

CITY OF DOVER

ORDINANCE COMMITTEE – MINUTES

Meeting Type: **Ordinance Committee Meeting**
Meeting Location: **City Hall, City Council Conference Room**
Meeting Date: **Monday, March 2, 2026**
Meeting Time: **8:30 a.m.**

1. CALL TO ORDER/ATTENDANCE

Mayor Shanahan called the meeting to order at 8:31 a.m.

2. ATTENDANCE

Present: Mayor Dennis Shanahan, Councilor Richard Robison, City Attorney Joshua Wyatt and Legal Assistant Patricia Moniello.

Excused: Councilor Timothy Granfield

Guests: Councilor Fergus Cullen

Mayor Shanahan moved for a motion to approve him as continuing Acting Chairman until all members are present for an election of officers. Seconded by Councilor Robison. No discussion. All in Favor (with a quorum of 2).

3. PUBLIC FORUM

No one present for public forum.

4. APPROVAL OF PRIOR MEETING MINUTES –

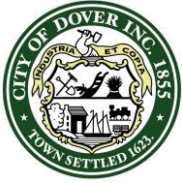
- November 10, 20025

Councilor Robison moved to approve; seconded by Mayor Shanahan.
No changes. All in favor. Unanimous.

5. REVIEW OF PROPOSED OR PENDING ORDINANCE

Councilor Cullen gave background on Chapter 29, Section 3 Naming of City property ordinance. His suggestion is, going forward, the City introduces a two-year waiting period after a person has passed away with the criteria that the deceased person needs to (1) have been a resident of Dover and (2) must have made significant contributions of civic life in Dover. This would not include placing a memorial plaque, park bench or a tree dedication ceremony. He based his review on several other policies in Laconia, NH, Portsmouth, Maine and a draft review for a policy in Foxboro, MA where in each city/town, they had no prior policy in place. Councilor Cullen also discussed two different options to consider. Under 29-3B, there would be the minimum of a two-year waiting period after a person's death before a resolution could be introduced to name City of School District Property and under 29-3A, would require any request by a petition only and signed by a minimum of ten (10) current Dover residents not related to the individual.

Councilor Robison asked who is in charge of deciding on the 29-3C "significant contributions"? Councilor Cullen responded that he left this subject to interpretation but it is based on what other communities decided. He stressed that the person being nominated



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should have significant contributions to the City of Dover and if not, there are other ways to remember a person rather than the naming of city property, like a tree ceremony or a park bench.

Mayor Shanahan noted that in 29-3A it only notes “City” property but in 29-3B it notes “City or School District” property and asked Councilor Cullen if “School District” should be added to A. Councilor Cullen said yes.

Mayor Shanahan asked City Attorney Wyatt if he sees any issues with council being presented with a petition with the ten signatures of Dover residents. Attorney Wyatt didn’t think so and said that the City Clerk could easily verify those residents and their addresses without involving a lot of time.

After discussion of 29-3A & B, Mayor Shanahan asked for a motion to endorse the changes with the revision from the draft that essentially deletes 293-B and moves up the numbers and to add “school district” in 29-3A.

Motion to Approve amended ordinance and refer same to City Council for second reading. Seconded by Councilor Robinson. All in Favor.

Mayor Shanahan moved on to Chapter 9, Section 15 Graffiti Management. Attorney Wyatt gave background on the Graffiti Committee that it was an ad hoc committee to address creative ideas to address graffiti within the city, like a graffiti wall, the community trail and graffiti cleanup and deterrence, but the committee has fallen into disuse. It hasn’t met for some time. Mayor Shanahan said his recollection was that the committee was formed as a “rapid response” to an outbreak of graffiti in the city.

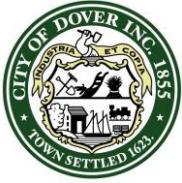
Mayor Shanahan made a motion to endorse the striking of 9-15 of the Graffiti Advisory Management Committee to the City Council. Seconded by Councilor Robison.

Councilor Robison asked if this committee goes away, which group will pick it up? Attorney Wyatt said generally what staff is responding to when graffiti is on public property either Planning or Community Services will address it. Robison asked what types of responses does the Committee undertake? Mayor Shanahan said they actively participated in cleanups and organized by staff and introduced the ideas of graffiti walls, namely the two at the skateparks.

With no other discussions, all in favor of endorsing this to Council. Unanimous.

6. GENERAL DISCUSSION

For the benefit of the new members, Attorney Wyatt handed out a copy of a 2013 resolution that essentially provides guidance to the Ordinance Committee. Mayor Shanahan noted that



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there are no links on the council website to view such a document and will connect with Mike Gillis to have that corrected and if/when any changes are made, have this uploaded. Attorney Wyatt said this document was “the will” of the Council 13 years ago and since changes have been made since then, the City Council can review and make current.

Attorney Wyatt also added that Planning is working on a lengthy zoning ordinance change that should be on the horizon for early to mid-summer. The TDR portion of the ordinance is under heavy discussion now.

7. BUILD AGENDA FOR NEXT MEETING

Mayor Shanahan observed the next Ordinance Committee meeting would be tentatively scheduled for April 6, 2026 at 8:30 a.m., if needed.

8. ADJOURN

Mayor Shanahan asked for a motion to adjourn. Councilor Robison made motion. Seconded by Mayor Shanahan.

Unanimously approved.

Meeting adjourned at 8:55 a.m.