



CITY OF DOVER

DOVER UTILITIES COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: 271 Mast Road, Dover, NH
Meeting Date: **Monday, November 17, 2025**
Meeting Time: **6:00 pm**

Members: Chairman, Bret Carmichael; Vice Chair, Jay Stephens; Mark Moeller, Bill Davis, Richard Robison, Otis Perry

Members Excused Absent: Otis Perry, Dennis Munson

Alternate: Douglas Lafleur

Staff Present: Director of Community Services, John Storer; Superintendent of Utilities, Dan Lynch; Assistant City Engineer, Krystian Kozlowski; Working Foreman, Bill Purpura; Recording Secretary, Nancy Usbelger

1. Call to Order

Meeting was called to order at 6:02 P.M.

2. User's Forum

None

3. Approval of Minutes of October 20, 2025

Motion: Moeller made the motion to approve the minutes, Robison seconded.

Vote: U/A

4. Abatement Requests

None

5. Reports

A. Abatement Review Team Report

None

B. Utilities Report

The report was reviewed and discussed by staff.

C. Finance Report

The report was review and discussed by staff.

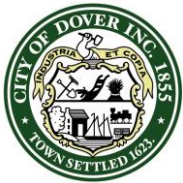
Motion: Moeller made a motion to approve the reports, Davis seconded.

Vote: U/a

6. Old Business

A. Water – Material Status Change to Current Levels or Future Supply?

Storer shared that the City pumps between 1.8 and 1.9 million gallons per day during the winter and up to 3.1 million gallons per day during the summer. Use limitations are totally unnecessary at this time of year. In general, people who wish to conserve are aware of it. He hopes that the aquifers will be replenished by some spring runoff from the winter snow.



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7. New Business

A. Bret Carmichael & Richard Robison – City Council

Carmichael announced that because of their new positions with City Council, he and Robison will both be departing the commission. He did convey his respect for the City and his gratitude for serving on this committee. Additionally, he is appreciative of the experience he has acquired. The December meeting will be the final one for both members.

Robison did inquire as to if a motion to council had been made to waive interest and late fees on water and sewer bills for those impacted by the government shutdown.

Storer stated that it ought to have been approved if it had been on the agenda. He said we would investigate and send an email to DUC members tomorrow.

8. Areas of Concern

Storer stated that he hopes to have an updated version of the rules and regulations by spring, ideally in May. Perhaps include all of the rules and regulations in the ordinances. Please send us any suggestions or ideas before then.

Carmichael asked the commission members if they had any thoughts or concerns regarding the differences between the commission's and the council's roles and responsibilities?

Stephens shared that the council now believes that the DUC had too much influence, when in the past the DUC had more.

Davis believes that since we elect the city council, they ought to have the most power.

Storer expressed his opinions and referenced examples from other committees and subcommittees. Additionally, he discussed information from other communities and what might or might not be effective.

9. Next Meeting Date

December 15, 2025

10. Adjournment

Motion: Moeller made a motion to adjourn at 6:33 P.M., Robison seconded.

Vote: U/a