



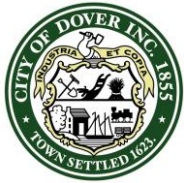
CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 11, 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. **FISCAL YEAR 2027 BUDGET APPROPRIATIONS, FEES, AND CAPITAL IMPROVEMENTS PROGRAM – CITY PORTION ONLY**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
 - B. **CHAPTER 29, SECTION 3, NAMING OF CITY PROPERTY**
SPONSORED BY COUNCILOR CULLEN
 - C. **CHAPTER 9, SECTION 15, GRAFFITI MANAGEMENT ADVISORY COMMITTEE**
SPONSORED BY DEPUTY MAYOR WILLIAMS
 - D. **AUTHORIZATION TO ACCEPT AND EXPEND ADDITIONAL NEW HAMPSHIRE OFFICE OF HIGHWAY SAFETY GRANT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
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 18, 2026 – Workshop Meeting**
 - B. **February 25, 2026 – Regular Meeting**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING**
 1. **CHAPTER 29, SECTION 3, NAMING OF CITY PROPERTY**
SPONSORED BY COUNCILOR CULLEN
 2. **CHAPTER 9, SECTION 15, GRAFFITI MANAGEMENT ADVISORY COMMITTEE**
SPONSORED BY DEPUTY MAYOR WILLIAMS
 - B. **ORDINANCES IN THE 3rd READING**
 - C. **RESOLUTIONS**



CITY OF DOVER

CITY COUNCIL - AGENDA

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

1. **AUTHORIZATION TO ACCEPT AND EXPEND ADDITIONAL NEW HAMPSHIRE OFFICE OF HIGHWAY SAFETY GRANT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

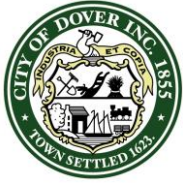
1. **AUTHORIZATION TO REPAIR AND PURCHASE FIRE EQUIPMENT OR PARTS FROM GREENWOOD EMERGENCY VEHICLES, LLC – SOLE SOURCE**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **B22058 SAND & GRAVEL – BROX INDUSTRIES**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
3. **B25044 CONSTRUCTION EQUIPMENT RENTAL – DRAINAGE DESIGN CHANGE – S.U.R. CONSTRUCTION**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
4. **B26029 CONSULTING SERVICES TRANSPORTATION CHAPTER OF MASTER PLAN AUTHORIZATION TO AWARD TO VHB**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
5. **B26047 STATE OF NH CONTRACT FOR NETWORKING HARDWARE LICENSING AND SERVICES TO PRESIDIO NETWORK SOLUTIONS LLC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

1. **B26035B AWARD OF RFP 2026 EXOTIC AQUATIC PLANT CONTROL AT WILLAND POND**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **CITYWIDE 2025-2026 GROUNDWATER MONITORING PROGRAM WITH EMERY & GARRETT GROUNDWATER INVESTIGATIONS, LLC – EXPLORATORY TEST WELL DRILLING**
SPONSORED BY MAYOR SHANAHAN BY REQUEST



CITY OF DOVER

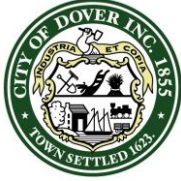
CITY COUNCIL - AGENDA

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

3. **B26041 2026 SIDEWALK IMPROVEMENTS – AUTHORIZATION TO AWARD TO JOHN LYMAN & SONS, INC.**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
4. **B11001 OVERSIGHT OF CONSTRUCTION UPGRADES TO RIVER STREET PUMP STATION AMENDMENT NO. 2 WRIGHT-PIERCE**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
5. **B23040 RIVER STREET PUMP STATION UPGRADES AMENDMENT NO. 1 WATERLINE INDUSTRIES**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
6. **B25085 ROCK SALT & SOLAR SALT COOPERATIVE PURCHASE – MORTON SALT, INC. – AUTHORIZATION FOR ADDITIONAL TONNAGE**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
7. **SETTING OF PROPERTY TAX EXEMPTIONS FOR ELDERLY, BLIND AND DISABLED FOR FY2027**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON MARCH 25, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
8. **REPROGRAM UNEXPENDED CIP APPROPRIATION FROM GARRISON HILL PARK FY2023 CIP PROJECT TO NEBI PARK & PAVILION CIP PROJECT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON MARCH 25, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
9. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM FIFTH/GROVE STREET RECONSTRUCTION PROJECT TO DOWNTOWN TRAFFIC AND PEDESTRIAN IMPROVEMENTS PROJECT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 25, 2026 WITH A VOTE TO OCCUR ON APRIL 8, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

C. ORDINANCES IN 1ST READING

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.A.
PUBLIC HEARING ONLY**

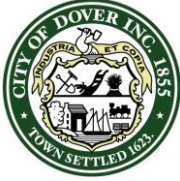
Resolution Number: **R – 2026.02.11 – 124**
Resolution Re: Fiscal Year 2027 Budget Appropriations, Fees and Capital
Improvements Program

- 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
		<u>227,452,568</u>	<u>227,452,568</u>	



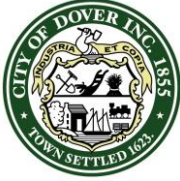
CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.A.
PUBLIC HEARING ONLY**

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

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.



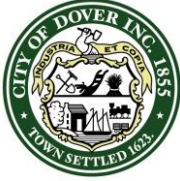
CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.A.
PUBLIC HEARING ONLY**

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

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.



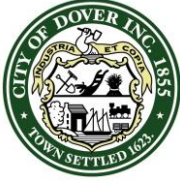
CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.A.
PUBLIC HEARING ONLY**

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

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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.A.
PUBLIC HEARING ONLY**

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

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 Joshua M. Wyatt
Form and Compliance: City Attorney

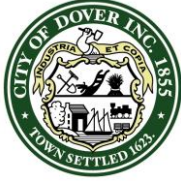
Recorded by: Jerrica Vansylyvong-Bizier
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

Document Created by: Finance Department	R-2026.02.11 FY27 Budget Resolution
Document Posted on: February 10, 2026	Page 5 of 6



CITY OF DOVER

CITY OF DOVER - RESOLUTION

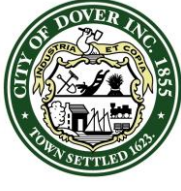
**Agenda Item#: 7.A.
PUBLIC HEARING ONLY**

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.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.1. Ordinance Number: O – 2026.02.11 - 1 Ordinance Title: City Property Chapter: 29 Section: 3 Naming of City Property
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The City of Dover Ordains:

- PURPOSE**
The purpose of this ordinance is to amend the process for naming City property by adding certain conditions, including a waiting period prior to adoption.
- AMENDMENT**
Dover Code Chapter 29, entitled “City Property”, is hereby amended by revising Section 29-3, “Naming of City Property”, as follows:

a. **THE FOLLOWING ARE AMENDED:**

§ 29-3 Naming of City property.

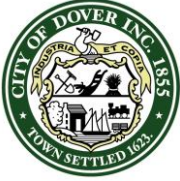
Pursuant to RSA 47:5, by which city councils are granted the care and superintendence of all city buildings, city property and all public squares and streets, all such City property, except streets of newly created subdivisions, shall be named by resolution of the City Council [in accordance with the conditions set forth below](#). Any such resolution must be referred to a public hearing prior to adoption.

- [A. Any request made to the City Council requesting to name City property or School Property for an individual shall be signed by a minimum of ten \(10\) current Dover residents not related to the individual and shall not be received or recognized until a minimum of two \(2\) years has elapsed since that person’s death.](#)
- [B. Individuals eligible for such recognition shall have lived in Dover and made significant contributions to the civic life of Dover.](#)
- [C. This ordinance does not apply to historical markers or memorial plaques placed within public spaces, such as markings on park benches, bricks or pavers, or trees.](#)

- 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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2026.02.11 - 1**
Ordinance Title: City Property
Chapter: 29
Section: 3 Naming of City Property

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Fergus Cullen

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

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

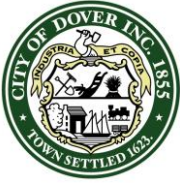
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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:		
Ordinance does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

This amendment is intended to impose certain conditions, including a waiting period, for naming of City property similar to the federal government in naming of federal buildings.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

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.

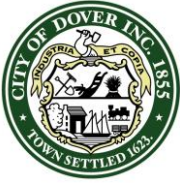
~~A. Membership. The Graffiti Management Advisory Committee shall consist of the following members, each of which shall be voting members:~~

- ~~(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"~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2026.02.25 – 2**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 15 Graffiti Management Advisory Committee

~~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

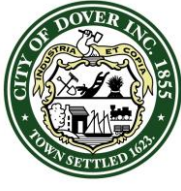
AUTHORIZATION

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 Vanslyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.2. Ordinance Number: O – 2026.02.25 – 2 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 15 Graffiti Management Advisory Committee
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DOCUMENT HISTORY:

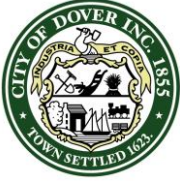
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor 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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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 Device 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:

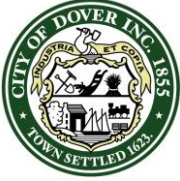
In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The City Manager, or designee, is hereby authorized to contract with vendors 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#: 12.C.1.

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 Joshua M. Wyatt
Form and Compliance: City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

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

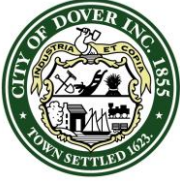
DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2026.02.25 - 127**

Resolution Re: Authorization to Accept and Expend Additional New
Hampshire Office of Highway Safety Grant

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 Manager's Report

Executive Department

March 11, 2026

Reporting on: February 2026

J. Michael Joyal, Jr.
City Manager

Office of Business Development

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

Monthly Comparison	Businesses Reached Out for Assistance	Business Visitations Performed	Businesses Connected to Business Assistance Resources	New Businesses Contacted to Locate in Dover
January 2026	23	10	20	3
February 2026	38	13	42	5

In February, there were no new businesses that opened in Dover.

ECONOMIC TRENDS & NEWS

The Federal Reserve Bank of Boston noted increased economic activity and consumer spending. While prices continued to rise, responses were more optimistic than previous reports, including less negativity related to tariffs as uncertainty has started to subside.

Local businesses also reported stronger activity in February, especially as weather posed comparatively fewer barriers than January, but overall business continues to reflect typically lower activity expected in Q1.

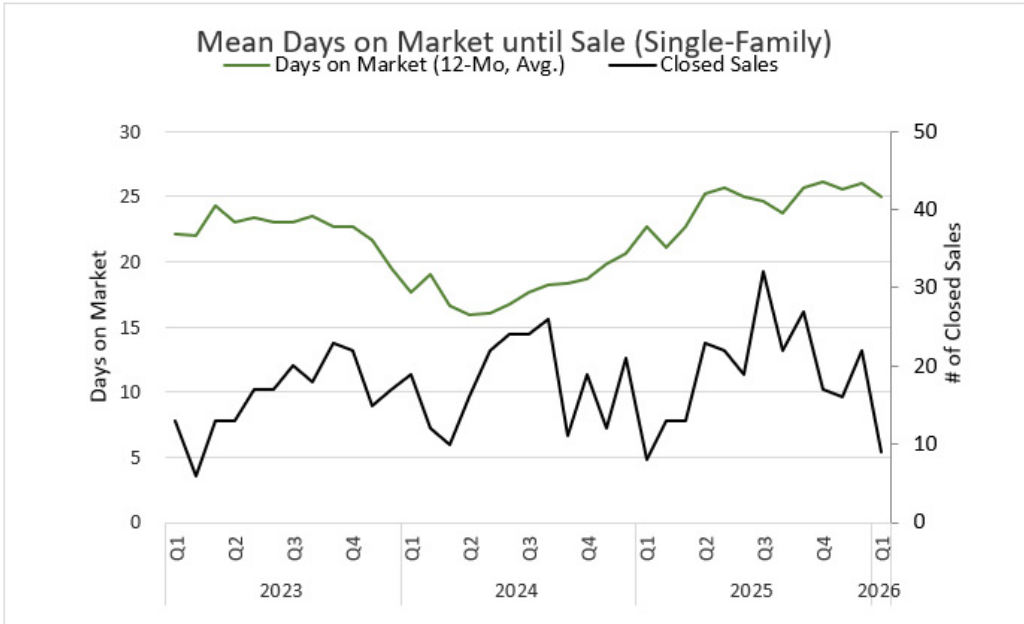
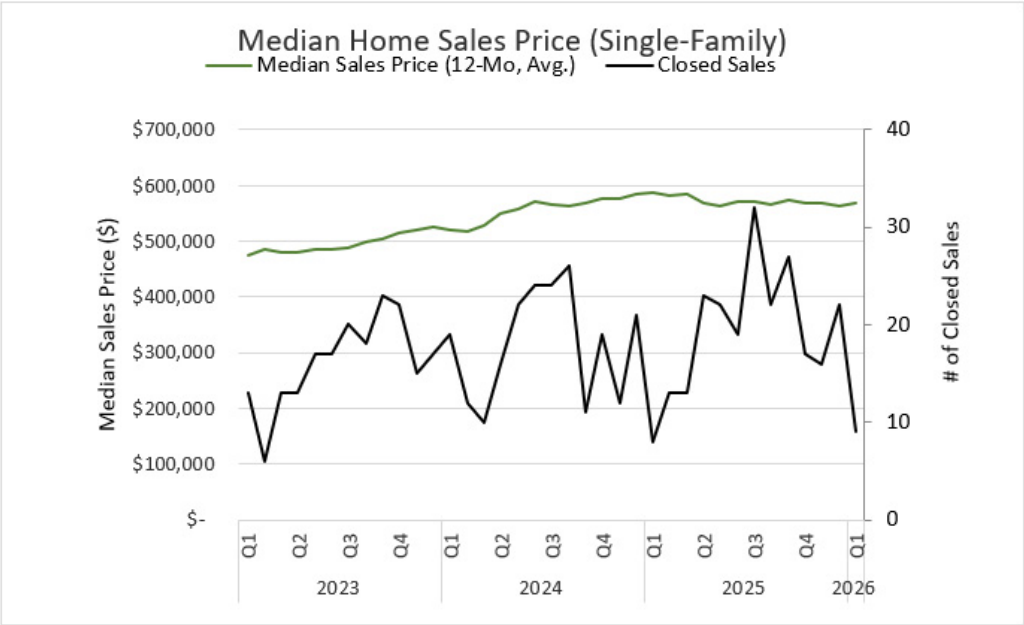
Business development continues to receive inquiries from businesses interested in expanding or relocating to Dover. In the past these would typically reach their highest level in March or April, but in 2025 and 2026 there has been an increase in leads reaching out in January and February.

OTHER BUSINESS DEVELOPMENT ACTIVITIES

Staff conducted business outreach for several infrastructure and maintenance projects, including several parking bans for snow removal and construction of the Waldron Court bump-out project.

OBD staff attended meetings convened by multiple strategic partners throughout the region, including one committee meeting of the Workforce Housing Coalition of the Greater Seacoast, one CEDS Strategy Committee meeting hosted by SRPC, and the GDCC Government Affairs Committee. Staff are also arranging a tour of downtown dover to introduce the operators of Hearthwell Recovery later this spring to support their integration into downtown.

HOUSING MARKET



	January 2025	January 2026	12 Month Average
Median Sales Price	\$465,000	\$550,000	\$568,917
Days on the Market	46	34	25

LABOR MARKET

Local labor market data for January 2026 scheduled for release on April 9, 2026.

The Waterfront



Building F Foundation



In the of February construction work was a bit slower on the waterfront progress, for two reasons. First, a majority of the site work is wrapping up and two, the weather really walloped the potential to get work completed.

The Pavilion Building

The heavy lifting is mostly done here, with the building now entering a "weather pause" for fine-tuning.

Exterior: Metal seam roof and ACM panels are fully installed.

Interior: Bathrooms, HVAC, electrical, and handrails are 100% complete.

Pending: Finish painting, caulking, and stone grouting are on hold until the temperature rises.

Next Up: Formal system startups for mechanical and plumbing.

Shoreline & Infrastructure

Bulkhead Granite Toe Wall: Progress is steady despite the snow. All base rocks are set, and several courses are already backfilled.

Private Development

Building F: The "skeleton" is forming. Footings are moving forward, and the CMU (concrete block) work for the elevator and stairwells has begun. Waterproofing is underway to prep for further backfilling.

The shift from "construction site" to "neighborhood" is officially happening:

Certificates of Occupancy (COs): Secured for Building C and townhome groups (3, 9, and 11-unit blocks).

Handover: Properties have been officially turned over to Cathartes.

Move-ins: Residents are now actively occupying units at 9 River Street and the townhomes.

Office of the City Attorney

Joshua Wyatt, City Attorney; Jennifer Perez, Deputy City Attorney;
Patricia Moniello, Legal Assistant

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

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

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

The City Attorney serves as the City Manager–designated chair of the City’s Records Committee (as the City Manager appointee). The Office of the City Attorney assists the Ordinance Committee as staff liaison. The Office of the City Attorney also serves as staff liaison for the Ethics Committee. A representative of the Office also attends meetings of the City Council and the office’s Legal Assistant attended the quarterly meeting of Joint Loss Management Committee and the Municipal Records Committee.

The Office of the City Attorney places significant importance on professional development in areas germane to the City’s needs. The Deputy City Attorney attended a Developments in the Law webcast CLE on February 6, 2026.

On February 3, 2026 the Office of the City Attorney welcomed Catherine Carr, who will be externing with our office for the Spring semester. She will be graduating in May from UNH School of Law.

Tracked Utilization Data for the Month of February

	For Month	FY26 YTD	FY25	FY24	FY23
Legal Matters/Questions Handled	115	530	909	1,072	1,061
Review Existing Legal Contracts & Draft Memo	5	52	123	156	153
Legal Contracts/Memo Created	11	177	247	213	201
Right to Know Requests Processed	10	79	85	81	100
Resolutions	6	28	46	72	70
Ordinances	2	6	9	16	17
Leases	1	3	9	10	4
Primex Auto Claims Handled	20	72	49	59	80
Primex Liability Claims Handled	02	34	49	56	67
Primex Property Claims Handled	11	29	53	52	54

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

Exeter Environmental – Request for underground storage tanks and hazmat information relating to 52 & 60 Third Street

Whitestone Associates– Request for environmental investigations, underground storage tanks, correction actions, contaminant releases, incidents, fires, hazardous materials storage, citations, notices of violations or other areas of concern for 4 Deerfield Drive

Armada Analytics – Request for any building and fire code violations for Princeton Dover 306 Plaza Drive

IPS Cash – Request for water and sewer service records relating to shut off notices for the last two months

Exeter Environmental – Request for any and all hazmat documents relating to 47 Broadway and 106 Three Rivers Road

Matthew Lovejoy – Request for list of delinquent property taxes including property address, owner names and mailing addresses, amounts owed and dates; any list of unredeemed tax liens or impending tax deed notices for properties

Mazzow McCulough – Request for any outstanding permit issues relating to 31 Cocheco Road

Seacoast Connections – Request for any upcoming tax lien sales or tax deed sales, current list of properties with tax liens and tax sale schedule for 2026

Expert Land Sellers - Request for current tax-delinquent property list specifically covering properties that have been delinquent from 2021 to the present day

Diana Carpinone – Request for bid responses relating to B26035 2026 NH Exotic Aquatic Plan Control Services for Willand Pond

Interdepartmental Assistance

Community Services Department: Assisted with general property rights and liability questions; assisted with procurement contracts; assisted with contract administration questions; assisted with general public roadway research and tree ownership issues.

Dover School District: Assisted with SchoolCare assessment. Assisted with ongoing civil litigation. Assisted with compliance reviews as requested.

Finance Department: Assisted with review of bid packages and specific Terms and Conditions needs. Assisted with tax abatements and tax deeding questions.

Planning Department: Assisted with general easement and deed questions and contract reviews. Assisted with by-law review, site plan regulations review, and subdivision plan regulations review. Assisted with review of potential zoning amendments.

Recreation Department: Assisted with general legal questions.



Opioid Epidemic Litigation

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

- Purdue companies: Claims in bankruptcy; following a Second Circuit appeal ruling, the United States trustee has filed a motion to stay while seeking a writ of certiorari (i.e., acceptance of a discretionary appeal) from the United States Supreme Court. The United States Supreme Court has now granted certiorari and the appeal is believed to be in the briefing process. In June 2024, the United States Supreme Court issued an opinion affirming rejection of the proposed settlement and stating the Sacklers, as nondebtors, could not be discharged. In 2025, the City joined a national settlement proposal for Purdue Pharma and the Sackler family.
- Endo companies: Claims in bankruptcy, though a potential settlement may be underway.
- Mallinckrodt: Claims in bankruptcy, but money appears to have been distributed to the State of New Hampshire in January 2023.
- Sacklers (Individuals): See Purdue update above. In June 2024, the United States Supreme Court issued an opinion stating the Sacklers could not be discharged. In 2025, the City joined a national settlement proposal for Purdue Pharma and the Sackler family.
- Rite-Aid: Has now filed bankruptcy and this Office is working with the City's outside counsel to determine response options.
- Secondary Manufacturers: The City joint a national settlement for so-called Secondary Manufacturers, meaning generic opioid manufacturers separate from the large pharmaceutical companies.

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

In December 2023, the City received a notice of a new civil receivership action commenced by the State through its Real Estate Commission. The Court has appointed a receiver to take over the assets of a real estate agency who allegedly committed various unlawful acts. The City appears to have received the notification because one possible real estate asset of the company's principal is owned in Dover, for which water/sewer liens have been perfected. The City Attorney filed an appearance and is monitoring the docket. A claims submission process has now been established for filing claims against this estate. A motion to approve the sale of property in Dover has been submitted to the Court in February 2025. The Court Approved the sale of the Dover property on March 12, 2025.

Hilary Hamer and Merlin Mason v. City of Dover:

Two residents have appealed a January 2025 Planning Board decision approving a Transfer of Development Rights application. The appeal has been filed with the New Hampshire Housing Appeals Board. An Answer is due to the Board March 31, 2025. The City filed the Certified Record with the Board on March 31, 2025. The City filed the Answer with the HAB and a Hearing on the Merits is scheduled for May 27, 2025. The City filed the Answer with the HAB and a prehearing conference was held May 13. The City filed a Hearing Memorandum on May 27. Hearing on the Merits is scheduled for June 3, 2025. Hearing on the Merits was held June 3, 2025. On August 5, 2025 the HAB issued an order affirming the decision of the Planning Board and awarded the City 50% of its attorney's fees. The Appellants filed a Motion for Reconsideration and the City Objected. Awaiting on a decision from the HAB. The HAB denied the Appellants motion on October 30, 2025. The Appellants filed an appeal with the New Hampshire Supreme Court on November 14, 2025. No briefing schedule has been issued yet.

Pending Litigation continued....

Phillip Cunningham v. Dover Police Department

Plaintiff filed a complaint against the Dover Police Department relating to the death by overdose of his daughter. Outside council filed a Motion to Dismiss which the Court granted. The Plaintiff has now filed an appeal to the New Hampshire Supreme Court. **In January 2026, the New Hampshire Supreme Court affirmed the trial court's dismissal. Plaintiff thereafter filed a motion for reconsideration with the New Hampshire Supreme Court, which the Supreme Court denied.**

Richard Hamor & John Wyeth v. City of Dover:

Two residents have appealed a June 24, 2025 Planning Board decision approving a Transfer of Development Rights (TDR) project at 11 Roosevelt Avenue. The appeal has been filed with the New Hampshire Housing Appeals Board. A prehearing conference was held on July 31, 2025. The City will be filing its certified record and answer no later than August 14, 2025. The City has filed its certified record and answer with the NH Housing Appeals Board. A Hearing on the Merits has been scheduled for October 30, 2025. This appeal has been stayed to allow for the Project to continue through the Planning Board approvals process.

Kimberly R. Lyndes v. Dover School District and SAU #11, United States District Court, #1:25-cv-477-AJ:

A former school district employee has filed a disability discrimination suit in federal court against the Dover School District. In January 2026, the Dover School District filed its answer to the Complaint. The case is now expected to proceed into general discovery.

NEA-NH, Dover School District et al v. John Formella et al.:

This federal action challenges the constitutionality of recent state laws addressing diversity, equity, and inclusion ("DEI") initiatives. The Court issued a preliminary injunction in 2025. Over the ensuing months, the parties are expected to now engage in summary judgment briefing seeking final judgment on the merits.

Abatement for Tax Year 2024

- 6 Old Rochester Road: A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. A Report of Settlement Meeting & Order received and meeting must take place by March 2, 2026. **A settlement was reached on February 19, 2026 and filed with the BTLA.**
- Beverly A. Bruce Trust: A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. A Report of Settlement Meeting & Order received and meeting must take place by April 7, 2026.
- Dover Lodge of Elks #184: A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. A hearing has been scheduled for February 12, 2026. Motion to Continue filed on December 5, 2025. Joint Status Report to be filed by March 12, 2026 updating the Board on any settlement. If not resolved, Board will reschedule the hearing. **The parties met twice in February 2026 to discuss possible settlement but were unable to private resolve the matter. It is expected that the parties will file a status report with BTLA requesting the scheduling of a final hearing.**
- Matthew Michael Realty, LLC: A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. A Report of Settlement Meeting & Order received and meeting must take place by April 10, 2026.
- Round Eight Holdings, LLC: A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. A Report of Settlement Meeting & Order received and meeting must take place by April 7, 2026.
- Stephen S. Lawrence Revocable Trust: A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. A Report of Settlement Meeting & Order received and meeting must take place by April 10, 2026. Settlement reached on December 22, 2025 and filed with BTLA.
- Zimmon Andrew j & Carmella C. Mutassi Trust: A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. A Report of Settlement Meeting & Order received and meeting must take place by April 7, 2026.

Office of the City Manager

Michael Joyal, City Manager; Colleen Ahern, Executive Assistant

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

The City Manager's Assistant handles the reporting of all Workers' Compensation Claims for the City. There was only one workplace injury in February which was for records only. The CMA continued to act as a liaison between the injured worker and Primex and to monitor and update all open claims.

During the month, the City Manager's Assistant gathered information from various departments and processed 6 job postings on JazzHR. Part of this process is making sure the hiring teams for each posting are continuing to monitor applicants as they come in and that positions are being closed out properly when an applicant is hired. There was an increase from 127 in January to 155 individuals in February that applied to all of the City of Dover's open positions during the month. At the time of this report, there are currently 28 open positions that the City is recruiting for.

The City Manager's Assistant monitored new position and/or new hire physicals and background/motor vehicle checks for 5 employees which is down compared to recent months. This oversight ensures all eligible employees and/or applicants are able to move on in the hiring process with the Human Resources Division.

The CMA supported the Racial Equity & Inclusion Committee by working up and posting the agenda and minutes for their monthly meeting.

There was one Department Head meeting this month. Department Heads and executive division heads gather to update each other on significant happenings in their department/division. This meeting is crucial for staff to get first hand information and it allows collaboration to take place.

The City Manager held one Coordinating meeting. This is a more technical project meeting where the City Manager is able to review projects with the Deputy City Manager, Planning Director, Community Services Director and City Engineer.

Other meetings that took place in the City Manager's Office this month were surrounding Dover Housing Authority, cell tower, public library reopening, budget presentation, residents, SchoolCare Insurance, Racial Equity & Inclusion members, and Technical Advisory Committee. Several meetings took place on energy, the dredge cell and the waterfront.

Office of Human Resources

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

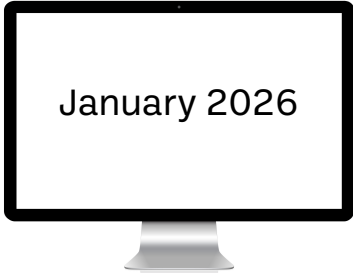
Employee Anniversaries – March 2026		
Employee Name	Department	Length of Service
Turner, Gregory	Police	20
Hunter, Karen	Parking	13
Landry, Brian	CS	12
McCassey, Holly	Finance	12
Roesch, Benjamin	Fire	11
Reed, Christian	Police	7
Hughes, Jonathan	Library	6
Driscoll, Erin	Police	6
Moniello, Patricia	Executive	5
Currier, William	CS	4
Mavrogeorge, Kenneth	CS	4
Meyers, John	CS	4
Foster, Kevin	Executive	4
Gustafson, Jon	Police	4
Morales, Christopher	CS	3
Faucher, Matthew	Executive	3
Downs, John	Parking	3
Palmer, Jonathan	Police	3
Milliman, Gwen	Executive	2
Yoder, Kyla	Library	2
Smart, Zachary	CS	1
Tompkins, David	CS	1
Fiorenza, Milana	Finance	1



February Employment Statistics			
Employment Separations = 2		Employment New Hires = 3	
Community Services	1	Recreation	3
Police	1		

Office of Information Technology

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



January 2026

In collaboration with Finance, add pretreatment and uncollectible remittance fees to Permit, Plan and Licensing application.

Office of IT received or created 143 IT Support Requests in Jan 2026. The Dover Police Department had the most requests. The greatest request category was User Account – Maintenance.

Bid B26010 Dispatch Alarm Modernization bids returned. Review of bid responses is started.

Asset Management team continued support of Community Services water service line inventory work.

Asset Management continued work to clean up data and add functionality to current service request, work order and asset management system.

Utilities Systems IT team works with consultant to identify scope of needed programming work for a water location.

Met with current WAN provider to review account and discuss approaching end of five year contract.

Enterprise IT Admin schedules demonstrations with current vendors to review online meeting application software for Public Library, Recreation and Media Services review.

IT Director starts LEAN process for physical key management to support Community Services, Facilities, Grounds and Cemetery initiatives.

Transportation Center access control in place for COAST personnel.

Office of Media Services

Michael Gillis, Director of Media Services; Brian Early, Media Services Admin;
Daniel Monchek, Media Services Tech; Lynn Clement, Media Services Tech



In February, Media Services provided numerous updates on a variety of city and school projects, public services, and current events. These included special events, weather and storm updates, construction and infrastructure projects, and previews of upcoming meetings of public bodies. These initiatives are intended to help spur civic engagement and provide transparent and consistent information.

With the formal FY2027 budget presentation to the City Council in February, Media Services provided continual updates to the city's online resource, Budget Revealed, which includes the entire proposed budget, all supporting documents, departmental presentations, the Budget Revealed newsletter, budget episodes of the Dover Download podcast, and all meeting videos. This page has been updated since November, beginning with the School Department budget and School Board adoption of the school budget in January.

In February, Media Services helped organize and provide coverage of numerous special and civic events, including events hosted by the Greater Dover Chamber of Commerce and Dover Main Street. Media Services produced several public service announcements in February to be shared across multiple platforms, including winter weather safety tips. In addition, Media Services produces video previews of select public meetings, including the Planning Board and Zoning Board of Adjustment.

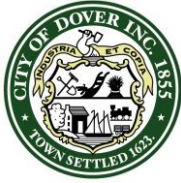
Media Services produced five episodes of the Dover Download podcast in February. Topics this month included a discussion with Amy Rich Crane of Reach for the Top Therapy Services, a nonprofit located in the McConnell Center; several budget episodes, and a look at work of the city's public bodies in February. Dover Download is a weekly look at what's happening in Dover, hosted by Deputy City Manager Christopher Parker. The podcast is one of several media platforms produced by the city to foster informed, civic engagement.

As part of its ongoing newsletter work, Media Services also prepared and distributed the Down to Business newsletter for the Office of Business Development, an update on the waterfront development project, and updates on the Court and Union streets reconstruction project. Regular paving updates, road and street closure notices, and other project-related communications were also delivered to keep residents informed.

In February, Media Services distributed news releases across multiple platforms for other city matters.

Media Services provided live and taped televised and/or multimedia coverage of 17 meetings and special events in February.

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 18, 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, Deputy Mayor Williams, Mayor Shanahan

Absent: Councilor Veitch

Also Present: City Manager Joyal, City Attorney Wyatt, City Clerk Vanslyvong-Bizier

5. PUBLIC FORUM

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

Leslie Hawkins, 7 Browning Dr, spoke about the budget and asked that school budget is passed.

6. DISCUSSIONS

A. REVIEW OF FY2027 BUDGET

1. SCHOOL

Superintendent, Dr. Christine Boston & Finance Manager Michael Limanni gave a PowerPoint Presentation to the Council going over the FY2027 budget request. They answered many questions from the Council.

2. EXECUTIVE

City Manager Joyal went over the Executive departments budget. The Manager also went over the various revenue items.

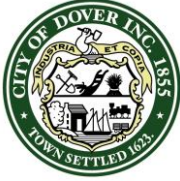
3. FINANCE

Finance Director Daniel Lynch gave a PowerPoint Presentation to the Council giving an overview of the Finance budget for fiscal year 2027.

4. PLANNING

Planning and Community Development Director Donna Benton gave a PowerPoint Presentation to the Council with an overview of the Planning Department budget for fiscal year 2027.

5. WELFARE



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 18, 2026**
Meeting Time: **7:00 pm**

Welfare Director David Balian gave a PowerPoint Presentation to the Council with an overview of the Welfare Department budget for fiscal year 2027.

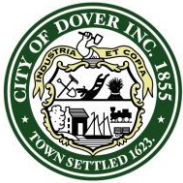
7. ADJOURNMENT

Councilor Carmichael moved to adjourn, seconded by Councilor Robison.

Vote: 8-0.

Meeting adjourned at 10:15 PM.

DRAFT



CITY OF DOVER

CITY COUNCIL - MINUTES

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

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

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Granfield 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 (remote)

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

Mayor Shanahan attended the meeting via telephone conference as he is out of the state due to unforeseen travel circumstances

Mayor Shanahan delegated Deputy Mayor Williams as the presiding officer

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

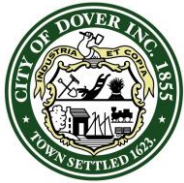
Councilor Cullen moved to approve the agenda, seconded by Councilor Retrosi.
Roll Call Vote: 9-0.

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

Deputy Mayor Williams opened the public hearing by stating the following: "The Recovery Housing Program (RHP) is a PILOT program funded by Housing and Urban Development (HUD) to support the development and improvement of Transitional Recovery Housing Program facilities. The RHP funds are available to both entitlement and non-entitlement communities across New Hampshire. Applications up to \$1 million per project are being accepted on a rolling basis. Total amount of funds available is approximately \$3.5 million. All projects must directly benefit a majority of low- and moderate-income persons. The Dover Housing Authority (DHA) is launching the proposed 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 for persons in recover. Council Opens the Public Hearing on the proposed Dover Housing Authority application for \$1 million dollars in RHP funding for the Avon Street project."

A handout describing the project was available.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 25, 2026**
Meeting Time: **7:00 pm**

Deputy Mayor Williams asked for public comment.

Robin Trefethen, 3 Nantucket Court, spoke in favor of approving this resolution.

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

**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**

Deputy Mayor Williams opened the public hearing by stating the follow: "This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the City were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated."

Deputy Mayor Williams asked for public comment.

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

**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**

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

**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**

Deputy Mayor Williams, 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.

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

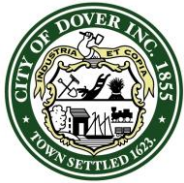
9. CITY MANAGER'S REPORT

City Manager Joyal gave an overview of his report that he submitted to the Council in writing. Councilor Cullen moved to accept the City Manager's report, seconded by Councilor Carmichael.

Roll Call Vote: 9-0.

10. APPROVAL OF MINUTES

A. February 11, 2026 – Regular Meeting



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 25, 2026**
Meeting Time: **7:00 pm**

Councilor Cullen moved to approve the minutes, seconded by Councilor Carmichael.
Roll Call Vote: 9-0.

11. MAYOR'S REPORT

Mayor Shanahan has deferred his report to the next regular meeting.

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

Councilor Cullen moved to approve the resolution, seconded by Councilor Richer.

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

Roll Call Vote: 9-0.

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

Councilor Cullen moved to approve the resolution, seconded by Councilor Retrosi.

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

Roll Call Vote: 9-0.

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

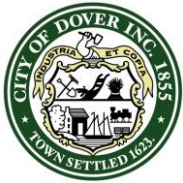
Councilor Cullen moved to approve the submittal of the RHP Recovery Housing Application and votes to authorize the City Manager to sign and submit the RHP Application, and upon approval of the RHP, authorize the City Manager to execute any documents which may be necessary to effectuate the RHP contract, and any amendments there to, seconded by Councilor Retrosi.

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

Councilor Granfield recused himself from the discussion and vote as he sits on the board of Dover Housing Authority.

After discussion, Councilor Cullen moved to table the resolution, there was no second so the motion failed.

Roll Call Vote, on the approval of the resolution, 7-1, with Councilor Cullen opposed and Councilor Granfield recused.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 25, 2026**
Meeting Time: **7:00 pm**

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

Councilor Cullen moved to adopt the Antidisplacement and Relocation Assistance Plan for the RHP Project, seconded by Councilor Veitch.

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

Councilor Granfield recused himself from the discussion and vote as he sits on the board of the Dover Housing Authority.

Roll Call Vote: 8-0, with Councilor Granfield recused.

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

Councilor Cullen moved to approve the resolution, seconded by Councilor Robison.

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

Community Development Planner David Carpenter answered questions from the Council.

Roll Call Vote: 9-0.

13. NEW BUSINESS

A. CONSENT CALENDAR

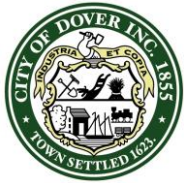
1. ACCEPTANCE OF TWO TEMPORARY CONSTRUCTION EASEMENTS AND AUTHORIZATION TO EXECUTE SUBORDINATION AGREEMENT FOR SIXTH STREET BRIDGE RECONSTRUCTION
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Councilor Cullen moved to approve the Consent Calendar, seconded by Councilor Veitch.

Roll Call Vote: 9-0.

COMMITTEE REPORTS

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 25, 2026**
Meeting Time: **7:00 pm**

Deputy Mayor Williams presented recommendations from the Appointments Committee for Council consideration:

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

Councilor Cullen moved to accept the recommendations from the Appointments Committee, seconded by Councilor Carmichael.

Roll Call Vote: 9-0.

Councilor Carmichael gave an overview of the last Racial Equity Committee meeting to the Council.

Councilor Cullen gave an overview of the last Transportation Advisory Commission meeting to the Council.

Councilor Robison gave an overview of the last Downtown TIF Advisory Board meeting to the Council.

B. RESOLUTIONS

1. AUTHORIZATION TO PURCHASE SNOW BLOWER FROM DONOVAN EQUIPMENT VIA SOURCEWELL

SPONSORED BY MAYOR SHANAHAN BY REQUEST

Councilor Cullen moved to approve the resolution, seconded by Councilor Carmichael.

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

Roll Call Vote: 9-0.

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

Councilor Cullen moved to refer the resolution to a public hearing, seconded by Councilor Retrosi.

Roll Call Vote: 9-0.

C. ORDINANCES IN 1ST READING

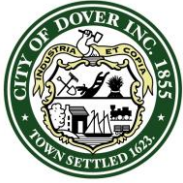
Document Created by: Jerrica Vanslyvong-Bizier, City

Clerk

Document Posted on: March 6, 2026

2026.02.25 City Council Minutes

Page 5 of 6



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 25, 2026**
Meeting Time: **7:00 pm**

**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**

Councilor Cullen moved to refer the ordinance to a public hearing, seconded by Councilor Carmichael.

Roll Call Vote: 9-0.

14. COUNCIL CORRESPONDENCE

Deputy Mayor Williams moved to place a letter from Mr. Blumenthal on file, seconded by Councilor Veitch.

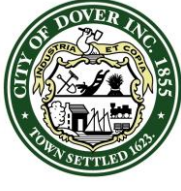
Roll Call Vote: 9-0.

15. COUNCIL MATTERS OF INTEREST

Mayor Shanahan thanked Deputy Mayor Williams and Councilor Cullen for running the meeting in his absence.

16. ADJOURN

Deputy Mayor Williams declared the meeting closed at 8:00 PM.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.1. Ordinance Number: O – 2026.02.11 - 1 Ordinance Title: City Property Chapter: 29 Section: 3 Naming of City Property
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The City of Dover Ordains:

- PURPOSE**
The purpose of this ordinance is to amend the process for naming City property by adding certain conditions, including a waiting period prior to adoption.
- AMENDMENT**
Dover Code Chapter 29, entitled “City Property”, is hereby amended by revising Section 29-3, “Naming of City Property”, as follows:

a. **THE FOLLOWING ARE AMENDED:**

§ 29-3 Naming of City property.

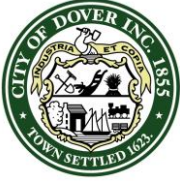
Pursuant to RSA 47:5, by which city councils are granted the care and superintendence of all city buildings, city property and all public squares and streets, all such City property, except streets of newly created subdivisions, shall be named by resolution of the City Council [in accordance with the conditions set forth below](#). Any such resolution must be referred to a public hearing prior to adoption.

- [Any request made to the City Council requesting to name City property or School Property for an individual shall be signed by a minimum of ten \(10\) current Dover residents not related to the individual and shall not be received or recognized until a minimum of two \(2\) years has elapsed since that person’s death.](#)
- [Individuals eligible for such recognition shall have lived in Dover and made significant contributions to the civic life of Dover.](#)
- [This ordinance does not apply to historical markers or memorial plaques placed within public spaces, such as markings on park benches, bricks or pavers, or trees.](#)

- 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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2026.02.11 - 1**
Ordinance Title: City Property
Chapter: 29
Section: 3 Naming of City Property

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Fergus Cullen

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

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

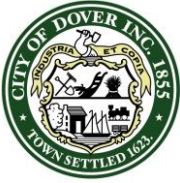
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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:		
Ordinance does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

This amendment is intended to impose certain conditions, including a waiting period, for naming of City property similar to the federal government in naming of federal buildings.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

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.

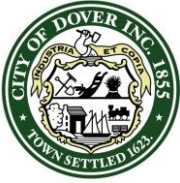
~~A. Membership. The Graffiti Management Advisory Committee shall consist of the following members, each of which shall be voting members:~~

- ~~(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"~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2026.02.25 – 2**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 15 Graffiti Management Advisory Committee

~~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

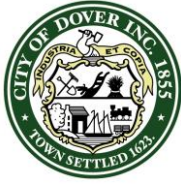
AUTHORIZATION

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 Vanslyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.2. Ordinance Number: O – 2026.02.25 – 2 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 15 Graffiti Management Advisory Committee
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DOCUMENT HISTORY:

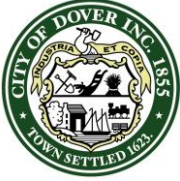
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor 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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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 Device 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:

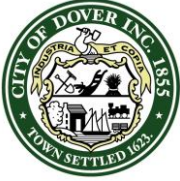
In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The City Manager, or designee, is hereby authorized to contract with vendors 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#: 12.C.1.

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 Joshua M. Wyatt
Form and Compliance: City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

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

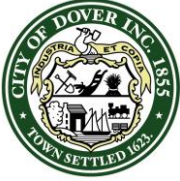
DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

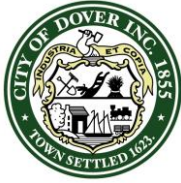
Agenda Item#: 12.C.1.

Resolution Number: **R – 2026.02.25 - 127**

Resolution Re: Authorization to Accept and Expend Additional New
Hampshire Office of Highway Safety Grant

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 - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2026.03.11 – 128**
Resolution Re: Authorization to Repair and Purchase Fire Equipment or Parts from Greenwood Emergency Vehicles, LLC – Sole Source

WHEREAS: The City of Dover is a member of Sourcewell, formally the National Joint Powers Alliance (NJPA), a member-focused public cooperative of more than 50,000-member agencies throughout the United States and, therefore, may purchase utilizing any of their cooperative purchasing agreements. In February 2022, Sourcewell awarded contract #113021-RVG to Spartan Emergency Response as the contract holder with Greenwood Emergency Vehicles, LLC located in North Attleboro, MA, as the New England dealer; and,

WHEREAS: The city has a 2018 E-One Quint Aerial truck that could not be diagnosed or repaired locally and was sent to Greenwood Emergency for evaluation. On January 13, 2026, the City received a quote from Greenwood Emergency Vehicles for suspension repair to Ladder 3, including parts and painting, in the amount of \$27,466.23. Although the specific parts are not covered under the Sourcewell Contract, it was determined that sending the truck to Greenwood was in the best interest of the city; as that was where the truck was originally purchased back in 2018; and,

WHEREAS: Per 5.29 C. Exceptions to formal Bidding. Sole-source purchases where the proposed purchase is manufactured or provided by only one entity, and/or the City has already committed to a certain product, manufacturer, brand, or service provider.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Greenwood Emergency Vehicles, LLC for equipment and parts for Ladder 3 in the amount of \$27,466.23. The City Manager, or designee, is hereby authorized to contract with the Vendor, consistent with the Purchase Order authorized herein.
The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance	Charge
4019.1.220.42220.4743.02251.19	Light Vehicles	\$16,482.03	\$16,482.03	\$16,482.03
4024.1.220.42220.4743.02256.24	Heavy Vehicles	\$4,620.26	\$625.26	\$625.26
4022.1.220.42220.4743.02251.22	Fire Engine Replacement	\$14,679.69	\$11,539.69	\$6,982.86
1000.1.220.42220.4434.00000.00	F&R Suppression Maint Chrgs Vehicle	\$134,045.00	\$33,655.35	\$3,376.08

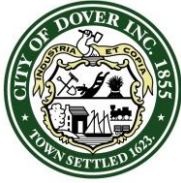
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

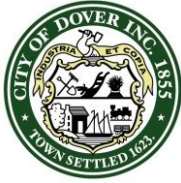
Resolution Number: **R – 2026.03.11 – 128**
Resolution Re: Authorization to Repair and Purchase Fire Equipment or
Parts from Greenwood Emergency Vehicles, LLC – Sole
Source

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.A.1.

Resolution Number: **R – 2026.03.11 – 128**
Resolution Re: Authorization to Repair and Purchase Fire Equipment or Parts from Greenwood Emergency Vehicles, LLC – Sole Source

RESOLUTION BACKGROUND MATERIAL:

While performing routine maintenance on Ladder 3 (2018 E-One Quint with 100' Aerial), the Dover Fire and Rescue Department Mechanic noted that the rear end of the vehicle was not sitting squarely on the rear axle. It was noted that the rear end had shifted several inches. The vehicle was taken out of service for safety concerns and further investigation into the issues.

Ladder 3 was first brought to Donovan Springs in Londonderry where the rear suspension issues were confirmed. Donovan spring was unable to make the necessary repairs and knew that a true diagnosis of the issue would take dismantling the suspension on the truck. After several conversations with the manufacture, due to the complexity of the issue, it was determined that diagnosis and a repair would have to be performed by Greenwoods in North Attleboro, Massachusetts. A Purchase Order in the amount of \$15,000 was opened not knowing the extent of the damage to the rear end until work began.

The department was informed that the repairs would take several weeks, leaving Ladder 3 to sit unused in Massachusetts. To extend the usable life of Ladder 3, and utilize the Out of Service time on the vehicle, it was decided to evaluate and address any corrosion and paint issues while the vehicle awaited the suspension repairs. The department was aware of, and utilized, a partial costs savings for the paint and corrosion covered under warranty.

In total, the work on the suspension was less than anticipated totaling \$1,655.49, but the cost of body work, even with warranty credits were applied was \$24,090.15.

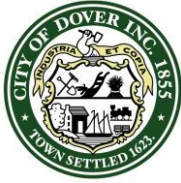
The vehicle remained at Greenwoods in North Attleboro for several months. While awaiting repair, the batteries failed. An additional cost of \$1,594.55 was occurred for battery replacement, as well as \$126.04 for fuel. Final cost for all parts and labor to Ladder 3 was \$27,466.23.

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:	n/a	Number of Responses:	n/a
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	Until Delivered	Estimated Delivery:	Immediate
Recommended Award to:	Greenwood Emergency Vehicles	Fund:	CIP and General
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

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2026.03.11 – 129**

Resolution Re: B22058 Sand and Gravel – Brox Industries, Inc.

WHEREAS: A sealed Request for Bid #B22058 was issued and received for various types of Sand and Gravel products on an as-needed and as-requested basis on March 31, 2022 at 2:00 p.m. Submitted Rates will hold for one year beginning May 1, 2022 with the option to renew for one-year extensions through May 1, 2026. Rate increases, if any, will not exceed the Consumer Price Index (Boston); and

WHEREAS: The City received pricing from Brox Industries, Inc., Dracut, MA and determined that it was fair and reasonable. Brox was awarded via [R-2025.03.26-35](#) for as-needed and as-requested sand & gravel products at the per ton prices provided in conjunction with Bid #B22058; and

WHEREAS: On February 12, 2026, the City requested sand and gravel at 34 Industrial Drive, in the amount of \$32,755.00. The aggregate is to be used by the contractor for 16 Industrial Park, LLC, for the installation of a pair of drainage culverts that will convey City stormwater from Industrial Park Dr. The drainage culverts will be owned and maintained by the City upon completion of the project. The culvert installation was requested by Community Services staff as part of the project's Planning Board approval as noted on the Approved Site Plan prepared by Civilworks New England and dated 3-18-25.

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 Brox Industries, Inc. for sand and gravel products at per ton prices, not to exceed \$32,755.00, provided in conjunction with Bid #B22058. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance	Charge
1000.1.300.43155.4715.00000.00	Storm Water Land Improvements	375,000.00	72,773.76	32,755.00

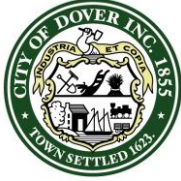
AUTHORIZATION

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.A.2.

Resolution Number: **R – 2026.03.11 – 129**

Resolution Re: B22058 Sand and Gravel – Brox Industries, Inc.

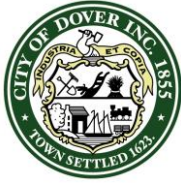
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing 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.A.2.

Resolution Number: **R – 2026.03.11 – 129**

Resolution Re: B22058 Sand and Gravel – Brox Industries, Inc.

RESOLUTION BACKGROUND MATERIAL:

In 2024, Civilworks New England met with the City of Dover's Community Services staff to discuss a potential development project at 34 Industrial Park Drive. The project site is located adjacent to a section of roadway that experiences minor flooding during heavy rain events. As part of these early discussions, City staff identified a need for improved stormwater drainage within the public right-of-way to address existing conditions and protect municipal infrastructure. The applicant was therefore asked to work collaboratively with the City to install additional stormwater infrastructure within the roadway.

The applicant agreed to have their contractor install approximately 280 linear feet of stormwater pipe, along with a concrete manhole structure, a catch basin within the roadway, and outlet protection. City staff agreed to supply certain materials for this work, including drainage structures, aggregate, and pipe, recognizing that the improvements would serve a public drainage function.

The project was subsequently approved by the Planning Board, and construction began in late 2025. Early in the construction process for 34 Industrial Park Drive, the owner of 39 Industrial Park Drive, located across the street, met with Community Services staff regarding a separate facility expansion. Because stormwater runoff from behind 39 Industrial Park Drive contributes to drainage flows within the same roadway corridor, the City requested that both applicants coordinate their stormwater management efforts.

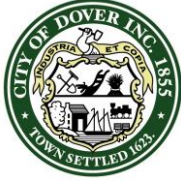
As a result of this City-directed coordination, the stormwater design for 34 Industrial Park Drive was modified to increase capacity from a single pipe to two parallel pipes. This additional capacity is necessary to safely convey runoff originating from behind 39 Industrial Park Drive and to further reduce flooding impacts within the public right-of-way.

Upon completion, the stormwater infrastructure installed within the public right-of-way, and a new drainage easement, will become City-owned infrastructure and will be maintained by the City as part of its municipal stormwater system.

The request for additional aggregate reflects the increased material quantities required to install the second pipe, including expanded trench excavation, pipe bedding, backfill, and roadway restoration. These additional materials were not included in the original scope and are directly attributable to the City's request to accommodate off-site drainage and enhance the overall stormwater system.

Award Information:

A purchase order will be issued to Brox Industries to authorize expenditures as outlined in this resolution.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

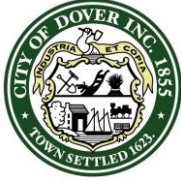
Agenda Item#: 13.A.2.

Resolution Number: **R – 2026.03.11 – 129**

Resolution Re: B22058 Sand and Gravel – Brox Industries, Inc.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	139	Number of Responses:	1
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	5/1/2026	Estimated Delivery:	As Needed
Recommended Award to:	Brox Industries	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.03.11 – 130**

Resolution Re: B25044 Construction Equipment Rental – Drainage Design
Change– S.U.R. Construction

- WHEREAS: A sealed Request for Proposal #B25044 was issued and received for Construction Equipment Rentals on March 14, 2025 at 2:00 p.m. and the City received eight (8) responses meeting specifications for both different and similar types of construction equipment with varying hourly rates; and
- WHEREAS: The City reviewed for necessary experience, equipment type, as well as cost, and all were approved by council per [R-2025.03.26-35](#); and
- WHEREAS: In December 2025, S.U.R. Construction, one of the approved contractors, provided a quote in the amount of \$22,286.25 for additional labor associated with the installation of a stormwater culvert across 34 Industrial Park Dr that will convey City stormwater from Industrial Park Dr and will be owned and maintained by the City of Dover; and
- WHEREAS: On January 21, 2026, the City received an invoice in the amount of \$3,500.00 for ledge work at the building for a total project price of \$25,786.25, thereby requiring council approval.

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

The Purchasing Agent is hereby authorized to issue a revised purchase order to S.U.R. Construction in the amount of \$25,786.25 at rates provided in conjunction with Bid #B25044. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43155.4715	Storm Water - Land Improvement	375,000.00	78,067.00

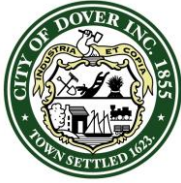
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

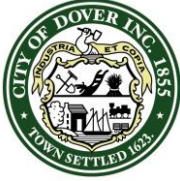
Resolution Number: **R – 2026.03.11 – 130**
Resolution Re: B25044 Construction Equipment Rental – Drainage Design
Change– S.U.R. Construction

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.A.3.

Resolution Number: **R – 2026.03.11 – 130**

Resolution Re: B25044 Construction Equipment Rental – Drainage Design
Change– S.U.R. Construction

RESOLUTION BACKGROUND MATERIAL:

In 2024, Civilworks New England met with the City of Dover’s Community Services staff to discuss a potential development project at 34 Industrial Park Drive. The project site is located adjacent to a section of roadway that experiences minor flooding during heavy rain events. As part of these early discussions, City staff identified a need for improved stormwater drainage within the public right-of-way to address existing conditions and protect municipal infrastructure. The applicant was therefore asked to work collaboratively with the City to install additional stormwater infrastructure within the roadway.

The applicant agreed to have their contractor install approximately 280 linear feet of stormwater pipe, along with a concrete manhole structure, a catch basin within the roadway, and outlet protection. City staff agreed to supply certain materials for this work, including drainage structures, aggregate, and pipe, recognizing that the improvements would serve a public drainage function.

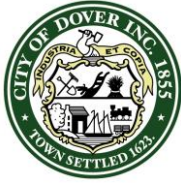
The project was subsequently approved by the Planning Board, and construction began in late 2025. Early in the construction process for 34 Industrial Park Drive, the owner of 39 Industrial Park Drive, located across the street, met with Community Services staff regarding a separate facility expansion. Because stormwater runoff from behind 39 Industrial Park Drive contributes to drainage flows within the same roadway corridor, the City requested that both applicants coordinate their stormwater management efforts.

As a result of this City-directed coordination, the stormwater design for 34 Industrial Park Drive was modified to increase capacity from a single pipe to two parallel pipes. This additional capacity is necessary to safely convey runoff originating from behind 39 Industrial Park Drive and to further reduce flooding impacts within the public right-of-way. The installation of the second pipe required additional excavation, pipe placement, and roadway restoration work beyond the original construction scope, resulting in increased labor costs.

Upon completion, the stormwater infrastructure installed within the public right-of-way, along with a new drainage easement, will become City-owned infrastructure and will be maintained by the City as part of its municipal stormwater system. Given that the expanded drainage system serves a broader public purpose and accommodates off-site runoff, City staff determined it was in the best interest of the City to assume responsibility for the additional labor costs associated with the second pipe installation. The labor costs associated with the first pipe installation and the precast structures would still be the responsibility of the applicant of 34 Industrial Park Dr.

The quote provided for the additional labor excluded ledge removal. However, when the work proceeded, ledge was encountered requiring expenses that would not have been incurred with the installation of a single pipe. These additional costs are directly attributable to the City’s request to accommodate off-site drainage, enhance the overall stormwater system, and reduce flooding.

Labor and equipment rates were in compliance with RFP #B25044 – Construction Equipment Rental rates.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.03.11 – 130**
Resolution Re: B25044 Construction Equipment Rental – Drainage Design
Change– S.U.R. Construction

Bid Information:

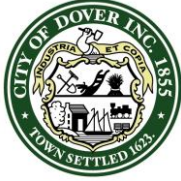
A sealed Request for Proposal #B25044 was issued and received for Construction Equipment Rentals on March 14 2025 at 1:00 p.m.

Award Information:

A purchase order will be issued on an as-needed basis to vendors selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	129	Number of Responses:	8
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year	Estimated Delivery:	As-Needed
Recommended Award to:	Various as identified in this resolution.	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2026.03.11 – 131**
Resolution Re: B26029 Consulting Services for Transportation
Chapter of Master Plan – Authorization to award to VHB

WHEREAS: A Sealed Request for Proposal B26029 was issued and received for Professional Consulting Services for the Transportation Chapter of the Master Plan on January 7th, 2026 at 2:00 p.m.; and,

WHEREAS: The Transportation Chapter is intended to identify the transportation actions needed over the next ten years to realize this vision for the City; and,

WHEREAS: Four (4) firms replied and the evaluating team short listed the top three firms to come in for interviews and present their proposals. Interviews from the three firms were conducted on 2/16 and 2/19 and the proposal deemed most advantageous to the city was submitted by Vanasse Hangen Brustlin, Inc (VHB), in the amount of \$100,000.00; and,

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to VHB Inc for consulting services for the Transportation Chapter of the Master Plan at rates provided in conjunction with B26029. The amount of this authorization shall be limited so as not to exceed available funding.

The City Manager, or designee, is hereby authorized to finalize contract language with the vendor, consistent with the Purchase Order authorized herein, for the City Manager's signature.

Financing

Account	Description	Appropriation	Balance	Charge
1000.1.180.41910.4339	Planning - Consulting Services	106,000	106,000	100,000

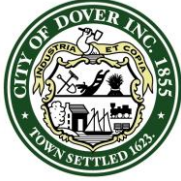
AUTHORIZATION

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 Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

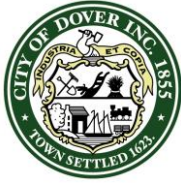
Resolution Number: **R – 2026.03.11 – 131**
Resolution Re: B26029 Consulting Services for Transportation
Chapter of Master Plan – Authorization to award to VHB

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.A.4.

Resolution Number: **R – 2026.03.11 – 131**
Resolution Re: B26029 Consulting Services for Transportation
Chapter of Master Plan – Authorization to award to VHB

RESOLUTION BACKGROUND MATERIAL:

The City of Dover, New Hampshire, with a population of approximately 33,000, is in the process of updating and amending the existing Master Plan. In 2016, the City of Dover updated and adopted the Transportation Chapter of the Master Plan, this project is intended to replace that chapter. The Transportation Chapter is intended to identify the transportation actions needed over the next ten years to realize this vision for the City. Please see Attachment C for a summary of the Vision Chapter or visit the Planning Department's Master Plan webpage for the full vision chapter.

The community is looking for a consultant team with sufficient experience to work in a collaborative framework with the public, citizen committees, business and industry representatives, service clubs, non-profit organizations, and school and city elected officials and staff. The consultant team should include knowledge and experience in developing multi modal transportation plans at a municipal level, including but not limited to land use planning, traffic management, signal operations, traffic analysis, bicycle and pedestrian planning and design, parking management, transportation performance measures and transportation financing.

A steering committee will be organized to oversee the project, provide input to the consultants regarding the project, and assist in linking this work into the comprehensive master planning process. The steering committee will serve to provide oversight to the project and process and will be a representative working group. The steering committee will be established by the Planning Board with input from major stakeholders.

Bid Information:

A Sealed Request for Proposal B26029 was issued and received for Professional Consulting Services for the Transportation Chapter of the Master Plan on January 7th, 2026 at 2:00 p.m.

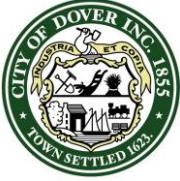
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	190	Number of Responses:	4
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	2026
Recommended Award to:	VHB Inc	Fund:	Planning CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B26029 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2026.03.11 – 132**

Resolution Re: B26047 State of NH Contract for Networking Hardware
Licensing and Services to Presidio Network Solutions LLC.

WHEREAS: The State of NH joined the National Association of State Procurement Officials (NASPO) in a bid request for Networking Communication and Maintenance. The award and contract went to Cisco Systems, Inc. (contract #8001458) with several authorized resellers and has been renewed through September 30, 2026. The pricing and terms and conditions are extended to non-profits, counties, cities, towns, schools, colleges and universities, but does not lock them into buying with Cisco Systems, Inc. or authorized resellers; and

WHEREAS: Per general instruction to utilize the contract with the State of NH, the City contacted all seven authorized resellers (vendors) for quotes under solicitation #B26047. A list of networking hardware, licensing and support services was requested. Four vendors replied with pricing. It is the recommendation to award to the low bid received from Presidio Network Solutions LLC for the purchase of networking hardware, licensing and in the amount of \$36,381.16; and

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Presidio Network Solutions LLC for networking hardware, licensing and services in the total amount of \$36,381.16. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
6100.1.550.49200.4745.09100.24	Dovernet Computers & Equipment	103,132.24	39,810.62

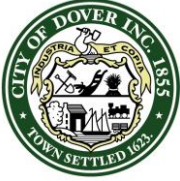
AUTHORIZATION

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.5.

Resolution Number: **R – 2026.03.11 – 132**

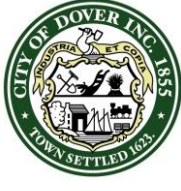
Resolution Re: B26047 State of NH Contract for Networking Hardware
Licensing and Services to Presidio Network Solutions LLC.

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.A.5. Resolution Number: R – 2026.03.11 – 132 Resolution Re: B26047 State of NH Contract for Networking Hardware Licensing and Services to Presidio Network Solutions LLC.
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RESOLUTION BACKGROUND MATERIAL:

In February 2018, the State of NH joined the Western States Contracting Alliance (WSCA) in a bid request for networking hardware, licensing, communications and maintenance products. Award went to Cisco Systems, Inc. with several authorized resellers. The term of the current agreement #8001458 is June 2, 2021 through September 30, 2026. The pricing and terms and conditions are extended to non-profits, counties, cities, towns, schools, colleges and universities, but does not lock them into only purchasing from Cisco Systems, Inc. or authorized resellers.

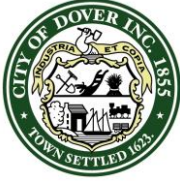
This purchase provides needed networking equipment in support of the Dover Public Library renovation project.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	7	Number of Responses:	4
Warranty:	Meets Specifications	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	asap
Recommended Award to:	Presidio Network Solutions LLC	Fund:	Dovernet
Other Approvals Required:	State of NH Contract No. 8001458	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.

B26047 Results

Presidio Networking Solutions LLC	\$36,381.16
Driven Tech Inc	\$40,160.75
Connection Public Sector Solutions	\$41,303.28
Red River Technologies	\$46,464.41



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.03.11 – 133**

Resolution Re: B26035B Award of RFP 2026 Exotic Aquatic Plant Control at Willand Pond

WHEREAS: The City has received notice from the New Hampshire Department of Environmental Services (NHDES) of grant funds for the purpose of funding an exotic aquatic plant control project at Willand Pond. The Grant amount is for up to \$19,535.00 and requires a city match of 50% making the total project amount of up to \$39,070.00 which was approved by City Council via Resolution [R-2026.01.14-101-113](#); and,

WHEREAS: At their meeting in March 2024, the Conservation Committee approved up to \$20,000.00 in funding for the grant match, and noted their support for treatments to avoid any adverse impacts to the pond. The Conservation Committee will be meeting Monday, March 9 and will be asked if they are willing to contribute an additional \$10,000 to cover costs for the recommended option; and,

WHEREAS: A sealed Request for Proposal #B26035B was issued and received for the 2026 Exotic Aquatic Plant Control at Willand Pond on March 4, 2026 at 3:00 p.m. The scope of work sought the “least toxic” approach in controlling milfoil growth within Willand Pond, and preferred consideration of Diver Assisted Suction Harvesting (DASH) Services and/or alternative “least toxic” control measures, as opposed to NHDES’s recommendation for an initial application of ProcellaCOR herbicide. As such, the City requested proposals for DASH services and/or other “least toxic” measures to effectively control a 28+ acre infestation of milfoil; and

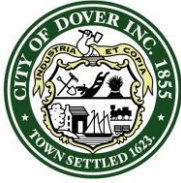
WHEREAS: Eleven firms were solicited to provide proposals and the city received seven responses (two proposals and five non-proposals for various reasons outlined in the results page and/or background section of this resolution). The two proposals were reviewed for necessary qualifications, experience, understanding of project scope, approach for completing the work, support and manage proposed solution; and

WHEREAS: Option A, provided by C&D Underwater Maintenance provides for up to 30 days of DASH services \$84,000.00 and Harvester Services \$65,000.00 for a total amount of \$149,000 with any additional days needed at rates per day of \$2,800.00 and \$2,200.00 respectively; and

WHEREAS: Option B, provided by Stahl Holdings LLC - The Pond & Lake Connection provides application of ProcellaCOR for a one-year term in the amount of \$28,760.00 or a three-year term in the amount of \$47,455.00 which includes a limited warranty period that applies to the management area; and

WHEREAS: Contingent upon Governor and Executive Council approval of the initial grant, it is the recommendation to award project to project to Option B to Stahl Holdings LLC-The Pond & Lake Connection for the three-year term in the amount of \$47,455.00.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a purchase order to Stahl Holdings, LLC The Pond and Lake Connection in the amount of \$47,455.00 for the three-year term. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.03.11 – 133**

Resolution Re: B26035B Award of RFP 2026 Exotic Aquatic Plant Control
at Willand Pond

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

Financing

Account	Description	Appropriation	Balance
TBD	NHDES Willand Pond Exotic Aquatic Plant Control	39,070.00	39,070.00
TBD	NHDES Willand Pond Exotic Aquatic Plant Control	10,000.00	10,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

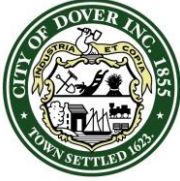
Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

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#: 13.B.1.

Resolution Number: **R – 2026.03.11 – 133**

Resolution Re: B26035B Award of RFP 2026 Exotic Aquatic Plant Control
at Willand Pond

RESOLUTION BACKGROUND MATERIAL:

The State of NH and the City are collaborating on efforts to control milfoil in Willand Pond because the invasive plant was detected that threatens the pond's ecosystem, recreation, and water quality. The city is working with the state to implement a management plan—funded partly through grants—to control or eradicate the infestation before it spreads further. The City of Dover applied for milfoil remediation with New Hampshire Department of Environmental Services (NHDES) for Willand Pond. NHDES agreed to put money and resources towards Willand Pond and created a Long-Term Management Plan that recommended using an herbicide to treat the milfoil with a follow-up, remediation efforts utilizing diver-assisted, suction harvesters (DASH) for manual removal to get the remainder of the milfoil. After going out to bid, NHDES selected Solitude Lake Management for a herbicide application using PROcellaCOR for \$30,220; and Aqualogic for DASH removal for \$8,850 totaling \$39,070. NHDES offers grant assistance covering 50% of those costs up to maximum, cap of \$19,535. The other half of those costs coming out of the Conservation Fund.

At the City Council Meeting of February 11, 2026, the proposed application of using an herbicide failed, with expectation that City staff would research “lest toxic” alternatives, and whether NHDES grant funding would still be available. In discussions with NHDES staff regarding eligibility for funding, Georgia Bunnell (NHDES's Exotic Species Program Coordinator/Limnologist) acknowledged while the \$19,535 matching-grant would remain available, she noted:

“The infestation is so severe that the divers would not be able to remove it all, and the milfoil has the ability to grow faster than they can remove it. This is why we are recommending herbicide, as it will get the milfoil down to a manageable level that we can then treat with DASH. We only recommend herbicide if it is truly needed.”

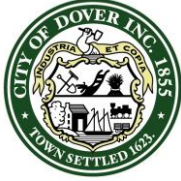
Understanding that the City wanted to pursue DASH removal options, NHDES provided a list of recommended, or previously contracted DASH-vendors, along with suggested contacts who had experience in the field of invasive, aquatic plants. Some of the feedback staff received is noted below:

James Lacasse from Water & Wetland states:

“From our previous experience, 28+ acres of milfoil is well beyond the capacity of DASH services (due to a variety of reasons, but primarily the time, labor, and significantly high expense). The options for non-herbicide treatments are very limited due to the methods milfoil can spread; with fragmentation being one of the major factors (which would rule out any sort of hydro-raking, harvesting, eco-harvester, etc). We would recommend looking into the herbicide Procellacor EC. Procellacor (florpyrauxifen-benzyl) is newer technology, which is highly selective on milfoil, and having minimal impact on many native beneficial pondweed species.”

.....

“Typically for areas of milfoil this size (28+ acres), we would recommend Procellacor Year 1, followed by DASH the subsequent years regarding maintenance control. Procellacor has been utilized in New Hampshire in the past with great success. If the City elects to use an integrated approach with herbicide/non-herbicide applications, we would be more than happy to supply a quote. If not, please keep us in mind for future projects as we are always more than happy to help!”



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.03.11 – 133**

Resolution Re: B26035B Award of RFP 2026 Exotic Aquatic Plant Control
at Willand Pond

A similar message was conveyed from NE Aquatic stating that they do have a few projects that are larger for DASH only, but it's a very large time commitment and is labor intensive. The representative mentioned that the budget will be very large, and will be a multiyear approach. DASH only won't eliminate any area in one season, the goal is to reduce regrowth but won't necessarily eliminate anything completely. Their guidance was roughly \$150,000 per season, and to follow up every year for 5 years and that will just slightly reduce regrowth in an infestation of this size. This is based on similar project they have going in Rhode Island.

After going through a re-bid process to focus on DASH, or least-toxic alternatives, only 2 bids were received. One from Pond and Lake where they recommended and proposed PROcellaCOR herbicide and promise two options. A one-year plan for \$28,760 and a 3-year plan with a guarantee for \$47,455.

Only one bid was received for DASH manual removal, which was from CD Underwater which was \$149,000 for 30 days of removal. With the Conservation Commission funds and NHDES allocated funds, an additional \$111,000 will need to be allocated towards this method.

Relation to council goals:

Resilience:

By Restoring Willand Pond to its healthy state, the City is adapting to the environmental stress and protecting a natural resource while recovering from milfoil disturbances.

Economic growth:

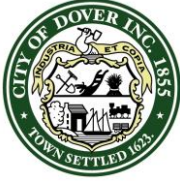
With a healthy pond, recreation will be protected within and around Willand Pond. Boating will be able to continue, fishing as well as safely walking and allowing dogs in and around the trails at the Pond.

For residents who live on the pond, they will have a recourse that will benefit them recreationally and economically within proximity to their home.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations EMailed:	11	Number of Responses:	2 responses/ 5 no bid
Warranty:	See proposals	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	asap
Recommended Award to:	Stahl Holdings, LLC The Pond & lake Connection	Fund:	Grant and General Fund
Other Approvals Required:	NHDES/G&C	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

B26035B Bid Documents



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2026.03.11 – 134**
Resolution Re: Citywide 2025-2026 Groundwater Monitoring Program with Emery & Garrett Groundwater Investigations, LLC – Exploratory Test Well Drilling

WHEREAS: Emery and Garrett Groundwater Investigations, LLC (EGGI) was the awarded firm through Sealed Bid #[B13043](#) for hydrogeological consulting services, exploration and development of replacement groundwater supply. EGGI has been the ongoing consultant for various other groundwater projects for the City throughout the years; and

WHEREAS: The City received a scope of work from (EGGI) for Expansion of Groundwater Exploration Program at a cost totaling \$315,000.00. Due to their vast experience in this field, it was recommended and awarded to EGGI via [R-2025.07.09-9](#) to continue exploration of additional wells sites for further supply or capacity; and

WHEREAS: On February 23, 2026, the City received a proposal from EGGI for additional exploratory test well drilling at three (3) locations within the city in the amount of \$175,000.00; and

WHEREAS: Per 5-28.B Formal Bidding Purchases; Waiver. Formal bidding may be waived by majority vote of the City Council, which may be done at the time of making the award.

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

The Purchasing Agent is hereby authorized to revise a Purchase Order to Emery and Garrett Groundwater Investigations, LLC for additional scope of work applicable to Expansion of Groundwater Exploration Program for additional well supply or capacity, not to exceed, \$175,000.00. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendor, consistent with the Purchase Order authorized herein.

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

Financing				
Account	Description	Appropriation	Balance	Charge
5300.1.300.43320.4757.03571.22	Water Exploration	\$100,000.00	\$90,059.75	\$90,059.75
5300.1.300.43320.4757.03571.23	Water Exploration	\$100,000.00	\$100,000.00	\$84,940.25

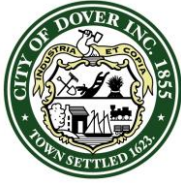
AUTHORIZATION

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.2.

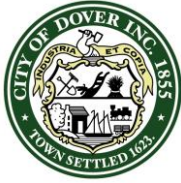
Resolution Number: **R – 2026.03.11 – 134**
Resolution Re: Citywide 2025-2026 Groundwater Monitoring Program with
Emery & Garrett Groundwater Investigations, LLC –
Exploratory Test Well Drilling

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.2.

Resolution Number: **R – 2026.03.11 – 134**
Resolution Re: Citywide 2025-2026 Groundwater Monitoring Program with
Emery & Garrett Groundwater Investigations, LLC –
Exploratory Test Well Drilling

RESOLUTION BACKGROUND MATERIAL:

The City has continuously been exploring additional, supplemental water supply options. Currently, there are 11 existing supply wells that have a theoretical maximum capacity of 5 million gallons per day, but that would be for a short-term duration. Current City demands are just under 2 million gallons per day in the winter, with increased usage up to about 3 million gallons per day in the summer.

Emery & Garrett Groundwater, Inc (EGGI) has been working with the City on various water supply and water resource issues for multiple years now. The ongoing scope of work for additional groundwater exploration is intended to help find redundant, back-up well sites, or to identify additional capacity options of possibly up to 500,000 gallons per day.

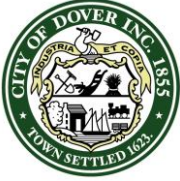
Initial exploratory work occurred on a City-owned parcel off Crosby Road, and out along French Cross Road. While both sites have some potential, additional test well work is required to further explore soil deposits in hopes of locating viable well points. Work is also planned in and around the Barbadoes Pond area, where the City currently has its Hughes Well.

Proposed Additional Exploratory Test Well Drilling - Sand and Gravel Aquifers:

Bouchard Well Area – Additional exploratory test well drilling is planned on City-owned property to determine if a high yield production well can be developed proximal to the existing Bouchard Well. The depth of test wells will exceed 150 feet and will therefore require a specialized drilling methodology (Rotary Sonic). Up to three (3) additional test borings may be drilled in this area. Successful wells will be tested for preliminary yield and quality.

Hughes Area – An additional well is proposed to be drilled on City-owned property west of the existing Hughes Well identified as well DCW-HW2. This well will be tested for preliminary yield and quality.

Crosby Road Area – This property is also owned by the City and due to its proximity to existing water line infrastructure, it is very advantageous for the City to develop another water source at this location, if possible. Two additional well sites are being selected for drilling and will be drilled and tested for preliminary yield and quality.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2026.03.11 – 135**

Resolution Re: B26041 2026 Sidewalk Improvements – Authorization to Award to John Lyman & Sons, Inc.

WHEREAS: A Request for Bid B26041 2026 Sidewalk Improvements was solicited, a mandatory pre-bid occurred on January 30, 2026 and bids were received on February 19, 2026 @ 2:30 p.m.; and

WHEREAS: The City requested proposals from qualified contractors to perform sidewalk improvements for the 2026 construction season; and

WHEREAS: The City received three (3) bid responses that were reviewed for necessary conformity to the specifications and requirements with the proposal deemed most advantageous to the City coming from John H. Lyman & Sons, Gilford, NH at a total cost of \$254,585.00.

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

The Purchasing Agent is hereby authorized to issue a purchase order to John H. Lyman & Sons, Inc. in the amount, not to exceed, of \$254,585.00. 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	Charge
1009.1.300.43121.4753.00000.23	Sidewalks	38,852.99	38,852.99	38,852.99
1009.1.300.43121.4753.00000.24	Sidewalks	106,345.76	106,345.76	106,345.76
1009.1.300.43121.4753.00000.00	Sidewalks	282,198.75	137,000.00	109,386.25

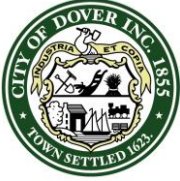
AUTHORIZATION

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 Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2026.03.11 – 135**

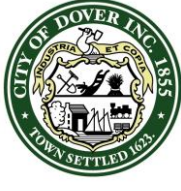
Resolution Re: B26041 2026 Sidewalk Improvements – Authorization to
Award to John Lyman & Sons, Inc.

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.3. Resolution Number: R – 2026.03.11 – 135 Resolution Re: B26041 2026 Sidewalk Improvements – Authorization to Award to John Lyman & Sons, Inc.
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RESOLUTION BACKGROUND MATERIAL:

The City has approximately 80 miles of public sidewalk. The Community Services Department is responsible for the ongoing operations and maintenance of the sidewalk network. Through its annual sidewalk improvement program, the City of Dover endeavors to improve, upgrade or reconstruct existing sidewalks to be ADA compliant and to meet the needs of its residents. A comprehensive, city-wide sidewalk assessment was completed in 2024 by Green International Affiliates, Inc. They recommended increasing annual sidewalk maintenance appropriations up to \$450,000. The City’s FY2026 Budget included an allowance of \$210,000 for General Sidewalk Improvements under Streets 4753 account.

New sidewalks or full reconstruction of segments is typically addressed via a larger, stand-alone CIP project.

The 2026 Sidewalk Reconstruction Project includes the following Scope of Services:

Base Bid:

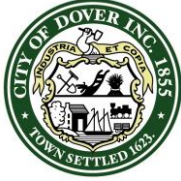
- Reconstruction of Ash Street (Horne St to Grove St)
- Reconstruction of Central Avenue (Glenwood Ave to 887 Central Ave)
- Reconstruction of Towle Avenue (Silver St to Clifford St)

It is expected that this project will be complete by the end of September of 2026.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	408	Number of Responses:	3
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	completion	Estimated Delivery:	asap
Recommended Award to:	John H. Lyman & Sons	Fund:	General Fund
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.

[B26041 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2026.03.11 – 136**

Resolution Re: B11001 Oversight of Construction Upgrades to River Street
Pump Station Amendment No. 2 Wright-Pierce

WHEREAS: A sealed (RFQ) Request for Qualifications B11001 was issued and received for Professional Engineering Services for the Waste Water Treatment Facilities Plan on August 23, 2010 at 2:00 PM. Wright-Pierce was awarded design of equipment upgrades and plant processes via resolution [R-2012.07.25-96](#); and

WHEREAS: At the end of 2021, the River Street Pump Station Upgrade Design was approved via resolution [R-2021.08.25-151](#) and completed by Wright-Pierce in the amount not to exceed \$677,000.00 as approved by the NH Department of Environmental Services; and

WHEREAS: In 2023, once design was completed, City Council approved construction engineering, inspection, and administrative services provided by Wright-Pierce in the amount of \$950,500.00 via resolution [R-2023.07.12-118](#); and

WHEREAS: In 2024, the city sought approval of amendment No. 1 to this agreement in the amount of \$380,000.00 for additional resident project representative oversight and additional construction administration and engineering support tasks. Amendment No.1 was approved via resolution [R-2024.12.11-211](#) for new total agreement of \$1,330,500.00; and

WHEREAS: The City is currently seeking approval of Amendment No. 2 to this agreement in the amount of \$150,000 for additional construction administration and engineering support tasks for a new total construction administration agreement of \$1,480,500; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a Purchase Order Revision to Wright-Pierce of Portsmouth, NH for Amendment No 2 to construction administration and engineering support tasks of the River Street Pump Station Upgrade in the amount not to exceed \$150,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4741.04594.24	WWTP River St Pump Station	2,899,557.29	857,221.50

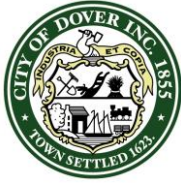
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jericca Vansylyvong-



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2026.03.11 – 136**
Resolution Re: B11001 Oversight of Construction Upgrades to River Street
Pump Station Amendment No. 2 Wright-Pierce

Bizier
City Clerk

DOCUMENT HISTORY:

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

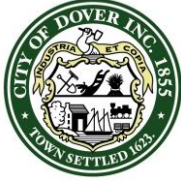
DOCUMENT ACTIONS:

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:

The River Street Pump Station and associated force main are critical components of the City's wastewater infrastructure as over 80% of the City's wastewater is conveyed through the station and force main. The River Street Pump Station is now over 30 years old and a substantial amount of the existing building, controls, and electrical systems are original to the station, and it is currently undergoing a \$9 million renovation with enhanced odor control systems being added.

A focus of the renovation work includes a complete overhaul of the electrical system, with a new transformer and electrical service installed by Eversource, motor control center, SCADA system, and emergency generator. This critical electrical gear experienced significant lead times for delivery of up to 24-months. The operation of this critical station was maintained throughout construction with careful sequencing and changeover of equipment from existing electrical service and gear to new as equipment became available.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2026.03.11 – 136**

Resolution Re: B11001 Oversight of Construction Upgrades to River Street
Pump Station Amendment No. 2 Wright-Pierce

However, moving all equipment to the new electrical and controls infrastructure has resulted in extended construction timelines. A major portion of the proposed engineering scope is to authorize an allowance, for additional, as needed time for construction administration services to see construction to completion and maintain requirements of the CWSRF funding the City received to support the renovation work.

The expected, on-call, as-needed services are outlined below. City Engineering staff will monitor progress and attempt to minimize the services needed.

Tasks	Task Description	Original \$	C/O 1	C/O 2	New total
Task 1	Project Representative	\$200,000	\$200,000		\$400,000
Task 2	Initial Start of and Operations	\$60,000			\$60,000
Task 3	Preparation of Manual	\$61,000			\$61,000
Task 4	Special Services	\$128,000		\$8,200	\$136,200
Task 5	Record Drawings	\$84,000			\$84,000
Task 6	Engineering Services	\$417,500	\$180,000	\$141,800	\$739,300
	Total	\$950,500	\$380,000	\$150,000	\$1,480,500

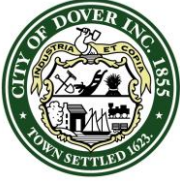
Award Information:

A purchase order revision will be issued to Wright-Pierce to authorize expenditures as outlined in this resolution. Approval of the Construction Oversight as required by the NH Department of Environmental Services.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	117	Number of Responses:	8
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	2026
Recommended Award to:	Wright-Pierce	Fund:	CIP
Other Approvals Required:	NHDES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B11001 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2026.03.11 – 137**
Resolution Re: B23040 River Street Pump Station Upgrades Amendment
No. 1 Waterline Industries

- WHEREAS: A sealed Request for Proposal #B23040 was issued and received for River Street Pump Station Upgrade on June 29, 2023 at 2:30 p.m. and;
- WHEREAS: Four bid responses were received and reviewed for necessary qualifications, experience, understanding of project scope, approach for completing the work, certification to design, deliver, support and manage proposed solution and the offer deemed most advantageous came from the low bidder Waterline Industries Corporation, Seabrook NH. It was approved via Council Resolution [R-2023.07.12-113](#) to Waterline Industries Corporation in the amount of \$8,397,677.00 Base Bid and \$8,482,177.00 Base Bid plus Alternates. In additional, based upon a recommendation by the design engineer, a construction contingency allowance of approximately 5%, or \$425,000.00 was approved and held in contingency fund for the project; and
- WHEREAS: This contract is funded in part by the State of New Hampshire Clean Water State Revolving Loan Fund (CWSRF) program; and
- WHEREAS: The City is seeking additional construction contingency funds in the amount of \$200,000 based upon a recommendation by the design engineer, to be approved and held in contingency in conjunction with Bid #B23040.
- NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a purchase order revision to Waterline Industries Corporation not to exceed \$200,000.00 to be held in construction contingency fund. 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
5320.1.300.43250.4741.04594.24	Sewer Pump Station Upgrade	2,899,557.29	857,221.50

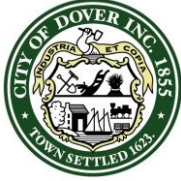
AUTHORIZATION

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 Vanslyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.5.	
Resolution Number: R – 2026.03.11 – 137 Resolution Re: B23040 River Street Pump Station Upgrades Amendment No. 1 Waterline Industries		

DOCUMENT HISTORY:

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

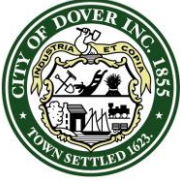
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward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

RESOLUTION BACKGROUND MATERIAL:

The River Street Pump Station (RPS) went online in 1991 (35 years ago) to convey collected wastewater to the then newly constructed wastewater treatment plant (WWTP) at 484 Middle Road. The construction of the Huckleberry Hill WWTP allowed the old facilities located along the southern side of the Cocheco River to be discontinued and abandoned. The former location is the site of the active Waterfront Redevelopment.

A major upgrade and renovation project is nearly complete for the old RPS. Nearly 80% of the City’s total wastewater flow passes through the station and force main. Due to contribution of wet-weather Inflow & Infiltration (I/I) it is not uncommon for the RPS to pump as much as 15-million gallons per day of flow. The ongoing upgrades are addressing flow-demands, ensuring reliability, and addressing odor-control concerns. Specific to odor-control, a new bagging system has been installed to encapsulate and trap removed debris collected via the mechanical bar racks or grit chambers. To further control any external odors, a carbon filtration system was installed on the building exhaust vents.

The Engineer’s Estimate for renovation work was \$11 million. Given the nature of the facility upgrades and renovations, a construction contingency of \$425,000 was established to help accommodate any unforeseen operational issues or renovation concerns. The actual bid and contingency allowance put project total at approximately \$8.9 million.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2026.03.11 – 137**
Resolution Re: B23040 River Street Pump Station Upgrades Amendment
No. 1 Waterline Industries

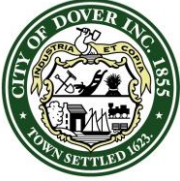
The station has to remain in full 24/7 operation during the ongoing work. To date, 4 Change Orders (CO) have been requested and approved by the City. CO#1 allowed for replacement of external “dry weather” flow meter, which accuracy is critical to properly flow-pace sodium hypochlorite to eliminated hydrogen-sulfide deterioration of the concrete-lined force main, CO#2 helped address replacement of the 2, primary-duty, dry-weather pumps. The initial design planned to salvage the existing pumps, but replacement parts were becoming hard to obtain, so new pumps were procured and installed, and an existing pump was pulled and salvaged for use as an emergency back-up. CO#3 included a compilation of several items, such as new bearings for bar-rack screen, duct-work modifications, and some basic interior finish items. CO#4 included installation of back-up float controls to provide resiliency in event of controls failure, external painting of exposed ductwork or vents to match trim, relocation of existing air compressors from dry-well basement up to ground floor, and replacement of cooling, seal-water feed lines to all four pumps.

	Contract Amount	Contingency
Internal CO	8,482,177.00	425,000.00
Change Order 1	17,652.81	(17,652.81)
Change Order 2	217,149.36	(217,149.36)
Change Order 3	61,945.39	(61,945.39)
Change Order 4	85,943.67	(85,943.67)
Balance in Contingency		42,308.77
Amendment 1	-	200,000.00
New Totals	8,864,868.23	242,308.77

While some existing Contingency remains, the current request is to augment the amount by \$200,000. All work is expected to be completed by this spring of 2026. The City is requesting pricing from Waterline Industries for what will be CO#5 to include repainting and refinishing of all the dry-well piping, walls and interior; along with replacement of all mechanical fasteners and flange-bolts with new stainless-steel material. For reference, there was a catastrophic flood in 2023, whereby a sample-port off the flanged discharge piping corroded and caused a leak.

For further reference, the original proposed work included all of the following:

- Decommission existing underground fuel storage tank and install new exterior diesel generator with weatherproof and acoustically attenuated enclosure,
- Upgrades to the building structure to including the roof, masonry, doors, and louvers to the bring into compliance with applicable building codes,
- Upgrades to the ventilation system and improvements for balancing HVAC, installation of a natural gas boiler and new gas service to the building, fire suppression upgrades to meet applicable codes,
- Electrical upgrades to address recommendations presented in the Energy Evaluation completed for the City of Dover by Process Energy Services, LLC in December 2019.
- Upgrades to the PLC’s and associated telemetry and control equipment. The existing SCADA infrastructure is largely obsolete and no longer supported by the manufacturer.
- Upgrades to the piping and valves, including all flow control gates in the wet well side of the pump station,



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2026.03.11 – 137**

Resolution Re: B23040 River Street Pump Station Upgrades Amendment
No. 1 Waterline Industries

- Upgrades to chemical storage, feed systems, and facilities,
- Odor control enhancements,
- Grit system improvements,
- Upgrades to pressure surge suppression tanks and controls,
- Upgrades to air release and clean-out manholes along the force main between the pump station and the wastewater treatment plant.

Bid Information:

A sealed Request for Proposal on June 29, 2023 at 2:00 p.m.

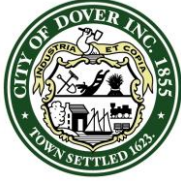
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	701	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	2026
Recommended Award to:	Waterline Industries Corporation	Fund:	CIP/CWSRF
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B23040 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R – 2026.03.11 – 138**
Resolution Re: B25085 Rock Salt & Solar Salt Cooperative Purchase –
Morton Salt, Inc. – Authorization for Additional Tonnage

WHEREAS: A Sealed Request for Proposal 11-25 was issued and received by the City of Concord for Rock Salt and Solar Salt on May 13, 2025 at 2:00 pm; and

WHEREAS: In an effort to obtain better pricing and quality of product and delivery service, the RFP was a cooperative endeavor with several other municipalities as outlined in the background section of this resolution. Morton Salt, Inc was awarded per [R-2025.06.25-116](#) for 3000 tons at the rate of \$75.02 per ton for delivered untreated rock salt and \$75.00 per ton for picked up untreated rock salt at the Portsmouth plant; and

WHEREAS: The City is requesting approval for additional 2220 tons at the bid rate of \$75.02 in the amount of \$166,544.40.

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

The Purchasing Agent is hereby authorized to revise the purchase order to Morton Salt, Inc. of Chicago, IL for rock/solar salt delivered or picked up at the given rates provided in conjunction with B25085, not to exceed \$166,544.40. The City Manager, or designee, is hereby authorized to finalize contract language with the vendor, consistent with the Purchase Order authorized herein, for the City Manager's signature.

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

Financing				
Account	Description	Appropriation	Balance	Charge
1000.1.300.43125.4612.00000	Snow removal - operating supplies	\$458,304.00	\$218,069.00	\$166,544.40

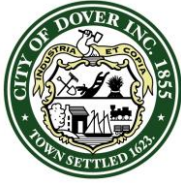
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

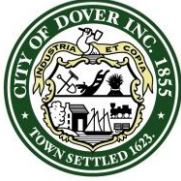
Resolution Number: **R – 2026.03.11 – 138**
Resolution Re: B25085 Rock Salt & Solar Salt Cooperative Purchase –
Morton Salt, Inc. – Authorization for Additional Tonnage

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.6.

Resolution Number: **R – 2026.03.11 – 138**
Resolution Re: B25085 Rock Salt & Solar Salt Cooperative Purchase –
Morton Salt, Inc. – Authorization for Additional Tonnage

RESOLUTION BACKGROUND MATERIAL:

For Winter Road Salt, the City participates in a multi-municipal collaborative effort. A Sealed Request for Proposal 11-25 was issued and received by the City of Concord for Road Salt and Solar Salt and included the municipalities noted below.

City of Concord
City of Keene
City of Rochester
Town of Bow

City of Claremont
City of Laconia
City of Somersworth
Town of Enfield

City of Dover
City of Lebanon
Town of Allenstown
Town of Farmington

Bid Information:

A Sealed Request for Proposal 11-25 was issued and received by the City of Concord for Road and Solar Salt on May 13, 2025 at 2:00 PM. For budgetary purposes, we typically expect to use around 3,000 tons annually of untreated rock salt, with another 300 tons of Solar Salt. While Morton Salt provided competitive pricing for untreated rock salt, they did not submit a bid for Solar Salt. Solar Salt is still a form of sodium chloride like the untreated rock salt we requested, but the refining process involves evaporation of sea water or brine which generates a finer crystallized end product, with more uniform crystals than standard rock salt.

The current winter weather has resulted in more mobilizations for snow and ice treatment; thus we have expended more road salt than recent winters. The sodium chloride does not have a 'shelf-life' so any ordered this winter that is not used will remain in inventory to offset demand for next winter (2026-2027).

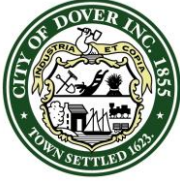
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	N/A	Number of Responses:	5
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One year	Estimated Delivery:	As needed
Recommended Award to:	Morton Salt, Inc.	Fund:	Operating – Snow Removal
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Bid Documents



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2026.03.11 – 139**

Resolution Re: Setting of Property Tax Exemptions for Elderly, Blind and Disabled for FY2027

WHEREAS: In Fiscal Year 2024 the City Council last reviewed and adopted property tax exemption qualifying criteria and exemption levels; and

WHEREAS: In order for elderly, disabled and deaf applicants to be eligible for an exemption they must meet certain income and asset criteria and due to changing market values of properties within the City; and

WHEREAS: The City Council desires to provide continued tax relief to the elderly, blind, disabled and deaf in the form of higher exemption levels and qualifying criteria that is consistent with changes in market values and CPI adjusted income and asset levels; and

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

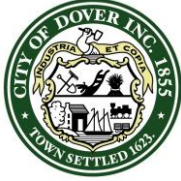
Under the provisions of RSA 72:27-a, the amounts of assessed value that will be exempt from property taxation by category of age, blindness, disability or deafness are changed as follows:

		Current	Revised	
Description	Type	Level	Level	Change
Elderly 65-74	Value Exemption	206,000	223,500	17,500
Elderly 75-79	Value Exemption	291,000	315,300	24,300
Elderly 80+	Value Exemption	373,000	404,100	31,100
Blind	Value Exemption	206,000	223,500	17,500
Disabled	Value Exemption	206,000	223,500	17,500
Deaf	Value Exemption	206,000	223,500	17,500

Also under the provisions of RSA 72:27-a, that the qualifying income and asset levels for an exemption for elderly, disabled, and deaf exemptions are changed as follows:

Maximum	Current	New	
Income	Levels	Levels	Change
Single	52,600	55,400	2,800
Married	71,600	75,400	3,800

Maximum	Current	New	
Assets	Levels	Levels	Change
All Applicants	206,200	219,200	13,000



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2026.03.11 – 139**
Resolution Re: Setting of Property Tax Exemptions for Elderly, Blind and Disabled for FY2027

FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with provisions of RSA 72:27-a, this resolution is effective April 1, 2026.

Also, the City Manager is requested to review and recalculate the amounts of exemptions and qualifying criteria every 10 years using the same methodology contained in this resolution. This information will be presented to the City Council.

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

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

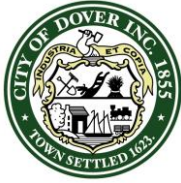
Recorded by: Jerrica Vanslyvong-Bizier
City Clerk

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#: 13.B.7.

Resolution Number: **R – 2026.03.11 – 139**

Resolution Re: Setting of Property Tax Exemptions for Elderly, Blind and Disabled for FY2027

RESOLUTION BACKGROUND MATERIAL:

The resolution increases the exemption qualifying criteria for the elderly, disabled, and deaf and increases the amount of assessed value exempt from property taxes for eligible elderly, blind, disabled and deaf persons. The amounts of each exemption level and qualifying criteria were last set for FY2025. Exemption levels were last increased for FY2025. If the applicant qualifies, the exemption amount is deducted from the total assessed value in order to arrive at the net taxable value. The effect of granting exemptions is that the taxpayer receiving the exemption has a reduction in taxes.

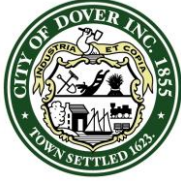
In order for elderly, disabled, and deaf applicants to be eligible for an exemption level, they must meet certain income and asset criteria. Income and assets from the previous calendar year are used to determine eligibility. Exemptions for the blind have no income or asset qualifying criteria. Income is defined as the total annual income from all sources including Social Security, but does exclude life insurance proceeds, expenses and cost incurred conducting a business, and proceeds from the sale of assets; these items are accounted for as assets. Assets criteria include all forms of tangible and intangible assets; however, the actual residence (including land up to 2 acres) is not included toward the maximum amount.

CPI COLA adjustments to Social Security benefits over the past 2 years has been 5.3%. This results in recipients receiving more income over the levels that existed in FY2024 when City Council last made modifications to exemption criteria. The proposed income levels have been adjusted by the CPI COLA adjustments made to Social Security benefits.

The City recertifies all credits and exemptions once every five years. The City assessing office has seen some pending applications where the situation exists that some taxpayers who qualified for an exemption 5 years ago would no longer qualify because of the COLA adjustments made to their Social Security income over the past 2 years. Since the qualifying criteria limits would be exceeded, these elderly taxpayers could receive an increase in taxes this fall of approximately \$4,196 up to \$7,598 depending upon their exemption level. City officials believe this would result in a hardship for these taxpayers least able to adjust to such a significant increase in their property taxes.

The proposed asset levels have been adjusted by 6.3%, being the CPI-U Boston Area annual average from each of the past two years:

CPI-U BOSTON	
2024	3.2
2025	3.1



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2026.03.11 – 139**

Resolution Re: Setting of Property Tax Exemptions for Elderly, Blind and Disabled for FY2027

In order to become effective for the taxes due in December 2026, this resolution must be passed with an effective date of April 1, 2026. In accordance with RSA 72:27-a, the City Council can set the effective date for the adoption of this resolution. An identified effective date later than April 1, 2026 would result in this resolution actually being effective for the tax year beginning on April 1, 2027 (FY2028). An effective date of April 1, 2027 could result in pending recertification applications being denied and an elderly resident property owner facing a property tax increase in the fall of \$4,196 up to \$7,598 depending on their exemption level.

Exemption Levels

The new levels for exemptions were calculated by taking set percentages of the FY2026 average assessed value for a single-family home of \$583,064. It is currently projected that in FY2027 the average single-family home assessment will increase 5%, to an average value of \$612,217. The average single family home assessment is used as a basis because 68% of individuals receiving exemptions live in single-family homes. The percentages used are 36.5% for age 65-74, 51.5% for age 75-79, and 66% for age 80 plus. The proposed increase for exemptions for FY2027 (TY2026) would be as follows:

1st Tier (ages 65-74) \$223,500 which is \$612,217 x 36.5%;

2nd Tier (ages 75-79) \$315,300 which is \$612,217 x 51.5%;

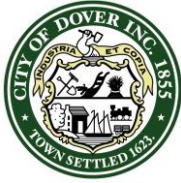
3rd Tier (ages 80+) \$404,100 which is \$612,217 x 66.0%.

This would have an estimated impact of \$0.04 increase to the FY2027 estimated tax rate of \$20.37, resulting in an estimated rate of \$20.41.

Current Level of Exemptions	Current	Current	Current	New	Amount with	
Exemption Levels	#	Level	Amount	Level	Current #	Increase
Elderly 65-74	59.833	206,000	12,325,700	223,500	13,372,676	1,046,976
Elderly 75-79	41	291,000	11,931,000	315,300	12,927,300	996,300
Elderly 80+	107.5	373,000	40,097,500	404,100	43,440,750	3,343,250
Blind	10	206,000	2,060,000	223,500	2,235,000	175,000
Disabled	26	206,000	5,356,000	223,500	5,811,000	455,000
Disabled 100%	1	523,300	523,300	523,300	523,300	0
Deaf	0	206,000	0	223,500	0	0
Total Exemptions to Value	245.333		72,293,500		78,310,026	6,016,526

Exemption Application Filing

All applications for exemptions must be made to the local assessing officials by April 15th, 2026, so that exemptions are effective for tax rate setting in October 2026.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2026.03.11 – 139**
Resolution Re: Setting of Property Tax Exemptions for Elderly, Blind and Disabled for FY2027

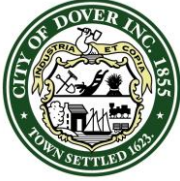
Estimated Tax Levy FY2027			
Tax Levy	City	46,463,690	
	School - Local	69,133,275	
	School - State	7,232,689	
	County	12,555,205	
	Total	135,384,859	
	Less: Vet Credits	(1,073,250)	
	Net Tax Levy	134,311,609	
Tax Rate Information			
		Current Levels	New Levels
Values	Gross	6,735,414,090	6,735,414,090
	Exemptions	(72,293,500)	(78,310,026)
	Net	6,663,120,590	6,657,104,064
	Utilities	(137,312,300)	(137,312,300)
	Net w/o Utilities	6,525,808,290	6,519,791,764
Rates	City	6.98	6.99
	School - Local	10.39	10.40
	School - State	1.11	1.12
	County	1.89	1.90
	Total	20.37	20.41

Exemption for the Elderly

RSA 72:39-b To qualify for an exemption for the elderly, a person must be 65 years of age or older and meet income and asset limitations. The amount of a qualified elderly exemption is based on the applicant's age. Applicants for elderly exemptions must also have been a resident of New Hampshire for at least three consecutive years preceding April 1st of the year in which the exemption is claimed. Only one elderly exemption is allowed on the primary residence.

Exemption for the Blind

RSA 72:37 To qualify for an exemption for the blind, the person must be legally blind as determined by the administrator of Blind Services Program, Bureau of Vocational Rehabilitation of the Department of Education. There are no income or asset restrictions for a blind exemption. Applicants for blind exemptions must be a resident of New Hampshire as of April 1st of the year



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2026.03.11 – 139**
Resolution Re: Setting of Property Tax Exemptions for Elderly, Blind and Disabled for FY2027

in which the exemption is claimed. Blind exemptions can be received in conjunction with an elderly exemption.

Exemption for the Disabled

RSA 72:37-b To qualify for an exemption for the disabled, a person must be eligible under Title II or Title XVI of the Federal Social Security Act for benefits to the disabled and meet income and asset limitations. Applicants for disabled exemptions must also have been a resident of New Hampshire for at least five years preceding April 1st of the year in which the exemption is claimed. Disabled exemptions are received until age 65, at which time the property owner may apply for an elderly exemption.

Exemption for the Deaf or Severely Hearing Impaired

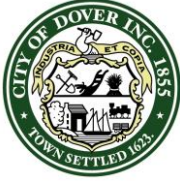
RSA 72:38-b To qualify for an exemption for the deaf, a person must have a 71 Db hearing loss or greater in the better ear as determined by a licensed audiologist or qualified otolaryngologist and meet income and asset limitations. Applicants for deaf exemptions must also have been a resident of New Hampshire for at least five consecutive years preceding April 1st of the year in which the exemption is claimed. Applicants must meet income and asset limitations. Deaf exemptions can be received in conjunction with an elderly exemption.

Exemption for Certain Disabled Veterans – 100% Exemption

RSA 72:36-a To qualify for a total tax exemption for certain disabled veterans a person must be discharged from military service of the United States under conditions other than dishonorable, or an officer who is honorably separated from military service and is 100 percent permanently and totally disabled; or as a result of service connection is a double amputee, paraplegic, or has blindness in both eyes with visual acuity of 5/200 or less and who owns a specially adapted homestead acquired with VA assistance. The surviving spouse of such a person is also eligible to receive this credit. The credit applies to the person's primary residence.

Tax Rate Impact

The adoption of the proposed changes to the exemption levels and qualifying income levels is expected to not increase the number of taxpayers eligible for exemptions. The changes are proposed in an effort to allow elderly taxpayers to continue to receive their exemptions and at a level consistent with recent market changes. The estimated increase in tax impact for these proposed changes is \$0.04 on the tax rate. The estimated value to be exempted from assessed tax value is \$78,310,026. The tax equivalent impact of the exemptions is approximately \$1,950,524, which represents approximately \$0.29 of the City's estimated tax rate. The table below provides a breakdown of existing elderly, blind and disabled exemptions granted by the City.



CITY OF DOVER

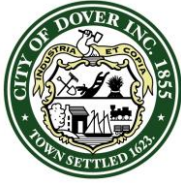
CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2026.03.11 – 139**

Resolution Re: Setting of Property Tax Exemptions for Elderly, Blind and Disabled for FY2027

Level	Projected (TY26/FY27)		
	Actual	Levels	Total
Elderly 65-74	59.833	223,500	13,372,676
Elderly 75-79	41	315,300	12,927,300
Elderly 80+	107.5	404,100	43,440,750
Blind	10	223,500	2,235,000
Disabled	26	223,500	5,811,000
Deaf	0	223,500	0
100% Disable Veteran	1	523,300	523,300
Total	245.333		78,310,026
Imputed Tax Levy Effect			1,950,524
Estimated Tax Rate Impact			0.29



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2026.03.11 – 140**
Resolution Re: Reprogram Unexpended CIP Appropriation from Garrison Hill Park FY2023 CIP Project to Nebi Park & Pavilion CIP Project

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

WHEREAS: The City has identified the immediate need for funding for Nebi Park & Pavilion FY2026 CIP project; and

WHEREAS: There is unexpended appropriations in the amount of \$263,700.00 from the Garrison Hill Park Improvements FY2023 CIP project as the project is not feasible at this time, those funds are available to be reprogrammed to the Nebi Park & Pavilion CIP project which is a priority to be completed at this time; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$263,700.00 (Two Hundred Sixty-Three Thousand Seven-Hundred) of unexpended appropriations is hereby reprogrammed from the Garrison Hill Park Improvements CIP project to the Nebi Park & Pavilion CIP project as follows:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4023.1.350.45220.4715.05235.23.000.000.700	Garrison Hill Park Improvements	263,700.00	(263,700.00)	0.00
4023.1.350.45220.4715.05209.23.000.000.700	Nebi Park & Pavilion Improvements	0.00	263,700.00	263,700.00
		263,700.00	0.00	263,700.00

NOTE: This resolution reprograms unexpended Capital Improvements Program Non-Debt Appropriation authorization and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage.

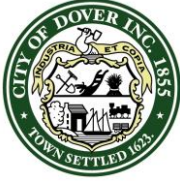
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

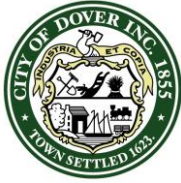
Resolution Number: **R – 2026.03.11 – 140**
Resolution Re: Reprogram Unexpended CIP Appropriation from Garrison Hill Park FY2023 CIP Project to Nebi Park & Pavilion CIP Project

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 pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2026.03.11 – 140**
Resolution Re: Reprogram Unexpended CIP Appropriation from Garrison Hill Park FY2023 CIP Project to Nebi Park & Pavilion CIP Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Garrison Hill Park Improvements project. On November 10, 2021 the City Council adopted the FY2023 Capital Improvements Plan (CIP) Non-Debt Financed Projects resolution, which included \$270,000.00 for the Garrison Hill Park Improvements project.

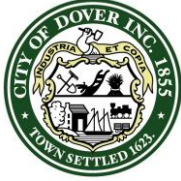
This resolution reprograms funding from Garrison Hill Park Improvements project to Nebi Park & Pavilion Improvements project.

The City Council previously authorized the appropriation for the Nebi Park & Pavilion Improvements project. On December 11, 2024 the City Council adopted the FY2026 Capital Improvements Plan (CIP) Authorization for Non-Debt financed projects, which included \$295,000.00 for the Nebi Park Pavilion project. City Council resolution 2024.10.23 – 190.

The City recently determined that the Garrison Hill Park Improvements project is not feasible to proceed with at this time, and that the completion of Nebi Park & Pavilion Improvements is a priority at this time.

The funding being reprogrammed is impact fees. These fees must be used to expand infrastructure and not replace or update existing infrastructure. In this case Nebi Park is 100% new, and includes the development of 3 acres of public walkways, water access points, seating and other amenities, as well as a variety of planting beds and landscaping. The 3,000 square foot pavilion will have gathering space and rest rooms as well as storage and support space for the use of Nebi Park.

This resolution works towards meeting the City Council's Goal 3 as it invests in Dover's infrastructure. Specifically, the funding will assist in addressing Goal 3.A which speaks to diversifying funding for infrastructure.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.9.

Resolution Number: **R – 2026.03.11 – 141**
Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth/Grove Street Reconstruction Project to Downtown Traffic and Pedestrian Improvements 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 \$1,253,416.91 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 Downtown Traffic and Pedestrian Improvements capital improvement program project; and

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

The amount of \$400,000.00 (Four Hundred Thousand dollars) of unexpended bond proceed appropriations is hereby reprogrammed from the Fifth/Grove Streets Reconstruction CIP project to the Downtown Traffic and Pedestrian Improvements 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	1,253,416.91	(400,000.00)	853,416.91
4025.1.180.43122.4751.03340.25.000.000.700	Downtown Traffic & Pedestrian Improvements	145,535.05	400,000.00	545,535.05
		1,398,951.96	0.00	1,398,951.96

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.

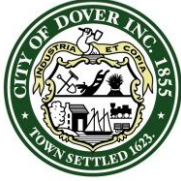
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.9.

Resolution Number: **R – 2026.03.11 – 141**
Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth/Grove Street Reconstruction Project to Downtown Traffic and Pedestrian Improvements Project

DOCUMENT HISTORY:

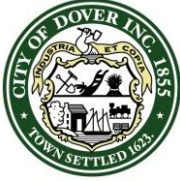
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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:

Document Created by: Finance Document Posted on: March 6, 2026	R-2026.03.11 Reprogram Unexpended Bond Proceeds From Fifth/Grove Street Reconstruction Project to Downtown Traffic and Pedestrian Improvements Project
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.9.

Resolution Number: **R – 2026.03.11 – 141**
Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth/Grove Street Reconstruction Project to Downtown Traffic and Pedestrian Improvements Project

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 Downtown Traffic & Pedestrian Improvements 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 Downtown Traffic & Pedestrian Improvements project was identified in the FY2021- FY2026 CIP to be debt financed in the amount of \$1,400,000.00. City Council approved the FY2021 CIP Authorization for bonding on December 11, 2019 via resolution 2019.10.23 – 171.

The funding reprogrammed to the Downtown Traffic & Pedestrian Improvements project will be used for enhanced crosswalks at First Street and Second Street.

The City has a design for improving the crosswalks at First and Second Street, consistent with the design being implemented at Waldron Court. The improvements include reducing the crossing width between the sidewalks, increasing visibility of pedestrians and vehicles and addressing accessibility concerns. The Second Street crossing would have push button activated lights to alert drivers on Central Avenue and Franklin Plaza that there are pedestrians in the crosswalk. Both intersections would have enhancements in pedestrian level lighting and landscaping. Finally, in addition to the infrastructure improvements, lane striping would be improved for parking and travel flow.

The resolution works towards meeting the City Council's Goals 2 and 3, as it invests in infrastructure and will improve the walkability of the downtown, thus encouraging a higher quality of life and economic development. Specifically, Goal 3-D will be incorporated as it speaks to creating reliable infrastructure which can improve accessibility for seniors and vulnerable populations.