CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 25, 2026**
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 APPLY, ACCEPT, AND EXPEND DHA GRANT TO ESTABLISH RECOVERY HOUSE AT AVON AVENUE**
     (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
     SPONSORED BY COUNCILOR RICHER
   - B. **ADOPTION OF RESIDENTIAL ANTI DISPLACEMENT AND RELOCATION ASSISTANCE PLAN RELATED TO RECOVERY HOUSING**
     (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
     SPONSORED BY COUNCILOR RICHER
   - C. **ACCEPTANCE OF THE FY27 ACTION PLAN AND EXPENDITURES FOR FY27 CDBG ENTITLEMENT FUNDS, FY26 PROGRAM INCOME AND FY27 PROGRAM INCOME**
     (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
     SPONSORED BY MAYOR SHANAHAN BY REQUEST
   - D. **FISCAL YEAR 2027 BUDGET APPROPRIATIONS, FEES, AND CAPITAL IMPROVEMENTS PROGRAM – SCHOOL PORTION ONLY**
     (CITY PORTION PUBLIC HEARING TO BE HELD ON MARCH 11, 2026)
     SPONSORED BY MAYOR SHANAHAN BY REQUEST
8. **PUBLIC FORUM**

   Taxpayers, Business owners, and Residents are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
9. **CITY MANAGER'S REPORT**
10. **APPROVAL OF MINUTES**
    - A. **February 11, 2026 – Regular Meeting**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
    - A. **ORDINANCES IN THE 2nd READING**
    - B. **ORDINANCES IN THE 3RD READING**
    - C. **RESOLUTIONS**
      1. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM FIFTH/GROVE STREET RECONSTRUCTION PROJECT TO HORNE STREET RECONSTRUCTION PROJECT**

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

2. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM ELM/SUMMER/BELKNAP STREET RECONSTRUCTION PROJECT TO LOWER CENTRAL AVENUE STREET RECONSTRUCTION PROJECT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

3. **AUTHORIZATION TO APPLY, ACCEPT, AND EXPEND DHA GRANT TO ESTABLISH RECOVERY HOUSE AT AVON AVENUE**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY COUNCILOR RICHER

4. **ADOPTION OF RESIDENTIAL ANTI DISPLACEMENT AND RELOCATION ASSISTANCE PLAN RELATED TO RECOVERY HOUSING**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY COUNCILOR RICHER

5. **ACCEPTANCE OF THE FY27 ACTION PLAN AND EXPENDITURES FOR FY27 CDBG ENTITLEMENT FUNDS, FY26 PROGRAM INCOME AND FY27 PROGRAM INCOME**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **ACCEPTANCE OF TWO TEMPORARY CONSTRUCTION EASEMENTS AND AUTHORIZATION TO EXECUTE SUBORDINATION AGREEMENT FOR SIXTH STREET BRIDGE RECONSTRUCTION**
SPONSORED BY MAYOR SHANAHAN BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

1. **AUTHORIZATION TO PURCHASE SNOW BLOWER FROM DONOVAN EQUIPMENT VIA SOURCEWELL**
   SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **AUTHORIZATION TO ACCEPT AND EXPEND ADDITIONAL NEW HAMPSHIRE OFFICE OF HIGHWAY SAFETY GRANT**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   (TO BE REFERRED TO A PUBLIC HEARING & VOTE ON MARCH 11, 2026)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

C. ORDINANCES IN 1ST READING

1. **CHAPTER 9, SECTION 15 GRAFFITI MANAGEMENT ADVISORY COMMITTEE**
   (TO BE REFERRED TO A PUBLIC HEARING ON MARCH 11, 2026)
   SPONSORED BY DEPUTY MAYOR WILLIAMS

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

CITY OF DOVER

Resolution Number: **R - 2026.01.28 - 115**
Resolution Re: Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue

WHEREAS: The NH Department of Health and Human Services, reports that "from April to June 2024, opioid overdoses accounted for 32% of all unintentional injury deaths, including 60% of unintentional deaths among 18-34 year olds." As the opioid crisis continues to impact New Hampshire and its citizens, the deep need for recovery services, and recovery housing has been identified as a priority by many state agencies; and

WHEREAS: The Dover Housing Authority (DHA) is launching a project to provide a Recovery House for eight tenants. DHA has identified a property it already owns at 7 Avon Avenue, to rebuild into a typical 2-story house with four-bedrooms, two baths, a shared common space, and a meeting room; and

WHEREAS: Funding for this project is available through the New Hampshire Community Development Finance Authority (NH CDFA) Recovery Housing Program. In order for the DHA to receive these funds, the City of Dover is required to be the applicant for the grant. Once funding is awarded, the City of Dover will transfer the funds to the Dover Housing Authority.

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

In accordance with NH RSA 31:95-b, the City Manager is authorized to apply for, accept, and expend grant funds allocated to the City of Dover on behalf of the DHA from the NH CDFA Recovery Housing Program. Any funding awarded is hereby appropriated to the DHA if the Recovery House project. 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:

The City acknowledges the grant in the amount of $1,000,000 from the NH CDFA.

AND, FURTHER BE IT RESOLVED;

The City Manager is directed to negotiate and enter into an agreement with DHA and any other involved party in order to secure reimbursement for any expenses related to the application and administration of this grant and indemnify the City against any liability related to this grant and the resulting project. This Agreement shall be entered into prior to the acceptance and distribution of any grant funds.

Financing

Account	Description	Appropriation	Balance
TBD	DHA Recovery House	1,000,000.00	1,000,000.00

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

CITY OF DOVER

Resolution Number: **R - 2026.01.28 - 115**
Resolution Re: Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue

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

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

Sponsored by: Councilor S. April Richer, Ward 1

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This resolution Re-Adopted to acknowledge the grant amount of $1,000,000. The original resolution R-2025.08.13-27 titled "Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue" was adopted by City Council on August 27, 2025.

Please see attached background information on the NH CDFA Recovery Housing Program.

RECOVERY HOUSING PROGRAM

The Recovery Housing Program is a pilot program deploying federal resources in New Hampshire to help increase the availability of stable, temporary housing to individuals in recovery from a substance use disorder.

There is critical need for recovery housing in New Hampshire and these federal funds aim to help alleviate the significant shortage of this type of housing across the state.

The New Hampshire Community Development Finance Authority (CDFA) will administer the Recovery Housing Program which was authorized via the federal Substance Use-Disorder Prevention that Promotes Opioid Recovery and Treatment (SUPPORT) for Patients and Communities Act of 2018.

PARTNER COORDINATION

CDFA coordinated with multiple partners to identify recovery housing needs in New Hampshire and ensure Recovery Housing Program goals were based on data, trends, and public participation. The process to identify needs and establish program priorities included:

- Hosting recovery home provider interviews across the state;
- Conducting a survey of recovery homes and other stakeholders;
- Soliciting public input through one-on-one outreach;
- Researching and evaluating best practices and program models.

Partners engaged in this process included New Hampshire Housing Finance Authority, Department of Health and Human Services, Housing Action New Hampshire, and the New Hampshire Coalition of Recovery Residences.

CDFA will continue to work with these partners and others as the program progresses to assist with outreach and to obtain feedback regarding the program.

AVAILABLE RESOURCES

The Recovery Housing Program has approximately $1.96 million of available funds for awards to grantees. These funds will be treated as Community Development Block Grant (CDBG) funds as outlined under title I of the Housing and Community Development Act of 1974, unless otherwise provided in Section 8071 of the SUPPORT Act or modified by waivers and alternative requirements.

Eligible applicants may apply for up to $250,000 per activity and up to $500,000 per subrecipient (if applying for two different eligible activities). For example, an applicant applying for up to $500,000 per subrecipient may be doing so to support acquisition and rehabilitation for the same property with Recovery Housing Program funds.

ELIGIBLE APPLICANTS

CDFA will distribute Recovery Housing Program funds through competitive grants to New Hampshire cities, towns and counties. A non-profit agency may also apply through its municipality or county as a sub-recipient of funds. Entitlement communities (Manchester, Nashua, Portsmouth, Rochester and Dover) are also eligible to apply.

ELIGIBLE ACTIVITIES

Eligible activities must benefit individuals in recovery from a substance use disorder and are limited to:

- Public facilities and improvements;
- Acquisition of real property;
- Rehabilitation and reconstruction of multi-unit residential buildings;

- Rehabilitation and reconstruction of single-unit residential buildings;
- New construction of housing.

The assistance is limited, per individual, to a period of not more than two years or until the individual secures permanent housing.

Individual in Recovery: As defined by SAMSHA, an individual in the process of change through which they improve their health and wellness, live self-directed lives, and strive to reach their full potential.

Substance Use Disorder: As defined by SAMSHA, Substance use disorders occur when the recurrent use of alcohol and/or drugs causes clinically significant impairment, including health problems, disability, and failure to meet major responsibilities at work, school, or home.

EVALUATION CRITERIA

CDFA staff will evaluate all complete applications in accordance with the process and criteria outlined in the Recovery Housing Program Application and Program Guide. Criteria includes: projects ability to meet statewide recovery housing needs, geography and populations served, partnerships with community supports, project specific needs and impact, capacity and readiness to implement.

Applications with the highest score will be recommended for funding until the funding is expended.

HOW TO APPLY

CDFA strongly encourages potential applicants to attend the Recovery Housing Program Application Workshop on October 24 at 2:00 PM (**REGISTER HERE**). A recording of the workshop will be posted here on CDFA's Resource Hub: https://resources.nhcdfa.org/programs/community-development-block-grant/application/special-allocations/.

Potential applicants should also contact CDFA for a pre-application meeting before deciding to apply. Interested organizations can schedule a meeting via CDFA's website (https://nhcdfa.org/schedule-a-meeting/) or by contacting Kirsten Barton, Housing Specialist, at kbarton@nhcdfa.org.

All applications are submitted online through the CDFA Grants Management System (GMS). After registration, municipalities and their representatives can access application materials and complete their applications online.

Additional information on the Recovery Housing Program can be found on CDFA's Resource Hub, including the Recovery Housing Program Application and Program Guide.

The deadline for the initial round Recovery Housing Program applications is 4:00 PM on December 19, 2022. Applications will then be accepted on a rolling basis until funding is expended.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2026.01.28 - 116**
Resolution Re: Adoption of Residential Anti Displacement and Relocation Assistance Plan related to Recovery Housing Program Grant

WHEREAS: The Dover Housing Authority (DHA) is launching a project to provide a Recovery House for eight tenants. DHA has identified a property it already owns at 7 Avon Avenue, to rebuild into a typical 2-story house with four-bedrooms, two baths, a shared common space, and a meeting room; and

WHEREAS: Funding for this project is available through the New Hampshire Community Development Finance Authority (NH CDFA) Recovery Housing Program. In order for the DHA to receive these funds, the City of Dover is required to be the applicant for the grant. Once funding is awarded, the City of Dover will transfer the funds to the Dover Housing Authority; and

WHEREAS: The adoption of a Residential Anti-Displacement and Relocation Assistance (RARA) Plan related to the Recovery Housing Program is required in order to apply for said grant.

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

The attached Residential Anti-Displacement and Relocation Assistance Plan has been adopted by the City of Dover.

AND FURTHER BE IT RESOLVED:

The attached Residential Anti-Displacement and Relocation Assistants (RARA) Plan was made available to the public through the City's Planning Department and posting of this resolution on the City's website.

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

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

Sponsored by: Councilor S. April Richer, Ward 1

Document Created by: Finance
Document Posted on: February 20, 2026

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2026.01.28 - 116**
Resolution Re: Adoption of Residential Anti Displacement and Relocation Assistance Plan related to Recovery Housing Program Grant

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This resolution Re-adopted to acknowledge how the City's RARA plan was made available to the public.

The resolution is a Re-Approval to the R-2025.08.13-28 resolution titled "Adoption of Residential Anti Displacement and Relocation Assistance Plan related to Recovery Housing Program Grant from NH Community Development Finance Authority" adopted by City Council on August 27, 2025.

Please see attached plan and related resolution "Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue" for background material.

A copy of City of Dover Residential Anti Displacement & Relocation Assistance (RARA) Plan is attached to this resolution.

City of Dover, NH
RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Every effort will be made to minimize temporary or permanent displacement of persons due to a CDBG project undertaken by the City of Dover, NH.

However, in the event of displacement as a result of a federally funded award, the City of Dover, NH will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income, which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide that before obligating and spending funds that will directly result in such demolition or conversion the municipality will make public and submit to CDFA the following information:

a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
b. A description of the proposed activity;
c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low- and moderate-income dwelling units as a direct result of the assisted activity;
d. A time schedule for the commencement and completion date of the demolition or conversion;
e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
f. The source of funding and a time schedule for the provision of replacement dwelling units;
g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
h. Relocation benefits for all low or moderate income persons shall be provided, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
    1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:
    2. If elected by a family, a lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above to permit the household to secure participation in a housing cooperative or mutual housing association, or a Section 8 certificate or voucher for rental assistance provided through New Hampshire Housing Finance Authority.
i. Persons displaced shall be relocated into comparable replacement housing that is decent, safe, and sanitary, adequate in size to accommodate the occupants, functionally equivalent, and in an area not subject to unreasonably adverse environmental conditions;

j. Provide that persons displaced have the right to elect, as an alternative to the benefits in subparagraph 2. above, to receive benefits under the Uniform Relocation Assistance and
k. Real Property Acquisition Policies Act of 1970 if such persons determine that it is in their best interest to do so; and
l. The right of appeal to the executive director of CDFA where a claim for assistance under subparagraph 2. above is denied by the grantee. The executive director's decision shall be final unless a court determines the decision was arbitrary and capricious.
m. Paragraphs a. through k. above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

The City of Dover, NH anticipates no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, the City certifies that it will comply with the Uniform Relocation Act and Section 104(d) of the Housing and Community Development Act of 1974, as amended.

Printed Municipal Official Name: _____

Title: _____

Signature: _____

Date of Adoption: _____

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.02.11 - 123**

Resolution Re: Acceptance of the FY27 Action Plan and Expenditures for FY27 CDBG Entitlement Funds, FY26 Program Income and FY27 Program Income

WHEREAS: The City of Dover will have funds available for appropriation from the FY27 Entitlement Grant, FY27 Program Income and FY26 Program Income; and

WHEREAS: The Planning Department is required by HUD to prepare, and the Governing Body adopt an "Action Plan" which is a needs assessment and detailed expenditure plan for the use of Community Development funds in meeting the needs of very-low, low, and moderate-income households of Dover; and

WHEREAS: The Planning Board has reviewed proposed projects for said funds and held a public hearing on January 13, 2026 for the purpose of obtaining citizens' viewpoints on the proposed projects; and

WHEREAS: The Planning Board has reviewed the proposed projects and recommends approval of the Action Plan and the expenditure plan contained in this Resolution; and

WHEREAS: The recommended disbursements of funds have been reviewed for compliance with HUD statutory requirements and for meeting national objectives;

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

The FY27 Action Plan is adopted and the City Manager is authorized to enter into sub-recipient contracts as part of this Action Plan for expenditure of FY27 CDBG Entitlement Funds, FY27 Program Income and FY26 Program Income.

AND, FURTHER BE IT RESOLVED;

Should Congress adopt a budget that results in a grant amount that is different than anticipated in the Action Plan, or should the program income amounts received be different than anticipated for use in the Action Plan, the City Manager is authorized to adjust the amounts of the Action Plan allotments per HUD guidance and as described in the Action Plan.

NOTE: This resolution requires public hearing prior to City Council vote. Resolution to be referred to public hearing on February 25, 2026 with vote to occur on that date.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.02.11 - 123**

Resolution Re: Acceptance of the FY27 Action Plan and Expenditures for FY27 CDBG Entitlement Funds, FY26 Program Income and FY27 Program Income

Financing Estimated Revenue Available for FY27 Action Plan		
Account	**Description**	**Appropriation**
2100.1.180.46311.3311.06311.27.000.000.R30	FY27 Federal Grant	$320,000.00
2100.1.180.46311.3933.06311.27.000.000.R90	FY27 Program Income	$11,800.00
2100.1.180.46311.3933.06311.26.000.000.R90	FY26 Program Income	$11,800.00
TOTAL		**$343,600.00**

Financing Appropriations for FY27 Action Plan		
Account	**Description**	**Appropriation**
2100.1.180.46348.4835.06367.27.000.000.800	AIDS Response	$7,400.00
2100.1.180.46348.4835.06398.27.000.000.800	Alliance for Community Transportation	$4,400.00
2100.1.180.46348.4835.06333.27.000.000.800	Community Partners	$4,400.00
2100.1.180.46348.4835.06377.27.000.000.800	Cross Roads	$7,600.00
2100.1.180.46348.4835.06xxx.27.000.000.800	Dover Adult Learning Center of Strafford County (DALC)	$4,000.00
2100.1.180.46348.4835.06360.27.000.000.800	Dover Welfare Sec Deposit	$3,500.00
2100.1.180.46348.4835.06361.27.000.000.800	HAVEN	$6,400.00
2100.1.180.46348.4835.06342.27.000.000.800	My Friends Place	$8,100.00
2100.1.180.46348.4835.06395.27.000.000.800	Strafford Nutrition Meals on Wheels	$3,600.00
2100.1.180.46525.4835.06396.27.000.000.800	Business Assistance, Loan Pool & Micro Enterprise	$10,000.00
2100.1.180.46xxx.xxxx.xxxxx.27.000.000.800	Barrier Removal - Infrastructure Projects	$4,000.00
2100.1.180.46xxx.xxxx.xxxxx.27.000.000.800	Cross Roads House Mini Split Systems	$1,000.00
2100.1.180.46xxx.xxxx.xxxxx.27.000.000.800	Dover ADA Doors - Pool & Ice Arena	$27,500.00
2100.1.180.46xxx.xxxx.xxxxx.27.000.000.800	Dover Parks Barrier Removal Projects	$105,340.00
2100.1.180.46xxx.xxxx.xxxxx.27.000.000.800	Dover Rental Unit Rehab Program	$15,000.00
2100.1.180.46341.4835.06346.27.000.000.800	MFP Parking Area	$40,000.00
2100.1.180.46323.4835.06335.27.000.000.800	CAP Weatherization	$25,000.00
2100.1.180.46311.4110.06311.27.000.000.800	General Administration & Planning	$66,360.00
TOTAL		**$343,600.00**

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.02.11 - 123**

Resolution Re: Acceptance of the FY27 Action Plan and Expenditures for FY27 CDBG Entitlement Funds, FY26 Program Income and FY27 Program Income

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch, Finance Director

Sponsored by: Mayor Dennis Shanahan, By request

Approved as to Legal Form and Compliance: Joshua M. Wyatt, 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 Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

CITY OF DOVER	CITY OF DOVER - RESOLUTION
	Agenda Item#: 12.C.5.
	Resolution Number: **R – 2026.02.11 - 123**
	Resolution Re: Acceptance of the FY27 Action Plan and Expenditures for FY27 CDBG Entitlement Funds, FY26 Program Income and FY27 Program Income

RESOLUTION BACKGROUND MATERIAL:

FY27 ACTION PLAN – HUD MANDATED FUNDING CAPS

The Action Plan (AP) identifies the Activities that will receive CDBG funding for the next fiscal year. Per HUD regulations, the maximum amount of funding that can be provided for all Public Services allocations combined, and for General Administration & Planning, is capped as follows:

- Public Services Cap: Fifteen percent of the anticipated FY27 grant amount plus fifteen percent of the anticipated FY26 program income: **$49,770.00.**
- General Administration & Planning Cap: Twenty percent of the anticipated FY27 federal grant plus twenty percent of the anticipated FY27 program income: **$66,360.00**

FUNDING CATEGORIES

Public Services

AIDS Response Seacoast

Amount Requested: **$10,000.00**
Planning Board Recommendation: **$7,400.00**
Funding will be used to partially support the salaries and benefits of the Case Management Department (4 positions).

Alliance for Community Transportation

Amount Requested: **$4,200.00**
Planning Board Recommendation: **$4,400.00**
Operate TripLink, a regional transportation call center; operate Community Rides, that provides transportation to healthcare for seniors and individuals with disabilities; provide staffing for the Regional Coordination Council to provide greater access to, and improve the operation of, community transportation resources.

Community Partners

Amount Requested: **$5,000.00**
Planning Board Recommendation: **$4,400.00**
Provide rental assistance including security deposits, and first month's rent assistance for adults and families in Dover with mental illness or a developmental disability who are in threat of becoming homeless.

Cross Roads

Amount Requested: **$15,000.00**
Planning Board Recommendation: **$7,600.00**
Provide emergency and transitional shelter and supportive services for families and individuals from Dover who are experiencing homelessness.

Dover Adult Learning Center of Strafford County (DALC)
Amount requested: **$5,000.00**
Planning Board Recommendation: **$4,000.00**
Funding will be used to help operate a regional HISET testing site where low & moderate Dover youth and adults without a high school diploma can take a high school equivalency exam and earn a high school equivalency certificate from the state of New Hampshire.

Welfare Department - Dover
Amount requested: **$12,000.00**
Planning Board Recommendation: **$3,500.00**
Security deposit program. Help income qualified Dover residents move into apartments when they cannot afford security deposits.

HAVEN
Amount Requested: **$7,500.00**
Planning Board Recommendation: **$6,400.00**
Staff salary for the case management of HAVEN's domestic violence housing clients at the 6-unit Housing facility *HAVEN at the Falls* which is a partnership with Dover Housing Authority in Dover NH.

My Friend's Place
Amount requested: **$30,000.00**
Planning Board Recommendation: **$8,100.00**
General operating cost to run both the Emergency Shelter and the Transitional Housing programs.

Strafford Nutrition & Meals on Wheels
Amount requested: **$5,000.00**
Planning Board Recommendation: **$3,600.00**
Help provide meals to homebound, low-income, older and disabled residents.

Economic Development

City of Dover - Economic Development Activities:
Amount Requested: **$10,000.00**
Planning Board Recommendation: **$10,000.00**
Funding for business assistance, loan pool & micro enterprise program.

Public Facilities Projects

Barrier Removal - Infrastructure Projects
Amount Requested: **$4,000.00**
Planning Board Recommendation: **$4,000.00**
Removal of architectural and material barriers at existing facilities and spaces that serve Dover residents.

Cross Roads House – Mini Split System
Amount Requested: **$33,664.26**
Planning Board Recommendation: **$1,000.00**
Installation of mini split systems in cafeteria and men & women's dorms.

Dover ADA Doors – Indoor Pool & Ice Area
Amount Requested: **$27,500.00**
Planning Board Recommendation: **$27,500.00**
Install ADA door operators at main entrance of indoor pool and ice arena.

Dover Parks Barrier Removal Program
Amount Requested: **$181,500.00**
Planning Board Recommendation: **$105,340.00**
Removal of barriers to access, including parking and accessway barriers, at existing Dover parks and playgrounds.

Dover Rental Unit Rehab Program
Amount Requested: **$35,000.00**
Planning Board Recommendation: **$15,000.00**
Rehabilitation of existing rental units to address critical maintenance needs, preserve affordable rents, and ensure that income-qualified households continue to have access to safe and stable housing.

My Friend's Place Parking Area Improvements
Amount Requested: **$40,000.00**
Planning Board Recommendation: **$40,000.00**
Expansion and paving of parking area at Washington Street shelter

Weatherization & Energy Efficiency
Amount Requested: **$25,000.00**
Planning Board Recommendation: **$25,000.00**
Funding to supplement the Weatherization Assistance Program for Dover residents.

Administration

General Administration & Planning

Amount Requested: **$66,360.00**
Planning Board Recommendation: **$66,360.00**

Activities associated with overall administration of the CDBG program. Activities include development of the Action Plan; quarterly, semi-annual and annual reporting; training & legal notices. The amount proposed equals the maximum amount permissible per HUD regulations.

CONSOLIDATED PLAN GOALS

The City of Dover has identified 5 Goals that serve as the core of the Dover FY26-FY30 CDBG Consolidated Plan and identify the priorities for allocations within the Annual Action Plan.

1	**Goal Name**	**Access to Services**
	Goal Description	To provide assistance for residents of Dover who require shelter, transportation, housing, care, recreation and related human services.
2	**Goal Name**	**Barrier Removal and Transportation**
	Goal Description	To remove barriers to access and provide transportation related services and improvements.
3	**Goal Name**	**Affordable Housing**
	Goal Description	To provide assistance to programs and projects that address the housing needs of Dover residents
4	**Goal Name**	**Public Improvements**
	Goal Description	To assist with the development of facilities and infrastructure that support vulnerable populations of the community.
5	**Goal Name**	**Economic Development**
	Goal Description	To provide assistance to businesses and the business community that supports opportunities for business development and economic growth.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.D.

Resolution Number: **R – 2026.02.11 - 124**
Resolution Re: Fiscal Year 2027 Budget Appropriations, Fees and Capital Improvements Program

WHEREAS: The City Manager submitted the proposed FY2027 budget to the City Council on February 11, 2026; and

WHEREAS: The Proposed FY2027 budget submitted to the City Council, as required by City Charter, contains the Dover School District's proposed Budget Amounts for FY2027; and

WHEREAS: The City Council, after holding the required public hearings, desires to adopt the budgets of various fund for Fiscal Years 2027, (July 1, 2026 through June 30, 2027);

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

1. The annual budget for the City of Dover for Fiscal Year 2027, submitted to the City Council by the City Manager and on file with the City Clerk, is adopted to raise the following estimated revenues (including any Budgetary Use of Fund Balance) and appropriate the following appropriations:

Fund	Fund Description	Estimated Revenue	Appropriations	Fund Type
1000	General Fund	183,077,453	183,077,453	General Fund
2100	Community Development Fund	343,600	343,600	Special Revenue
2210	Drug Investigation/Community Policing Fund	317,624	317,624	Special Revenue
2220	Dover Housing Authority Policing	195,327	195,327	Special Revenue
2245	DHHS - Assistance Programs	755,997	755,997	Special Revenue
2250	Youth Tobacco & Alcohol Awareness	200,000	200,000	Special Revenue
3207	Public Safety Special Details	199,879	199,879	Special Revenue
3213	Parking Activity Fund	1,905,085	1,905,085	Special Revenue
3381	McConnell Center Fund	827,702	827,702	Special Revenue
3410	Recreation Programs Fund	498,075	498,075	Special Revenue
3455	Library Fines Fund	16,500	16,500	Special Revenue
2800	Cafeteria Fund	1,838,238	1,838,238	Special Revenue
2820	Federal Education Grants Fund	3,360,000	3,360,000	Special Revenue
2900	Special Programs & Grants Fund	175,000	175,000	Special Revenue
3710	Downtown Dover TIF Fund	4,007,331	4,007,331	Special Revenue
3715	Waterfront TIF Fund	1,634,075	1,634,075	Special Revenue
3810	Tuition Programs Fund	125,000	125,000	Special Revenue
3830	Education Facilities Fund	137,500	137,500	Special Revenue
5300	Water Fund	9,964,076	9,964,076	Enterprise
5320	Sewer Fund	11,055,734	11,055,734	Enterprise
3500	OPEB Liability Fund	1,932,075	1,932,075	Internal Service
6100	DoverNet Fund	2,279,767	2,279,767	Internal Service
6110	Central Stores Fund	100,014	100,014	Internal Service
6310	Fleet Maintenance Fund	1,849,990	1,849,990	Internal Service
6800	Workers Compensation Fund	656,526	656,526	Internal Service
		227,452,568	227,452,568	

2. The total amounts set forth in said budgets are hereby appropriated effective July 1, 2026 as provided by law for the departments to perform their functions, transfers to and from reserves and between other funds, and for public purposes not foreign to or incompatible with the mission of the City. General Fund Appropriations include $65,953,776 for City operations, $89,272,779 for School Department operations, $15,295,693 for Debt Service and $12,555,205 for County Tax.

3. There is no Budgetary Use of Fund Balance included in the General Fund for the purpose of offsetting property taxes.

4. In accordance with RSA 76:6, the City Tax Assessor shall revise and report to the Department of Revenue Administration the amount required for Tax Overlay to provide for the issuance of property tax abatements for tax year 2026 (Fiscal Year 2027).

5. In accordance with RSA 21-J:34, the City Manager shall revise and report to the Department of Revenue Administration the estimated amount of all non-property tax revenues for Fiscal Year 2027.

6. For water consumption per hundred cubic feet (HCF) effective July 1, 2026, the Water and Sewer User Fees will be $8.99 and $11.51, respectively.

7. Effective July 1, 2026, the City Manager is authorized to enter into agreements with, and make payments to, the various agencies receiving Grants/Subsidies and Membership Dues as contained within the budget.

8. Effective July 1, 2026, the City Manager is authorized to enter into agreements with, and make payments to, various vendors supplying computer hardware and software annual maintenance services and support contracts as contained within the budget.

9. Effective July 1, 2026, any new funds represented in the budget are established for the purposes enumerated within the budget.

10. Effective July 1, 2026, the City Manager is authorized to make transfers between funds for the purposes prescribed, including special, capital and other reserve funds, including transfers to or from the City and School Employee Benefits Reserves.

11. Effective July 1, 2026, within the parameters of City Charter C6-8, the head of any non-school department, with the approval of the City Manager, may transfer any unspent balance or any portion thereof from one fund or agency within his/her department to the same fund or agency within his/her department. A receiving transferee "fund or agency" within the meaning C6-8 includes any other necessary funding purposes or need within that department, whether or not money is appropriated in the existing budget.

12. Effective July 1, 2026, all fees and charges represented within the budget and the associated schedule of fees is adopted. The elimination of Library Overdue Fines is adopted for FY2027.

13. Effective July 1, 2026, in accordance with RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to sign all grant applications and any such funding awarded during the fiscal year is appropriated for such purpose. The City Manager, within the parameters of City Charter provision C6-8, is authorized to transfer funds within a department to provide for local match as required by grant awards.

14. Effective July 1, 2026, in accordance with RSA 31:95-e, the City Manager is authorized to accept on behalf of the City gifts of personal property which may be offered to the City consistent with the parameters of the City Charter.

15. Effective July 1, 2026, revenues from the sale of city property are appropriated for their established and intended use.

16. Effective July 1, 2026, revenues from the fees collected for Recreation Special Programs are appropriated for their established and intended use.

17. Effective July 1, 2026, the City Manager is authorized during the fiscal year to initiate Recreation Special Programs fee discount for promotional events to generate revenue and program participation.

18. Effective July 1, 2026, revenues from the fees collected by the Youth-to-Youth Program from participant fees, speaking engagement fees, and program presentation fees are appropriated for Youth-to-Youth program expenses and functions.

19. The City Financial Policies, as contained within the budget, are reaffirmed and adopted for the coming fiscal year.

20. In accordance with RSAs 674:8 and 674:21-V(b), the FY2027-FY2032 Capital Improvements Program, as amended, is hereby reaffirmed and adopted.

21. In accordance with City Charter provision C6-11, the designated depositories for city funds for fiscal year 2027 shall be Citizens Bank and the New Hampshire Public Deposit Investment Pool (NHPDIP). The City Treasurer is authorized to utilize, in addition to Citizens Bank and NHPDIP, other banks located within the City of Dover or banks authorized per RSA 48:16 (*City Treasurer Duties*), if deemed most advantageous to the City and in compliance with the City's adopted investment policy.

22. The sum of $1,143,599 representing budgeted transfers to fund 30% of the OPEB Actuarial Determined Contribution as identified per the City's adopted financial policies is to be transferred to the OPEB Trust.

23. The sum of $290,000, collected as Transportation Improvement Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Transportation Improvement Reserve is hereby appropriated for use by the City of Dover for payments to COAST for Fiscal Year 2027 COAST Bus grant subsidy.

24. The sum of $35,507, collected as Transportation Improvement Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Transportation Improvement Reserve is hereby appropriated for use by the City of Dover for payments to fund eligible Transportation Center operating costs for Fiscal Year 2027.

25. The sum of $66,000, collected as Vehicle Reclamation Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Vehicle Reclamation Reserve is hereby appropriated for use by the City of Dover for payments associated with the collection, disposal, recycling or reclamation of vehicle or other waste material for Fiscal Year 2027.

26. The sum of $120,000, collected as Current Use/Land Use Change Tax and currently held in the Conservation Commission Fund is hereby appropriated for use by the City of Dover to fund a portion of the Planning Department's administrative staff support of the Conservation Commission. The Conservation Commission approved use of the funding at their January 12, 2026 meeting.

27. The sum of $20,000, currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Jeremy B. Guppey Trust is hereby appropriated for use by the City of Dover for Fiscal Year 2027 Welfare rental assistance and/or emergency shelter payments as budgeted in the City's General Fund budget.

28. The sum of $107,644, currently held by the City of Dover Board of Trustees of Trust Funds in the Opioid Abatement Trust Fund is hereby appropriated for use by the City of Dover Police Department for Fiscal Year 2027 Community Response & Engagement program costs consistent with the purpose of the trust fund as budgeted in the City's Police Grants Fund portion of the budget.

29. The sum of $14,400, currently held by the City of Dover Board of Trustees of Trust Funds in the General Cemetery Maintenance Trust is hereby appropriated for use by the City of Dover for Fiscal Year 2027 Pine Hill Cemetery maintenance of graves costs budgeted in the City's General Fund budget.

30. The sum of $33,600, currently held by the City of Dover Board of Trustees of Trust Funds in the Perpetual Care Trusts is hereby appropriated for use by the City of Dover for Fiscal Year 2027 Pine Hill Cemetery perpetual care of graves costs as budgeted in the City's General Fund budget.

31. The sum of $408,000, currently held by the City of Dover Board of Trustees of Trust Funds in the School Facilities Capital Reserve is hereby appropriated for use by the City of Dover School District for Fiscal Year 2027 Middle School Furniture Replacement CIP project costs consistent with the purpose of the capital reserve as budgeted in the School District's General Fund budget.

32. In accordance with RSA 80:52-c *Electronic Payments*, the City Treasurer is authorized to accept payments of City Department fees, property taxes, utility bills by use of credit card or other means of electronic payments.

Note: This Resolution requires a two- thirds majority vote to adopt pursuant to Dover Charter C6-3.1, unless General Fund revenues are increased or General Fund appropriations are decreased to result in the General Fund property tax levy being in compliance with budget limitation tax cap. This Resolution requires an advertised public hearing for each of the City and School budgets to be separated by at least 24 hours and held at least seven days in advance of final adoption. Final adoption of the budget by the City Council shall occur not later than April 15th prior to the beginning of the next fiscal year.
Resolution to be referred to Public Hearings as follows:
School Department Budget hearing Wednesday, February 25, 2026
City Budget hearing Wednesday, March 11, 2026

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Dennis Shanahan By Request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Jerrica Vansylyvong-Bizier City Clerk		

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.D.

Resolution Number: **R – 2026.02.11 - 124**
Resolution Re: Fiscal Year 2027 Budget Appropriations, Fees and Capital Improvements Program

VOTING RECORD Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This resolution adopts the budget for various funds for the next fiscal year, as well as setting utility rates, authorizing grant, subsidy and membership payments, computer maintenance contracts, transfers between funds, setting fees for various services, authorizing signing of grant applications and appropriations thereof, approval of the investment policy and adopting the six-year Capital Improvements Program, as required by State Statute to support assessment of impact fees.

February 25, 2026

Reporting On: January 2026

Photo by: M.Gillis



City Manager's Report

J. Michael Joyal
City Manager

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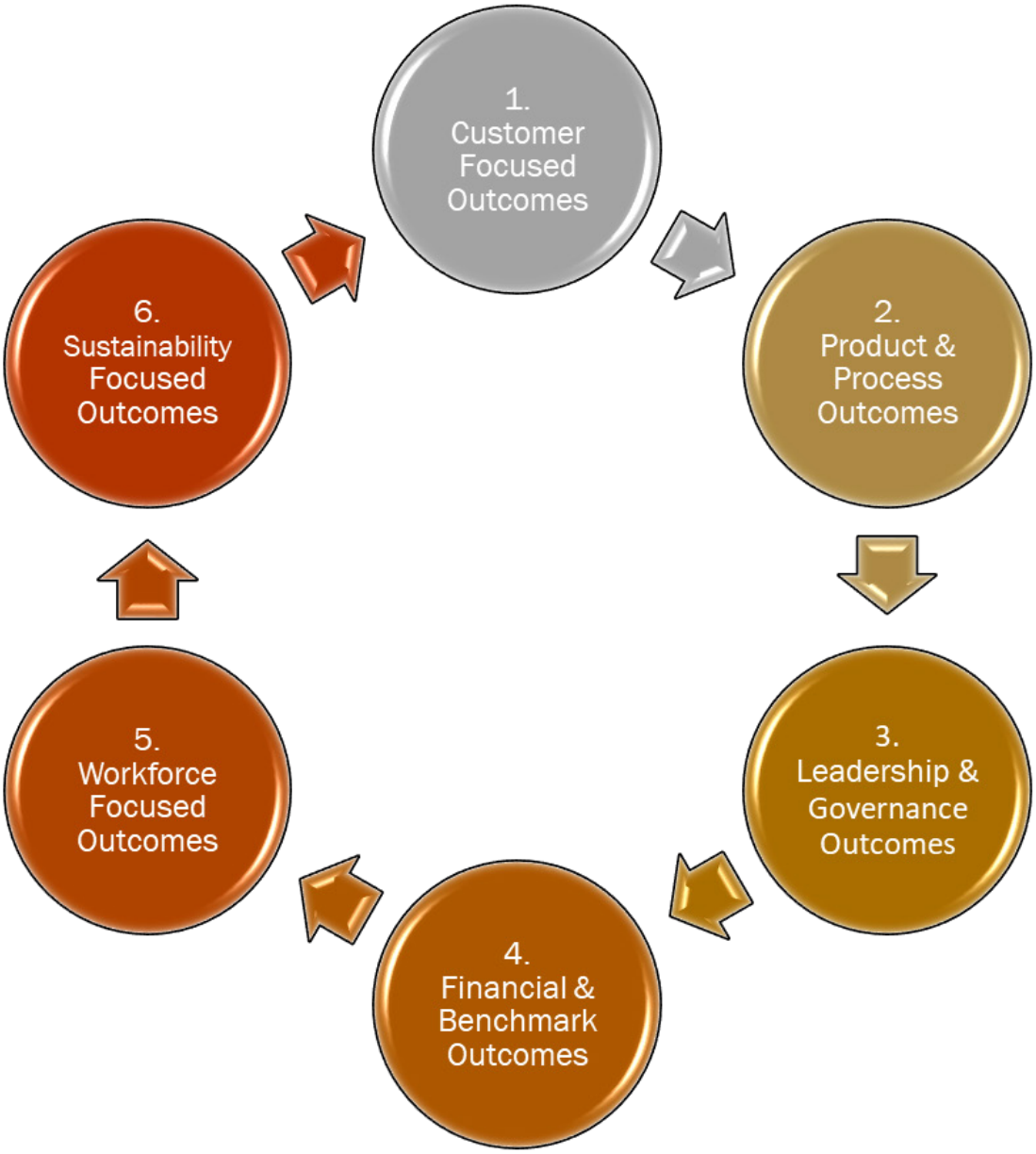
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09 Public Welfare Department

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See First Report of the month for Executive Department updates.

The City Manager's Report is a collaboration of City department updates provided each month to 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.





J. Michael Joyal, Jr.
City Manager

Michael's tenure with the City of Dover began in 1993 as Assistant City Manager, leading to his appointment as City Manager in 2005. He currently manages the city's operations through 14 direct reports at the Department Head level.



David Balian
Director of Public Welfare

David became the Public Welfare Director for Dover in December 2020. He has two direct reports.



Donna Benton
Director of Planning & CDBG

Donna Benton served her internship for the Planning Department in Dover. Donna was then hired as the Planning Director in January 2022. She is responsible for Planning Department Administrative Staff as well as the Inspection Services Division.



Annie Dove
Director of Information Technology

In June 2003, Annie transitioned from a vendor role to become the City of Dover's IT Director, establishing the Information Technology Division within the Executive Department. Under her leadership, the division has expanded from its inception to a current staff of 10.



Brendan Driscoll
Fire & Rescue Chief

Brendan has 17 years of experience in working in Fire and Emergency Medical Services with the City of Dover. Brendan became Fire Chief in February 2026 and oversees 73 employees.



Michael Gillis
Director of Media Services

The Division of Media Services was formed in 2010 as part of the Executive Department, at which point Michael Gillis was hired as the Director of Media Services. The Division now has 4 employees that directly report to Michael.



Kevin Hebert
Director of Recreation

Kevin joined the City of Dover in August 2024. In his role, he oversees five major facilities and four key divisions within the Recreation Department. His leadership extends across the Indoor and Outdoor Pools, the Arena, the Gym, and the Senior Center, ensuring the successful delivery of the city's diverse recreational programming.



Denise LaFrance
Director of the Public Library

Denise was hired as a Reference Librarian for Dover in April 1999. She then became Director in March 2020. There are currently 26 people working at the Dover Public Library.



Daniel Lynch
Director of Finance

Dan began working as the Finance Director in July 2007. He is currently responsible for the Accounting, Purchasing, City Clerk Tax Collection, Tax Assessing & Water/Sewer Billing Divisions.



Christopher Parker
Deputy City Manager

Chris began his career with the City of Dover in August 1998 as a GIS Technician. Over the years, he advanced through key leadership roles–including Director of Planning & CDBG–before being appointed Deputy City Manager. He currently oversees the Executive Department's Business Development Division and its team of three.



John Storer
Director of Community Services

Appointed in July 2017, John serves as the Director of Community Services. He is responsible for the comprehensive management of the following divisions: Engineering; Facilities, Grounds & Cemeteries; Fleet Services; Recycling & Solid Waste; Streets & Stormwater; Utilities; and Wastewater Treatment.



David Terlemezian
Chief of Police

David began his career with the Dover Police Department in April of 1996. He has served in many different assignments including police officer, Detective, Sergeant, Lieutenant and Captain. He became the Chief of Police in September of 2025. Dave is responsible for all aspects of the police department and its staff of nearly 100 employees.



Jerrica Vansylyvong-Bizier
City Clerk Tax Collector

Jerrica was originally hired as an Account Clerk in the City Clerk Tax Office in 2013. She has held the titles of Bookkeeper in Water/Sewer Billing and Deputy Tax Collector in the Clerk/Tax Office. Jerrica was then hired as City Clerk Tax Collector in October 2023. She is responsible for 9 staff members.



Heather Worrall
Director of Human Resources

Heather was hired in October 2023 as Director of Human Resources. The Human Resources Division is part of the Executive Department. Heather has two employees reporting to her.



Joshua Wyatt
City Attorney

Josh was hired in June 2019 as the City Attorney. The Office of the City Attorney is part of the Executive Department. Josh currently has a Legal Assistant and Deputy City Attorney reporting to him.

Administration

Continuing Education

Al Mandigo, Working Foreman, attended the APWA Winter Maintenance Operator Certificate Program, presented by APWA. The program was a virtual program.

Jamie Stevens, Waterfront Construction Manager, attended the NHWWA Fall Technical Meeting. The meeting was held in Manchester, NH. Jamie Stevens also attended the NEWWA January 2026 Membership Meeting. The meeting was held in Bedford, NH.

The following staff attended the 2026 NEWEA Technical Conference & Exhibit in Boston, MA:

- Ken Mavrogeorge, Deputy Director;
- Ray Vermette, WWTF Superintendent;
- Jimmy Casey, WWTF Chief Operator and Pretreatment Coordinator
- Matt Gibbons, Deputy City Engineer;
- Tim Puls, Environmental Projects Manager;
- Krystian Kozlowski, Assistant City Engineer;

Committee Updates

Planning Board

The Planning Board met twice in January, on the 13th and again on the 27th. The Dover Planning Board used its two January meetings to advance several long-term policy goals and funding initiatives. A key highlight was the unanimous recommendation of the CDBG FY27 Action Plan to the City Council, following a public hearing on proposed funding requests. The Board also began reviewing an updated Land Use Chapter for the city's Master Plan and granted an extension to Westfield, LLC for their Littleworth Road project, setting a new completion deadline of January 18, 2027.

Residential development and zoning flexibility were also major themes, particularly during the January 27th session. The Board reviewed several requests to increase housing density, including proposals to convert office and commercial spaces into residential units on Sixth and Fifth Streets. Other projects discussed included a five-home development on Court Street and a proposal on New York Street that would utilize development rights to add a new residential unit, with a specific focus on including an affordable housing option.

Finally, the Board collaborated with regional planners to discuss Dover's identity and future growth. Members described the city as a regional leader in land-use innovation that successfully balances a "small-town" feel with modern amenities. They emphasized that future progress should prioritize transportation connectivity, housing density near transit, and the protection of natural resources. The Board expressed strong optimism regarding upcoming waterfront and mixed-use projects currently in the pipeline.

Technical Review Committee

There was one TRC meeting that took place in January. Meeting highlight includes:

Site Plan for Mechanic Street Realty Trust, located at 9-11 Mechanic Street. (Proposal is to construct an 8,750 s.f., five (5) story mixed-use building, with commercial space on the first floor.)

Cochecho Waterfront Development Advisory Committee:

The Committee met January 20, 2026. Staff provided updates on general construction activity, Pavilion construction, bulkhead improvements, and public art. Construction of Building F is anticipated to take approximately 17 months, weather permitting. Staff confirmed that the waterfront park will be fully open to the public and addressed questions related to landscaping, project boundaries, and plans to close and permit the dredge cell. Pavilion construction is expected to be substantially complete by the end of January, and bulkhead work will include removal of sheet piles to the extent feasible.

The Committee discussed opportunities to further activate the site, including potential art enhancements within Henry Law Park. Formation of subcommittees were discussed to explore future uses of the Pavilion's lower level, such as kayak storage or rentals, and to plan the Nebi Park and Pavilion grand opening. Initial discussion included public engagement, coordination with downtown businesses, outreach to former City officials and tribal representatives, and alignment with broader community events, including the Country's 250th anniversary.

Customer Service

Community Services works hard to live up to the Department's name by receiving and responding to Service Requests as quickly as possible. Solid Waste and Recycling staff routinely field service requests for missed trash pickups, overflowing bins, and other recycling center related questions and concerns.

The below table is a summary of Service Requests across the various Divisions of Community Services:

Service Calls - January 2026				
Division	Logged Service Calls	Resolved Service Calls	Created Work Orders	Closed Work Orders
Engineering	5	5	8	9
Year to date	*5*	*5*	*8*	*9*
Facilities, Grounds & Cemetaries	77	97	91	87
Year to date	*77*	*99*	*91*	*87*
Solid Waste	62	62	0	0
Year to date	*62*	*62*	*0*	*0*
Streets and Stormwater	149	142	23	24
Year to date	*149*	*142*	*23*	*24*
Utilities - Water	49	36	118	118
Year to date	*49*	*36*	*118*	*118*
Utilities - Sewer	3	3		
Year to date	*3*	*3*		
Water Treatment	4	5	46	41
Year to date	*4*	*5*	*46*	*41*

Utilities Division had many service calls associated with the ongoing Water Service Line Inventory project. Community Services are scheduling Inspections into April at this time.

Engineering

Engineering
Community Services | Dover, NH

Cochecho Waterfront Redevelopment

Construction activity remains active across multiple areas of the project. The Pavilion Building is nearing completion, with interior finishes largely complete, including bathroom tiling, wall treatments, and vendor countertops. Mechanical, electrical, and plumbing systems are in their final stages, while exterior work is progressing with building envelope components underway and major exterior installations scheduled next.

Public improvement efforts have shifted toward shoreline stabilization and drainage, highlighted by the replacement of steel sheet piles with a permanent granite toe wall and continued work on the drainage system.

Meanwhile, Building F has entered the early construction phase, with footing construction ongoing and site preparation complete, including fencing and ground improvements. Retaining wall work near 36 Seaport Way is also underway to ensure stability for the adjacent property. On the residential side, Townhome Groups 3, 9, and 11 have received Certificates of Occupancy and been opened to tenants, while Building C is progressing through the final Certificate of Occupancy approval process.



Court Street and Union Street Reconstruction:

The contractor, S.U.R. Construction, Inc., continues to remain focused on the deep drainage installation on Court St. during the winter months. They are currently working two areas of Court St., one being the south end of Court St. near Back Rd progressing North, the other area is south of Union St. near South Pine St. progressing south towards East Watson Rd. Engineering staff continue to work with residents in the project area to coordinate locations for the new storm water service connections being provided at each property.



Drainage structure installation in Court St.

Source Water Exploration:



Exploratory wells look for sources of groundwater for Dover's customers.

The city has contracted Emery & Garrett Groundwater Investigations, a Division of GZA, to perform exploratory drilling to investigate additional groundwater resources for the City in an effort to support long-term water resource planning for the community. EGGI mobilized a drilling contractor to drill a test well on City owned land off of Crosby Rd in mid-January. Preliminary findings are still under review and there are potential plans to drill a second test well on the Crosby Rd property in the future.

Dredge Cell Closure and Maglaras Park Redevelopment:

The City has received a Request for Additional Information from the New Hampshire Department of Environmental Services Solid Waste Management Bureau related to a waiver application. Staff is coordinating with the city's design consultant, Verdantas, to compile the requested information, with a coordination meeting held at the end of January. The City anticipates submitting a formal response to NHDES by the first week of March. The issuance of the Alteration of Terrain permit is anticipated in spring 2026, with construction tentatively scheduled for summer 2026, pending contractor selection.

Mill Street Pump Station Improvements:

The Mill Street Pump Station Improvements project is advancing through final design and pre-bidding coordination. City staff met with the design consultant, Woodard & Curran, to review final design elements and bidding requirements. Work completed to date includes an evaluation of the existing pump station, preparation of a Design Basis Report, a hazardous materials desktop assessment, flow metering, and surveying along Mill Street and Charles Street. The project includes a full replacement of the Mill Street Pump Station, with the new facility upsized to accommodate future system flows and designed to align with the City's standard pump station standards. The project will also reconfigure system discharge to route flows upstream of the Varney Brook Pump Station and extend the existing sewer from the Eliot Park/Stark Avenue area to Dover Point Road.

Hale Street and Locust Street Drainage Improvements:

The contractor, S.U.R. Construction Inc. has completed the installation of the drainage infrastructure between the limits of Hale St, Locust St, and Kirkland St. The new drainage infrastructure is intended to address the ponding issues on private property and in Kirkland St. as seen from recent rain events. Minor clean-up will occur in the spring.



Work on drainage infrastructure between Kirkland and Hale St.

Permits & License Summary January 2026	
Driveway Permits	02
Utility Licenses	03
Paving Liceneses	01
Excavation Permits	00
Certificate of Occupancy Inspections	00
Construction Permits	02
Obstruction Permits	01
Sewer Connection Permit	01
Septic Design Reviews	00



SITE REVIEW/PROJECT OVERSIGHT SUPPORT

There were two preconstruction meetings held in January consisting of 30 Grapevine Dr, location for a new McDonald's restaurant and 210 Tolend Rd, which is a residential subdivision called Ambrose Woods.

Engineering Technician, Jordan Chambers, continues to conduct oversight of 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.)
-Mixed Use Residential – The Station (2 Grove St)
-Waterfront Private Development
-30 Grapevine Dr (McDonald's)
-Fisher St. Residential (Lenox Dr)
-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)
-Gulf Rd / Oak St (Emerson Ridge)
-136 Locust Street
-34 Industrial Dr
-1 Cold Springs Rd
-44 Third St
-141 Sixth St
-210 Tolend Rd

Facilities, Grounds & Cemeteries

The Facilities, Grounds and Cemetery Division received 77 Service Requests and 91 Work Orders for the month of January. There has been an increase in sign repairs and replacements due to snow operations and travel hazards.

Two (2) full burials were conducted and the division secured future revenue by selling two (2) full graves. Staff removed the Christmas tree in upper Henry Law Park, put the flag pole back up and removed the Holiday decorations from City Hall.

Library Expansion/Renovation:

The Dover Public Library renovation project is rapidly approaching the finish line, with January serving as a high-productivity month that has moved the building into its final stages. A series of critical milestones were achieved, most notably the completion of the ACT ceiling frames, a step that unlocked the ability for crews to install final HVAC and electrical components. On the top two levels, the aesthetic vision for the library is coming to life as painting is now finished and the majority of the final flooring has been successfully installed.

Activity has been equally brisk on the lower levels; ground-floor framing is now complete, allowing sheetrock installation to begin. Additionally, the project reached a technical turning point this month with the commencement of elevator mechanical work. This essential infrastructure phase clears the way for the physical installation of the elevator itself in the coming weeks. With these complex systems and finishes falling into place, the library remains on track to be completed in late spring.

Jenny Thompson Pool:

Despite the typical challenges of winter, the Jenny Thompson Pool renovation project remained on track throughout January. Progress continued steadily even as crews from Northeast Earth Mechanics navigated freezing temperatures and snowfall, which required extra time for snow removal to keep the site accessible.

The project faced a minor setback when concrete strength testing revealed a compromised section of wall due to a faulty batch of concrete. The team quickly addressed the issue by cutting out and removing the affected areas to prepare for a repour in February. Key milestones were also made on the facility's infrastructure, with the maintenance building framing now complete, allowing for the upcoming installation of the roof and the final enclosure of the structure. Despite the weather and the concrete repairs, the project currently remains on schedule, with completion still projected for June.



The new maintenance building at the Jenny Thompson Pool is beginning to take shape.

Griffin Well:
The Griffin Well upgrade project reached a significant milestone in January with the successful installation of the mini-split system. This addition ensures the facility will maintain a stable climate year-round, providing essential heating during the winter and cooling and dehumidification throughout the warmer months. Looking ahead, the project will shift its focus toward improving the building's structural integrity and security, with plans to replace the exterior doors and seal existing holes in the exterior walls in the coming months.

ESPC (Energy Savings Performance Contract):
The Facilities Project Manager is currently collaborating with Alexandrea Merchant, the City's Resilience Coordinator, on a comprehensive city-wide energy audit conducted by Energy Efficiency Investments (EEI). Throughout January, the project achieved several critical milestones, notably a prioritized assessment of solar viability across various municipal buildings to take advantage of expiring federal rebates. A primary focus has been placed on the McConnell Center, where failing mechanical systems necessitated an urgent, efficient solution. EEI's cost-saving analysis confirmed that solar energy is a viable option for the facility, alongside the replacement of aging boilers and heat pumps with high-efficiency systems. To facilitate these upgrades, the City Council approved funding in January for a necessary roof replacement. Looking ahead, the Energy Savings Performance Contract (ESPC) will focus on securing the remaining funding required to install these new systems at the McConnell Center.





The division has begun servicing the mowing equipment to ensure the division is ready for Spring

Streets & Stormwater

Streets
Community Services | Dover, NH

See Storm Report at end of this document.

Hi Brian,

I just wanted to let you know that Steven Page from the address listed above called to express his gratitude to the snow removal staff.

He is really appreciative of how quickly and efficiently the snow was removed from his road.

Hi Brian,

Fred from the address listed above wanted to express his gratitude to you and the team for a fantastic job on the plowing and snow removal!

He emphasized his gratitude to the City of Dover Highway Department and said they should be commended!

Dover is only the 2nd or 3rd community in NH to get Green SnoPro Certified under NHDES



NEW HAMPSHIRE DEPARTMENT OF Environmental Services

The State of New Hampshire
Department of Environmental Services

certifies that the

City of Dover

having submitted satisfactory documentation in winter salt reduction best practices and snow and ice management in accordance with the provisions of RSA 489-C has been awarded this certificate as a

Certified Municipal Winter Maintenance Program
Standard Certification

Date of issue: 01/20/2026
Date of Expiration: 06/30/2026

Administrator, Watershed Management Bureau

In the month of January, the Division prioritized Winter operations. All resources and staff efforts were focused on snow and ice control, winter maintenance, and ensuring safe, continuous operations during severe weather conditions. As a result, non-seasonal activities were deferred making winter response and service reliability the main focus.

Overnight snow removal operations use a coordinated approach with loaders, skid steers, and blower equipment to efficiently clear roadways, sidewalks and to remove snow from the edges of the roads. Skid steers and loaders are first deployed to clear snow from the edge of the road. These machines push and pull snow away from the road edge, curb lines, and pedestrian areas, relocating it into a windrow within the roadway. Once windrows are established, a loader equipped with a snow blower follows behind.

The blower processes the windrowed snow and transfers it into the waiting truck. The trucks are staged in a rolling convoy to maintain a continuous operation, minimizing downtime and keeping traffic disruption to a minimum. Snow removal is often done overnight to keep roads and sidewalks safe and clear for the morning commute. Working at night means less traffic and fewer pedestrians, which allows crews to operate more efficiently and safely. It also helps prevent snow and ice from being packed down by vehicles, making removal easier and reducing hazardous conditions during peak hours.
With 28 inches of measurable snow, Dover had six (6) plowable events, one (1) salting and two (2) overnight cleanups for the month of January. The biggest storm, starting late morning on the 25th with a brief 3 hour pause the next day then picking back up. The storm ended early hours on January 27th. Due to the duration and amount of snow, we had many crew members working nonstop throughout the storm.



Overnight snow removal operations



Snow removal from the cul de sac on Harlan's Way

Utilities: Water , Sewer, Pump Stations, Wastewater, Solid Waste

Water
Community Services | Dover, NH

Wastewater
Community Services | Dover, NH

In January, Community Services Utilities Crews responded to and repaired multiple water main failures at several locations, including Locust St. and Central Ave. and Hartswood Rd.

In addition to the emergency repairs, the Utilities Division performed some corrective work that allows a drainage structure at the intersection of Back Road and Samuel Hanson for S.U.R and repairing, prepping and hot topping previous months water main breaks.



Broken water main, Locust & Central

Utilities Crews also provided essential support for winter operations, assisting with plowing and sanding during snow and ice and the clearing of fire hydrants across the City of Dover.

During this extremely cold weather the Utilities Division has responded to a handful of frozen water service calls. In past few years the Division has lowered many services that had been prone to freezing in the past and this has helped reduce calls for frozen pipes.

The Utilities Division is seeking candidates for, a Heavy Equipment operator and Laborer. We are hoping to have these positions filled quickly as staff are actively conducting interviews.

December and January are typically the lowest water production months of the year, which requires additional operational attention to maintain consistent water quality across the distribution system. With lower demand, City Water Operators cycle storage tanks deeper to reduce water age and maintain proper disinfectant residuals. Treatment production is staged based on system needs, with a primary facility providing base production and supplemental plants operated as required. Well withdrawals continue to be rotated to allow recovery between run cycles.

A recent observation from consumers in the Dover Point area has been increased notice of chlorine residuals, which is a result of improved and more consistent water quality citywide. Historically, this area of the City often experiences little to no chlorine residual due to system hydraulics and water age, and with improved operational control and deeper tank cycling, disinfectant levels are now maintained more uniformly throughout the system.

Despite continued drought conditions, and low groundwater levels, water facilities remain reliable and fully operational throughout January.

Total Water Produced: 59,125,373 gallons
Average Daily Production: 1.90 million gallons per day (MGD)

In January, Community Services Utilities Crews responded to and repaired multiple water main failures at several locations, including Locust St. and Central Ave. and Hartswood Rd.

In addition to the emergency repairs, the Utilities Division performed some corrective work that allows a drainage structure at the intersection of Back Road and Samuel Hanson for S.U.R and repairing, prepping and hot topping previous months water main breaks.



Weather & Drought Conditions:
Precipitation: 3.33 inches for January
Groundwater Conditions: Low across all aquifers
Drought Status: Severe Drought; 77% of New Hampshire continues to be classified as in drought conditions, with the majority of the state categorized as Severe Drought.

All water quality sample results are within state and federal drinking water standards.

I. All 30 'absence of bacteria' monthly system samples have been collected / submitted to independent lab and are all confirmed to be absent of bacteria.
II. January Artificial Recharge report has been submitted. No water recharged.
III. January Fluoride report has been submitted. All levels within compliance.

Calderwood WTP - Caustic System O-Ring Failures and Replacement:

One of the projects completed in January involved addressing multiple failures in the caustic chemical system at the Calderwood Water Treatment Plant. During original construction several years ago, incorrect O-rings were installed on the caustic piping assemblies, and due to the highly corrosive nature of caustic, deterioration was inevitable. Every O-ring connection at Calderwood was failing, resulting in leaks and erosion of several piping and connection points. Operators removed affected assemblies, replaced all failed O-rings with chemical-compatible EPDM materials, and inspected associated piping for damage.

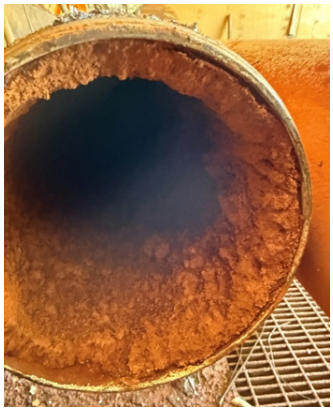




A closer look at the extent of the erosion on the original O-rings and the impact to the surrounding fittings.

Cummings Well Cleaning Project:

Cummings Well underwent a major cleaning and redevelopment in January after severe iron scaling and corrosion were discovered throughout the well and pumping equipment. Prior to redevelopment, the well's specific capacity had declined to 9.96 GPM/ft at 275 GPM, indicating significant performance loss. The well was redeveloped using chemical treatment and mechanical pumping and surging, and a post-redevelopment video inspection confirmed the screen and casing were clean and in good condition. During the work, the 2019 Sulzer CS-8L two-stage pump and associated equipment were found to be heavily plugged with iron, with pump bowls, collets, bearings, and check valve outside of factory tolerances. The 30 HP motor failed insulation testing and the submersible wiring was worn and twisted. Operators and contractors replaced the pump, 30 HP motor, submersible wire, check valve, and pitless O-rings. Following redevelopment and equipment replacement, the well's specific capacity improved to 22.2 GPM/ft at 400 GPM, restoring reliable production and significantly improving operational efficiency. Although, not returning to new efficiency.

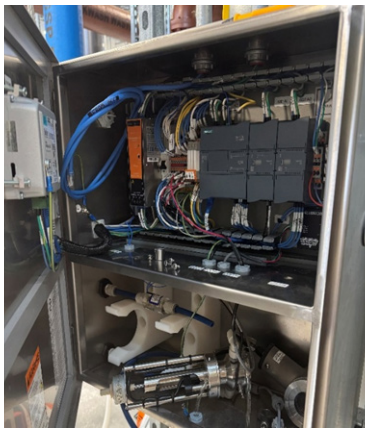




These photos show the extent of rust and mineral build up that had restricted the flow and reduced efficiency

Pudding WTP – UVT Analyzer Repair:

The UVT (Ultraviolet Transmittance) analyzer at Pudding Hill WTP is a critical instrument used to measure how well water transmits ultraviolet light, which directly affects UV disinfection performance and dosing control. During January, the UVT analyzer began providing unreliable readings and required removal from service. Operators isolated the unit, removed it from the system, and sent it to the manufacturer in Canada for repair and calibration. Once returned, operators reinstalled the analyzer, completed all associated plumbing and electrical connections, and integrated it back into the control system. After testing and verification, the UVT analyzer is now operating properly and providing accurate data for UV treatment performance.





The above right photo shows the Analyzer disassembled for repair and the bottom right, fully installed and operational.

River Street Pump Station:

Most of the progress on the River Street Pump station upgrade has been electrical. All four pumps have been switched over to the new controls, and demo work is being done on old electrical conduit and cabinets. We also started up the new Hypo System.

3rd Secondary Clarifier Project:

The third secondary clarifier construction project had good progress in January. Three of the four wall forms have been poured and the fourth will be poured in the coming weeks. We had some significant snow during the month but City staff worked well with the contractor to make sure there weren't setbacks on the project.



The third secondary clarifier is progressing at the WWTF.



The city averaged approximately 310 tons of trash and 202 tons of recycling during the month of January.

From December's stump grinding, the recycling division totaled 37 loads of wood chips.

At the Solid Waste Advisory meeting this month, Doug Kemp suggested tracking long-term population growth alongside trash disposal and recycling data.

1. The trailer used to transport electronic devices was swapped out for a new one. Currently, it is a 22-foot instead of a 53-foot. This new company performs pickups twice as frequently as previously
2. The Toter program remains in the works and staff are in the preliminary planning stages of a year-long public information campaign which is expected to begin June 30, 2026.
3. Councilor April Richer will be the new Council Liaison for the Solid Waste Advisory Committee

Administration, City Clerk Tax Collector, Tax Assessing, Utility Billing

On January 14, 2026, Deputy Finance Director, Ann Legere attended a webinar sponsored by the accounting firm, CBIZ. The session was titled Quarterly Accounting and Financial Reporting Briefing Q4 2025. Learning Objectives included discussions about the latest developments and updates from major governance bodies, current technical matters affecting financial reporting and implication of recent changes in financial reporting standards.

On January 29, 2026, Kathleen Cragin, Purchasing Agent attended Executive Briefing – Public Procurement 2026 Key Trends: Shaping the Future. Sponsored by NIGP (National Institute of Government Purchasing. Learning Objectives included Technology and Processes, integration and partnerships, vendor community.

Department Budget reviews with the City Manager, Deputy City Manager, Finance personnel and each Department Head took place during the first and second weeks of January.

Finance Director Daniel Lynch attended the City Council's goal setting session on January 24, 2026.

Deputy Finance Director submitted disbursement requests for six separate State Revolving Loan Fund financed projects in the total amount of $2,114,816.05. The six projects are WWTP Secondary Clarifier, Inflow & Infiltration, Henry Law Park Stormwater BMP (Best Management Practice) for stormwater management, Chapel Street property acquisition for stormwater management, Chapel Street stormwater treatment system, and Water Service Line Investigation.

Utility Billing:

On January 5, 2026 the office completed the December 2025 monthly billing of 17.3 million gallons of usage for 851 accounts, representing a total amount billed of $459,886.86.

On January 30, 2026 the office completed the 4th quarter billing that was for the period of October 1, 2025 through December 31, 2025, which was for 89.3 million gallons of usage for 8,664 accounts, representing a total amount billed of $2,492,118.48.

Purchasing & Accounting

See NH State Aid Grant Revenue

See Financials at end of this document.

Purchase Orders over $5,000

Department/Division	PO Date	Vendor	Amount
Community Services	1/9/2026	FERGUSON WATERWORKS	$5,606.07
Community Services	1/21/2026	SUR CONSTRUCTION, INC.	$6,960.00
Community Services	1/9/2026	F.W. WEBB	$7,238.00
Community Services	1/21/2026	HEG,INC. / HAFFNERS	$8,970.00
Community Services	1/21/2026	SAVATREE, LLC.	$10,120.00
Community Services	1/21/2026	MAHER SERVICES, LLC	$10,173.00
Community Services	1/9/2026	OVERHEAD DOOR COMPANY	$10,946.00
Community Services	1/23/2026	PENINSULA PLASTICS, LTD	$14,370.00
Community Services	1/30/2026	EMD MILLIPORE CORPORATION	$14,656.80
Community Services	1/27/2026	WOODARD & CURRAN INC.	$18,400.00
Community Services	1/22/2026	BEAUREGARD EQUIPMENT, INC.	$20,277.21
Community Services	1/9/2026	STATE OF NH-DES-WATER DIVISION	$22,205.00
Community Services	1/5/2026	SUR CONSTRUCTION, INC.	$22,286.25
Community Services	1/14/2026	KLEINFELDER NORTHEAST, INC.	$23,700.00
Community Services	1/5/2026	WOODARD & CURRAN INC.	$24,500.00
Community Services	1/16/2026	KLEINFELDER NORTHEAST, INC.	$24,500.00
Community Services	1/29/2026	NH RECYCLES	$55,817.70
Community Services	1/8/2026	ROCHESTER NH, CITY OF	$138,514.00
Finance Office	1/21/2026	US BANK NATIONAL ASSOCIATION	$45,220.63
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$49,054.17
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$77,617.04
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$79,019.29
Finance Office	1/21/2026	US BANK NATIONAL ASSOCIATION	$108,281.25
Finance Office	1/21/2026	US BANK NATIONAL ASSOCIATION	$113,650.02
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$129,057.53
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$169,131.86
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$178,200.00
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$193,314.29

Department/Division	PO Date	Vendor	Amount
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$227,401.69
Finance Office	1/21/2026	US BANK NATIONAL ASSOCIATION	$235,750.00
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$300,586.18
Finance Office	1/21/2026	US BANK NATIONAL ASSOCIATION	$440,220.63
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$465,181.58
Finance Office	1/14/2026	DOVER LANDFILL REMEDIAL ACTION	$597,520.00
Finance Office	1/21/2026	STATE OF NH-DES-WATER DIVISION	$612,268.01
Finance Office	1/21/2026	US BANK NATIONAL ASSOCIATION	$758,281.25
Finance Office	1/21/2026	US BANK NATIONAL ASSOCIATION	$963,650.00
Finance Office	1/21/2026	NEW HAMPSHIRE MUNICIPAL BOND BANK	$1,807,999.15
Finance Office	1/21/2026	NEW HAMPSHIRE MUNICIPAL BOND BANK	$2,150,930.66
Finance Office	1/21/2026	US BANK NATIONAL ASSOCIATION	$2,845,409.39
Finance Office	1/21/2026	US BANK NATIONAL ASSOCIATION	$6,560,534.38
Fire and Rescue	1/6/2026	SOUTHWORTH-MILTON INC	$6,210.29
Fire and Rescue	1/23/2026	INDUSTRIAL PROTECTION SERVICES, INC	$14,628.00
Info Technology	1/21/2026	SENSOURCE, INC.	$6,462.00
Info Technology	1/5/2026	SHI INTERNATIONAL CORP	$10,427.83
Info Technology	1/29/2026	DELL MARKETING L.P.	$37,748.84
Public Welfare	1/14/2026	CAP OF STRAFFORD COUNTY	$11,500.00
Recreation	1/23/2026	GUARINO'S SWIMMING POOL SERVICE	$6,285.50
Recreation	1/9/2026	WETECH	$8,200.00

BID Solicitation

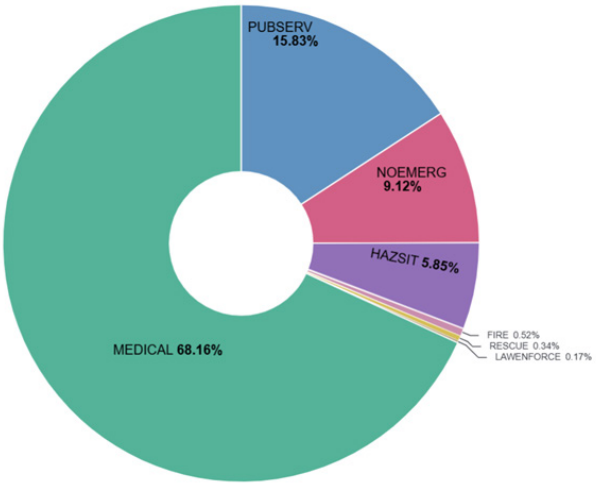
Department/Division	BID Number	BID Date	Description
Recreation	B26039	1/14/2026	Arena Concession Food and Drinks
Community Services	B26041	1/22/2026	2026 Sidewalk Improvements
Community Services	Q26-006	1/22/2026	Material Testing Services As Needed
Police	B26043	1/28/2026	Public Safety Equipment and Installation

Administration, Medical Aid, Fire Suppression

January 2026 saw Fire & Rescue responding to 591 calls for service, an average of over 19 calls per 24-hour period in each day of the month.

The distribution of the incident type, and number of each category can be seen in the graphs below:

MEDICAL	414
PUBSERV	95
NOEMERG	56
HAZSIT	34
FIRE	3
RESCUE	2
LAWENFORCE	1



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

Facility	State	Number of Individuals
Wentworth Douglass Hospital (MGB)	NH	293
Free Standing Emergency Room-Dover (HCA)	NH	28
Portsmouth Regional Hospital (HCA)	NH	7
Frisbie Memorial Hospital (HCA)	NH	1
Exeter Hospital (BI-D)	NH	
Dartmouth Hitchcock Medical Center	NH	
St. Joseph's Hospital	NH	
Concord Hospital	NH	
Cheshire Medical Center	NH	
Massachusetts General Hospital (MGB)	MA	
Brigham & Women's Hospital (MGB)	MA	
Boston Children's Hospital	MA	
Tufts Medical Center	MA	

York Hospital	ME	1
Maine Medical Center	ME	
Total Transports		330
No Transports/Refusal of Care* Includes 'No Patient Contacts': Accidental Medical Alert Alarms, Cancelled enroute, etc.		160

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

Municipality Assisted	EMS	Assists
Barrington	Barrington Fire	
Berwick	Stewart's Ambulance	
Durham	McGregor EMS	1
Eliot	Stewart's Ambulance	
Farmington	Farmington Fire	
Greenland	Greenland Fire	1
Keene	Keene Fire	
Kensington	Kensington Fire	
Kittery	Stewart's Ambulance	
Laconia	Laconia Fire	
Lee	McGregor EMS	
Madbury	McGregor EMS	
New Durham	New Durham Fire	
Newington	Newington Fire	
North Hampton	North Hampton Fire	
Northwood	Northwood Fire	
Rochester	Frisbie EMS	4
Seabrook	Seabrook Fire	
Somersworth	Stewart's Ambulance	4
South Berwick	York Ambulance	4

As part of Fire & Rescue's new partnership in providing the Town of Rollinsford with ambulance coverage, the Department provided ambulances on 7 medical aids for the month of January.

The month of January was busy with medical aids, Fire Alarms, broken pipes due to the cold, and many other "normal" responses for Dover Fire and Rescue; below is one incident where innovative thinking, teamwork and physical strength, all came together to make a difference.

During a snow storm on the night of January 25th, Dover Fire and the Dover Police Department worked together seamlessly to rescue, and save the life of a resident of the community. A distressed citizen was found by Dover Police on the edge of the Cocheco River, 20 feet down an embankment, off the community trail. They were showing signs of hypothermia and were unable to walk out on their own. Extreme cold temperatures, deep snow and gusting wind made for a dangerous situation for the individual and a difficult extrication. With the innovative use of rescue equipment and sheer physical strength by members of both departments, the patient was carried off the trail. Once removed from the river embankment, treatment for hypothermia was started by Dover Fire Paramedics. The patient was transported to Wentworth Douglass Hospital where they made a full recovery.

On January 1, 2026, Dover Fire and Rescue changed their Fire Reporting Program from NFIRS (National Fire Incident Report System) to NERIS (National Emergency Response Information System.) NFIRS has been the sole fire reporting program since 1970 and was in need of an update. NERIS provides real time data submission, compiling statistics nationwide to give the fire service as a whole better ability to track trends and issues that face departments across the country. NERIS captures more comprehensive incident data, allowing departments to review performance and refine protocols effectively. The new system works to reduce the need to input the same information into multiple sources, reducing duplicate data entry and streamlining workflows.

Dover Fire and Rescue utilizes Image Trend to collect and document NERIS data. The department has a great working relationship with Image Trend as the department currently uses them for EMS documentation. Image Trend has been working to make the transition as seamless as possible. One month into the new program, members are noting ease of use and time saving aspects of the program.

After significant snowfall seen in the month of January, the Fire Department, along with citizens of Dover spent several days clearing the fire hydrants that had been covered with snow. A special thanks goes out to the citizens and business owners that took the time to clear hydrants in their area. During a fire, seconds count and if a fire hydrant needs to be shoveled out when fire crews arrive, those minutes could mean life or death.





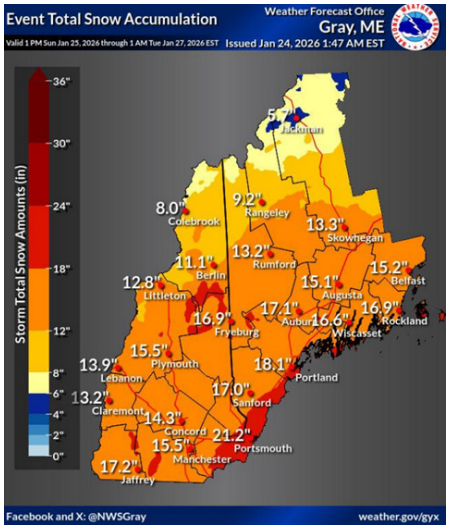
B/C Irwin is continuing to coordinate contract agreements with Health Insurance carriers that have New Hampshire policy holders to maintain compliance with Senate Bill 245, "Prohibiting Surprise Ambulance Billing and Regulating Ground Ambulance Reimbursement", which went into effect on January 1st, 2026. This legislation created 2 major reforms in the way ground ambulance services are billed and reimbursed in New Hampshire:

1) Consumers are protected from balance billing by out-of-network ground ambulance providers.
   a. The prohibition on balance billing only applies to policies regulated by the New Hampshire Insurance Department. The new law does not apply to:
      Medicare
      Medicaid Advantage
      Medicaid/CHIP
      Tricare
      Out-of State commercial policies covering non-residents
      Self-funded employer health plans.

2) Ground ambulance providers gain access to enhanced reimbursement rates from health carriers, if they become participating providers.
   a. While the City is currently working on agreement language with the agencies below, the enhanced reimbursement is applied to policies. The current reimbursement rate is 325% of the current Medicare rate.
      Aetna – In progress
      Ambetter – In progress
      Anthem – current agreement amended & in effect
      Cigna – In progress
      Harvard Pilgrim – In progress
      United Healthcare – In progress
      Wellsense – In progress.

After significant snowfall seen in the month of January, the Fire Department, along with citizens of Dover spent several days clearing the fire hydrants that had been covered with snow. A special thanks goes out to the citizens and business owners that took the time to clear hydrants in their area. During a fire, seconds count and if a fire hydrant needs to be shoveled out when fire crews arrive, those minutes could mean life or death.

On January 23 through the 25, 2026, Dover experienced a large winter storm. Leading up to the storm, crews prepared for upwards of two feet of light fluffy snow that was set to create difficult travel conditions, wind, and extreme cold temperatures. Department members attended briefings from Homeland Security and Emergency Management who gave frequent updates on the storm's potential. With a large storm, both in amount of snow and duration, mixed with extreme cold temperatures, it was decided to place the City's Emergency Operations Center into Monitoring Mode.



Departments prepared their individual areas of responsibilities to ensure they were ready for the cold, wind, snow, and potential power outages. Updates on the storm were frequently sent to all of the department heads by the Emergency Management Director.

As the storm bared down on the City, Department Heads continued to assess the situation and their department's ability to handle any issues and any needs were communicated back to the Emergency Management Director.

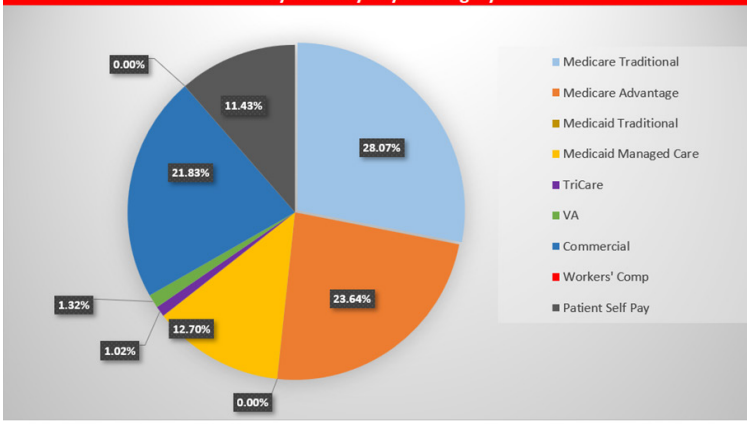
Due to preplanning and the use of checklists in the City's Local Emergency Operation Plan, all departments were able to mitigate any incidents that occurred during the storm and the Emergency Operation Center did not need to be activated. Any time the EOC is in Monitoring Mode, the communication and readiness for the next emergency improves.

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

TOTAL REVENUE January 2026
Total Revenue from all Transport Types
$126,288.41

SOURCES OF GROUND REVENUE		
Traditional (Fee-for Serivce) Medicare	Medicare Advantage	Traditional (Fee-for Service) Medicaid
$35,442.97	$29,857.38	$0.00
Medicaid Managed Care	TriCare	Veterans Health
$16,041.71	$1,284.45	$1,664.92
Commercial Insurance	Workers' Compensation	Patient Self-Pay
$27,565.56	$0.00	$14,431.42

Payments by Payor Category



SERVICE MIX

Call Type		Priority	Trip Volume	Percentage
ALS		Emergency	199	60.86%
ALS2		Emergency	5	1.53%
BLS		Emergency	123	37.61%
SCT		Emergency	0	0.00%

On January 8, 2026, the Continuous Quality Improvement & EMS Advisory Board held its monthly meeting. The committee is responsible for Patient Care Report review to track trends and areas of improvement to move the Department forward to achieve the best possible care for our citizens & guests.

Starting on January 16, B/C Irwin assisted the WDH EMS Coordinator with their Winter EMS Education Series which was conducted on Fridays until January 30. The series provided necessary Continuing Education for Department members, & retirees, that needed hours to complete the requirements for their National Registry recertification, which is required for the maintenance of the State EMS provider license.

During the week of January 19, all 4 shifts received their monthly EMS education. The topic, presented by WDH staff, was Mass Casualty Incident overview and a segment on Advanced Sepsis Protocol lab draws.

On Thursday January 29, Engine 3 crew attended Smart Start Learning Center. Crews spent the morning showing children the tools and equipment we carry on the fire engine, our personal protective gear, and giving safety lessons. The departments will make a yearly visit to all the day cares in the City. Starting fire prevention education at a young age builds a strong foundation of what to do in an emergency. Crews reviewed calling 911, practiced how to crawl low in smoke, taught the importance of a meeting place outside the home, and the difference between tools such as lighters and matches, and toys. Equally important as the lessons is the introduction of our members to the children in the community. This introduction allows for the children to see our members in and out of their protective gear, solidifying the message that we are there to help them should they ever need rescue from a dangerous environment.

Administration, Community Development & Inspection Services

See Permit Report & Subdivision Report at end of this document.

Technical Review Committee (TRC) met once in January. Committee members reviewed the following project:

- January 22nd: Site Plan proposal at 9-11 Mechanic St. to construct a five-story mixed-use building. (third TRC review for this project)

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 has come before the Planning Board for an amendment in the past, phase 1 is currently under construction and the developer applied for another amendment to add more units and combine previously separated buildings which was approved in September. 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. Staff will be reaching out to approved projects that appear stagnant to get a better sense of why certain projects don't seem to be progressing.

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 regularly and began drafting amendments this fall and winter to be reviewed by the Planning Board this spring for potential posting.

Director Benton and Zoning Administrator Crouser began drafting amendments to the Zoning Ordinance, Site Review Regulations, and Land Subdivision Regulations to, amongst others, implement amendment language to incorporate several recommendations given previously by the Ordinance Committee. These amendments should be going to the Planning Board in March for review and potential posting.

Director Benton attended the Housing Appeals Board meeting in June for the case regarding 103 Court Street Transfer of Development Rights request. The order was provided and the Planning Board's decision was upheld and the HAB granted the city 50% of the city's legal fees to be paid by the appellant. The appellant has sought reconsideration/clarification so this case is ongoing. The site plan is scheduled to be heard by the Planning Board in March.

Assistant City Planner Muirhead attended the Workforce Housing Coalition of the Greater Seacoast's Spring Policy Session, which featured legislators and policy experts discussing housing-related legislation from the 2025 State Legislative Session.

Dover was one of 16 communities across the country selected to participate in Housing Supply Accelerator Challenge. A nationwide network launched by the National League of Cities (NLC) and the American Planning Association (APA), the Housing Supply Accelerator Challenge is designed to accelerate the implementation of proven and innovative housing strategies and expand the supply of housing in communities across the country.

The Department of Planning and Community Development continued to update its newsletter and Facebook page to communicate with the public. The Department of Planning and Community Development has 921 Facebook followers (City of Dover NH Planning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 3,500 likes and 3,887 followers).

Planning and Media Services staff continued to develop and enhance an electronic "newsletter" for planning related items (with 1,282 subscribers). Six newsletters were sent in October, November, and December. Content included meeting summaries, meeting previews, and various special topics such as information on the Knockout Knotweed and Apple Harvest Day events, the Northern New England Planning Conference, updates on the Community Development Block Grant Program, the New England Municipal Sustainability Network, and a year-end review. Readers were also encouraged to respond via Polco to the newsletter surveys.

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. The website was updated and there was one new TDR application added to the webpage in January.

City Planner Bassegio staffed the Community Trail Advisory Committee meeting on January 6th. CTAC discussed outreach events and potential trail improvements included proposed maintenance projects for the spring.

The Planning Department coordinated with the Planning Board to host the annual Land Use Meet and Greet event on January 13th, providing an opportunity for members of the City's Boards, Committees, and Commissions to discuss accomplishments from the past year and goals for 2026.



On January 13th, at their regular meeting, the Planning Board reviewed and considered the draft of the Land Use Analysis Chapter of the Master Plan. This was following Steering Committee and staff edits. The Planning Board provided feedback and requested and updated draft for review at their February meeting for potential adoption.

Assistant City Planner Edgecomb staffed the Conservation Commission on Monday, January 12th, 2026 where they reviewed local Conditional Use Permits, NHDES wetlands application update letters.

Zoning Administrator Crouser staffed the Dover Arts Commission's Annual Retreat, on Saturday January 15th, where the commission discussed its goals for 2026 including project priorities, its budget, and the election of officers.

Resilience Coordinator Merchant attended the January 11th City Council meeting to support the first phase of the ESPC with EEI.

Resilience Coordinator Merchant released multiple notice in the December Dover Download and Planning Newsletter alerting residents to the changing CPCNH rate.

Resilience Coordinator Merchant presented about CPCNH at the January 25th Council Workshop.

Assistant City Planner Edgecomb staffed the Open Lands Committee on January 22nd to discuss ongoing Conservation projects within the City as well as outreach events in the works.

Assistant City Planner Edgecomb continues to coordinate an Open Lands Committee Full Moon Snowshoe walk that will be held in February.

Assistant City Planner Edgecomb conducted a site walk of a potential Conservation Easement with members form the Open Lands Committee

Zoning Administrator Crouser staffed Zoning Board of Adjustment meetings on January 19th, where a rehearing request pursuant to a variance granted at 18 Pearson Drive was denied, and a variance request was granted to 1-24 Jefferson Drive to allow for residential units on the first floor of a new structure in the H District.

One potential subdivision/zoning violation complaint was received regarding a project on Sixth St. and an investigation was opened.

Director Benton attended the SRPC Policy Commission meeting regarding legislation on January 16th and toured Rochester's new public work facility

Assistant City Planner Edgecomb attended the January 14th Council meeting to bring 3 resolutions before them. One from NHDES for treatment of invasive plants at Willand Pond, one for a restoration analysis for the 1888 Water Works Building on Lowell Ave., and one from PREP for a Comprehensive Downtown Ash Tree Plan.

Assistant City Planner Edgecomb attended the January 22nd Coastal Adaptation Workgroup session where goals for the upcoming year were discussed.

Resilience Coordinator Merchant succeeded in passing the Phase 1 of the ESPC with EEI which includes the McConnell Center roof replacement and insulation.

Director Benton along with a committee of other city staff attended several meetings with Strafford Regional Planning Commission to update the City's Hazard Mitigation plan.

Resilience Coordinator Merchant continued to revise the City's Resilience Plan and draft updates.

Resilience Coordinator Merchant attended 3 sessions of classes leading up to a Carbon Footprinting Certificate from UNH. The certificate was awarded at the conclusion of the final course on January 29th.

Resilience Coordinator Merchant promoted the Weatherize Dover outreach program encouraging residents to take advantage of a NH Saves reduced cost or free home weatherization program.

Resilience Coordinator Merchant continues to explore the interest in a Dover Sustainability Committee through meetings with local advocacy groups.

Community Development Planner Carpenter reviewed and authorized Q2 and project reimbursement requests from CDBG subrecipients.

The Dover Arts Commission ("DAC") continued to monitor the status of public art installations at the Cochecho Waterfront development.

Planning staff and Engineering staff have been working with a consultant to help design an implementation plan for the Downtown Pedestrian and Vehicular Access plan. While staff has 60% plans to review, city staff are putting together a plan to do a phase 1 of implementation this summer/fall to help with short term pedestrian, parking, lighting, and landscaping improvements. The first of the bump out site work is set to start this spring.

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.

Director Benton was re-elected President of the NH Planners Association and chaired the Executive Committee goal setting meeting on January 15.

Community Development Planner Carpenter completed and submitted the quarterly report required for the CDBG program.

Community Development Planner Carpenter presented the proposed FY27 CDBG Action Plan at the January Planning Board public hearing.

Community Development Planner Carpenter prepared the public notice for the February City Council public hearing of the proposed FY27 CDBG Action Plan.

Community Development Planner Carpenter worked with the Finance Department to generate the City Council Resolution for the FY27 CDBG Action Plan.

The NHPA's Legislative Subcommittee continued meetings with Director Benton and Zoning Administrator Crouser in attendance, to discuss proposed Legislative Service Requests relevant to NH Land Use law, identifying several bills to monitor throughout the legislative process which could be of concern to Dover if adopted.

Director Benton, Zoning Administrator Crouser, and the entirety of the Inspection Services Department attended a training on records and complaint management provided by Lieutenant Turner of the Dover Police Dept.

Inspectors attended heating appliance seminar in North Hampton sponsored by the NH Fire Marshal's Office.

The Department posted a custodian posted and is still currently looking to fill the vacant Health Officer position.

Field Operations

Patrol

Patrol Activity	December 2025	January 2026
Calls for Service	1,505	1,643
Traffic Stops	457	640
Initiated Non-Enforcement Related Contacts	114	123
Incidents handled by Patrol Officers	2,076	2,406
Responded to Emergency 911 Calls	15	24
Responded to Alarms	69	57
Responded to Traffic Accidents	156	129
Issued Traffic Citations	36	71
Arrests Made	68	67
Number of Police Reports, Department Wide	535	542

Supplemental Field Operations Activity:

Conducted checks of the Community Trail.
Conducted daily checks of the Transportation Center.
Conducted daily checks of City parks.
Conducted daily checks of the parking garage as a result of concerns of vagrancy and criminal mischief.
Conduct daily checks of the McConnell Center/Library parking area.
Conducted frequent checks of areas known to be inhabited by the local homeless population.

K-9 Unit

On January 2, 2026, Officer David and K9 Vision assisted the Strafford County Sheriff's Officer and US Marshals with executing a search warrant. This search warrant was for narcotics and firearms. Ultimately, due to the condition of the inside of the residence, K9 Vision was not deployed inside. K9 Vision was used to search the exterior of a motor vehicle that was in the driveway, but did not indicate to the presence of narcotics inside. Narcotics and an illegally possessed firearm were located inside of the residence.

On January 9, 2026, Officer David and K9 Vision responded to the City of Somersworth, for a criminal track. The suspect had violated a protection order, stemming to an arrest that occurred earlier in the evening. K9 Vision began tracking down the side of a busy road, where the suspect was last known to be. K9 Vision continued this track, ultimately ending in a turn off on the side of the road. At this point, K9 Vision showed that he was no longer in the presence of human odor. K9 Vision was then utilized to clear the immediate areas of escape, which he did without issue. Based on where the track ended, and the fact that the suspect did not pass cameras further down the road, it is believed that the suspect was picked up in a vehicle from this location.

Accident Reconstruction Team

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

Communications

	December 2025	January 2026
Radio Transmissions	16,865	16,985
Phone Calls	7,899	7,328
911 Calls	547	493
Police Alarms Received	67	57
Fire/Medical Alarms Received	50	45
Lobby Traffic	1,584	1,813

POLICE PRIORITY RESPONSE SYSTEM

Number of Crimes or Incidents

84

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

96

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.

1,216

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

702

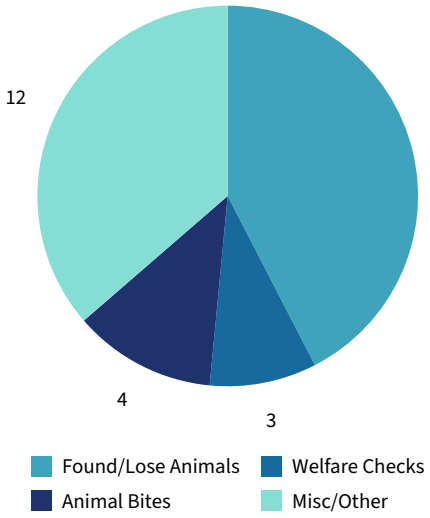
PRIORITY 4: AS OFFICERS BECOME AVAILABLE:
Non criminal related activity; crimes reported well after they have been committed; message delivery; tow request; littering; fingerprints; assistance; abandoned vehicles.

Animal Control

Total Animal Calls for Service: 33
Handled by Dispatch/Officers: 28
Handled by Animal Control Officer: 5

The Animal Control Officer followed up on 4 reports taken by patrol officers and responded to 8 voicemail messages.





Support Services

Prevention Services Unit

During January, two sessions of the PACT parent program were completed. These in-person sessions included a short presentation on youth advocacy and 4 scenarios of Freeze Action Theater. Coalition staff moderated these theatrical scenes of parent-teen conversations performed by Youth to Youth (Y2Y) students. The action is periodically paused to engage the audience on their thoughts on what the parents should say when responding to various situations.



Youth to Youth students presenting the TRUTH lesson at Frances G. Hopkins Elementary School at Horne Street.

On January 22nd and 23rd, Conor Wiley and Dana Mitchell provided 4 classroom presentations to 4 fourth grade classrooms at Frances G. Hopkins Elementary School on the consequences of using tobacco, e-cigarettes and vaping devices. On January 29th and 30th, two Y2Y teams provided a total of 4 classroom presentations to the same 4th grade classes to close out the program. Y2Y presenters focused on the deceptiveness of tobacco and vaping advertising and marketing, and their failure to warn users of the consequences of their products.

Y2Y students have begun working on ideas for scripts for drug prevention videos. In addition, one Y2Y member wrote a draft of a radio PSA focusing on the issue of caffeine energy drinks that contain alcohol and are attractive to teens.

Regular weekly meetings of the four Y2Y teams started in September. During this month:

- The Monday High School Student Team met 4 times
- Older middle school students on the Wednesday Evening Team met 4 times.
- Y2Y members in grade 6 and 7 meet after school. The two teams have been combined into one team that meets on Wednesdays going forward:
  --> The Wednesday Team met 4 times.
  -->The 5th grade DARE volunteers met 3 times.

Dover Y2Y student members and staff continue to be a resource for youth empowerment activities in NH and throughout the country. The program's resources, training materials and experienced student trainers are helping many other communities.

During this month, assistance, support and direction were provided to:
The Natick, MA Prevention Coalition

During this month, Toolkits were provided to:
Genesee County Prevention Coalition in Flint, MI

Teen Center

During the month, there was a total of 298 youth in attendance over 18 days of programming at the Dover Teen Center. The average was about 17 youth per day.

Some program highlights for the month of January 2026 included, but were not limited to:

- TC After School Program – January 2026

As the Teen Center headed into the final month before the New Year, youth participants continued to take advantage of the after-school program, where they received academic, social/emotional support and social programming via intern mentors and program mission.

These included:

- "Old School" Board Game Mania Day
- Carpet Ball Tournament
- 9-Ball Tournament
- TC Bingo Mania – Winter Edition!
- Maine Celtics Trip (Portland, ME)
- TC Special Presentation: "The Dark Side of Oz"
- TC Arts & Crafts Day



Teen Center youth participant Illyse working on a project with TC intern Grace.



Teen Center participants and interns at the Maine Celtics game.



Teen Center Director Steve Pappajohn attended the Eagle Scout Ceremony for TC youth participant Alexander.

The Teen Center received 4 new registrations in January 2026.

Community Service

The Community Service program tracked 3 participants in the month January 2026. A total of 5 hours of community service work completed with 0 participants finishing allocated hours.

Diversion

The Diversion Committee met on Tuesday, January 27, 2026.

Current Diversion youth participants continue have meetings with Bridget Ryan and Steve Pappajohn for specific contract obligations, including computer courses and project research at the Dover Teen Center.

As a result of evaluating the case-load heading into February 2026, the following is committee's case breakdown:

(3) cases in active Diversion Contracts
(1) case in active Alternative Suspension Program (1/27/26)
(1) successful completion and release from Diversion Contract (JAN 2026)
(2) new Diversion case heard (JAN 2026)
(1) new Alternative Suspension cases heard (JAN 2026)
(0) successful completion for Alternative Suspension (JAN 2026)
(0) new Diversion case hearing, anticipated (FEB 2026)
(3) new Alternative Suspension case hearings anticipated (FEB 2026)
(0) cases sent back to Detectives for "failure to comply"

Prevention Services Unit

Throughout the month of January, Lt. Mitrushi began training Sergeant Tim Keefe to fill the Community Response & Engagement Unit (CREU) Sergeant position.

On January 6, 2026, Evan Ahlin, a resident of Dover and current student of Wayne State University obtaining his Master's Degree in Organization Communication, began his internship with the department. Lt. Mitrushi will supervise Evan throughout the internship, which will focus on improving internal and external communication, transparency, recruitment, and overall Police Information Officer-type roles.

On January 2, 2026, as Coordinator of the Seacoast NH Critical Incident Stress Management (CISM) and Peer Support Team, Lt. Mitrushi assisted with the coordination and facilitation of a scenario based training day, held at Southern New Hampshire University. The training day allowed CISM team members to practice and strengthen their Critical Incident Stress Debrief skills in several different scenarios throughout the day long training. Several Dover Peer Team members attending the training as well.

Lt. Mitrushi assisted with one officer candidate physical fitness test this month. With the assistance of PIO Intern Evan Ahlin, Lt. Mitrushi made 17 social media posts in the month of January. The social media posts included new campaigns such as: monthly employee anniversaries, monthly activity statistics, and "Throwback Thursdays."

Traffic Related Activities

On January 13, 2026, Lt. Mitrushi removed the two temporary mobile RADAR units from Locust Street by My School to collect the data from the devices. He provided the data to the resident and parent from My School who requested the signs be installed due to traffic concerns. Lt. Mitrushi also presented that information to the Transportation Advisory Commission at the next meeting. The temporary signs were scheduled to be placed on Horne Street in February.

Throughout January, Lt. Mitrushi coordinated with the event organizers of the Reds Race for a Better Community 5 mile road race, which is planned for April 2026. The course for 2026 will have to be modified due to ongoing major roadway construction projects in the city.

Lt. Mitrushi serves as the department's designated city staff representative to the Technical Review Committee (TRC). During the month of January, Lt. Mitrushi reviewed plans for several different construction projects, provided police department input concerning public safety, and attended two meetings of the TRC.

Lt. Mitrushi serves as the department's designated city staff representative for Pre-Construction meetings for major construction projects that may impact traffic in the city (Pre-Con). Lt. Mitrushi reviewed Temporary Traffic Control Plans for several upcoming projects to include: Fawn Drive, Central Avenue Water Main Reconstruction, and the Waldron Court Crosswalk Reconstruction. Lt. Mitrushi attended 2 Pre-Con meetings in January.

Lt. Mitrushi serves as the department's designated city staff representative to the Transportation Advisory Commission (TAC). In this role, he is responsible for reviewing and responding to citizen email submissions to the TAC regarding traffic-related comments and concerns. Lt. Mitrushi compiled these issues that were added to the agenda for the January 26, 2026 TAC meeting. Due to inclement weather, the TAC meeting was moved to February 2, 2026.

Lt. Mitrushi communicated with 9 different event organizers for block parties, road races, and other events that will impact traffic in the coming months as part of the permit review process.

Community Response & Engagement Unit

Sergeant Tim Keefe was assigned to the Community Response & Engagement Unit (CREU) as the Unit Commander in January 2026. The CREU Sergeant is responsible for the coordination, supervision, and overall effectiveness of the POP Officer, Downtown Liaison Officer, Dover Housing Authority Liaison Officer, School Resource Officers, and the Traffic Enforcement Officer.



CREU Sergeant Tim Keefe and POP Officer Jon Palmer walking through the Downtown Business District as part of regular foot patrols.

Through the month of January, Sgt. Keefe spent a portion of his time with Officer Palmer as we conducted foot patrols of the downtown business area and the Dover community Trail. Sgt. Keefe met with one of the owners of Ross Furniture on Third St to check in and see if they had any issues we could help address. Officer Palmer and Sgt. Keefe checked on several areas where businesses believed there were unhoused people staying in wood lines that bordered their property. We were unable to located anyone or signs of a camp.

On January 28, 2026, Officer Palmer and Sgt. Keefe contacted an individual who had an active warrant for Possession of Narcotics. They spoke with him about substance use treatment programs available, and he chose to seek services of SOS Recovery. The individual was connected with resources and the Dover arrest warrant will be handled accordingly.

On January 14, 2026, Sgt. Keefe attended the Dover Mental Health Alliance meeting held in the Dover Police Department Community Room. On January 28, 2026, Sgt. Keefe participated in Operation Granite Shield with the Dover Police Department's Special Investigation Unit and Strafford County Sheriff's Office to conduct surveillance on known drug areas in Dover.

Problem-Oriented Police Officer



POP Officer Jon Palmer and CREU Sergeant Tim Keefe walking along the Dover Community Trail as part of their regular foot patrols.

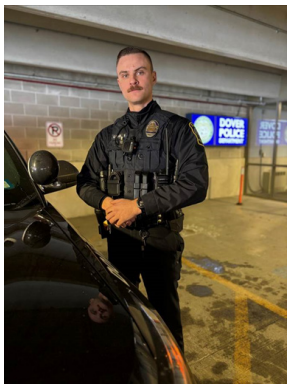
Officer Palmer was the point of contact for any reports or issues associated with violent crime motivated by substance misuse. Officer Palmer was responsible for notifying the NH Information and Analysis Center of all felony drug arrests made by the department this month. These cases are ongoing.

Officer Palmer continues to work with several property owners and property managers to issue trespass notifications to individuals who loiter or sleep in apartment complexes and businesses without permission. During the month of January, Officer Palmer located one campsite on City of Dover property. Due to the inclement weather, the site will be cleaned in the spring.

Officer Palmer continues to work with several property owners and property managers to issue trespass notifications to individuals who loiter or sleep in apartment complexes and businesses without permission. During the month of January, Officer Palmer located one campsite on City of Dover property. Due to the inclement weather, the site will be cleaned in the spring.

Officer Palmer assisted the Special Investigations Unit with drug-related cases in Dover, and these cases are ongoing. Officer Palmer was also assigned five ICAC cybercrime tips; these cases are also ongoing. Officer Palmer assisted the Strafford County Sheriff's Office and Fugitive Task Force with several wanted subjects in the Dover area.

Traffic Enforcement Officer



Traffic Enforcement Officer Chris Gibbons with his cruiser.

Officer Gibbons was assigned to the Community Response & Engagement Unit (CREU) as the Traffic Enforcement Officer (TEO) in January 2026. The TEO is required to perform targeted traffic enforcement to address problem areas in the community and to perform traffic related services. This is achieved by various methods, including; directed patrols, enforcement recommendations by the Traffic Advisory Commission, RADAR and other traffic monitoring devices, and responding to motor vehicle crashes.

Throughout the month, Officer Gibbons responded to or generated a total of 82 calls for service. Some of the areas of target enforcement included: Lexington Street, Atlantic Avenue and My School on Locust Street.

During the month, Officer Gibbons stopped 71 vehicles, issued 49 warnings, issued 22 summonses, and made 1 arrest. He also investigated 2 motor vehicle collisions.

On January 13, 2026 Officer Gibbons responded to a single motor vehicle crash into a building. There were no reported injuries however the vehicle had disabling damage as a result and the building struck was damaged. Upon subsequent investigation, the operator and lone occupant of the vehicle was cited for negligent driving.

On January 7, 2026 through January 9, 2026 Officer Gibbons conducted a directed enforcement patrol of "My School" on Locust Street due to a growing number of complaints of speed and hands-free violations near the school. During these three days, Officer Gibbons stopped a total of 17 vehicles and issued 7 citations to operators for various moving violations. During this time, Officer Gibbons also made an arrest for Operating after Suspension.

Crisis Response Officers

Officer Brendan Madsen was assigned as a Crisis Response Officer (CRO) in January 2026. The Crisis Response Officers are responsible for responding to individuals experiencing mental health or substance-related crises.

Throughout the month, the Officer Madsen responded to 5 calls for service that required his intervention, education, or de-escalation related to a mental illness or substance misuse crisis. Officer Jonathan Palmer was also assigned as the Crisis Response Officers (CRO) in January 2026.

Throughout the month, the Officer Palmer responded to 3 calls for service that required his intervention, education, or de-escalation related to a mental illness or substance misuse crisis.

Dover Middle School Liaison Officer

In the month of January, Officer Berdecia handled a variety of calls for service, which included 9 welfare checks, and 4 DARE presentations. Of the calls Officer Berdecia handled, one resulted in a Department of Children, Youth, and Families (DCYF) referral, and one was referred to Dover Police Department's Youth and Family Social Worker (YFSW).



Officer Berdecia working on an art project with Silas Hessefort during a visit to Frances G. Hopkins Elementary School at Horne Street.

On January 12 and 14, Officer Berdecia coordinated and assisted with the facilitation of the Dover Police and Community Together (PACT) program's final lesson. Officer Berdecia, along with members of the Dover PD Prevention Services Unit (PSU) and Youth-to-Youth Coalition, presented the lesson to 18 parents of 5th grade students. The final lesson consisted of four scenarios in which presenters acted out skits between parents and their children focusing on tough conversations that could occur in real life. Parents in attendance were asked for input on how the parents in the skit could respond to their child's curiosity about substance use and / or defiant behavior.

On January 28, Officer Berdecia handled an emotionally disturbed juvenile at Dover Middle School (DMS) who expressed suicidal ideations and threatened to assault others. Officer Berdecia and the DMS Dean of Students were able to convince the student to willingly go to the hospital for a mental health evaluation. Officer Berdecia later connected the family to the Dover PD's Social Work Unit so they could discuss resources available to them.

Also in January, Officer Berdecia concluded the instruction of DARE for two 5th grade classes totaling 46 students. During the final classes, Officer Berdecia conducted a review of the course material and administered the final exam. Officer Berdecia also assisted the students with preparing for their DARE essay, which would be a graded assignment in their Language Arts class.

Dover High School Liaison Officer

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

Officer Watkins was notified of a motor vehicle collision that took place in the school parking lot between two student drivers. Officer Watkins was able to investigate the cause of the collision, educate both drivers on the processes of information exchanges and the importance of driver awareness. None of the involved parties were injured.

While directing school traffic, Officer Watkins was informed of a speeding vehicle in the school zone. Officer Watkins was able to identify the vehicle and confronted the driver. Upon doing so, Officer Watkins learned the driver was not properly licensed, so a citation was issued.

Officer Watkins was notified by school administrators about a student who had been struck by a vehicle while in a crosswalk. Officer Watkins worked collaboratively with the Dover Fire Department to ensure treatment was provided to the student. Officer Watkins conducted a full investigation and concluded that the driver failed to yield to the pedestrian in a crosswalk. The student sustained minor injuries and the driver received a citation.

Officer Watkins performed various other duties as the School Resource Officer, including: interacting with students and faculty on a regular basis, building relationships within the school community, traffic control, and police details at various school events.

Whittier Falls Liaison Officer

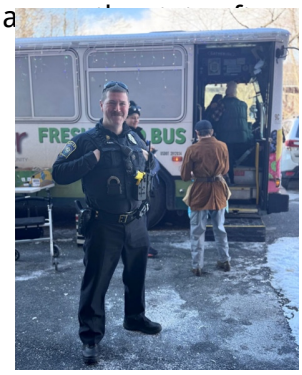
During the month of January 2026, Officer Gore responded to 88 calls for service, 76 as the primary responder and 12 calls as secondary. Officer Gore logged 11 community contacts, completed 8 background checks, conducted foot patrols/property checks, issued DHA trespassing notifications, conducted 12 motor vehicle stops, issued 3 traffic citations and made 2 arrests. Primarily, the remaining calls for service consisted of assistance calls, thefts, checkups, motor vehicle accidents, and welfare checks.

In addition to his role as the DHA Liaison Officer, Officer Gore assisted the patrol division by working 74 hours of overtime for the month of January to assist in covering open patrol shifts, vacations, and special events. Officer Gore also assisted both Dover High School and Dover Middle School coverage.

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

In January, Officer Gore, who is a member of the DPD Peer team, attended a class located a SNHU. Officer Gore participated in a number of mock debriefings and classroom teachings to continue his education in providing support not only for officers within the agency, but a[illegible] potentially traumatic calls for service.

On January 8, 2026, Officer Gore and Palmer presented a lesson on "Scam Prevention" to the residents of Covered Bridge Manor. The purpose of this class was to educate the residents and the various different scams, and providing examples to help identify the ever-growing problem, especially within the aging communities. This class is provided to aging DHA resident locations yearly, which are usually well attended.



Officer Bryon Gore helping residents of Waldron Towers access food from the mobile food pantry, Gather Bus.

This mobile food pantry offers fresh vegetable, canned goods, bread and a number of other food options to the communities free of charge. The vehicle is equipped as a walk-through store allowing residents to grab items that they need.

Social Work Unit Supervisor

Kaitlin Jones had 5 new referrals in January 2026. In total, Kaitlin has had 5 referrals in 2026.

Throughout the month of January, Kaitlin attended and participated in a number of events and meetings. This included weekly Willand Warming Center Activation Meetings with Willand Warming Shelter staff and various outreach agencies, biweekly case review with the Directors of Dover City Welfare and Dover Housing Authority, facilitating the monthly NH Police Social Worker (PSW) Peer Support Group meeting, monthly case review with Alliance Property Management and the monthly Dover Mental Health Alliance meeting; in addition to networking meetings to strengthen existing partnerships with Allison Burridge from KeyConnect NH, Jack O'Connor from Live Free Recovery, Ryan Donelan from Granite Recovery, Jamie Paolini from The Ridge Treatment Center, and the outpatient case management team (nurse case managers and social workers) from Wentworth-Douglass Hospital.

Kaitlin hosted Tamworth Police Department Police Social Worker, Katie Bilodeau, on January 8, 2026 to shadow Dover Police Department Social Work Unit. Kaitlin completed her presentation for the upcoming National Association of Social Workers (NASW) Symposium in Concord, NH on February 4, 2026.

Outreach Social Worker

Shannon Snyder had 8 new cases in January 2026. In total, Shannon Snyder has had a total of 8 cases in 2026.

General case management is offered to adults referred by patrol or who generate frequent and ongoing calls for service due to unmet social service needs. Shannon Snyder also conducts community outreach throughout the City of Dover, which includes citizens in need of services, businesses, and community organizations.

Throughout the month of January, Shannon Snyder participated in meetings and events with various local organizations in an effort to build new connections and maintain collaboration with providers, to include: Willand Warming Center Activation Meetings, Invitation to Key Connect through Meeting with Granite United Way, Weekly Collaborative Outreach Meetings, Dover Housing Authority and Dover City Welfare Case Reviews, Tamworth Police Social Worker Shadow, Live Free Recovery Collaboration Meeting, Addiction Summit Planning Committee Workgroups, Granite Recovery Collaboration Meeting, Dover Mental Health Alliance Monthly Meeting, NH Police Social Work Peer Group, Dover PD Social Work Unit and Alliance Asset Management Monthly Collaboration Meeting, The Ridge Collaboration Meeting, Point in Time Training, Dover PD Social Work Unit Meet and Greet with Wentworth Douglass Outpatient Social Workers, Strafford County Addiction Task Force Meetings, Point in Time Count Preparation Meeting with Outreach Partners, Home For All Coalition Quarterly Meeting, and Collaboration Direct Wellness LLC.

Youth & Family Social Worker

Alexis Taatjes had 11 new referrals in January 2026. In total, Alexis Taatjes, has had a total of 11 referrals in 2026.



Teen Center Director Steve Pappajohn and Youth & Family Social Worker Alexis Taatjes participating in the Dover High School Rest Day

General case management is offered to youth and families when a child is involved in a call for service or if they are referred for additional supports. This is also offered to youth and families referred by the Juvenile Services Detective, to collaborate with the assigned DCYF CPSW to provide supplemental case management.

Throughout the month of January, Alexis participated in meetings and trainings with various local organizations in an effort to build new connections and maintain collaboration with providers, to include: Collaboration Meeting with Granite United Way regarding KeyConnect NH, Strafford County Public Health Network's Prevention Leadership Group, Case Review with Dover Housing Authority and Dover City Welfare, Quarterly Home for All Coalition Meeting, Collaboration Meeting with Navigators Senior Advising, Collaboration Meeting with Alliance Asset Management, and volunteered at Dover High School's Reset Day.

Licensing Board

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:

Permit Type	Number of Permits
Pistol Permit	06
Road Toll	01
Road Race	02
Block Party	01

Standards Unit



Parking Enforcement Officer Michael Mennelle

Michael Mennelle was hired on January 12, 2026 for the position of part-time Parking Enforcement Officer. Michael is recently retired from a career servicing medical equipment. Additionally, Michael served in the US Army from 1986 to 1991 as a Captain in the 1st Infantry Division. Michael resides in Dover with his wife.

The Standards Unit administered two oral boards and one written exam in January 2026. There were no resignations during the month of January.

On January 2, Lieutenant Alex Mitrushi, Officers Bryon Gore, and Ryan Anderson attended Critical Incident Stress Debrief Scenario Based Training held in Hooksett, NH. This training equips professionals with essential skills to support individuals and teams during high-stress events, focusing on crisis intervention and psychological resilience.

From January 5-9, Sergeant Bryon Lynch attended a five-day training entitled Supervisor Leadership, held in Manchester, NH. This training is targeted to first-line supervisors who engaged in topics such as credibility, discipline, liability, and leadership styles. Topics also covered included defining leadership, generational effects of leadership, and leadership traits; building credibility and organization credibility; four pillars of discipline, immunity, and supervisor liability.

On January 8, Officer Sean Ryan attended Search & Seizure Mobile Enforcement training held in Campton, NH. Topics of this training included basic knowledge of criminal interdiction, how to identify indicators of criminal activity, relevant case law, motor vehicle stops, searches, officer safety drugs, and interviews.

On January 10, Sergeant Bryon Lynch and Officer Casarra Roderick attended Heartsaver Instructor training. This training prepared students to teach lifesaving skills, including CPR and First Aid, to laypersons and non-healthcare providers. The training included hands on practice and teaching techniques where students observed a certified AHA instructor and later taught a class under supervision.

From January 12-16, Dispatcher Amber Smith attended Public Safety Telecommunicator 1 training held in Manchester, NH. This five-day training focused on foundational topics such as communication skills, call taking and radio techniques. Topics covered included interpersonal communications, telephone communications techniques and call processing, telephony (TTY), computer-aided dispatch (CAD) and related technologies, radio communications techniques, call classifications, NIMS Incident Command System, and liability issues.

On January 30, Officer Stephanie Mikulski attended a one-day training entitled Enhancing Victim Interactions, held in Portsmouth, NH. The training focused on how to build the best case possible and better your interactions with victims. Also discussed was counter-intuitive behaviors, strangulation and Domestic Violence investigations, rules of evidence and how your reports play a role, and trauma and adverse childhood experiences.

Special Services Bureau

During the month of January 2026, nine 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 seven 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 three unattended deaths in January 2026.

During January 2026, as a result of an SIU investigation, a former Dover man was arrested on felony level charges for failing to register as a sex offender.

SIU detectives attended four 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 obtained five search warrants to further ongoing criminal investigations.

SIU detectives referred twelve 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 January 2026, SIU detectives had 2 active ICAC cases.

On January 28, 2026, Detective Molly Jalbert was a guest presenter for the University of New Hampshire Justice Studies Program.

At the end of January, detectives had twenty-six open investigations.

Parking Bureau

Winter parking ban enforcement during storms and clean-up nights was a focus for the Parking Bureau. In January, 240 tickets were issued for being in violation of the Winter Parking Ban. That brings the 2025-2026 winter total to 393 tickets.

In January, Parking Bureau staff put out barricades and cones for 13 parking restrictions related to snow removal and water main repair work.

Use of the electric vehicle charging stations in the garage is continuing its downward trend due to the introduction of commercial superchargers in the city. Usage for all three spaces in the garage in January was only 37 times during the month. This is down 20% from January 2025 and down 54% from January 2024. Hannaford on Central Avenue is in the process of installing superchargers and it is anticipated that this will have even more impact on use.

Use of Pay by Phone/Text has increased to just over 41% during January. This is in part due to the weather, but also due to the convenience. The Parking Bureau is still working on getting the ParkMobile Pay by Phone/Text system up and running.

Jan-26	Jan-26	Jan-25	Jan-24	Fiscal YTD 2026	FY 2025	FY 2024
Meter Activity - Total						
Meter Transactions	44,098	44,058	41,704	314,114	563,361	547,885
Income at Meters	$117,046	$108,441	$90,253	$772,116	$1,298,991	$1,127,158
Active Meter Days	25	25	25	177	302	301
Average Daily Meter Transactions	1,764	1,762	1,668	1,775	1,865	1,820
Meter Activity - Parking Garage						
Meter Transactions	3,213	2,582	3,191	17,079	29,917	29,338
Income from Meters	$14,794	$9,701	$11,061	$60,835	$101,175	$86,980
Active Meter Days	31	31	31	215	365	365
Average Daily Meter Transactions	104	83	103	79	62	87
Permit Activity						
Total Parking Permits Issued	801	805	818	5,776	9,891	9,743
Permit Income	$40,757	$44,150	$26,640	$277,047	$424,938	$381,967
Parking Ticket Activity						
Total Parking Tickets Issued	1,857	1,617	1,221	10,978	15,838	11,239
Parking Ticket Income	$56,130	$31,863	$23,539	$272,140	$382,319	$235,326
Electronic Vehicle Activity						
Number of times Stations Used	37	46	80	241	649	800

Administration & Programs

Renovation work continues at the Dover Public Library. All of the windows have been put in place and the crew is now working on trim and caulking. Otis elevator is currently working on the installation of the new elevator. Glasswork is being worked on for the vestibule of the parking lot entrance. Tile is being installed in the entry areas and the bathroom floors, and lots of finish work is being done simultaneously.

January library circulation totaled 17,522 items. (5,431 adult + 5,242 children's print items; plus 6,849 items downloaded including 6,015 audiobooks & eBooks, 470 Hoopla streaming music, movies, and books, and 364 Kanopy plays).

124 new library patrons registered; total active cardholders 13,457.

The Dover Public Library's Book a Librarian service helped 10 community members.

The Library's museum passes were borrowed 92 times saving our community members approximately $2,958.50 in admission fees.

56 new patrons registered for downloadable audiobooks/ eBooks via Overdrive (total = 8,639) and 23 registered for Hoopla (total = 3,242) and 32 registered for Kanopy (total 781).

Internet and PC uses by the public totaled 376 on library workstations.

The library's website statistics showed 82,960 page views by 25,841 users in 45,452 sessions.

The Dover Public Library has 6,993 subscribers to its two monthly e-newsletters—Children's and Adults.

Library staff posted 134 items to its various social media platforms. Total social media platform followers = 11,827.

Programming:

The Library offered 68 programs in January with 1,108 attendees Highlights of the month's programming are as follows:

On a frigid Saturday in January, the Dover Public Library had nearly 50 people pack into McConnell 306 to build Legos! The Challenge-of-the-day was to build something related to the arctic. Some builders did, including a Minecraft polar bear and polar village, while others built from their imaginations. With over 24 builds to display, the Lego display case is packed! Kids were also able to take home Lego postcards cut from Lego boxes. Kids weren't the only builders. There are also some adult builds displayed in the Children's Room. It was a lot of fun on a very cold day.



Left, Legos!
Right, Block Printing.



On Saturday, January 10 the Dover Public Library hosted Bingo for patrons of all ages. 22 participants joined in to try their luck at scoring a bingo while enjoying donuts and warm drinks, and winners received $5 gift cards to LaFesta Pizza.

The Dover Public Library offered two sessions of a class on the practice of mindful journaling and doodling on January 15th. Participants learned five new methods for mindful writing during the class and learned some of the science that supports mindful practices and their impact on brain chemistry. There were 23 attendees across the two sessions.

On Friday, January 19, the Dover Public Library partnered with Haley Searcy from Arts in Reach to put on a block printing workshop for teens in grades 6-12. Seven teens participated and tried their hands at carving their own rubber stamps, which were then used to design tote bags, bandannas, and socks.

On Saturday, January 24 the Dover Public Library, in partnership with The Suite Studio, hosted another rousing session of Family Dance. This program has been recurring for the last two years, and has become a big hit with Dover area families. This program is lead by Jenna Ranuro of The Suite Studio, and features music, dance, and lots of fun. At this particular session there were 25 people in attendance, making it one of the largest groups the library has seen for this program! Jenna is a high energy teacher, who helps to get families moving together in a low stress way. The Dover Public Library hopes to continue this partnership once the moved back to the renovated building is complete. It is absolutely a hit with families.

The Children's Room of The Dover Public Library offers four weekly storytimes for the community. The storytimes offered run a large spectrum of ages and stages. For the youngest patrons, the library offers Baby Storytime on Tuesday mornings, led by Inga Gardner. This program is mainly a lapsit program, focusing on stories, music, rhymes, and interplay between the families and babies in attendance. This storytime very often has the largest attendance, with an average of about 25 people per week. The second is Family Storytime--this is another 30 minute program, led by Rachel Engelman. This storytime is for families with children of multiple ages. It also features rhymes, stories, music, fingerplays, and movement. This program tends to have around 20 people in attendance per week. The final two storytimes offered are specifically for preschoolers, ages 3-5. These programs require registration and have a limit on how many children can attend. The max attendance is 12 or 13 children, with the average being 8-10 children per class. These storytimes are more in depth, and the children attend without a caregiver. For many children, this is there first experience being away from a caregiver for a program, which is a big step. The first of these programs is STEM Storytime, which is offered on Monday mornings. This is led by Tina Harris, who presents stories and songs with STEM themes, and concludes with an experiment at the end of each class. On Thursday mornings, Arts and Crafts Storytime is led by Karin Mayer-Gottlob. This storytime has various themes, and also offers stories, songs, and rhymes, but ends with a hands on craft. All of these storytimes are incredibly popular within the community, and offer something for every child!

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In January, Dover Public Library Teen & Information Services Librarian, Emily Ainaire packed in a lot of outreach. Emily participated in Dover High School's annual Reset Day on Jan. 25th, a day for students to decompress after midterms with special activities and presentations from community volunteers. Emily was in the karaoke room, where 40 students visited to belt out some of their favorite songs with their friends. A few days later Emily visited the Dover High School Library to help present a storytime for Student Services. She read the students a book about birds, then helped them make a bird feeder craft. Emily then stayed on to help two Freshman English classes select free choice reading books for their in-class reading periods. Later the same day Emily visited Dover Children’s Home to meet with their residents and talk about library services for teens. Residents registered for library cards and got to check out items from the Library's "Library of Things" collection.

The Dover Public Library Children's Room staff participate in a number of outreach opportunities each month within the community. The most consistent outreach involves staff visiting local daycare centers, including Headstart, Little Tree Education Center, Miss Patty's, and Smart Start Learning. These visits are highly beneficial to the children of the greater Dover community, and offer engaging stories, songs, and books to growing young minds. At Headstart, the staff visit three classrooms, and generally see about 45 children per visit. For Little Tree Education, staff visit with two classrooms, and see 25 to 30 children. The busiest location the library visits is Smart Start Learning, where staff members often visit with 30 to 40 children. Recently, the public library has started to visit Miss Patty's Daycare, which is a smaller group of 15 to 18 children. All of these outreach opportunities are a wonderful opportunity for children's room staff to be out in the community, helping to foster a love of reading with the youngest patrons!

On Tuesday, January 27th the Friends of the Dover Public Library held a “Cook for the Books” fundraiser. Chef Evan Hennessey cooked live from his restaurant, Stages, in a Chopped-inspired event. Six lucky diners were at Stages watching the event and tasting his mystery ingredient appetizer and entrée. Down the street at Chapel & Main a lively crowd of 100 people who had purchased tickets to attend a watch party of the live streamed event. Food, drink and good company were enjoyed while watching Evan compete against the clock. Thank you to the Friends of the Dover Public Library, all of our generous sponsors, local businesses who donated items for the silent auction/raffles, and the community who came out to support.



Chapel & Main

Dover Public Library staff attended trainings to learn about the following topics:

- Project Echo: Building connection as a Tool For Mental Health and Wellbeing
- Creating Thriving Workplaces
- New England Teen Summet
- Big impact, small budget: after school ideas that cost next to nothing

The Dover Public Library offers weekly programs for adults with intellectual and physical disabilities. The first Wednesday of the month there is Bingo with small prizes, the second week is an art project, the third week is building with Legos, and the fourth is the ever-popular Karaoke. Recognizing the need to serve this population that is a significant part of the patron base, the program was started several years ago and has grown to an average attendance of 80 people per month. During the renovation, Great Bay Services has been hosting the program and welcoming all members of the community.

The Dover Public Library staff made 23 visits to community members via the Homebound Delivery Service in September. Homebound Delivery is steadily growing and provides a vital link to Library services for those who cannot come to the physical building.

This January, despite losing one day to a snowstorm, the Dover Welfare office remained highly active across its 20 working days. The team managed 191 client contacts and over 300 phone calls, providing a vital lifeline for 115 individuals. With 9 new cases and 72 continuing clients, the active caseload stands at 81.

Financially, expenditures rose to nearly $20,000 this month—an increase of $3,580 over December. The vast majority of these funds ($19,426) went directly toward keeping residents housed through rent payments and emergency motel stays. Beyond the office, the Welfare Director was active in the community, attending various collaborative meetings and training sessions focused on warming center support and homelessness advocacy. Staff is also keeping a close eye on the current legislative session, as several proposed bills may change how municipal welfare is administered in the coming year.

2026 Legislation of Concern

HB 348- Having to do with Welfare Residency . Wording of bill has the statements; “may require”, may be provided , may at its discretion” allowing for the possibility of the welfare official to not do the actions. This bill will allow the possibility of providing only 50% of Federal poverty level of assistance per month. For a single person which is $627.50 or $1300 for a family of four.

SB 521- Allows police to remove people camping on private land without owner needing to contact them and request. Only for municipalities of 10,000 or more.

SB 441: Requires MOU between municipalities before being able to transport people for SUD or other services. The bill wording could be understood to include sending homeless individuals to a shelter in another municipality. There is a penalty of $5000 if any “municipality or representative of a municipality violates this bill. There are other troubling points in this bill that would allow each municipality to ‘develop criteria for treatment or recovery organizations” and to “disallow any organization from operating within its jurisdiction.”

SB 661- Changes to SNAP eligibility. Will ban purchases of candy and soft drinks. Lowers eligibility from 200% to 133% of Federal poverty level.

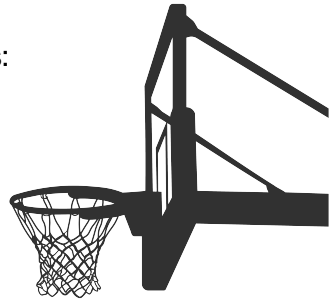
HB 1336- Allows landlords to charge 2x the Security Deposit to renters who do not fit their criteria.

HB 1499- Allows new grounds for a landlord to terminate a lease if the tenant or any occupant has been convicted of a lengthy list of criminal activity that dates back 3 year before the eviction was served.

HB 1588- Allows for expediated evictions under certain circumstances. Includes non-payment of rent. Response times for both the tenant and court are shortened.

GYM
FACILITY

All youth basketball programs have successfully resumed following the holiday break. Our 24 House League teams (Grades 5–12) are competing at the McConnell Center on weekends, while Grades K–4 continue their Saturday programming at Woodman Park.



Our adult leagues are currently at full capacity with 198 participants:

18+ League: 9 teams; playoffs begin in early February.

35+ League: 7 teams; games on Monday nights.

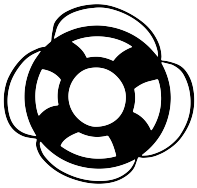
50+ League: 6 teams; games on Wednesday nights.

Seasonal Sports: Friday night Badminton runs through March 13, after which Youth Volleyball will take over the time slot.

Open Gym: Attendance saw a slight dip in January due to winter weather and the use of Butterfield Gym for youth practices.

Looking Ahead: Spring Basketball and Volleyball registration opens in February, with Summer Camp sign-ups following in April.

POOL
FACILITY



January was an exciting month for rentals!

The pool facility hosted 3 birthday parties. Two of them had over 40 people in attendance and all with a room rental.

Portsmouth Scuba rented the dive well for a total of 4 hours for a private scuba lesson.

The Air Guard rented dive well beginning of January to recertify some of their pilots. The certification allows their pilots to fly over water.

Swim Lessons are running smoothly and wrapping up winter session. Registration for Spring is mid-February.



Air guard from Pease Airforce base



Portsmouth Scuba

We have successfully hired six new team members, primarily high school students who will provide excellent coverage for afternoon, weekend, and summer shifts. This group includes five lifeguards and one swim instructor, all of whom are currently in the onboarding process.

Staff is still actively recruiting for morning and daytime lifeguards. To fill these gaps, we are continuing outreach efforts by promoting lifeguard certification classes to swim team members, regular lap swimmers, and other pool patrons.

ARENA FACILITY



Both ice sheets are fully operational seven days a week to accommodate a high volume of winter programming. Dover Youth Hockey is currently in its peak season, supporting various divisions. High school hockey in New Hampshire and Maine is also in full swing; notably, St. Thomas Aquinas (STA) defeated Dover 4-0 on January 19th to claim the Garrison City Cup.

The Winter COED League launched on January 5th. Age-specific leagues remain active, with the Over 30 League (3 games) on Sundays and the Over 45 League (2 games) on Mondays.

Beginner Adult Skills (Friday mornings), Chix with Stix (Sunday evenings), and COED Stick Practice (Friday evenings) have all resumed.

Great Bay Figure Skating Club continues their practices every Monday and Saturday.

Recent sessions saw 346 participants for Adult and Youth Stick Practice and the arena hosted 3 birthday parties. Public Skating remains a high-draw activity.

Dover Youth Hockey will host the Heyliger Mite Tournament on February 14th and 15th.

SENIOR CENTER

This month the Senior Center continued to hold Chair Yoga, Yoga for Bone Strength, Tai Chi, Dance class, line dancing, pickleball, as well as daily games and activities. The senior center began rolling out 2026 travel opportunities including Saratoga New York and Boston Tall Ships for America's 250th anniversary.

2025-2026 WEATHER EVENT MANAGEMENT SUMMARY

Date of Event	Weather Condition	Accumulation Inches	Total OT Hours	Total OT Cost	Contractor Cost	Salt Tons (1.1 tons/yd)	Salt Cost ($75.02/ton)	Sand Tons	Sand Only Cost ($24/ton)	Salt/Sand Mix-Yards	Salt/Sand Cost ($37.69/yd)	MgCL (Gallon)	MgCL Cost ($1.35/gallon)	Brine Gallons	Brine Cost ($0.095/gal)	Total Event Cost
FY2026 Amount Budgeted:				**$150,000.00**	**$90,000.00**		**$226,564.00**		**$10,000.00**				**$17,415.00**			**$493,979.00**
11/24/2025	Icy Roads	0.00	14.50	$708.12	$0.00	12.65	$949.00	0.00	$0.00	0.00	$0.00	0.00	$0.00		$0.00	$1,657.12
12/1/2025	Icy Roads	0.00	6.35	$247.97	$0.00	12.10	$907.74	0.00	$0.00	0.00	$0.00	0.00	$0.00	0.00	$0.00	$1,155.71
12/2/2025	Snow	7.00	525.61	$23,625.72	$13,797.50	246.40	$18,484.93	8.40	$201.60	8.00	$301.52	470.00	$634.50	0.00	$0.00	$57,045.77
12/10/2025	Icy Roads	0.00	40.80	$1,795.95	$330.00	54.00	$4,051.08	14.00	$336.00	8.00	$301.52	500.00	$675.00	0.00	$0.00	$7,489.55
12/11/2025	Clean Up	0.00	61.26	$2,538.22	$0.00	0.00	$0.00	0.00	$0.00	0.00	$0.00	0.00	$0.00	0.00	$0.00	$2,538.22
12/14/2025	Snow	3.50	245.70	$11,084.76	$3,135.00	257.50	$19,317.65	5.60	$134.40	18.50	$697.27	1,000.00	$1,350.00	0.00	$0.00	$35,719.08
12/23/2025	Snow	7.50	384.54	$17,560.01	$8,205.00	172.50	$12,940.95	4.20	$100.80	72.00	$2,713.68	820.00	$1,107.00	137.00	$13.02	$42,627.44
12/26/2025	Cleanup	0.00	81.78	$3,909.23	$3,000.00	34.10	$2,558.18	0.00	$0.00	27.00	$1,017.63	80.00	$108.00	0.00	$0.00	$10,593.04
12/27/2025	Snow	1.50	93.23	$4,302.71	$920.00	119.35	$8,953.64	0.00	$0.00	11.00	$414.59	0.00	$0.00	0.00	$0.00	$14,590.94
12/29/2025	Icy Roads	0.00	47.52	$2,248.85	$220.00	75.90	$5,694.02	4.20	$100.80	23.00	$866.87	0.00	$0.00	0.00	$0.00	$9,130.54
12/29/2025	Icy Roads	0.25	62.34	$3,027.97	440.00	77.00	$5,776.54	26.60	$638.40	38.50	$1,451.07	0.00	0.00	0.00	$0.00	$11,333.98
1/1/2026	Snow	1.00	66.37	$2,978.76	$1,030.00	105.60	$7,922.11	0.00	$0.00	21.00	$791.49	20.00	27.00	0.00	$0.00	$12,749.36
1/5/2026	Snow	2.00	185.14	$8,414.39	$2,245.00	187.55	$14,070.00	0.00	$0.00	15.50	$584.20	0.00	0.00	0.00	0.00	$25,313.59
1/7/2026	Icy Roads		46.41	$2,270.72	$770.00	138.60	$10,397.77	22.40	$537.60	8.00	$301.52	270.00	$364.50	0.00	$0.00	$14,642.11
1/17/2026	Snow	4.50	232.24	$9,742.23	$3,265.00	238.70	$17,907.27	0.00	$0.00	14.00	$527.66	0.00	$0.00	0.00	$0.00	$31,442.16
1/18/2026	Snow	4.50	384.07	$17,532.52	$6,865.00	173.80	$13,038.48	0.00	$0.00	52.50	$1,978.73	170.00	$229.50	0.00	$0.00	$39,644.22
1/22/2026	Snow	1.00	30.43	$1,618.59	$220.00	38.50	$2,888.27	0.00	$0.00	10.00	$376.90	0.00	$0.00	0.00	$0.00	$5,103.76
1/25/2026	Snow	15.00	780.60	$35,445.81	$16,530.00	234.30	$17,577.19	2.80	$67.20	121.50	$4,579.34	420.00	$567.00	2,246.00	$213.37	$74,766.53
1/28/2026	Clean Up	0.00	161.66	$7,331.84	$8,183.75	0.00	$0.00	0.00	$0.00	0.00	$0.00	0.00	$0.00	0.00	$0.00	$15,515.59
1/29/2026	Clean Up	0.00	172.24	$8,074.62	$5,893.75	0.00	$0.00	0.00	$0.00	0.00	$0.00	0.00	$0.00	0.00	$0.00	$13,968.37
25-26 Season-Year to Date:		**47.75**	**3,622.79**	**$164,458.99**	**$75,050.00**	**2,178.55**	**$163,434.82**	**88.20**	**$2,116.80**	**448.50**	**$16,903.97**	**3,750.00**	**$5,062.50**	**2,383.00**	**$226.39**	**$427,027.08**
FY2026 Budget Spent:				109.64%	83.39%		72.14%		$0.21				29.07%			86.45%

Parking Ban

ANNUAL WEATHER EVENT MANAGEMENT OVERVIEW

	Accumulation Inches	Total OT Hours	Total OT Cost	Contractor Cost	Salt Tons	Salt Cost	Sand Only Yards	Sand Only Cost	Sand/Salt Mix-Yards	Sand/Salt Mix Cost	MgCL Gallons	MgCL Cost	Salt Brine Gallons	Salt Brine Cost	Total Event Cost
Through 04/04/2016	42.25	3,564.10	$113,535.55	$28,065.70	1,918.50	$104,328.03		$24,830.63					4,800.00	$384.00	$271,143.90
Through 04/01/2017	92.80	7,229.54	$227,944.80	$66,695.95	3,675.00	$199,864.50		$48,481.88					31,680.00	$2,534.40	$545,503.53
Through 04/15/2018	95.25	6,354.45	$200,611.81	$65,217.00	3,799.00	$201,916.85	107.50	$1,693.13					45,650.00	$3,652.00	$559,328.65
Through 02/27/2019	43.50	3,769.87	$121,137.29	$38,383.50	3,261.25	$163,551.69	125.50	$2,127.23					32,975.00	$2,638.00	$393,449.83
Through 02/18/2020	48.50	3,808.13	$128,490.45	$96,349.43	2,825.75	$141,711.36	49.00	$818.30					37,004.00	$2,960.32	$408,166.98
Through 02/27/2021	44.25	3,078.77	$99,926.57	$73,962.50	2,779.25	$135,210.51	96.00	$1,896.00					19,355.00	$1,548.40	$334,057.26
Through 03/12/2022	42.50	3,835.28	$125,639.03	$74,731.25	2,967.75	$155,925.59	171.00	$3,933.00					23,115.00	$1,618.05	$408,033.48
Through 03/14/2023	50.50	4,346.98	$160,924.44	$75,457.50	3,864.30	$266,018.41	87.40	$2,010.20					7,855.00	$799.48	$546,891.09
Through 04/04/2024	30.25	1,780.36	$96,177.69	$38,383.40	1,820.78	$130,349.28	26.50	$716.63					46,661.00	$4,286.28	$284,204.15
Through 04/12/2025	50.25	4,321.83	$170,500.67	$83,777.29	2,878.31	$211,814.83	34.50	$2,155.39	$256.80	$13,697.77			17,804.00	$1,691.50	$483,637.45

2019-2020 Parking Bans: 9
2020-2021 Parking Bans: 12
2021-2022 Parking Bans: 9
2022-2023 Parking Bans: 10
2023-2024 Parking Bans: 4
2024-2025 Parking Bans: 6
2025-2026 Parking Bans to date: 7

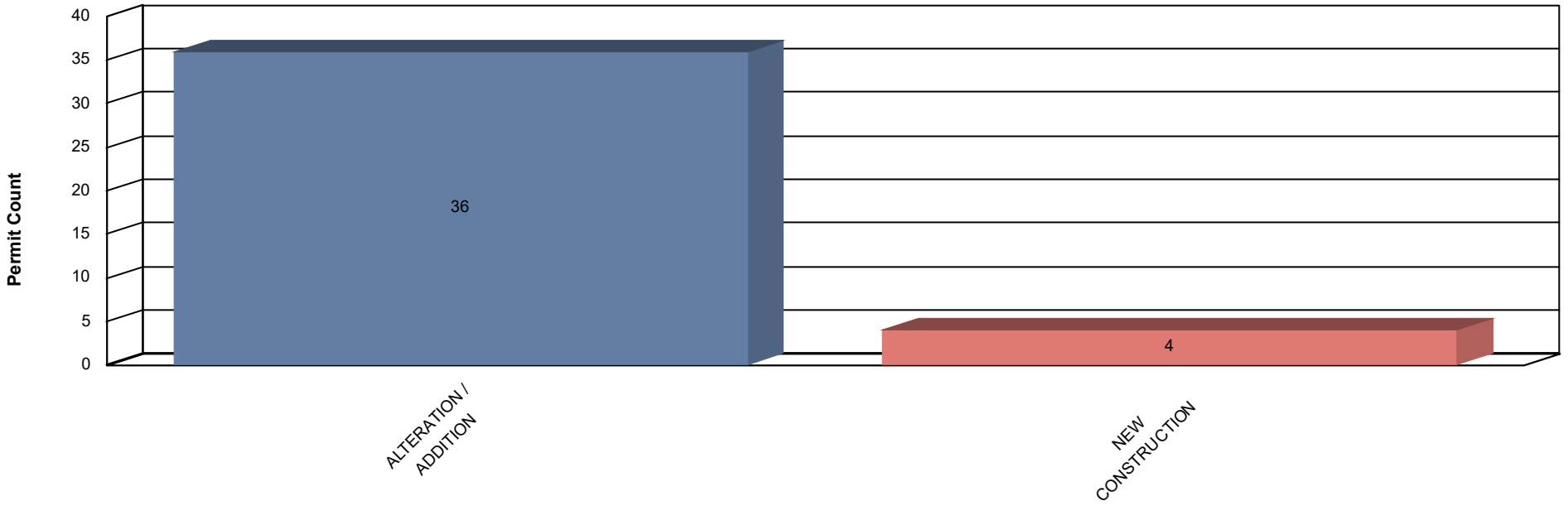
NAME	STREET NAME	Type	Total Units	Units Built*	Units left	Attainable Units	DATE OF PB APPROVAL	DATE OF PB SIGNATURE	SCRD DATE	PLANNING FILE #	MAP	L0T	EXPIRATION DATE	SCHOOL	Students**
Mixed Use															
Airey Row on Central LLC	376-378 Central Ave.	M	15	0	15	No	11/18/2025	12/15/2025	Site	SITE-2025-0014	2	79 & 80	12/15/2032	W	0.45
Brady Sullivan - Liberty Mutual Redev.	150 Liberty Way	M	245	245	245	No	9/3/2025	10/17/2025	Site	SITE-2025-0008	E	24	10/17/2032	H	7.35
Dover Development, LLC	Blazer Drive - 52 Old Rochester Road	M	44	0	44	44	8/26/2025	11/24/2025	Site	SITE-2024-0009	40	25	11/24/2032	H	1.32
Wooden Ruler	42-44 Third St	M	58	0	58	No	11/8/2022	6/27/2023	Site	P22-60	6	32 & 40	6/27/2028	H	1.74
Equine Properties	239 Knox Marsh Road	M	64	0	64	12	8/22/2023	9/26/2023	Site	SITE-2023-0010	H	37A	9/26/2028	W	1.92
VC Dover, LLC	30 Grapevine Drive	M	49	0	49	No	4/4/2024	4/19/2024	Site	SITE-2022-0017	H	3-2	4/19/2029	G	1.47
Redgate 47 Chestnut	47 Chestnut Street	A	173	0	173	No	5/10/2022	9/13/2022	Site	P21-84	31	5	9/13/2027	H	5.19
Cochecho Waterfront Development	River Street	M	419	263	156	No	6/14/2022	8/25/2022	Site	P21-69	22	1-2 & 1-4	8/25/2027	G	12.57
Downtown Dover Storage, LLC	14 Broadway	A	24	0	24	No	12/14/2021	9/13/2022	Site	P21-29	4	5	9/13/2027	H	0.72
Pointe Place Phase V	Northfield Drive	A	84	72	12	No	7/28/2020	10/13/2020	Site	P20-32	K	19	10/13/2025	G	2.5
Fakhoury	12 Preble Street	A	12	0	12	No	2/18/2019	9/23/2023	Site	P19-11	4	76	9/23/2028	H	0.4
Little Bay Marina	421 Dover Point Road	A	25	25	0	No	2/25/2020	7/31/2020	Site	P19-05	8	9,10,11, 12	7/31/2025	G	0.8
Total: Mixed Use			***1212***	***605***	***852***	***56***									***36.4***
Multi-Family:															
DBS Holdings, Inc	Charlotte Dirve. (512 Sixth St)	H	5	5	0	No	4/8/2025	4/22/2025	Site	SITE-2024-0018	B	2	4/22/2032	H	0.6
Our Place, Inc	Durham Road	A	9	0	9	No	10/8/2024	12/10/2024	Site	SITE-2024-0004	H	6-4	12/10/2032	G	1.1
H.J. Stabile & Son, Inc.	Fisher St.	H	21	17	10	No	6/11/2024	7/23/2024	Site	SITE-2023-0015	15	40-A	7/23/2029	W	2.5
Robert Baldwin	Ember Drive/34 New Rochester	H	15	12	3	No	1/23/2024	5/6/2024	Site	SITE-2023-0007	39	103	5/6/2029	H	1.8
Knox Marsh Development LLC	757 Central Ave	M	7	1	6	No	7/26/2022	11/21/2022	Site	P22-15	28	7	11/21/2027	H	0.8
DHA Whittier Street	48 Whittier Street	A	6	6	0	6	6/28/2022	9/13/2022	Site	P21-37	33	1-A	9/13/2027	W	0.7
McIntosh Dover, LLC	23 Cataract	A	178	78	100	92	6/25/2024	8/13/2024	Site	WAIV-2024-0010	13	23 & 34	8/13/2029	W	21.4
Total: Multi-family			***241***	***119***	***128***	***98***									28.9
Subdivisions:															
Richardson Estates of Dover, LLC	Fawn Drive - 141 Sixth St	D	20	0	20	No	9/23/2025	1/26/2026	Site	SITE-2025-0010	34	64	1/26/2033	H	2.4
Sophie/Banner Part 2	Cold Springs/Sophie	H	8	1	7	No	5/27/2025	10/10/2025	Site	SITE-2024-0015	H	47-A	10/10/2032	W	1.0
566 Sixth St	566 Sixth St	H	5	5	0	No	5/27/2025	9/9/2025	Subdivision	SUBM-2024-0005	B	4-F	9/9/2032	H	1.0
210 Tolend Rd LLC	210 Tolend Road/Emerald Ln	H	32	1	31	No	5/13/2025	1/12/2026	Subdivision	SUBD-2025-0001	F	3	1/12/2033	W	3.8
Stonearch Development Corp	53 & 65 Tolend &22 SunHawk	H	27	5	22	No	8/23/2023	6/26/2024	Subdivision	SUBD-23-0005	E	65 & 65-1	6/26/2031	W	3.2
Chinburg Development, LLC	Gulf Rd & Oak St.	H	11	5	6	No	6/27/2023	9/26/2023	10/25/2023	SUBD-23-0001	N	13-1	9/26/2028	H	1.3
Settlement on Sixth	Wildcat Drive (Sixth St.)	H	11	11	0	No	11/9/2021	2/8/2022	Site	P21-43	B	5	2/8/2027	H	1.3
Khavari	Leather's Lane	H	40	40	0	No	12/15/2020	4/27/2021	Site	P20-71	I	4-A	4/27/2026	G	4.8
Georgakilas/Middle Road	Hayden Drive	H	13	13	0	No	12/15/2020	10/27/2020	12/15/2020	P20-51	M	102-12	12/15/2025	G	1.6
Lawrence & Cheryl Mulcahy	Stepping Stone Way (71 Glenwood Rd.)	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	3/8/2022	5/10/2022	5/11/2022	P19-80B	14	10-G	5/10/2027	W	2.2
RV Paolini Construction, LLC	Cottage Park Drive	M	5	5	0	No	12/11/2018	6/18/2019	Site	P18-45	M	6	6/18/2024	G	0.6
Ayer	Eagan Drive	H	17	11	6	No	4/11/2017	11/17/2017	1/10/2018	P16-25	N	18	11/17/2022	G	2.0
Hidden Valley Drive	Hidden Valley Dr	H	10	10	0	No	3/24/2009	7/30/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	1.2
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	4	5	No	10/23/2007	2/21/2008	2/21/2008	P07-43	N	8	2/21/2012	H	1.1
StoneCroft	Carriage Hill Ln	H	9	9	0	No	5/24/2005	8/9/2005	8/9/2005	P05-18	A	16	8/9/2009	H	1.1
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	31	1	No	5/10/2005	6/6/2005	6/7/2005	P04-42	B	21	6/6/2009	H	3.8
Weeden	Garrison Rd	H	4	4	0	No	6/22/2004	9/28/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	0.5
Total: Subdivisions			***278***	***171***	***107***	***0***									***33.7***
Elderly:															
Arbor Woods Townhomes	Cielo Dr (Windsor Dr. Townhomes)	H	56	0	56	No	11/14/2023	12/29/2023	Site	P06-25F/SITE-2023-2016	H	4	12/29/2028	W	6.7
Arbor Woods	Cielo Dr	H	72	69	3	No	1/9/2007	2/20/2007	2/20/2007	P06-25	H	4	2/20/2011	W	8.64
Total: Elderly			***128***	***69***	***59***	***0***									
TOTAL APPROVED UNITS			**1859**	**964**	**1146**	**154**									

** Students are estimated based upon multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS

* Built or permit issued and unit under construction

A:Apt, H:House, C:Condo, M: Mixed Use

PERMITS ISSUED BY WORK CLASS (01/01/2026 TO 01/31/2026)
FOR CITY OF DOVER, N.H.



Permit #	Type	Workclass		Main Address			Parcel
	Application Date	*Issue Date*	*Expiration*	*Last Inspection*	*Finaled Date*	*Applied Online*	
	Zone	*Fee Total*	*Sq Ft*	*Valuation*	*Project Zone*	*Assigned To*	
ALTERATION / ADDITION							
BLDM-2025-0602	Building - Minor	Alteration / Addition	Issued	34 Industrial Park Rd, Dover, NH		None	G0004-001000
	12/30/2025	*01/02/2026*	*08/04/2026*	*02/05/2026*		*Yes*	
	CM Non-Residential - C	*$1,125.00*	*27,040*	*$100,000.00*	*Non-Residential*	*Jim Maxfield*	
	Description: Construct foundation only. This permit is solely for the foundation, additional permits required for further construction. Structure permit pending BLDG-2025-0158 .						
BLDM-2025-0599	Building - Minor	Alteration / Addition	Issued	371 Washington St, Dover, NH		None	33072-000000
	12/25/2025	*01/05/2026*	*08/10/2026*	*02/11/2026*		*Yes*	
	R-12 Residential - Medi	*$300.00*	*1,597*	*$25,000.00*	*Residential*	*Justin Corrow*	
	Description: Re wire of electrical system,						
	Replace existing plumbing						
	Replace existing (Oil) forced Heat/AC air system with new propane Heat/AC system.						
BLDM-2026-0001	Building - Minor	Alteration / Addition	Issued	442 Old Garrison Rd, Dover, NH		None	J0021-B00000
	01/01/2026	*01/06/2026*	*07/13/2026*	*01/14/2026*		*Yes*	
	R-40 Residential - Rura	*$405.00*	*1,600*	*$30,374.00*	*Residential*	*Justin Corrow*	
	Description: Reside barn						

PERMITS ISSUED BY WORK CLASS (01/01/2026 TO 01/31/2026)

Permit #	Type	Workclass		Main Address			Parcel
	Application Date	*Issue Date*	*Expiration*	*Last Inspection*	*Finaled Date*	*Applied Online*	
	Zone	*Fee Total*	*Sq Ft*	*Valuation*	*Project Zone*	*Assigned To*	
BLDM-2026-0005	Building - Minor	Alteration / Addition	Issued	100 First St, 307, Dover, NH		None	06003-000000
	01/05/2026	*01/06/2026*	*07/08/2026*			*Yes*	
	CBD-G Central Busines	*$135.00*	*200*	*$10,000.00*	*Mixed Use*	*Justin Corrow*	
	Description: Additional space added to the kitchen at 2 bees						
BLDG-2025-0144	Building - Major	Alteration / Addition	Issued	566 Sixth Street, Unit 1 and Unit 2, Dover, NH		None	B0004-F00000
	10/01/2025	*01/06/2026*	*08/05/2026*	*02/06/2026*		*Yes*	
	R-40 Residential - Rura	*$8,759.00*	*2,798*	*$794,000.00*	*Residential*	*Jim Maxfield*	
	Description: Construct a two story two family dwelling with unfinished basement and attic - northern parcel						
BLDG-2025-0145	Building - Major	Alteration / Addition	Issued	2 Goodridge Drive, Dover, NH		None	B0004-F00000
	10/01/2025	*01/06/2026*	*08/05/2026*	*02/06/2026*		*Yes*	
	R-40 Residential - Rura	*$8,759.00*	*2,798*	*$794,000.00*	*Residential*	*Jim Maxfield*	
	Description: Construct a two story two family dwelling with unfinished basement and attic - southern parcel						
BLDM-2026-0003	Building - Minor	Alteration / Addition	Issued	68 Constitution Wy, Dover, NH		None	K0021-000000
	01/02/2026	*01/07/2026*	*07/09/2026*			*Yes*	
	C Non-Residential - Cor	*$498.00*	*165*	*$43,262.00*	*Residential*	*Justin Corrow*	
	Description: REMOVE & REPLACE 11 WINDOWS; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES						
BLDM-2026-0007	Building - Minor	Alteration / Addition	Complete	1 Mill St, 103, Dover 03820		None	16013-000000
	01/05/2026	*01/07/2026*	*08/12/2026*	*02/13/2026*	*02/13/2026*	*Yes*	
	G Gateway District	*$36.00*	*15*	*$800.00*	*Residential*	*Justin Corrow*	
	Description: Inspector to ensure fire barrier not breached during plumbing fixture swap						
BLDM-2025-0300	Building - Minor	Alteration / Addition	Issued	104 Court St, Dover, NH		None	20113-000000
	06/27/2025	*01/07/2026*	*07/09/2026*			*Yes*	
	R-12 Residential - Medi	*$190.00*	*2,000*	*$15,000.00*	*Residential*	*Justin Corrow*	
	Description: Demolition Permit - This permit is solely to demolish and remove building, other work will need additional permits						
BLDM-2026-0006	Building - Minor	Alteration / Addition	Complete	153 Portland Av, Dover 03820		None	25043-F00000
	01/05/2026	*01/07/2026*	*07/21/2026*	*01/22/2026*	*01/22/2026*	*Yes*	
	R-12 Residential - Medi	*$91.00*	*1,500*	*$6,000.00*	*Non-Residential*	*Justin Corrow*	
	Description: Suspended ceiling replacement						
BLDM-2025-0577	Building - Minor	Alteration / Addition	Issued	10 Old Stage Rd, Dover, NH		None	G0036-003000
	12/04/2025	*01/08/2026*	*07/20/2026*	*01/20/2026*		*Yes*	
	R-40 Residential - Rura	*$729.00*	*600*	*$64,365.00*	*Residential*	*Justin Corrow*	
	Description: Converting a 2 car garage into a playroom for the kids						
BLDM-2025-0601	Building - Minor	Alteration / Addition	Issued	56 Piscataqua Rd, Dover, NH		None	J0013-P00000
	12/29/2025	*01/08/2026*	*07/10/2026*			*Yes*	
	R-40 Residential - Rura	*$75.00*	*2,700*	*$48,000.00*	*Residential*	*Justin Corrow*	
	Description: Roofing						
BLDM-2026-0008	Building - Minor	Alteration / Addition	Issued	20 Browning Dr, Dover, NH		None	21088-000000
	01/06/2026	*01/08/2026*	*07/10/2026*			*Yes*	
	R-12 Residential - Medi	*$207.00*	*1,704*	*$12,138.85*	*Residential*	*Justin Corrow*	
	Description: Install Vinyl Siding (QTY 17.04 squares)						

PERMITS ISSUED BY WORK CLASS (01/01/2026 TO 01/31/2026)

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
BLDM-2025-0583	Building - Minor *12/09/2025* *R-40 Residential - Rura*	Alteration / Addition *01/09/2026* *$1,125.00*	Issued *07/11/2026* *6,000*	44 Saddle Trail Dr, Dover, NH *$100,000.00*	 *Residential*	None *Yes* *Justin Corrow*	N0008-001003
	Description: installation of stone retaining wall in the rear of the property. installation of granite steps in the rear of the property installation of plantings in the front and rear of house						
BLDM-2026-0010	Building - Minor *01/07/2026* *R-40 Residential - Rura*	Alteration / Addition *01/09/2026* *$146.00*	Issued *07/11/2026* *66*	233 Spruce Ln, Dover, NH *$11,156.00*	 *Residential*	None *Yes* *Justin Corrow*	J0006-A00000
	Description: REMOVE & REPLACE 2 PATIO DOORS; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES						
BLDM-2026-0002	Building - Minor *01/02/2026* *R-40 Residential - Rura*	Alteration / Addition *01/12/2026* *$157.00*	Issued *07/14/2026* *1,492*	55 Sandpiper Dr, Dover, NH *$11,925.84*	 *Residential*	None *Yes* *Justin Corrow*	C0002-B00007
	Description: Insulation, Weatherization and Air Sealing						
BLDM-2025-0567	Building - Minor *12/01/2025* *RM-U Residential - Urb*	Alteration / Addition *01/13/2026* *$75.00*	Issued *07/15/2026* *720*	25 East Concord St, Dover, NH *$39,000.00*	 *Residential*	None *Yes* *Justin Corrow*	27099-A00000
	Description: Stripe and shingle roof						
BLDM-2025-0568	Building - Minor *12/01/2025* *RM-U Residential - Urb*	Alteration / Addition *01/13/2026* *$75.00*	Issued *07/15/2026* *720*	21 Hough St, Dover 03820 *$18,000.00*	 *Residential*	None *Yes* *Justin Corrow*	30163-000000
	Description: Stripe and re-shingle						
BLDM-2026-0014	Building - Minor *01/12/2026* *R-12 Residential - Medi*	Alteration / Addition *01/14/2026* *$75.00*	Issued *07/16/2026* *19*	374 Washington St, Dover 03820 *$21,171.00*	 *Residential*	None *Yes* *Justin Corrow*	G0022-000000
	Description: Rip and reroof entire dwelling with 30+ year shingles						
BLDM-2026-0011	Building - Minor *01/08/2026* *R-20 Residential - Low*	Alteration / Addition *01/14/2026* *$938.00*	Issued *07/16/2026* *470*	11 Cote Dr, Dover, NH *$83,000.00*	 *Residential*	None *Yes* *Justin Corrow*	L0058-N00000
	Description: Permanently impact 1,054 square feet of Tidal Waters and 158 square feet of the Previously Developed Upland Tidal Buffer Zone for the purpose of constructing a new Residential Tidal Docking Structure including a permanent pier and a seasonal gangway and float. 4' x 60' pier, 3' x 40' gangway, and 10' x 11' seasonal float with float stops						
BLDG-2025-0152*	Building - Major *10/14/2025* *R-20 Residential - Low*	Alteration / Addition *01/14/2026* *$7,535.00*	Issued *07/16/2026* *2,600*	35 Boston Harbor Rd, Dover, NH *$650,000.00*	 *Residential*	None *Yes* *Jim Maxfield*	07014-000000
	Description: Construct a two story single family dwelling unit with attached two car garage and unfinished basement and attic						
BLDM-2026-0019	Building - Minor *01/16/2026* *R-40 Residential - Rura*	Alteration / Addition *01/20/2026* *$91.00*	Issued *07/22/2026* *20*	21 Reyners Brook Dr, Dover, NH *$6,073.00*	 *Residential*	None *Yes* *Justin Corrow*	A0047-016000
	Description: REMOVE & REPLACE 1 PATIO DOOR; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES						

PERMITS ISSUED BY WORK CLASS (01/01/2026 TO 01/31/2026)

Permit #	Type	Workclass		Main Address			Parcel
	Application Date	*Issue Date*	*Expiration*	*Last Inspection*	*Finaled Date*	*Applied Online*	
	Zone	*Fee Total*	*Sq Ft*	*Valuation*	*Project Zone*	*Assigned To*	
BLDM-2026-0020	Building - Minor	Alteration / Addition	Issued	209 Henry Law Av, Dover 03820		None	21026-040000
	01/19/2026	*01/21/2026*	*07/23/2026*			*Yes*	
	R-12 Residential - Medi	*$135.00*	*800*	*$10,000.00*	*Residential*	*Justin Corrow*	
	Description: Water mitigation. Removal of affected drywall ceilings and walls, removal of affected ceiling tiles, removal of wet insulation, removal of affected carpet and pad						
BLDG-2025-0221	Building - Major	Alteration / Addition	Issued	51 Webb Pl, 340 & 350, Dover 03820		None	D0002-000000
	11/24/2025	*01/21/2026*	*07/23/2026*			*Yes*	
	R-12 Residential - Medi	*$4,260.00*	*3,072*	*$385,067.00*	*Non-Residential*	*Jim Maxfield*	
	Description: Interior business use fit up to an existing 3,072 square feet commercial space for Garrison City Therapy Services						
BLDG-2025-0127	Building - Major	Alteration / Addition	Issued	18 Pearson Dr, Unit 1 & Unit 2, Dover, NH		None	L0046-M00000
	08/29/2025	*01/21/2026*	*07/23/2026*			*Yes*	
	R-20 Residential - Low	*$6,075.00*	*4,122*	*$550,000.00*	*Residential*	*Jim Maxfield*	
	Description: Convert SFD into a two family dwelling. Perform interior demolition and perform interior renovations to create second dwelling unit.						
BLDM-2026-0018	Building - Minor	Alteration / Addition	Issued	20 Harmony Ln, Dover, NH		None	F0030-A00000
	01/15/2026	*01/23/2026*	*07/25/2026*			*Yes*	
	IT Non-Residential - Inn	*$135.00*	*572*	*$10,000.00*	*Residential*	*Justin Corrow*	
	Description: Add 2 garage bays to the existing garage						
BLDM-2026-0022	Building - Minor	Alteration / Addition	Issued	431 Dover Point Rd, Dover 03820		None	08013-A00001
	01/22/2026	*01/23/2026*	*07/25/2026*			*No*	
	LBW Little Bay Waterfrc	*$835.00*	*0*	*$70,000.00*	*Non-Residential*	*Justin Corrow*	
	Description: gut of women's bathroom, new partitions, new flooring, new wall tile, new fixtures.						
BLDG-2025-0222	Building - Major	Alteration / Addition	Issued	743 Central Av, apt 100, 101 & 200, Dover 03820		None	28012-A00000
	11/25/2025	*01/23/2026*	*07/25/2026*			*Yes*	
	O Office	*$190.00*	*1,500*	*$15,000.00*	*Mixed Use*	*Jim Maxfield*	
	Description: Convert existing structure to a multifamily dwelling consisting of three dwelling units.						
BLDG-2025-0226	Building - Major	Alteration / Addition	Issued	376 Central Av, Dover, NH		None	02080-000000
	12/11/2025	*01/23/2026*	*07/25/2026*			*Yes*	
	CBD-G Central Busines	*$212.00*	*1,600*	*$17,000.00*	*Mixed Use*	*Jim Maxfield*	
	Description: Exterior Demolition of Rear Portion of One Story Portion of Structure This permit is solely for demolition, additional permits are required for further construction						
BLDG-2025-0230	Building - Major	Alteration / Addition	Issued	376 Central Av, Dover, NH		None	02080-000000
	12/19/2025	*01/23/2026*	*07/25/2026*			*Yes*	
	CBD-G Central Busines	*$16,525.00*	*12,500*	*$1,500,000.00*	*Mixed Use*	*Jim Maxfield*	
	Description: Renovation of existing building and build up of rear portion of building - 4 stories						
BLDG-2025-0210	Building - Major	Alteration / Addition	Issued	141 Central Av, Dover, NH 03820		None	19051-000000
	11/17/2025	*01/23/2026*	*07/25/2026*			*Yes*	
	G Gateway District	*$3,402.00*	*1,900*	*$306,880.00*	*Non-Residential*	*Jim Maxfield*	
	Description: In kind repairs to timber frame truss in attic. Site work for install of new water line to city main.						
BLDM-2026-0015	Building - Minor	Alteration / Addition	Issued	182 Central Av, Dover 03820		None	12025-000000
	01/13/2026	*01/27/2026*	*07/29/2026*			*Yes*	
	CBD-G Central Busines	*$575.00*	*120*	*$50,000.00*	*Non-Residential*	*Justin Corrow*	
	Description: Restoration and replication of Portico, facade facing Central avenue.						

PERMITS ISSUED BY WORK CLASS (01/01/2026 TO 01/31/2026)

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
BLDM-2025-0482	Building - Minor *10/03/2025* *CBD-G Central Busines*	Alteration / Addition *01/29/2026* *$0.00*	Complete *08/03/2026* *15,000*	18 Chapel St, Dover, NH *02/03/2026* *$100,000.00*	*02/03/2026* *Residential*	None *Yes*	24056-000000
	Description: Replacement of 114 windows using Harvey Classic double hung vinyl replacement windows with Energy Star rated glass						
BLDM-2026-0023	Building - Minor *01/24/2026* *G Gateway District*	Alteration / Addition *01/29/2026* *$75.00*	Issued *07/31/2026* *8,000*	80 Rutland St, Dover 03820 *$83,000.00*	*Non-Residential*	None *Yes* *Justin Corrow*	15066-000000
	Description: Repair portion of roof with new shingles						
BLDM-2026-0013	Building - Minor *01/12/2026*	Alteration / Addition *01/30/2026* *$223.00*	Issued *08/10/2026* *1,700*	48 Rutland St, Dover, NH 03820 *02/10/2026* *$17,500.00*	*Residential*	None *Yes* *Jim Maxfield*	
	Description: Foundation only permit						
BLDM-2023-0425	Building - Minor *08/29/2023* *R-40 Residential - Rura*	Alteration / Addition *01/30/2026* *$0.00*	Expired *08/01/2026* *500*	2 Cullen Bay Rd, Dover 03820 *$5,000.00*	*Residential*	None *Yes*	M0092-E00000
	Description: 1/30/2026, after multiple attempts to contact the owner they returned a call to the office today stating that the work was never done and requested the permit be cancelled. mmd						
	Demolition first floor roof deck, need to assess and re-design will apply for minor construction for rebuild. Of back first floor roof deck that had water damage						

SUBTOTALS FOR ALTERATION / ADDITION:	**108,210 Sq Ft**	**$6,002,712.69**	**Residential:**	**25**	**PERMITS ISSUED:** **36**
			Non-Residential:	**7**	
			Mixed Use:	**4**	

NEW CONSTRUCTION

BLDM-2025-0585	Building - Minor *12/10/2025*	New Construction *01/12/2026* *$245.00*	Issued *07/14/2026* *2,000*	51 Fisher St, Dover, NH 03820 *$20,000.00*	*Residential*	None *Yes* *Jim Maxfield*	
	Description: Foundation Only Permit						
BLDM-2025-0584	Building - Minor *12/10/2025* *HR Residential - Heritag*	New Construction *01/12/2026* *$245.00*	Issued *07/14/2026* *2,000*	46 Rutland St, Unit 1 and Unit 2, Dover, NH *12/23/2025* *$20,000.00*	*Residential*	None *Yes* *Jim Maxfield*	12138-000000
	Description: Foundation Only for addition, additional permits required for further construction						
BLDG-2025-0092	Building - Major *06/10/2025* *R-40 Residential - Rura*	New Construction *01/22/2026* *$4,403.00*	Issued *07/24/2026* *1,988*	10 Charlotte Drive (Lot 4), Dover, NH *$397,600.00*	*Residential*	None *Yes* *Jim Maxfield*	B0002-000000
	Description: Lot 4 Construct a two story single family dwelling unit with two car attached garage and unfinished basement and attic						
BLDG-2025-0091	Building - Major *06/10/2025* *R-40 Residential - Rura*	New Construction *01/22/2026* *$4,403.00*	Issued *07/24/2026* *1,988*	8 Charlotte (Lot 2) Dr, Dover, NH *$397,600.00*	*Residential*	None *Yes* *Jim Maxfield*	B0002-000000
	Description: Lot 2 - Construct a two story single family dwelling unit with two car attached garage and unfinished basement and attic						

PERMITS ISSUED BY WORK CLASS (01/01/2026 TO 01/31/2026)

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
SUBTOTALS FOR NEW CONSTRUCTION:			**7,976 Sq Ft**	**$835,200.00**	**Residential:**	**4**	**PERMITS ISSUED:**	**4**
					Non-Residential:	**0**		
					Mixed Use:	**0**		
			116,186 Sq Ft	**$6,837,912.69**	**Residential:**	**29**	**GRAND TOTAL OF PERMITS:**	**40**
					Non-Residential:	**7**		
					Mixed Use:	**4**		

** Indicates active hold(s) on this permit*

City of Dover
FY26 State of NH Aid/Grant Revenue

Aid By Category	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026	
Education													
Adequate Education			$ 2,023,899.00										
Building Aid				$ 184,360.00									
School Meals		$ 36,595.67		$ 86,184.14		$ 133,528.20							
Special Education		$ 175,533.05		$ 62,392.30	$ 74,062.55		$ 5,296,460.48						
Tuition & Transportation		$ 179,777.41			$ 479,504.38								
Emergency Relief Funds													
Local Education Improvements	$ 3,867.60	$ 48,605.16	$ 60,175.80	$ 113,044.47	$ 129,906.56	$ 30,719.55	$ 35,248.76						
Adult Education		$ 36,812.17											
Total Education	$ 3,867.60	$ 477,323.46	$ 2,084,074.80	$ 445,980.91	$ 683,473.49	$ 164,247.75	$ 5,331,709.24	$ -	$ -	$ -	$ -	$ -	$ 9,190,677.25
Environmental													
State Aid Grants - Wastewater					$ 24,697.00		$ 57,927.00						
SRF - Chapel St. Revine				$ 9,590.05									
SRF - River St Pump Station													
SRF - Secondary Clarifier			$ 303,340.77		$ 1,424,050.53		$ 1,391,795.37						
SRF - Henry Law Park Stormwater													
SRF - Inflow & Infiltration							$ 2,851.37						
Lead Service Line Grants							$ 37,540.21						
Pudding Hill Water Treatment													
Community Trail Land Improvements													
Total Environmental	$ -	$ -	$ 303,340.77	$ 9,590.05	$ 1,448,747.53	$ -	$ 1,490,113.95	$ -	$ -	$ -	$ -	$ -	$ 3,251,792.30
Other Gen. Funds													
Meals & Rooms Distribution						$ 3,361,446.01							
InvestNH; HOP Housing Navigator													
InvestNH; HOP Grant Reimbursement													
Household Hazardous Waste Collection				$ 7,966.00									
SCADA (ARPA)													
Opioid Settlement			$ 53,074.21										
DRA Railroad Taxes	$ 3,751.27												
Other	$ 4,388.00		$ 5,539.89				$ 33,225.00						
Total Other Gen. Funds	$ 8,139.27	$ -	$ 58,614.10	$ 7,966.00	$ -	$ 3,361,446.01	$ 33,225.00	$ -	$ -	$ -	$ -	$ -	$ 3,469,390.38
Highway Funds													
Highway Block Grants							$ 131,582.63						
Highway Construction Aid													
Municipal Bridge Aid													
Total Highway Funds	$ -	$ -	$ -	$ -	$ -	$ -	$ 131,582.63	$ -	$ -	$ -	$ -	$ -	$ 131,582.63
Public Safety Funds													
Overtime Reimbursemnt													
SOR Reimburse	$ 90.00												
Safe Streets Grant													
Seabrook Drill Training			$ 3,375.00										
Highway Safety Grant													
DRE Call Out													
NH Safe Streets													
DHHS - Coalition Support Srvs													
Granite Hammer Grant													
HSGP SWAT													
LETPA Grant			$ 6,355.70										
FEMA Public Assistance Grant													
Total Public Safety	$ 90.00	$ -	$ 9,730.70	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,820.70
Grand Total	$ 12,096.87	$ 477,323.46	$ 2,455,760.37	$ 463,536.96	$ 2,132,221.02	$ 3,525,693.76	$ 6,986,630.82	$ -	$ -	$ -	$ -	$ -	$ 16,053,263.26

City of Dover

Revenues of Major Funds
January 31, 2026
(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
REVENUES								
1000 General Fund								
Taxes	$ 126,890,025	51,766,476	65,395,991	52.0%	$ 61,494,034	$ -	$ 61,494,034	48.0%
Licenses & Permits	7,970,506	592,811	4,774,388	60.0%	3,196,118	-	3,196,118	40.0%
Intergovernmental	4,462,605	18,677	3,800,527	85.0%	662,078	-	662,078	15.0%
Charges for Services	6,970,119	437,614	4,082,784	59.0%	2,887,335	-	2,887,335	41.0%
Miscellaneous Revenue	3,120,862	161,060	1,807,112	58.0%	1,313,750	-	1,313,750	42.0%
Education	20,245,801	5,424,995	10,995,162	54.0%	9,250,639	-	9,250,639	46.0%
Operating Transfers In	566,507	-	-	0.0%	566,507	-	566,507	100.0%
Other Financing Sources	150,200	-	-	0.0%	150,200	-	150,200	100.0%
Sub-total : 1000 General Fund	$ 170,376,625	58,401,634	90,855,964	53.0%	$ 79,520,661	$ -	$ 79,520,661	47.0%
3213 Parking Activity Fund								
Licenses & Permits	$ 415,000	37,992	274,281	66.0%	$ 140,719	$ -	$ 140,719	34.0%
Parking Income	1,145,264	48,314	730,085	64.0%	415,179	-	415,179	36.0%
Parking Fines	225,000	24,998	241,008	107.0%	(16,008)	-	(16,008)	-7.0%
Other Financing Sources	0	-	-	0.0%	-	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	$ 1,785,264	111,303	1,245,374	70.0%	$ 539,890	$ -	$ 539,890	30.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	$ 800,377	65,090	461,024	58.0%	$ 339,353	$ -	$ 339,353	42.0%
Operating Transfers In	60,853	3,857	26,997	44.0%	33,856	-	33,856	56.0%
Sub-total : 3381 McConnell Center	$ 861,230	68,947	488,021	57.0%	$ 373,209	$ -	$ 373,209	43.0%
3410 Recreation Special Revenue Fund								
Charges for Services	$ 458,600	16,484	194,078	42.0%	$ 264,522	$ -	$ 264,522	58.0%
Miscellaneous Revenue	10,000	250	6,350	64.0%	3,650	-	3,650	37.0%
Operating Transfers In	25,000	-	410	2.0%	24,590	-	24,590	98.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	$ 493,600	16,734	200,838	41.0%	$ 292,762	$ -	$ 292,762	59.0%
5300 Water Fund								
Intergovernmental	$ 2,500	-	-	0.0%	$ 2,500	$ -	$ 2,500	100.0%
Charges for Services	8,153,412	309,133	4,539,588	56.0%	3,613,824	-	3,613,824	44.0%
Miscellaneous Revenue	386,000	8,035	377,646	98.0%	8,354	-	8,354	2.0%
Other Financing Sources	87,500	-	-	0.0%	87,500	-	87,500	100.0%
Sub-total : 5300 Water Fund	$ 8,629,412	317,168	4,917,235	57.0%	$ 3,712,177	$ -	$ 3,712,177	43.0%
5320 Sewer Fund								
Intergovernmental	$ 88,088	-	13,120	15.0%	$ 74,968	$ -	$ 74,968	85.0%
Charges for Services	10,297,912	389,517	4,928,181	48.0%	5,369,731	-	5,369,731	52.0%
Miscellaneous Revenue	70,000	8,342	77,574	111.0%	(7,574)	-	(7,574)	-11.0%
Other Financing Sources	391,150	-	-	0.0%	391,150	-	391,150	100.0%
Sub-total : 5320 Sewer Fund	$ 10,847,150	397,858	5,018,875	46.0%	$ 5,828,275	$ -	$ 5,828,275	54.0%
6100 Dovernet Fund								
Charges for Services	$ 2,053,796	179,978	1,259,874	61.0%	$ 793,922	-	$ 793,922	39.0%
Miscellaneous Revenue	50,000	-	25,000	50.0%	25,000	-	25,000	50.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6100 Dovernet Fund	$ 2,103,796	179,978	1,284,874	61.0%	$ 818,922	$ -	$ 818,922	39.0%
6310 Fleet Maintenance Fund								
Charges for Services	$ 1,824,990	63,362	678,839	37.0%	$ 1,146,151	$ -	$ 1,146,151	63.0%
Miscellaneous Revenue	25,000	876	876	4.0%	24,124	-	24,124	96.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6310 Fleet Maintenance Fund	$ 1,849,990	64,238	679,715	37.0%	$ 1,170,275	$ -	$ 1,170,275	63.0%
Total : REVENUES	$ 196,947,067	59,557,861	104,690,896	53.0%	$ 92,256,171	$ -	$ 92,256,171	47.0%

City of Dover

Expenditures of Major Funds
January 31, 2026
(General Fund Includes County, School and Debt Service)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Available
EXPENDITURES								
1000 General Fund								
City Council	$ 701,566	$ 183,546	$ 364,800	52.0%	$ 336,767	$ 306,636	$ 30,131	4.3%
Executive	2,632,223	170,103	1,281,024	49.0	1,351,199	920,020	431,179	16.4
Finance	2,977,903	202,214	1,650,550	55.0	1,327,353	980,858	346,495	11.6
Planning	2,565,058	88,593	1,179,708	46.0	1,385,350	713,477	671,873	26.2
Misc General Government	1,681,653	41,246	688,558	41.0	993,095	112,549	880,546	52.4
Police	12,372,344	886,043	6,673,635	54.0	5,698,709	3,643,824	2,054,885	16.6
Fire & Rescue	13,372,231	1,035,525	8,207,572	61.0	5,164,659	3,897,162	1,267,497	9.5
Community Service Public Works	14,157,251	841,969	4,730,621	33.0	9,426,630	3,667,505	5,759,125	40.7
Recreation	3,376,552	248,467	1,661,080	49.0	1,715,472	872,016	843,456	25.0
Public Library	2,001,997	146,021	1,054,621	53.0	947,376	748,910	198,466	9.9
Public Welfare	932,035	50,220	389,889	42.0	542,146	148,468	393,677	42.2
Debt Service	6,272,062	-	2,295,519	37.0	3,976,543	3,976,543	-	0.0
Other Financing Sources/Uses	4,604,272	134,844	943,905	21.0	3,660,368	-	3,660,368	79.5
School	90,989,019	9,085,925	42,987,240	47.0	48,001,779	44,803,111	3,198,668	3.5
Intergovernmental	11,848,376	-	11,848,376	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	$ 170,484,542	$ 13,114,715	$ 85,957,098	50.4%	$ 84,527,444	$ 64,791,080	$ 19,736,364	11.6%
3213 Parking Activity Fund								
Police	$ 1,785,264	$ 91,647	$ 746,237	42.0%	$ 1,039,027	$ 374,668	$ 664,359	37.2%
Sub-total : 3213 Parking Activity Fund	$ 1,785,264	$ 91,647	$ 746,237	41.8%	$ 1,039,027	$ 374,668	$ 664,359	37.2%
3381 McConnell Center Fund								
Recreation	$ 861,230	$ 45,117	$ 236,752	27.0%	$ 624,478	$ 512,101	$ 112,377	13.0%
Sub-total : 3381 McConnell Center Fund	$ 861,230	$ 45,117	$ 236,752	27.5%	$ 624,478	$ 512,101	$ 112,377	13.0%
3410 Recreation Special Revenue Fund								
Recreation	$ 510,107	$ 21,637	$ 172,955	34.0%	$ 337,152	$ 16,576	$ 320,576	62.8%
Sub-total : 3410 Recreation Special Revenue Fund	$ 510,107	$ 21,637	$ 172,955	33.9%	$ 337,152	$ 16,576	$ 320,576	62.8%
5300 Water Fund								
Community Service Public Works	$ 9,055,462	$ 526,033	$ 3,990,978	44.0%	$ 5,064,484	$ 2,478,626	$ 2,585,859	28.6%
Sub-total : 5300 Water Fund	$ 9,055,462	$ 526,033	$ 3,990,978	44.1%	$ 5,064,484	$ 2,478,626	$ 2,585,859	28.6%
5320 Sewer Fund								
Community Service Public Works	$ 11,124,294	$ 836,003	$ 4,988,255	45.0%	$ 6,136,039	$ 2,556,710	$ 3,579,329	32.2%
Sub-total : 5320 Sewer Fund	$ 11,124,294	$ 836,003	$ 4,988,255	44.8%	$ 6,136,039	$ 2,556,710	$ 3,579,329	32.2%
6100 Dovernet Fund								
Executive	$ 2,746,781	$ 107,862	$ 958,928	35.0%	$ 1,787,853	$ 930,321	$ 857,532	31.2%
Sub-total : 6100 Dovernet Fund	$ 2,746,781	$ 107,862	$ 958,928	34.9%	$ 1,787,853	$ 930,321	$ 857,532	31.2%
6310 Fleet Maintenance Fund								
Community Service Public Works	$ 1,970,468	$ 105,609	$ 879,312	45.0%	$ 1,091,156	$ 479,309	$ 611,847	31.1%
Sub-total : 6310 Fleet Maintenance Fund	$ 1,970,468	$ 105,609	$ 879,312	44.6%	$ 1,091,156	$ 479,309	$ 611,847	31.1%
Total : EXPENDITURES	$ 198,538,148	$ 14,848,623	$ 97,930,515	49.3%	$ 100,607,633	$ 72,139,391	$ 28,468,242	14.3%

City of Dover

Arena - General Fund
Revenue & Expenditure Report
(Including Arena Debt Service attributed to the General Fund)
January 31, 2026

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Available
Revenues	1,140,085	45,849	674,376	59.2	465,709	0	465,709	40.8
Expenditures	1,423,164	122,246	738,813	51.9	684,351	356,129	328,223	23.1
Debt Service								
Principal	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
	(283,079)	**(76,396)**	**(64,437)**	**7.2**	**(218,642)**	**(356,129)**	**137,486**	**17.8**

CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 11, 2026**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

Mayor Shanahan called the meeting to order at 7:00 PM.

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Cullen led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

Present: Councilor Richer, Councilor Carmichael, Councilor Retrosi, Councilor Robison, Councilor Cullen, Councilor Granfield, Councilor Veitch, Deputy Mayor Williams, Mayor Shanahan
Also Present: City Manager Joyal, City Attorney Wyatt, City Clerk Vansylyvong-Bizier

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Williams moved to approve the agenda, seconded by Councilor Carmichael.
Deputy Mayor Williams moved to move item 12.C.1. to right after public hearings, seconded by Councilor Retrosi.
Vote: 9-0.
Deputy Mayor Williams moved to approve the amended agenda, seconded by Councilor Retrosi.
Vote: 9-0.

7. PUBLIC HEARINGS

A. REPROGRAM UNEXPENDED BOND PROCEEDS FROM FIFTH/GROVE STREET RECONSTRUCTION PROJECT TO HORNE STREET RECONSTRUCTION PROJECT (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE) (VOTE TO OCCUR ON FEBRUARY 25, 2026)

SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

B. REPROGRAM UNEXPENDED BOND PROCEEDS FROM ELM/SUMMER/BELKNAP STREET RECONSTRUCTION PROJECT TO LOWER CENTRAL AVENUE STREET RECONSTRUCTION PROJECT (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE) (VOTE TO OCCUR FEBRUARY 25, 2026)

SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

C. AUTHORIZATION TO APPLY, ACCEPT, AND EXPEND DHA GRANT TO ESTABLISH RECOVERY HOUSE AT AVON AVENUE (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

DRAFT

(TO BE REFERRED A PUBLIC HEARING & VOTE ON FEBRUARY 25, 2026)
SPONSORED BY COUNCILOR RICHER

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

D. ADOPTION OF RESIDENTIAL ANTI DISPLACEMENT AND RELOCATION ASSISTANCE PLAN RELATED TO RECOVERY HOUSING
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING & VOTE ON FEBRUARY 25, 2026)
SPONSORED BY COUNCILOR RICHER

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

8. PUBLIC FORUM

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

Peter Schmidt, Ward 1 State Rep, spoke about item 12.C.1. and asked the Council to address the milfoil treatment.

John Atherton, 22 West Concord St, spoke in favor of manual removal of milfoil in Willand Pond.

Kim Faustino, 7 Lakeview Dr, spoke in favor of using ProcellaCOR for the milfoil treatment in Willand Pond.

Cynthia Walter, 22 West Concord St, spoke in favor of manual removal of milfoil in Willand Pond.

Allison Davis, 11 Hidden Valley Dr, spoke in opposition of using ProcellaCOR for the treatment of milfoil in Willand Pond.

Amy Dion, 3 Earle St, spoke in favor of using ProcellaCOR for the treatment of milfoil in Willand Pond.

John Dion, 3 Earle St, spoke in favor of using ProcellaCOR for the treatment of milfoil in Willand Pond.

Matthew Freeman, 3 Whittier St, spoke in favor of using manual removal, DASH, for the treatment of milfoil in Willand Pond.

Shawn Mickelonis, Dover resident, spoke in favor of using manual removal, DASH, for the treatment of milfoil in Willand Pond.

9. CITY MANAGER'S REPORT – FY2027 PROPOSED BUDGET PRESENTATION

City Manager Joyal gave a presentation to the Council with the FY2027 budget information. The Manager also briefly went over the City Manager report he submitted to the Council.
City Manager Joyal asked that when the Council accepts his report to also include the appointment of Lexi Merchant to the CPCNH as an alternate member representative.
Deputy Mayor Williams moved to accept the City Manager's report, seconded by Councilor Carmichael.
Vote: 9-0.

10. APPROVAL OF MINUTES

A. January 28, 2026 – Workshop Meeting, Regular Meeting

B. February 4, 2026 – Workshop Meeting

Deputy Mayor Williams moved to approve the minutes, seconded by Councilor Retrosi.
Vote: 9-0.

11. MAYOR'S REPORT

Mayor Shanahan went over the last few weeks of meetings and events. The Mayor also recommended the renewal of four Cochecho Waterfront Development Advisory Committee members:
Sean Fitzgerald
Steve Brown
Matt Cox
Kimberly Schuman

Deputy Mayor Williams moved to accept the Mayor's Report to include the CWDAC renewals, seconded by Councilor Veitch.
Vote: 9-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. AUTHORIZATION TO ACCEPT AND EXPEND THE NHDES 2026 EXOTIC AQUATIC PLANT CONTROL GRANT
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to renew the resolution, seconded by Councilor Granfield.

Vote: 9-0.

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

Councilor Cullen moved to substitute the resolution provided in the packet to the Council as a whole, seconded by Councilor Retrosi.

Roll Call Vote: 7-2, with Mayor Shanahan and Councilor Richer opposed.

A lengthy discussion ensued.

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

Councilor Veitch moved to amend the resolution to strike the "And, further be it resolved…" section, seconded by Councilor Robison.

Roll Call Vote: 8-1, with Councilor Cullen opposed.

Deputy Mayor Williams moved to approve the amended, substituted resolution, seconded by Councilor Richer.

Roll Call Vote: 9-0.

2. **AUTHORIZATION TO APPLY, ACCEPT, AND EXPEND DHA GRANT TO ESTABLISH RECOVERY HOUSE AT AVON AVENUE**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED A PUBLIC HEARING & VOTE ON FEBRUARY 25, 2026)
SPONSORED BY COUNCILOR RICHER

   Deputy Mayor Williams moved to refer the resolution to a public hearing and vote on February 25, seconded by Councilor Retrosi.
   Vote: 9-0.

3. **ADOPTION OF RESIDENTIAL ANTI DISPLACEMENT AND RELOCATION ASSISTANCE PLAN RELATED TO RECOVERY HOUSING**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING & VOTE ON FEBRUARY 25, 2026)
SPONSORED BY COUNCILOR RICHER

   Deputy Mayor Williams moved to refer the resolution to a public hearing and vote on February 25, seconded by Councilor Retrosi.
   Vote: 9-0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **ACCEPTANCE OF TRAIL EASEMENT FROM 59 TOLEND RD LLC (OWNER OF TAX MAP E-65, LOT 1)**
SPONSORED BY MAYOR SHANAHAN BY REQUEST

2. **APPROVAL OF CITY OF DOVER EMPLOYMENT AGREEMENT REGARDING CITY ATTORNEY**
SPONSORED BY MAYOR SHANAHAN BY REQUEST

3. **APPROVAL OF CITY OF DOVER EMPLOYMENT AGREEMENT REGARDING FIRE CHIEF**
SPONSORED BY MAYOR SHANAHAN BY REQUEST

   Deputy Mayor Williams moved to approve the Consent Calendar, seconded by Councilor Veitch.
   Roll Call Vote: 9-0.

COMMITTEE REPORTS

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

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13. Ordinance Committee (Shanahan)

26. Joint Building Committee – Athletic Complex (Cullen)
27. Dover Housing Authority (Granfield)
28. Dover Utilities Commission (Carmichael)

Councilor Robison gave an overview of the last Arts Commission meeting.

Councilor Williams gave an overview of the most recent Conservation Commission.

Councilor Richer gave an overview of the most recent Library Trustees meeting.

Deputy Mayor Williams presented to the Council recommendations from the Appointments Committee:

New Appointments:
Robert Carrier – Dover Business and Industrial Development Authority – Regular Member (term: 2/11/2026 to 8/14/2027)
Deb Hackett – Dover Utilities Commission – Regular Member (term: 2/11/2026 to 6/25/2028)

Resignations:
Cliff Blake – Arts Commission
Sarah Santiago – Racial Equity and Inclusion Committee
David Dupont – Trustees of the Trust Fund
Bret Carmichael – DUC & Energy Commission
Lucas Veitch – Energy Commission

Renewals:
Jane Hamor – Arts Commission
Aleka Monroe – Arts Commission
Paige VaughAn – Arts Commission
Amy Warnock – Arts Commission
Sarah Davidson – Arts Commission
Jon Nichols – Arts Commission
Kim Hanson – Arts Commission

Change in Status:
Quincy Devine – regular to alternate – Energy Commission
Madelyn Bradley – alternate to regular – Energy Commission
Eric Ryherd – alternate to regular – Energy Commission
Steven Paulsen – alternate to regular Energy Commission
Kristen Murphy – regular to alternate – Conservation Commission
Brianna Group – alternate to regular – Conservation Commission

Deputy Mayor Williams moved to accept the recommendations, seconded by Councilor Carmichael.
Vote: 9-0.

Councilor Carmichael gave an update on the last School Board meeting.

Councilor Retrosi gave an update on the most recent Recreation Advisory Board meeting.

Councilor Veitch gave an update on the most recent Cemetery Board meeting.

DRAFT

B. RESOLUTIONS

1. ADOPTION OF 2026-2027 CITY COUNCIL GOALS
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to approve the resolution, seconded by Councilor Granfield.
Vote: 9-0.

2. ACCEPTANCE OF THE FY27 ACTION PLAN AND EXPENDITURES FOR FY27 CDBG ENTITLEMENT FUNDS, FY26 PROGRAM INCOME AND FY27 PROGRAM INCOME (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE) (TO BE REFERRED TO A PUBLIC HEARING & VOTE ON FEBRUARY 25, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to refer the resolution to a public hearing, seconded by Councilor Richer.
Vote: 9-0.

3. FISCAL YEAR 2027 BUDGET APPROPRIATIONS, FEES, AND CAPITAL IMPROVEMENTS PROGRAM (RESOLUTION TO BE REFERRED TO PUBLIC HEARING AS FOLLOWS: SCHOOL DEPARTMENT BUDGET HEARING ON FEBRUARY 25, 2026, CITY BUDGET HEARING ON WEDNESDAY, MARCH 11, 2026) (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE TO ADOPT PURSUANT TO DOVER CHARTER C6-3.1 WITH A VOTE TO BE HELD ON APRIL 1, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to refer the resolution to the stated dates, seconded by Councilor Granfield.
Vote: 9-0.

C. ORDINANCES IN 1ST READING

1. CHAPTER 29, SECTION 3 NAMING OF CITY PROPERTY (TO BE REFERRED TO A PUBLIC HEARING ON MARCH 11, 2026)
SPONSORED BY COUNCILOR CULLEN

Deputy Mayor Williams moved to refer the resolution to a public hearing, seconded by Councilor Cullen.
Vote: 9-0.

14. COUNCIL CORRESPONDENCE

A. Xfinity Letter

Deputy Mayor Williams moved to place the letter on file, seconded by Councilor Retrosi.
Vote: 9-0.

15. COUNCIL MATTERS OF INTEREST

DRAFT

16. ADJOURN

Councilor Carmichael moved to adjourn, seconded by Councilor Richer.
Vote: 9-0.
Meeting adjourned at 9:16 PM.

DRAFT

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2026.01.28 - 117**

Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth/Grove Street Reconstruction Project to Horne Street Reconstruction Project

WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Debt Financing authorization for certain CIP projects; and

WHEREAS: Due to lower than anticipated project costs there is an available $1,553,416.91 of unexpended bond proceeds from the Fifth/Grove Street Reconstruction capital improvements program project; and

WHEREAS: The City has identified the immediate need for funding the reconstruction of Horne/Crescent Streets capital improvement program project; and

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

The amount of $300,000.00 (Three Hundred Thousand dollars) of unexpended bond proceed appropriations is hereby reprogrammed from the Fifth/Grove Streets Reconstruction CIP project to the Horne/Crescent Streets Reconstruction CIP project:

		Available	Reprogram	Adjusted
Project Number	**Project Description**	**Balance**	**Adjustment**	**Balance**
4025.1.300.43121.4751.03157.25.000.000.700	Fifth/Grove Street Reconstruction	1,553,416.91	(300,000.00)	1,253,416.91
4025.1.300.43121.4751.03???.25.000.000.700	Horne/Crescent Street Reconstruction	0.00	300,000.00	300,000.00
		1,553,416.91	0.00	1,553,416.91

NOTE: This resolution reprograms unexpended bonding authorization and therefore 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 the public hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch, Finance Director

Sponsored by: Mayor Dennis Shanahan, By Request

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

DOCUMENT HISTORY:

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2026.01.28 - 117**

Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth/Grove Street Reconstruction Project to Horne Street Reconstruction Project

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

DOCUMENT ACTIONS:

VOTING RECORD Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2026.01.28 - 117**

Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth/Grove Street Reconstruction Project to Horne Street Reconstruction Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Fifth/Grove Streets Reconstruction project. On December 13, 2023 the City Council adopted the FY2025 Capital Improvements Plan (CIP) Authorization for bonding, which included $4,000,000.00 for the Fifth/Grove Streets Reconstruction project. City Council resolution 2023.11.29 – 184.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized financing the Fifth/Grove Streets Reconstruction project. This resolution reprograms funding from Fifth/Grove Streets project to the Horne/Crescent Streets Reconstruction project. The Fifth/Grove Streets Reconstruction project is near completion and unexpended bond proceeds exist that can be reprogrammed to a similar type CIP project.

The Horne/Crescent Streets Reconstruction project was identified in the FY2027-FY2032 CIP to be debt financed in the amount of $5,700,000.00 for Street Reconstruction portion, $1,600,000 for Water Main replacement portion, and $1,100,000 for Sewer Main replacement portion. City Council approved the six-year CIP on December 10, 2025 via resolution 2025.10.22 – 65.

The Horne/Crescent Streets Reconstruction project requires design work to ensure accurate cost estimates for the project are included in the FY2028-FY2033 CIP and construction documents are ready for bid solicitation.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2026.01.28 - 118**

Resolution Re: Reprogram Unexpended Bond Proceeds from Elm/Summer/Belknap Street Reconstruction Project to Lower Central Avenue Reconstruction Project

WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Debt Financing authorization for certain CIP projects; and

WHEREAS: Due to lower than anticipated project costs there is an available $398,449.56 of unexpended bond proceeds from the Elm/Summer/Belknap Street Reconstruction capital improvements program project; and

WHEREAS: The City has identified the immediate need for funding for the Lower Central Avenue Reconstruction capital improvements program project; and

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

The amount of $398,449.56 (Three Hundred Ninety-Eight Thousand Four Hundred Forty-Nine dollars and Fifty-Six cents) of unexpended bond proceed appropriations is hereby reprogrammed from the Elm/Summer/Belknap Streets Reconstruction CIP project to the Lower Central Avenue Reconstruction CIP project:

		Available	Reprogram	Adjusted
Project Number	**Project Description**	**Balance**	**Adjustment**	**Balance**
4019.1.300.43121.4751.03153.19.000.000.700	Elm/Summer/Belknap Street Reconstruction	310,911.64	(310,911.64)	0.00
4021.1.300.43121.4751.03153.21.000.000.700	Elm/Summer/Belknap Street Reconstruction	87,537.92	(87,537.92)	0.00
4019.1.300.43121.4751.03???.19.000.000.700	Lower Central Avenue Reconstruction	0.00	310,911.64	310,911.64
4021.1.300.43121.4751.03???.21.000.000.700	Lower Central Avenue Reconstruction	0.00	87,537.92	87,537.92
		398,449.56	0.00	398,449.56

NOTE: This resolution reprograms unexpended bonding authorization and therefore 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 the public hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch, Finance Director

Sponsored by: Mayor Dennis Shanahan, 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.2.

Resolution Number: **R – 2026.01.28 - 118**
Resolution Re: Reprogram Unexpended Bond Proceeds from Elm/Summer/Belknap Street Reconstruction Project to Lower Central Avenue Reconstruction Project

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

RESOLUTION BACKGROUND MATERIAL:

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2026.01.28 - 118**

Resolution Re: Reprogram Unexpended Bond Proceeds from Elm/Summer/Belknap Street Reconstruction Project to Lower Central Avenue Reconstruction Project

This resolution does not authorize any additional appropriation and does not authorize an increase in the indebtedness of the City. This resolution allows for the avoidance of $300,000.00 in potential new debt.

The City Council previously authorized the appropriations for the Elm/Summer/Belknap Streets Reconstruction project. On December 13, 2017 the City Council adopted the FY2019 Capital Improvements Plan (CIP) Authorization for bonding, which included $2,700,000.00 for the Elm/Summer/Belknap Streets Reconstruction project. City Council resolution 2017.10.25 – 157. On April 8, 2020 the City Council adopted resolution 2020.03.11 – 037 to reprogram unexpended bond proceeds from various Community Services public works CIP projects to the Elm/Summer/Belknap Streets Reconstruction project.

The City Council previously authorized financing the appropriations for the Elm/Summer/Belknap Streets Reconstruction project. This resolution reprograms funding from Elm/Summer/Belknap Streets project to the Lower Central Avenue Reconstruction project. The Elm/Summer/Belknap Streets Reconstruction project is completed and unexpended bond proceeds exist that can be reprogrammed to a similar type CIP project.

The Lower Central Avenue Reconstruction project was proposed in the FY2027-FY2032 CIP to be debt financed in the amount of $300,000 for FY2027. The unexpended funding from the Elm/Summer/Belknap Streets Reconstruction project was available to be reprogrammed and identified for Lower Central Avenue project. The $300,000 FY2027 proposed amount for bonding for Lower Central Avenue Reconstruction was removed from the CIP Plan and Authorization for Bonding resolution adopted by City Council on December 10, 2025 via resolution 2025.10.22 – 67.

The Lower Central Avenue Reconstruction project requires design work to ensure accurate cost estimates for the project are included in the FY2028-FY2033 CIP and construction documents are ready for bid solicitation.

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

CITY OF DOVER

Resolution Number: **R - 2026.01.28 - 115**
Resolution Re: Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue

WHEREAS: The NH Department of Health and Human Services, reports that "from April to June 2024, opioid overdoses accounted for 32% of all unintentional injury deaths, including 60% of unintentional deaths among 18-34 year olds." As the opioid crisis continues to impact New Hampshire and its citizens, the deep need for recovery services, and recovery housing has been identified as a priority by many state agencies; and

WHEREAS: The Dover Housing Authority (DHA) is launching a project to provide a Recovery House for eight tenants. DHA has identified a property it already owns at 7 Avon Avenue, to rebuild into a typical 2-story house with four-bedrooms, two baths, a shared common space, and a meeting room; and

WHEREAS: Funding for this project is available through the New Hampshire Community Development Finance Authority (NH CDFA) Recovery Housing Program. In order for the DHA to receive these funds, the City of Dover is required to be the applicant for the grant. Once funding is awarded, the City of Dover will transfer the funds to the Dover Housing Authority.

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

In accordance with NH RSA 31:95-b, the City Manager is authorized to apply for, accept, and expend grant funds allocated to the City of Dover on behalf of the DHA from the NH CDFA Recovery Housing Program. Any funding awarded is hereby appropriated to the DHA if the Recovery House project. 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:

The City acknowledges the grant in the amount of $1,000,000 from the NH CDFA.

AND, FURTHER BE IT RESOLVED;

The City Manager is directed to negotiate and enter into an agreement with DHA and any other involved party in order to secure reimbursement for any expenses related to the application and administration of this grant and indemnify the City against any liability related to this grant and the resulting project. This Agreement shall be entered into prior to the acceptance and distribution of any grant funds.

Financing

Account	Description	Appropriation	Balance
TBD	DHA Recovery House	1,000,000.00	1,000,000.00

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

CITY OF DOVER

Resolution Number: **R - 2026.01.28 - 115**
Resolution Re: Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue

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

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

Sponsored by: Councilor S. April Richer, Ward 1

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This resolution Re-Adopted to acknowledge the grant amount of $1,000,000. The original resolution R-2025.08.13-27 titled "Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue" was adopted by City Council on August 27, 2025.

Please see attached background information on the NH CDFA Recovery Housing Program.

RECOVERY HOUSING PROGRAM

The Recovery Housing Program is a pilot program deploying federal resources in New Hampshire to help increase the availability of stable, temporary housing to individuals in recovery from a substance use disorder.

There is critical need for recovery housing in New Hampshire and these federal funds aim to help alleviate the significant shortage of this type of housing across the state.

The New Hampshire Community Development Finance Authority (CDFA) will administer the Recovery Housing Program which was authorized via the federal Substance Use-Disorder Prevention that Promotes Opioid Recovery and Treatment (SUPPORT) for Patients and Communities Act of 2018.

PARTNER COORDINATION

CDFA coordinated with multiple partners to identify recovery housing needs in New Hampshire and ensure Recovery Housing Program goals were based on data, trends, and public participation. The process to identify needs and establish program priorities included:

- Hosting recovery home provider interviews across the state;
- Conducting a survey of recovery homes and other stakeholders;
- Soliciting public input through one-on-one outreach;
- Researching and evaluating best practices and program models.

Partners engaged in this process included New Hampshire Housing Finance Authority, Department of Health and Human Services, Housing Action New Hampshire, and the New Hampshire Coalition of Recovery Residences.

CDFA will continue to work with these partners and others as the program progresses to assist with outreach and to obtain feedback regarding the program.

AVAILABLE RESOURCES

The Recovery Housing Program has approximately $1.96 million of available funds for awards to grantees. These funds will be treated as Community Development Block Grant (CDBG) funds as outlined under title I of the Housing and Community Development Act of 1974, unless otherwise provided in Section 8071 of the SUPPORT Act or modified by waivers and alternative requirements.

Eligible applicants may apply for up to $250,000 per activity and up to $500,000 per subrecipient (if applying for two different eligible activities). For example, an applicant applying for up to $500,000 per subrecipient may be doing so to support acquisition and rehabilitation for the same property with Recovery Housing Program funds.

ELIGIBLE APPLICANTS

CDFA will distribute Recovery Housing Program funds through competitive grants to New Hampshire cities, towns and counties. A non-profit agency may also apply through its municipality or county as a sub-recipient of funds. Entitlement communities (Manchester, Nashua, Portsmouth, Rochester and Dover) are also eligible to apply.

ELIGIBLE ACTIVITIES

Eligible activities must benefit individuals in recovery from a substance use disorder and are limited to:

- Public facilities and improvements;
- Acquisition of real property;
- Rehabilitation and reconstruction of multi-unit residential buildings;

- Rehabilitation and reconstruction of single-unit residential buildings;
- New construction of housing.

The assistance is limited, per individual, to a period of not more than two years or until the individual secures permanent housing.

Individual in Recovery: As defined by SAMSHA, an individual in the process of change through which they improve their health and wellness, live self-directed lives, and strive to reach their full potential.

Substance Use Disorder: As defined by SAMSHA, Substance use disorders occur when the recurrent use of alcohol and/or drugs causes clinically significant impairment, including health problems, disability, and failure to meet major responsibilities at work, school, or home.

EVALUATION CRITERIA

CDFA staff will evaluate all complete applications in accordance with the process and criteria outlined in the Recovery Housing Program Application and Program Guide. Criteria includes: projects ability to meet statewide recovery housing needs, geography and populations served, partnerships with community supports, project specific needs and impact, capacity and readiness to implement.

Applications with the highest score will be recommended for funding until the funding is expended.

HOW TO APPLY

CDFA strongly encourages potential applicants to attend the Recovery Housing Program Application Workshop on October 24 at 2:00 PM (**REGISTER HERE**). A recording of the workshop will be posted here on CDFA's Resource Hub: https://resources.nhcdfa.org/programs/community-development-block-grant/application/special-allocations/.

Potential applicants should also contact CDFA for a pre-application meeting before deciding to apply. Interested organizations can schedule a meeting via CDFA's website (https://nhcdfa.org/schedule-a-meeting/) or by contacting Kirsten Barton, Housing Specialist, at kbarton@nhcdfa.org.

All applications are submitted online through the CDFA Grants Management System (GMS). After registration, municipalities and their representatives can access application materials and complete their applications online.

Additional information on the Recovery Housing Program can be found on CDFA's Resource Hub, including the Recovery Housing Program Application and Program Guide.

The deadline for the initial round Recovery Housing Program applications is 4:00 PM on December 19, 2022. Applications will then be accepted on a rolling basis until funding is expended.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2026.01.28 - 116**
Resolution Re: Adoption of Residential Anti Displacement and Relocation Assistance Plan related to Recovery Housing Program Grant

WHEREAS: The Dover Housing Authority (DHA) is launching a project to provide a Recovery House for eight tenants. DHA has identified a property it already owns at 7 Avon Avenue, to rebuild into a typical 2-story house with four-bedrooms, two baths, a shared common space, and a meeting room; and

WHEREAS: Funding for this project is available through the New Hampshire Community Development Finance Authority (NH CDFA) Recovery Housing Program. In order for the DHA to receive these funds, the City of Dover is required to be the applicant for the grant. Once funding is awarded, the City of Dover will transfer the funds to the Dover Housing Authority; and

WHEREAS: The adoption of a Residential Anti-Displacement and Relocation Assistance (RARA) Plan related to the Recovery Housing Program is required in order to apply for said grant.

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

The attached Residential Anti-Displacement and Relocation Assistance Plan has been adopted by the City of Dover.

AND FURTHER BE IT RESOLVED:

The attached Residential Anti-Displacement and Relocation Assistants (RARA) Plan was made available to the public through the City's Planning Department and posting of this resolution on the City's website.

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

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

Sponsored by: Councilor S. April Richer, Ward 1

Document Created by: Finance
Document Posted on: February 20, 2026

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2026.01.28 - 116**
Resolution Re: Adoption of Residential Anti Displacement and Relocation Assistance Plan related to Recovery Housing Program Grant

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This resolution Re-adopted to acknowledge how the City's RARA plan was made available to the public.

The resolution is a Re-Approval to the R-2025.08.13-28 resolution titled "Adoption of Residential Anti Displacement and Relocation Assistance Plan related to Recovery Housing Program Grant from NH Community Development Finance Authority" adopted by City Council on August 27, 2025.

Please see attached plan and related resolution "Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue" for background material.

A copy of City of Dover Residential Anti Displacement & Relocation Assistance (RARA) Plan is attached to this resolution.

City of Dover, NH
RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Every effort will be made to minimize temporary or permanent displacement of persons due to a CDBG project undertaken by the City of Dover, NH.

However, in the event of displacement as a result of a federally funded award, the City of Dover, NH will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income, which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide that before obligating and spending funds that will directly result in such demolition or conversion the municipality will make public and submit to CDFA the following information:

a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
b. A description of the proposed activity;
c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low- and moderate-income dwelling units as a direct result of the assisted activity;
d. A time schedule for the commencement and completion date of the demolition or conversion;
e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
f. The source of funding and a time schedule for the provision of replacement dwelling units;
g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
h. Relocation benefits for all low or moderate income persons shall be provided, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
    1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:
    2. If elected by a family, a lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above to permit the household to secure participation in a housing cooperative or mutual housing association, or a Section 8 certificate or voucher for rental assistance provided through New Hampshire Housing Finance Authority.
i. Persons displaced shall be relocated into comparable replacement housing that is decent, safe, and sanitary, adequate in size to accommodate the occupants, functionally equivalent, and in an area not subject to unreasonably adverse environmental conditions;

j. Provide that persons displaced have the right to elect, as an alternative to the benefits in subparagraph 2. above, to receive benefits under the Uniform Relocation Assistance and
k. Real Property Acquisition Policies Act of 1970 if such persons determine that it is in their best interest to do so; and
l. The right of appeal to the executive director of CDFA where a claim for assistance under subparagraph 2. above is denied by the grantee. The executive director's decision shall be final unless a court determines the decision was arbitrary and capricious.
m. Paragraphs a. through k. above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

The City of Dover, NH anticipates no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, the City certifies that it will comply with the Uniform Relocation Act and Section 104(d) of the Housing and Community Development Act of 1974, as amended.

Printed Municipal Official Name: _____

Title: _____

Signature: _____

Date of Adoption: _____

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.02.11 - 123**

Resolution Re: Acceptance of the FY27 Action Plan and Expenditures for FY27 CDBG Entitlement Funds, FY26 Program Income and FY27 Program Income

WHEREAS: The City of Dover will have funds available for appropriation from the FY27 Entitlement Grant, FY27 Program Income and FY26 Program Income; and

WHEREAS: The Planning Department is required by HUD to prepare, and the Governing Body adopt an "Action Plan" which is a needs assessment and detailed expenditure plan for the use of Community Development funds in meeting the needs of very-low, low, and moderate-income households of Dover; and

WHEREAS: The Planning Board has reviewed proposed projects for said funds and held a public hearing on January 13, 2026 for the purpose of obtaining citizens' viewpoints on the proposed projects; and

WHEREAS: The Planning Board has reviewed the proposed projects and recommends approval of the Action Plan and the expenditure plan contained in this Resolution; and

WHEREAS: The recommended disbursements of funds have been reviewed for compliance with HUD statutory requirements and for meeting national objectives;

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

The FY27 Action Plan is adopted and the City Manager is authorized to enter into sub-recipient contracts as part of this Action Plan for expenditure of FY27 CDBG Entitlement Funds, FY27 Program Income and FY26 Program Income.

AND, FURTHER BE IT RESOLVED;

Should Congress adopt a budget that results in a grant amount that is different than anticipated in the Action Plan, or should the program income amounts received be different than anticipated for use in the Action Plan, the City Manager is authorized to adjust the amounts of the Action Plan allotments per HUD guidance and as described in the Action Plan.

NOTE: This resolution requires public hearing prior to City Council vote. Resolution to be referred to public hearing on February 25, 2026 with vote to occur on that date.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.02.11 - 123**

Resolution Re: Acceptance of the FY27 Action Plan and Expenditures for FY27 CDBG Entitlement Funds, FY26 Program Income and FY27 Program Income

Financing Estimated Revenue Available for FY27 Action Plan		
Account	**Description**	**Appropriation**
2100.1.180.46311.3311.06311.27.000.000.R30	FY27 Federal Grant	$320,000.00
2100.1.180.46311.3933.06311.27.000.000.R90	FY27 Program Income	$11,800.00
2100.1.180.46311.3933.06311.26.000.000.R90	FY26 Program Income	$11,800.00
TOTAL		**$343,600.00**

Financing Appropriations for FY27 Action Plan		
Account	**Description**	**Appropriation**
2100.1.180.46348.4835.06367.27.000.000.800	AIDS Response	$7,400.00
2100.1.180.46348.4835.06398.27.000.000.800	Alliance for Community Transportation	$4,400.00
2100.1.180.46348.4835.06333.27.000.000.800	Community Partners	$4,400.00
2100.1.180.46348.4835.06377.27.000.000.800	Cross Roads	$7,600.00
2100.1.180.46348.4835.06xxx.27.000.000.800	Dover Adult Learning Center of Strafford County (DALC)	$4,000.00
2100.1.180.46348.4835.06360.27.000.000.800	Dover Welfare Sec Deposit	$3,500.00
2100.1.180.46348.4835.06361.27.000.000.800	HAVEN	$6,400.00
2100.1.180.46348.4835.06342.27.000.000.800	My Friends Place	$8,100.00
2100.1.180.46348.4835.06395.27.000.000.800	Strafford Nutrition Meals on Wheels	$3,600.00
2100.1.180.46525.4835.06396.27.000.000.800	Business Assistance, Loan Pool & Micro Enterprise	$10,000.00
2100.1.180.46xxx.xxxx.xxxxx.27.000.000.800	Barrier Removal - Infrastructure Projects	$4,000.00
2100.1.180.46xxx.xxxx.xxxxx.27.000.000.800	Cross Roads House Mini Split Systems	$1,000.00
2100.1.180.46xxx.xxxx.xxxxx.27.000.000.800	Dover ADA Doors - Pool & Ice Arena	$27,500.00
2100.1.180.46xxx.xxxx.xxxxx.27.000.000.800	Dover Parks Barrier Removal Projects	$105,340.00
2100.1.180.46xxx.xxxx.xxxxx.27.000.000.800	Dover Rental Unit Rehab Program	$15,000.00
2100.1.180.46341.4835.06346.27.000.000.800	MFP Parking Area	$40,000.00
2100.1.180.46323.4835.06335.27.000.000.800	CAP Weatherization	$25,000.00
2100.1.180.46311.4110.06311.27.000.000.800	General Administration & Planning	$66,360.00
TOTAL		**$343,600.00**

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.02.11 - 123**

Resolution Re: Acceptance of the FY27 Action Plan and Expenditures for FY27 CDBG Entitlement Funds, FY26 Program Income and FY27 Program Income

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch, Finance Director

Sponsored by: Mayor Dennis Shanahan, By request

Approved as to Legal Form and Compliance: Joshua M. Wyatt, 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 Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

CITY OF DOVER	CITY OF DOVER - RESOLUTION
	Agenda Item#: 12.C.5.
	Resolution Number: **R – 2026.02.11 - 123**
	Resolution Re: Acceptance of the FY27 Action Plan and Expenditures for FY27 CDBG Entitlement Funds, FY26 Program Income and FY27 Program Income

RESOLUTION BACKGROUND MATERIAL:

FY27 ACTION PLAN – HUD MANDATED FUNDING CAPS

The Action Plan (AP) identifies the Activities that will receive CDBG funding for the next fiscal year. Per HUD regulations, the maximum amount of funding that can be provided for all Public Services allocations combined, and for General Administration & Planning, is capped as follows:

- Public Services Cap: Fifteen percent of the anticipated FY27 grant amount plus fifteen percent of the anticipated FY26 program income: **$49,770.00.**
- General Administration & Planning Cap: Twenty percent of the anticipated FY27 federal grant plus twenty percent of the anticipated FY27 program income: **$66,360.00**

FUNDING CATEGORIES

Public Services

AIDS Response Seacoast

Amount Requested: **$10,000.00**
Planning Board Recommendation: **$7,400.00**
Funding will be used to partially support the salaries and benefits of the Case Management Department (4 positions).

Alliance for Community Transportation

Amount Requested: **$4,200.00**
Planning Board Recommendation: **$4,400.00**
Operate TripLink, a regional transportation call center; operate Community Rides, that provides transportation to healthcare for seniors and individuals with disabilities; provide staffing for the Regional Coordination Council to provide greater access to, and improve the operation of, community transportation resources.

Community Partners

Amount Requested: **$5,000.00**
Planning Board Recommendation: **$4,400.00**
Provide rental assistance including security deposits, and first month's rent assistance for adults and families in Dover with mental illness or a developmental disability who are in threat of becoming homeless.

Cross Roads

Amount Requested: **$15,000.00**
Planning Board Recommendation: **$7,600.00**
Provide emergency and transitional shelter and supportive services for families and individuals from Dover who are experiencing homelessness.

Dover Adult Learning Center of Strafford County (DALC)
Amount requested: **$5,000.00**
Planning Board Recommendation: **$4,000.00**
Funding will be used to help operate a regional HISET testing site where low & moderate Dover youth and adults without a high school diploma can take a high school equivalency exam and earn a high school equivalency certificate from the state of New Hampshire.

Welfare Department - Dover
Amount requested: **$12,000.00**
Planning Board Recommendation: **$3,500.00**
Security deposit program. Help income qualified Dover residents move into apartments when they cannot afford security deposits.

HAVEN
Amount Requested: **$7,500.00**
Planning Board Recommendation: **$6,400.00**
Staff salary for the case management of HAVEN's domestic violence housing clients at the 6-unit Housing facility *HAVEN at the Falls* which is a partnership with Dover Housing Authority in Dover NH.

My Friend's Place
Amount requested: **$30,000.00**
Planning Board Recommendation: **$8,100.00**
General operating cost to run both the Emergency Shelter and the Transitional Housing programs.

Strafford Nutrition & Meals on Wheels
Amount requested: **$5,000.00**
Planning Board Recommendation: **$3,600.00**
Help provide meals to homebound, low-income, older and disabled residents.

Economic Development

City of Dover - Economic Development Activities:
Amount Requested: **$10,000.00**
Planning Board Recommendation: **$10,000.00**
Funding for business assistance, loan pool & micro enterprise program.

Public Facilities Projects

Barrier Removal - Infrastructure Projects
Amount Requested: **$4,000.00**
Planning Board Recommendation: **$4,000.00**
Removal of architectural and material barriers at existing facilities and spaces that serve Dover residents.

Cross Roads House – Mini Split System
Amount Requested: **$33,664.26**
Planning Board Recommendation: **$1,000.00**
Installation of mini split systems in cafeteria and men & women's dorms.

Dover ADA Doors – Indoor Pool & Ice Area
Amount Requested: **$27,500.00**
Planning Board Recommendation: **$27,500.00**
Install ADA door operators at main entrance of indoor pool and ice arena.

Dover Parks Barrier Removal Program
Amount Requested: **$181,500.00**
Planning Board Recommendation: **$105,340.00**
Removal of barriers to access, including parking and accessway barriers, at existing Dover parks and playgrounds.

Dover Rental Unit Rehab Program
Amount Requested: **$35,000.00**
Planning Board Recommendation: **$15,000.00**
Rehabilitation of existing rental units to address critical maintenance needs, preserve affordable rents, and ensure that income-qualified households continue to have access to safe and stable housing.

My Friend's Place Parking Area Improvements
Amount Requested: **$40,000.00**
Planning Board Recommendation: **$40,000.00**
Expansion and paving of parking area at Washington Street shelter

Weatherization & Energy Efficiency
Amount Requested: **$25,000.00**
Planning Board Recommendation: **$25,000.00**
Funding to supplement the Weatherization Assistance Program for Dover residents.

Administration

General Administration & Planning

Amount Requested: **$66,360.00**
Planning Board Recommendation: **$66,360.00**

Activities associated with overall administration of the CDBG program. Activities include development of the Action Plan; quarterly, semi-annual and annual reporting; training & legal notices. The amount proposed equals the maximum amount permissible per HUD regulations.

CONSOLIDATED PLAN GOALS

The City of Dover has identified 5 Goals that serve as the core of the Dover FY26-FY30 CDBG Consolidated Plan and identify the priorities for allocations within the Annual Action Plan.

1	**Goal Name**	**Access to Services**
	Goal Description	To provide assistance for residents of Dover who require shelter, transportation, housing, care, recreation and related human services.
2	**Goal Name**	**Barrier Removal and Transportation**
	Goal Description	To remove barriers to access and provide transportation related services and improvements.
3	**Goal Name**	**Affordable Housing**
	Goal Description	To provide assistance to programs and projects that address the housing needs of Dover residents
4	**Goal Name**	**Public Improvements**
	Goal Description	To assist with the development of facilities and infrastructure that support vulnerable populations of the community.
5	**Goal Name**	**Economic Development**
	Goal Description	To provide assistance to businesses and the business community that supports opportunities for business development and economic growth.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2026.02.25 - 125**
Resolution Re: Acceptance of Two Temporary Construction Easements and Authorization to Execute Subordination Agreement for Sixth Street Bridge Reconstruction

WHEREAS: The City is planning to replace the Sixth Street Bridge over the Blackwater Brook to improve safety of vehicular travel over the bridge and to address a "red-listed" bridge determined to be in poor condition by the New Hampshire Department of Transportation; and

WHEREAS: As part of the project, the City will need two temporary easements to allow access to restore the stream channel, as shown on the easement plan accompanying this resolution; and

WHEREAS: In addition, the City expects a Subordination Agreement will be required that memorializes the temporary nature of the City's easement and places the City's temporary easement with priority over the fee ownership and Natural Resources Conservation Service (NRCS) conservation easement, for the duration of the temporary easement.

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

On behalf of the City of Dover, the City Manager is hereby authorized to negotiate, finalize, sign, acquire, and accept two temporary easements as shown on the accompanying easement plan, with respect to the Sixth Street bridge replacement project. The City Manager is further authorized to take any necessary steps to record said easement(s) at the Strafford County Registry of Deeds.

AND, FURTHER BE IT RESOLVED;

On behalf of the City of Dover, the City Manager is hereby authorized to negotiate, finalize, and sign a Subordination Agreement as needed to ensure that those with interests in the subject real property agree that the City has the appropriate (temporary) property rights to complete the Sixth Street Bridge Project.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Dennis Shanahan By Request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Jerrica Vansylyvong-Bizier City Clerk		

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2026.02.25 - 125**
Resolution Re: Acceptance of Two Temporary Construction Easements and Authorization to Execute Subordination Agreement for Sixth Street Bridge Reconstruction

DOCUMENT HISTORY:

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

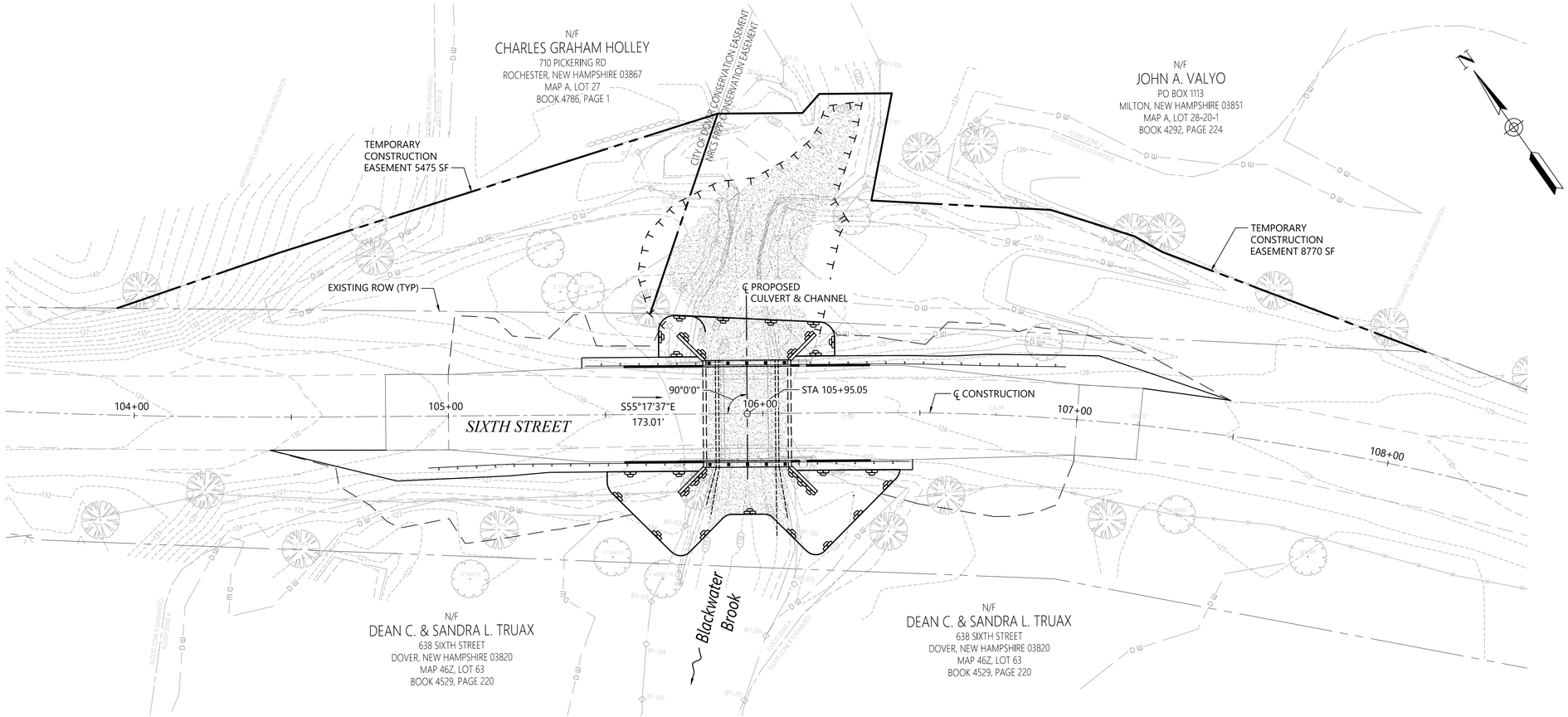
DOCUMENT ACTIONS:

VOTING RECORD Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Accompanying this resolution are: (1) an easement plan showing the two temporary easement areas; and (2) a current draft of the Subordination Agreement.

This resolution advances City Council Goal #3 ("Continue to Invest in Infrastructure"), by enabling the Sixth Street bridge replacement for purposes of improving public safety. The bridge remains on the New Hampshire Department of Transportation's (NHDOT) "red list" of bridges due to its poor condition. Funding for the proposed replacement is available via a combination of the City's Bridge Improvements CIP and State Aid Bridge funding.



EASEMENT PLAN

20 0 20 40

SCALE IN FEET

GENERAL NOTES

1. THE PURPOSE OF THIS PLAN IS TO DEPICT THE TOPOGRAPHIC EXISTING CONDITIONS OF THE SIXTH STREET CULVERT AT BLACKWATER BROOK FOR THE DESIGN OF A REPLACEMENT TO THE EXISTING CULVERT.
2. THE TOPOGRAPHY AND EXISTING CONDITIONS SHOWN ON THIS PLAN ARE BASED UPON AN INSTRUMENT FIELD SURVEY AND HDS TERRESTRIAL SCAN PERFORMED BY VHB, INC. IN DECEMBER, 2024.
3. HORIZONTAL DATUM IS BASED ON THE NH GRID SYSTEM, NAD83/11 AND VERTICAL DATUM IS NAVD88/18 PER STATIC GPS OBSERVATIONS OF CONTROL POINTS ON 12/02/24, POST PROCESSED USING TRIMBLE RTX-PP.
4. THE INTENT OF THIS PLAN IS TO DEPICT THE TEMPORARY CONSTRUCTION EASEMENTS OVER TAX MAP A, LOT 27 AND TAX MAP A, LOT 28-20-1 TO RESTORE THE IMMEDIATE UPSTREAM SECTION OF BLACKWATER BROOK TO THE BENEFIT OF THE CITY.

PRELIMINARY
5/7/2025
FOR PERMITTING PURPOSES
NOT FOR CONSTRUCTION

REVISIONS AFTER PROPOSAL

NUMBER	DESCRIPTION	STATION	STATION	DATE

PROJECT MANAGER: J. WHITMORE — DATE: APRIL 2025
DESIGNED BY: XXXXXXXXXX — DATE: APRIL, 2025
DRAWN BY: B. MASSE — DATE: APRIL, 2025
AS BUILT DETAILS — DATE:

vhb Engineers | Scientists | Planners | Designers

CITY OF DOVER, NEW HAMPSHIRE

SIXTH STREET BRIDGE REPLACEMENT

EASEMENT PLAN

DATE PLOTTED	VHB PROJECT NO.	DRAWING	STATE PROJECT NO.	SHEET NO.	TOTAL SHEETS
5/6/2025	53161.00	53161_EASEMENT	-	1	1

SUBORDINATION AGREEMENT

Subordination Agreement made this, the _____ day of _____, 2026, between Zeland Schwartz, Trustee of the Zeland Schwartz Revocable Trust u/t/d/ dated July 9, 2019, herein referred to as "Grantor", the United States of America, acting by and through the United States Department of Agriculture, Natural Resources Conservation Service (NRCS) on behalf of the Commodity Credit Corporation, herein collectively referred to as the "United States", and the City of Dover, New Hampshire, herein referred to as "Grantee".

WITNESSETH;

Whereas, Grantor, Zeland Schwartz, Trustee of the Zeland Schwartz Revocable Trust is the owner of certain real property located in Strafford County, New Hampshire, and recorded March 31, 2025, at the Strafford County Registry of Deeds in Book 5253, Page 73, said property being bounded and described as shown on Exhibit A, attached, and incorporated herein by reference; and:

Grantee, the City of Dover, New Hampshire, proposes to purchase from Grantor, for the purpose of bridge replacement, a temporary construction easement, herein referred to as "Impacted Property," as described more particularly below.

Whereas, by Warranty Easement Deed of record at the Strafford County Registry of Deeds in Book 4292, Page 224, Grantor conveyed to the United States a permanent conservation easement encumbering Grantors' property for the purposes set out therein; and

Whereas, Grantee, the City of Dover, New Hampshire, proposes to purchase from the Grantor, for the purpose of bridge replacement, a temporary construction easement, subject to the permanent conservation easement held by the United States Department of Agriculture, Natural Resources Conservation Service (NRCS), the following described "Temporary Construction Easement" on land of the Grantor located in the City of Dover, County of Strafford, State of New Hampshire and shown as Map A, Lot 28-20-1 on a plan entitled "Easement Plan" prepared by VHB, dated May 6, 2025, on file in the records of the City of Dover, New Hampshire, as described below:

DRAFT

Granting the temporary right and easement for the purpose of replacing the Sixth Street bridge over Blackwater Brook, and restoring the upstream channel; including slope and grading work on land of the Grantor as shown on the above-referenced Plan in accordance with the standard practice of highway construction. Said temporary construction easement areas shall be affected for the duration of the construction of the project. The property owner shall have unencumbered use of the areas at all other times. Said easement shall expire one (l) year after completion of the construction for the project.

Provided the United States is willing to subordinate its interests in the Impacted Property under the Warranty Easement Deed to the Temporary Construction Easement during the said project duration; and

Whereas, the United States will only subordinate its interest as to the Impacted Property and will not subordinate its interest in any other property described by the Warranty Easement Deed; and

Whereas, the purchase of the temporary Impacted Property rights will not substantially interfere with the Conservation Values as described in and protected by the Warranty Easement Deed; and

Whereas, the culvert replacement is in the public interest and will support the sustainability and viability of US Route 3, as described in the Warranty Easement Deed; and therefore, the parties agree as follows:

That for $1.00 and other good and valuable consideration, the parties agree that the Temporary Construction Easement purchased by the City of Dover, New Hampshire, from the Grantor, shall be superior, as to the Impacted Property, to the interests conveyed in the Warranty Easement Deed held by the United States, for the duration of the Temporary Construction Easement.

The United States further agree to subordinate their interests under the Warranty Easement Deed of record in the Strafford County Registry of Deeds in Book 4292, Page 224 to Grantee, the City of Dover, New Hampshire, from Grantor, Zeland Schwartz, Trustee of the Zeland Schwartz Revocable Trust, as to the Impacted Property, for the duration of the Temporary Construction Easement.

This Subordination Agreement is not intended to be, and shall not be construed as an amendment to the Warranty Easement Deed, or a conveyance back to the Grantor, Zeland Schwartz, Trustee of the Zeland Schwartz Revocable Trust, of any right, title or interest in the Protected Property, as such term is defined in the Warranty Easement Deed.

Wherefore the Parties have executed this Subordination Agreement this ____ day of _____, 2026

DRAFT

By: _____
Zeland Schwartz, Trustee of the
Zeland Schwartz Revocable Trust

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

This instrument was acknowledged before me on the ____ day of _____, 2026, by Zeland Schwartz, Trustee of the Zeland Schwartz Revocable Trust.

By: _____
Notary Public/Justice of the Peace
My commission expires: _____

CITY OF DOVER, NEW HAMPSHIRE

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

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

This instrument was acknowledged before me on the ____ day of _____, 2026, by Zeland Schwartz, Trustee of the Zeland Schwartz Revocable Trust.

By: _____
Notary Public/Justice of the Peace
My commission expires: _____

DRAFT

UNITED STATES OF AMERICA, acting by and through the United States Department of Agriculture, Natural Resources Conservation Service (NRCS) on behalf of the Commodity Credit Corporation

By: _____

STATE OF NEW HAMPSHIRE
COUNTY OF _____

This instrument was acknowledged before me on the ____ day of _____, 2026, by Zeland Schwartz, Trustee of the Zeland Schwartz Revocable Trust.

By: _____
Notary Public/Justice of the Peace
My commission expires: _____

DRAFT

APPOINTMENTS COMMITTEE REPORT **February 25, 2026**

New Appointments:
Steve Myers – Open Lands Committee – Regular Member (term: 2/25/2026 to 7/10/2027)
Linda Myers – Recreation Advisory Board – Regular Member (term: 2/25/2026 to 10/9/2027)
Thomas Fargo – Conservation Commission – Alternate Member (term: 2/25/2026 to 12/14/2028)
Ethan Ash – Zoning Board of Adjustment – Alternate Member (term: 2/25/2026 to 2/25/2029)
Steve Brown – Energy Commission – Alternate Member (term: 2/25/2026 to 8/10/2028)

Resignations:
Richard Robison – Dover Utilities Commission
Elizabeth Fischer – Recreation Advisory Board

Renewals:
Guy Eaton – DBIDA
Sean O'Connell – DBIDA

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.02.25 - 126**
Resolution Re: Authorization to Purchase a Snow Blower from Donovan Equipment via Sourcewell

WHEREAS: The City of Dover is a member of Sourcewell formally the National Joint Powers Alliance (NJPA), a member-focused cooperative of more than 50,000-agencies throughout the United States and, therefore, may purchase utilizing any of their cooperative purchasing agreements. In June 2022, Sourcewell solicited RFP 062222 for Snow and Ice Handling Equipment, Supplies and Accessories; and,

WHEREAS: In August of 2022, Sourcewell entered into an agreement, 062222-AGI, with the Alamo Group, located in Sequin, TX, through 8/15/2026, for Equipment, Products and Services; and,

WHEREAS: The City of Dover reached out to Donovan Equipment, Co, an authorized dealer of Alamo Group, located in Londonderry, NH for One (1) RPM Tech Snow Blower in the amount of $181,475.00, which equates to 25% off MSRP, plus equipment and hydraulic tilt chute, for a total of $197,069.00; and,

WHEREAS: Per 5-29A, Exemptions to Formal Bidding: Purchases made through the State of New Hampshire, other governmental agencies, or cooperative buying groups. 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 Donovan Equipment Co. of Londonderry, NH for one RPM Tech Snow Blower, and equipment, in the amount of $197,069.00. 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
4027.1.300.43121.4743.03110.27	Public Works Heavy Equipment	800,000.00	800,000.00
4026.1.300.43121.4743.03110.26	Public Works Heavy Equipment	486,267.05	164,121.75

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch, Finance Director

Sponsored by: Mayor Dennis Shanahan, By Request

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.02.25 - 126**
Resolution Re: Authorization to Purchase a Snow Blower from Donovan Equipment via Sourcewell

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.02.25 - 126**
Resolution Re: Authorization to Purchase a Snow Blower from Donovan Equipment via Sourcewell

RESOLUTION BACKGROUND MATERIAL:

The City seeks to replace its 1985 vintage Blanchett brand snow blower. The existing unit was purchased 20+ years ago as used surplus and is susceptible to chronic malfunctions. It is only a single-stage unit, with 1 rotational auger that tends to cause plugging problems with the snow discharge. Additionally, we have had problems with the wiring harness, the chute and housing is worn, and most recently the drive-chain snapped in the middle of overnight clean-up operations. While a large blower gets little use, when it is needed it is a critical piece of equipment that must be reliable, as it typically feeds up to 10 support trucks to remove snow.

A photo of the existing unit in operation is provided below. The requested unit (RPM Tech 220) has a 300 HP auxiliary motor with total capacity of 3,000 tons of snow per hour. It is a 2-stage unit with 2 horizontal feed augers to supply the rotational discharge element. It has a hydraulically adjustable discharge chute. Staff have consulted with other municipalities and feel the unit is appropriately sized for our operational needs.



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

Purchasing Information:

Type:	Purchase Order	**Advertised:**	No
Invitations Mailed:	NA	**Number of Responses:**	NA
Warranty:	Manufacturer	**Terms:**	Net 30, FOB Dover
Work Bonded:	No	**Contract:**	No
Prices will hold for:	Until Delivered	**Estimated Delivery:**	8 weeks
Recommended Award to:	Donovan Equipment Co. Londonderry, NH	**Fund:**	CIP
Other Approvals Required:	No	**References Checked:**	Satisfactory
Previously Worked for City:	Yes	**Reason for Council Approval:**	Purchase to exceed the $25,000 amount requiring Council approval.

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

CITY OF DOVER

Resolution Number: **R – 2026.02.25 - 127**
Resolution Re: Authorization to Accept and Expend Additional New Hampshire Office of Highway Safety Grant

WHEREAS: The City of Dover Police Department has applied for and received a State of NH Office of Highway Safety Grant in the amount of $24,340.00 which was approved via City Council resolution R-2025.08.13-26; and

WHEREAS: The $24,340.00 grant funds overtime for all traffic enforcement patrols funded by the NH Office of Safety. This includes speed enforcement, DWI patrols, pedestrian and bicycle safety, seat belt, and distracted driving enforcement, educational presentations covering operator and pedestrian safety, and the purchase a mobile data terminal (MDT) for one of the cruisers; and

WHEREAS: The NH Office of Highway Safety has offered an additional $4,800.00 for distracted driving enforcement with a soft match of 25% required. Distracted Driving Enforcement patrols will focus on enforcing NH Hands-Free Electronic Devise Law while remaining vigilant for any other moving violations which may result in other forms of distracted driving; and

WHEREAS: In adhering to the requirements established per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to accept and expend the grant funds 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 expend the grant funds awarded to the City of Dover, 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 City Manager, or designee, is hereby authorized to contract with 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
2240.1.210.42120.4###.02361.26	Highway Safety Grant	29,140.00	29,140.00

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

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2026.02.25 - 127**
Resolution Re: Authorization to Accept and Expend Additional New Hampshire Office of Highway Safety Grant

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Dennis Shanahan By Request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt 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 Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does | does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Each year, the police department is allocated funding from the NH Office of Highway Safety in order to conduct various traffic enforcement patrols. This year, the grant is for traffic enforcement overtime patrols, educational presentations and a MDT. The overtime patrols include speed enforcement, DWI patrols, pedestrian and bicycle safety, and distracted driving enforcement.

The educational presentations cover operator and pedestrian safety. Lastly, there is funding to purchase a mobile data terminal for one of the cruisers. There is a soft match of 25% required for patrols and

presentations which will consist of vehicle maintenance costs, staff time to administer the grant, staff time to process traffic cases, time for court testimony and hearings, as well as time spent by officers enforcing traffic laws while not being paid for by the grant.

In the few months since the council accepted this grant, the NH Office of Highway Safety has offered the police department additional funds in the amount of $4,800 to conduct distracted driving enforcement. This additional funding is also subject to the previously mentioned soft match.

CITY OF DOVER	CITY OF DOVER - ORDINANCE
	Agenda Item#: 13.C.1.
	Ordinance Number: **O-2026.02.25 – 2**
	Ordinance Title: Boards, Commissions and Committees
	Chapter: 9
	Section: 15 Graffiti Management Advisory Committee

The City of Dover Ordains:

1. **PURPOSE**
   The purpose of this ordinance is to repeal the Graffiti Management Advisory Committee in Dover Code § 9-15.

2. **AMENDMENT**
   Chapter 9 entitled "Boards, Commissions and Committees" is hereby amended by revising/repealing Section 9-15, "Graffiti Management Advisory Committee", as follows:

   a. **THE FOLLOWING ARE REPEALED:**

§ 9-15. (Reserved) ~~Graffiti Management Advisory Committee.~~

~~A. Membership. The Graffiti Management Advisory Committee shall consist of the following members, each of which shall be voting members:~~

~~(1) One City Councilor recommended by the Mayor and ratified by the City Council;~~

~~(2) One Arts Commission representative;~~

~~(3) One Community Trail Advisory Committee representative;~~

~~(4) One Recreation Advisory Committee representative;~~

~~(5) Police Chief ex officio, or designee;~~

~~(6) Director of Planning and Community Development ex officio, or designee;~~

~~(7) Community Services Director ex officio, or designee;~~

~~(8) Five citizens at large;~~

~~(9) Two alternate citizens at large, who may be seated and vote if and when one of the five citizen members is unable to attend, and who otherwise may attend and take part in discussions.~~

~~B. Terms of members. Members shall be appointed to terms of three years.~~

~~C. Authority and duties. The Graffiti Management Advisory Committee will meet regularly, as determined by the members. The Graffiti Management Advisory Committee shall:~~

~~(1) Work with City staff to study, review, identify, and recommend one or more possible solutions or ways to mitigate or address graffiti, to identify areas where "street art"~~

~~can be done, to improve security, and to support ongoing enforcement;~~

~~(2) Make recommendations to the City Council and City Manager concerning graffiti and promotion of sanctioned street art;~~

~~(3) Coordinate with City staff to organize community volunteer graffiti clean-up events;~~

~~(4) The Graffiti Management Advisory Committee shall be advisory only and shall not have the authority to commit the City Council to any action or position.~~

~~D. Rules. The Graffiti Management Advisory Committee shall adopt and, as needed, update operating rules, all subject to approval of the City Council.~~

3. TAKES EFFECT

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

REQUIRES PUBLIC HEARING
TO BE REFERRED TO PUBLIC HEARING ON MARCH 11, 2026

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Deputy Mayor Lindsey Williams
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Jerrica Vansylyvong-Bizier City Clerk		

CITY OF DOVER	CITY OF DOVER - ORDINANCE
	Agenda Item#: 13.C.1.
	Ordinance Number: **O-2026.02.25 – 2**
	Ordinance Title: Boards, Commissions and Committees
	Chapter: 9
	Section: 15 Graffiti Management Advisory Committee

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Ordinance does | does not pass.		

ORDINANCE BACKGROUND MATERIAL:

The purpose of this ordinance is to repeal the Graffiti Management Advisory Committee as part of the City Council's ongoing initiative to streamline and update boards and commissions. This generally advances City Goal #5 ("Dover is Informed and Civically Engaged") by ensuring City boards and commissions provide an active and useful means of public volunteerism for Board members. This ordinance also advances City Goal #4 ("City Government is Innovative, Forward-Thinking, and Invests in Human Capital") by streamlining and improving operational efficiency.