	262,729	9.3
Planning	2,464,029	218,839	\$ 1,717,303	70.0	746,726	172,649	574,077	23.3
Misc General Government	1,326,602	91,224	\$ 638,110	48.0	688,492	120,696	567,796	42.8
Police	11,191,487	940,405	\$ 9,747,319	87.0	1,444,168	769,745	674,423	6.0
Fire & Rescue	12,809,683	1,078,687	\$ 11,059,614	86.0	1,750,069	857,987	892,082	7.0
Community Service Public Works	11,412,271	529,212	\$ 6,324,992	55.0	5,087,279	2,182,362	2,904,917	25.5
Recreation	3,240,460	212,737	\$ 2,480,671	77.0	759,789	321,002	438,787	13.5
Public Library	1,933,196	150,800	\$ 1,583,899	82.0	349,297	152,008	197,289	10.2
Public Welfare	881,409	48,835	\$ 577,754	66.0	303,655	52,458	251,197	28.5
Debt Service	6,332,062	-	\$ 2,719,027	43.0	3,613,035	2,895,842	717,193	11.3
Other Financing Sources/Uses	4,645,609	180,214	\$ 4,643,501	100.0	2,108	-	2,108	0.0
School	84,642,799	6,183,605	\$ 65,090,643	77.0	19,552,156	16,992,087	2,560,069	3.0
Intergovernmental	11,224,778	-	\$ 11,224,778	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 158,066,775	\$ 10,054,169	\$ 122,258,144	77.3%	\$ 35,808,631	\$ 25,120,403	\$ 10,688,229	6.8%
3213 Parking Activity Fund								
Police	\$ 1,626,941	\$ 78,237	\$ 951,009	58.0%	\$ 675,932	\$ 96,763	\$ 579,169	35.6%
Sub-total : 3213 Parking Activity Fund	\$ 1,626,941	\$ 78,237	\$ 951,009	58.5%	\$ 675,932	\$ 96,763	\$ 579,169	35.6%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 2,106,737	\$ 137,734	\$ 1,535,083	73.0%	\$ 571,655	\$ 442,370	\$ 129,285	6.1%
Sub-total : 3320 Residential Solid Waste Fund	\$ 2,106,737	\$ 137,734	\$ 1,535,083	72.9%	\$ 571,655	\$ 442,370	\$ 129,285	6.1%
3381 McConnell Center Fund								
Recreation	\$ 854,864	\$ 39,160	\$ 385,237	45.0%	\$ 469,627	\$ 227,601	\$ 242,026	28.3%
Sub-total : 3381 McConnell Center Fund	\$ 854,864	\$ 39,160	\$ 385,237	45.1%	\$ 469,627	\$ 227,601	\$ 242,026	28.3%
3410 Recreation Special Revenue Fund								
Recreation	\$ 470,990	\$ 20,975	\$ 254,911	54.0%	\$ 216,079	\$ 57,243	\$ 158,836	33.7%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 470,990	\$ 20,975	\$ 254,911	54.1%	\$ 216,079	\$ 57,243	\$ 158,836	33.7%
5300 Water Fund								
Community Service Public Works	\$ 8,498,951	\$ 561,132	\$ 6,542,334	77.0%	\$ 1,956,617	\$ 786,832	\$ 1,169,785	13.8%
Sub-total : 5300 Water Fund	\$ 8,498,951	\$ 561,132	\$ 6,542,334	77.0%	\$ 1,956,617	\$ 786,832	\$ 1,169,785	13.8%
5320 Sewer Fund								
Community Service Public Works	\$ 10,700,777	\$ 637,436	\$ 8,472,372	79.0%	\$ 2,228,405	\$ 1,013,146	\$ 1,215,259	11.4%
Sub-total : 5320 Sewer Fund	\$ 10,700,777	\$ 637,436	\$ 8,472,372	79.2%	\$ 2,228,405	\$ 1,013,146	\$ 1,215,259	11.4%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 3,108,536	\$ 143,209	\$ 1,339,011	43.0%	\$ 1,769,525	\$ 882,067	\$ 887,458	28.5%
Sub-total : 6100 Dovernet Fund	\$ 3,108,536	\$ 143,209	\$ 1,339,011	43.1%	\$ 1,769,525	\$ 882,067	\$ 887,458	28.5%
Total : EXPENDITURES	\$ 185,434,572	\$ 11,672,051	\$ 141,738,101	76.4%	\$ 43,696,471	\$ 28,626,424	\$ 15,070,047	8.1%

City of Dover

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

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenues	1,140,835	(1,877)	1,103,633	96.7	37,202	0	37,202	3.3
Expenditures	1,321,297	78,136	1,099,609	83.2	221,688	121,122	100,565	7.6
Debt Service								
Principal	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
	<u>(180,462)</u>	<u>(80,013)</u>	<u>4,024</u>	<u>13.5</u>	<u>(184,486)</u>	<u>(121,122)</u>	<u>(63,364)</u>	<u>(4.4)</u>

CITY COUNCIL GOALS

2024-2025



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

GOAL 1: OUR CITY HAS DIVERSE HOUSING

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

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

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

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

The Housing Committee met in May and is currently finalizing its report outlining housing recommendations for the City of Dover.

The Planning Department and Planning Board responded to a Housing Appeals Board order and also prepared for another Housing Appeals Board case scheduled for June.

The Planning Department welcomed Abby Galloway-Burke who is an Assistant City Planner focusing on housing. Abby started on May 19th and has focused on editing the housing committee report and familiarizing herself with the regional housing assessment, master plan, and regulations.

Director Benton, Zoning Administrator Crouser, and City Planner Bassegio met with several commercial and residential developers to discuss the viability of their proposed projects at several potential sites around the City, to include several single-family home projects and future development goals for the former Harvey's Bakery property.

Zoning Administrator Crouser completed and presented the second round of Zoning Ordinance Amendments to the Planning Board during their May 27th meeting, in which the Board subsequently voted unanimously to publicly post the second batch of amendments.

GOAL 2: OUR CITY IS CIVICALLY ENGAGED

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

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

Work continued on two major projects within Media Services. The first, a significant upgrade to the city's broadcast system and infrastructure. 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.

City Planner Bassegio recorded two episodes of the Dover Download podcast in April. One episode was to cover the April land use board meetings, including zoning board decisions, Arts Commission projects, Conservation Commission endorsements, and Planning Board approvals. The second episode is an overview of the update project of the Land Use Chapter of the Master Plan.

The Department of Planning and Community Development continued to update its newsletter, Facebook page, and Twitter feed to communicate with the public. The Department of Planning and Community Development has 896 Facebook followers (City of Dover NH Planning) and 905 followers on Twitter @DoverNHPlanning.

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 3,400 likes and 3,744 followers).

Planning and Media Services staff continued to develop and enhance an electronic "newsletter" for planning related items (with 1,143 subscribers). Two newsletters were sent in May. Content included meeting summaries, meeting previews, Master Plan updates, and various special topics such as information on upcoming Planning Board meetings, events that the department was planning or taking part in such as Touch-A-Truck, an educational event at Fish Ladder Park, Bike to Work Day, and Community Trail ChalkFest. Readers were also encouraged to completed the COAST Community Survey in May. One Polco survey question asked: "Did you attend the City of Dover's Touch-A-Truck event on May 17?"

Planning Staff continues to update a webpage on the City website dedicated to Transfer of Development Rights. The page includes an overview of the ordinance and information on individual applications received by the Planning Department; this includes links to project materials, project address, and status updates. There was one new TDR application to add to the webpage in May.

Assistant City Planner Edgecomb, City Planner Bassegio, and Resilience Coordinator Merchant staffed the Community Services Touch A Truck Event on May 17th. Staff coordinated an outreach activity for residents to provide feedback on the update project of the Land Use Chapter of the Master Plan and shared information on various department initiatives.

On Wednesday, May 14th The Dover Public Library Children's Room took part in Family Night at Woodman Park Elementary School. This year, Children's Librarian Crystal Lisbon and Library Assistant Inga Gardner attended. They promoted the forthcoming 2025 Summer Reading Program, handed out small prizes, and spoke to families and children about what the library has to offer. In all, they connected with about 80 people at this event.

On Saturday, May 17th, the Dover Public Library took part in the Open House and Touch-a-Truck Event at the City of Dover's Community Services headquarters. Library Assistant Inga Gardner attended. She answered questions about the ongoing renovation, promoted the upcoming 2025 Summer Reading Program, handed out small prizes and grab-and-go crafts, and spoke to children and families about everything that the library has to offer.

GOAL 3: OUR CITY IS RESILIENT

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

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

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

Cochecho Waterfront Redevelopment: In May 2025, progress on the Dover waterfront development has continued to advance despite wet spring weather. Private improvements are moving forward, with Buildings C & D seeing significant interior work as their exteriors become weather-tight, and exterior façade work has begun. Townhome exteriors are nearing completion for both the 3-unit and 11-unit buildings, and important retaining wall construction is progressing behind the 11-unit and 9-unit townhomes.

Public improvements are also well underway. Eversource has largely completed the installation of power conductors, and power within the project has been energized. Work on Payne Street is ongoing, including utility casting adjustments and sub-grading for sidewalks, with curbing and sidewalk installation imminent. The site contractor has begun processing and placing loam, particularly along Payne Street by the Riverwalk, where concrete sidewalk installation is also continuing in sections. Preparations for the park area around the pavilion building are nearing completion, and significant efforts are being made on shoreline restoration, with discussions planned with NHDES for the former Army Corp bulkhead area. Living shoreline restoration is also progressing with soil placement, stabilization fabric, and coir logs, preparing for further vegetation to enhance stability. Finally, the former Butler Building site has been sub-graded following demolition, ready for further development.

The Dover Community Services Department is playing a key role in the much-needed renovation of the Jenny Thompson Outdoor Pool, a project awarded to Northeast Earth Mechanics this spring, with a kickoff meeting held in April. Recognizing the pool's importance to the community since its construction in the 1970s and the urgent need for rehabilitation highlighted in the 2023 feasibility study by Weston and Sampson, Community Services is working closely with the Recreation Department to oversee this vital upgrade. This collaborative effort aims to revitalize the aging facility, ensuring its continued use and enjoyment for Dover residents for years to come. The pool's 2025 season will be shorter than usual with a closure expected in mid-August to accommodate a fall demolition and reconstruction. The 2026 season is yet to be determined as the reconstruction during the colder winter months will play a part in determining when the pool will be able to open.

The Dover Community Services and Recreation Department put out a request for bids for a multi-phased project to upgrade the HVAC equipment at the McConnell Center, where no bids were received. Therefore, the City will incorporate this project into the new ESPC project to look at the entire

building and not just the HVAC system. The McConnell Center provides a vital space for community activities. The initial yet crucial step involves an assessment of the existing infrastructure that currently services the building's heating, ventilation, and air conditioning systems. This evaluation will pave the way for the development of a detailed and strategic plan for necessary HVAC improvements, ensuring a comfortable and healthy environment for all McConnell Center users in the long term.

Resilience Coordinator Merchant staffed the Energy Commission meeting on May 21st where the commission discussed updates to the Wastewater Treatment Facility solar project, a new Group Net Metering option from CPCNH, and Energy Tips from the Energy Commission for the Dover Download.

Resilience Coordinator Merchant, in conjunction with the Energy Commission, released the first of many bi-weekly Energy Tips in the Dover Download.

Resilience Coordinator Merchant and Assistant City Planner Edgecomb attended a Climate Resilience Seminar on native plants and solar on Wednesday May 7th.

Zoning Administrator Crouser staffed the May 15th ZBA meeting, where property owners representing 34 Industrial Park Road and 46 Whittier Street received variance respective relief for solar/green roof standards and lot frontage for a proposed subdivision.

Assistant City Planner Edgecomb conducted the first easement monitoring on Tuesday May 20th with some members of the Open Lands Committee.

Director Benton and Assistant City Planner Edgecomb attended a virtual meeting with regional stakeholders on coastal flooding sites of concern on May 21st to identify potential study sites in the region.

Assistant City Planner Edgecomb attended the Coastal Adaptation Workshop meeting on Thursday, May 22nd in Pease to discuss different proposed project ideas within neighboring communities, as well as potential funding options.

Assistant Planner Edgecomb attended the Salt Marsh Task Force Spring meeting in Hampton on May 5th.

Resilience Coordinator Merchant spoke with a few members of the Energy Commission about solar on the WWTF on May 28th.

Resilience Coordinator Merchant reviewed the nine applications from Energy Service Companies (ESCOs) revived for Bid for Energy Service Performance Contracting services. Together with Director Benton, Facilities Project Manager Sanderson and Engineering Intern Lamontagne, the ESCOs were narrowed down to four that moved forward to the interview phase. Two interviews were conducted with the final two scheduled for early June.

GOAL 4: OUR CITY IS SAFE AND INVITING

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

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

The Community Services Department has been overseeing a non-destructive testing program of the traffic signals across the city. The draft report came in late in May and is under review by the City staff.

Staff from Planning, Business Development, Community Services, and the Police Department have worked on a bicycle plan for the city to help ensure better bikeability throughout the city which will be presented to the Transportation Advisory Committee in May as the March meeting was already full.

Director Benton attended the Transportation Advisory Committee meeting on May 19th where it made a recommendation on the proposed Bicycle-Friendly Streetscape guidelines document.

On May 14, 2025, Lt. Mitrushi and Officer Jalbert presented the "New Hampshire Safe Streets and Roads for All" presentation to approximately 10 residents at Mast Landing. On May 21, 2025, they presented at Langdon Place to another 10 residents. The purpose of this training is to promote safety on the roadways and provide education to drivers, cyclists, and pedestrians to address and prevent the risks inherent in our enormous and complex transportation system. Following the presentations, Lt. Mitrushi and Officer Jalbert answered questions about the City of Dover and engaged in casual conversations with attendees.

On May 20, several members of the Dover Police Department assisted Woodman Park Elementary School PTA and staff with the celebration of its annual Bike/Roll to School Day event. Lt. Speidel and Officer Malsbury handled traffic control at key locations on the route to ensure student safety and Officer Palmer rode with the kids. National Bike to School Day helps raise awareness of the need to create safer routes for bicycling and walking and emphasize the importance of increased physical activity among children, pedestrian and bicycle safety, reducing traffic congestion, and concern for the environment. The police department had a supply of free bicycle helmets available for youths during the event – thanks to a partnership with the NH Brain Injury Association - and remind caregivers that New Hampshire law requires all bicycle riders under the age of 16 to have a properly fitting helmet.

In May, the Streets team completed several key maintenance activities to improve road safety and appearance across the community. Street sweeping operations were carried out to remove debris and enhance cleanliness. Staff also focused on repairing road surfaces by filling potholes throughout the area. Additionally, the annual paving and striping programs began, marking the beginning of a broader effort to restore and enhance roadway conditions for the summer season.

GOAL 5: OUR CITY IS INCLUSIVE AND WELCOMING

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

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

Director Benton attended the Primex Summit on May 13th through 15th and attended sessions themed on leadership, management, and mental health.

Throughout the month of May, Alexis Taatjes participated in meetings and trainings with various local organizations in an effort to build new connections and maintain collaboration with providers, to include: Upper New England PLA Spring Event, NH Prevention Conference, Case Review Dover House Authority and Dover City Welfare, Strafford County Healthy Living Coalition, Culturally Responsive Engagement with the LGBTQ+ Community: A Practical Allyship Training by NH Outright, Creating a Culture of Care: Addressing Compassion Fatigue by AdCare Educational Institute of Maine Inc, Use of Professional Self and the Parasympathetic Nervous System by NHADACA, and the Strafford County Public Health Network All Partner Meeting.

GOAL 6: OUR CITY HAS SUSTAINABLE FINANCIAL POLICIES

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

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

The City has been working GZA engineers to source out properties for sources of groundwater to expand the City's future capacity. The process includes a series of test wells and assessment of the existing aquifer characteristics.

The City of Dover's Community Services Department, in coordination with the Planning Department, is currently undertaking the selection of a qualified firm to conduct a comprehensive energy audit and to develop a long-term strategy for implementing energy efficiency improvements across municipal facilities. As part of this effort, a Request for Proposals (RFP) was issued, resulting in nine submissions from energy service providers in early May. After a detailed evaluation of the proposals, four firms were shortlisted for interviews based on their experience, approach, and ability to deliver measurable energy savings. These interviews were conducted in early June to further assess each firm's suitability for entering into an Energy Services Performance Contract (ESPC) with the City.

The Fire Department successfully secured \$3,411.00 in tuition reimbursement through a grant program offered by the State of New Hampshire under the Law Enforcement Officers, Firefighters, and Emergency Medical Technicians Career Development, Recruitment, and Retention Program. The reimbursement covers Paramedic program tuition at Lakes Region Community College, where three members are currently entering their final semester. The grant allows for reimbursement of one course per student per semester. The department plans to submit an additional request for the final semester's tuition in July.

Planning Staff submitted a Housing Infrastructure Municipal Grant that is proposed to be used towards the Central Avenue Water Main Replacement Project. The City of Dover was eligible to apply for these funds as a Housing Champion community. In April, staff were notified that the City had been awarded \$859,689 in grant funds towards the project.

Resilience Coordinator Merchant submitted a New Hampshire Clean Fuels reimbursement grant that is proposed to be used towards 25% of the cost of the purchase of a new compact loader for Community Services.

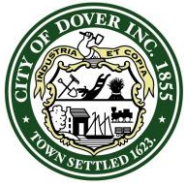
GOAL 7: OUR CITY'S OPPORTUNITIES ARE ACCESSIBLE FOR ALL

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

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

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

The Dover Public Library staff made 11 visits to community members via the Homebound Delivery Service in May. Homebound Delivery is steadily growing and provides a vital link to Library services for those who cannot come to the physical building.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 11, 2025**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Nemeth led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Warach

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

5. PROCLAMATIONS/AWARDS – Juneteenth Day & General Marquis De Lafayette Day

Mayor Carrier presented three proclamations; one to recognize June 19th as Juneteenth Day, a proclamation recognizing June 22 as General Marquis De Lafayette Day, and a proclamation recognizing Gina Cruikshank for her contributions to the City and congratulating her on being awarded the Citizen Planner of the Year award by the New Hampshire Planner's Association.

6. APPROVAL OF AGENDA

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

7. PUBLIC HEARINGS

A. CHAPTER 141, VEHICLES AND TRAFFIC, SECTIONS 48, 51, & 52

SPONSORED BY MAYOR CARRIER BY REQUEST

Aaron Williams, 51 Sixth St & Eric Lever, 52 Main St, asked the Council to oppose the ordinance as written.

B. AUTHORIZATION TO ACCEPT DONATION OF OFFICE FURNITURE FROM PINNACLE OFFICE SOLUTIONS

SPONSORED BY MAYOR CARRIER BY REQUEST

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

C. AMENDMENT OF FY2026 SCHEDULE OF FEES FOR CERTAIN PARKING RATES AND FEES

(VOTE TO OCCUR JUNE 25, 2025)

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

SPONSORED BY MAYOR CARRIER BY REQUEST

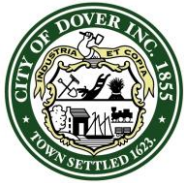
The Mayor, seeing no one wishing to speak, closed the Public Hearing.

D. GENERAL FUND SCHOOL DEPARTMENT FY2026 BUDGET AMENDMENT – ADDITIONAL APPROPRIATION FOR DEBT SERVICES

(VOTE TO OCCUR JUNE 25, 2025)

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 11, 2025**
Meeting Time: **7:00 pm**

Cynthia Walter, 22 West Concord St, spoke about the Athletic Complex project and how money could be saved.

Elizabeth Rodgers, 9 Middlebrook Rd, spoke about a letter she received from a doctor in regards to the usage of synthetic turf.

Allan Krans, Renaud Ave, spoke in favor of the athletic complex project.

Doug McGregor, 43 Ezra's Way, spoke in favor of the athletic complex project.

Allison Davis, 11 Hidden Valley Dr, spoke against the cost of the athletic complex project.

John Atherton, 22 West Concord St, supports grass being used in the sports fields, and is concerned with the cost of the project due to synthetic turf.

Christine Baber, 5 Gerry's Ln, spoke against the cost of the athletic complex project and the potential use of synthetic turf.

Shayna D, Dover Point Rd, spoke in favor of the athletic complex project.

Michelle Mastrobattista, 42 Ezra's Way, spoke in favor of the athletic complex project.

Abe McGuire, 44 Ayers Ln, spoke about issues with the lights from St. Thomas HS since they were installed.

Scarlett Gray, 181 County Farm Cross Rd, spoke in favor of the athletic complex project.

Danielle Rozack, 28 West Concord St, spoke in favor of the project but does not support the use of synthetic turf.

Kate Surman, 39 Sandra's Run, supports a new athletic complex but is against the use of synthetic turf.

Tyler Wood, 181 County Farm Cross Rd, spoke in favor of the athletic complex project.

Brian Hughes, 156 Boxwood Ln, spoke in favor of the athletic complex project.

Jeff Sanborn, 30 Silver St, spoke in favor of synthetic turf fields for the athletic complex project.

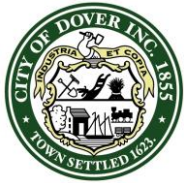
Bill Baber, 5 Gerry's Ln, spoke about moving forward with the athletic complex project but doing it in a way that is safe for the students and community.

Peter Schmidt, 53 Fourth St, spoke about the potential use of synthetic turf or organic grass for the athletic complex project, and the cost of the project.

**E. CAPITAL IMPROVEMENTS PROGRAM APPROPRIATION FOR DOVER HIGH SCHOOL
ATHLETIC COMPLEX AND AUTHORIZATION FOR BONDING
(VOTE TO OCCUR JUNE 25, 2025)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY COUNCILOR CULLEN**

Ben Castles, student athlete at Dover High School, spoke about the conditions of the current fields at the Dover High School and spoke in favor of synthetic turf.

Connor Lezarz, West Concord St, spoke in favor of the athletic complex project.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 11, 2025**
Meeting Time: **7:00 pm**

Cynthia Walter, 22 West Concord St, spoke about the athletic complex project and the potential use of organic grass versus synthetic turf.

Maddie Richer, 18 Florence St, spoke against the use of synthetic turf in the athletic complex project.

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.

Peter Schmidt, 53 Fourth St, spoke about the importance of sports.

Betsy Samper, Third St, disappointed with the street guidelines.

Kate Surman, 39 Sandra's Run, spoke about a project presented to the Planning Board last night.

9. CITY MANAGER'S REPORT – PRESENTATION OF FY2024 AUDIT AND ANNUAL COMPREHENSIVE FINANCIAL REPORT

City Manager Joyal introduced Scott McIntire, Managing Director of CBIZ. Mr. McIntire went over the FY2024 audit and annual comprehensive financial report with the Council.

City Manager Joyal gave an overview of the report he submitted in writing to the Council. The Manager reminded the Council that there will be a large construction project on Broadway as well as paving.

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

Vote: 8-0.

10. APPROVAL OF MINUTES

A. May 21, 2025 – Workshop Meeting

B. May 28, 2025 – Regular Meeting

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

Vote: 8-0.

11. MAYOR'S REPORT

Mayor Carrier gave an overview of the events he attended this week. Deputy Mayor Shanahan attended a few events in the last couple of weeks and gave an overview of the events to the Council.

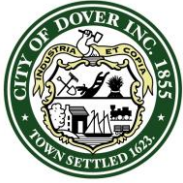
Deputy Mayor Shanahan moved to accept the Mayor's Report, seconded by Councilor Retrosi.

Vote: 8-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. CHAPTER 141, VEHICLES AND TRAFFIC, SECTIONS 48, 51, & 52 SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 11, 2025**
Meeting Time: **7:00 pm**

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

City Manager Joyal gave an overview of the ordinance to the Council. Deputy City Manager Parker answered questions about the ordinance.

Roll Call Vote: 8-0.

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

- 1. AUTHORIZATION TO ACCEPT DONATION OF OFFICE FURNITURE FROM PINNACLE OFFICE SOLUTIONS**
SPONSORED BY MAYOR CARRIER BY REQUEST

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

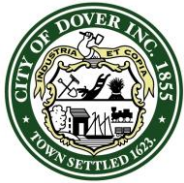
City Manager Joyal gave an overview of the resolution to the Council.

Roll Call Vote: 8-0.

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. AUTHORIZATION TO RENAME WASHINGTON STREET BRIDGE OVER THE COCHECO RIVER TO THE CAPTAIN JACK T. CASEY USMC MEMORIAL BRIDGE**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 2. ADOPTING AMENDMENTS TO MERIT PLAN, CLASS PLAN, AND PAY PLAN**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 3. AUTHORIZATION TO PURCHASE LICENSING FROM CDW GOVERNMENT, LLC VIA OMNIA**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 4. AUTHORIZATION TO PURCHASE EXCHANGE SERVERS VIA NASPO**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 5. B25068 CATCH BASIN CLEANING SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 6. B25071 BITUMINOUS CONCRETE (ASPHALT) PICKED UP**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 7. DOVER SAND RECOVERY ADDITIONAL PERMITTING SUPPORT AND SOILS MANAGEMENT PLAN**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 8. AUTHORIZATION TO APPLY AND ACCEPT NHDES CLEAN DIESEL GRANT FOR REPLACEMENT OF 2000 LOADER**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 9. B25069 PFAS FIRE DEPARTMENT UNIFORM AND CLOTHING**
SPONSORED BY MAYOR CARRIER BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 11, 2025**
Meeting Time: **7:00 pm**

**10. AUTHORIZATION TO PURCHASE ONE (1) FORD F150 4 X 4 REGULAR CAB
SPONSORED BY MAYOR CARRIER BY REQUEST**

**11. AUTHORIZATION TO PURCHASE ONE (1) FORD T350 HR CARGO VAN
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

Mayor Carrier requested to pull item 13.A.1.

Deputy Mayor Shanahan requested to pull item 13.A.7.

Roll Call on remaining items: 8-0.

Deputy Mayor Shanahan moved to approve resolution 13.A.1., seconded by Councilor Hackett.

Mayor Carrier requested that the resolution be referred to a public hearing.

Deputy Mayor Shanahan moved to amend the resolution to refer to a public hearing on June 25, 2025, seconded by Councilor Hackett.

Deputy Mayor Shanahan moved to refer the resolution to a public hearing, seconded by Councilor Hackett.

Vote: 8-0.

Deputy Mayor Shanahan moved to approve item 13.A.7., seconded by Councilor Williams. Community Services Director Storer answered questions from the Deputy Mayor in regards to the resolution.

Roll Call Vote: 8-0.

COMMITTEE REPORTS

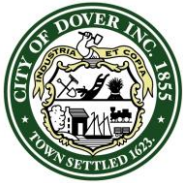
- | | |
|--|---|
| 1. Arts Commission (Nemeth) | 14. Solid Waste Advisory Committee (Hackett) |
| 2. Conservation Commission (Williams) | 15. Transportation Advisory Commission (Richer) |
| 3. Library Board of Trustees (Nemeth) | 16. Heritage Commission (Retrosi) |
| 4. Appointments Committee (Williams)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

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

Councilor Nemeth gave an overview of the Committee for Racial Equity and Inclusion Report to the Council, as well as a brief update on the Graffiti Management Advisory Committee Report.

Deputy Mayor Shanahan gave an overview of the Ordinance Committee Report to the Council.

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 11, 2025**
Meeting Time: **7:00 pm**

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

B. RESOLUTIONS

**1. LEASE AGREEMENT WITH JEWETT COMMERCIAL PARK LLC AND FY2026
TRANSFER OF APPROPRIATION - GENERAL FUND CITY DEPARTMENTS
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

**2. B21069 CONSULTING DESIGN SERVICES FOR THE COURT AND UNION STREETS
CONSTRUCTION PROJECT – ADDITIONAL SCOPE OF WORK CONSTRUCTION
PHASE**

SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Shanahan moved to approve the resolution, seconded by Councilor Richer.
City Manager Joyal gave an overview of the resolution to the Council. Community Services
Director Storer addressed questions from the Council.
Roll Call Vote: 8-0.

**3. AUTHORIZATION TO ACCEPT AND EXPEND THE NHDES CLEAN DIESEL GRANT
FOR REPLACEMENT OF 2000 LOADER
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 25, 2025)
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR CARRIER BY REQUEST**

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

C. ORDINANCES IN 1ST READING

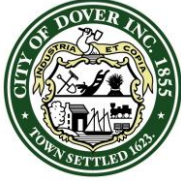
14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Retrosi reiterated the importance of keeping Dover a walkable and bikeable City.
Councilor Hackett would like to see a naming Policy for bridges, buildings, etc. in the City.
Mayor Carrier thanked the public and staff for the outpouring of support in the last couple of
weeks.

16. ADJOURN

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2025.05.28 - 88**

Resolution Re: General Fund School Department FY2026 Budget
Amendment – Additional Appropriation for Debt Service

WHEREAS: The Dover City Council adopted the City of Dover FY2026 operating budget on April 2, 2025; and

WHEREAS: The City Council approved debt financing of an appropriation for the Dover High School Athletic Complex resulting in additional debt service obligations for the School department at an estimated amount of \$1,933,571, which the amount was not contained in the FY2026 operating budget previously adopted in April 2025; and

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

The amount of One Million Nine Hundred Thirty-Three Thousand and Five Hundred Seventy-One Dollars (\$1,933,571.00) is hereby appropriated to the Dover School Department as part of the FY2026 General Fund budget for the purposes noted in the table below:

Account Number	Account Description	Adopted Budget	Budget Amendment	Revised Budget
REVENUE				
1000.1.150.41520.3110.00000.00.000.000.R10	Property Tax - Local School Tax Levy	61,173,322.00	1,933,571.00	63,106,893.00
		61,173,322.00	1,933,571.00	63,106,893.00
APPROPRIATIONS				
1000.2.600.46900.4920.00000.00.000.000.900	Education - Principal Payments	3,560,651.00	1,001,850.00	4,562,501.00
1000.2.600.46900.4921.00000.00.000.000.900	Education - Interest - Bonds	2,567,773.00	931,721.00	3,499,494.00
		6,128,424.00	1,933,571.00	8,061,995.00

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

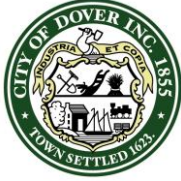
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

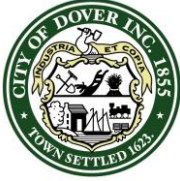
Resolution Number: **R – 2025.05.28 - 88**
Resolution Re: General Fund School Department FY2026 Budget
Amendment – Additional Appropriation for Debt Service

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2025.05.28 - 88**

Resolution Re: General Fund School Department FY2026 Budget
Amendment – Additional Appropriation for Debt Service

RESOLUTION BACKGROUND MATERIAL:

In accordance with City Charter C6-6 *Appropriations After Adoption of the Budget*, the City Council is seeking to adopt a FY2026 General Fund School Department Budget Amendment to appropriate \$1,933,571.00 for additional debt service payments. The appropriation to be funded through property tax levy.

The City Council approved debt financing of an appropriation for the Dover High School Athletic Complex resulting in additional debt service obligations for the School department at an estimated amount of \$1,933,571, which that amount was not contained in the FY2026 operating budget previously adopted in April 2025.

RESOLUTION TO AMEND THE 2026 FISCAL YEAR GENERAL FUND APPROPRIATION OF THE SCHOOL DISTRICT

WHEREAS: The Dover City Council adopted the City of Dover FY2026 operating budget on April 2, 2025; and

WHEREAS: The Dover School Board desires to make public improvements and to finance these improvements with the sale of general obligation bonds; and

WHEREAS: The Dover School Board recommends moving forward with the full scope of the Dover High School Athletic Complex project (Base Option B) as recommended by the Joint Building Committee, and

WHEREAS: There is a pending resolution for City Council to approve debt financing of an appropriation for the Dover High School Athletic Complex, which would result in additional debt service obligations for the school department at an estimated amount of \$1,933,571, which the amount was not contained in the FY2026 operating budget previously adopted in April 2025; and

Item #	Description	Proposed Appropriations	Life/Yrs	Department	Fund
1	Dover High School Athletic Complex	\$ 20,037,000	20	School - Education	General Fund
	Total	\$ 20,037,000			

NOW THEREFORE, BE IT RESOLVED THAT HEREIN IS A FORMAL REQUEST FROM THE DOVER SCHOOL BOARD TO THE MAYOR AND DOVER CITY COUNCIL THAT:

The amount of One Million Nine Hundred Thirty-Three Thousand and Five Hundred Seventy-One Dollars (\$1,933,571.00) be appropriated to the Dover School Department as part of the FY2026 General Fund budget for the purposes noted in the table below:

Account Number	Account Description	Adopted Budget	Budget Amendment	Revised Budget
REVENUE				
1000.1.150.41520.3110.00000.00.000.000.R10	Property Tax - Local School Tax Levy	61,173,322.00	1,933,571.00	63,106,893.00
		61,173,322.00	1,933,571.00	63,106,893.00
APPROPRIATIONS				
1000.2.600.46900.4920.00000.00.000.000.900	Education - Principal Payments	3,560,651.00	1,001,850.00	4,562,501.00
1000.2.600.46900.4921.00000.00.000.000.900	Education - Interest - Bonds	2,567,773.00	931,721.00	3,499,494.00
		6,128,424.00	1,933,571.00	8,061,995.00

SUBMITTED BY:

Robin Trefethen, Chairperson

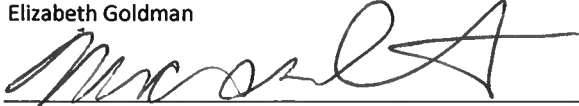
Carolyn Mebert, Vice Chairperson



Michelle Clancy, Secretary

Maggie Fogarty

Elizabeth Goldman



Micaela Demeter



Craig Flynn

June 17, 2025

RESOLUTION BACKGROUND MATERIAL:

This resolution makes an appropriation to the FY2026 operating budget, and approves the Capital Improvements Program project Dover High School Athletic Complex financed by debt and authorizes the sale of bonds.

Debt Authorization versus Debt Retirement

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

Description	School
FY2026 Authorization	20,037,000
FY2026 Retirement	3,560,651
Net Change	16,476,349

Legal Debt Limits

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

Description	City	School	Water	Downtown TIF	Waterfront TIF	Exempt	Total
Debt Outstanding	39,897,855	72,437,759	19,101,640	6,635,000	11,238,457	22,147,362	171,458,073
Authorized - Unissued	49,235,210	9,161,100	36,408,287	3,300,000	19,212,500	31,533,965	148,851,062
Total Issued & Unissued	89,133,065	81,598,859	55,509,927	9,935,000	30,450,957	53,681,327	320,309,135
This Authorization	0	20,037,000	0	0	0	0	20,037,000
Grand Total	89,133,065	101,635,859	55,509,927	9,935,000	30,450,957	53,681,327	340,346,135
Legal Debt Limit	214,422,288	500,318,672	714,740,960	NA	NA	NA	
Unused Capacity	125,289,223	398,682,813	659,231,033				
Percent Unused	58.4%	79.7%	92.2%				

Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.

Exempt includes Sewer and Tolend Road Landfill debt.

Debt exempt from legal debt limits are Sewer, Tolend Road Landfill debt, Downtown TIF, Waterfront TIF

Financial Policy Considerations

The City Council adopted Financial Policies will be adhered to with the proposed debt authorization contained in this resolution.

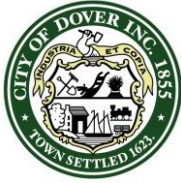
Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate related to the project proposed to be bonded in FY2026. The left table reflects the impact of the new CIP project only; the right table reflects the combined impact of the new CIP project and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.

CIP Authorization Only				Including Prior Year Authorizations			
Net Change in Property Tax Rates				Net Change in Property Tax Rates			
	2026	2027	2028		2026	2027	2028
City	0.00	0.00	0.00	City	0.35	0.19	0.02
School	0.04	0.17	0.17	School	0.19	0.31	0.12
Total Change	0.04	0.17	0.17	Total Change	0.54	0.50	0.14
Est Tax Rate	18.44	18.83	19.19	Est Tax Rate	18.71	19.21	19.35
% Change City	0.00%	0.00%	0.00%	% Change City	5.43%	2.79%	0.30%
% Change School	0.45%	1.91%	1.88%	% Change School	2.14%	3.43%	1.31%
% Change Total	0.22%	0.93%	0.93%	% Change Total	2.97%	2.67%	0.75%
Rate per \$1,000 of Assessed Value				Rate per \$1,000 of Assessed Value			

The table below reflects the net change from year to year, and the total change after 3 years, for an average single-family home for taxes, based on the FY25 assessed value at \$580,809.

Impact to Average Single Family Home				
				Change
				After
Description	Yr1	Yr2	Yr3	3 Years
CIP Only				
Property Tax	23	99	99	221
Including PY Authorizations				
Property Tax	314	290	81	685



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2025.05.28 - 89**

Resolution Re: FY2026 Capital Improvements Program Appropriation for
Dover High School Athletic Complex and Authorization for
Bonding

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

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

		Proposed			
Item #	Description	Appropriations	Life/Yrs	Department	Fund
1	Dover High School Athletic Complex	\$ 20,037,000	20	School - Education	General Fund
	Total	<u>\$ 20,037,000</u>			

AND FURTHER BE IT RESOLVED THAT:

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

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

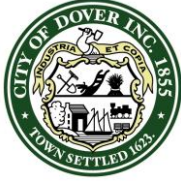
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Fergus Cullen
Councilor Ward 6

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

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2025.05.28 - 89**

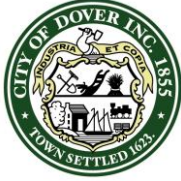
Resolution Re: FY2026 Capital Improvements Program Appropriation for
Dover High School Athletic Complex and Authorization for
Bonding

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2025.05.28 - 89**

Resolution Re: FY2026 Capital Improvements Program Appropriation for Dover High School Athletic Complex and Authorization for Bonding

RESOLUTION BACKGROUND MATERIAL:

This resolution makes an appropriation for the FY2026 Capital Improvements Program project Dover High School Athletic Complex financed by debt and authorizes the sale of bonds.

Debt Authorization versus Debt Retirement

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

Description	School
FY2026 Authorization	20,037,000
FY2026 Retirement	3,560,651
Net Change	16,476,349

Legal Debt Limits

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

Description	City	School	Water	Downtown TIF	Waterfront TIF	Exempt	Total
Debt Outstanding	39,897,855	72,437,759	19,101,640	6,635,000	11,238,457	22,147,362	171,458,073
Authorized - Unissued	49,235,210	9,161,100	36,408,287	3,300,000	19,212,500	31,533,965	148,851,062
Total Issued & Unissued	89,133,065	81,598,859	55,509,927	9,935,000	30,450,957	53,681,327	320,309,135
This Authorization	0	20,037,000	0	0	0	0	20,037,000
Grand Total	89,133,065	101,635,859	55,509,927	9,935,000	30,450,957	53,681,327	340,346,135
Legal Debt Limit	214,422,288	500,318,672	714,740,960	NA	NA	NA	
Unused Capacity	125,289,223	398,682,813	659,231,033				
Percent Unused	58.4%	79.7%	92.2%				

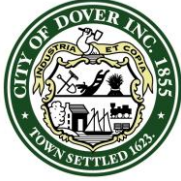
Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.

Exempt includes Sewer and Tolend Road Landfill debt.

Debt exempt from legal debt limits are Sewer, Tolend Road Landfill debt, Downtown TIF, Waterfront TIF

Financial Policy Considerations

The City Council adopted Financial Policies will be adhered to with the proposed debt authorization contained in this resolution.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2025.05.28 - 89**

Resolution Re: FY2026 Capital Improvements Program Appropriation for Dover High School Athletic Complex and Authorization for Bonding

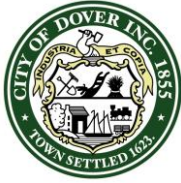
Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate related to the project proposed to be bonded in FY2026. The left table reflects the impact of the new CIP project only; the right table reflects the combined impact of the new CIP project and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.

CIP Authorization Only					Including Prior Year Authorizations				
Net Change in Property Tax Rates					Net Change in Property Tax Rates				
		2026	2027	2028			2026	2027	2028
City		0.00	0.00	0.00	City		0.35	0.19	0.02
School		0.07	0.22	0.00	School		0.22	0.36	(0.05)
Total Change		0.07	0.22	0.00	Total Change		0.57	0.55	(0.03)
Est Tax Rate		18.24	18.46	18.46	Est Tax Rate		18.74	19.29	19.26
% Change City		0.00%	0.00%	0.00%	% Change City		5.43%	2.80%	0.30%
% Change School		0.79%	2.46%	0.00%	% Change School		2.48%	3.96%	-0.54%
% Change Total		0.39%	1.21%	0.00%	% Change Total		3.14%	2.93%	-0.16%
Rate per \$1,000 of Assessed Value					Rate per \$1,000 of Assessed Value				

The table below reflects the net change from year to year, and the total change after 3 years, for an average single-family home for taxes, based on the FY25 assessed value at \$580,809.

Impact to Average Single Family Home				
				Change
				After
Description	Yr1	Yr2	Yr3	3 Years
CIP Only				
Property Tax	41	128	-	168
Including PY Authorizations				
Property Tax	331	319	(17)	633
Based on Net Change in Property Tax Rates				



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2025.05.28 - 87**

Resolution Re: Amendment of FY2026 Schedule of Fees for Certain
Parking Rates and Fees

WHEREAS: The City adopted the FY2026 City of Dover Schedule of Fees on April 2, 2025, and;

WHEREAS: Parking Commission voted on May 20, 2025 to amend certain Parking Rates and Permit Fees as presented in background section of this resolution, and;

WHEREAS: The City Council regulates parking rates and permit fees, and;

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

The City Council authorizes changes to the Police Department Section of the approved FY2026 Schedule of Fees – Parking Meter Rates, Parking Monthly Permit Fees, and Parking Other Rates/Fees, to reflect amending the rates and fees, effective July 1, 2025, as noted in the Resolution Background Material section of this resolution.

NOTE: THIS RESOLUTION REQUIRES A PUBLIC HEARING AND 2/3 MAJORITY VOTE OF COUNCIL.

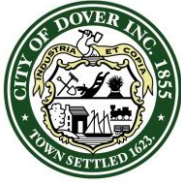
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2025.05.28 - 87**

Resolution Re: Amendment of FY2026 Schedule of Fees for Certain
Parking Rates and Fees

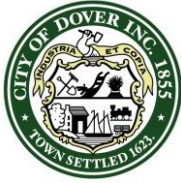
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2025.05.28 - 87**

Resolution Re: Amendment of FY2026 Schedule of Fees for Certain
Parking Rates and Fees

RESOLUTION BACKGROUND MATERIAL:

This is based on the May 20, 2025 vote of the Parking Commission for the amendment of certain Parking Rates and Parking Permit Fees as presented in the table below.

Add the following fees:

PARKING PERMIT MONTHLY FEES:

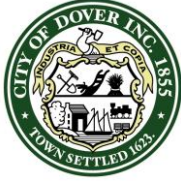
Payne Street Lot: \$30/month

Seaport Way Lot: \$20/month

Seaport Way: \$60/month

River Street: \$60/month

Payne Street: \$30/month



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2025.06.11 - 103**

Resolution Re: Authorization to Accept and Expend the NHDES Clean Diesel Grant for Replacement of 2000 Loader

WHEREAS: The City has received notice from the New Hampshire Clean Diesel Grant Program and the State of New Hampshire Department of Environmental Services of the opportunity of a \$33,225 reimbursement grant for the purpose of replacing of 2000 John Deere 544H Loader #124 with a 2025 JCB 409 loader.

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

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

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for, accept, and expend grant funds allocated to the City of Dover on behalf of the New Hampshire Department of Environmental Services Clean Diesel Grant and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

AND, FURTHER BE IT RESOLVED THAT:

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

Financing			
Account	Description	Appropriation	Balance
TBD	NHDES Clean Diesel Grant	33,225.00	33,225.00

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

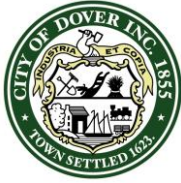
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2025.06.11 - 103**

Resolution Re: Authorization to Accept and Expend the NHDES Clean Diesel Grant for Replacement of 2000 Loader

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

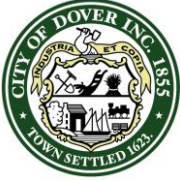
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		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

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has applied for and received notice of award of a \$33,225 reimbursement grant through the NH Clean Diesel Grant Program managed by the New Hampshire Department of Environmental Services, Air Resources Division (NHDES). This program aims to reduce emissions from diesel engines. This program is funded through the United States Environmental Protection Agency (EPA) through the Diesel Emissions Reduction Act (DERA). Grant opportunities are locally managed by the Technical Services Bureau within the State of New Hampshire Department of Environmental Services, Air Resources Division. More information about the NHCDGP program can be found at this link:

<https://www.des.nh.gov/business-and-community/loans-and-grants/dera>

The purpose of the grant referenced in this resolution is to be used towards the replacement of the 2000 John Deere 544H loader with a 2025 JCB 409 loader.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R - 2025.06.11 - 90**

Resolution Re: Authorization to Rename the Washington Street Bridge
Over the Cocheco River to the Captain Jack T. Casey
USMC Memorial Bridge

WHEREAS: Captain Jack T Casey USMC, age 26, was a Dover native who served his country as a CH53E Super Stallion helicopter pilot.

WHEREAS: While training for his upcoming deployment to Japan, CPT Casey and four other crewmen were killed in a crash in the mountains outside San Diego on Feb 7, 2024.

WHEREAS: CPT Casey exemplified the quality of people and life here in Dover through his bravery, his kindness, his loyalty, and his deep caring of his community.

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

In honor of the exemplary life of dedicated service led by Captain Jack T Casey, the Washington Street Bridge adjacent to the Children's Museum is hereby renamed as the Captain Jack T Casey, USMC Memorial Bridge.

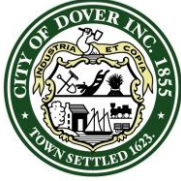
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert C. Carrier

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

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

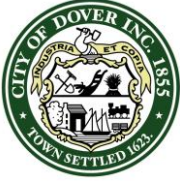
 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 12.C.5. Resolution Number: R - 2025.06.11 - 90 Resolution Re: Authorization to Rename the Washington Street Bridge Over the Cocheco River to the Captain Jack T. Casey USMC Memorial Bridge	

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#: 12.C.5.

Resolution Number: **R - 2025.06.11 - 90**
Resolution Re: Authorization to Rename the Washington Street Bridge
Over the Cocheco River to the Captain Jack T. Casey
USMC Memorial Bridge

RESOLUTION BACKGROUND MATERIAL:

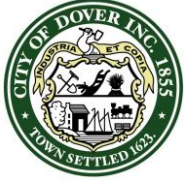
Captain Jack T. Casey USMC, age 26, was a Dover native who made a conscious choice to serve his country, knowing the inherent risks of being a CH53E Super Stallion helicopter pilot. While training for his upcoming deployment to Japan, he and four other crewmen were killed in a crash in the mountains outside San Diego on Feb 7, 2024.

Jack's personality was a remarkable combination of drive, ambition, and intelligence, tempered with an incredible sense of humility, kindness, humor, and empathy. He had the unending ability to make any room he was in a happier place. As a boy growing up in Dover, and eventually becoming a Captain in the Marine Corps, Jack was a born leader, setting an example for his peers of honesty, positivity, and above all, loyalty. His unwavering commitment to improving the lives of others, coupled with his genuine desire to make people happy, left a lasting impact on all who knew him.

Jack found, as he travelled during his training and service, that people did not know much about New Hampshire, and certainly not Dover. He was sure to make known his utter love of the place he called home. Our mountains, ocean, lakes, and beautiful landscape were certainly on the top of his list, but more importantly, he told others about the quality of people and of life here in Dover. A classmate from Virginia Military Institute, where Jack graduated from college, dedicated her theses, in part, to "Captain Jack T Casey USMC, a Dover Man." There was not a soldier Jack knew who did not know our "Live Free or Die" state motto. Jack was so VERY proud of where he came from.

Since his commissioning in May 2019, Jack had achieved the rank of Captain, as well as earning the National Defense Medal and Navy and Marine Corps Achievement Medal.

Jack's so very vibrant life was cut short at age 26. People know these tragedies happen, but not so close to home. This happened to Jack. To his family. To our entire community. Jack deserves to be honored for his bravery, his kindness, his loyalty, and his deep caring of his fellow man.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2025.06.25 - 105**
Resolution Re: B14074 Central Avenue Urban Core (Phase I) Water Transmission Project, Additional Scope of Work-Underwood Engineers, Inc.

WHEREAS: A sealed Request for Qualifications (RFQ) B14074 was issued and received for Professional Engineering Services for Water Systems Facility Upgrades on July 9, 2014 at 11:00 am. Four firms replied and interviews were conducted on August 3, 2014 with representatives from all four firms. The evaluating committee recommended award to Underwood Engineers, Inc. of Portsmouth, NH as the top ranked firm for this project; and

WHEREAS: The City received in the amount of \$155,000.00 for the survey, preliminary design of water main, subsurface and CCTV investigation, final design and bidding of the Central Avenue Urban Core (Phase I) Water Transmission project which was approved by council via [R-2021.02.10-019](#). The project is intended to replace a critical 1880's vintage water line, and will extend from Central Avenue, by the railroad tracks crossing near 4th Street, and running all the way up to the Garrison Hill Water Storage Tank; and

WHEREAS: The City has received approval of Congressionally Directed Spending (CDS) grant funds and there is a need to proceed expeditiously with the design phase. The City received additional costs from Underwood Engineers Inc in the amount of \$45,600.00 in modifications of existing design plans and construction documents in order to comply with requirements of the CDS Grant making a new total contract price of \$200,600.00 to Underwood Engineers, Inc.

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

The Purchasing Agent is hereby authorized to issue a purchase order revision for plan and construction document modifications to Underwood Engineers, Inc. of Portsmouth, NH for final design and bidding of the Central Avenue Urban Core (Phase I) Water Transmission project in the amount not to exceed \$45,600.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03568.22.	Water Main Replacement-Central Avenue	1,752,406	1,745,000

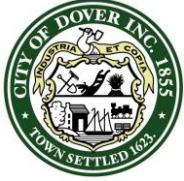
AUTHORIZATION

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
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 – 2025.06.25 - 105**
Resolution Re: B14074 Central Avenue Urban Core (Phase I) Water
Transmission Project, Additional Scope of Work-Underwood
Engineers, 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.1.

Resolution Number: **R – 2025.06.25 - 105**
Resolution Re: B14074 Central Avenue Urban Core (Phase I) Water Transmission Project, Additional Scope of Work-Underwood Engineers, Inc.

RESOLUTION BACKGROUND MATERIAL:

The City of Dover requested the submission of Statements of Qualifications from full service engineering firms to provide services for water system facilities upgrades including, but not limited to, eight wells and three water treatment facilities. Underwood Engineers, Inc. was a selected firm for water system upgrades via council approval Resolution [R-2016.10.26-142](#).

The City has approved several scopes of work related to water systems upgrade and one such is the survey, preliminary design of water main, subsurface and CCTV investigation, final design and bidding of the Central Avenue Urban Core (Phase I) Water Transmission project in the amount not to exceed \$155,000.00. This amendment to the contract includes modification to the existing design plans and construction documents for bidding that are completed. Breakdown of Professional Engineering Services are as follows:

Task	Total	Amendment	Total
Task 1 – Survey	\$45,149		\$45,149
Task 2 – Preliminary Design of Water Main	\$18,977		\$18,977
Task 3 – Subsurface & CCTV Investigations	\$29,794		\$29,794
Task 4 – Final Design of Water Main	\$53,674	\$7,800	\$61,474
Task 5 – Bidding Assistance	\$7,406	\$1,600	\$9,006
New Task 6 Environmental Review		\$11,200	\$11,200
New Task 7 Drainage and Sewer Design		\$25,000	\$25,000
Total	\$155,000	\$45,600	\$200,600

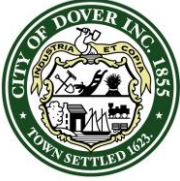
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	206	Number of Responses:	4
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	2026
Recommended Award to:	Underwood Engineers, Inc.	Fund:	CIP Water/Grant
Other Approvals Required:	NHDES	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.

[B14074 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2025.06.25 - 106**

Resolution Re: B25008B Municipal Security System Amendment No. 1&2

WHEREAS: A sealed Request for Proposal (RFP) #B25008B was issued for Municipal Security Systems for several city locations on September 17, 2024 with replies being received October 8, 2024 at 2:00p.m. Approval to award RFP to Allied Universal Technology was approved by City Council via resolution [R-2024.10.23-184](#)

WHEREAS: One location not included in the RFP was the new Building Inspection Services location as it was under construction at the time. Once completed city staff sought a pricing proposal from Allied Universal Technology to complete this location and received Amendment No. 1 to the existing agreement consisting of a cost of \$24,892.05. Upon further review, city staff recently requested Amendment No. 2 changes to replace two interior cameras with two exterior cameras, one of which is a 180-degree 8MP IR camera at an additional net cost of \$1,790.12; and

WHEREAS: As the addition of Amendment No.2 increases the cost of the Building Inspection Service building to \$26,682.17, thereby exceeding the \$25,000 threshold where Council approval is required. It is the recommendation to approve project amendments to Allied Universal Technology Services in the total amount of \$26,682.17; 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 revision to Allied Universal Technology Services to increase the total cost amount of \$26,682.17. 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
6100.1.550.49200.4725.09100.00	Building Improvements	240,000.00	89,069.00

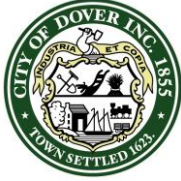
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

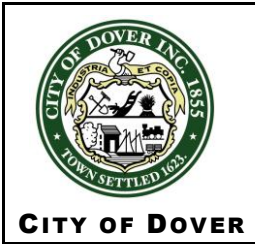
Resolution Number: **R - 2025.06.25 - 106**
Resolution Re: B25008B Municipal Security System Amendment No. 1&2

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 - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2025.06.25 - 106**
Resolution Re: B25008B Municipal Security System Amendment No. 1&2

RESOLUTION BACKGROUND MATERIAL:

The City of Dover released Request for Proposal B25008B, Re-bid of Municipal Security System on September 4, 2024. A team met to review initial responses on October 11, 2024 and reduced proposals for consideration to four (4) finalists. Virtual meetings were held with the finalists between Tuesday October 15th and Thursday October 17th, 2024. City of Dover review team consisted of the City Director and Deputy Directors of Information Technology, Dover School District Director of Technology, Public Safety IT Administrator, Facilities Project Manager and Deputy Finance Director. The Facilities, Grounds & Cemeteries Superintendent was also included in bid communications.

After careful review of bids, proposing on premise and cloud systems as well as offering existing or new technologies, the City staff recommended and Council approved award to Allied Universal Technology Services in October 2024.

Initial PO 202506500 was provided on April 21, 2025 to add security access control and video cameras to the new Inspection Services Building. In reviewing quote provided prior to camera order placement, the City of Dover noted two cameras were misquoted as interior and requested a change order. Change orders were received to deduct the two interior cameras on May 27, 2025 and to add the two replacement cameras on June 2, 2025. Net cost increase due to change is \$1,790.12, making the new cost in excess of the \$25,000 threshold, thereby requiring council approval.

Bid Information:

A sealed Request for Proposal #B25008B re-Bid was issued and received for Municipal Security Systems on October 8, 2024 at 2:00 p.m.

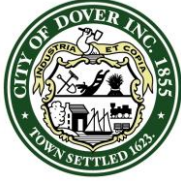
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	467	Number of Responses:	6
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	asap
Recommended Award to:	Allied Universal Technology Services	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B25008B Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2025.06.25 - 107**
Resolution Re: B25037 Specialized Municipal Engineering Services

- WHEREAS: A sealed Request for Qualifications #B25037 was solicited and received for on-call specialized municipal engineering services on April 29, 2025 at 2:30 p.m. for services to commence on July 1, 2025 for a four-year period. FY2025-2030 period. Rates to be fixed for the first year and will not exceed Boston CPI for subsequent years thereafter; and,
- WHEREAS: The RFQ process sought to identify firms demonstrating the highest levels of competence, experience, and qualifications to meet the diverse engineering needs of the City of Dover; and
- WHEREAS: Nineteen (19) statements of qualifications were received and a review of qualifications was conducted by the Community Services Department to assess each firm's expertise, project successes, and the specialized services offered; and
- WHEREAS: The Community Services Department has determined that all nineteen (19) consulting firms have submitted comprehensive information demonstrating their firms' qualifications to provide the specialized municipal engineering services identified in their respective responses to #B25037; and

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

The Purchasing Agent is hereby authorized to issue purchase orders to all firms identified in the background section for Specialized municipal Engineering Services on an as-needed basis provided in conjunction with bid #B25037. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
xxxx.1.xxx.xxxxx.4751.xxxxx.xx	Roadways	37,566,962	23,139,281
xxxx.1.xxx.43xxx.4757.xxxxx.2x	CS - Water/Sewer	65,300,747	40,320,492

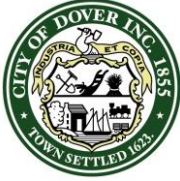
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2025.06.25 - 107**

Resolution Re: B25037 Specialized Municipal Engineering Services

DOCUMENT HISTORY:

First Reading Date:

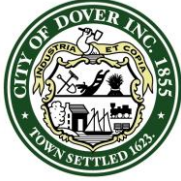
Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2025.06.25 - 107**

Resolution Re: B25037 Specialized Municipal Engineering Services

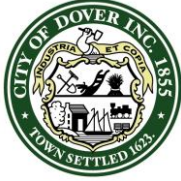
RESOLUTION BACKGROUND MATERIAL:

The City solicited a Statement of Qualifications and Proposals from engineering firms to establish on-call agreements with firms for the following engineering service areas:

- 1) Transportation
- 2) Traffic Management
- 3) Water Supply, Treatment & Distribution
- 4) Wastewater Collection & Treatment
- 5) Structural & Dams
- 6) Stormwater
- 7) Construction Administration

From the qualified list of firms, the City has the option to enter into a contractual relationship with any number of firms in each service area, as identified below:

Firm	Transportation	Traffic	Water	Waste Water	Structural/Dam	Stormwater	Construction Admin
Tighe & Bond	X	X	X	X	X	X	X
CMA	X		X	X	X	X	X
Green In'l	X	X				X	X
Weston & Sampson	X	X	X	X	X	X	
HEB	X						X
GPI	X	X				X	X
John Turner						X	X
Underwood			X	X	X	X	X
APEX	X	X	X	X		X	X
Sebago	X	X					
PARE	X	X			X	X	X
VHB	X	X			X	X	
Wright Pierce	X		X	X	X	X	X
Hoyle Tanner	X						X
Kleinfelder	X		X	X		X	X
Fuss & O'Neill	X	X	X	X	X	X	X
Gale							X
Woodard & Curran			X	X		X	X
Geosyntec						X	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2025.06.25 - 107**

Resolution Re: B25037 Specialized Municipal Engineering Services

Bid Information:

A sealed Request for Qualifications #B25037 was solicited and received for on-call specialized municipal engineering services on an as-needed basis on April 29, 2025 at 2:30 p.m. for services to commence on or about July 1, 2025 for a four-year period, FY2025 – FY2030.

Award Information:

Applicable to future projects, the City first intends to solicit a proposal for a Feasibility Study, or Basis of Design, from all prequalified consulting firms from each service area. Proposals received will be evaluated, compared, and ranked to determine which consultant's proposal would be in the best interest of the City. Selection of firm will be based on the scale of the work, specific requirements of the project, the alignment of the firm's qualifications with the proposed project and the amount of work presently under contract between the City of Dover and the firm. Each proposal received will be evaluated and eligible for negotiations in determining the most advantageous for each project.

It is expected that the Feasibility Study, or Basis of Design effort, will include providing assistance to the City in determining a defined scope for the complete project that would allow the City to achieve its stated goals.

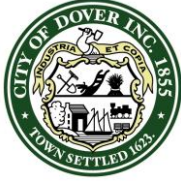
The anticipated deliverable from this phase will be a basis of design that clearly defines the scope of a larger project, which could then be awarded to the firm selected for the initial feasibility study/basis of design effort.

Purchased services of \$25,000.00 or more shall be approved or rejected by majority vote of the City Council prior to award.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	298	Number of Responses:	15
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year	Estimated Delivery:	As needed
Recommended Award to:	Various	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.

B25037 Bid Documents



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2025.06.25 - 108**

Resolution Re: B25026 Energy Savings Performance Contracting Services
(ESCO) – Energy Efficient Investments

WHEREAS: A sealed Request for Qualifications #B25026 was requested and received for Energy Savings Performance Contracting Services on April 2, 2025 at 2:00 p.m; and,

WHEREAS: The City is seeking a qualified firm to conduct a technical Investment Grade Audit (IGA) of municipally owned facilities and to implement a Guaranteed Energy Savings Performance Contract (GESPC). The intent of the GESPC is to allow for the implementation of Energy Conservation Measures (ECM)s through capital and Operation and Maintenance (O&M) improvements.

WHEREAS: Nine (9) submissions were received and reviewed for necessary qualifications, experience, understanding of project scope, approach for completing the work, certification to design, deliver, and support. Separate interviews were conducted with four (4) of the shortlisted firms, which took place on May 27th, May 30th and June 3rd; and,

WHEREAS: It is the recommendation of City staff to award this ESCO project to Energy Efficient Investments, 19D Star Drive, Merrimack, NH; and,

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

The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with B25026.

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

Financing

Account	Description	Appropriation	Balance
N/A			

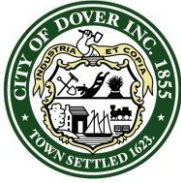
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2025.06.25 - 108**
Resolution Re: B25026 Energy Savings Performance Contracting Services
(ESCO) – Energy Efficient Investments

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

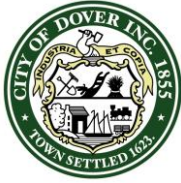
RESOLUTION BACKGROUND MATERIAL:

The City of Dover, New Hampshire (City) sought qualified firms from interested Energy Services Companies (ESCO)s to conduct a technical Investment Grade Audit (IGA) of municipally owned facilities and to implement a Guaranteed Energy Savings Performance Contract (GESPC). The intent of the GESPC is to allow for the implementation of Energy Conservation Measures (ECM)s through capital and Operation and Maintenance (O&M) improvements.

A GESPC is a way to make improvements with no up-front cost to the City. Instead of paying up-front, the City partners with an ESCO and the cost of the upgrades is paid back over a period of time using the savings from the project. The savings are guaranteed by the ESCO. This allows the City to make needed upgrades in a budget neutral way.

Services and capital improvements will be financed through the GESPC which ensure the following:

- Incurs no capital cost for the City and/or allows the City to supplement the project with an initial capital investment only if desired by the City to expand the project scope.
- Achieves Guaranteed Energy Savings that go through a Measurement and Verification (M&V) process.
- Facilities maintain a consistent and reasonable levels of occupant comfort.
- Facilities maintain a consistent level of building functionality that greater than or equal to that of the functionality prior to the GESPC.
- Grants, rebates and external financial assistance are thoroughly investigated to limit costs to the City.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2025.06.25 - 108**
Resolution Re: B25026 Energy Savings Performance Contracting Services
(ESCO) – Energy Efficient Investments

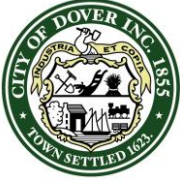
Upon evaluating all firms that submitted, the City has determined that Energy Efficient Investment is the most advantageous to the City.

Bid Information:

A sealed Request for Qualifications #B25026 was requested and received for Energy Savings Performance Contracting Services on April 2, 2025 at 2:00 p.m.

Award Information:

Type:	n/a	Advertised:	Yes
Invitations Mailed:	441	Number of Responses:	9
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	n/a	Contract:	YES
Prices will hold for:	TBD	Estimated Delivery:	TBD
Recommended Award to:	Energy Efficient Investment	Fund:	TBD
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2025.06.25 - 109**

Resolution Re: B25013 Sixth Street Bridge Replacement Additional Scope of Work - VHB

WHEREAS: Sealed bid B25003 was requested and received for engineering design services for Sixth Street Bridge Replacement on October 9th, 2024 at 2:30 pm and;

WHEREAS: The City received three (3) submittals and the proposal most advantageous was received by Vanasse Hangen Brustlin, Inc. (VHB), Bedford, NH in the amount of \$149,227.32 and was approved via [R-2024-10.23-183](#); and,

WHEREAS: Removal and replacement of the existing bridge will impact an upstream Conservation Easement. On 6/13/2025, the City received a proposal from VHB for additional scope of work in the amount of \$ 35,884.12 to include coordination with National Resources Conservation Service (NRCS) and development of a Mitigation Plan; 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 Revision to Vanasse Hangen Brustlin, Inc, (VHB) Bedford, NH for additional service in the amount of \$35,884.12. The City Manager, or designee, is hereby authorized to contract with the vendors consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
2240.1.300.43121.4752.03116.23	Bridges	861,430.69	712,203.37

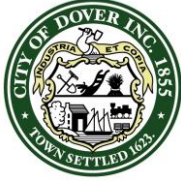
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION		Agenda Item#: 13.A.5.
	Resolution Number: R – 2025.06.25 - 109 Resolution Re: B25013 Sixth Street Bridge Replacement Additional Scope of Work - VHB		

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

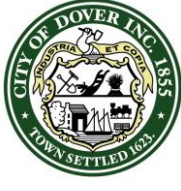
RESOLUTION BACKGROUND MATERIAL:

The City of Dover solicited proposals from engineering consulting firms for design services related to the replacement of the Sixth Street bridge over Blackwater Brook (NHDOT Bridge No. 057/173). The project scope is comprised of preparing contract documents and providing permitting services.

The existing bridge was constructed in 1937 and consists of a 14-foot concrete box culvert. According to the latest NHDOT Bridge Inspection Report, the condition rating is rated in ‘poor’ condition, and was placed on the NHDOT Municipal Red List in 2010 due to its deteriorating condition. The bridge has been identified in the City of Dover 2018 Hazard Mitigation Plan as it provides access in and out of the north end area of the City during emergency storm events. Sixth Street carries two lanes of traffic over a 20’ wide pavement section with guardrail on both sides. There are no public utilities within the anticipated project limits.

The expectation is that design and permitting services can occur over the coming winter 2024/2025, with possible construction and replacement of the bridge to commence fall 2025.

On 6/13/2025, the City received a proposal from VHB for additional services relative to B25013. The project originally conceptualized replacement of the existing crossing carrying Sixth Street over Blackwater Brook and is currently in the permitting phase of the project. Through the initial phase of project development, the removal of the upstream remnant structure was identified as an integral part of the proposed project scope. The proposed will impact an existing upstream Conservation Easement, thus triggering coordination and review by National Resource Conservation Service (NRCS). Part of the NRCS requirements included development of a mitigation plan. So the NRCS requirements created additional permitting, design modifications, and easement coordination scope services as outlined below.

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.A.5. Resolution Number: R – 2025.06.25 - 109 Resolution Re: B25013 Sixth Street Bridge Replacement Additional Scope of Work - VHB
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TASK 2.1 PERMITTING SERVICES

To accommodate the removal of the remnant structure and improve the modifications to the conservation easement upstream, additional stream restoration and planting details are required to be developed as part of the permit application. These details include grading, planting, and construction sequencing. Additional mitigation coordination is also required as part of this task.

Following permit application submissions to regulatory agencies, follow-up and coordination effort is sometimes required to respond to specific comments and concerns raised. Based on the discussion at the May 21 Natural Resources Agency Meeting, VHB expects that a request for more information is likely for this project. Therefore, work under this task might include:

- › Preparation of documents to respond to agency comments
- › Minor plan revisions/additions; or
- › Attendance at site inspections by the state or federal agencies.

Task 2.2 EASEMENT COORDINATION

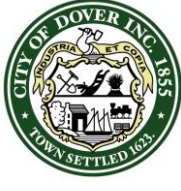
Removal of the remnant structure required coordination with National Resource Conservation Service (NRCS). Coordination with NRCS was initiated May 7, 2025 with an initial coordination meeting held May 22, 2025 with representatives from the City of Dover, VHB, and NRCS. NRCS provided subordination documentation requirements to the City of Dover and VHB. The easement is expected to be acquired for temporary construction purposes to remove the remnant structure upstream and provide improvements to the Blackwater Brook crossing including plantings. Based on this coordination, VHB is expected to develop mitigation plans, provide permit coordination information to NRCS, develop a planting plan and associated cost estimate, develop easement plans and provide support and coordination to the City of Dover and with NRCS.

Task 2.3 FINAL DESIGN DETAILING

Additional detailing is required to finalize the contract plans and accommodate the additional detailing of the restoration upstream of the existing crossing.

Bid Information:

A sealed Request for Proposal #B25013 was issued on October 9th, 2024 at 2:30 p.m. EST.

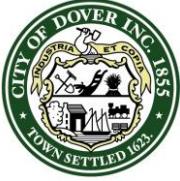
 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.A.5. Resolution Number: R – 2025.06.25 - 109 Resolution Re: B25013 Sixth Street Bridge Replacement Additional Scope of Work - VHB
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Award Information:

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

Type:	Purchase order	Advertised:	Yes
Invitations Mailed:	313	Number of Responses:	3
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	As needed
Recommended Award to:	Vanasse Hangen Brustlin, Inc	Fund:	DOT Assistance Programs
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

[B25013 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2025.06.25 - 110**
Resolution Re: B15060 Construction Oversight Services for the Cochecho Waterfront Development Project - Horsley Witten Group, Inc.

- WHEREAS: A Sealed Request for Qualifications #B15060 was issued and received for a Design and Engineering Team for the Waterfront Development on May 12, 2015 at 11:00 am; and
- WHEREAS: Eight firms replied and were evaluated by the RFQ Review Sub-committee of the Cochecho Waterfront Development Advisory Committee (CWDAC) and City personnel. The Council approved award of the contract to the team of Union Studio, Horsley Witten, Ironwood Design, GZA, Waterstone Engineering, and Abramson & Associates; and
- WHEREAS: In June 2017, Union Studio proposed a change of the prime consultant to team member, Horsley Witten Group, Inc. which was approved by council and project phases have been ongoing with the latest being in early 2023 via Resolution [R-2023.01.11-001](#); and
- WHEREAS: In July of 2023, via [R-2023.07.12-117](#) the Council approved to award to Horsley Whitten Group, Inc the agreement in the amount of \$523,335.60 for services outlined in the background section of this resolution; and
- WHEREAS On 6/16/2025, the City received a proposal from Horsley Witten Group for additional services to the Cochecho Waterfront Development Project in the amount of \$ 26,400.00.

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 Horsley Witten Group, Inc. of Sandwich, MA for the Dover Cochecho Waterfront Development project in the amount of \$26,400.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
4022.1.300.43121.4751.03121.22	Street / Utility Waterfront	864,391.49	354,559.84

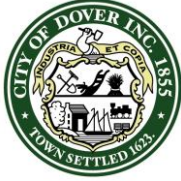
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

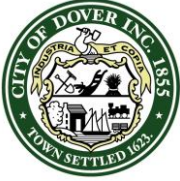
 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.6.	
Resolution Number: R – 2025.06.25 - 110 Resolution Re: B15060 Construction Oversight Services for the Cochecho Waterfront Development Project - Horsley Witten Group, Inc.		

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.6.

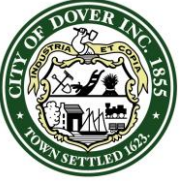
Resolution Number: **R – 2025.06.25 - 110**

Resolution Re: B15060 Construction Oversight Services for the Cochecho Waterfront Development Project - Horsley Witten Group, Inc.

RESOLUTION BACKGROUND MATERIAL

The city is currently in the construction phase of the Waterfront Development Project where The Horsley Witten Group, Inc. (Horsley Witten) is providing construction administration support. Through the duration of the project, the city has requested Horsley Witten to provide out of scope work, which is summarized as follows:

- Park pavilion building site plan revisions
 - Horsley Witten continued to provide support as the architect for the park pavilion finalized the building's layout.
- Kayak ramp removal
 - The city requested the removal of the kayak ramp as it is no longer necessary with the presence of the paddle sports dock nearby on the site. Horsley Witten coordinated and submitted a NHDES Wetland Permit and Army Corps amendment request for the removal of the kayak ramp, which included the preparation of a sketch showing the changes.
- AoT amendment for Seaport Way construction
 - The city requested to extend the limits of work to the resident at 36 Seaport Way for ease of future construction of the road to the Dredge Cell. Horsley Witten coordinated with the city and the city's consultant for the Dredge Cell (Verdantas) regarding grading/drainage improvements, and alignment of water and sewer extensions.
- NHDES Sewer Permit amendment
 - Horsley Witten revised the sewer alignment and profile for the Seaport Way extension and 36 Seaport Way connection, and submitted a Sewer Permit amendment to NHDES.
- Bulkhead evaluation
 - The city expressed concerns regarding the condition of the existing steel sheeting that comprised the bulkhead due to the severely deteriorated steel sheeting adjacent to the bulkhead. The city requested Horsley Witten's subconsultant, GZA, to evaluate the existing steel sheeting and its ability to support proposed future loading.
- Pavilion methane mitigation
 - Horsley Witten's subconsultant, GZA, designed and detailed a methane mitigation system for the pavilion to include in the pavilion contractor's scope of work to comply with the AUR for the project site. GZA also reviewed and provided recommendation for modifications to the foundation wall waterproofing to provide methane resistance. GZA will prepare a letter to NHDES outlining the methane mitigation measures included for their review and approval
- NHDES pollutant removal calculations
 - This project was chosen by the EPA to audit for stormwater compliancy. The city requested Horsley Witten to provide pollutant removal calculations to provide documentation that the project is compliant.
- Pedestrian bridge and pocket wetland review
 - At the request of the city, Horsley Witten evaluated potential options to relocate the pedestrian path around the pocket wetland by eliminating the smaller of the two wetland crossings, and ultimately save construction costs.

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.6. Resolution Number: R – 2025.06.25 - 110 Resolution Re: B15060 Construction Oversight Services for the Cochecho Waterfront Development Project - Horsley Witten Group, Inc.	

Bid Information

B15060 Award approved by council via resolution [R-2017.03.22-020](#).

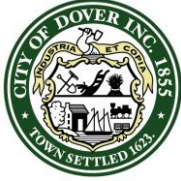
Award Information:

A purchase change order will be issued to Horsley Witten Group, Inc. to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	265 engineers and 180 architects	Number of Responses:	8 and 1 NB
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	As Needed
Recommended Award to:	Horsley Witten Group, Inc.	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.

[B15060 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2025.06.25 - 111**

Resolution Re: Operation and Maintenance of the Closed City of Dover
Landfill Superfund Site Lift Station, FY2026

WHEREAS: The former municipal landfill located on Tolend Road has a groundwater extraction system which discharges water to the city sewer system via a dedicated pump station and sewer force main which services the landfill and requires frequent cleaning and maintenance on a coordinated schedule with groundwater extraction system; and

WHEREAS: In 2017, the City received a proposal from CES Inc/Blue Granite Environmental Consultants, the contractor performing operations and maintenance at the Tolend Landfill remediation system, to perform operations and maintenance activities on the City's pump station and sewer force main that extends from Tolend Road to County Farm Cross Road and was awarded via council resolution [R-2017.06.28-073](#) in the amount of \$80,200.00.

WHEREAS: The City extended the agreement via council resolutions throughout subsequent years , with the latest being , FY25 via council resolution [R-2024.07.10-113](#); and

WHEREAS: The City again seeks to extend this agreement for the period of July 1, 2025 to June 30, 2026 to coordinate the pump station and sewer force main cleaning with the land fill remediation system. In an effort to improve the system performance and meet operation objectives, it is the recommendation to award the operation and maintenance activities of the pump station and sewer force main to Haley Ward, Inc., formerly known as CES, Inc., of Lewiston, ME in the amount of \$108,000.00; and

WHEREAS: Per 5-28.B. Formal bidding may be waived by the majority vote of the City Council, which may be done at the time of making the award.

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 Haley Ward, Inc. of Lewiston, ME for operation and maintenance services of the pump station and sewer force main for the period of July 1, 2025 to June 30, 2026 at a cost not to exceed \$108,000.00. The City Manager, or designee, is hereby authorized to finalize contract language 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.

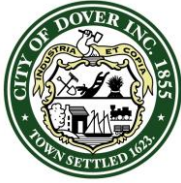
Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4341.00000.00	CS-Sewer-Technical Svs, FY26	149,150.00	149,150.00

AUTHORIZATION

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

R-2025.06.25 Operation and Maintenance of the Closed
City of Dover Landfill Superfund Site Lift Station, FY26
Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2025.06.25 - 111**

Resolution Re: Operation and Maintenance of the Closed City of Dover
Landfill Superfund Site Lift Station, FY2026

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

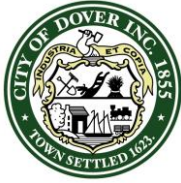
Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2025.06.25 - 111**

Resolution Re: Operation and Maintenance of the Closed City of Dover
Landfill Superfund Site Lift Station, FY2026

RESOLUTION BACKGROUND MATERIAL:

The former municipal landfill located on Tolend Road has a groundwater extraction system which discharges water into the city sewer system via a dedicated pump station and sewer force main which services the landfill and requires frequent cleaning and maintenance on a coordinated schedule with groundwater extraction system.

Haley Ward, Inc., formerly known as CES, Inc., now operates and maintains the sewer pump station and sewer force main that extends from the former municipal landfill on Tolend Road to County Farm Cross Road where it discharges into the city gravity sewer. The sewer force main carries groundwater from the landfill groundwater extraction system. The extracted groundwater has a very high iron content and when the groundwater comes in contact with the atmosphere, iron precipitation occurs. The accumulation of the iron precipitate in the pump station and the sewer force main requires periodic cleaning to restore capacity lost due to clogging.

The landfill remediation system operation and maintenance contractor, Haley Ward, Inc., also performs similar cleaning activities on the remediation system throughout the year.

The proposal from the current contractor, Haley Ward, Inc. and Blue Granite Environmental Consultants, Inc., operating the landfill remediation system is desirable as they will perform cleaning of the pump station and sewer force main on a prioritized maintenance schedule that is coordinated with the maintenance of the remediation system. The total cost to maintain the sewer pump station and sewer force main is \$108,000.00 for the period of July 1, 202 to June 30, 2026. Last year's proposal was \$103,600, so there is an increase of 4.25% for pending FY2026.

Bid Information:

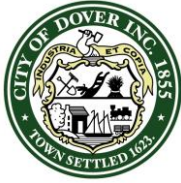
Per 5-28. B Competitive bidding may be waived by the majority vote of the City Council.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	51	Number of Responses:	4 and 2 no bids
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year, 6/30/2026	Estimated Delivery:	2025-2026
Recommended Award to:	Haley Ward, Inc.	Fund:	WWTP, Sewer Fund
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring City Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2025.06.25 - 112**
Resolution Re: Authorization to Purchase Fire Department PFAS- Free Gear (PPE) from Fire Tech & Safety per Mass State Contract PSE01

WHEREAS: The Commonwealth of Massachusetts conducted a bid solicitation for Fire/EMS and Police Public Safety Equipment and offers volume discounting on specialty items, which included services, supplies and equipment, and was approved by the Commonwealth of Massachusetts via contract PSE01; and

WHEREAS: The City of Dover Fire & Rescue would like to utilize the Commonwealth of Massachusetts contract, at the 2-35% price discount off manufacturing prices, through Fire Tech & Safety of New England for multi-purpose, PFAS-free PPE gear in the amount totaling \$53,040.00; and

WHEREAS: Per 5-29A, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the purchasing agent may, with approval of the city manager, waive bidding procedures when purchasing can be accomplished through the State of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Fire Tech & Safety of New England of Tyngsborough, MA in the amount of \$53,040.00 which represents discounted pricing in conjunction with the MA bid PSE01. 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
1000.1.220.42220.4615.00000.00	F&R Suppression - Clothing	133,391.00	53,100.00

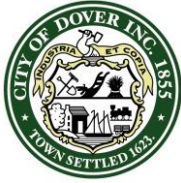
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

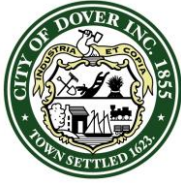
Resolution Number: **R – 2025.06.25 - 112**
Resolution Re: Authorization to Purchase Fire Department PFAS- Free Gear (PPE) from Fire Tech & Safety per Mass State Contract PSE01

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.8.

Resolution Number: **R – 2025.06.25 - 112**
Resolution Re: Authorization to Purchase Fire Department PFAS- Free Gear (PPE) from Fire Tech & Safety per Mass State Contract PSE01

RESOLUTION BACKGROUND MATERIAL:

The City of Dover Fire & Rescue is proposing the purchase of multi-purpose, PFAS-free personal protective equipment (PPE) for firefighters as a strategic and cost-saving measure. This initiative will reduce unnecessary wear and tear on our most expensive gear—structural firefighting turnout gear—ultimately saving the City tens of thousands of dollars in replacement and maintenance costs over the coming years.

Each set of PFAS-free turnout gear now costs up to \$6,000 and is expected to have a shorter service life than previous gear due to evolving chemical safety standards. Currently, this gear is worn on nearly every call—including medical incidents, vehicle crashes, and public assists—not just fire suppression. This results in premature wear, more frequent cleanings, and earlier-than-planned replacements. By reducing unnecessary use, we can extend the life of each set by two or more years, yielding a potential savings of \$3,000–\$4,000 per firefighter.

To accomplish this, the department proposes purchasing NFPA 1951-compliant, PFAS-free technical response PPE for 65 firefighters. This gear is lighter, more breathable, and designed specifically for non-fire emergencies. It will cost approximately \$816 per set, for a total project estimate of \$53,040. All purchases will be made using state bid pricing and funded entirely through the existing operational budget—no new appropriation is needed.

This investment will:

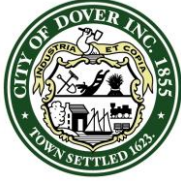
- Extend the life of high-cost structural turnout gear by up to 75%
- Reduce cleaning, inspection, and replacement costs required under NFPA 1851
- Avoid premature investment in first-generation PFAS-free gear, allowing the City to wait for improvements in quality and pricing
- Reduce firefighter exposure to contaminants and heat stress, supporting long-term health and liability protection
- Increase visibility and compliance at roadway scenes without requiring separate traffic vests

In short, this program delivers immediate and long-term savings, enhances firefighter health and safety, and positions the City to manage future gear transitions more affordably. It is a smart, investment in both our personnel and our financial sustainability.

Vendors are required to provide manufacturer's documentation confirming that items provided will meet the PFAS free standard.

Award Information:

A purchase order will be issued to both Fire Tech & Safety to authorize expenditures as outlined in this resolution.



CITY OF DOVER

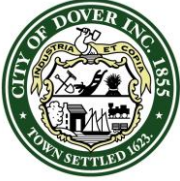
CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2025.06.25 - 112**
Resolution Re: Authorization to Purchase Fire Department PFAS- Free Gear (PPE) from Fire Tech & Safety per Mass State Contract PSE01

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations emailed:	n/a	Number of Responses:	n/a
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	One year	Estimated Delivery:	As needed, July 1, 2025
Recommended Award to:	Fire Tech & Safety	Fund:	Fire
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.A.9.

Resolution Number: **R - 2025.06.25 - 113**
Resolution Re: Authorization to Execute Municipal Host Group Net
Metering Membership Agreement Between Community
Power Coalition and the City of Dover

WHEREAS: The City's Resilience Coordinator has identified a new potential opportunity for the City to earn revenue while supporting clean, renewable energy in New Hampshire. The current opportunity, a flexible net metering arrangement that has financially benefitted the City ([R-2022.01.26-024](#)); and

WHEREAS: Community Power Coalition of New Hampshire is a proposed administrator of a new Group Net Metering opportunity and has invited the city to join that arrangement; and

WHEREAS: The City's obligations will be generally limited to joining the net metering group. In return, the City would receive a periodic Default Service Reimbursement Payment based on the City's electric energy consumption in designated facilities.

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

On behalf of the City of Dover, the City Manager is authorized to execute a Municipal Host Group Net Metering Membership Agreement between Community Power Coalition of New Hampshire and the City of Dover. The City Manager is authorized to perform the City's obligations stated in the aforesaid agreement.

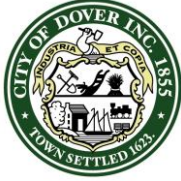
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.9.	
Resolution Number: R - 2025.06.25 - 113 Resolution Re: Authorization to Execute Municipal Host Group Net Metering Membership Agreement Between Community Power Coalition and the City of Dover		

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.		

RESOLUTION BACKGROUND MATERIAL:

Attached is a copy of a new Municipal Host Group Net Metering Membership Agreement between ER Poverty Plains Solar, LLC, and the City of Dover. The Community Power Coalition of New Hampshire shall serve as the Group Net Metering Administrator and be responsible for providing future information about the City’s energy consumption.

In essence, the transaction contemplated by this agreement is the sale of certain attributes of the City’s electric power consumption, that are of use and value to the net metering group. This agreement does not impact the City’s current electricity supply contractual arrangements. This agreement would only monetize currently attributes of the City’s power consumption.

This transaction is expected to continue supporting renewable sources of energy (solar power) by resulting in additional revenue to local producers of such renewable energy.

Document Created by: Legal Document Posted on: June 20, 2025	R-2025.06.25 Authorization to Execute Default Service Reimbursement Agreement Between Standard Power of America, Inc. and the City of Dover Page 2 of 2
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Municipal Host Group Net Metering Membership Agreement

This Municipal Host Group Net Metering Membership Agreement (“Agreement”) is entered into as of this ____ day of _____, 2025 (the “Effective Date”) between ER Poverty Plains Solar, LLC, serving as the host (“Host”), and _____, as a group member (“Member” of the “Group”), for the purpose of establishing and maintaining Group Net Metering between Host and Member under NH RSA 362-A:1-a, II-c and NH Puc 909. Host (described in Appendix A) represents that it is an eligible customer generator under NH RSA 362- A:1-a, II-c. Member represents that each of its account numbers listed in Appendix B is served by the same local distribution utility as the Host and qualifies as a “political subdivision” under NH RSA 362- A:1-a, II-c.

NOW, THEREFORE, in consideration of the premises and of the mutual agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Host and Member (together referred to as the “Parties”) hereby agree as follows:

I. **Administration**

The Community Power Coalition of New Hampshire (“CPCNH”) shall serve as the Group Net Metering Administrator (“Admin”) on behalf of Host and Member. In its capacity as Admin, CPCNH will act for the Host and the Members and will be responsible for all registration and ongoing reporting requirements necessary to initiate and maintain a Group Net Metering arrangement pursuant to NH Puc 909. If Members are compensated for their participation via payments rather than on-bill crediting, Host will route such payments through Admin for tracking and remittance to Member (in which case Admin will only be responsible for remitting payments that it has first received from Host). To enable Admin to fulfill its responsibilities with respect to reporting requirements and tracking and remitting payments or verifying on-bill credits, Member shall provide Admin with monthly local distribution utility invoices associated with each of the utility account numbers listed in Appendix B.

II. **Member’s annual kWh usage**

Appendix B lists the estimated annual kWh usage of each of Member’s participating accounts, as well as the total usage across all participating accounts. Member represents that 100% of the estimated annual usage shown in Appendix B is available for Group Net Metering under this Agreement.¹ While this Agreement remains in effect, Member shall not attempt to Group Net Meter with any other Group, Admin or Host for the utility account numbers listed in Appendix B and shall make all of the usage of those accounts available to the Group and Host for the purposes of fulfilling the terms of this Agreement.

III. **Determination of Member’s share of Host’s output**

Member’s share of Host’s annual generation shall be determined and expressed as a ratio, the numerator of which shall be 90% of the estimated annual usage of each Member account

¹ Member may swap out accounts during the term of the Agreement, so long as its aggregate annual usage committed to this Agreement does not fall below the total volume shown in Appendix B.

shown in Appendix B, and the denominator of which shall be “Host’s annual generation used to determine Member shares” from Appendix A. Calculated as such, each Member account’s share of Host’s output is shown in the final column of Appendix B.

IV. Member compensation

Each Member account is entitled to either payments or on-bill credits, as determined by Host and/or Admin, equivalent to its share of Host’s output (as determined in Section III and as shown in the final column of Appendix B) multiplied by 12.5% of the net metering rate (expressed in \$/kWh) applicable to the Host utility meter for each billing month as determined in the “Alternative net metering tariff” as defined in NH Puc 902.03, adopted pursuant to NH RSA 362-A:9. The compensation described in the prior sentence shall be the sole compensation to which Member is entitled; any and all renewable energy certificates (RECs), environmental attributes, tax credits and attributes, and other elements of potential value associated with Host or its output shall remain the sole property of the Host.

If Members are compensated via payments rather than on-bill credits, Admin shall pay Member within thirty (30) days of receipt of payment from Host (Host will typically issue payment to the Admin on a quarterly basis). If Members are compensated via on-bill credits rather than payments, the local distribution utility will provide credits directly on Member’s electricity bills. Neither Host nor Admin shall be liable for on-bill credits.

V. No guarantee

Member acknowledges and understands that payments or bill credits are not guaranteed and are dependent on Host achieving commercial operations (projected, but not guaranteed, to occur by the date listed in Appendix A), the availability of Host’s production once it achieves commercial operations, the applicable net metering rate, and/or payment by the local distribution utility to Host and/or by Host to Admin for disbursement. If, for any reason, the local distribution utility does not make payment to Host, Host does not make payment to Admin, or the local distribution utility does not provide on-bill credits, Admin is not liable to Member for Member’s share of payment or bill credits. Member acknowledges and understands that numerous factors beyond the control of the Host or Admin may disrupt, terminate, or suspend the availability of this program or the consideration contemplated.

VI. Term and termination

Member’s admission to the Group for Group Net Metering purposes shall become effective upon Member’s first meter read date immediately following the Effective Date (the “Admission Date”). Payments or on-bill credits, however, will not begin to accrue to Member until Host achieves commercial operation (projected, but not guaranteed, to occur by the date listed in Appendix A). Unless otherwise terminated by Host or Member pursuant to this section, or extended beyond 2040 by mutual written consent of the Parties, this Agreement shall commence on the Admission Date and end on December 31, 2040.

Host may terminate this Agreement without penalty or liability due to its bankruptcy or cessation of operations, or following a change in law or regulation that (1) renders this Agreement commercially or legally unviable or (2) enables Host to capture and realize greater

value for Host's output through some alternative arrangement. In the case of termination by Host pursuant to the prior sentence, Host or Admin shall give the Member ninety (90) days prior written notice, and this Agreement shall terminate upon the first meter read date following the noticed termination date, without further liability of the Host to the Member, or Member to Host, provided that neither Member nor Host (nor Admin) shall be released from any payment or other obligations arising under this Agreement prior to such termination.

Member may withdraw one or more of its participating accounts listed in Appendix B from the Group or otherwise terminate this Agreement for any reason after (1) providing written notice to Admin at least twelve (12) months prior to withdrawal or termination, or (2) providing written notice to Admin less than twelve (12) months prior to withdrawal or termination and paying Admin an early termination fee equal to \$0.01/kWh multiplied by the estimated annual usage of all withdrawn or terminated accounts as listed in Appendix B. In either case, this Agreement shall terminate upon the first meter read date following the noticed withdrawal or termination date. Member shall not be responsible for an early termination fee if its termination is the result of bankruptcy, cessation of operations, or moving its operations outside of the local distribution utility service territory in which the Host operates.

VII. Disputes and governing law

The Parties shall attempt in good faith to resolve all disputes arising under this agreement. In the event the parties are unable to resolve a dispute, controversy, or claim arising under this agreement, then either party may give written notice to the other party of its intention to mediate. Any dispute arising under this agreement may be settled by mediation in the State of New Hampshire in accordance with such procedures as may be acceptable to the parties. If the dispute has not been resolved through mediation within thirty (30) days after written notice beginning the mediation process (or a longer period, if the parties agree to extend the mediation), the mediation shall terminate and the parties shall be free to litigate the matter. In the event of litigation arising under this agreement, the prevailing party shall be entitled to collect all reasonable costs and fees associated with the litigation, including attorney's fees.

This Agreement and the rights and duties of Parties hereunder shall be governed by and construed, enforced and performed in accordance with the laws of the state of New Hampshire.

VIII. Assignment

Neither Host nor Member may assign this Agreement or its rights hereunder without the approval of the other Party; such approval shall not be unreasonably withheld. Notwithstanding, Host may assign this Agreement without Member's approval in connection with any financing arrangements or sale. Admin may assign its responsibilities under this Agreement upon receipt of written consent from both Host and Member.

IX. Attestation

Host and Member attest that the information provided in this Agreement and its Appendices (which are wholly incorporated into this Agreement) is true to the best of their knowledge and belief.

X. **Notices**

Notices shall be provided to Admin at the following address:

Community Power Coalition of New Hampshire

P.O. Box 840

Concord, NH 03302

mark.bolinger@communitypowernh.gov

Notices shall be provided to Member at the following address:

Member name:

Member address:

City, NH Zip:

email address:

XI. **SIGNATURES**

ER Poverty Plains Solar, LLC (Host)

Signed: _____

By: _____

Title: _____

Date: _____

INSERT MEMBER NAME (Member)

Signed: _____

By: _____

Title: _____

Date: _____

Community Power Coalition of New Hampshire (Admin)

Signed: _____

By: _____

Title: _____

Date: _____

Appendix A: Description of Host

Host type: Solar photovoltaic (PV)

Host name: ER Poverty Plains Solar, LLC

Host service address: Poverty Plains Road in Warner, NH

Host coordinates: 43.263125, -71.758021

Host capacity (AC): 4.999 MW

Host's estimated commercial operation date (COD): 06/30/2026

Host's estimated annual generation (first full year): ~8,800 MWh

Host's annual generation used to determine Member shares: 9,000 MWh (9,000,000 kWh)

Host billing address: TBD

Host phone number: TBD

Host email address: TBD

Host's local distribution utility: Eversource

Host's local distribution utility account number: TBD

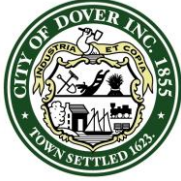
Host's local distribution utility meter number: TBD

Appendix B: List of Participating Member Accounts

[illegible]

² If projected rather than historical annual usage, indicate with a "(P)" after the number—e.g., "550,000 (P)".

³ Calculated as 90% of “Estimated Annual Usage (kWh)” divided by “Host’s annual generation used to determine Member shares” from Appendix A.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R – 2025.06.25 – 114**
Resolution Re: Authorization to Purchase PolarFlex Cutting Edges from Eastern Wear Parts – Sole Source

- WHEREAS: Eastern Wear Parts is the authorized sole distributor to sell PolarFlex snowplow cutting-edges made by Valley Blades Limited, within the state of New Hampshire; and,
- WHEREAS: In an attempt to reduce the amount of winter road salt applied, the City experimented last winter with specialized, cutting edges that have patented 12-inch blade sections that move vertically as well as axially to hug uneven road profile surfaces. Three plow vehicles were equipped and operators noted the specialized cutting-edges performed exceptionally well at scraping and removing snow, thus the objective is to expand implementation of these specialized cutting-edges; and,
- WHEREAS: On 6/17/2025, the City received a quote from Eastern Wear Parts, Plainville, MA for Polarflex snowplow equipment, in the amount of \$50,593.60. In addition, as winter season approaches, the City will need to buy additional equipment, as needed, in the amount of \$35,000.00, for a total amount of \$ 85,963.60; and,
- WHEREAS: Per 5-29.C, Exemptions to Competitive Bidding, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures if sole-source purchases of 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 services provider; and,

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Eastern Wear Parts of Plainville, MA in an amount not to exceed \$85,963.60. 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
1000.1.300.43125.4612.00000	Snow Removal Maint Supplies FY25	272,800	51,616
1000.1.300.43125.4681.00000	Snow Removal Maint Supplies FY26	35,000	35,000

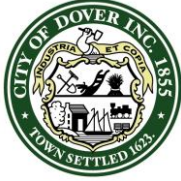
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

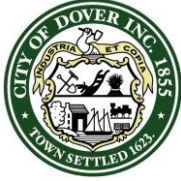
Resolution Number: **R – 2025.06.25 – 114**
Resolution Re: Authorization to Purchase PolarFlex Cutting Edges from
Eastern Wear Parts – Sole Source

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R – 2025.06.25 – 114**
Resolution Re: Authorization to Purchase PolarFlex Cutting Edges from
Eastern Wear Parts – Sole Source

Resolution Background:

The City has traditionally relied on standard, carbide blades/cutting-edges, that provide a straight and rigid scraping edge along the bottom of a plow section. Recently, in response to monitoring increased chloride levels at a couple of the City public water supply wells, efforts have been underway to minimize application of road salt during winter snow & ice operations. Specialized application has been utilized to expand use of liquid brine. This past winter operations staff experimented to equip 3 plow vehicles with specialized and patented cutting edges that consist of 12-inch long, movable cutting-edge segments that move vertically as well as axially to hug an uneven profile of a road surface. Operators raved about the high-efficiency of the cutting edges, indicating that they scraped so effectively they were able to reduce the amount of salt required to post-treat roads.

Segments are purchased individually and are interchangeable amongst the plowing equipment whether it be a front-end loader, 1-ton plow, or fully-equipped truck with wing plow. The pertinent required segments would include:

- 3-foot Front Mount
- 4-foot Front Mount
- 5-foot Front Mount
- Heavy-Duty Front Mount Curb Guards
- Cast multi-punch Curb Guards

This is a sole-source purchase, through an authorized distributor and matches components that were obtained and tested last winter. Segments are inter-changeable amongst the City's various plow equipment.

Bid Information:

No bid, sole source purchase

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	n/a	Number of Responses:	n/a
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	Until completion	Estimated Delivery:	ASAP
Recommended Award to:	Eastern Wear Parts	Fund:	GF
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 Sole Source

APPOINTMENTS COMMITTEE REPORT

June 25, 2025

New Appointments:

Richard Robison – DUC – Regular Member (term: 6/25/2025 to 6/25/2028)

Jessica Hurley – Recreation Advisory Board – Regular Member (term: 6/25/2025 to 10/6/2026)

Devon Dunn – Planning Board – Alternate Member (term: 6/25/2025 to 2/22/2026)

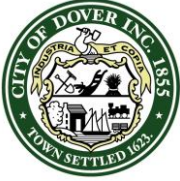
Dylan Lucas – Energy Commission – Alternate Member (term: 6/25/2025 to 3/27/2027)

Resignations:

Arcadia Lee – Energy Commission – Regular Member

Change in Status:

Lucas Veitch – Energy Commission – Alternate to Regular Member



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2025.06.25 - 115**
Resolution Re: Additional Scope of Work for B23006 Cochecho
Waterfront Public Improvements Construction –
Northeast Earth Mechanics

WHEREAS: In January 2023 the Re-Bid of #B23006 Cochecho Waterfront Public Improvement Construction was issued and a prebid meeting was conducted on February 2, 2023 with all four firms attending with proposals due on March 16, 2023 at 2:00 pm; and

WHEREAS: Two bid responses were received and reviewed for understanding of project scope, approach for completing the work, certification to design, deliver, support and manage proposed solution and the offer deemed most advantageous, approved by council via [R-2023.04.26-066](#), was awarded to Northeast Earth Mechanics, LLC in the amount of \$19,532,250.00; and

WHEREAS: In November of 2023, the City received a proposal for additional SOW, not to exceed \$80,665.00, approved by council via R-2024.01.10-1. In July of 2024, council approved a proposal for additional scope of work in the amount of \$571,957.61 via [R-2024.07.10-119](#); and,

WHEREAS: On June 10, 2025, the City received additional scope of work from Northeast Earth Mechanics, in the amount of \$420,735.09; and,

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

The Purchasing Agent is hereby authorized to issue a change order to Northeast Earth Mechanics of Pittsfield NH in the amount, not to exceed, \$420,735.09 for the Cochecho Waterfront Public Improvement Construction. 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
4024.1.180.41910.4715.02513.24.000.000.700	Waterfront Development Site	9,943,467.22	680,539.42

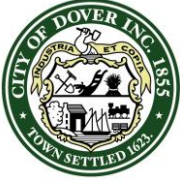
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2025.06.25 - 115**
Resolution Re: Additional Scope of Work for B23006 Cochecho
Waterfront Public Improvements Construction –
Northeast Earth Mechanics

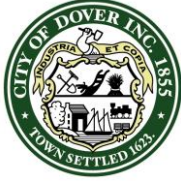
City Clerk

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 – 2025.06.25 - 115 Resolution Re: Additional Scope of Work for B23006 Cochecho Waterfront Public Improvements Construction – Northeast Earth Mechanics
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RESOLUTION BACKGROUND MATERIAL:

The City Solicited a Re-Bid of B23006 Cochecho Waterfront Public Improvements Construction to four prequalified construction firms with two replies being submitted. The city requested base bid pricing with a list of deduction alternate items that it may or may not remove from the bid price. The base bid pricing received from low bidder Northeast Earth Mechanics (NEEM) for a total amount of \$19,532,250.00 and approved by council.

The contract documents specify that contaminated materials and surplus material can be taken to the dredge cell area. The dredge cell area needed to be prepared prior to storing materials from the Waterfront Project, which was not part of the original scope of work. In November 2023, the city approved the leveling of dredge cell, clearing of and around the dredge and erosion and sediment controls for a total amount of \$80,665.00. The capacity of the dredge cell area has been reached; therefore, the City is looking to use the Maglaras Park adjacent to the dredge cell area as additional storage. The fencing around Maglaras Park and the dugouts will need to be removed to gain access to store materials within the area. On 5/22/2024, the city received a proposal from NEEM in the amount of \$6,521.42 to remove the fencing and dugouts at Maglaras Park.

The utilities need to be extended beyond the project limits and to the eastern side of the property's driveway to facilitate water and sewer service connections to 36 Seaport Way (formally 1 River St); the original intent of the contract documents to not show the service connections accurately. The existing roadway encroaches onto the private property of 36 Seaport Way; therefore, as part of the utility extension the roadway will be reconstructed entirely within the public right-of-way. On 6/12/2024, the city received a proposal from NEEM in the amount of \$338,771.19 to extend the utilities and roadway to 36 Seaport Way.

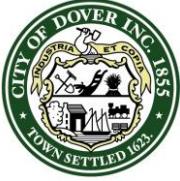
In coordination with the private developer, Cathartes, the city has agreed to remove the blasted ledge on Parcel 1-6 and install structural fill in accordance with the Land Developers Agreement. On 5/17/2024, the city received a proposal from NEEM in the amount of \$162,150 to remove and replace the blasted ledge.

The contract includes removal of all known manmade obstructions. As part of the city's coordination with the private developer, Cathartes, it was agreed upon to perform additional test pits to ensure there were no unknown manmade obstructions within the footing layouts of the proposed buildings. On 6/4/2024, the city received a proposal from NEEM in the amount of \$64,515.00 to perform additional test pits that were completed beyond what was included in the original scope of work.

In 2007, as part of the dredging of the Cochecho River, the Army Corps of Engineers created the bulkhead along the waterfront. This project used steel plates and added approximately 1,600 square feet of area to the waterfront parcel. In 2017 a non-invasive, surface level review was completed on the wall, which did not reveal significant deterioration.

In early 2025, NEEM was conducting site work in the area of the bulkhead and discovered that that steel plates had corroded below grade and after test pits it was determined that structural integrity of the bulkhead area needed to be addressed. Upon consulting with NHDES and Horsely Whitten, it was decided that the

Document Created by: Purchasing Document Posted on: June 20, 2025	R-2025.06.25 B23006 Additional SOW Cochecho Waterfront Public Improvements Construction - Northeast Earth Mechanics – Northeast Earth Mechanics Page 3 of 5
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

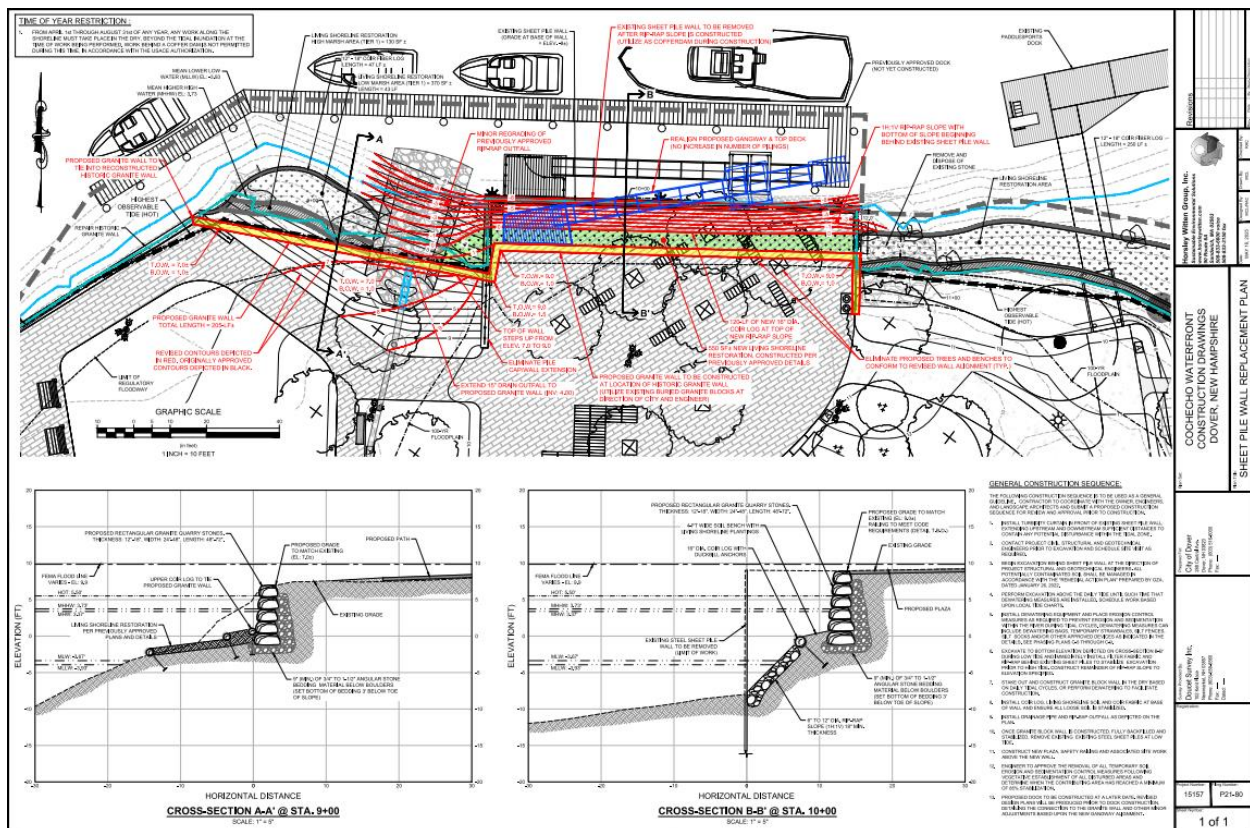
Agenda Item#: 13.B.1.

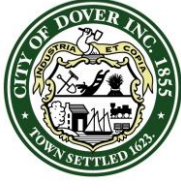
Resolution Number: **R – 2025.06.25 - 115**
Resolution Re: **Additional Scope of Work for B23006 Cochecho Waterfront Public Improvements Construction – Northeast Earth Mechanics**

prudent course of action would be to restore the pre-2007 granite toe wall, which was buried beneath fill brought into the area. The Change Order allows NEEM to proceed with restoring the granite wall, removing the steel plates and restoring the 1,600 square feet to the public waterway, reducing the area of the plaza. Aesthetically it allows for a consistent shoreline with granite toe wall and natural vegetation atop.

June 2025 proposal from NEEM, in the amount of \$420,735.09, includes the following:

- Install erosion control measures and dewatering systems as necessary to support construction activities.
- Perform excavation as required to install the rip rap slope and granite toe wall.
- Perform all minor grading and drainage adjustments per the project drawing.
- Install rip rap slope per the project drawing.
- Remove the existing granite wall and salvage all reusable granite for reconstruction of new granite toe wall.
- Prepare subgrade and install new granite toe wall utilizing salvaged granite per the project drawing.
- Remove the existing sheet pile system in its entirety.
- Perform shoreline restoration, including planting soil and specified plantings per the project drawing.
- Install additional safety railing as indicated in the plans.



 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.B.1. Resolution Number: R – 2025.06.25 - 115 Resolution Re: Additional Scope of Work for B23006 Cochecho Waterfront Public Improvements Construction – Northeast Earth Mechanics
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Bid Information:

A sealed Request for Proposal Re-Bid #B23006 Cochecho Waterfront Public Improvement Construction was issued and received on March 16, 2023 at 2:30 p.m.

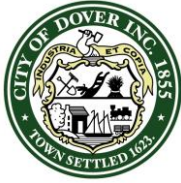
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	4 pre-qualified firms	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	
Recommended Award to:	Northeast Earth Mechanics LLC	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B23006 Rebid - Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2025.06.25 - 116**

Resolution Re: B25085 Rock Salt & Solar Salt Cooperative Purchase –
Morton Salt, Inc

WHEREAS: A Sealed Request for Proposal 11-25 was issued and received by the City of Concord for Rock Salt and Solar Salt on May 13, 2025 at 2:00 pm; and,

WHEREAS: In an effort to obtain better pricing and quality of product and delivery service, the RFP was a cooperative endeavor with several other municipalities as outlined in the background section of this resolution. It was the consensus of most of the municipalities participating to award to Morton Salt, Inc. Therefore, it is the recommendation of the City to Dover to award to Morton Salt, Inc at the rate of \$75.02 per ton for delivered untreated rock salt and \$75.00 per ton for picked up untreated rock salt at the Portsmouth plant; and,

WHEREAS: The term of this agreement shall commence 7/1/2025 for a one-year term with the option to renew for four (4) additional one-year terms, at mutually negotiated rates. Fuel adjustment, surcharges or other pricing adjustments shall not be allowed during the term of the agreement; 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 Morton Salt, Inc. of Chicago, IL for rock/solar salt delivered or picked up at the given rates provided in conjunction with B25085. The City Manager, or designee, is hereby authorized to finalize contract language with the vendor, consistent with the Purchase Order authorized herein, for the City Manager's signature.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43125.4612.00000	Snow removal - operating supplies FY26	253,979	253,979

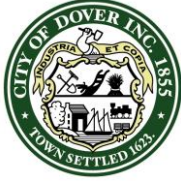
AUTHORIZATION

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
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

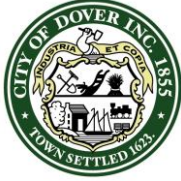
Resolution Number: **R – 2025.06.25 - 116**
Resolution Re: B25085 Rock Salt & Solar Salt Cooperative Purchase –
Morton Salt, Inc

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.B.2.

Resolution Number: **R – 2025.06.25 - 116**
Resolution Re: B25085 Rock Salt & Solar Salt Cooperative Purchase –
Morton Salt, Inc

RESOLUTION BACKGROUND MATERIAL:

A Sealed Request for Proposal 11-25 was issued and received by the City of Concord for Road Salt and Solar Salt and included the municipalities noted below.

City of Concord
City of Keene
City of Rochester
Town of Bow

City of Claremont
City of Laconia
City of Somersworth
Town of Enfield

City of Dover
City of Lebanon
Town of Allenstown
Town of Farmington

Bid Information:

A Sealed Request for Proposal 11-25 was issued and received by the City of Concord for Road and Solar Salt on May 13, 2025 at 2:00 PM. For budgetary purposes, we typically expect to use around 3,000 tons annually of untreated rock salt, with another 300 tons of Solar Salt. While Morton Salt provided competitive pricing for untreated rock salt, they did not submit a bid for Solar Salt. Solar Salt is still a form of sodium chloride like the untreated rock salt we requested, but the refining process involves evaporation of sea water or brine which generates a finer crystallized end product, with more uniform crystals than standard rock salt.

The City will seek to find an alternate vendor for a very limited supply of Solar Salt.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution. City staff will work with the City of Concord and the vendor to finalize the terms of the contract following City Council approval.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	N/A	Number of Responses:	5
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One year	Estimated Delivery:	As needed
Recommended Award to:	Morton Salt, Inc.	Fund:	Operating – Snow Removal
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

[Bid Documents](#)