CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 08, 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. **REPROGRAM UNEXPENDED CIP APPROPRIATION FROM FIFTH AND GROVE SEWER MAIN FY2024 CIP PROJECT TO HORNE STREET RECONSTRUCTION CIP PROJECT**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

   B. **APPROPRIATION FOR FY2027 CAPITAL IMPROVEMENTS PROGRAM – SOLAR PROJECTS – NON-DEBT FINANCED**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

   C. **FY2026 GENERAL FUND BUDGET AMENDMENT – RESCIND PORTION OF APPROPRIATION FOR TRANSFER TO SCHOOL FACILITIES CAPITAL RESERVE AND APPROPRIATION TO EDUCATION**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

   D. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM FIFTH AND GROVE WATER MAIN FY2024 AND FY2025 CIP PROJECT TO HORNE STREET RECONSTRUCTION CIP PROJECT**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   (VOTE TO OCCUR ON APRIL 22, 2026)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

   E. **APPROPRIATION FOR FY2027 CAPITAL IMPROVEMENTS PROGRAM MCCONNELL CENTER HVAC SYSTEMS REPLACEMENT AND AUTHORIZATION FOR BONDING**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   (VOTE TO OCCUR ON APRIL 22, 2026)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

   F. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM DURHAM ROAD SEWER REHAB PROJECT TO SOUTH END GRAVITY SEWER CIP PROJECT**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   (VOTE TO OCCUR ON APRIL 22, 2026)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

8. **PUBLIC FORUM**

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

9. **CITY MANAGER'S REPORT**
10. **APPROVAL OF MINUTES**
    A. **March 25, 2026 – Regular & Workshop Meeting**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
    A. **ORDINANCES IN THE 2nd READING**
    B. **ORDINANCES IN THE 3RD READING**
    C. **RESOLUTIONS**
       1. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM FIFTH/GROVE STREET RECONSTRUCTION PROJECT TO DOWNTOWN TRAFFIC AND PEDESTRIAN IMPROVEMENTS PROJECT**
          (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
          SPONSORED BY MAYOR SHANAHAN BY REQUEST
       2. **REPROGRAM UNEXPENDED CIP APPROPRIATION FROM FIFTH AND GROVE SEWER MAIN FY2024 CIP PROJECT TO HORNE STREET RECONSTRUCTION CIP PROJECT**
          (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
          SPONSORED BY MAYOR SHANAHAN BY REQUEST
       3. **APPROPRIATION FOR FY2027 CAPITAL IMPROVEMENTS PROGRAM – SOLAR PROJECTS – NON-DEBT FINANCED**
          (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
          SPONSORED BY MAYOR SHANAHAN BY REQUEST
       4. **FY2026 GENERAL FUND BUDGET AMENDMENT – RESCIND PORTION OF APPROPRIATION FOR TRANSFER TO SCHOOL FACILITIES CAPITAL RESERVE AND APPROPRIATION TO EDUCATION**
          (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
          SPONSORED BY MAYOR SHANAHAN BY REQUEST
13. **NEW BUSINESS**
    A. **CONSENT CALENDAR**
       1. **ENVIRONMENTAL PROJECTS CONSULTING SERVICES PESCHEL CONSULTING LLC**
          SPONSORED BY MAYOR SHANAHAN BY REQUEST
       2. **AUTHORIZING AMEMDMENT TO LICENSE TO UNITIL FOR TAX MAP M-47-B (87A GERRISH ROAD)**
          SPONSORED BY MAYOR SHANAHAN BY REQUEST
       3. **AUTHORIZATION FOR CONSERVATION AND EASEMENT FARMING LICENSE TO SCRUTON'S DAIRY, INC (BLACKWATER ROAD)**
          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, April 08, 2026**
Meeting Time: **7:00 pm**

COMMITTEE REPORTS

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

B. RESOLUTIONS

1. **B25026 ENERGY SAVINGS PERFORMANCE CONTRACTING SERVICES (ESCO) PHASE 2A SOLAR ARRAY PROJECTS FOR FOUR CITY FACILITIES**
   SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **B26042 HOT BITUMINOUS PAVING (ASPHALT) LAID IN PLACE**
   SPONSORED BY MAYOR SHANAHAN BY REQUEST
3. **ADDITIONAL APPROPRIATION AND AUTHORIZATION FOR BONDING FOR FY2027 CIP WATER TREATMENT PLANT UPGRADES – FRENCH CROSS STATION**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   (TO BE REFERRED TO A PUBLIC HEARING ON APRIL 22, 2026 WITH A VOTE TO OCCUR ON MAY 13, 2026)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST
4. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM CERTAIN COMMUNITY SERVICES CIP PROJECTS TO HENRY LAW AVENUE RECONSTRUCTION CIP PROJECT**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   (TO BE REFERRED TO A PUBLIC HEARING ON APRIL 22, 2026 WITH A VOTE TO OCCUR ON MAY 13, 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#: 12.C.2.

Resolution Number: **R – 2026.03.25 - 147**

Resolution Re: Reprogram Unexpended CIP Appropriation from Fifth and Grove Sewer Main FY2024 CIP Project to Horne Street Reconstruction 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 the sewer main portion of reconstruction for the Horne/Crescent Streets capital improvement program project; and

WHEREAS: Due to lower than anticipated project costs there is $100,000.00 of unexpended appropriations from the Fifth/Grove Streets Sewer Main replacement portion of the capital improvements program project, those funds are available to be reprogrammed to Horne Street CIP project which is a priority to complete design work; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of $100,000.00 (One Hundred Thousand) of unexpended appropriations is hereby reprogrammed from the Fifth & Grove Sewer Main Replacement CIP project to the Horne Street Reconstruction CIP project as follows:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
5320.1.300.43250.4757.04566.24.000.000.700	Sewer Main Replacement Fifth/Grove Streets	100,000.00	(100,000.00)	0.00
5320.1.300.43250.4757.04???.24.000.000.700	Sewer Main Replacement Horne/Crescent Streets	0.00	100,000.00	100,000.00
		100,000.00	0.00	100,000.00

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 Form and Compliance: Joshua M. Wyatt, City Attorney

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2026.03.25 - 147**

Resolution Re: Reprogram Unexpended CIP Appropriation from Fifth and Grove Sewer Main FY2024 CIP Project to Horne Street Reconstruction 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 - RESOLUTION

Agenda Item#: 12.C.2.

CITY OF DOVER

Resolution Number: **R – 2026.03.25 - 147**

Resolution Re: Reprogram Unexpended CIP Appropriation from Fifth and Grove Sewer Main FY2024 CIP Project to Horne Street Reconstruction CIP Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Sewer Main Replacement Fifth/Grove Street reconstruction project. On October 26, 2022 the City Council adopted the FY2024 Capital Improvements Plan (CIP) Non-Debt Financed Projects resolution, which included $100,000.00 for the Sewer Main Replacement Fifth/Grove Street reconstruction project.

This resolution reprograms funding from Sewer Main Replacement Fifth/Grove Street reconstruction project to Horne/Crescent Streets reconstruction Sewer portion of the project. The FY2024 CIP appropriation for Sewer Main Replacement Fifth/Grove Street reconstruction project was not utilized as there was no need for sewer main replacement.

The $100,000.00 appropriation will be used for engineering design of sewer main replacement as part of the Horne/Crescent Streets reconstruction project.

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

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

The City Council previously authorized reprogramming $300,000.00 of appropriations for the Horne/Crescent Streets reconstruction project from unexpended bond proceeds for the Fifth/Grove Streets reconstruction project on February 25, 2026 via resolution 2026.01.28 – 117. This funding was for street and drainage engineering design for the Horne/Crescent Streets project.

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 - RESOLUTION

Agenda Item#: 12.C.3.

CITY OF DOVER

Resolution Number: **R – 2026.03.25 - 151**
Resolution Re: Appropriation For FY2027 Capital Improvements Program –Solar Projects - Non-Debt Financed

WHEREAS: The City Council desires to make public improvements at the Arena, North End Fire Station, Bouchard Public Works facility, and French Cross Station Water Treatment facility and to finance these improvements with transfers from Capital Reserve Funds; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT: The following capital outlays are appropriated as part of the FY2027 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	Arena Solar Project	340,000	Arena Improvements Capital Reserve	Trust
2	North End Fire Station Solar Project	182,000	General Fund Capital Reserve	Trust
3	Bouchard Public Works Facility Solar Project	125,000	General Fund Capital Reserve	Trust
4	Bouchard Public Works Facility Solar Project	125,000	Water Fund Capital Reserve	Trust
5	French Cross Station Solar Project	81,250	Water Fund Capital Reserve	Trust
6	Bouchard Public Works Facility Solar Project	125,000	Sewer Fund Capital Reserve	Trust
		978,250		

AND FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT: The following capital outlays are hereby rescinded as they have been determined to not be needed at this time.

Item	Description	Appropriation	Funding	Fund
1	Arena HVAC	40,000	Arena Improvements Capital Reserve	Trust
2	Arena HVAC	35,000	Arena Improvements Capital Reserve	Trust
		75,000		

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.

AUTHORIZATION

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

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

Sponsored by: Mayor Dennis Shanahan, By Request

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2026.03.25 - 151**
Resolution Re: Appropriation For FY2027 Capital Improvements Program –Solar Projects - Non-Debt Financed

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2026.03.25 - 151**
Resolution Re: Appropriation For FY2027 Capital Improvements Program –Solar Projects - Non-Debt Financed

RESOLUTION BACKGROUND MATERIAL:
This resolution appropriates capital reserve funds to finance Solar projects at the Arena, North End Fire Station, Bouchard Public Works facility, and French Cross Station water treatment facility. In addition, this resolution authorizes the transfer of Capital Reserve Fund moneys to fund the identified projects.

The following table reflects the amount to be appropriated for the FY2027 CIP solar projects from the various capital reserve funds and their projected balances as of 6/30/2026:

Description	Proposed Appropriation	Previous FY2027 CIP Appropriations	Balance 6/30/2026	Notes
Capital Reserve Funds CIP				
General Fund Capital Reserve	$307,000	$1,834,000	$416,937	(1)
Arena Improvements Reserve	$340,000	$40,000	$250,648	(2)
Water Fund Capital Reserve	$206,250	$762,698	$4,718,879	
Sewer Fund Capital Reserve	$125,000	$667,794	$1,947,135	
Total	$978,250			

1. The General Fund Capital Reserve will have sufficient funds for the appropriation as a transfer from the General Fund of $1,955,000 into the reserve was adopted as part of the FY2027-2032 CIP (City Council resolution R-2025.10.22 – 66 on December 10, 2025, and said amount is proposed as part of the City's FY2027 General Fund Operating Budget.

2. The Arena Improvements Reserve will have sufficient funds for the appropriation as a transfer from the General Fund of $100,000 into the reserve was adopted as part of the FY2027-2032 CIP (City Council resolution R-2025.10.22 – 66 on December 10, 2025), and said amount is proposed as part of the City's FY2027 General Fund Operating Budget. In addition, existing Arena CIP appropriations determined to not be needed at this time are proposed to be rescinded as part of this resolution.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2026.03.25 - 152**

Resolution Re: FY2026 General Fund Budget Amendment – Rescind Portion of Appropriation for Transfer to School Facilities Capital Reserve and Appropriation to Education

WHEREAS: The City Council approved an appropriation and authorization to transfer $1,740,571 to School Facilities Capital Reserve via resolution R-2025.07.23 – 17 on August 27, 2025; and

WHEREAS: The School Board's January 12, 2026 report on conditions of accounts reflected an estimated fiscal year-end balance of $266,663.00 in appropriations, and the report noted that Student Services programs were exceeding program budgets by $617,831.54 half-way through the fiscal year; and

WHEREAS: To ensure the School Department has sufficient operating appropriations for the balance of fiscal year 2026, particularly to fund Student Services programs to include Special Education, Specific Student Services (OT, PT, Speech) and Special Education Transportation; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The appropriation for Transfer to School Facilities Capital Reserve in the amount of One Million Three Hundred Thousand and Five Hundred Seventy-One Dollars ($1,300,571.00) is hereby rescinded and appropriated to the Dover School Department as part of their FY2026 operating budget as shown in the table below:

		Adopted	Budget	Revised
Account Number	Account Description	Budget	Amendment	Budget
APPROPRIATIONS				
1000.2.600.05251.4918.00000.00.000.000.910	School - Fund Transfer to Capital Reserve	1,995,571.00	(1,300,571.00)	695,000.00
1000.1.600.46900.4950.00000.00.000.000.950	Education	84,860,595.00	1,300,571.00	86,161,166.00
		86,856,166.00	0.00	86,856,166.00

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

AUTHORIZATION

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

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

Sponsored by: Mayor Dennis Shanahan, By Request

Document Created by: Finance Department
Document Posted on: April 3, 2026

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2026.03.25 - 152**

Resolution Re: FY2026 General Fund Budget Amendment – Rescind Portion of Appropriation for Transfer to School Facilities Capital Reserve and Appropriation to Education

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 - RESOLUTION

Agenda Item#: 12.C.4.

CITY OF DOVER

Resolution Number: **R – 2026.03.25 - 152**
Resolution Re: FY2026 General Fund Budget Amendment – Rescind Portion of Appropriation for Transfer to School Facilities Capital Reserve and Appropriation to Education

RESOLUTION BACKGROUND MATERIAL:
In accordance with City Charter C6-6 *Appropriations After Adoption of the Budget*, the City Council is seeking to rescind a portion of an existing appropriation for transfer into School Facilities Capital Reserve and appropriate that same amount to the FY2026 General Fund School Department budget. This budget amendment does not increase the current amount budgeted for the School Department local portion of the budget and related property tax levy.

The City Council approved an appropriation and authorization for transfer into School Facilities capital reserve in the amount of $1,740,571 via resolution R-2025.07.23 – 17 on August 27, 2025.

The School Board's January 12, 2026 report on conditions of accounts reflected an estimated fiscal year-end balance of $266,663.00 in appropriations, and the report noted that Student Services programs were exceeding program budgets by $617,831.54 half-way through the fiscal year.

An additional six months of Student Services program operations could result in an additional $600,000 of costs resulting in exceeding program budgets by over one million dollars.

To ensure the School Department has sufficient operating appropriations for the balance of fiscal year 2026, particularly to fund Student Services programs to include Special Education, Specific Student Services (OT, PT, Speech) and Special Education Transportation there is the need for additional operating appropriations.

The $1,740,571 appropriated for transfer to the School Facilities capital reserve was established for pre-funding ongoing repairs and maintenance of School facilities, to include the new High School athletic complex and to avoid FY2027 tax cap budget implications.

This resolution proposes rescind a portion of the $1,740,571 appropriation in the amount of $1,300,571 and appropriate the $1,300,571 for School Department FY2026 operating costs. This will require future School Department budgets to fund this amount to ensure the School Facilities capital reserve is appropriately funded to avoid creating deferred maintenance issues at the School Department's facilities.

Since this resolution involves capital reserves, per New Hampshire statutes the City Council must approve this budget appropriations amendment.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.D.
PUBLIC HEARING ONLY

Resolution Number: **R – 2026.03.25 - 148**
Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth and Grove Water Main FY2024 and FY2025 CIP Project to Horne Street Reconstruction CIP 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: The City has identified the immediate need for funding the water main replacement portion of reconstruction for the Horne/Crescent Streets capital improvements program project; and

WHEREAS: Due to lower than anticipated project costs there is $100,000.00 of unexpended bond proceeds from the Fifth/Grove Streets Water Main replacement portion of the capital improvements program project, those funds are available to be reprogrammed to Horne Street CIP project which is a priority to complete design work; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of $100,000.00 (One Hundred Thousand) of unexpended appropriations is hereby reprogrammed from the Fifth & Grove Water Main Replacement CIP project to the Horne Street Reconstruction CIP project as follows:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
5300.1.300.43320.4757.03594.24.000.000.700	Water Main Replacement Fifth/Grove Streets	67,099.35	(67,099.35)	0.00
5300.1.300.43320.4757.03594.25.000.000.700	Water Main Replacement Fifth/Grove Streets	267,850.36	(32,900.65)	234,949.71
5300.1.300.43320.4757.035??.24.000.000.700	Water Main Replacement Horne/Crescent Streets	0.00	67,099.35	67,099.35
5300.1.300.43320.4757.035??.25.000.000.700	Water Main Replacement Horne/Crescent Streets	0.00	32,900.65	32,900.65
		334,949.71	0.00	334,949.71

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#: 7.D. **PUBLIC HEARING ONLY**
	Resolution Number: **R – 2026.03.25 - 148** Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth and Grove Water Main FY2024 and FY2025 CIP Project to Horne Street Reconstruction 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.		

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Fifth/Grove Streets Reconstruction project. On December 13, 2023 the City Council adopted the FY2025 Capital Improvements Plan (CIP) Authorization for bonding, which included $525,000.00 for the Fifth/Grove Streets Water Main replacement project. City Council resolution 2023.11.29 – 184. The City Council also previously authorized the appropriation for the Water Main Replacement Fifth/Grove Street reconstruction project on October 26, 2022. The City Council adopted the FY2024 Capital Improvements Plan (CIP) Authorization for bonding, which included $250,000.00 for the Water Main Replacement Fifth/Grove Street reconstruction project. City Council resolution 2022.09.28 – 204.

This resolution reprograms funding from Water Main Replacement Fifth/Grove Street reconstruction project to Horne/Crescent Streets reconstruction Water main replacement portion of the project. The FY2024 and FY2025 CIP appropriations for Water Main Replacement Fifth/Grove Street reconstruction project were not fully utilized as the actual costs for the water main replacement work was less than anticipated.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized financing the Water Main replacement portion of the Fifth/Grove Streets Reconstruction project. This resolution reprograms funding from Fifth/Grove Streets project to the Horne/Crescent Streets reconstruction Water main replacement portion of the 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 $100,000.00 funding to be reprogrammed will be used for engineering design of water main replacement as part of the Horne/Crescent Streets reconstruction project.

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

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

The City Council previously authorized reprogramming $300,000.00 of appropriations for the Horne/Crescent Streets reconstruction project from unexpended bond proceeds for the Fifth/Grove Streets reconstruction project on February 25, 2026 via resolution 2026.01.28 – 117. This funding was for street and drainage engineering design for the Horne/Crescent Streets project.

The City Council also has a resolution to authorize reprogramming $100,000.00 of appropriation for the Horne/Crescent Streets Sewer Main replacement portion of the street reconstruction project from unexpended CIP appropriations for the Fifth/Grove Streets Sewer Main portion of the street reconstruction

project. This funding is for the sewer main replacement engineering design for the Horne/Crescent Streets project.

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#: 7.E.
PUBLIC HEARING ONLY

Resolution Number: **R – 2026.03.25 - 149**
Resolution Re: Appropriation For FY2027 Capital Improvements Program McConnell Center HVAC Systems Replacement and Authorization for Bonding

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

WHEREAS: This authorization will fund improvements consisting of boiler upgrade, replacement of heat pumps, controls upgrade, gym dehumidification, cooling tower replacements and a portion of the roof replacement work approved by City Council on January 14, 2026 via resolution 2026.01.14 – 98.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following capital project is appropriated, with estimated useful lives in excess of the length indicated, as part of the FY2027 Capital Improvements Program:

		Proposed			
Item #	Description	Appropriations	Life/Yrs	Department	Fund
1	McConnell Center HVAC Systems Replacement	$ 3,041,100	15	Recreation	McConnell Center
	Total	$ 3,041,100			

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

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

AUTHORIZATION

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

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

Recorded by: Jerrica Vansylyvong-Bizier

Sponsored by: Mayor Dennis Shanahan, By Request

CITY OF DOVER	CITY OF DOVER - RESOLUTION
	Agenda Item#: 7.E. **PUBLIC HEARING ONLY**
	Resolution Number: **R – 2026.03.25 - 149** Resolution Re: Appropriation For FY2027 Capital Improvements Program McConnell Center HVAC Systems Replacement and Authorization for Bonding

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#: 7.E.
PUBLIC HEARING ONLY

Resolution Number: **R – 2026.03.25 - 149**
Resolution Re: Appropriation For FY2027 Capital Improvements Program McConnell Center HVAC Systems Replacement and Authorization for Bonding

RESOLUTION BACKGROUND MATERIAL:
This resolution makes appropriations for the projects of the FY2027 Capital Improvements Program project McConnell Center HVAC Systems Replacement financed by debt and authorizes the sale of bonds. This authorization will fund improvements consisting of boiler upgrade, replacement of heat pumps, controls upgrade, gym dehumidification, cooling tower replacements and a portion of the roof replacement work approved by City Council on January 14, 2026 via resolution 2026.01.14 – 98.

Debt Authorization versus Debt Retirement
The following table compares the tentative authorization amount to the amount of debt being retired**:**

Description	City
Current Authorization	3,041,100
Prior FY27 Authorization	1,750,000
FY2027 Retirement	4,437,230
Net Change	353,870

Legal Debt Limits
The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2026 and this authorization, against the legal debt limits.

Description	City	School	Water	Downtown TIF	Waterfront TIF	Exempt	Total
Debt Outstanding	55,745,459	70,788,459	30,967,504	6,635,000	11,238,457	26,222,753	201,597,632
Authorized - Unissued	29,403,210	26,246,980	25,850,287	3,300,000	19,212,500	28,883,965	132,896,942
Total Issued & Unissued	85,148,669	97,035,439	56,817,791	9,935,000	30,450,957	55,106,718	334,494,574
This Authorization	3,041,100	0	0	0	0	0	3,041,100
Grand Total	88,189,769	97,035,439	56,817,791	9,935,000	30,450,957	55,106,718	337,535,674
Legal Debt Limit	214,422,288	500,318,672	714,740,960	NA	NA	NA	
Unused Capacity	126,232,519	403,283,233	657,923,169				
Percent Unused	58.9%	80.6%	92.1%				

Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.
Exempt includes Parking, Sewer and Tolend Road Landfill debt.
Debt exempt from legal debt limits are Parking, Sewer, Tolend Road Landfill debt, Downtown TIF, Waterfront TIF

Rate Impacts
The debt obligations for McConnell Center Fund projects are funded through the rental revenues collected from the tenants in the McConnell Center. For Legal Debt limit calculations, the debt obligations of the McConnell Center Fund are included in the City's portion of legal debt limit. The McConnell Center

appropriations proposed in the FY2027 budget will be able to fund the expected Year 1 debt service obligations for this authorization.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.F.
PUBLIC HEARING ONLY

Resolution Number: **R –2026.03.25 - 150**
Resolution Re: Reprogram Unexpended Bond Proceeds from Durham Road Sewer Rehab Project to South End Gravity Sewer CIP 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: In the adopted FY2021 CIP Appropriations and Authorization for Bonding resolution R-2019.10.23 – 171) adopted by City Council on December 11, 2019 there was $1,100,000.00 appropriated for Durham Road Sewer Rehabilitation; and

WHEREAS: The City has identified that the South End Gravity Sewer CIP project is a priority at this time, and the Durham Road Sewer Rehab project is determined to be a low priority at this time resulting in $1,100,000.00 of unexpended bond proceeds available to be reprogrammed to another Sewer Fund project; and

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

The amount of $1,100,000.00 (One Million One Hundred Thousand dollars) of unexpended bond proceed appropriation is hereby reprogrammed from the Durham Road Sewer Rehab CIP project to the South End Gravity Sewer CIP project:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
5320.1.300.43250.4757.04543.21.000.000.700	Sewer - Durham Road Rehab Project	1,100,000.00	(1,100,000.00)	0.00
5320.1.300.43250.4757.045??.21.000.000.700	South End Gravity Sewer Project	0.00	1,100,000.00	1,100,000.00
		1,100,000.00	0.00	1,100,000.00

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#: 7.F.
PUBLIC HEARING ONLY

Resolution Number: **R –2026.03.25 - 150**
Resolution Re: Reprogram Unexpended Bond Proceeds from Durham Road Sewer Rehab Project to South End Gravity Sewer 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 | does not pass.		

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.F.
PUBLIC HEARING ONLY

Resolution Number: **R –2026.03.25 - 150**
Resolution Re: Reprogram Unexpended Bond Proceeds from Durham Road Sewer Rehab Project to South End Gravity Sewer CIP Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Durham Road Sewer Rehab project. On December 11, 2019 the City Council adopted the FY2021 Capital Improvements Plan (CIP) Authorization for bonding, which included $1,100,000.00 for the Durham Road Sewer Rehab project. City Council resolution R-2019.10.23 – 171.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized financing the Durham Road Sewer Rehab project. This resolution reprograms funding from Durham Road Sewer Rehab project to the South End Gravity Sewer Improvement project. The Durham Road Sewer Rehab project has been determined to be a low priority compared to other sewer projects, such as the South End Gravity Sewer project. Therefore, the City's administration has decided to move forward with reprogramming the unexpended bond proceeds from the Durham Road Sewer Rehab project to the South End Gravity Sewer project.

The South End Gravity Sewer project was identified in the FY2027- FY2032 CIP to be debt financed in the amount of $8,000,000.00, with $2,000,000.00 being proposed to be bonded as part of the FY2027 CIP appropriations and authorization for bonding resolution. When City Council approved the FY2027 CIP Authorization for bonding on December 10, 2015 via resolution R-2025.10.22 – 67 the City's administration recommended removing the $2,000,000.00 for South End Gravity Sewer. This was based on the City presenting at a later date a resolution to reprogram unexpended bond proceeds to fund the Year 1 estimated cost for the South End Gravity Sewer project.

The resolution works towards meeting the City Council's Goal 3, as it invests in infrastructure. Specifically, Goal 3-C will be incorporated as it speaks to strengthen operational reliability ensuring uninterrupted delivery of essential services.

City Manager's Report

Executive Department

April 8, 2026

Reporting on: March 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 Business Assistance Comparison

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
March 2026	40	18	36	15

ECONOMIC TRENDS & NEWS

According to the NH Small Business Development Center, New Hampshire's aging demographics are leading to an increase in requests for assistance with succession planning as business owners reach retirement age.

In response, a larger number of prospective business owners in their 30s and 40s are becoming entrepreneurs through acquisition rather than starting their own business. This investment trend

OBD assisted multiple businesses with navigating social media pushback regarding their use of AI images in March. While generative AI continues to be a potentially useful tool for business owners to add capacity, business owners need to be aware of growing conversations regarding the ethics of AI use, especially for businesses with an arts or artisanal focus.

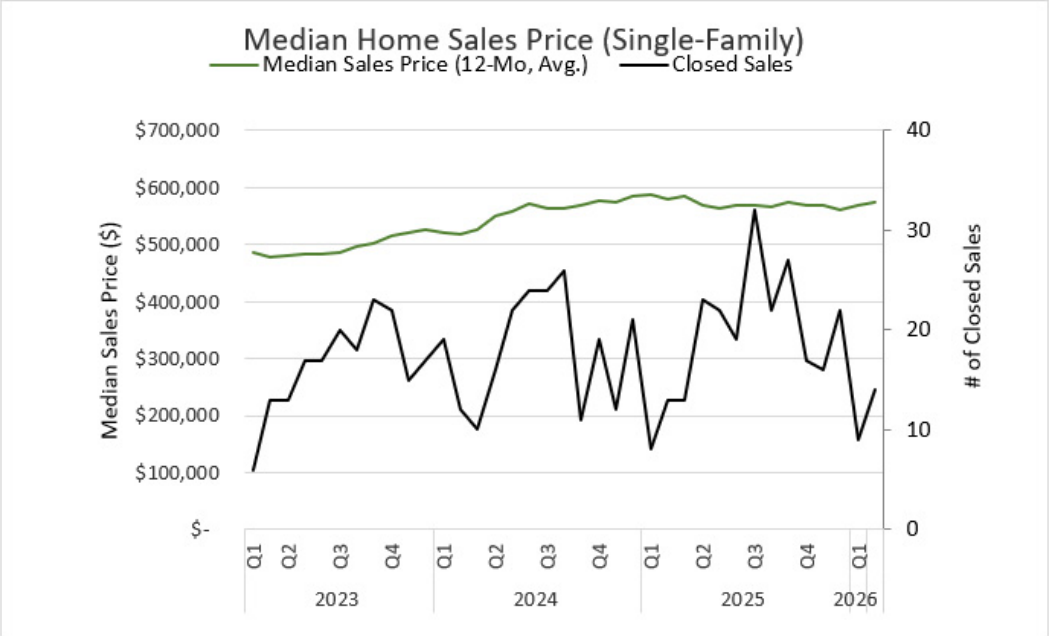
OTHER BUSINESS DEVELOPMENT ACTIVITIES

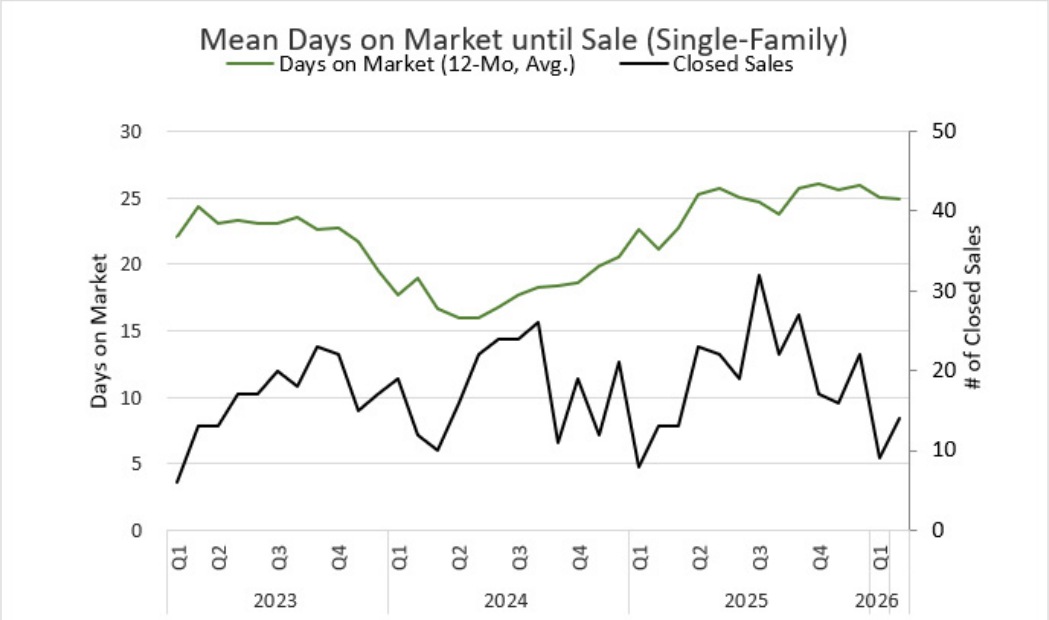
Staff continue to engage with Strafford Regional Planning Commission's 2026 Comprehensive Economic Development Strategy (CEDS) by participating in the Strategy Committee and compiling a list of anticipated City of Dover projects that align with the economic priorities outlined in the CEDS. The plan will be organized around four core themes of Housing; Business, Innovation, and Entrepreneurship; Workforce, Education, and Childcare; and Healthy and Vibrant Communities.

Business Development Coordinator James Burdin serves on the board and executive committee for the Workforce Housing Coalition of the Greater Seacoast and has been assisting with an ongoing update to the organization's strategic plan, including a Board retreat in March.

Staff participated in a focus interview regarding challenges and barriers to operating childcare centers as part of a regional childcare collaboration with the Strafford Regional Planning Commission and the NH Community Development Finance Authority.

HOUSING MARKET





	February 2025	February 2026	12 Month Average
Median Sales Price	$445,000	$505,500	$573,958
Days on the Market	20	19	25

LABOR MARKET

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

During March 2026, sustained below-average temperatures significantly influenced construction sequencing and site operations, resulting in a continued emphasis on post-winter maintenance, debris clearing, and preparation for spring activities across the project area.

Nebi Park Pavilion

The pavilion building has reached substantial completion, with remaining work items limited to final punch list tasks. However, several exterior and finish elements—including painting, caulking, and stone grouting—remain on hold due to temperature-sensitive material requirements. These items are critical to fully sealing the building envelope, and as such, the formal startup of mechanical and plumbing systems will be deferred until conditions allow for their completion.

Shoreline Stabilization

Along the shoreline, bulkhead and stabilization efforts have reached a major milestone. The granite toe wall is now fully constructed, and recent work has included the successful placement of armor stone at its base as well as the removal of temporary sheet pile cofferdams and support systems. With heavy civil construction in this area now complete, the project is transitioning toward subsurface utility work, site landscaping, and subgrade preparation in advance of paver installation.

Private Development

Progress on Building F, a 43-unit residential structure, continues steadily. Structural steel for the first floor has been installed, with crews currently advancing detail work and sheet pan installation. Concurrently, site work is ongoing, including the construction of a concrete block retaining wall along the building's east elevation. Installation of core utility infrastructure—water, sanitary sewer, and drainage systems—is nearing completion.

Private development within the site is also advancing into the occupancy phase. Residents have begun moving into completed townhome units and Building C at 9 River Street. At Building D, located at 31 River Street, the Certificate of Occupancy process is actively underway. Additionally, the site's commercial component is nearing activation, with Topolino opening for business on March 31, marking an important step in bringing mixed-use vitality to the development.

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 of the City Attorney places significant importance on professional development in areas germane to the City's needs. The Deputy City Attorney attended the March Inns of Court meeting which included a CLE on Administrative Rulemaking in New Hampshire.

Tracked Utilization Data for the Month of March

	For Month	FY26 YTD	FY25	FY24	FY23
Legal Matters/Questions Handled	147	677	909	1,072	1,061
Review Existing Legal Contracts & Draft Memo	4	56	123	156	153
Legal Contracts/Memo Created	25	202	247	213	201
Right to Know Requests Processed	10	89	85	81	100
Resolutions	1	29	46	72	70
Ordinances	0	6	9	16	17
Leases	1	4	9	10	4
Primex Auto Claims Handled	5	77	49	59	80
Primex Liability Claims Handled	2	36	49	56	67
Primex Property Claims Handled	3	32	53	52	54

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

Maniraj Patha – Request for solicitations (RFPs, RFIs, RFBs), all responses submitted in response, the NOIA, the evaluation score sheet and any bid protest documents issued by ORANGE between January 1, 2023 and November 1, 2025.

National General– Request for building and inspectional documents for 55 Stark Avenue, Dover

NH Public Radio – Request for any code enforcement complaints made between 1/1/2024 and 3/1/2026 and code enforcement notices sent to violators.

Exeter Environmental – Request for any underground storage tanks, fires, environmental contamination, dry cleaners relating to 34 Dover Point Road.

Partner Engineering & Science, Inc. – Request for current and historic building permits, certificate of occupancy, dates of public sewer & water connection, storage tanks, hazardous materials storage or release or discharge, open building/zoning fire code violations.

MuckRock News – Request for all email communications sent and received by each school board chair in the district/SAU related to the position between January 1, 2026 to January 31, 2026 including but not limited to emails with constituents. This is inclusive of all email sent to their official emails and all correspondence related to their elected position sent or received on district or secondary accounts.

MuckRock News – Request for most recent performance evaluation for the current district superintendent at the time of this request.

Lightbox/PZR – Request for any open/active building/fire code violations, certificate of occupany/use, final approved site plan for 221 Knox Marsh Road, Parcel ID H-36-B-1.

Diana Carpinone – Request for all emails and correspondence between City Council members and Paula Mouser relating to Willand Pond, PFAS, ProcellaCOR & florpyrauxifen-benzyl and report referenced in 2007 article in Fosters.

Peter Miller, NH-NEA – Request to SAU for latest city audit report.

Interdepartmental Assistance

Community Services Department: assisted with property rights questions; assisted with lead line inventory. Assisted with coordinating Sixth St project with CSX (railroad) and further with temporary construction easements. Assisted with dredge cell closure issues.

Dover School District: Assisted with SchoolCare assessment. Associated with personnel matters. Assisted with public records requests.

Executive Department: Assisted with administrative regulations regarding use of City credit cards. Assisted with responding to New Hampshire Attorney General's Office regarding so-called DEI contract provisions. Assisted with Barbadoes Pond lease. Assisted with extension of settlement agreement with Conservation Law Foundation.

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

Planning Department: Assisted with zoning ordinance administration; assisted with Code enforcement. Assisted with inquiry concerning past CDBG mortgages. Assisted with code interpretation inquiry.

Police Department: Assisted with review and analysis of City Code. Assisted with records subpoena.

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.
- Six Remnant Defendants: City accepted a proposed settlement offered by so-called Six Remanent Defendants, after consultation with the New Hampshire Attorney General's Office and outside counsel.

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. **Petitioner's brief is due April 8, 2026 with the City's response brief due May 8, 2026.**

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

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. **Report of Settlement was received on March 10, 2026 and was to be filed with the BTLA by Beverly A Bruce Trust. Awaiting a hearing date.**

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. **A report of settlement meeting & order was filed with the BTLA on March 6, 2026 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. **A meeting to discuss appeal will be scheduled the week of April 6, 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. **Report of Settlement was received on March 10, 2026 and was to be filed with the BTLA by Round Eight Holdings, LLC. Awaiting a hearing date.**

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. **Report of Settlement was received on March 10, 2026 and was to be filed with the BTLA by Andrew Zimmon & Carmella Mutassi Trust. Awaiting a hearing date.**

Office of the City Manager

Michael Joyal, City Manager; Colleen Ahern, Executive Assistant

Beyond day-to-day operations and routine support for employees and citizens, the office staff also managed the following tasks this month:

The City Manager's Assistant handles the reporting of all Workers' Compensation Claims for the City. There were two workplace injuries in March which were filed as 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 7 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 155 applicants in February to 237 applicants in March 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 7 employees. 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 two Department Head meetings 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. David Balian, Public Welfare Director will be retiring at the end of April. The CMA has posted the position and is part of the hiring team along with the HR Director, Deputy City Manager and the Police Chief.

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.

The CMA attended the City's Joint Loss Management Committee to provide an update on claims. The CMA also met with the City Attorney, Finance Director and Deputy Finance Director on the city credit card admin regulation to update wording and procedure. The CMA is preparing for Administrative Professionals Day next month. The CMA also scheduled the raising of the Irish Flag as well as the Greek Flag. She is currently updating the Proposed FY2027 Org Chart based on the budget that has been submitted.

Other meetings that took place in the City Manager's Office this month were surrounding personnel meetings, EEI presentation, City codes, vendors/repeat services, multiple SchoolCare meetings, donation solicitations, solar, resident meeting, auditor meeting and department head evaluations.

Office of Human Resources

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

Employee Anniversaries – April 2026		
Employee Name	**Department**	**Length of Service**
Tweedy, Samuel	Police	31
Terlemezian, David	Police	30
LaFrance, Denise	Library	27
Chabot, Craig	Fire	26
Young, Edward	FG	25
Dwyer, Cheryl	Public Works	19
Bretz, Jennifer	FG	18
Flanagan, Dennis	Recreation	10
Gray, Janet	Finance	10
Lynch, Bryon	Police	10
Daley, Daniel	Police	8
Eaton, Bethany	Finance	7
Elbert, Dennis	Police	7
Garnett, Leah	Finance	5
Bassegio, Erin	Planning	4
Palaima, Marie	Police	4
Walker, Cassidy	Police	4
Marvin, Bridget	Police	3
Rowell, Jared	Fire	3
Blair, Matthew	Fire	2
Downs, Liam	FG	2
Lesperance, Brent	FG	2
Drew, Anna	Finance	1
Smart, Timothy	Police	1

February Employment Statistics

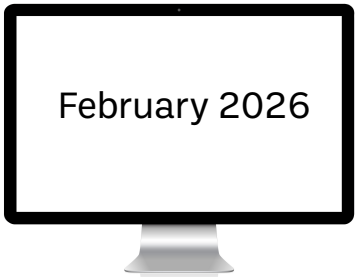
Employment Separations = 4			Employment New Hires = 7	
Executive	1		Community Services	5
Police	2		Recreation	2
Recreation	1			

Each year, the City of Dover partners with POLCO to alternate between the National Citizen Survey and the Employee Survey. This March, the HR Director finalized preparations for the upcoming Employee Survey, which has been pushed out to employees via email.

The survey will remain open for one month, and all staff members are highly encouraged to participate and share their valuable feedback.

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



Improved fee assessment and review process for Minor Building permits that include Roofing or Siding work only.

Assist Deputy City Engineer with access to permit, plan and licensing application. This will allow assistance with Site Work permits and Technical Review Committee work.

Continued client PC replacement with 66% of enterprise client systems completed.

Office of IT received or created 104 IT Support Requests in Feb 2026. The Dover Police Department had the most requests. The greatest categories of request were Client - Issue and User Account – Maintenance.

Utilities Systems IT Admin holds operations meeting with Utilities team.

Public Safety IT Admin schedules review of B26010 Dispatch Alarm Modernization results with review team.

Two Office of IT personnel complete annual Criminal Justice Information Services Security & Awareness training with certification on time.

IT Director meets with Community Services Wastewater team to review draft pretreatment permit created in existing Permit, Plan and Licensing system.

Asset Management team meets with Public Safety, Fire & Rescue team to review mapping options for MDTs.

Asset Management Admin and IT Director attend webinar on new advances by AVL vendor.

IT Director attends meeting with subset of Technical Review Committee members to review electronic plan markup.

IT Director records podcast related to FY2027 Proposed Budget.

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 March, 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.

Media Services provided ongoing updates to the city's online resource, Budget Revealed, which includes the entire proposed budget, all supporting documents, departmental presentations, the Budget Revealed weekly 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 March, 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 March to be shared across multiple platforms, including how to be a "Hydrant Hero," how to license a dog, and more. In addition, Media Services produces video previews of select public meetings, including the Planning Board and Zoning Board of Adjustment.

Production began in March on a new series of informational videos and related media titled "At Your Service". The new series highlights city services, programs, operations, staff, and initiatives that residents may want to know more about, don't know about, or don't understand fully.

Media Services produced five episodes of the Dover Download podcast in March. Topics this month included several budget episodes, and a look at work of the city's public bodies in March. 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, 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 March, Media Services distributed news releases across multiple platforms for other city matters.

Media Services provided live and taped televised and/or multimedia coverage of 19 meetings and special events in March.

In March, 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, March 25, 2026**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

Mayor Shanahan called the meeting to order at 6:00 PM.

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Carmichael led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

Present: Councilor Carmichael, Councilor Retrosi, Councilor Robison, Councilor Cullen, Councilor Granfield, Councilor Veitch (arrived at 6:20 PM), Deputy Mayor Williams, Mayor Shanahan
Absent: Councilor Richer
Also Present: City Manager Joyal, Deputy City Attorney Perez, City Clerk Vansylyvong-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.

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

6. DISCUSSIONS

A. ENERGY PERFORMANCE CONTRACTS

Mike Davey, President of EEI, gave a PowerPoint Presentation to the Council. Mr. Davey and Paul Dawson answered questions from the Council.

7. ADJOURNMENT

Councilor Carmichael moved to adjourn, seconded by Councilor Retrosi.
Vote: 8-0.
Meeting adjourned at 6:47 PM.

DRAFT

CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 25, 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~~

4. ROLL CALL ATTENDANCE

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Councilor Retrosi moved to amend the agenda to add "R-2026.03.25 – 151 FY2026 General Fund Budget Amendment – Rescind Portion of Appropriation for Transfer to School Facilities Capital Reserve and Appropriation to Education" to agenda as item 13.B.7. seconded by Councilor Veitch.
Vote: 8-0.
Deputy Mayor Williams moved to approve the amended agenda, seconded by Councilor Robison.
Vote: 8-0.

7. PUBLIC HEARINGS

A. SETTING OF PROPERTY TAX EXEMPTIONS FOR ELDERLY, BLIND AND DISABLED FOR FY2027
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

B. 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)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

C. 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)
(VOTE TO OCCUR APRIL 8, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

DRAFT

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.

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

9. CITY MANAGER'S REPORT – FY2025 AUDIT AND ANNUAL COMPREHENSIVE FINANCIAL REPORT

City Manager Joyal gave a brief overview of the report he submitted in writing to the Council. Mr. Joyal introduced Mr. Scott McIntire, CPA and Managing Director of CBIZ, the City's audit firm.
Mr. McIntire gave an overview of the FY2025 ACFR to the Council and answered questions.
Deputy Mayor Williams moved to accept the City Manager's report, seconded by Councilor Granfield.
Vote: 8-0.

10. APPROVAL OF MINUTES

A. March 4, 2026 – Workshop Meeting

B. March 11, 2026 – Regular Meeting & Non-Public Meeting

C. March 18, 2026 – Workshop Meeting

Deputy Mayor Williams moved to approve the minutes, seconded by Councilor Robison.
Vote: 8-0.

11. MAYOR'S REPORT

Mayor Shanahan gave an overview of the meetings and events he attended over the last couple of weeks.
Deputy Mayor Williams moved to accept the Mayor's Report, seconded by Councilor Veitch.
Vote: 8-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. SETTING OF PROPERTY TAX EXEMPTIONS FOR ELDERLY, BLIND AND DISABLED FOR FY2027
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

2. 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)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **B24016 SUPERVISORY CONTROL AND DATA COLLECTION ACQUISITION WATER SEWER LICENSING UPGRADES AMENDMENT NO. 2**
   SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **B22040 HVAC PREVENTATIVE MAINTENANCE AND REPAIR SERVICES - EXTENSION TO END OF FY26**
   SPONSORED BY MAYOR SHANAHAN BY REQUEST
3. **B26044 GENERAL CARPENTRY, SHEETROCK AND PAINTING SERVICES AS NEEDED**
   SPONSORED BY MAYOR SHANAHAN BY REQUEST
4. **B25037 DESIGN ENGINEERING SERVICES FOR A ROUNDABOUT AT THE INTERSECTION OF DOVER POINT ROAD AND THORNWOOD LANE – GREEN INTERNATIONAL**
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to approve the Consent Calendar, seconded by Councilor Retrosi.
No Councilors wished to pull any resolutions.
Roll Call Vote: 8-0.

COMMITTEE REPORTS

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

Councilor Robison gave an overview of the Arts Commission report.

Councilor Williams gave an overview of the Conservation Commission report.

Councilor Retrosi gave a brief overview of the Recreation Advisory Board report and let the Council know that the Heyliger awards will be held on March 26th in the City Hall auditorium.

Councilor Veitch gave an overview of the Energy Commission report.

Councilor Granfield informed the Council that the Dover Housing Authority has a new executive director, Dian Maruca.

B. RESOLUTIONS

1. **AUTHORIZATION TO PURCHASE TWO (2) MACK DUMP TRUCKS, CAB AND CHASSIS AND UPFIT VIA SOURCEWELL**
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

2. **REPROGRAM UNEXPENDED CIP APPROPRIATIONS FROM FIFTH AND GROVE SEWER MAIN FY2024 CIP PROJECT TO HORNE STREET RECONSTRUCTION CIP PROJECT**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   (TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON APRIL 8, 2026)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

   Deputy Mayor Williams moved to refer the resolution to a public hearing and vote, seconded by Councilor Carmichael.
   Vote: 8-0.

3. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM FIFTH AND GROVE WATER MAIN FY2024 AND FY2025 CIP PROJECT TO HORNE STREET RECONSTRUCTION CIP PROJECT**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   (TO BE REFERRED TO A PUBLIC HEARING ON APRIL 8, 2026 WITH A VOTE TO OCCUR ON APRIL 22, 2026)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

   Deputy Mayor Williams moved to refer the resolution to a public hearing and vote, seconded by Councilor Carmichael.
   Vote: 8-0.

4. **APPROPRIATION FOR FY2027 CAPITAL IMPROVEMENTS PROGRAM MCCONNELL CENTER HVAC SYSTEMS REPLACEMENT AND AUTHORIZATION FOR BONDING**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   (TO BE REFERRED TO A PUBLIC HEARING ON APRIL 8, 2026 WITH A VOTE TO OCCUR ON APRIL 22, 2026)
   SPONSORED BY MAYOR SHANAHAN BY REQUEST

   Deputy Mayor Williams moved to refer the resolution to a public hearing and vote, seconded by Councilor Carmichael.
   Vote: 8-0.

5. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM DURHAM ROAD SEWER REHAB PROJECT TO SOUTH END GRAVITY SEWER CIP PROJECT**
   (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
   (TO BE REFERRED TO A PUBLIC HEARING ON APRIL 8, 2026 WITH A VOTE TO

OCCUR ON APRIL 22, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to refer the resolution to a public hearing and vote, seconded by Councilor Robison.
Vote: 8-0.

6. **APPROPRIATION FOR FY2027 CAPITAL IMPROVEMENTS PROGRAM – SOLAR PROJECTS – NON-DEBT FINANCED**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON APRIL 8, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to refer the resolution to a public hearing and vote, seconded by Councilor Veitch.
Vote: 8-0.

7. **FY2026 GENERAL FUND BUDGET AMENDMENT – RESCIND PORTION OF APPROPRIATION FOR TRANSFER TO SCHOOL FACILITIES CAPITAL RESERVE AND APPROPRIATION TO EDUCATION**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON APRIL 8, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to refer the resolution to a public hearing and vote, seconded by Councilor Veitch.
Vote: 8-0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Carmichael asked a clarifying question about veteran's tax credits.

16. ADJOURN

Councilor Carmichael moved to adjourn, seconded by Councilor Granfield.
Vote: 8-0.
Meeting adjourned at 7:50 PM.

DRAFT

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

Sponsored by: Mayor Dennis Shanahan, By Request

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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:

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.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2026.03.25 - 147**

Resolution Re: Reprogram Unexpended CIP Appropriation from Fifth and Grove Sewer Main FY2024 CIP Project to Horne Street Reconstruction 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 the sewer main portion of reconstruction for the Horne/Crescent Streets capital improvement program project; and

WHEREAS: Due to lower than anticipated project costs there is $100,000.00 of unexpended appropriations from the Fifth/Grove Streets Sewer Main replacement portion of the capital improvements program project, those funds are available to be reprogrammed to Horne Street CIP project which is a priority to complete design work; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of $100,000.00 (One Hundred Thousand) of unexpended appropriations is hereby reprogrammed from the Fifth & Grove Sewer Main Replacement CIP project to the Horne Street Reconstruction CIP project as follows:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
5320.1.300.43250.4757.04566.24.000.000.700	Sewer Main Replacement Fifth/Grove Streets	100,000.00	(100,000.00)	0.00
5320.1.300.43250.4757.04???.24.000.000.700	Sewer Main Replacement Horne/Crescent Streets	0.00	100,000.00	100,000.00
		100,000.00	0.00	100,000.00

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 Form and Compliance: Joshua M. Wyatt, City Attorney

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2026.03.25 - 147**

Resolution Re: Reprogram Unexpended CIP Appropriation from Fifth and Grove Sewer Main FY2024 CIP Project to Horne Street Reconstruction 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 - RESOLUTION

Agenda Item#: 12.C.2.

CITY OF DOVER

Resolution Number: **R – 2026.03.25 - 147**

Resolution Re: Reprogram Unexpended CIP Appropriation from Fifth and Grove Sewer Main FY2024 CIP Project to Horne Street Reconstruction CIP Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Sewer Main Replacement Fifth/Grove Street reconstruction project. On October 26, 2022 the City Council adopted the FY2024 Capital Improvements Plan (CIP) Non-Debt Financed Projects resolution, which included $100,000.00 for the Sewer Main Replacement Fifth/Grove Street reconstruction project.

This resolution reprograms funding from Sewer Main Replacement Fifth/Grove Street reconstruction project to Horne/Crescent Streets reconstruction Sewer portion of the project. The FY2024 CIP appropriation for Sewer Main Replacement Fifth/Grove Street reconstruction project was not utilized as there was no need for sewer main replacement.

The $100,000.00 appropriation will be used for engineering design of sewer main replacement as part of the Horne/Crescent Streets reconstruction project.

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

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

The City Council previously authorized reprogramming $300,000.00 of appropriations for the Horne/Crescent Streets reconstruction project from unexpended bond proceeds for the Fifth/Grove Streets reconstruction project on February 25, 2026 via resolution 2026.01.28 – 117. This funding was for street and drainage engineering design for the Horne/Crescent Streets project.

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 - RESOLUTION

Agenda Item#: 12.C.3.

CITY OF DOVER

Resolution Number: **R – 2026.03.25 - 151**
Resolution Re: Appropriation For FY2027 Capital Improvements Program –Solar Projects - Non-Debt Financed

WHEREAS: The City Council desires to make public improvements at the Arena, North End Fire Station, Bouchard Public Works facility, and French Cross Station Water Treatment facility and to finance these improvements with transfers from Capital Reserve Funds; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT: The following capital outlays are appropriated as part of the FY2027 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	Arena Solar Project	340,000	Arena Improvements Capital Reserve	Trust
2	North End Fire Station Solar Project	182,000	General Fund Capital Reserve	Trust
3	Bouchard Public Works Facility Solar Project	125,000	General Fund Capital Reserve	Trust
4	Bouchard Public Works Facility Solar Project	125,000	Water Fund Capital Reserve	Trust
5	French Cross Station Solar Project	81,250	Water Fund Capital Reserve	Trust
6	Bouchard Public Works Facility Solar Project	125,000	Sewer Fund Capital Reserve	Trust
		978,250		

AND FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT: The following capital outlays are hereby rescinded as they have been determined to not be needed at this time.

Item	Description	Appropriation	Funding	Fund
1	Arena HVAC	40,000	Arena Improvements Capital Reserve	Trust
2	Arena HVAC	35,000	Arena Improvements Capital Reserve	Trust
		75,000		

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.

AUTHORIZATION

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

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

Sponsored by: Mayor Dennis Shanahan, By Request

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2026.03.25 - 151**
Resolution Re: Appropriation For FY2027 Capital Improvements Program –Solar Projects - Non-Debt Financed

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2026.03.25 - 151**
Resolution Re: Appropriation For FY2027 Capital Improvements Program –Solar Projects - Non-Debt Financed

RESOLUTION BACKGROUND MATERIAL:
This resolution appropriates capital reserve funds to finance Solar projects at the Arena, North End Fire Station, Bouchard Public Works facility, and French Cross Station water treatment facility. In addition, this resolution authorizes the transfer of Capital Reserve Fund moneys to fund the identified projects.

The following table reflects the amount to be appropriated for the FY2027 CIP solar projects from the various capital reserve funds and their projected balances as of 6/30/2026:

Description	Proposed Appropriation	Previous FY2027 CIP Appropriations	Balance 6/30/2026	Notes
Capital Reserve Funds CIP				
General Fund Capital Reserve	$307,000	$1,834,000	$416,937	(1)
Arena Improvements Reserve	$340,000	$40,000	$250,648	(2)
Water Fund Capital Reserve	$206,250	$762,698	$4,718,879	
Sewer Fund Capital Reserve	$125,000	$667,794	$1,947,135	
Total	$978,250			

1. The General Fund Capital Reserve will have sufficient funds for the appropriation as a transfer from the General Fund of $1,955,000 into the reserve was adopted as part of the FY2027-2032 CIP (City Council resolution R-2025.10.22 – 66 on December 10, 2025, and said amount is proposed as part of the City's FY2027 General Fund Operating Budget.

2. The Arena Improvements Reserve will have sufficient funds for the appropriation as a transfer from the General Fund of $100,000 into the reserve was adopted as part of the FY2027-2032 CIP (City Council resolution R-2025.10.22 – 66 on December 10, 2025), and said amount is proposed as part of the City's FY2027 General Fund Operating Budget. In addition, existing Arena CIP appropriations determined to not be needed at this time are proposed to be rescinded as part of this resolution.

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2026.03.25 - 152**

Resolution Re: FY2026 General Fund Budget Amendment – Rescind Portion of Appropriation for Transfer to School Facilities Capital Reserve and Appropriation to Education

WHEREAS: The City Council approved an appropriation and authorization to transfer $1,740,571 to School Facilities Capital Reserve via resolution R-2025.07.23 – 17 on August 27, 2025; and

WHEREAS: The School Board's January 12, 2026 report on conditions of accounts reflected an estimated fiscal year-end balance of $266,663.00 in appropriations, and the report noted that Student Services programs were exceeding program budgets by $617,831.54 half-way through the fiscal year; and

WHEREAS: To ensure the School Department has sufficient operating appropriations for the balance of fiscal year 2026, particularly to fund Student Services programs to include Special Education, Specific Student Services (OT, PT, Speech) and Special Education Transportation; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The appropriation for Transfer to School Facilities Capital Reserve in the amount of One Million Three Hundred Thousand and Five Hundred Seventy-One Dollars ($1,300,571.00) is hereby rescinded and appropriated to the Dover School Department as part of their FY2026 operating budget as shown in the table below:

		Adopted	Budget	Revised
Account Number	Account Description	Budget	Amendment	Budget
APPROPRIATIONS				
1000.2.600.05251.4918.00000.00.000.000.910	School - Fund Transfer to Capital Reserve	1,995,571.00	(1,300,571.00)	695,000.00
1000.1.600.46900.4950.00000.00.000.000.950	Education	84,860,595.00	1,300,571.00	86,161,166.00
		86,856,166.00	0.00	86,856,166.00

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

AUTHORIZATION

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

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

Sponsored by: Mayor Dennis Shanahan, By Request

Document Created by: Finance Department
Document Posted on: April 3, 2026

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R – 2026.03.25 - 152**

Resolution Re: FY2026 General Fund Budget Amendment – Rescind Portion of Appropriation for Transfer to School Facilities Capital Reserve and Appropriation to Education

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 - RESOLUTION

Agenda Item#: 12.C.4.

CITY OF DOVER

Resolution Number: **R – 2026.03.25 - 152**
Resolution Re: FY2026 General Fund Budget Amendment – Rescind Portion of Appropriation for Transfer to School Facilities Capital Reserve and Appropriation to Education

RESOLUTION BACKGROUND MATERIAL:
In accordance with City Charter C6-6 *Appropriations After Adoption of the Budget*, the City Council is seeking to rescind a portion of an existing appropriation for transfer into School Facilities Capital Reserve and appropriate that same amount to the FY2026 General Fund School Department budget. This budget amendment does not increase the current amount budgeted for the School Department local portion of the budget and related property tax levy.

The City Council approved an appropriation and authorization for transfer into School Facilities capital reserve in the amount of $1,740,571 via resolution R-2025.07.23 – 17 on August 27, 2025.

The School Board's January 12, 2026 report on conditions of accounts reflected an estimated fiscal year-end balance of $266,663.00 in appropriations, and the report noted that Student Services programs were exceeding program budgets by $617,831.54 half-way through the fiscal year.

An additional six months of Student Services program operations could result in an additional $600,000 of costs resulting in exceeding program budgets by over one million dollars.

To ensure the School Department has sufficient operating appropriations for the balance of fiscal year 2026, particularly to fund Student Services programs to include Special Education, Specific Student Services (OT, PT, Speech) and Special Education Transportation there is the need for additional operating appropriations.

The $1,740,571 appropriated for transfer to the School Facilities capital reserve was established for pre-funding ongoing repairs and maintenance of School facilities, to include the new High School athletic complex and to avoid FY2027 tax cap budget implications.

This resolution proposes rescind a portion of the $1,740,571 appropriation in the amount of $1,300,571 and appropriate the $1,300,571 for School Department FY2026 operating costs. This will require future School Department budgets to fund this amount to ensure the School Facilities capital reserve is appropriately funded to avoid creating deferred maintenance issues at the School Department's facilities.

Since this resolution involves capital reserves, per New Hampshire statutes the City Council must approve this budget appropriations amendment.

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

CITY OF DOVER

Resolution Number: **R – 2026.04.08 - 153**
Resolution Re: Environmental Projects Consulting Services Peschel Consulting LLC

WHEREAS: The City of Dover is owner of the Tolend Road Landfill Superfund site, and has a 42.68% cost share obligation as a Potentially Responsible Party (PRP) as part of collaborative effort of other PRP's identified as the Executive Committee of Work Settling Defendants, otherwise known as "Dover Group"; and,

WHEREAS: The City of Dover's former employee, Dean Peschel, had been recognized by the US Environmental Protection Agency (EPA) and the Dover Group as the Project Manager for superfund remediation efforts, and Mr. Peschel is now retired from the City but providing technical consulting services through Peschel Consulting LLC (Dean Peschel); and,

WHEREAS: While the City intended to reduce the need to retain Mr. Peschel's professional services in FY26, additional EPA services were needed at the Tolend Road Landfill. Mr. Peschel had offered consulting services via Peschel Consulting LLC and maintained his previous hourly rate of $250.00 on an as needed basis. The City estimates as needed services from Peschel Consulting will not exceed $38,500.00; and,

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

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Peschel Consulting LLC of Eliot, ME in the amount not to exceed $38,500.00 for environmental consulting services at rates outlined in this resolution. 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
5320.1.300.43250.4341.00000.00	CS - Sewer - Technical Services FY26	209,921.81	55,473.91	38,500.00

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 M. Wyatt, City Attorney

Recorded by: Jerrica Vansylyvong-Bizier

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

CITY OF DOVER

Resolution Number: **R – 2026.04.08 - 153**
Resolution Re: Environmental Projects Consulting Services Peschel Consulting LLC

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:

Environmental matters involving the City of Dover create complex challenges and liabilities for the city. Institutional knowledge, experience and expertise in state and federal regulations and scientific knowledge are required to protect the interest of the city.

Tasks include, but are not limited to the following:

1. Act as Project Manager for the Dover Landfill Group
2. Provide insight and background on historic projects as needed.

Existing City engineering staff may have inquiries or require assistance of Mr. Peschel related to historical environmental-related projects, staff may engage Mr. Peschel per an on-call, as needed basis; and

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

Award Information:
A purchase order will be issued to the Peschel Consulting LLC to authorize expenditures as outlined.

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

CITY OF DOVER

Resolution Number: **R - 2026.04.08 - 154**
Resolution Re: Authorizing Amendment to License to Unitil for Tax Map M-47-B (87A Gerrish Road)

WHEREAS: Granite State Gas Transmission, Inc. d/b/a Unitil ("Unitil") has requested an amendment to a license agreement approved in 2024 (R-2024.01.10-2) allowing Unitil to pass and re-pass over an existing driveway from Gerrish Road to the City-owned property at Tax Map M-47-B (87A Gerrish Road), as well as construct and operate a new gravel accessway to an existing Unitil easement.

WHEREAS: An explanatory draft amended license agreement reviewed by City staff accompanies this resolution. In short, Unitil seeks permission to now install electric power and telecommunications lines to the new regulator station, as shown on the plan also accompanying this resolution.

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

Subject to and contingent on any land use approval or other permitting requirement in applicable law that Unitil may be required to obtain, the City Manager is authorized to negotiate, finalize, sign, and grant an amended license agreement with and to Unitil for its proposed uses and activities on Tax Map M-47-B (87A Gerrish Road) as stated above.

AUTHORIZATION

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

DOCUMENT HISTORY:

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

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

CITY OF DOVER

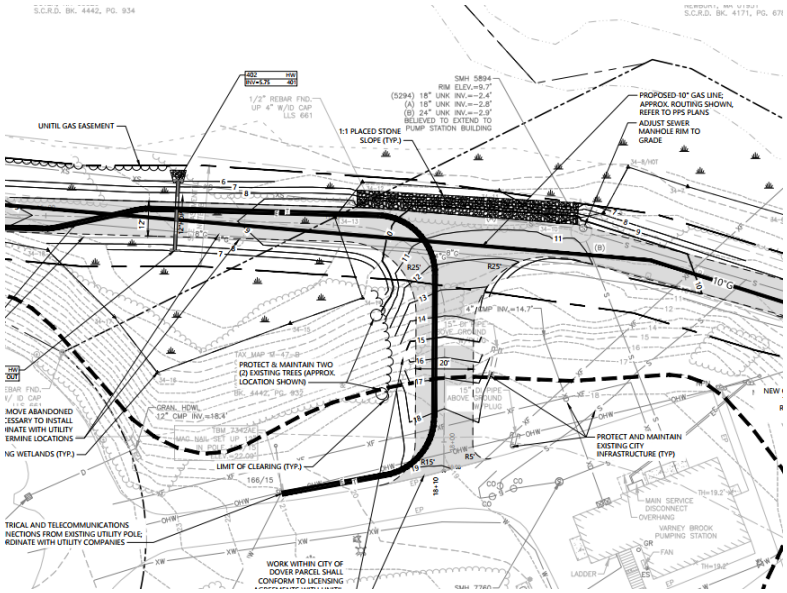
Resolution Number: **R - 2026.04.08 - 154**
Resolution Re: Authorizing Amendment to License to Unitil for Tax Map M-47-B (87A Gerrish Road)

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:

A copy of the proposed, amended license accompanies this resolution, with changes called out in red-line format. A plan set also accompanies this resolution detailing the proposed installation of electric power and telecommunications lines in the license area (Sheet C2.04), excerpted below, followed by an excerpt of the City's tax map showing the City parcel at issue highlighted in yellow (Tax Map M-47-B). Community Services has reviewed the request and recommends approval of amending the Unitil license as requested by Unitil.



This resolution relates to City Council Goal #3-C and #3-D, as it relates to improvement of City infrastructure for the benefit of residents.

AMENDED LICENSE AGREEMENT

This AMENDED LICENSE AGREEMENT **("LICENSE"),** is made as of the__day of _____, ~~2023~~ 2026 by and between the **CITY OF DOVER, NEW HAMPSHIRE,** a New Hampshire municipal corporation having offices at 288 Central Avenue, Dover, New Hampshire 03820 **("City"),** and GRANITE STATE GAS TRANSMISSION dba UNITIL with its principal offices at 6 Liberty Lane West, Hampton, NH 03842 ("GSGT" or "Licensee") **("Licensee").**

RECITALS

A. CITY is the owner of a certain parcel of land and acquired fee simple title to the property TAX MAP M-47-B, 87A GERRISH ROAD DOVER NH as identified in Book 1007 page 183 and Book 4442 Page 932, County of Strafford, State of New Hampshire, (hereinafter "the City Property"). Known as the Dover Sewer pumping Station.

B. Licensee (or related entities) is/are the owner of a certain easement for a gas transmission pipe line as identified in Book 666 Page 313 City of Dover, County of Strafford and State of New Hampshire.

C. Licensee has requested and obtained a license to pass and repass over and across the existing driveway from Gerrish Road. Also, to construct, operate and maintain a new gravel ACCESSWAY from the existing driveway to the existing pipeline easement area in order to access the existing Gas Easement to perform pipeline maintenance to and all the infrastructure, including the Varney Brook Station. The area is shown on the attached plan titled Varney Brook Access Road Gerrish Road Dover NH dated July 13, 2023 by VHB Engineering for GSGT, (License Area) and the City agrees to issue such license pursuant to the terms and conditions as more fully set forth in this license.

D. Licensee has requested an amendment to the license to permit the installation through and under the License Area to allow the installation of electric power and telecommunications lines to the new regulator station as more particularly shown on a plan titled Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction, Gerrish Road Dover, New Hampshire dated February 23, 2026 prepared by VHB.

~~C.~~E. .

LICENSE

Now therefore, in consideration of the mutual covenants herein set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Licensee hereby agree as follows:

1. License. The City hereby grants to Licensee, and Licensee accepts from the City, a license **to pass and repass over,** across and through **the existing driveway from Gerrish Road on the City Property. Also granting to Licensee and Licensee hereby accepts, a license to construct, operate and maintain on a portion of the City Property a new gravel ACCESSWAY from the existing driveway to the existing pipeline, which licensed area is that shown on a plan titled Varney Brook Access Road Gerrish Road, Dover, NH, dated July 13, 2023, by VHB Engineering for GSGT**, including without limitation, Licensee's obligation to perform maintenance and snow removal over the gravel accessway. In addition, granting to Licensee a license to **pass through and under the License Area to construct, install, maintain repair, replace and upgrade underground electric power, telecommunications lines, conduits, transformers, pull boxes, and other like equipment to provide power and telecommunications service to the new regulator station as more particularly shown on a plan titled Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction, Gerrish Road Dover, New Hampshire dated February 23, 2026 prepared by VHB**. In the event that the City requires access to any below-ground utilities in the aforesaid license areas, Licensee shall be responsible for repairing and replacing any disturbed land surface to its prior condition, at Licensee's cost, and Licensee shall repair and replace the landscaping and improvements made by Licensee in the License Area at the expense of the Licensee. No work of the Licensee pursuant to the rights granted under this License shall interfere with the City's use of the City Property (or any existing improvements, structures, and/or uses on the City Property). This License is intended to satisfy the excavation permit requirement of the City of Dover's Code.

2. Term. The term of this License is twenty- five (25) years. Notwithstanding the foregoing, in the event the City determines, in its reasonable discretion, that the public good requires termination of this License or other reasonable public safety grounds exist that would justify revoking the License, then the City may at any time terminate the License and release the Licensee's rights under this License, or request the Licensee modify its rights under this License in order to remedy the public safety issue. This License shall automatically renew for successive twenty-five (25) year terms, unless terminated in writing by either party at least thirty (30) days prior to the expiration of the current term.

3. Maintenance. Licensee shall maintain and keep the License Area in a good state of repair, and shall repair any damage to the License Area, including any condition that endangers or may endanger safety or public safety.

4. Insurance. At all times this agreement is in effect, Licensee shall procure and maintain, at Licensee's sole cost, one or more general liability insurance policy or policies. The coverage of said insurance policy shall be in an amount of not less than One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) in the aggregate. An insurance certificate shall be supplied to the City of Dover by the Licensee,

as well as proof of an endorsement or policy additional insured provisions confirming the City of Dover's additional insured status. The City of Dover shall be named as an additional insured on the Licensee's general liability insurance policy, which coverage shall apply on a primary and noncontributory basis, and, subject to the dollar amounts specified above, cover the City of Dover with the same scope of coverage provided to the Licensee under the general liability policy without subjecting the City of Dover to any different or additional terms, conditions, limitations or exclusions. The City of Dover shall receive at least thirty (30) days prior to cancellation of any policy. The Licensee shall also provide the City of Dover certificates of renewal no later than ten (10) business days prior to the expiration of any renewing and/or expiring policy. The City may require new or additional insurance coverage at points in the future, to account for inflation or other such factors over time.

5. Indemnification. Licensee shall defend (with counsel acceptable to the City) and indemnify the City against alleged or actual claims and demands for injuries, damages, other damages to person or property, costs, expenses (including reasonable attorneys' fees and costs), arising out of or in relation to Licensee's exercise of its rights hereunder, except if caused by the sole negligence or misconduct of the City, its contractors, subcontractors and/or employees. Notwithstanding any provision contained in this License to the contrary, no member, manager, officer, or employee of Licensee shall have any personal liability hereunder.

6. Transferability and Assignment. This License is not transferable or assignable without the prior written consent of the City

7. Notice. Any notice required to be given under this License shall be in writing, and shall be deemed properly served if delivered in person, or by overnight mail by a commercially recognized carrier, or on the third (3rd) day after deposit in the United States mail, as certified or registered mail, return receipt requested, postage prepaid, and sent as follows:

If to Licensee, at:
GRANITE STATE GAS TRANSMISSION dba UNITIL
Attention Roger Barham
6 Liberty Lane West
Hampton, NH 03842

And if to the Licensor, at:
City of Dover
288 Central Avenue
Dover, NH 03820
Attention: City Manager and Director of Community Services

8. Governing Law. This License shall be governed and construed in accordance with the laws of the State of New Hampshire.

9. Real Property Taxes. Pursuant to RSA 72:23, I, Licensee agrees to pay all properly assessed current and potential real and personal property taxes for the portion of the City Property used, no later than the due date. Licensee is obligated by the foregoing to pay real and personal property taxes on structures or improvements added by the Licensee. Failure

of the Licensee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said Lease by the City.

10. Council Authorization. This License was authorized by vote of the Dover City Council on _____.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, the parties hereto have caused this License to be executed by their duly authorized representatives on the date first above written.

CITY OF DOVER, NEW HAMPSHIRE

_____
Witness
Print Name:_____

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

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

On this, the_____of_____, ~~2023~~2026, before me, the undersigned Officer, personally appeared J. Michael Joyal, Jr., who acknowledged himself to be the City Manager of the City of Dover, and that he, as such City Manager, being authorized to do so, executed the foregoing instrument for the purposes therein contained and acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act of the City of Dover.

_____
Notary Public
My Commission Expires: _____

LICENSEE:

GRANITE STATE GAS TRANSMISSION
dba UNITIL

_____ _____
Witness By: Christopher LeBlanc
Print Name:_____ Its: Vice President

STATE OF _____ COUNTY OF __

On this, the_____of_____, ~~2023~~2026, before me, the undersigned Officer, personally appeared Christopher LeBlanc who acknowledge himself to be the Vice President of Granite State Gas Transmission dba Unitil a New Hampshire Corporation and executed the foregoing instrument for the purposes contained herein and acknowledged the foregoing instrument to be his free act and deed in his said capacities and the free act and deed Granite State Gas Transmission dba Unitil , .

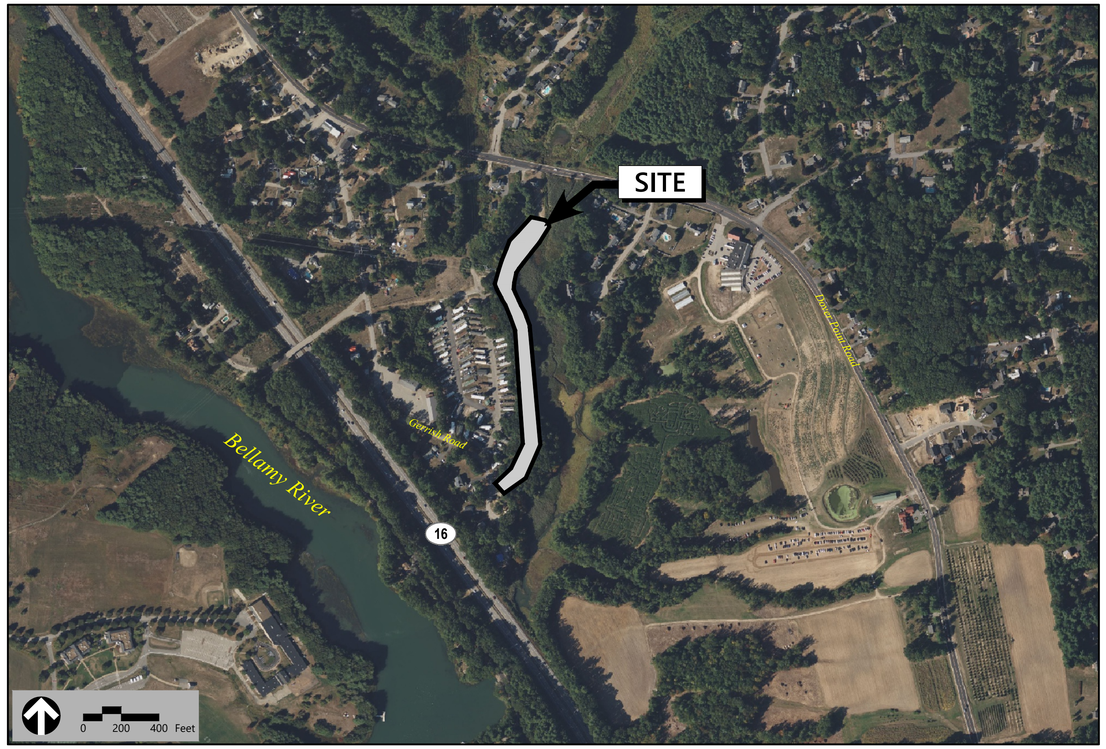
_____
Notary Public
My Commission Expires: _____

Site Plans

Issued for	**Bid**
Date Issued	**February 23, 2026**
Latest Issue	**February 23, 2026**

Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

Gerrish Road
Dover, New Hampshire



Applicant

Unitil Granite State Gas Transmission
325 West Road
Portsmouth, NH 03801

Assessor's Map: M-47
Lot: B-0, C-0

Sheet Index

No.	Drawing Title	Latest Issue
C1.01	Legend and General Notes	2/23/2026
C2.00	Overall Site Plan	2/23/2026
C2.01	Site Plan 1	2/23/2026
C2.02	Site Plan 2	2/23/2026
C2.03	Site Plan 3	2/23/2026
C2.04	Site Plan 4	2/23/2026
C3.01	Erosion & Sediment Control Plan 1	2/23/2026
C3.02	Erosion & Sediment Control Plan 2	2/23/2026
C3.03	Erosion & Sediment Control Plan 3	2/23/2026
C3.04	Erosion & Sediment Control Plan 4	2/23/2026
C4.01	Site Details 1	2/23/2026
C4.02	Site Details 2	2/23/2026

State Permits

Wetlands Permit No. 2024-00239
Shoreland Permit No. 2024-00907

Reference Drawings

No.	Drawing Title	Latest Issue
7342A	Topographic Plan for Process Pipeline Services Inc. of the Varney Brook Station Gas Line	6/21/2022

New England Cottontail *(Sylvilagus transitionalis)*

(New Hampshire State-Endangered)

- Adults are 15-17" in length
- Brown and gray coat that does NOT change color with the seasons.
- Black spot between the years is sometimes visible but not always present.
- Can be mistaken for non-native Eastern cottontails.

Please report sightings to NH Fish and Game at RAARP@wildlife.nh.gov or at 603-271-2461. Photo documentation, location, and date/time of observation is helpful.

vhb.com

vhb

2 Bedford Farms Drive
Suite 200
Bedford, NH 03110
603.391.3900

Civil Engineer
2 Bedford Farms Drive
Suite 200
Bedford, NH 03110
603.391.3900

Surveyor
Doucet Survey
102 Kent Place
Newmarket, NH 030857
603.659.6590

Wetland Scientist
2 Bedford Farms Drive
Suite 200
Bedford, NH 03110
603.391.3900

Geotechnical Consultant
SWCole
13 Delta Drive
Unit 8
Londonderry, NH 03053
413.222.1675

C:\AMS\ACCDOCS\VHB\169858.000-UNITIL-DOVER NH-GERRISH RD CONSTR MON\PROJECT FILES\05_WORK\CAD\LD\PLANSET\169858.00-COV
17 February 2026

VHB Project : 169858.00
Issued for : Bid

Legend

Exist.	Prop.	
		PROPERTY LINE
		PROJECT LIMIT LINE
		RIGHT-OF-WAY/PROPERTY LINE
		EASEMENT
		BUILDING SETBACK
		PARKING SETBACK
10+00	10+00	BASELINE
		CONSTRUCTION LAYOUT
		ZONING LINE
		TOWN LINE
		LIMIT OF DISTURBANCE
		WETLAND LINE WITH FLAG
		FLOODPLAIN
BLSF	BLSF	BORDERING LAND SUBJECT TO FLOODING
BZ	BZ	WETLAND BUFFER ZONE
NDZ	NDZ	NO DISTURB ZONE
200'RA	200'RA	200' RIVERFRONT AREA
		GRAVEL ROAD
EOP	EOP	EDGE OF PAVEMENT
BB	BB	BITUMINOUS BERM
BC	BC	BITUMINOUS CURB
CC	CC	CONCRETE CURB
	CG	CURB AND GUTTER
CC	ECC	EXTRUDED CONCRETE CURB
CC	MCC	MONOLITHIC CONCRETE CURB
CC	PCC	PRECAST CONC. CURB
SGE	SGE	SLOPED GRAN. EDGING
VGC	VGC	VERT. GRAN. CURB
		LIMIT OF CURB TYPE
		SAWCUT
		BUILDING
	EN	BUILDING ENTRANCE
	LD	LOADING DOCK
		BOLLARD
D	D	DUMPSTER PAD
		SIGN
		DOUBLE SIGN
		STEEL GUARDRAIL
		WOOD GUARDRAIL
		PATH
		TREE LINE
		WIRE FENCE
		FENCE
		STOCKADE FENCE
		STONE WALL
		RETAINING WALL
		STREAM / POND / WATER COURSE
		DETENTION BASIN
		HAY BALES
		SILT FENCE
		SILT SOCK / STRAW WATTLE
4	4	MINOR CONTOUR
20	20	MAJOR CONTOUR
10	10	PARKING COUNT
	C10	COMPACT PARKING STALLS
DYL	DYL	DOUBLE YELLOW LINE
SL	SL	STOP LINE
		CROSSWALK
		ACCESSIBLE CURB RAMP
		ACCESSIBLE PARKING
VAN	VAN	VAN-ACCESSIBLE PARKING

Exist.	Prop.	
		CONCRETE
		HEAVY DUTY PAVEMENT
		BUILDINGS
		RIPRAP
		CONSTRUCTION EXIT
27.35 TC×	27.35 TC×	TOP OF CURB ELEVATION
26.85 BC×	26.85 BC×	BOTTOM OF CURB ELEVATION
132.75×	132.75×	SPOT ELEVATION
45.0 TW× 38.5 BW×	45.0 TW× 38.5 BW×	TOP & BOTTOM OF WALL ELEVATION
		BORING LOCATION
		TEST PIT LOCATION
MW	MW	MONITORING WELL
UD	UD	UNDERDRAIN
12"D	12"D	DRAIN
6"RD	6"RD	ROOF DRAIN
12"S	12"S	SEWER
FM	FM	FORCE MAIN
OHW	OHW	OVERHEAD WIRE
6"W	6"W	WATER
4"FP	4"FP	FIRE PROTECTION
	2"DW	DOMESTIC WATER
3"G	G	GAS
E	E	ELECTRIC
STM	STM	STEAM
T	T	TELEPHONE
FA	FA	FIRE ALARM
CATV	CATV	CABLE TV
		CATCH BASIN CONCENTRIC
		CATCH BASIN ECCENTRIC
		DOUBLE CATCH BASIN CONCENTRIC
		DOUBLE CATCH BASIN ECCENTRIC
		GUTTER INLET
		DRAIN MANHOLE CONCENTRIC
		DRAIN MANHOLE ECCENTRIC
TD		TRENCH DRAIN
E	E	PLUG OR CAP
CO	CO	CLEANOUT
		FLARED END SECTION
		HEADWALL
S	S	SEWER MANHOLE CONCENTRIC
S	S	SEWER MANHOLE ECCENTRIC
CS	CS	CURB STOP & BOX
WV	WV	WATER VALVE & BOX
TSV	TSV	TAPPING SLEEVE, VALVE & BOX
		FIRE DEPARTMENT CONNECTION
HYD	HYD	FIRE HYDRANT
WM	WM	WATER METER
PIV	PIV	POST INDICATOR VALVE
W	W	WATER WELL
GG	GG	GAS GATE
GM	GM	GAS METER
E	EMH	ELECTRIC MANHOLE
EM	EM	ELECTRIC METER
		LIGHT POLE
T	TMH	TELEPHONE MANHOLE
T	T	TRANSFORMER PAD
		UTILITY POLE
		GUY POLE
		GUY WIRE & ANCHOR
HH	HH	HAND HOLE
PB	PB	PULL BOX
		MATCHLINE

Abbreviations

General

ABAN	ABANDON
ACR	ACCESSIBLE CURB RAMP
ADJ	ADJUST
APPROX	APPROXIMATE
BIT	BITUMINOUS
BS	BOTTOM OF SLOPE
BWLL	BROKEN WHITE LANE LINE
CONC	CONCRETE
DYCL	DOUBLE YELLOW CENTER LINE
EL	ELEVATION
ELEV	ELEVATION
EV	ELECTRIC VEHICLE CHARGING SPACE
EX	EXISTING
FDN	FOUNDATION
FFE	FIRST FLOOR ELEVATION
GRAN	GRANITE
GTD	GRADE TO DRAIN
LA	LANDSCAPE AREA
LOD	LIMIT OF DISTURBANCE
MAX	MAXIMUM
MIN	MINIMUM
NIC	NOT IN CONTRACT
NTS	NOT TO SCALE
PERF	PERFORATED
PROP	PROPOSED
REM	REMOVE
RET	RETAIN
R&D	REMOVE AND DISPOSE
R&R	REMOVE AND RESET
SWEL	SOLID WHITE EDGE LINE
SWLL	SOLID WHITE LANE LINE
TS	TOP OF SLOPE
TYP	TYPICAL

Utility

CB	CATCH BASIN
CMP	CORRUGATED METAL PIPE
CO	CLEANOUT
DCB	DOUBLE CATCH BASIN
DMH	DRAIN MANHOLE
CIP	CAST IRON PIPE
COND	CONDUIT
DIP	DUCTILE IRON PIPE
FES	FLARED END SECTION
FM	FORCE MAIN
F&G	FRAME AND GRATE
F&C	FRAME AND COVER
GI	GUTTER INLET
GT	GREASE TRAP
HDPE	HIGH DENSITY POLYETHYLENE PIPE
HH	HANDHOLE
HW	HEADWALL
HYD	HYDRANT
INV	INVERT ELEVATION
I=	INVERT ELEVATION
LP	LIGHT POLE
MES	METAL END SECTION
PIV	POST INDICATOR VALVE
PWW	PAVED WATER WAY
PVC	POLYVINYLCHLORIDE PIPE
RCP	REINFORCED CONCRETE PIPE
R=	RIM ELEVATION
RIM=	RIM ELEVATION
SMH	SEWER MANHOLE
TSV	TAPPING SLEEVE, VALVE AND BOX
UG	UNDERGROUND
UP	UTILITY POLE

Notes

General

1. THE PURPOSE OF THESE PLANS ARE TO SHOW THE DESIGN OF UPGRADES FOR UNITIL GAS INFRASTRUCTURE, INCLUDING A NEW GRAVEL ACCESS ROAD, GAS TRANSMISSION MAIN REPLACEMENT AND APPURTENANT STATION RECONSTRUCTION WITHIN THE UNITIL EASEMENT IN DOVER, NEW HAMPSHIRE. THESE PLANS ARE TO BE USED FOR BIDDING.
2. CONTRACTOR SHALL NOTIFY "DIG-SAFE" (811 OR 1-888-344-7233) AT LEAST 72 HOURS BEFORE EXCAVATING.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR SITE SECURITY AND JOB SAFETY. CONSTRUCTION ACTIVITIES SHALL BE IN ACCORDANCE WITH OSHA STANDARDS AND LOCAL REQUIREMENTS.
4. AREAS DISTURBED DURING CONSTRUCTION AND NOT RESTORED WITH IMPERVIOUS SURFACES (BUILDINGS, PAVEMENTS, WALKS, ETC.) SHALL RECEIVE 6 INCHES LOAM AND SEED.
5. WORK WITHIN THE LOCAL RIGHTS-OF-WAY SHALL CONFORM TO LOCAL MUNICIPAL STANDARDS. WORK WITHIN STATE RIGHTS-OF-WAY SHALL CONFORM TO THE LATEST EDITION OF THE STATE HIGHWAY DEPARTMENTS STANDARD SPECIFICATIONS FOR HIGHWAYS AND BRIDGES.
6. UPON AWARD OF CONTRACT, CONTRACTOR SHALL MAKE NECESSARY CONSTRUCTION NOTIFICATIONS AND APPLY FOR AND OBTAIN NECESSARY PERMITS, PAY FEES, AND POST BONDS ASSOCIATED WITH THE WORK INDICATED ON THE DRAWINGS, IN THE SPECIFICATIONS, AND IN THE CONTRACT DOCUMENTS. DO NOT CLOSE OR OBSTRUCT ROADWAYS, SIDEWALKS, AND FIRE HYDRANTS, WITHOUT APPROPRIATE PERMITS.
7. AREAS OUTSIDE THE LIMITS OF PROPOSED WORK DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED BY THE CONTRACTOR TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE.
8. IN THE EVENT THAT SUSPECTED CONTAMINATED SOIL, GROUNDWATER, AND OTHER MEDIA ARE ENCOUNTERED DURING EXCAVATION AND CONSTRUCTION ACTIVITIES BASED ON VISUAL, OLFACTORY, OR OTHER EVIDENCE, THE CONTRACTOR SHALL STOP WORK IN THE VICINITY OF THE SUSPECT MATERIAL TO AVOID FURTHER SPREADING OF THE MATERIAL, AND SHALL NOTIFY THE OWNER IMMEDIATELY SO THAT THE APPROPRIATE TESTING AND SUBSEQUENT ACTION CAN BE TAKEN.
9. CONTRACTOR SHALL PREVENT DUST, SEDIMENT, AND DEBRIS FROM EXITING THE SITE AND SHALL BE RESPONSIBLE FOR CLEANUP, REPAIRS AND CORRECTIVE ACTION IF SUCH OCCURS.
10. DAMAGE RESULTING FROM CONSTRUCTION LOADS & ACTIVITIES SHALL BE REPAIRED BY THE CONTRACTOR AT NO ADDITIONAL COST TO OWNER.
11. CONTRACTOR SHALL CONTROL STORMWATER RUNOFF DURING CONSTRUCTION TO PREVENT ADVERSE IMPACTS TO OFF SITE AREAS, AND SHALL BE RESPONSIBLE TO REPAIR RESULTING DAMAGES, IF ANY, AT NO COST TO OWNER.
12. THIS PROJECT DISTURBS MORE THAN ONE ACRE OF LAND AND FALLS WITHIN THE NPDES CONSTRUCTION GENERAL PERMIT (CGP) PROGRAM AND EPA JURISDICTION. PRIOR TO THE START OF CONSTRUCTION CONTRACTOR IS TO FILE A CGP NOTICE OF INTENT WITH THE EPA AND PREPARE A STORMWATER POLLUTION PREVENTION PLAN IN ACCORDANCE WITH THE NPDES REGULATIONS. CONTRACTOR SHALL CONFIRM THE OWNER HAS ALSO FILED A NOTICE OF INTENT WITH THE EPA.
13. PROPOSED LIMITS OF CONSTRUCTION DISTURBANCE ARE APPROXIMATE AND REPRESENT MAXIMUM PERMISSIBLE IMPACT TO JURISDICTIONAL AREAS. CONTRACTOR IS RESPONSIBLE FOR MINIMIZING EARTH DISTURBANCE TO THE EXTENT PRACTICABLE.
14. PRIOR TO CONSTRUCTION CREW MOBILIZATION, WETLAND LIMITS WILL BE FLAGGED WITH PINK NEON VINYL RIBBONS TIED TO VEGETATION OR STAKES SO AS TO BE VISIBLE TO WORK CREWS.

Utilities

1. THE UTILITY COMPANIES SERVICING THE PROJECT AREA ARE:

   A. WATER: CITY OF DOVER
   B. SEWER: CITY OF DOVER
   C. ELECTRIC: EVERSOURCE
   D. GAS: UNITIL
   E. TELECOM: FIDIUM

2. THE LOCATIONS, SIZES, AND TYPES OF EXISTING UTILITIES ARE SHOWN AS AN APPROXIMATE REPRESENTATION ONLY. THE OWNER OR IT'S REPRESENTATIVE(S) HAVE NOT INDEPENDENTLY VERIFIED THIS INFORMATION AS SHOWN ON THE PLANS. THE UTILITY INFORMATION SHOWN DOES NOT GUARANTEE THE ACTUAL EXISTENCE, SERVICEABILITY, OR OTHER DATA CONCERNING THE UTILITIES, NOR DOES IT GUARANTEE AGAINST THE POSSIBILITY THAT ADDITIONAL UTILITIES MAY BE PRESENT THAT ARE NOT SHOWN ON THE PLANS. PRIOR TO ORDERING MATERIALS AND BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL VERIFY AND DETERMINE THE EXACT LOCATIONS, SIZES, AND ELEVATIONS OF THE POINTS OF CONNECTIONS TO EXISTING UTILITIES AND, SHALL CONFIRM THAT THERE ARE NO INTERFERENCES WITH EXISTING UTILITIES AND THE PROPOSED UTILITY ROUTES, INCLUDING ROUTES WITHIN THE PUBLIC RIGHTS OF WAY.
3. WHERE AN EXISTING UTILITY IS FOUND TO CONFLICT WITH THE PROPOSED WORK, OR EXISTING CONDITIONS DIFFER FROM THOSE SHOWN SUCH THAT THE WORK CANNOT BE COMPLETED AS INTENDED, THE LOCATION, ELEVATION, AND SIZE OF THE UTILITY SHALL BE ACCURATELY DETERMINED WITHOUT DELAY BY THE CONTRACTOR, AND THE INFORMATION FURNISHED IN WRITING TO THE OWNER'S REPRESENTATIVE FOR THE RESOLUTION OF THE CONFLICT AND CONTRACTOR'S FAILURE TO NOTIFY PRIOR TO PERFORMING ADDITIONAL WORK RELEASES OWNER FROM OBLIGATIONS FOR ADDITIONAL PAYMENTS WHICH OTHERWISE MAY BE WARRANTED TO RESOLVE THE CONFLICT.
4. SET CATCH BASIN RIMS, AND INVERTS OF SEWERS, DRAINS, AND DITCHES IN ACCORDANCE WITH ELEVATIONS ON THE GRADING AND UTILITY PLANS.
5. RIM ELEVATIONS FOR DRAIN AND SEWER MANHOLES, WATER VALVE COVERS, GAS GATES, ELECTRIC AND TELEPHONE PULL BOXES, AND MANHOLES, AND OTHER SUCH ITEMS, ARE APPROXIMATE AND SHALL BE SET/RESET AS FOLLOWS:

   A. PAVEMENTS AND CONCRETE SURFACES: FLUSH
   B. ALL SURFACES ALONG ACCESSIBLE ROUTES: FLUSH
   C. LANDSCAPE, LOAM AND SEED, AND OTHER EARTH SURFACE AREAS: ONE INCH ABOVE SURROUNDING AREA AND TAPER EARTH TO THE RIM ELEVATION.

5. THE LOCATION, SIZE, DEPTH, AND SPECIFICATIONS FOR CONSTRUCTION OF PROPOSED PRIVATE UTILITY SERVICES SHALL BE INSTALLED ACCORDING TO THE REQUIREMENTS PROVIDED BY, AND APPROVED BY, THE RESPECTIVE UTILITY COMPANY (GAS, TELEPHONE, ELECTRIC, FIRE ALARM, ETC.). FINAL DESIGN LOADS AND LOCATIONS TO BE COORDINATED WITH OWNER.
6. CONTRACTOR SHALL MAKE ARRANGEMENTS FOR AND SHALL BE RESPONSIBLE FOR PAYING FEES FOR POLE RELOCATION AND FOR THE ALTERATION AND ADJUSTMENT OF GAS, ELECTRIC, TELEPHONE, FIRE ALARM, AND ANY OTHER PRIVATE UTILITIES, WHETHER WORK IS PERFORMED BY CONTRACTOR OR BY THE UTILITIES COMPANY.
7. UTILITY PIPE MATERIALS SHALL BE AS FOLLOWS, UNLESS OTHERWISE NOTED ON THE PLAN:

   A. STORM DRAINAGE PIPES SHALL BE HDPE

8. CONTRACTOR SHALL EXCAVATE AND BACKFILL TRENCHES FOR GAS IN ACCORDANCE WITH GAS COMPANY'S REQUIREMENTS.
9. ALL DRAINAGE AND SANITARY STRUCTURE INTERIOR DIAMETERS (4' MIN.) SHALL BE DETERMINED BY THE MANUFACTURER BASED ON THE PIPE CONFIGURATIONS SHOWN ON THESE PLANS AND LOCAL MUNICIPAL STANDARDS. FOR MANHOLES THAT ARE 20 FEET IN DEPTH AND GREATER, THE MINIMUM DIAMETER SHALL BE 5 FEET.

NHF&G Notes

1. NEW ENGLAND COTTONTAIL (STATE ENDANGERED) OCCURS WITHIN THE VICINITY OF THE PROJECT AREA. ALL OPERATORS AND PERSONNEL WORKING ON OR ENTERING THE SITE SHALL BE MADE AWARE OF THE POTENTIAL PRESENCE OF THESE SPECIES AND SHALL BE PROVIDED FLYERS THAT HELP TO IDENTIFY THESE SPECIES, ALONG WITH NHFG CONTACT INFORMATION.
2. RARE SPECIES INFORMATION (E.G. IDENTIFICATION, OBSERVATION AND REPORTING OF OBSERVATIONS, WHEN TO CONTACT NHFG IMMEDIATELY AND NHFG CONTACT INFORMATION) SHALL BE COMMUNICATED DURING MORNING TAILGATE MEETINGS PRIOR TO WORK COMMENCEMENT DURING THE CONSTRUCTION PHASE OF THE PROJECT. SEE COVER SHEET FOR FLYER.
3. ALL MANUFACTURED EROSION AND SEDIMENT CONTROL PRODUCTS, WITH THE EXCEPTION OF TURF REINFORCEMENT MATS, UTILIZED FOR, BUT NOT LIMITED TO, SLOPE PROTECTION, RUNOFF DIVERSION, SLOPE INTERRUPTION, PERIMETER CONTROL, INLET PROTECTION, CHECK DAMS, AND SEDIMENT TRAPS SHALL NOT CONTAIN PLASTIC, OR MULTIFILAMENT OR MONOFILAMENT POLYPROPYLENE NETTING OR MESH WITH AN OPENING SIZE OF GREATER THAN 1/8 INCHES. SEE SITE DETAILS SHEETS FOR EROSION AND SEDIMENT CONTROL PRODUCTS.
4. ALL OBSERVATIONS OF THREATENED OR ENDANGERED SPECIES SHALL BE REPORTED TO THE NEW HAMPSHIRE FISH AND GAME DEPARTMENT NONGAME AND ENDANGERED WILDLIFE ENVIRONMENTAL REVIEW PROGRAM BY PHONE AT 603-271-2461 AND BY EMAIL AT NHFGreview@wildlife.nh.gov, EMAIL SUBJECT LINE: NHB23-2737, UNITIL GAS LINE, GERRISH ROAD, DOVER, NH, WILDLIFE SPECIES OBSERVATION.
5. PHOTOGRAPHS OF THE OBSERVED SPECIES AND NEARBY ELEMENTS OF HABITAT OR AREAS OF LAND DISTURBANCE SHALL BE PROVIDED TO NHF&G IN DIGITAL FORMAT AT THE ABOVE EMAIL ADDRESS FOR VERIFICATION, AS FEASIBLE.
6. IN THE EVENT A THREATENED OR ENDANGERED SPECIES IS OBSERVED ON THE PROJECT SITE DURING THE TERM OF THE PERMIT, THE SPECIES SHALL NOT BE DISTURBED, HANDLED, OR HARMED IN ANY WAY PRIOR TO CONSULTATION WITH NHF&G AND IMPLEMENTATION OF CORRECTIVE ACTIONS RECOMMENDED BY NHF&G.
   6.1. SITE OPERATORS SHALL BE ALLOWED TO RELOCATE WILDLIFE ENCOUNTERED IF DISCOVERED WITHIN THE ACTIVE WORK ZONE IF IN DIRECT HARM FROM PROJECT ACTIVITIES. WILDLIFE SHALL BE RELOCATED IN CLOSE PROXIMITY TO THE CAPTURE LOCATION BUT OUTSIDE OF THE WORK ZONE AND IN THE DIRECTION THE INDIVIDUAL WAS HEADING. NHFG SHALL BE CONTACTED IMMEDIATELY IF THIS ACTION OCCURS.
7. THE NHF&G, INCLUDING ITS EMPLOYEES AND AUTHORIZED AGENTS, SHALL HAVE ACCESS TO THE PROPERTY DURING THE TERM OF THE PERMIT.

Layout and Materials

1. DIMENSIONS ARE FROM THE EDGE OF GRAVEL ROAD, AND EDGE OF PAVEMENT, UNLESS OTHERWISE NOTED.
2. RADII SHALL BE AS INDICATED ON THE PLANS.
3. REFER TO PROCESS PIPELINE SERVICES, INC, GAS TRANSMISSION MAIN DRAWINGS FOR FINAL VERTICAL AND HORIZONTAL ALIGNMENT OF THE GAS TRANSMISSION MAIN AND APPURTENANT STATION CONSTRUCTION LAYOUT.
4. PROPOSED BOUNDS AND ANY EXISTING PROPERTY LINE MONUMENTATION DISTURBED DURING CONSTRUCTION SHALL BE SET OR RESET BY A LICENSED LAND SURVEYOR (LLS).
5. PRIOR TO START OF CONSTRUCTION, CONTRACTOR SHALL VERIFY EXISTING PAVEMENT ELEVATIONS AT INTERFACE WITH PROPOSED PAVEMENTS, AND EXISTING GROUND ELEVATIONS ADJACENT TO DRAINAGE OUTLETS TO ASSURE PROPER TRANSITIONS BETWEEN EXISTING AND PROPOSED FACILITIES.

Demolition

1. CONTRACTOR SHALL REMOVE AND DISPOSE OF EXISTING MANMADE SURFACE FEATURES WITHIN THE LIMIT OF WORK INCLUDING BUILDINGS, STRUCTURES, PAVEMENTS, SLABS, CURBING, FENCES, UTILITY POLES, SIGNS, ETC. UNLESS INDICATED OTHERWISE ON THE DRAWINGS. REMOVE AND DISPOSE OF EXISTING UTILITIES, FOUNDATIONS AND UNSUITABLE MATERIAL BENEATH AND FOR A DISTANCE OF 10 FEET BEYOND THE PROPOSED BUILDING FOOTPRINT INCLUDING EXTERIOR COLUMNS.
2. EXISTING UTILITIES SHALL BE TERMINATED, UNLESS OTHERWISE NOTED, IN CONFORMANCE WITH LOCAL, STATE AND INDIVIDUAL UTILITY COMPANY STANDARD SPECIFICATIONS AND DETAILS. THE CONTRACTOR SHALL COORDINATE UTILITY SERVICE DISCONNECTS WITH THE UTILITY REPRESENTATIVES.
3. CONTRACTOR SHALL DISPOSE OF DEMOLITION DEBRIS IN ACCORDANCE WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS, ORDINANCES AND STATUTES.

Erosion Control

1. PRIOR TO STARTING ANY OTHER WORK ON THE SITE, THE CONTRACTOR SHALL NOTIFY APPROPRIATE AGENCIES AND SHALL INSTALL EROSION CONTROL MEASURES AS SHOWN ON THE PLANS AND AS IDENTIFIED IN FEDERAL, STATE, AND LOCAL APPROVAL DOCUMENTS PERTAINING TO THIS PROJECT.
2. CONTRACTOR SHALL INSPECT AND MAINTAIN EROSION CONTROL MEASURES ON A WEEKLY BASIS (MINIMUM) OR AS REQUIRED PER THE STORMWATER POLLUTION PREVENTION PLAN (SWPPP). THE CONTRACTOR SHALL ADDRESS DEFICIENCIES AND MAINTENANCE ITEMS WITHIN TWENTY-FOUR HOURS OF INSPECTION. CONTRACTOR SHALL PROPERLY DISPOSE OF SEDIMENT SUCH THAT IT DOES NOT ENCUMBER OTHER DRAINAGE STRUCTURES AND PROTECTED AREAS.
3. CONTRACTOR SHALL BE FULLY RESPONSIBLE TO CONTROL CONSTRUCTION SUCH THAT SEDIMENTATION SHALL NOT AFFECT REGULATORY PROTECTED AREAS, WHETHER SUCH SEDIMENTATION IS CAUSED BY WATER, WIND, OR DIRECT DEPOSIT.
4. CONTRACTOR SHALL PERFORM CONSTRUCTION SEQUENCING SUCH THAT EARTH MATERIALS ARE EXPOSED FOR A MINIMUM OF TIME BEFORE THEY ARE COVERED, SEEDED, OR OTHERWISE STABILIZED TO PREVENT EROSION.
5. UPON COMPLETION OF CONSTRUCTION AND ESTABLISHMENT OF PERMANENT GROUND COVER, CONTRACTOR SHALL REMOVE AND DISPOSE OF EROSION CONTROL MEASURES AND CLEAN SEDIMENT AND DEBRIS FROM ENTIRE DRAINAGE AND SEWER SYSTEMS.
6. EROSION CONTROL AND TEMPORARY STORMWATER CONTROL MEASURES SHALL COMPLY WITH THE NEW HAMPSHIRE STORMWATER MANUAL VOLUME 3 - EROSION AND SEDIMENT CONTROL DURING CONSTRUCTION DECEMBER 2008 AND THE NEW HAMPSHIRE DEPARTMENT OF NATURAL AND CULTURAL RESOURCES BEST MANAGEMENT PRACTICES MANUAL FOR UTILITY MAINTENANCE IN AND ADJACENT TO WETLANDS AND WATERBODIES IN NEW HAMPSHIRE, MARCH 2019.
7. THE ENVIRONMENTAL CONTROLS SHOWN ON THESE PLANS MAY NEED TO BE SUPPLEMENTED DUE TO SEASON, WEATHER CONDITIONS, OR WORK METHODS.
8. THE SELECTED CONTRACTOR IS RESPONSIBLE FOR STREET SWEEPING AT POINTS OF INGRESS/EGRESS FROM PUBLIC AND PRIVATE ROADWAYS.
9. ANY EXCESS EXCAVATED MATERIAL THAT CANNOT BE REUSED ON SITE SHALL BE PLACED OUTSIDE OF THE WETLAND AND/OR TIDAL BUFFER ZONE JURISDICTIONAL AREAS.

Permits

1. THE FOLLOWING STATE PERMITS HAVE BEEN OBTAINED FOR THE PROJECT:

   WETLANDS PERMIT NO. 2024-00239

   SHORELAND PERMIT NO. 2024-00907

   DOVER CONDITIONAL USE PERMIT COND-2024-0004

WORK FOR THE PROJECT SHALL BE DONE IN ACCORDANCE WITH THE REGULATIONS AND CONDITIONS SPECIFIED IN THE ABOVE PERMITS AND APPROVALS.

Existing Conditions Information

1. BASE PLAN: THE PROPERTY LINES SHOWN WERE DETERMINED BY AN ACTUAL FIELD SURVEY CONDUCTED BY DOUCET SURVEY. THE TOPOGRAPHY AND PHYSICAL FEATURES ARE BASED ON AN ACTUAL FIELD SURVEY PERFORMED ON THE GROUND BY DOUCET SURVEY, DURING APRIL, MAY AND SEPTEMBER 2022.

   A. DELINEATION OF THE WETLANDS AND PLACEMENT OF THE FLAGS WAS PERFORMED BY: MARC JACOBS, CWS 090 IN APRIL 2022. SEE ACCOMPANYING DOUCET SURVEY PLAN SET.

   B. FLAGS MARKING THE WETLANDS WERE LOCATED BY: DOUCET SURVEY USING CONVENTIONAL SURVEY METHODS IN JUNE 2022

2. TOPOGRAPHY: ELEVATIONS ARE BASED ON NAVD88.
3. GEOTECHNICAL DATA INCLUDING TEST PIT AND BORING LOCATIONS AND ELEVATIONS WERE OBTAINED FROM S.W. COLE IN A REPORT DATED FEBRUARY 24, 2023.

Document Use

1. THESE PLANS AND CORRESPONDING CADD DOCUMENTS ARE INSTRUMENTS OF PROFESSIONAL SERVICE, AND SHALL NOT BE USED, IN WHOLE OR IN PART, FOR ANY PURPOSE OTHER THAN FOR WHICH IT WAS CREATED WITHOUT THE EXPRESSED, WRITTEN CONSENT OF VHB. ANY UNAUTHORIZED USE, REUSE, MODIFICATION OR ALTERATION, INCLUDING AUTOMATED CONVERSION OF THIS DOCUMENT SHALL BE AT THE USER'S SOLE RISK WITHOUT LIABILITY OR LEGAL EXPOSURE TO VHB.
2. CONTRACTOR SHALL NOT RELY SOLELY ON ELECTRONIC VERSIONS OF PLANS, SPECIFICATIONS, AND DATA FILES THAT ARE OBTAINED FROM THE DESIGNERS, BUT SHALL VERIFY LOCATION OF PROJECT FEATURES IN ACCORDANCE WITH THE PAPER COPIES OF THE PLANS AND SPECIFICATIONS THAT ARE SUPPLIED AS PART OF THE CONTRACT DOCUMENTS.
3. SYMBOLS AND LEGENDS OF PROJECT FEATURES ARE GRAPHIC REPRESENTATIONS AND ARE NOT NECESSARILY SCALED TO THEIR ACTUAL DIMENSIONS OR LOCATIONS ON THE DRAWINGS. THE CONTRACTOR SHALL REFER TO THE DETAIL SHEET DIMENSIONS, MANUFACTURERS' LITERATURE, SHOP DRAWINGS AND FIELD MEASUREMENTS OF SUPPLIED PRODUCTS FOR LAYOUT OF THE PROJECT FEATURES.

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Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

Gerrish Road
Dover, New Hampshire

No.	Revision	Date	Appvd.

Designed by TMD | Checked by EKG

Issued for: Bid | Date: February 23, 2026

Not Approved for Construction

Drawing Title: Legend & General Notes

Drawing Number: C1.01

Sheet 1 of 12

Project Number: 169858.00

Saved Friday, February 20, 2026 11:34:47 AM APRETZ Plotted Wednesday, February 25, 2026 10:10:11 AM Tom D'Aguiar

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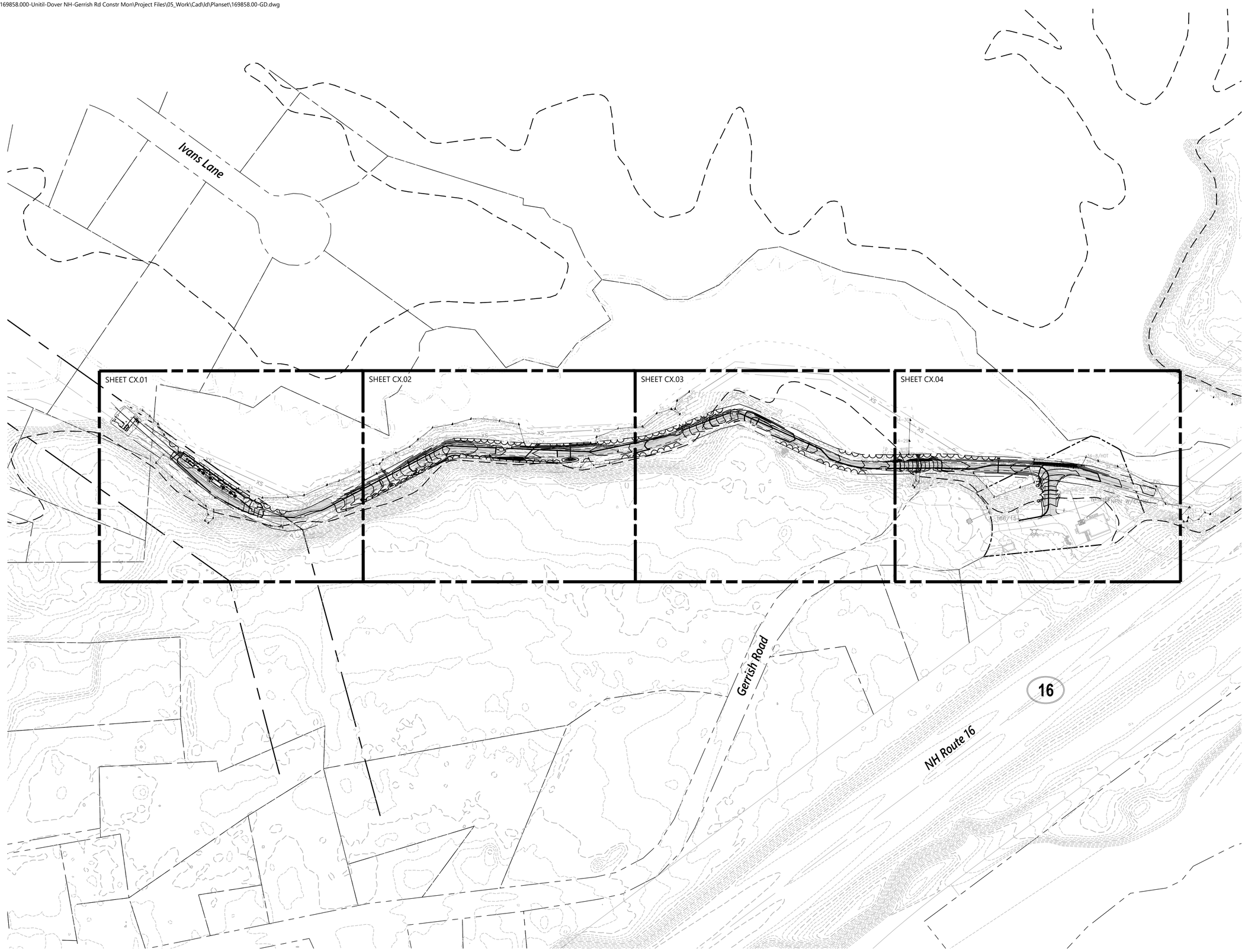

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0 40 80 160 Feet

Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

Gerrish Road
Dover, New Hampshire

No.	Revision	Date	Appvd.

Designed by TMD | Checked by EKG

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Date: February 23, 2026

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Drawing Title
Overall Site Plan

Drawing Number
C2.00

Sheet 2 of 12

Project Number
169858.00

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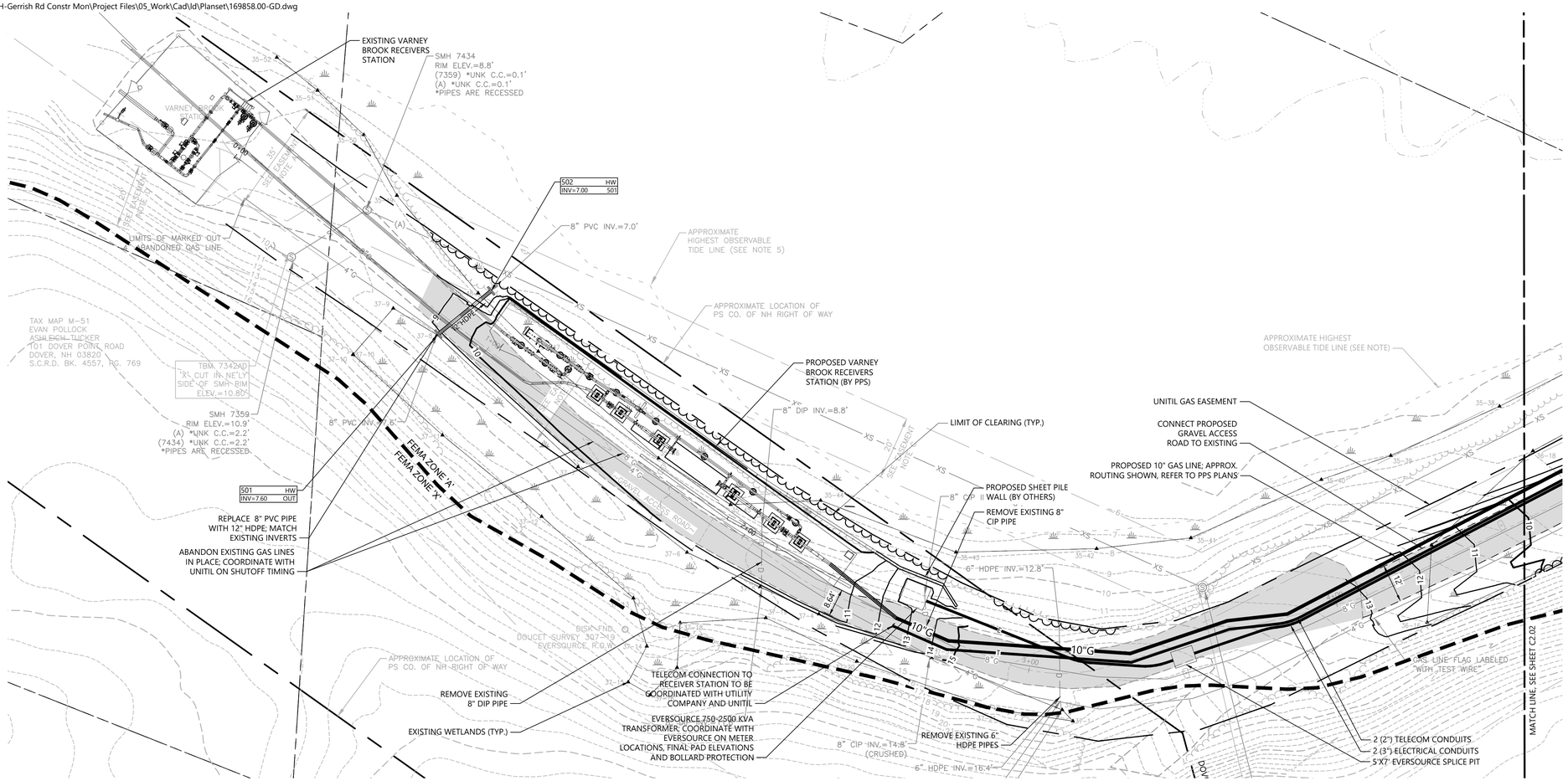

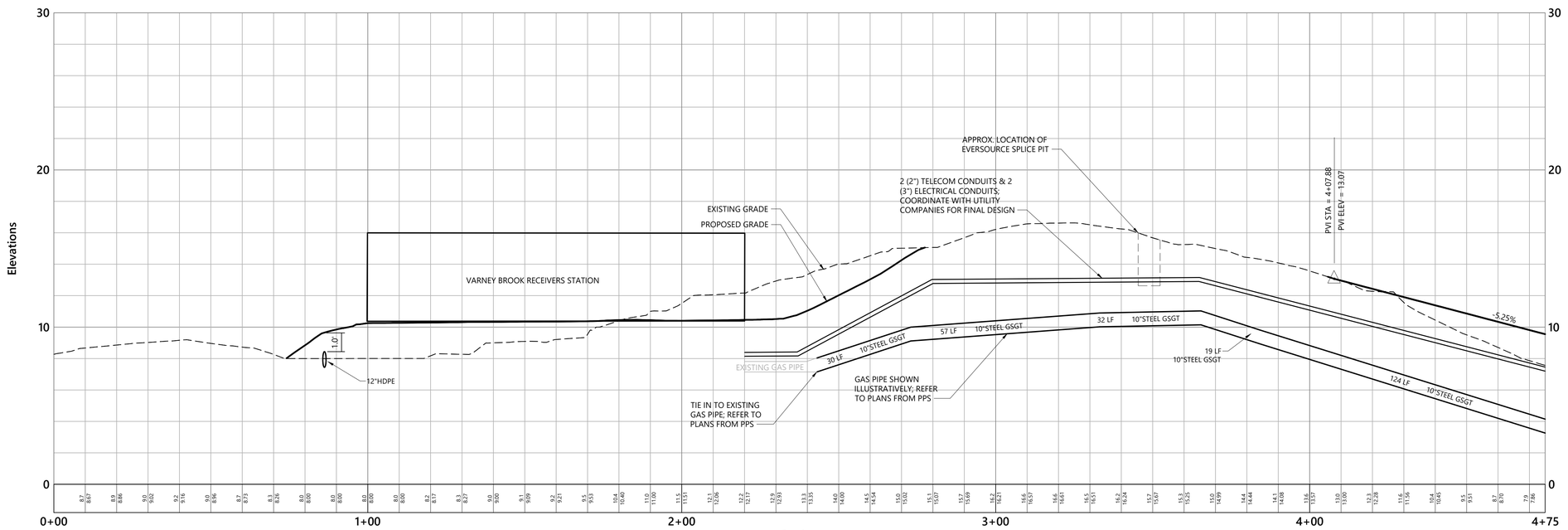

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Vert. 0 2 4 8 Feet
Horiz. 0 10 20 40 Feet

Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

Gerrish Road
Dover, New Hampshire

No.	Revision	Date	Apprvd.

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Drawing Title: Site Plan 1

Drawing Number: C2.01

Sheet 3 of 12

Project Number: 169858.00

Saved Monday, February 23, 2026 1:44:34 PM TDAGUIAR Plotted Wednesday, February 25, 2026 1:39:50 PM Tom D'Aguiar

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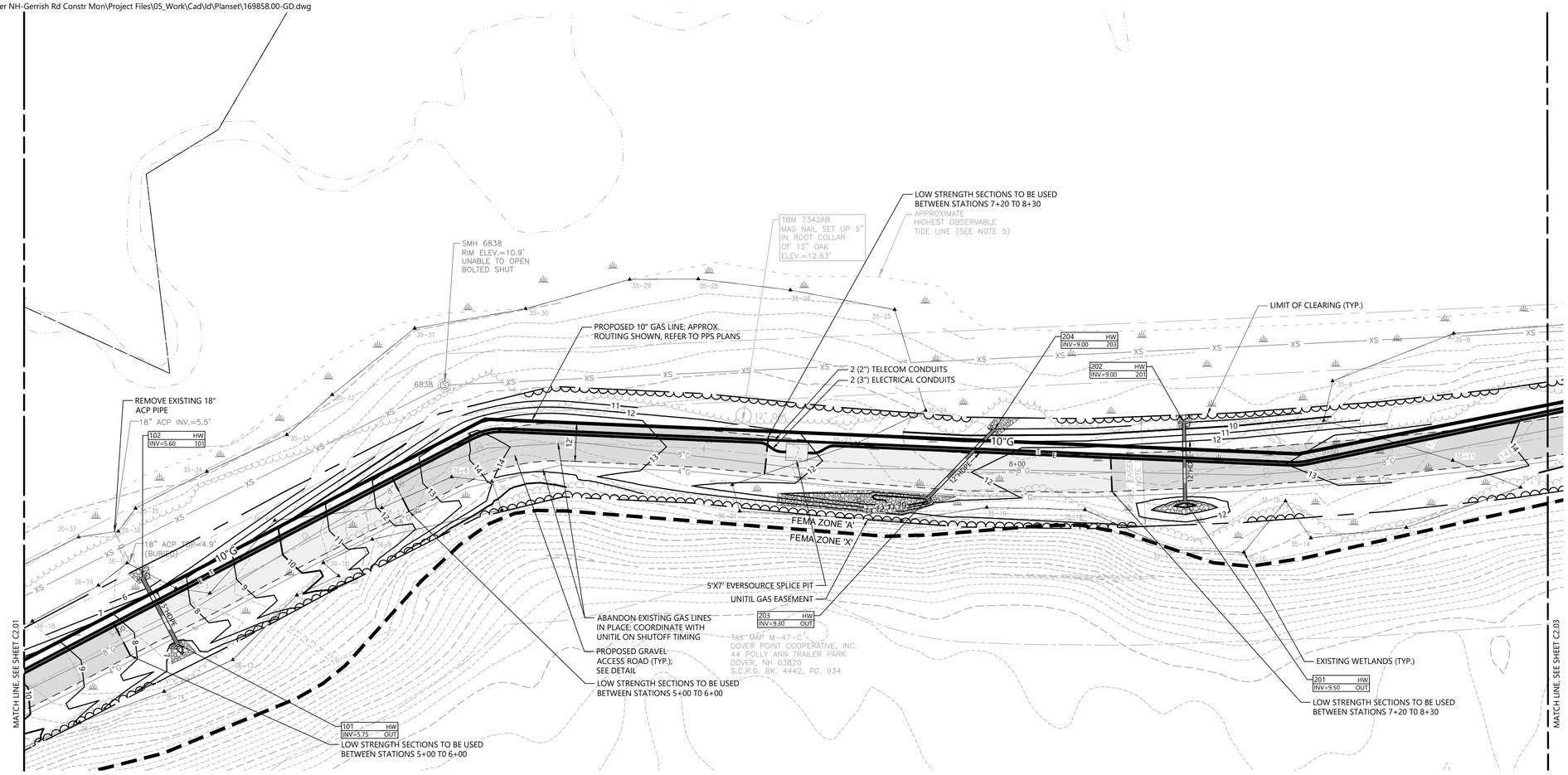

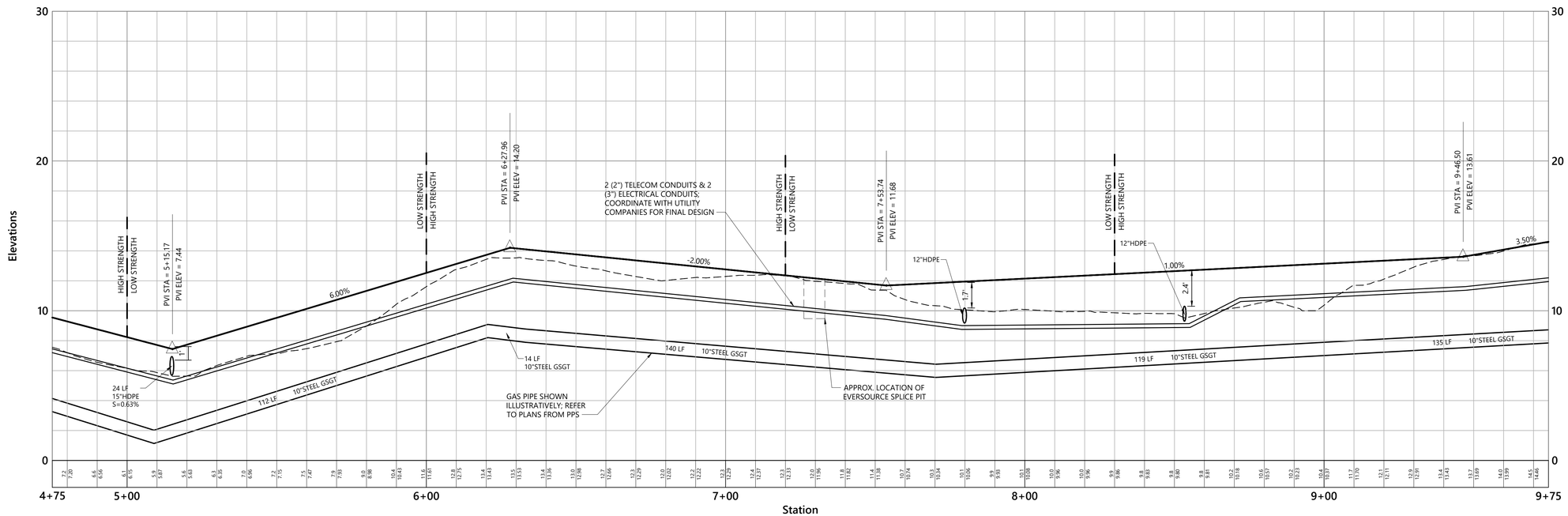

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Vert. 0 2 4 8 Feet

Horiz. 0 10 20 40 Feet

Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

Gerrish Road
Dover, New Hampshire

No.	Revision	Date	Appvd.

Designed by TMD | Checked by EKG

Issued for Bid | Date February 23, 2026

Not Approved for Construction

Drawing Title
Site Plan 2

Drawing Number
C2.02

Sheet 4 of 12

Project Number
169858.00

Saved Monday, February 23, 2026 1:44:34 PM TDAGUIAR Plotted Wednesday, February 25, 2026 1:40:36 PM Tom D'Aguiar

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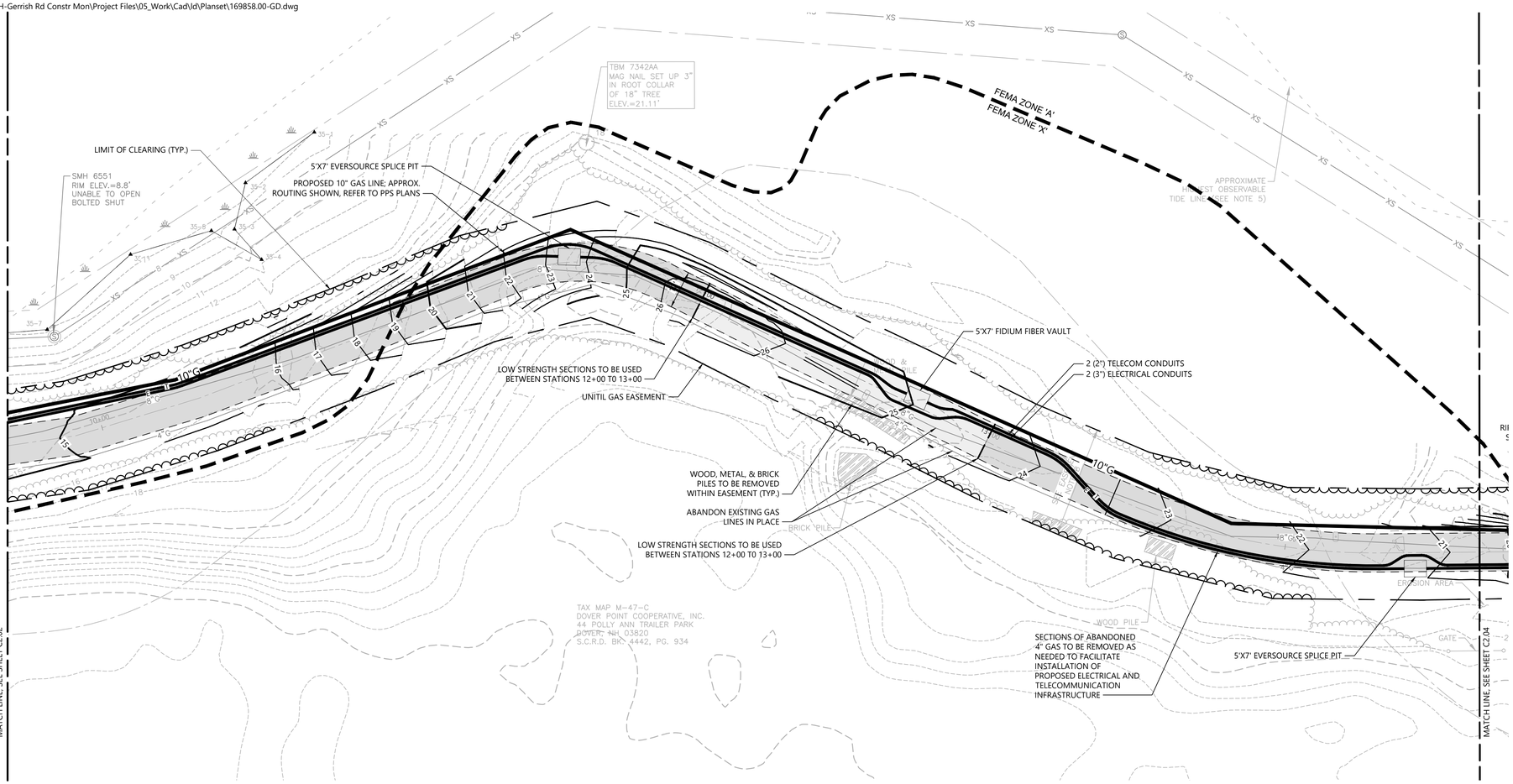

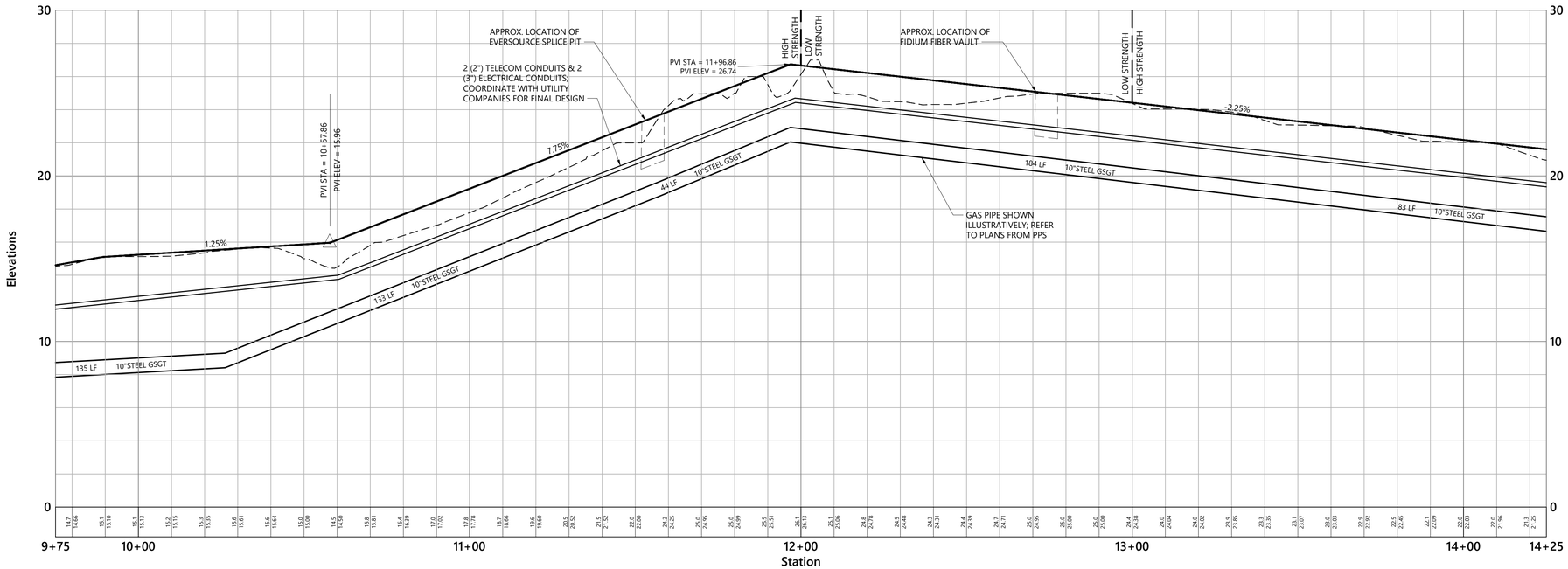

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Note:
CONTRACTOR SHALL DISPOSE OF MISCELLANEOUS PILES IN ACCORDANCE WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS, ORDINANCES AND STATUTES.

Vert. 0 2 4 8 Feet
Horiz. 0 10 20 40 Feet

Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

Gerrish Road
Dover, New Hampshire

No.	Revision	Date	Appvd.

Designed by TMD | Checked by EKG

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Drawing Title
Site Plan 3

Drawing Number
C2.03

Sheet 5 of 12

Project Number
169858.00

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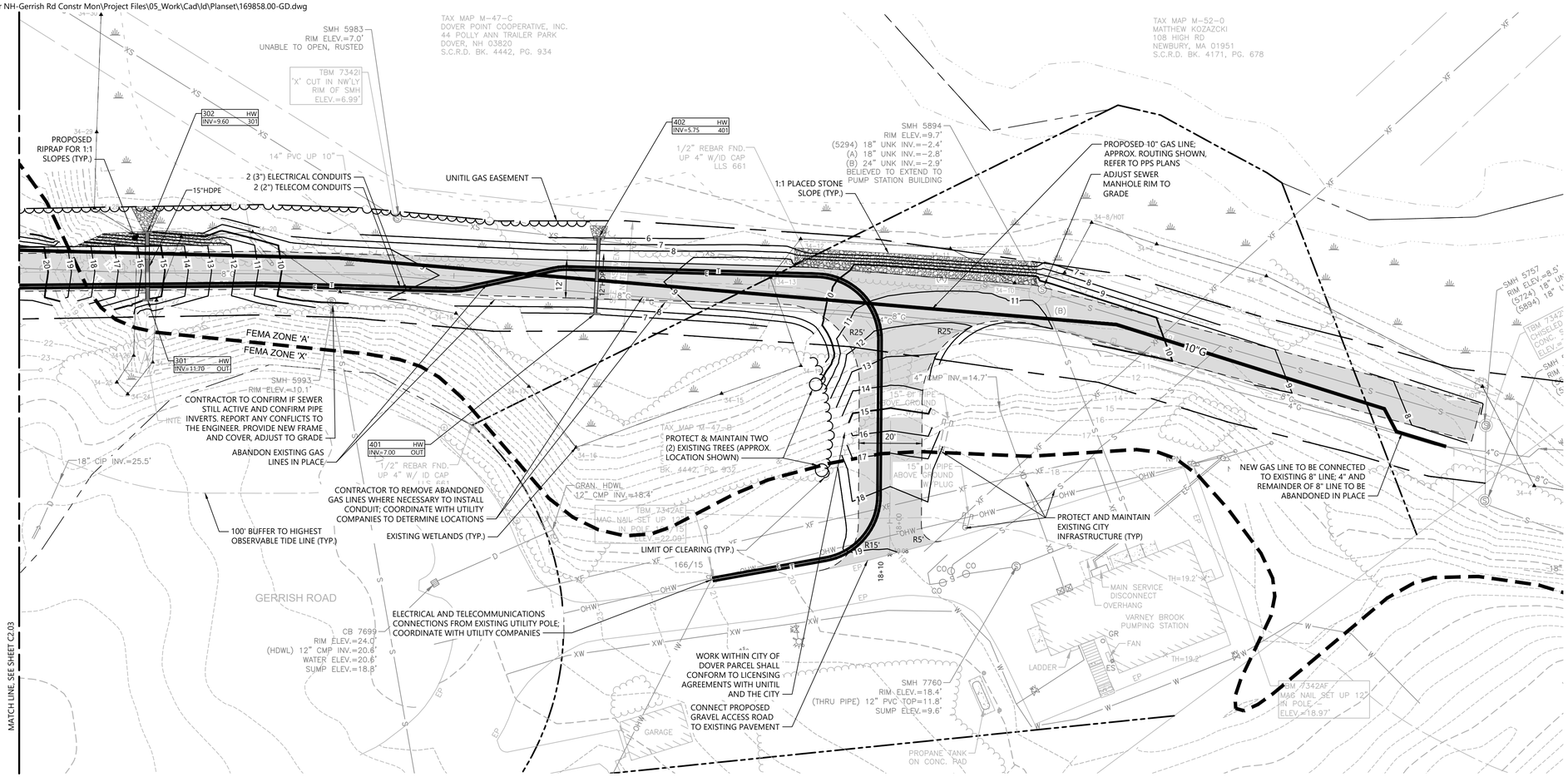

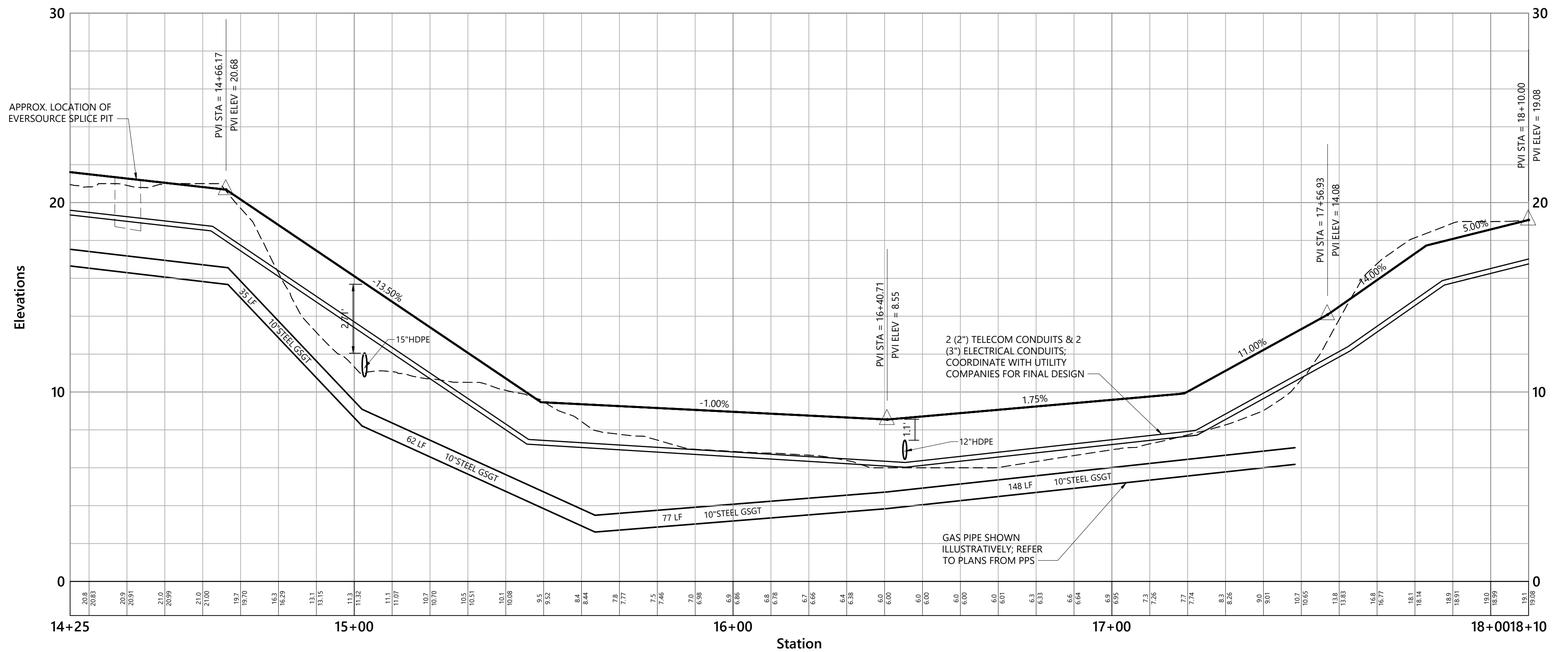

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Vert. 0 2 4 8 Feet
Horiz. 0 10 20 40 Feet

Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

Gerrish Road
Dover, New Hampshire

No.	Revision	Date	Appvd.

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Drawing Title
Site Plan 4

Drawing Number
C2.04

Sheet 6 of 12

Project Number
169858.00

TAX MAP M-52-7
JULIE DANE
MICHAEL MCKINNON
23 IVANS LANE
DOVER, NH 03820
S.C.R.D. BK. 4717, PG. 647

TAX MAP M-51-A
KIMBERLY & SHAWN LAFFERTY
103 DOVER POINT ROAD
DOVER, NH 03820
S.C.R.D. BK. 4917, PG. 295

SMH 7434
RIM ELEV.=8.8'
(7359) *UNK C.C.=0.1'
(A) *UNK C.C.=0.1'
*PIPES ARE RECESSED

8" PVC INV.=7.0'

CONTRACTOR TO PROVIDE SHORING ALONG BACK OF PROPOSED RECEIVER STATION WITHIN PROJECT RIGHT-OF-WAY

APPROXIMATE LOCATION OF PS CO. OF NH RIGHT OF WAY

LIMITS OF MARKED OUT ABANDONED GAS LINE

TAX MAP M-51
EVAN POLLOCK
ASHLEIGH TUCKER
101 DOVER POINT ROAD
DOVER, NH 03820
S.C.R.D. BK. 4557, PG. 769

TBM 7342AD
'X' CUT IN N'LY SIDE OF SMH RIM
ELEV.=10.80'

SMH 7359
RIM ELEV.=10.9'
(A) *UNK C.C.=2.2'
(7434) *UNK C.C.=2.2'
*PIPES ARE RECESSED

8" PVC INV.=7.8'

FEMA ZONE 'A'
FEMA ZONE 'X'

8" DIP INV.=8.8'

DOUBLE PERIMETER BARRIER (TYP.); CONTRACTOR RESPONSIBLE FOR LOCATING APPROPRIATE EROSION CONTROLS DOWNSTREAM OF WORK AREA

SEE EASEMENT NOTE C

8" CIP INV.=11.9'

6" HDPE INV.=12.8'

APPROXIMATE HIGHEST OBSERVABLE TIDE LINE (SEE NOTE)

BISK FND.
DOUCET SURVEY 307-19
EVERSOURCE R.O.W.

APPROXIMATE LOCATION OF PS CO. OF NH RIGHT OF WAY

8" DIP INV.=11.8'

8" CIP INV.=14.8'
(CRUSHED)

6" HDPE INV.=15.4'

6" HDPE INV.=16.5'

6" HDPE INV.=16.7'

GAS LINE FLAG LABELED WITH TEST WIRE

SMH 7020
RIM ELEV.=13.8'
UNABLE TO OPEN
BOLTED, SHUT

TBM 7342AC
'X' CUT IN N'LY
SIDE OF SMH RIM
ELEV.=13.51'

TAX MAP M-42-3
DOVER POINT COOPERATIVE, INC.
44 POLLY ANN TRAILER PARK
DOVER, NH 03820
S.C.R.D. BK. 4442, PG. 934

TAX MAP M-50-A
BRYCE & NICOLE FEDDER
93A OLD DOVER POINT ROAD
DOVER, NH 03820
S.C.R.D. BK. 4765, PG. 317

MATCH LINE, SEE SHEET C3.02

0 10 20 40 Feet

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Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

Gerrish Road
Dover, New Hampshire

No.	Revision	Date	Apprvd.

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Drawing Title
Erosion & Sediment Control Plan 1

Drawing Number
C3.01

Sheet 7 of 12

Project Number
169858.00

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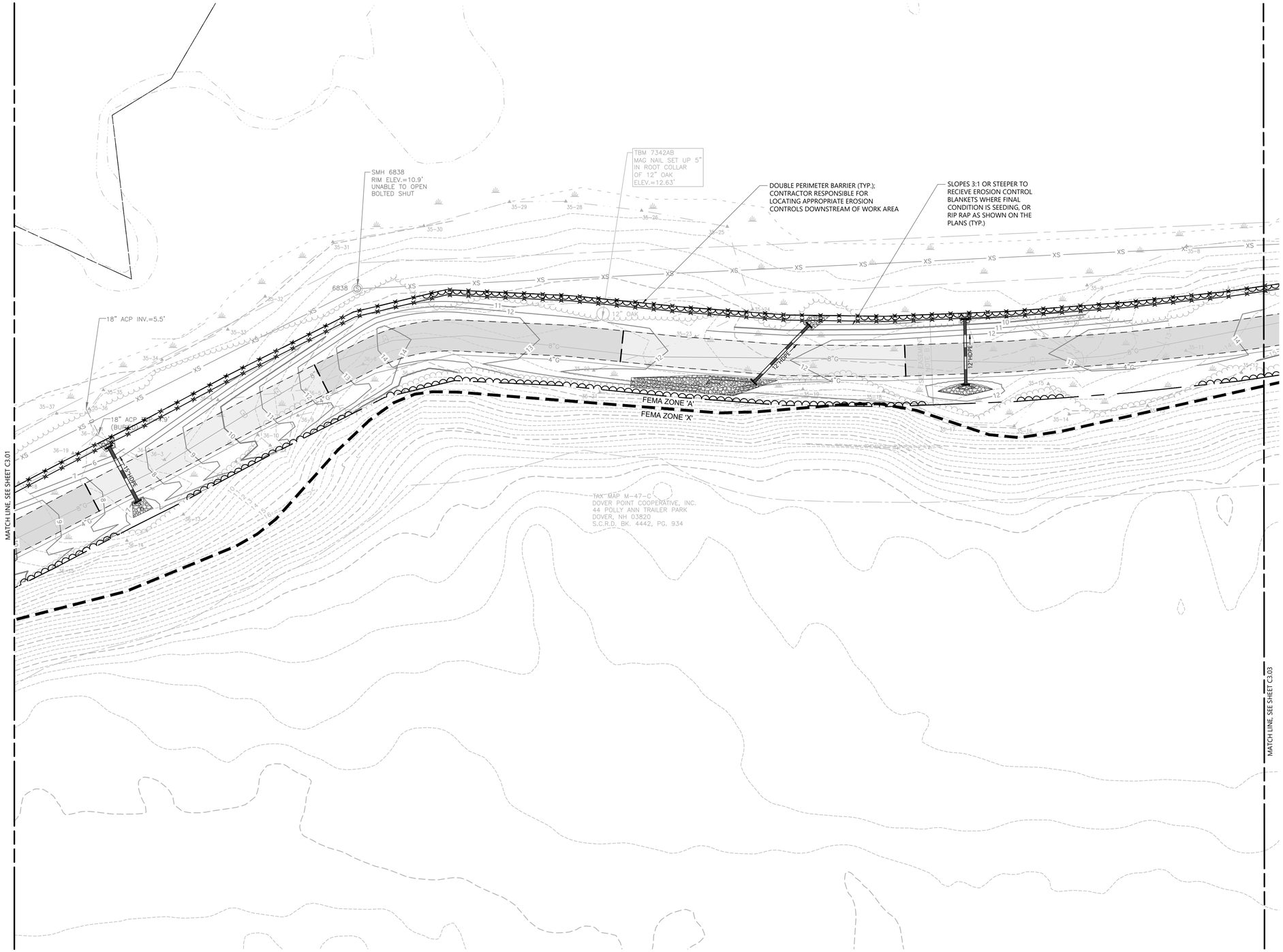

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Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

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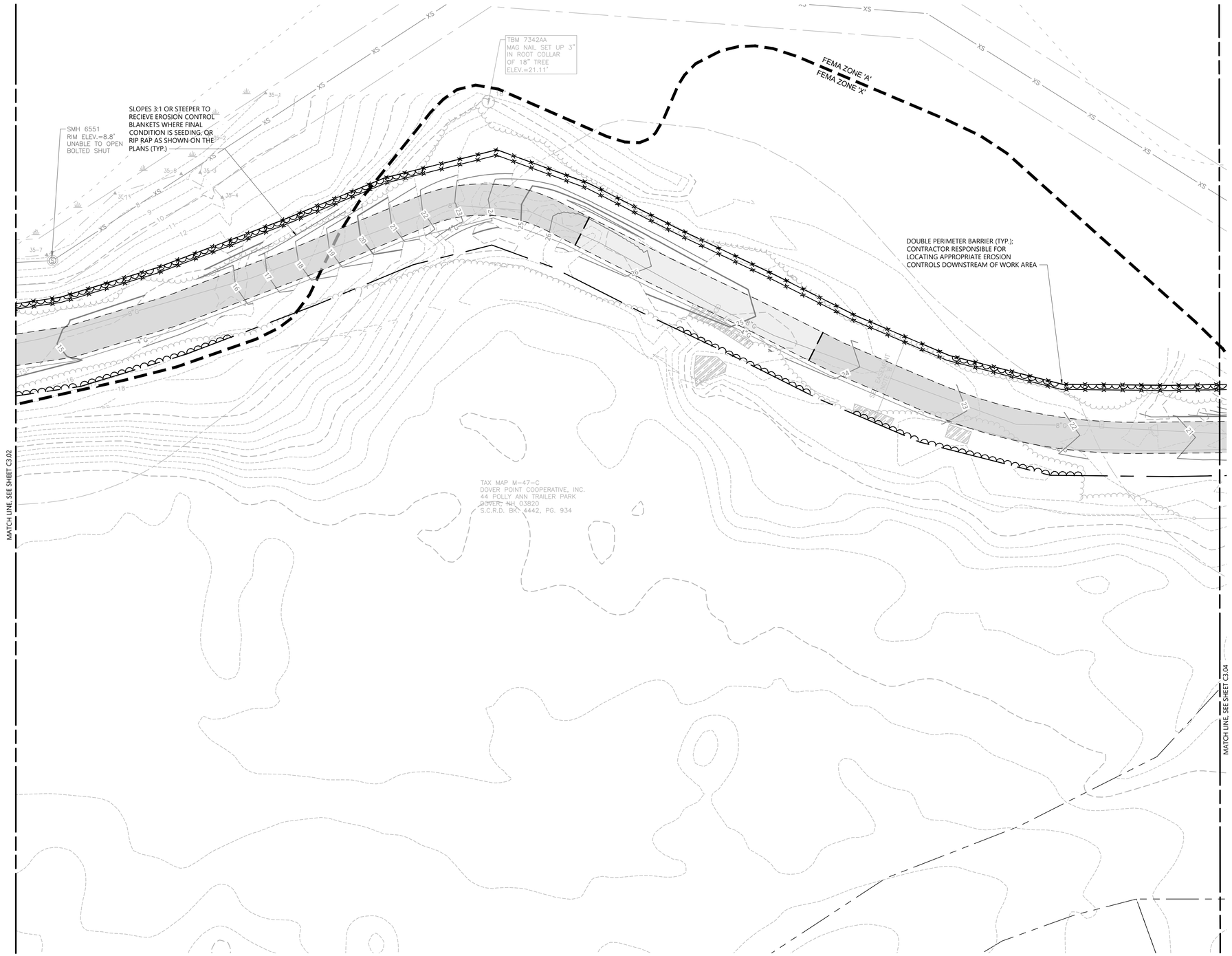
Drawing Title
Erosion & Sediment Control Plan 2

Drawing Number
C3.02

Sheet 8 of 12

Project Number
169858.00

Saved Monday, February 2, 2026 4:53:45 PM DBOSWORTH Plotted Tuesday, February 17, 2026 2:56:40 PM Derek Bosworth



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0 10 20 40 Feet

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Drawing Title

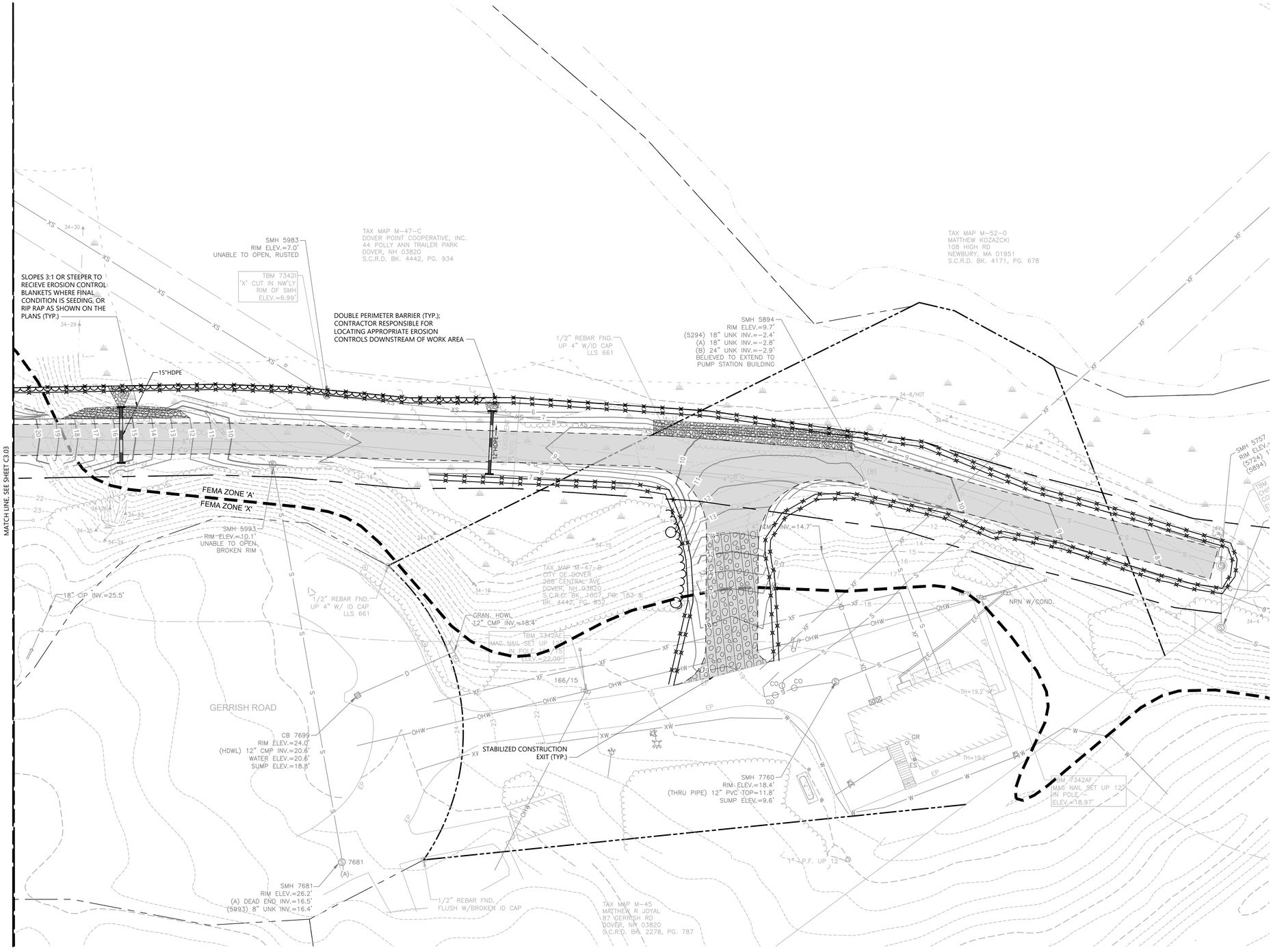
Erosion & Sediment Control Plan 3

Drawing Number

C3.03

Sheet 9 of 12

Project Number
169858.00



0 10 20 40 Feet

Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

Gerrish Road
Dover, New Hampshire

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Drawing Title
Erosion & Sediment Control Plan 4

Drawing Number
C3.04

Sheet 10 of 12

Project Number
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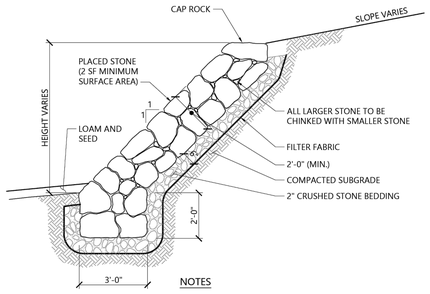


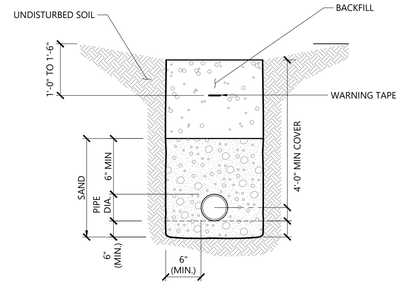
NOTES

1) SLOPE TO BE FOUNDED ON UNDISTURBED MATERIAL OR GRAVEL AND COMPACTED CONSISTENT WITH GEOTECHNICAL ENGINEERS RECOMMENDATIONS.
2) GAP IN STONE TO BE FILLED WITH SOIL AND MEADOW MIX ONCE SLOPE HAS BEEN COMPLETED.
3) WHERE EXISTING ROCK IS PRESENT, USE AN EXPOSED ROCK CUT AT 1:1 TO ESTABLISH SLOPE.

Placed Stone Slope

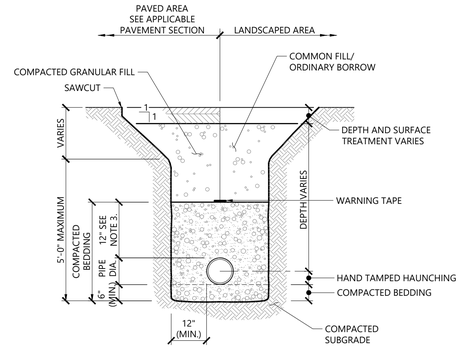
1/16

N.T.S. Source: VHB LD_760



Utility Trench (Gas)

N.T.S. Source: PPS



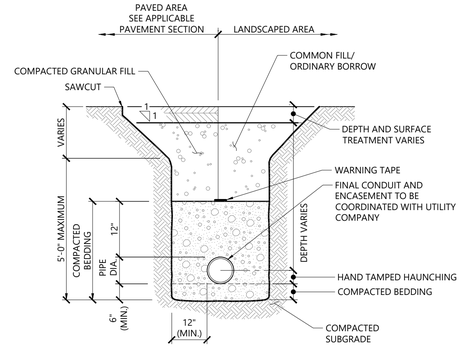
NOTES

1. WHERE UTILITY TRENCHES ARE CONSTRUCTED THROUGH DETENTION BASIN BERMS OR OTHER SUCH SPECIAL SECTIONS, PLACE TRENCH BACKFILL WITH MATERIALS SIMILAR TO THE SPECIAL SECTION REQUIREMENTS.
2. USE METALLIC TRACING/WARNING TAPE OVER ALL PIPES.
3. FOR HDPE PIPE, DIMENSION IS 24 INCHES.
4. MINIMUM COVER REQUIREMENTS:
   A. DRAIN: AS SPECIFIED ON PLANS
5. EMBEDMENT MATERIALS:
   A. DRAIN: GRAVEL (NHD0T 304.2-MODIFIED FOR 1-1/2 IN MAX. STONE SIZE)
6. WITHIN RIGHT OF WAY BACKFILL MUST BE PLACED IN 12" LIFTS AND COMPACTED.

Utility Trench (Drain)

1/16

N.T.S. Source: VHB REV LD_300-NH



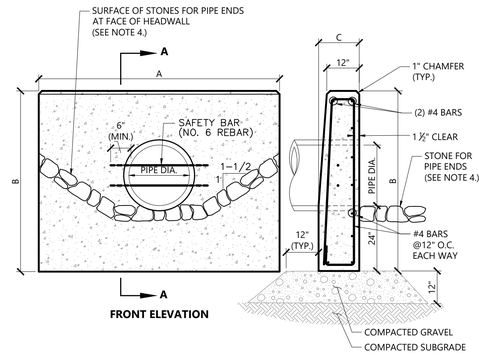
NOTES

1. WHERE UTILITY TRENCHES ARE CONSTRUCTED THROUGH DETENTION BASIN BERMS OR OTHER SUCH SPECIAL SECTIONS, PLACE TRENCH BACKFILL WITH MATERIALS SIMILAR TO THE SPECIAL SECTION REQUIREMENTS.
2. USE METALLIC TRACING/WARNING TAPE OVER ALL PIPES.
3. COMPACTED GRANULAR FILL MAY CONSIST OF GRAVEL, CRUSHED STONE, SAND, OR OTHER MATERIAL AS APPROVED BY ENGINEER.

Utility Trench (Elec/Tele)

11/19

N.T.S. Source: VHB REV LD_300



DIMENSIONAL TABLE

PIPE DIA.	A	B	C	#OF SAFETY BARS
12"	5'-6"	4'-2"	1'-6"	-
15"	6'-6"	4'-5"	1'-6"	-
18"	7'-6"	4'-9"	1'-6"	1
24"	9'-0"	5'-3"	1'-6"	1
30"	11'-0"	5'-10"	1'-6"	2
36"	13'-0"	6'-4"	1'-9"	2
42"	15'-9"	6'-11"	1'-9"	3
48"	17'-9"	7'-5"	2'-0"	3
60"	21'-9"	8'-6"	2'-6"	4
72"	25'-9"	9'-7"	3'-0"	5

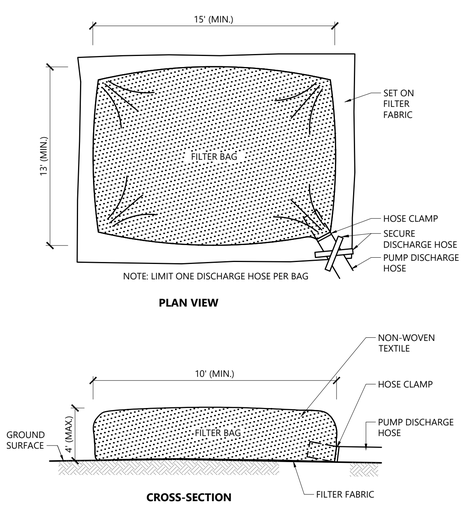
NOTES

1. CONCRETE SHALL BE 6% ±1.5% AIR ENTRAINED TYPE II CEMENT WITH MINIMUM COMPRESSIVE STRENGTH OF 4,000 PSI.
2. SAFETY BARS TO BE OMITTED WHERE INDICATED ON PLANS.
3. SAFETY BARS SHALL BE SET TO CREATE EQUAL OPENING DIMENSIONS.
4. SEE STONE PROTECTION AT HEADWALL DETAIL.

Concrete Headwall (HW)

10/20

N.T.S. Source: VHB LD_130



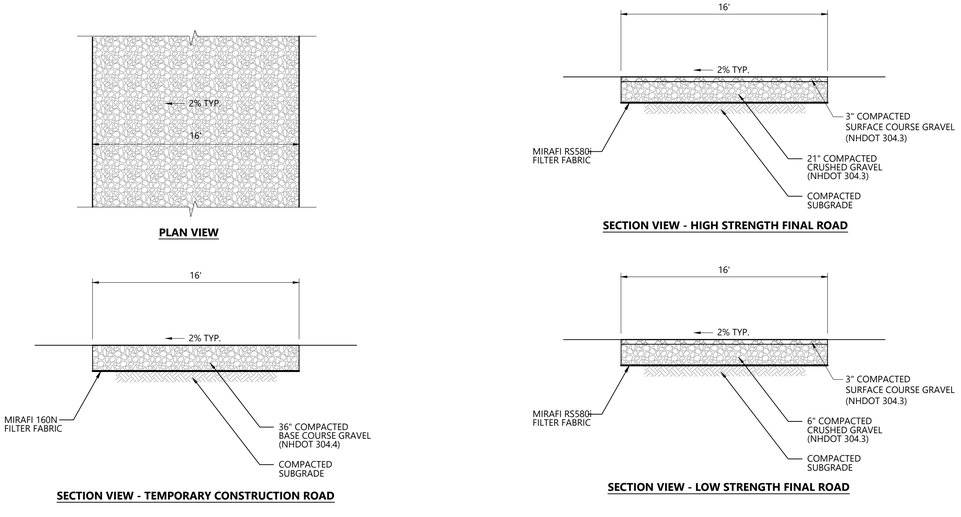
NOTES

1. BAG TO BE USED IN ACCORDANCE WITH MANUFACTURERS RECOMMENDATIONS.

Dewatering Filter Bag

1/16

N.T.S. Source: VHB REV LD_691



NOTE

1. LOW STRENGTH SECTIONS ARE TO BE USED BETWEEN STATIONS 5+00 - 6+00, 7+20 - 8+30, AND 12+00 - 13+00. HIGH STRENGTH SECTIONS ARE TO BE USED EVERYWHERE ELSE.
2. ROADWAY DETAILS BASED ON S.W. COLE GEOTECHNICAL REPORT DTAED AUGUST 8, 2023.

Gravel Access Drives

N.T.S. Source: SW Cole

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Drawing Title: Site Details 1

Drawing Number: C4.01

Sheet 11 of 12

Project Number: 169858.00

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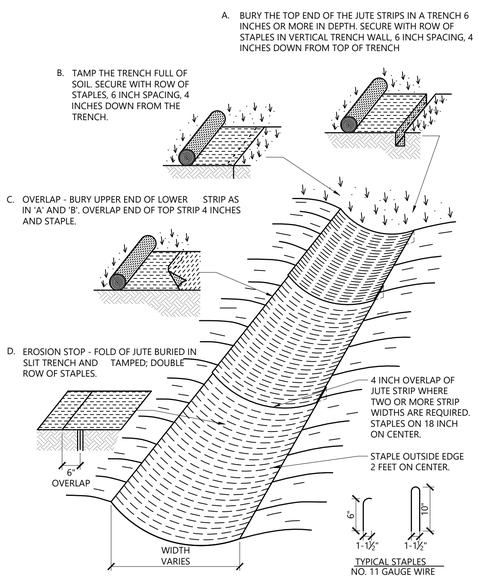
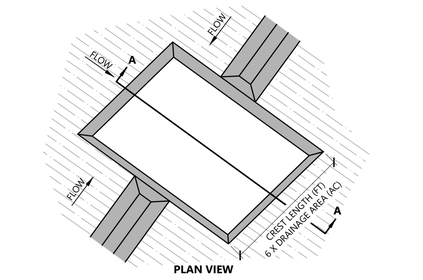


* INSTALLATION SHALL BE AS PER MANUFACTURER'S RECOMMENDATIONS

Erosion Control Blanket Swale Installation

1/16

N.T.S. Source: VHB LD_681

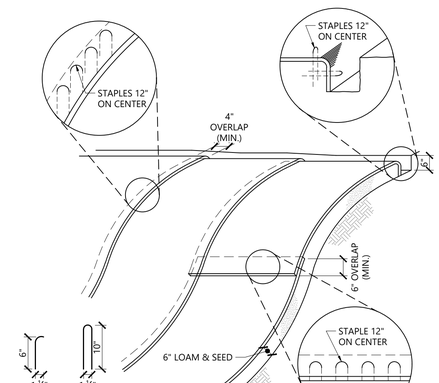


NOTES

1. TEMPORARY SEDIMENT TRAP TO BE REMOVED UPON APPROVAL OF ENGINEER AND WHEN ALL UPSTREAM AREAS HAVE BEEN STABILIZED.
2. DESIGN AND MAINTENANCE REQUIREMENTS SHALL BE IN ACCORDANCE WITH ENV-WQ 1506.10. WHICH INCLUDE, BUT ARE NOT LIMITED TO:
   - MINIMUM SEDIMENT STORAGE FOR SEDIMENT BASIN SHOULD BE 3,600 CF PER ACRE OF DRAINAGE AREA (MAXIMUM CONTRIBUTING AREA OF 5 ACRES).
   - SEDIMENT TRAP SHALL BE CLEANED WHEN 50 PERCENT OF THE ORIGINAL VOLUME IS FILLED.

Temporary Sediment Trap

N.T.S. Source: NHDES AoT



NOTES

1. BEGIN AT THE TOP OF BLANKET INSTALLATION AREA BY ANCHORING BLANKET IN A 6" DEEP TRENCH BACKFILL AND COMPACT TRENCH AFTER STAPLING.
2. ROLL THE BLANKET DOWN THE SWALE IN THE DIRECTION OF THE WATER FLOW.
3. THE EDGES OF BLANKETS MUST BE STAPLED WITH APPROX. 4 INCH OVERLAP WHERE 2 OR MORE STRIP WIDTHS ARE REQUIRED.
4. WHEN BLANKETS MUST BE SPLICED DOWN THE SWALE, PLACE UPPER BLANKET END OVER LOWER END WITH 6 INCH (MIN.) OVERLAP AND STAPLE BOTH TOGETHER.
5. METHOD OF INSTALLATION SHALL BE AS PER MANUFACTURER'S RECOMMENDATIONS.
6. EROSION CONTROL BLANKETS SHALL BE USED IN ALL AREAS WHERE SLOPES EXCEED 3:1.

Erosion Control Blanket Slope Installation

10/20

N.T.S. Source: VHB LD_680

Erosion Control

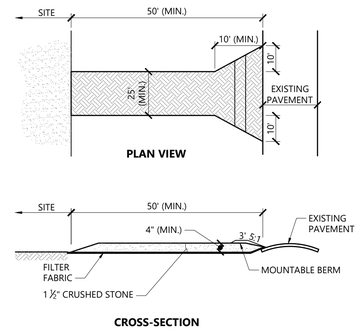
1. PRIOR TO STARTING ANY OTHER WORK ON THE SITE, THE CONTRACTOR SHALL NOTIFY APPROPRIATE AGENCIES AND SHALL INSTALL EROSION CONTROL MEASURES AS SHOWN ON THE PLANS AND AS IDENTIFIED IN FEDERAL, STATE, AND LOCAL APPROVAL DOCUMENTS PERTAINING TO THIS PROJECT.
2. CONTRACTOR SHALL INSPECT AND MAINTAIN EROSION CONTROL MEASURES, AND REMOVE SEDIMENT THEREFROM ON A WEEKLY BASIS AND WITHIN TWELVE HOURS AFTER EACH STORM EVENT (0.5" OF RAINFALL OR GREATER) AND DISPOSE OF SEDIMENTS IN AN UPLAND AREA SUCH THAT THEY DO NOT ENCUMBER OTHER DRAINAGE STRUCTURES AND PROTECTED AREAS.
3. CONTRACTOR SHALL BE FULLY RESPONSIBLE TO CONTROL CONSTRUCTION SUCH THAT SEDIMENTATION SHALL NOT AFFECT REGULATORY PROTECTED AREAS, WHETHER SUCH SEDIMENTATION IS CAUSED BY WATER, WIND, OR DIRECT DEPOSIT.
4. CONTRACTOR SHALL PERFORM CONSTRUCTION SEQUENCING SUCH THAT EARTH MATERIALS ARE EXPOSED FOR A MINIMUM OF TIME BEFORE THEY ARE COVERED, SEEDED, OR OTHERWISE STABILIZED TO PREVENT EROSION.
5. UPON COMPLETION OF CONSTRUCTION AND ESTABLISHMENT OF PERMANENT GROUND COVER, CONTRACTOR SHALL REMOVE AND DISPOSE OF EROSION CONTROL MEASURES AND CLEAN SEDIMENT AND DEBRIS FROM ENTIRE DRAINAGE AND SEWER SYSTEMS.
6. AREAS REMAINING UNSTABILIZED FOR A PERIOD OF MORE THAN 30 DAYS SHALL BE TEMPORARILY SEEDED AND MULCHED. STRAW MULCH SHALL BE APPLIED AT A MINIMUM RATE OF 1-1/2 TONS/ACRE.
7. PERMANENT SEEDING SHALL OCCUR BETWEEN APRIL 1 AND JUNE 1, AND/OR BETWEEN AUGUST 15 AND OCTOBER 15. ALL SEEDING FROM SEPTEMBER 15 SHALL BE STRAW MULCHED.
8. DUST SHALL BE CONTROLLED THROUGH THE USE OF WATER.
9. SOILS TO BE STOCKPILED FOR A PERIOD OF MORE THAN 30 DAYS SHALL BE TEMPORARILY SEEDED AND MULCHED. CONTRACTOR SHALL INSTALL SILT FENCING ALONG DOWNHILL SIDE OF STOCKPILES.
10. CONTRACTOR SHALL PROVIDE TEMPORARY SEDIMENTATION BASINS TO CONTROL SEDIMENTATION AND STORMWATER RUNOFF DURING THE CONSTRUCTION PERIOD. THE CONTRACTOR SHALL SUBMIT PROPOSED BASIN LOCATIONS, DESIGNS, ETC. TO THE ENGINEER FOR REVIEW PRIOR TO CONSTRUCTION. TEMPORARY SEDIMENTATION BASINS SHALL MEET NHDES REQUIREMENTS.
11. CONTRACTOR SHALL PROVIDE NECESSARY EROSION CONTROL MEASURES TO INSURE THAT SURFACE WATER RUN-OFF FROM UNSTABILIZED AREAS DOES NOT CARRY SILT, SEDIMENT, AND OTHER DEBRIS OUTSIDE OF THE LIMITS OF WORK.
12. AN AREA SHALL BE CONSIDERED STABLE IF ONE OF THE FOLLOWING HAS OCCURRED:
    A. BASE COURSE GRAVELS HAVE BEEN INSTALLED IN AREAS TO BE PAVED;
    B. A MINIMUM OF 85% VEGETATED GROWTH HAS BEEN ESTABLISHED;
    C. A MINIMUM OF 3-IN OF NON-EROSIVE MATERIAL, SUCH AS STONE OR RIPRAP, HAS BEEN INSTALLED;
    D. EROSION CONTROL BLANKETS HAVE BEEN PROPERLY INSTALLED.
13. CONTRACTOR SHALL INSPECT AND MAINTAIN EROSION CONTROL MEASURES ON A WEEKLY BASIS (MINIMUM) OR AS REQUIRED PER THE STORMWATER POLLUTION PREVENTION PLAN (SWPPP). THE CONTRACTOR SHALL ADDRESS DEFICIENCIES AND MAINTENANCE ITEMS WITHIN TWENTY-FOUR HOURS OF INSPECTION. CONTRACTOR SHALL PROPERLY DISPOSE OF SEDIMENT SUCH THAT IT DOES NOT ENCUMBER OTHER DRAINAGE STRUCTURES AND PROTECTED AREAS.
14. ALL DITCHES, SWALES, AND DRAINAGE BASINS SHALL BE STABILIZED PRIOR TO DIRECTING RUNOFF TO THEM.
15. ALL ROADWAYS AND PARKING LOTS SHALL BE STABILIZED WITHIN 72 HOURS OF ACHIEVING FINISHED GRADE.
16. ALL CUT AND FILL SLOPES SHALL BE LOAMED AND SEEDED WITHIN 72 HOURS OF ACHIEVING FINISHED GRADE.
17. EROSION CONTROL BLANKETS SHALL BE INSTALLED ON ALL SLOPES THAT ARE STEEPER THAN 3-FT HORIZONTAL AND 1-FT VERTICAL (3:1). EROSION CONTROL BLANKETS SHALL BE NORTH AMERICAN GREEN SC150BN, OR APPROVED EQUAL. ANY ALTERNATIVE NETTING MUST CONSIST ENTIRELY OF NATURAL FIBERS.
18. THE PROJECT SHALL BE MANAGED IN A MANNER THAT MEETS THE REQUIREMENTS AND INTENT OF RSA 430:53 AND CHAPTER AGR 3800 RELATIVE TO INVASIVE SPECIES.
19. TEMPORARY WATER DIVERSION SWALES, BASINS, AND OTHER TEMPORARY BMPS SHALL BE INSTALLED EARLY IN THE CONSTRUCTION PROCESS, BEFORE ROUGH GRADING.

Restoration of Disturbed Areas

1. THE INTRODUCTION OR SPREAD OF INVASIVE PLANT SPECIES IN DISTURBED AREAS SHALL BE CONTROLLED. IF CONSTRUCTION MATS ARE TO BE USED IN AREAS OF INVASIVE PLANT SPECIES, THEY SHALL BE THOROUGHLY CLEANED BEFORE RE-USE.
2. UPON COMPLETION OF CONSTRUCTION, ALL AREAS OF AUTHORIZED DISTURBED WETLAND AREA SHALL BE STABILIZED WITH A WETLAND SEED MIX CONTAINING "NORTHEAST ANNUAL & PERENNIAL WILDFLOWER MIX" FOR UPLANDS AND "FACW WETLAND MEADOW MIX" FOR WETLANDS OR APPROVED EQUIVALENT.

Winter Construction

1. ALL PROPOSED VEGETATED AREAS WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH, OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHALL BE STABILIZED. STABILIZATION METHODS SHALL INCLUDE SEEDING AND INSTALLING EROSION CONTROL BLANKETS ON SLOPES GREATER THAN 3:1, AND SEEDING AND PLACING 3 TO 4 TONS OF MULCH PER ACRE, SECURED WITH ANCHORED NETTING, ELSEWHERE. THE INSTALLATION OF EROSION CONTROL BLANKETS OR MULCH AND NETTING SHALL NOT OCCUR OVER ACCUMULATED SNOW OR FROZEN GROUND AND SHALL BE COMPLETED IN ADVANCE OF THAW OR SPRING MELT EVENTS.
2. ALL DITCHES OR SWALES WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH, OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHALL BE TEMPORARILY STABILIZED WITH STONE OR EROSION CONTROL BLANKETS APPROPRIATE FOR THE DESIGN FLOW CONDITIONS.
3. AFTER OCTOBER 15TH, INCOMPLETE ROAD OR PARKING SURFACES, WHERE WORK HAS STOPPED FOR THE WINTER SEASON, SHALL BE PROTECTED WITH A MINIMUM OF 3 INCHES OF CRUSHED GRAVEL (NHDOT 304.3).



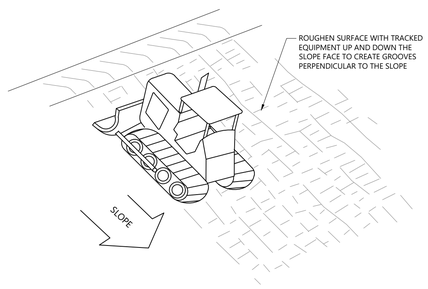
NOTES

1. EXIT WIDTH SHALL BE A TWENTY-FIVE (25) FOOT MINIMUM, BUT NOT LESS THAN THE FULL WIDTH AT POINTS WHERE INGRESS OR EGRESS OCCURS.
2. THE EXIT SHALL BE MAINTAINED IN A CONDITION WHICH SHALL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS DEMAND AND REPAIR OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT. ALL SEDIMENT SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC RIGHTS-OF-WAY MUST BE REMOVED IMMEDIATELY. BERM SHALL BE PERMITTED. PERIODIC INSPECTION AND MAINTENANCE SHALL BE PROVIDED AS NEEDED.
3. STABILIZED CONSTRUCTION EXIT SHALL BE REMOVED PRIOR TO FINAL FINISH MATERIALS BEING INSTALLED.

Stabilized Construction Exit

1/16

N.T.S. Source: VHB LD_682



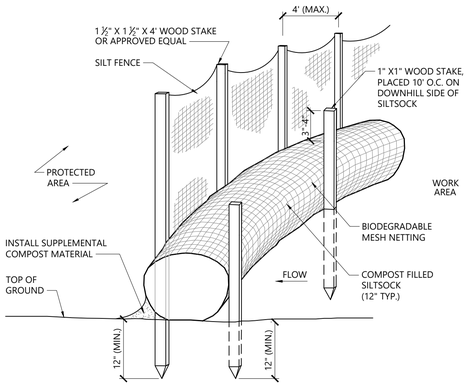
NOTE

1. SLOPES WITH A GRADE STEEPER THAN A 3:1 SLOPE SHALL REQUIRE SLOPE TRACKING IF THE STABILIZATION METHOD IS AN EROSION CONTROL BLANKET AND/OR HYDROSEEDING.

Slope Tracking

10/20

N.T.S. Source: VHB LD_693



NOTES

1. SILTSOCK SHALL BE FILTREXX SILTSOXX, OR APPROVED EQUAL.
2. SILTSOCKS SHALL OVERLAP A MINIMUM OF 12 INCHES.
3. SILTSOCK SHALL BE INSPECTED PERIODICALLY AND AFTER ALL STORM EVENTS, AND REPAIR OR REPLACEMENT SHALL BE PERFORMED PROMPTLY AS NEEDED.
4. UPON SITE STABILIZATION, COMPOST MATERIAL SHALL BE DISPERSED ON SITE, AS DETERMINED BY THE ENGINEER.
5. IF NON BIODEGRADABLE NETTING IS USED THE NETTING SHALL BE COLLECTED AND DISPOSED OF OFFSITE.

Double Perimeter Barrier

10/20

N.T.S. Source: VHB REV LD_658-A

vhb.com

vhb

2 Bedford Farms Drive
Suite 200
Bedford, NH 03110
603.391.3900

Unitil Gas Transmission Pipe Replacement, Right-of-Way Road Replacement, and Appurtenant Station Construction

Gerrish Road
Dover, New Hampshire

No.	Revision	Date	Appvd.

Designed by TMD Checked by EKG

Issued for Bid

Date February 23, 2026

Not Approved for Construction

Drawing Title
Site Details 2

Drawing Number
C4.02

Sheet 12 of 12

Project Number
169858.00

Saved Tuesday, February 17, 2026 2:27:26 PM DBOSWORTH Plotted Tuesday, February 17, 2026 2:58:39 PM Derek Bosworth

CITY OF DOVER - RESOLUTION

Agenda Item#:13.A.3.

CITY OF DOVER

Resolution Number: **R - 2026.04.08 - 155**
Resolution Re: Authorization for Conservation & Easement Farming License to Scruton's Dairy, Inc. (Blackwater Road)

WHEREAS: The City of Dover owns 11.6 acres (Tax Map A, Lot 23-2) off Blackwater Road in Dover, subject also to a Conservation Easement Deed (Strafford County Registry of Deeds Book 3021, Page 467); and

WHEREAS: The City has, in the past, licensed the aforesaid property for farming by Scruton's Dairy, Inc. ("Licensee"), provided the Southeast Land Trust also approved, and further provided Licensee provides a satisfactory certificate of insurance (*see* R-2022.03.23-067); and

WHEREAS: Licensee has requested a renewal license for 2026; and

WHEREAS: The proposed license includes an option for the licensee to renew said license for three additional annual periods, provided the City Manager consents to same in writing for any exercised option period.

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

Provided the licensee can provide an updated certificate of insurance and written approval from the Strafford Rivers Conservancy, the City Manager is authorized to negotiate, finalize, and execute a Conservation Easement Farming License for calendar year 2026 with an option to renew for up to three additional annual periods.

AUTHORIZATION

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

DOCUMENT HISTORY:

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

Document Created by: Legal
Document Posted on: April 3, 2026

CITY OF DOVER - RESOLUTION

Agenda Item#:13.A.3.

CITY OF DOVER

Resolution Number: **R - 2026.04.08 - 155**
Resolution Re: Authorization for Conservation & Easement Farming License to Scruton's Dairy, Inc. (Blackwater Road)

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:

A copy of the draft Conservation Easement Farming License is attached, which includes an aerial photograph of the land to be farmed as Exhibit A.

This resolution relates to City Council Goal #3-B and 3-D, as it relates to sustainability and planning activities that support the community and productive use of land.

CONSERVATION EASEMENT FARMING LICENSE

NOW COMES the **CITY OF DOVER,** a municipal corporation, 288 Central Avenue, Dover, New Hampshire 03820 and grants to **SCRUTON'S DAIRY, INC.**, by and through **JASON SCRUTON**, 20 Farmstead Road, Farmington, New Hampshire, ("the Licensee") for valuable consideration, a License as set forth herein:

1. **Purpose.** This License permits the use of City land located off of Blackwater Road in Dover, New Hampshire, known as Tax Map A, Lot 23-2, as shown on the map attached hereto as Exhibit A, under a Conservation Easement Deed (SCRD 3021-467), for agricultural management activities. The approval of the easement co-holder, Southeast Land Trust/Strafford Rivers Conservancy, has been obtained according to the plan submitted.

2. **Scope of the License.** The Licensee shall have the right to use 11.6 acres of City land off Blackwater Road as depicted in Exhibit A, consistent with the Conservation Easement Deed, for the sole purpose of planting, growing, and producing agricultural crops. The property is located in the Secondary Groundwater Protection Zone and subject to certain use limitations set forth in Dover Code 170-28.3.

3. **Term.** The term of the License shall be from May 1, 2026 through November 30, 2026. The Licensee shall have the option to renew this license annually for three additional calendar years (to be effective during the period May 1st to November 30th of each renewal year), provided the City Manager consents to same in writing for each year of any annual option period.

4. **Indemnification & Insurance.** Throughout the term of this license, including any renewal period, the Licensee agrees to indemnify, defend and hold harmless the City of Dover for any bodily injury, property damage, accident, fire, loss, theft or other casualty to or involving any third parties, Jason Scruton, his agents, employees, contractors or consultants, resulting from any activities performed pursuant to this License. Throughout the term of this license, including any renewal period, the Licensee shall secure and maintain for the duration of this License a General Liability Insurance policy or policies at no cost to the City of Dover. The coverage of said insurance policy shall be in an amount of not less than One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) in the aggregate. The City of Dover shall be named as an additional insured on the licensee's general liability insurance policy throughout the term of this license, including any renewal period, which coverage shall apply on a primary and noncontributory basis, and, subject to the dollar amounts specified

above, cover the City of Dover with the same scope of coverage provided to the licensee under the general liability policy without subjecting the City of Dover to any different or additional terms, conditions, limitations or exclusions. A condition of the insurance coverage shall be thirty (30) days' notice to the City of Dover upon cancellation of the policy. The licensee shall also provide the City of Dover certificates of renewal and, if requested, proof of an endorsement or policy additional insured provisions for any applicable insurance policy no later than ten (10) business days prior to the expiration of said policy.

5. **Termination and Assignment.** This License may be revoked or amended by the City of Dover for any reason with seven (7) days written notice, or immediately for cause. The Licensee waives all rights to compensation in the event of a revocation of the License. The Licensee shall return the land to its original condition or better at the end of this License. This License may not be assigned without the express written consent of the City of Dover.

6. **Real Property Taxes.** Pursuant to RSA 72:23, I, Licensee agrees to pay, no later than the due date, all properly assessed current and potential real and personal property taxes on the public property authorized to be used by the Licensee pursuant to this license. Licensee is obligated by the foregoing to pay real and personal property taxes on structures or improvements added by the Licensee, if any. Failure of the Licensee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said license by the City.

7. **Applicable law.** The law of the State of New Hampshire shall govern this License.

SCRUTON'S DAIRY, INC.

_____ _____
Jason Scruton Date
Duly Authorized

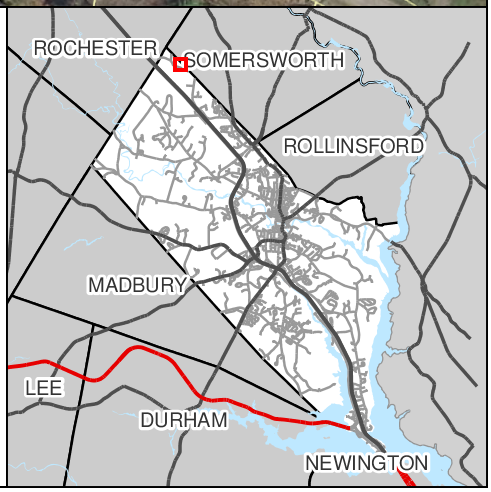
CITY OF DOVER

_____ _____
J. Michael Joyal, Jr., City Manager Date
Duly Authorized

MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT

The Town makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated July 1, 2013



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

CITY OF DOVER

Resolution Number: **R – 2026.04.08 - 156**

Resolution Re: B25026 Energy Savings Performance Contracting Services (ESCO) Phase 2A Solar Array Projects for Four City Facilities

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

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

WHEREAS: Nine (9) submissions were received and reviewed for necessary qualifications, experience, understanding of project scope, approach for completing the work, certification to design, deliver, and support. Separate interviews were conducted with four (4) of the shortlisted firms, which took place on May 27th, May 30th and June 3rd; and Energy Efficient Investments, Inc (EEI), Merrimack, NH was awarded via R-2025.06.25-108; and,

WHEREAS: On March 18, 2026, the City received a proposal for Phase 2A ECM's in the amount of $1,388,250.00 to install solar arrays on five (5) municipal buildings; and

WHEREAS: The City seeks to move forward with installation of four (4) solar arrays in the amount of $1,013,250.00 at the following municipal facilities: Community Services Complex, Ice Arena, North End Fire Station, and the French Cross Road Water Treatment Plant. The guaranteed maximum price for this portion of the project is $1,013,250.

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 Energy Efficient Investments, Merrimack, NH for Phase 2A in the amount, not to exceed, $1,013,250. 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
1000.1.350.45149.4725.00000.00.000.000.700	Arena - Building Improvements	15,000.00	15,000.00	15,000.00
1000.1.350.45149.4741.00000.00.000.000.700	Arena - Machinery & Equipment	8,000.00	8,000.00	5,000.00
1009.1.350.45149.4725.00000.25.000.000.700	Arena - Building Improvements	15,000.00	15,000.00	15,000.00
4027.1.350.45149.4727.05402.27.000.000.700	Arena - Building Systems	340,000.00	340,000.00	340,000.00
4027.1.220.42280.4727.02202.27.000.000.700	Fire & Rescue North End Station Building Systems	182,000.00	182,000.00	182,000.00
4027.1.300.41941.4727.03100.27.000.000.700	Bouchard PW Facility - Building Systems	125,000.00	125,000.00	125,000.00
5300.1.300.43320.4727.03503.27.000.000.700	Bouchard PW Facility - Building Systems	125,000.00	125,000.00	125,000.00
5320.1.300.43250.4727.04503.27.000.000.700	Bouchard PW Facility - Building Systems	125,000.00	125,000.00	125,000.00
5300.1.300.43320.4727.03521.27.000.000.700	Water - French Cross Station Building Systems	81,250.00	81,250.00	81,250.00
			Total	1,013,250.00

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.04.08 - 156**
Resolution Re: B25026 Energy Savings Performance Contracting Services (ESCO) Phase 2A Solar Array Projects for Four City Facilities

AUTHORIZATION

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

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

Recorded by: Jerrica Vansylyvong-Bizier, City Clerk

Sponsored by: Mayor Dennis Shanahan, By Request

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 Number: **R – 2026.04.08 - 156**

Resolution Re: B25026 Energy Savings Performance Contracting Services (ESCO) Phase 2A Solar Array Projects for Four City Facilities

RESOLUTION BACKGROUND MATERIAL:

In April of 2025 the City sought a qualified Energy Service Company (ESCo) to conduct a technical Investment Grade Audit (IGA) of municipally owned facilities and to implement a Guaranteed Energy Savings Performance Contract (GESPC). The intent of the GESPC is to allow for the implementation of Energy Conservation Measures (ECM)s through capital and Operation and Maintenance improvements. Energy Efficient Investments (EEI) was approved by council via R-2025.06.25-108. EEI has since performed IGAs for various locations throughout the City.

PROJECT DETAILS

The McConnell Center was prioritized because of the urgent need for a replacement boiler. Additionally, a solar assessment was completed with the hopes of taking advantage of the federal incentives before they are phased out. Five (5) buildings were deemed suitable for solar including the McConnell Center, the Community Services Complex, the Ice Arena, the North End Fire Station, and the French Cross Water Treatment Plant. All proposed solar is small scale, under 100kW AC. EEI submitted a proposal for the McConnell Center upgrades and the solar on the five buildings.

This project was split into Phase 1, Phase 2A, and Phase 2B due to the availability of funding for the McConnell Center roof and the funding requirements for solar. To ensure the full receipt of the Investment Tax Credit (ITC), the solar portion of the project cannot be financed using tax exempt leasing or bonding. Phase 2B does not have the same requirement.

Phase 1 of the improvements is the McConnell Center Roof Replacement, which was approved by City Council on January 14, 2026 via resolution R-2026.01.14-98.

Phase 2A of the project involves solar on five buildings, McConnell Center, the Community Services Complex, Ice Arena, North End Fire Station, and the French Cross Water Treatment Plant. Phase 2B includes the other McConnell Center improvements--the boiler replacement, heat pump replacement, gym dehumidification, cooling tower replacement, and controls upgrades.

Phase 2A has a guaranteed maximum price (GMP) of $1,388,250. This project has a guaranteed yearly energy production of $81,720. Additionally, EEI has offered to guarantee the receipt of the one-time, federal solar incentive direct pay option of the ITC. This totals $555,300.

In addition to the guaranteed energy production and ITC, EEI has also modeled the savings from selling the solar Renewable Energy Credits or RECs. The sale of the RECs offers additional cost offsets.

This resolution is seeking approval for Phase 2A solar at four (4) of the five proposed municipal buildings for a GMP of $1,013,250. The approval for solar, at a GMP of $375,000, for the McConnell Center will be incorporated into the resolution seeking approval of Phase 2B McConnell Center improvements. The Phase 2B resolution is scheduled to be on the City Council's April 22, 2026 meeting agenda.

CITY OF DOVER	CITY OF DOVER - RESOLUTION **Agenda Item#: 13.B.1.** Resolution Number: **R – 2026.04.08 - 156** Resolution Re: B25026 Energy Savings Performance Contracting Services (ESCO) Phase 2A Solar Array Projects for Four City Facilities

Bid Information:

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

Award Information:

Type:	n/a	**Advertised:**	Yes
Invitations Mailed:	441	**Number of Responses:**	9
Warranty:	Per Manufacture	**Terms:**	Net 30, FOB Dover
Work Bonded:	Yes	**Contract:**	YES
Prices will hold for:	Until Completed	**Estimated Delivery:**	Fall 2026
Recommended Award to:	Energy Efficient Investment	**Fund:**	McConnell Center
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

B25026 Bid Documents

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

CITY OF DOVER

Resolution Number: **R – 2026.04.08 - 157**
Resolution Re: B26042 Hot Bituminous Paving (Asphalt) Laid in Place

WHEREAS: Sealed Request for Bid #B26042 was requested and received for Hot Bituminous Paving (Asphalt) Laid in Place on March 18, 2026 @ 2:00 p.m. The bid requested unit pricing on various scope of services and products for paving various streets; and

WHEREAS: Three bids were received with the low bid being submitted by Continental Paving, Inc. of Londonderry, NH in the total amount of $2,059,600.00. A $25,000.00 contingency line (asphalt cement adjustment) item is added to this amount for a total cost of $2,084,600.00. It is the recommendation to award to Continental Paving at the itemized rates as outlined on the bid reply for the total amount of $2,084,600.00; and

WHEREAS: Due to the competitive unit-price rates for base-coat and surface paving, it is recommended to approve an additional $400,000.00 to be available for additional street paving as time and weather conditions allow. This would increase the annual paving program allotment to $2,484,600; 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 Continental Paving, Inc. for laid in place asphalt paving services given at the per unit rates provided in conjunction with Bid #B26042 in the total amount not to exceed $2,484,600.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance	Charge
1009.1.300.43121.4715.00000.25	Land Improvements	1,011,668.01	782,818.86	782,818.86
1000.1.300.43121.4715.00000.00	Street - Land Improvements	2,182,980.00	2,098,221.13	1,701,781.14
			Total	**2,484,600.00**

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 M. 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 – 2026.04.08 - 157**
Resolution Re: B26042 Hot Bituminous Paving (Asphalt) Laid in Place

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:

Scope of work includes pavement preservation maintenance services at various locations throughout the City. Specifically, the work will include hot bituminous paving, cold planing, pavement reclamation, structure adjustment and replacement, traffic control, curbing, fine grading, and other ancillary tasks. Work is anticipated to proceed as identified in the street paving list below but may be adjusted based on actual quantities of materials placed.

Due to the competitive unit-pricing and per-ton costs of the asphalt paving services, it is recommended to include an additional contingency allowance of $400,000 to allow for paving of additional streets or roads included in the Pavement Management Program. A Master Plan of the roadway pavement management program recommended annual expenditures of approximately $2.2 million to continue a sustainable program to steadily reinvest and improve the overall condition of the City-maintained roads. The added contingency will allow for additional roads to be tackled this calendar year of 2026.

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

CITY OF DOVER

Resolution Number: **R – 2026.04.08 - 157**
Resolution Re: B26042 Hot Bituminous Paving (Asphalt) Laid in Place

List of Streets:

Street	From	To
PICARD LN	VARNEY RD	END
CARRAIGE HILL DR	PICARD LN	END
ATINA WAY	TOLEND RD	END
TOLEND RD	COLUMBUS AVE	WASHINGTON ST
GLEN HILL RD	TOLEND RD	COVERED BRIDGE LN
DURHAM RD	MAST RD	BRIDGE
BELLAMY RD	DURHAM RD	ALUMNI DR
PONDVIEW	MAST RD	END
INDUSTRIAL PARK DR	LITTLEWORTH RD (S)	LITTLEWORTH RD (N)
WATERLOO CIR	DOVER NECK RD (N)	DOVER NECK RD (S)
ATLANTIC AVE	PORTLAND AVE	GULF RD
ESSEX ST	PORTLAND AVE	END
HANCOCK ST	PORTLAND AVE	FOREST ST
FOREST ST	END	END
HIGHLAND	ROLLINS RD	17 HIGHLAND
HALE ST	LOCUST ST	CENTRAL AVE
LOCUST ST	KIRKLAND ST	HALE ST
TRAKEY ST	LOCUST ST	CENTRAL AVE
RICHMOND ST	W CONCORD ST	WASHINGTON ST
W CONCORD ST	ARCH ST	LEXINGTON ST
TOWLE AVE	SILVER ST	CLIFFORD ST
ANGLE ST	ACADEMY ST	CENTRAL AVE
WENTWORTH TER	SPAULDING TURNPIKE	LIMITS (N)
WENTWORTH TER	WENTWORTH TER	LIMITS (S)
CHANDLER WAY	WEST KNOX MARSH RD	OLD LITTLEWORTH RD
BEVERLY LN	CHANDLER WAY	END
WEST KNOX MARSH RD	KNOX MARSH RD	END

Bid Information:
Sealed Request for Bid #B26042 was requested and received for Hot Bituminous Paving (Asphalt) Laid in Place on March 18, 2026 @ 2:00 p.m.

Award Information:
A purchase order will be issued to Continental Paving Inc. to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	**Advertised:**	Yes
Invitations emailed:	136	**Number of Responses:**	3
Warranty:	Per Manufacturer	**Terms:**	Net 30, FOB Dover
Work Bonded:	Yes	**Contract:**	Yes
Prices will hold for:	One Year	**Estimated Delivery:**	2026-2027
Recommended Award to:	Continental Paving, Inc.	**Fund:**	Land Improvements/ Streets
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.

B26042 Bid Documents

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2026.04.08 - 158**

Resolution Re: Additional Appropriation and Authorization for Bonding for FY2027 CIP Water Treatment Plant Upgrades – French Cross Station

WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds and/or obtaining loans through the State of New Hampshire Revolving Fund programs; and

WHEREAS: The New Hampshire Department of Environmental Services informed the City that French Cross Road Water Treatment Plant is eligible for Drinking Water State Revolving Fund (DWSRF) financial assistance. The City learned that $13,100,000 DWSRF loan with 20% principal forgiveness and $2,500,000 DWSRF Emerging Contaminant Loan with 100% principal forgiveness, for a total of $15,600,000 of funds, were allocated to Dover; and

WHEREAS: By resolution passed on December 12, 2025 (R-2025.10.22-67), the City Council authorized debt financing through the Drinking Water State Revolving Fund (DWSRF) – Water Treatment Plant Upgrade at the French Cross Station in the amount of $1,000,000 for year 2027. The six-year project total request for FY2027-FY2032 CIP was $10,000,000; and

WHEREAS: The city is seeking additional appropriation and authorization for bonding in the amount of $14,600,000 for these public improvements to fully fund the French Cross Station project; and

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

The amount of Fourteen Million and Six Hundred Thousand dollars ($14,600,000.00) is hereby appropriated for the DWSRF Water Treatment Plant Upgrades – French Cross Station capital project with an estimated useful life in excess of the life indicated.

	FY2027 Debt Financed French Cross Road Water Treatment Station				
		Proposed			
Item #	Description	Appropriations	Life/Yrs	Department	Fund
1	French Cross Road Water Treatment Station	$ 14,600,000	15	CS - Water	Water
	Total	$ 14,600,000			

AND FURTHER BE IT RESOLVED THAT:

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

AND, FURTHER BE IT RESOLVED;

Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover is hereby authorized to participate in the NH Drinking Water State Revolving Fund (DWSRF) Program for financing this project. The City Manager, Finance Director, and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH DWSRF Program to obtain the loan for eligible identified project costs up to $15,600,000.00.

NOTE: Per C6-6 and C6-14 this resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after public hearing.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	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.3.

Resolution Number: **R – 2026.04.08 - 158**

Resolution Re: Additional Appropriation and Authorization for Bonding for FY2027 CIP Water Treatment Plant Upgrades – French Cross Station

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:
This resolution makes an additional appropriation and bonding authorization for a FY2027 Capital Improvements Program project in the amount of Fourteen Million and Six Hundred Thousand Dollars ($14,600,000.00) for a new total amount of Fifteen Million and Six Hundred Thousand $15,600,000 for the Drinking Water State Revolving Fund (DWSRF) – Water Treatment Plant Upgrade – French Cross Station. The project will implement media filtration upgrades and optimize treatment processes to address increased mineral concentrations. The improvements will enhance system reliability, endure continued regulatory compliance, and reinforce the City's long-term commitment to water quality and public health.

The City seeks to utilize the NH DES DWSRF loan programs because the loan programs offer favorable assistance for funding projects that are not available through issuance of general obligation bonds. The City can submit reimbursement requests to DWSRF on a monthly basis during construction period, and interest accrues at 1% on those reimbursed loan funds. The City's eligibility for loan principal forgiveness means that funding of $15,600,000 can be received to finance the project, with principal forgiveness of $5,120,000, the principal repayment would be $10,480,000. The DWSRF program has comparable rates to issuing debt through the New Hampshire Municipal Bond Bank (NHMBB). DWSRF 15-year term rate is 3.893% and the NHMBB 15-year term rate is 3.07%. The City's debt service obligations under the DWSRF program would be $10,480,000 in principal and $3,467,882 in interest, as compared to the NHMBB principal repayment would be $15,600,000 and interest would be $4,070,820. Through the DWSRF program the City can realize $5,722,938 in reduced debt service for the Water Fund.

Debt Authorization versus Debt Retirement
The following table compares the tentative authorization amount to the amount of debt being retired**:**

Description	Water
Pending Authorization	14,600,000
Prior FY27 Authorization	7,834,000
FY2027 Principal Retirement	2,276,334
Net Change	20,157,666

Legal Debt Limits
The following tables summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2026 and this authorization, against the legal debt limits.

Description	City	School	Water	Downtown TIF	Waterfront TIF	Exempt	Total
Debt Outstanding	55,745,459	70,788,459	30,967,504	6,635,000	11,238,457	26,222,753	201,597,632
Authorized - Unissued	32,444,310	26,246,980	25,850,287	3,300,000	19,212,500	28,883,965	135,938,042
Total Issued & Unissued	88,189,769	97,035,439	56,817,791	9,935,000	30,450,957	55,106,718	337,535,674
This Authorization	0	0	14,600,000	0	0	0	14,600,000
Grand Total	88,189,769	97,035,439	71,417,791	9,935,000	30,450,957	55,106,718	352,135,674
Legal Debt Limit	214,422,288	500,318,672	714,740,960	NA	NA	NA	
Unused Capacity	126,232,519	403,283,233	643,323,169				
Percent Unused	58.9%	80.6%	90.0%				

Notes: Legal debt limit for the City's Water Fund is based on 10% of equalized assessed value.

Financial Policy Considerations

The proposed debt authorizations contained in this resolution will result in the following City Council adopted Financial Policies not being adhered to:

A. Water Fund debt service for any given fiscal year shall not exceed 40% of the total appropriations for the fund.

Water Fund debt service as a percentage of budget is projected to exceed the 40% policy level in FY2027 and continue through FY2032 as a result of the funding appropriated in this resolution, the prior FY2027 and FY2026 Water Fund CIP authorizations for bonding, the debt financing for New Water Storage Tank in the FY2023 CIP, and Water System Facilities Upgrade in the FY2017 and FY2018 CIP.

Budgetary and Rate Impacts

The repayment of the Water Fund debt obligations is funded through the collection of user fees from water system rate payers. The $10,480,000 debt obligation is expected to be paid back over a 15-year period. Principal repayments would be $698,667 per year. The annual impact to the City's Water Fund budget is based upon annual principal and interest repayment. The interest that would accrue on outstanding principal balances over the 15-year period, based on an interest rate of 3.893%, is estimated to be a total of $3,467,882 impact and approximately $231,192 annual impact for the term of the loan. Total estimated debt service cost for this appropriation for the term of the loan is $929,859 ($698,667 + $231,192).

Pending Authorization Only			
Net Change in Utility Rates			
	2027	**2028**	**2029**
Water	1.09	1.07	1.04
Est Utility Rate	10.08	11.15	12.19
% Change Water	12.12%	10.62%	10.34%
Including Prior Year Authorizations			
Net Change in Utility Rates			
	2027	**2028**	**2029**
Water	2.70	2.41	1.79
Est Utility Rate	11.69	14.10	15.89
% Change Water	30.03%	20.62%	15.70%
Rate per 100 Cubic Feet of Water Consumption			

The table below reflects the net change from year to year, and the total change after 3 years, for an average single-family home for user fees based on 75 HCF of average water usage.

Impact to Average Single Family Home				
				Change
				After
Description	**Yr1**	**Yr2**	**Yr3**	**3 Years**
Pending Authorization				
Water Fees	81.75	80.25	78.00	240.00
Including PY Authorizations				
Water Fees	202.50	180.75	134.25	517.50

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2026.04.08 - 159**

Resolution Re: Reprogram Unexpended Bond Proceeds from Certain Community Services CIP Projects to Henry Law Avenue Reconstruction CIP 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: The City has identified, based upon bid results, the immediate need for additional funding for the Henry Law Avenue Reconstruction project, to include water main replacement portion of reconstruction; and

WHEREAS: The City has identified that the completion of Congestion Mitigation Route 108 project is not feasible to proceed at this time and the project funding is better utilized on the Henry Law Avenue reconstruction CIP project to secure and utilize Congressional Designated Spending (CDS) grant of $800,000 and NH Clean Water State Revolving Loan of $3,500,000, both for Henry Law Avenue reconstruction project. The Congestion Mitigation Route 108 project has $1,252,601.74 of unexpended bond proceeds available to be reprogrammed to another street reconstruction project; and

WHEREAS: Due to lower than anticipated project costs there is $234,949.71 of unexpended bond proceeds from the Fifth/Grove Streets Water Main replacement portion of the capital improvements program project, those funds are available to be reprogrammed to Henry Law Avenue reconstruction CIP project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of $1,252,601.74 (One Million Two Hundred Fifty-Two Thousand Six Hundred and One Dollars and Seventy-Four Cents) of unexpended bond proceeds is hereby reprogrammed from the Congestion Mitigation Route 108 CIP project to the Henry Law Avenue Reconstruction CIP project as noted in the table below.

AND FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of $234,949.71 (Two Hundred Thirty-Four Thousand Nine Hundred Forty-Nine Dollars and Seventy-One Cents) of unexpended bond proceeds is hereby reprogrammed from Fifth & Grove Water Main Replacement CIP project to Henry Law Avenue Reconstruction CIP project as noted in the table below.

		Available	Reprogram	Adjusted
Project Number	**Project Description**	**Balance**	**Adjustment**	**Balance**
4021.1.300.43121.4751.03113.21.000.000.700	Congestion Mitigation Route 108	1,252,601.74	(1,252,601.74)	0.00
5300.1.300.43320.4757.03594.25.000.000.700	Fifth & Grove Water Main Replacement	234,949.71	(234,949.71)	0.00
4021.1.300.43121.4751.03121.21.000.000.700	Henry Law Avenue Street Reconstruction	0.00	1,252,601.74	1,252,601.74
5300.1.300.43320.4757.035??.25.000.000.700	Henry Law Avenue Water Main Replacement	0.00	234,949.71	234,949.71
		1,487,551.45	0.00	1,487,551.45

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2026.04.08 - 159**
Resolution Re: Reprogram Unexpended Bond Proceeds from Certain Community Services CIP Projects to Henry Law Avenue Reconstruction CIP Project

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

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.4.

Resolution Number: **R – 2026.04.08 - 159**

Resolution Re: Reprogram Unexpended Bond Proceeds from Certain Community Services CIP Projects to Henry Law Avenue Reconstruction CIP Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation.

The City Council previously authorized the appropriation for the Congestion Mitigation Route 108 project. One December 11, 2019 the City Council adopted the FY2021 Capital Improvements Plan (CIP) Authorization for bonding, which included $1,500,000.00 for the Congestion Mitigation Route 108 project. City Council resolution R-2019.10.23 – 171.

The City Council previously authorized the appropriation for the Fifth/Grove Streets Water Main Replacement project. On December 13, 2023 the City Council adopted the FY2025 Capital Improvements Plan (CIP) Authorization for bonding, which included $525,000.00 for the Fifth/Grove Streets Water Main replacement project. City Council resolution R-2023.11.29 – 184.

This resolution reprograms funding from Water Main Replacement Fifth/Grove Street reconstruction project to Henry Law Avenue reconstruction Water main replacement portion of the project. The FY2025 CIP appropriations for Water Main Replacement Fifth/Grove Street reconstruction project were not fully utilized as the actual costs for the water main replacement work was less than anticipated. The Fifth/Grove Streets Reconstruction project is near completion and unexpended bond proceeds exist that can be reprogrammed to a similar type CIP project.

This resolution reprograms funding from Congestion Mitigation Route 108 project to Henry Law Avenue reconstruction project. To date $247,398.26 of the $1,500,000.00 FY2021 CIP appropriation for Congestion Mitigation Route 108 has been expended for design work. In the near future NH Department of Transportation will be working on Spaulding Turnpike overpass bridges over Durham Road, which could result in potential delay to Durham CMAQ (Congestion Mitigation Route 108) construction and conflicts would impact overall travel. Therefore, the City believes reprogramming the available $1,252,601.74 of unexpended bond proceeds to secure the $800,000.00 of CDS grant funding and utilize NH DES CWSRF Loan of $3,500,000 for the Henry Law Avenue project is more prudent at this time.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized financing the Water Main replacement portion of the Fifth/Grove Streets Reconstruction project and financing the Congestion Mitigation Route 108 project.

Based on Henry Law Avenue reconstruction bid results, the bid that will be presented to City Council at an upcoming meeting to award to the construction vendor is for $12,836,872.50. The construction bid costs, contracted construction engineering costs estimated at $450,000.00, and City construction oversight services cost estimate of $368,940.79 results in a total projected project cost of $13,655,813.29.

There is currently $12,168,261.84 of available CIP appropriations, inclusive of the CDS grant funding and NH DES CWSRF loan, for the Henry Law Avenue project. The reprogramming of unexpended bond proceeds of $1,487,551.45 requested in this resolution will provide the necessary funding to cover the full cost estimate for the Henry Law Avenue project.