

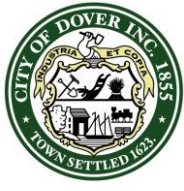
CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, June 10, 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. **FY2026 GENERAL FUND UNASSIGNED FUND BALANCE TRANSFERS TO CERTAIN SPECIAL REVENUE AND CAPITAL PROJECT FUNDS TO ADDRESS FUND DEFICITS (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
 - B. **AUTHORIZATION FOR BONDING AND FY2027 CAPITAL IMPROVEMENTS APPROPRIATION FOR DOVER MIDDLE SCHOOL HVAC UPGRADE IMPROVEMENTS (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE) (VOTE TO OCCUR JULY 8, 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. **May 27, 2026 – Regular Meeting**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING**
 - B. **ORDINANCES IN THE 3RD READING**
 - C. **RESOLUTIONS**
 1. **FY2026 GENERAL FUND UNASSIGNED FUND BALANCE TRANSFERS TO CERTAIN SPECIAL REVENUE AND CAPITAL PROJECT FUNDS TO ADDRESS FUND DEFICITS (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
 2. **AUTHORIZATION FOR BONDING AND FY2024 CAPITAL IMPROVEMENTS APPROPRIATION FOR WATERFRONT TIF DEVELOPMENT SITE IMPROVEMENTS – VALIDATING, RATIFYING AND ADOPTING RESOLUTION R-2023.03.29-051 (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
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, June 10, 2026**
Meeting Time: **7:00 pm**

13. NEW BUSINESS

A. CONSENT CALENDAR

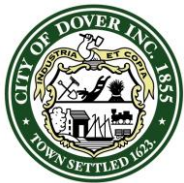
1. **APPROVAL OF ACCEPTING INSTALLATION OF UPSIZED WATER SERVICE IN DOWALIBY COURT IN LIEU OF WATER INVESTMENT FEES FOR STABLE HOMES AT SIXTH STREET, LLC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **AUTHORIZATION TO PURCHASE TRAFFIC SIGNAL EQUIPMENT FROM COASTAL TRAFFIC, INC. UTILIZING STATE OF NH AGREEMENT**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
3. **B26070 BULK OIL AND LUBRICANT PRODUCTS**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
4. **B25036 WASTEWATER TREATMENT FACILITY (WWTF) BIOSOLIDS DISPOSAL SERVICES AUTHORIZATION TO APPROVE TONNAGE FEES INCREASE – RESOURCE MANAGEMENT INC.**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
5. **B26064 LANDSCAPING FOR THE DOVER PUBLIC LIBRARY**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
6. **B26057 SPECIALIZED MUNICIPAL LEGAL SERVICES**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
7. **B25053 MUNICIPAL FACILITY WIRING – NEBI PARK PAVILION**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
8. **B25008B MUNICIPAL SECURITY SYSTEMS – NEBI PARK PAVILION**
SPONSORED BY MAYOR SHANAHAN BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

1. **APPROVAL OF NON-JUDICIAL SETTLEMENT AGREEMENT AND SEEKING JUDICIAL APPROVAL TO EXPEND FUNDS FROM THE GUPPEY TRUST IN SUPPORT OF CONSTRUCTION OF A NEW STRAFFORD COUNTY WARMING CENTER**
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, June 10, 2026**
Meeting Time: **7:00 pm**

2. B26045 HVAC PREVENTIVE MAINTENANCE & REPAIR SERVICES

SPONSORED BY MAYOR SHANAHAN BY REQUEST

3. AMENDMENT OF FY2027 SCHEDULE OF FEES FOR CERTAIN PARKING RATES AND FEES

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

(TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON JULY 8, 2026)

SPONSORED BY MAYOR SHANAHAN BY REQUEST

4. APPROPRIATION OF DBIDA LAND SALE PROCEEDS FOR CULTURAL INFRASTRUCTURE PROJECTS AND AUTHORIZATION OF PAYMENT FOR LIGHT UP DOVER TO COMMUNITIVELY, INC.

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

(TO BE REFERRED TO A PUBLIC HEARING AND VOTE ON JULY 8, 2026)

SPONSORED BY MAYOR SHANAHAN BY REQUEST

C. ORDINANCES IN 1ST READING

1. CHAPTER 141, VEHICLES AND TRAFFIC, SECTIONS 48, 49, 52

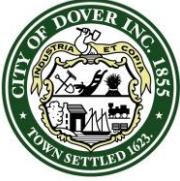
(TO BE REFERRED TO A PUBLIC HEARING ON JULY 8, 2026)

SPONSORED BY MAYOR SHANAHAN BY REQUEST

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2025.05.27 - 202**
Resolution Re: FY2026 General Fund Unassigned Fund Balance Transfers to Certain Special Revenue and Capital Project Funds to Address Fund Deficits

WHEREAS: The City Council has adopted the creation of Special Revenue Funds to account for specific sources of revenue and account for the expenditure of those revenues for said purpose; and

WHEREAS: On an annual basis the City Council adopts the City's six-year Capital Improvements Plan and in conjunction adopts appropriations for projects to be debt financed or reserved financed, with a capital project fund being created for each annual adoption of appropriations; and

WHEREAS: Due to extraordinary circumstances certain Special Revenue Funds have an existing fund deficit; and certain Capital Project funds anticipated revenues are actually less than planned and costs are higher than originally planned resulting in fund deficits; and

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

To address the following Special Revenue and Capital Project Funds existing and projected Fiscal Year 2026 fund deficits, the following amounts are to be appropriated from General Fund Unassigned Fund Balance and transferred to the respective Funds listed in table below.

Budget Adjustment:		Transfer	
		Fund	From
Fund	Description	Deficit	General Fund
4320	Tolend Road Landfill Closure Fund	(530,501)	530,501
	Total Transfer to Other Funds		530,501

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

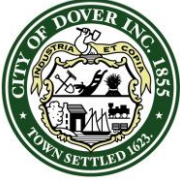
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

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.1.

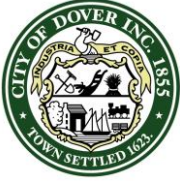
Resolution Number: **R – 2025.05.27 - 202**
Resolution Re: FY2026 General Fund Unassigned Fund Balance Transfers
to Certain Special Revenue and Capital Project Funds to
Address Fund Deficits

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

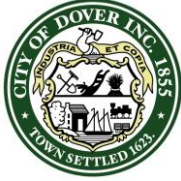
Agenda Item#: 12.C.1.

Resolution Number: **R – 2025.05.27 - 202**
Resolution Re: FY2026 General Fund Unassigned Fund Balance Transfers to Certain Special Revenue and Capital Project Funds to Address Fund Deficits

RESOLUTION BACKGROUND MATERIAL:

The Tolend Road Landfill Fund was established by City Council to track the expenditures incurred for closure and post closure maintenance of the former landfill. The City debt financed the closure costs and post closure costs had been debt financed as well. Starting in FY2017 the City began financing post closure costs through annual operating budget transfers into the Tolend Road Landfill Fund.

Upon EPA completing the Five Year Review of the landfill post closure operations, recommendations for additional work at the former landfill including the Eastern Plume, and additional work for the Southern Plume were issued by EPA. Two new contaminants are a national concern for EPA and sampling is being required for these contaminants in the landfill and in the two extended plumes. The FY2026 City operating budget reflected an annual operating budget transfer of \$475,000.00 to the Tolend Road Landfill Fund to finance the estimated annual operations and maintenance costs. However, the annual operations and maintenance costs for FY2026 are expected to be \$1,005,501 for the City's obligations. This results in an operating deficit of \$530,501. This resolution will appropriate and transfer the amount of \$530,501 from General Fund Unassigned Fund Balance to the Tolend Road Landfill Fund to resolve the deficit for FY2026.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2026.05.27- 205**
Resolution Re: Authorization for Bonding and FY2027 Capital
Improvements Appropriation For Dover Middle School
HVAC Upgrade Improvements

- WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds.
- WHEREAS: The City Council has adopted three resolutions for appropriations for the Dover Middle School Roof Repairs, Geothermal and HVAC Upgrades, as noted in the background of this resolution, with a current available amount of \$7,854,980.00; and
- WHEREAS: Based on the work Dover School department has done with Energy Efficient Investments, Inc. to develop a comprehensive energy infrastructure modernization plan for the Dover Middle School for a cost proposal of \$10,288,048.00; and
- WHEREAS: On Monday May 11, 2026 the Dover School Board adopted a resolution (copied attached to this resolution) to move forward with the comprehensive plan and seek an additional \$2,433,068.00 appropriation and authorization for bonding for the Dover Middle School Roof Repairs, Geothermal and HVAC Upgrades project; and

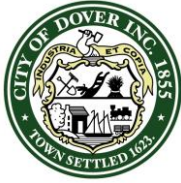
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following capital project funding is appropriated, with estimated useful lives in excess of the length indicated, as part of the FY2027 Capital Improvements Program:

Item #	Description	Proposed	Life/Yrs	Department	Fund
		Appropriations			
1	DMS Geothermal HVAC Upgrade & Parking Lot Repairs	2,433,068	15	Education	General
	Total	2,433,068			

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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2026.05.27- 205**
Resolution Re: Authorization for Bonding and FY2027 Capital
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HVAC Upgrade Improvements

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

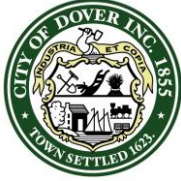
Recorded by: Jerrica Vansylyvong-Bizier
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2026.05.27- 205**
Resolution Re: Authorization for Bonding and FY2027 Capital
Improvements Appropriation For Dover Middle School
HVAC Upgrade Improvements

RESOLUTION BACKGROUND MATERIAL:

This resolution makes appropriations for the Dover Middle School Geothermal HVAC Upgrades & Parking Lot Repairs project as part of the FY2027 Capital Improvements Program financed by debt and authorizes the sale of bonds.

This resolution makes appropriations for the Dover Middle School Geothermal HVAC Upgrades & Parking Lot Repairs project which is scheduled to be completed during FY2027 and FY2028. The Finance Department will coordinate with the school department overseeing the project to submit cash flow requirements for the project. These cash flow projections are used to determine the amount for upcoming bond issuance. Those projects that are not financed or are only partially financed remain as authorized unissued debt and bonded (financed) when the cash need is determined.

On October 26, 2022 the City Council adopted resolution [R-2022.09.28-203](#) Appropriation for FY2024 Capital Improvements Program Non-Debt Financed projects, which contained project number 10 – DMS Roof Maintenance & Repairs for \$650,000.00 to be financed from the School Facilities Capital Reserve. Currently there is \$650,000.00 appropriation available from this authorization.

On July 12, 2023 the City Council adopted resolution [R-2023.05.24-090](#) for FY2024 Capital Improvements Program Appropriation for Dover Middle School HVAC and Authorization for Bonding in the amount of \$4,250,000.00. Currently there is \$3,631,000.00 appropriation available from this authorization.

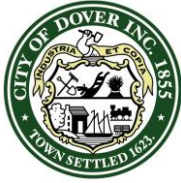
On October 22, 2025 the City Council adopted resolution [R-2025.10.22-67](#) Appropriation for FY2027 Capital Improvements Program and Authorization for Bonding, which contained project number 7 – DMS Geothermal HVAC Upgrade & Parking Lot Repairs for \$3,573,980. Currently there is \$3,573,980 appropriation available from this authorization.

This authorization seeks to appropriate \$2,433,068.00 and finance the appropriation through the issuance of Debt and make repayment of the debt over a term of 15 years.

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired:

Description	School
This Authorization	2,433,068
FY27 Prior Authorized	3,573,980
FY2027 Retirement	3,771,199
Net Change	2,235,849



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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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	32,444,310	26,246,980	40,450,287	3,300,000	19,212,500	28,883,965	150,538,042
Total Issued & Unissued	88,189,769	97,035,439	71,417,791	9,935,000	30,450,957	55,106,718	352,135,674
This Authorization	0	2,433,068	0	0	0	0	2,433,068
Grand Total	88,189,769	99,468,507	71,417,791	9,935,000	30,450,957	55,106,718	354,568,742
Legal Debt Limit	214,422,288	500,318,672	714,740,960	NA	NA	NA	
Unused Capacity	126,232,519	400,850,165	643,323,169				
Percent Unused	58.9%	80.1%	90.0%				

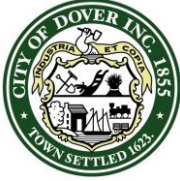
Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%
 Exempt includes Parking, Sewer and Tolend Road Landfill debt.

Debt exempt from legal debt limits are Parking, Sewer, Tolend Road Landfill debt, Downtown TIF,
 Waterfront TIF

Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate, net of existing debt service and aid, related to the project proposed to be bonded in FY2027. The top table reflects the impact of this authorization only; the second table reflects the combined impact of the new authorization and anticipated debt related to prior year authorizations.

This Authorization Only				Including Prior Year Authorizations			
Net Change in Property Tax Rates				Net Change in Property Tax Rates			
	2027	2028	2029		2027	2028	2029
City	0.00	0.00	0.00	City	0.34	0.08	0.01
School	0.04	0.04	0.03	School	0.37	0.18	0.03
Total Change	0.04	0.04	0.03	Total Change	0.71	0.26	0.04
Est Tax Rate	19.72	19.76	19.79	Est Tax Rate	20.39	20.65	20.69
% Change City	0.00%	0.00%	0.00%	% Change City	4.92%	1.10%	0.14%
% Change School	0.41%	0.41%	0.31%	% Change School	3.78%	1.77%	0.30%
% Change Total	0.20%	0.20%	0.15%	% Change Total	3.61%	1.28%	0.20%
Rate per \$1,000 of Assessed Value				Rate per \$1,000 of Assessed Value			



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

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Resolution Re: Authorization for Bonding and FY2027 Capital
Improvements Appropriation For Dover Middle School
HVAC Upgrade Improvements

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 taxes based on the FY26 estimated assessed value at \$583,064.

Impact to Average Single Family Home				
				Change After
Description	Yr1	Yr2	Yr3	3 Years
CIP Only				
Property Tax	23	23	17	64
Total Avg SFH Impact	23	23	17	64
Including PY Authorizations				
Property Tax	414	152	23	589
Total Avg SFH Impact	414	152	23	589

Dover School Board (SAU #11)
Resolution Requesting Authorization for Additional Bonded Indebtedness and Related
Capital Improvements for Dover Middle School

WHEREAS, the Dover School District (District) has identified critical infrastructure and energy improvement needs at Dover Middle School (DMS) including HVAC modernization, geothermal conversion, rooftop solar generation, roofing restoration, and related site improvements; and

WHEREAS, the Dover City Council previously appropriated and/or authorized the following funding for Dover Middle School capital improvements:

1. DMS Building Improvements (Roof Maintenance & Repairs): \$650,000 financed through the School Facilities Capital Reserve;
2. DMS HVAC Improvements/Upgrades: \$3,631,000 financed through bonded indebtedness with a term not to exceed twenty (20) years;
3. DMS Geothermal HVAC Upgrades and Parking Lot Repairs: \$3,573,980 financed through bonded indebtedness with a term not to exceed fifteen (15) years; and

WHEREAS, the District has developed a comprehensive energy infrastructure modernization plan consisting of:

- A full-scale geothermal installation utilizing pioneering well technology developed by Dig Energy at an estimated project cost of \$8,360,000 and anticipated rebate and incentive revenues estimated at approximately \$3,015,400;
- A rooftop solar photovoltaic installation at an estimated project cost of \$1,255,526 and anticipated rebate and incentive revenues estimated at approximately \$426,879;
- Flat roof restoration work with an estimated twenty (20) year life expectancy at a projected cost of \$672,522; and

WHEREAS, the District further anticipates future parking lot and driveway restoration work following completion of the geothermal installation project for the Fiscal Year 2028 Capital Improvement Plan, to be financed through a combination of:

- \$200,000 from FY2025-2026 Facilities Maintenance Project #0711; and
- \$295,000 from the School Facilities Capital Reserve;

for a total local contribution of \$495,000; and

WHEREAS, after accounting for currently appropriated and available funding, the District estimates that approximately \$8,054,980 is available toward the geothermal and solar initiatives combined; and

WHEREAS, the Dover School Board recognizes that certain rebate, grant, tax credit monetization, and energy incentive revenues associated with these projects may not be received until after project completion and financing issuance; and

WHEREAS, it is in the best interest of the District and the taxpayers of the City of Dover to authorize financing in an amount sufficient to complete the projects in advance of reimbursement and rebate proceeds, while preserving the District's ability to apply such proceeds to offset project costs and/or reduce outstanding debt obligations;

NOW, THEREFORE, BE IT RESOLVED BY THE DOVER SCHOOL BOARD:

1. Project Authorization

The Dover School Board hereby requests that the Dover City Council authorize the issuance of bonds and/or notes, pursuant to applicable provisions of New Hampshire law, in an amount sufficient to finance the remaining costs associated with the Dover Middle School geothermal, solar, roofing, and related infrastructure improvement projects.

2. Purpose of Financing

Bond proceeds shall be used for:

- geothermal HVAC infrastructure and related well installation;
- rooftop solar photovoltaic improvements;
- flat roof restoration and associated building envelope work;
- engineering, design, permitting, project management, contingency, and related capital costs;
- temporary financing costs and bond issuance expenses as permitted by law.

3. Term of Indebtedness

Any bonded indebtedness authorized pursuant to this resolution shall be issued for a term determined by the Dover City Council and City finance officials in consultation with bond counsel, consistent with the useful life of the underlying improvements and applicable provisions of New Hampshire municipal finance law.

4. Application of Rebates and Incentive Revenues

Any rebates, grants, tax credit monetization proceeds, utility incentives, or other project-related reimbursements subsequently received by the District or City in connection with these projects may be applied:

- to reduce net project costs;
- to reimburse temporary financing;
- to retire outstanding principal;
- to offset future debt service obligations; and/or
- for any other lawful municipal finance purpose related to the authorized projects.

5. Parking Lot and Driveway Improvements

The Dover School Board acknowledges that parking lot and driveway restoration work associated with the geothermal project is anticipated to occur following project completion and is presently identified within the District's Fiscal Year 2028 Capital Improvement Plan utilizing previously appropriated local funding sources totaling \$495,000.

6. **Administration**

The Superintendent, Chief Financial Officer, and their designees are hereby authorized to work collaboratively with the Dover City Manager, Finance Department, bond counsel, and other municipal officials to finalize financing schedules, project sequencing, rebate administration, and all documents necessary to implement this resolution.

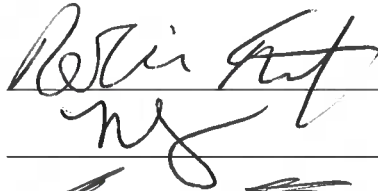
Superintendent:

Christine Boston

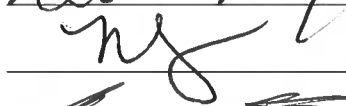


School Board Members:

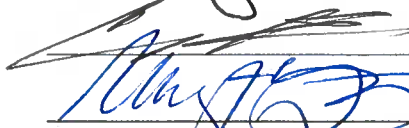
Robin Trefethen, Chairperson



Michelle Clancy, Vice-Chairperson



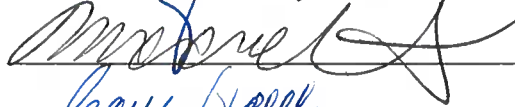
Craig Flynn, Secretary



Maggie Fogarty



Elizabeth Goldman



Micaela Demeter



Seana Hallberg





City Manager's Report

Executive Department

June 10, 2026

Reporting on: May 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
April 2026	29	13	34	18
May 2026	38	02	28	18

ECONOMIC TRENDS & NEWS

Analysis of the industrial real estate market shows that the statewide vacancy rate rose to 6.5% at the end of Q1 2026, up from 5.2% a year ago. The increase reflects a return to a more balanced market after a period of very low vacancies, and is largely driven by 335,000 sf of new supply entering the market (roughly three times more than Q4 2025). This market has also caused lease rates to level off or decline slightly from their peak in 2024, ending Q1 at an overall asking rate of \$11.75/sf.

The greater Dover submarket saw its vacancy rate increase to 8.7%, up from 4.8% in Q4 2025. 55% of the new statewide inventory delivered in Q1 is either in the Dover or neighboring Portsmouth submarkets, indicating increased competition for tenants in the Seacoast. The Dover market is comparatively affordable, with an average asking rate of \$10.65/sf.

Statewide office vacancy rates fell 2.3% from a year ago to 11.7%. The market continues to show a “flight-to-quality” trend, with most of the absorption coming in the Class A market as firms upgrade to better space.

Dover’s office vacancy rate fell to 21.2% as 350,000 sf was removed from office inventory due to the ongoing conversion of 150 Waumbec Drive for mixed-use development. Net absorption (which only considers space leased as office) in Q1 was 541 sf, indicating that office vacancies are otherwise unchanged.

OTHER BUSINESS DEVELOPMENT ACTIVITIES

Business Development Specialist Reid Bickley attended the UNH Cooperative Extension’s Outdoor Economy Academy. The program provided place-based opportunities for a cohort of planning and economic development leaders to build connections and learn about opportunities to leverage the economic benefits of trails and public spaces and to improve the resilience of communities and businesses.

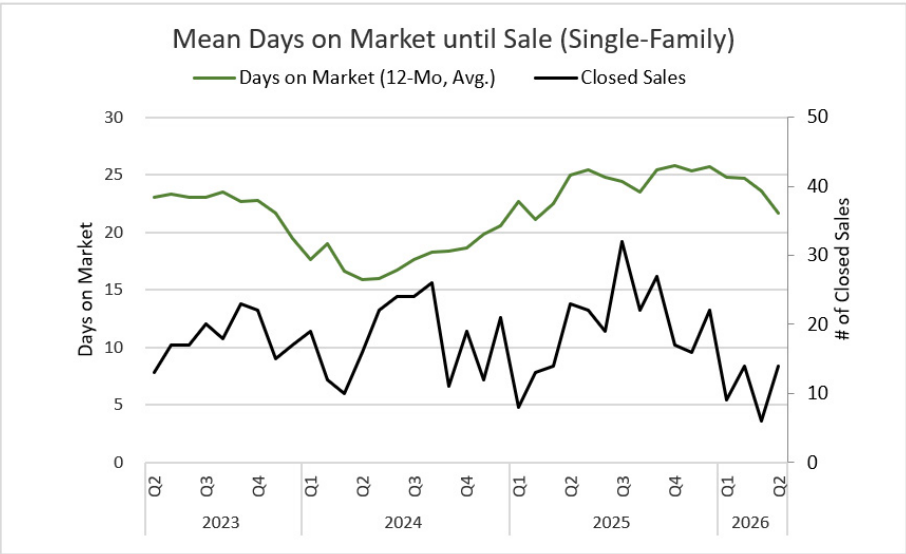
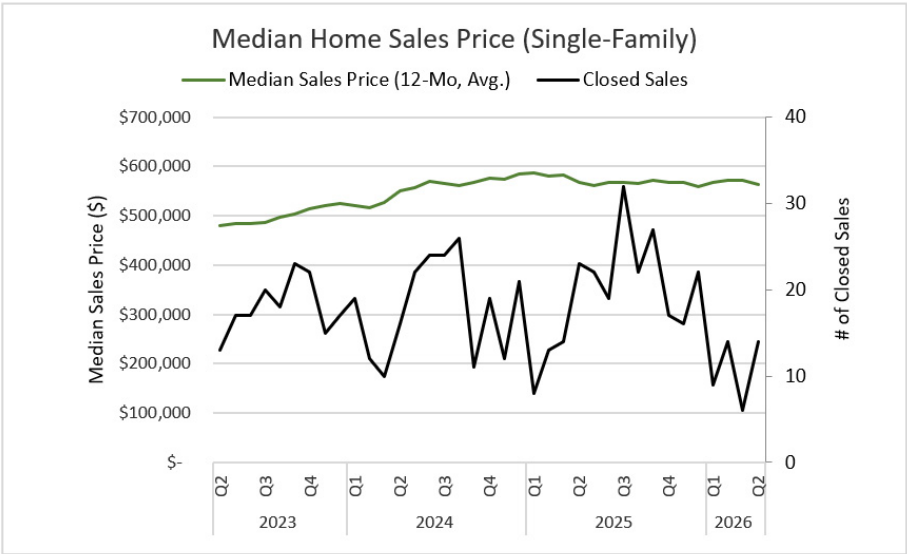
Business Development Coordinator James Burdin served on Strafford Regional Planning Commission’s Strategy Committee for the update of their 2026-2030 Comprehensive Economic Development Strategy (CEDS). A public comment period on the draft plan is open until June 7, and the plan will be adopted following a public hearing on June 19. A draft CEDS is available on SRPC’s website at straffordrpcnh.gov.

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

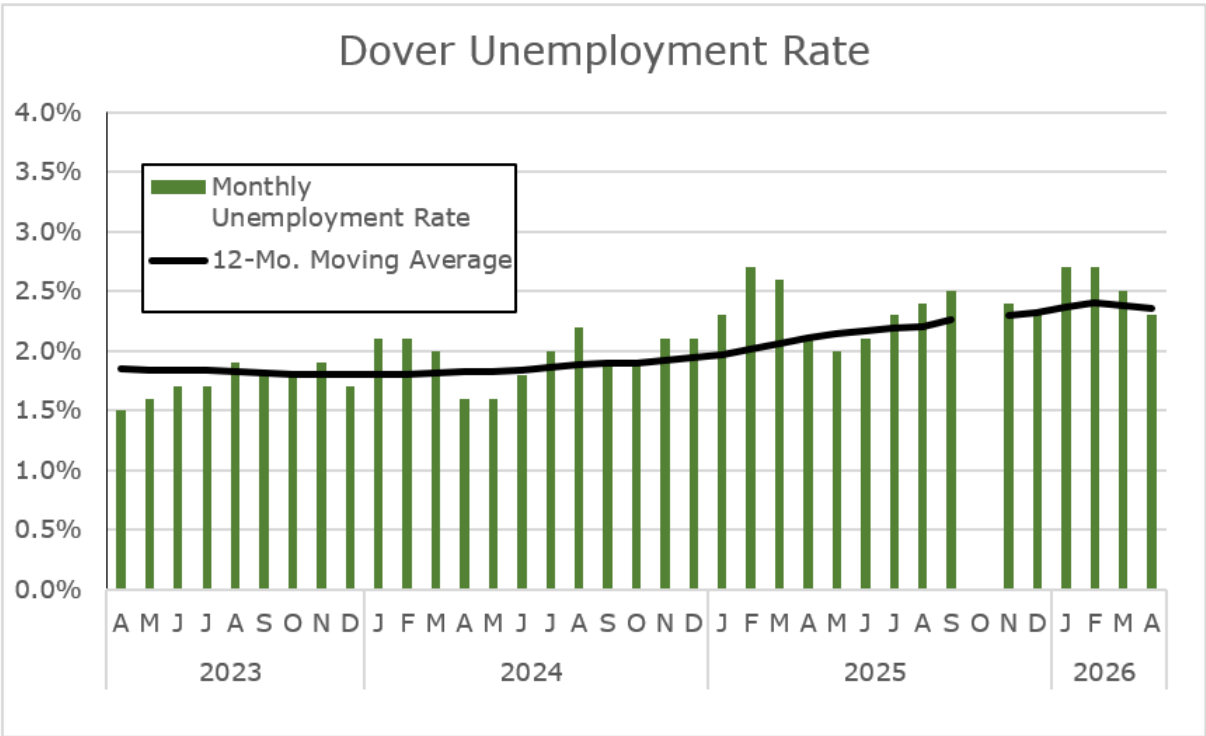
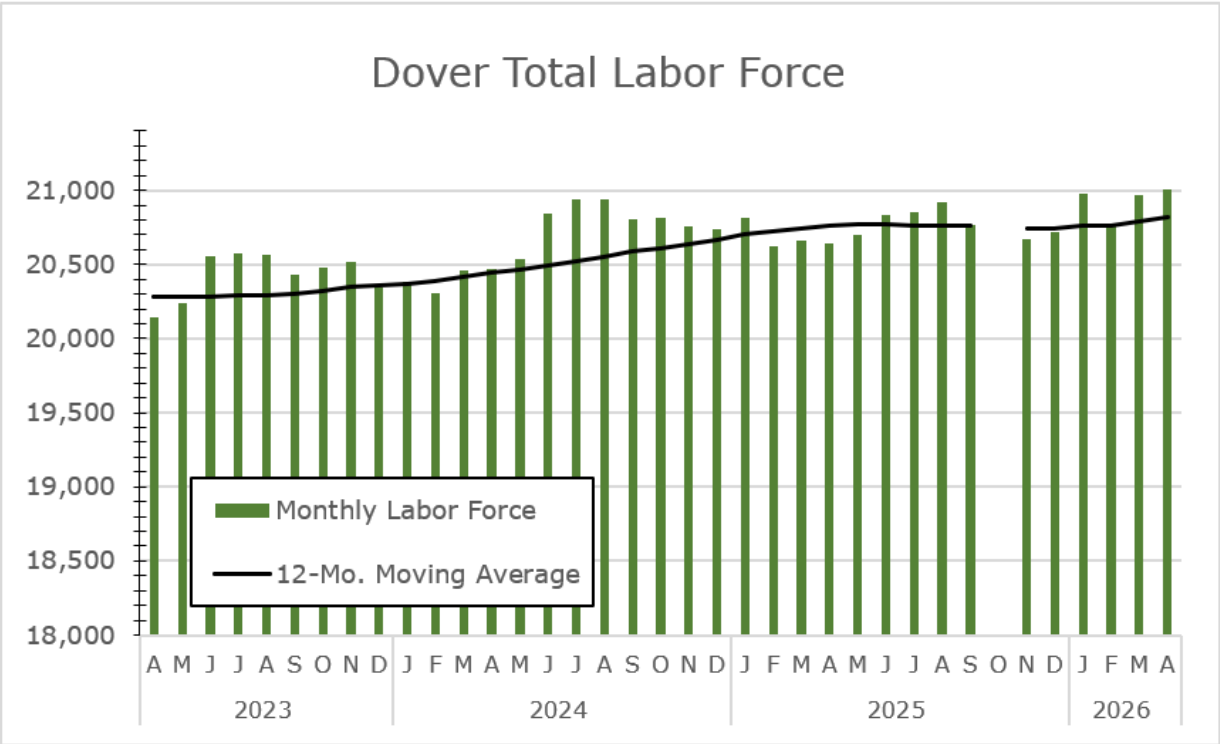
	March 2025	March 2026	12 Month Average
Median Sales Price	\$602,000	\$591,750	\$571,188
Days on the Market	33	20	24

	April 2025	April 2026	12 Month Average
Median Sales Price	\$625,000	\$543,850	\$564,425
Days on the Market	36	13	22



LABOR MARKET

	April 2025	April 2026	12-Mo. Avg.
Total Labor Force	20,640	21,010	20,820
Unemployment Rate	2.1%	2.3%	2.36%



The Waterfront



Favorable weather trend continues, driving strong productivity across all active sectors.

Pavilion & Lower Level Plaza

With NEEM pushing hard toward the finish line, the Pavilion and its surrounding public amenities are entering the final detailing phases.

- **Building Finishing:** Operations have shifted to addressing final punch list items to prepare the structure for handover.
- **Site Hardscaping & Fencing:** Installation of the final retaining wall caps is currently in progress. Simultaneously, final safety fencing is being erected along the retaining wall perimeter.
- **Plaza Surrounding:** Base pavement has been successfully applied to the lower-level plaza area. Structural detailing includes the completed installation of vertical granite curbing around the plaza's planter beds.
- **Utilities & Irrigation:** All primary irrigation connections servicing the park have been finalized, ensuring system readiness for upcoming landscaping.

Bulkhead Granite Toe Wall & Great Lawn

Progress along the waterfront interface continues to successfully blend structural stabilization with environmental restoration.

- **Living Shoreline:** Installation of the shoreline coir logs (choir logs) and coco mats is complete, stabilizing the intertidal zone and preventing erosion.
- **Great Lawn & Hardscape:** Loaming of the Great Lawn is actively underway to establish the final planting grade. The architectural granite sitting wall has been fully set, and structural light poles are now erected.
- **Electrical Infrastructure:** Subsurface conduit work for the main plaza lighting remains ongoing.

General Site & Infrastructure Updates (River Street)

Civil and utility adjustments are moving forward to prepare the public right-of-way for final wearing courses and surface treatments.

- **Traffic Calming & Landscaping:** Both raised crosswalks on River Street have been successfully installed. Cameron's crew is actively placing the remaining street plantings and laying sod to wrap up the streetscape aesthetic.
- **Utility Adjustments:** Heavy civil work continues with the raising of subsurface utility structure castings to match final grade.
- **Site Finishes:** General installation of park accessories (benches, trash receptacles, and signage) and final park-wide site electrical wiring are both underway.

Building F (43-Unit Condominium Development)

Vertical construction and subsurface utility tie-ins are progressing smoothly on the residential sector of the waterfront footprint.

- **Superstructure:** Vertical wood framing on the third floor is well underway, moving the building closer to structural framing completion.
- **Substructure & Utilities:** Below-grade mechanical, electrical, and plumbing (MEP) work is advancing with garage area subsurface plumbing installations. Official utility inspections are concurrently underway to clear the rough-in phases.
- **Site Retaining Structures:** Construction of the engineered concrete block retaining wall supporting the Building F parcel remains ongoing.



Pavilion Entrance

Office of the City Attorney

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

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

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

The Office also conducted normal review of applicable decisions of the New Hampshire Supreme Court, the United States District Court for the District of New Hampshire, and the United States First Circuit of Appeals (our federal circuit), and the United States Supreme Court. Note that federal cases do affect City operations in a variety of ways, including interpretation of federal constitutional requirements and federal statutory and regulatory requirements relating to City operations. The Office reviewed professional journals such as the International Municipal Lawyers Association (IMLA), publications by NHMA, and periodic review of federal legal developments in the field of education, labor, and other matters. Cases of potential impact or relevance to City or School operations are timely provided to personnel along with explanation of the new legal development.

Tracked Utilization Data for the Month of May

	For Month	FY26 YTD	FY25	FY24	FY23
Legal Matters/Questions Handled	147	951	909	1,072	1,061
Review Existing Legal Contracts & Draft Memo	1	57	123	156	153
Legal Contracts/Memo Created	20	259	247	213	201
Right to Know Requests Processed	11	109	85	81	100
Resolutions	13	49	46	72	70
Ordinances	1	7	9	16	17
Leases	2	8	9	10	4
Primex Auto Claims Handled	11	93	49	59	80
Primex Liability Claims Handled	6	45	49	56	67
Primex Property Claims Handled	6	38	53	52	54

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

- Muckrock News – Request to Dover Police Department for Use of Force data dating from January 1, 2017 to December 31, 2025.
- Jeffrey T. Clay – Request for all communication within the past five (5) years that reference or relate to Mr. Richard Hebbard between any member of the City Council, City Manager, and School Board.
- Jeffrey T. Clay – Request for formal rebuttal and request for criminal investigation by DOJ to be reviewed by Dover Police Department.
- Jeffrey T. Clay – Request for engaging in settlement discussions whereby he would agree, in monetary consideration, to limit, waive or surrender future rights to submit requests under RSA-91 to the City of Dover.
- ECS Mid-Atlantic, LLC – Request for documented storage, spills, and/or disposal of petroleum produced, chemical or hazardous substances for 914 Central Ave, Parcel ID: 2341530.
- Williams White – Request for complaints, reports, engineering or inspection records documents relating to 10 Penny Lane
- 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 relating to 15 St. John Street.
- PZR Lightbox – Request for open/active building and fire code violations, certificates of occupancy, non-RUPs, certificates of compliance and completion, final building permits and final approved site plan (site development plan or master development plan) for 30 Sumner Drive.
- Exeter Environmental Associates – Request for underground storage tanks, fires, environmental contamination at 519 Central Avenue.
- Data Jackpot (Henry Kosann) – Request for all building permits as far back as our system may go
- Gary Merrill – Request for all complaints against property at 51 Samuel Hansen Drive)

Interdepartmental Assistance

Community Services Department: Assistance with temporary easement acquisitions for various public works projects. Assisted with interacting with CSX in relation to Central Avenue water line replacement. Assisted with water monitoring contract review. Assisted with code enforcement efforts. Assisted with compliance questions. Assisted with personnel matters. Assisted with tree-related questions.

Dover School District: Review of contracts. Compliance assistance with respect to employment. Assistance with unfair labor practice charges. Assisted with policy update.

Executive Department: Assisted with updating administrative regulation. Assisted with easements related to 9/11 memorial. Assisted with outdoor dining compliance inquiries. Assisted with tower lease inquiry.

Finance Department: Assisted with confidentiality compliance inquiries. Assisted with lien discharge questions. Assisted with discussions with state regulator regarding use of Guppey Trust funds for Strafford County's future warming center. Assisted with tax deeding questions. Assisted with dog licensing question.

Planning Department: Assisted with code enforcement efforts. Assisted with repayment and discharge of CDBG loans/mortgages. Assisted with plan/application review.

Police Department: Assisted with Orchard Street land conveyance in exchange for return of deeded easements. Assisted with amendments to TAC operating rules. Assisted with review of recent Court decisions and operations in light of same. Assisted with personnel matter.

Public Welfare: Review and monitor forthcoming legislation affecting eligibility for assistance.

Recreation: Assist with summer camp compliance questions. Assisted with lease administration question.

Pending Litigation Updates



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. This appeal has been stayed to allow for Petitioner and Applicant to negotiate a settlement agreement.

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.

Dover School District et al. v. New Hampshire School Health Care Coalition d/b/a SchoolCare, #219-2026-CV-00194:

In April 2026, the Dover School District and Dr. Christine Boston filed an action in Strafford County Superior Court seeking a preliminary injunction and permanent relief concerning SchoolCare's threat to stop paying covered health claims of the District's employees, spouses, dependents, and retirees. SchoolCare filed a motion to dismiss for lack of jurisdiction and an objection to the plaintiffs' motion for preliminary injunction. The New Hampshire Secretary of State filed a motion to intervene and a motion to dismiss for lack of jurisdiction. NEA-NH filed a motion to intervene on behalf of unionized school employees. The City of Portsmouth filed a motion for leave to file an amicus brief. HealthTrust filed a motion for leave to file an amicus brief. On April 24, 2026, the Superior Court (Curran, J.) held a preliminary injunction hearing. On April 30, 2026, the Court granted the plaintiffs' request for a preliminary injunction. The two motions to dismiss remain pending. **In May 2026, the plaintiffs issued a set of discovery requests to SchoolCare and a set of discovery requests to the Secretary of State (intervenor).**

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. A hearing date is scheduled for November 18, 2026.

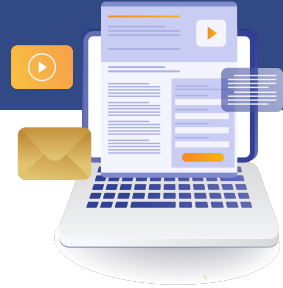
Dover Lodge of Elks #184: A taxpayer has filed a property tax abatement action with the Board of Tax and Land Appeals. A hearing has been scheduled for February 12, 2026. Motion to Continue filed on December 5, 2025. Joint Status Report to be filed by March 12, 2026 updating the Board on any settlement. If not resolved, Board will reschedule the hearing. The parties met twice in February 2026 to discuss possible settlement but were unable to private resolve the matter. A report of settlement meeting & order was filed with the BTLA on March 6, 2026 requesting the scheduling of a final hearing. **A hearing is scheduled for August 20, 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 five workplace injuries in May which were a combination of medical and 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 three 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 a big decrease in the amount of applicants applying for positions - 244 in April down to 107 in May. At the time of this report, there are 18 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 6 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.

The CMA is preparing for the upcoming new fiscal year relative to department head and executive department personnel as well as closing out as many FY26 purchase orders as possible.

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 between departments to take place. The first Department Head meeting of the month took place in the new space at the Dover Public Library and then the Department Heads took a tour of the renovated library.

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

Other meetings that took place in the City Manager's Office this month were surrounding City Hall and the CIP, wage schedule, COOP/LEOP Department Head kick off meeting, Dover Housing Authority, fire training facility, 911 memorial, drone usage, department head evaluations, and fire department update.

Office of Human Resources

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

Employee Anniversaries – June 2026		
Employee Name	Department	Length of Service
Young, Melissa	Police	31
Legere, Ann	Finance	28
Moore, Michael	CS	27
Vermette, Raymond	CS	27
Langley, Donna	Finance	25
Dove, Anne	Executive	23
Driscoll, Brendan	Fire	21
Anderson, Nancy	Library	19
Downs, Robert	Fire	15
Duquette, David	Fire	15
Reynolds, Alexander	Fire	15
Clement, Lynne	Executive	9
Barham, Michael	CS	8
Pexton, Olivia	Library	6
Berdecia, Luis	Police	5
Braile, Emily	Library	2
Endres, Zachary	Executive	2
LaBelle, Ian	Police	2
Taatjes, Alexis	Police	2
Watkinson, Wade	Police	2
Prentiss, Stormy	Finance	1



May Employment Statistics			
Employment Separations = 2		Employment New Hires = 10	
Police	2	Community Services	2
		Planning	1
		Police	1
		Recreation	6

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 and has since concluded. Results are currently being compiled for the City Manager to review and present.

May has been a high-activity month for the Human Resources team, focused on gathering benefit data and verifying that all benefit info has been received from employees.

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

Asset Management IT Admin continued support of Finance Assessing team with new CAMA application.



April 2026

Public Safety IT Admin conducts onsite facility assessment for alarm modernization bid finalist.

Complete walk-through of Nebi Park Pavilion primarily related to security.

Office of IT received or created 101 IT Support Requests in April 2026. The Dover Police Department had the most requests. The greatest categories of request were evenly distributed across four categories; Asset Management NonGIS – Issue and Application - Issue.

Asset Management IT Technician continued collaboration with Community Services related to recent work order application improvements.

Public Safety IT Technician is completing cabling improvements at all Fire Station desks.

Public Safety IT Admin is automating reports related to client cybersecurity.

Deputy IT Director continues receipt and installation of hardware for renovated Dover Public Library.

Continued client PC replacement with three (3) enterprise client systems remaining.

Asset Management IT Tech continued support of Water Service Line Inventory (WSLI) work.

Continued meetings with security vendor to complete camera installations at final facility, the McConnell Center.

Enterprise Systems IT Admin attends national conference held by financial enterprise management and permitting application vendor.

First round and one finalist interview conducted for Utility Systems IT Technician position.

Public Safety IT Technician supporting IT needs for Dover Fire and Rescue training initiative.

Enterprise Systems IT Admin creates guide for connecting to conference room display at Inspection Services Building.

IT Director assigns virtual training to select administrative staff related to permitting application submittal and plan management. Provided one-on-one training with Building Inspector to increase permitting application knowledge.

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 May, Media Services provided numerous updates on a variety of city and school projects, public services, and current events. These included special events, weather 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 helped organize and provide coverage of numerous special and civic events throughout the month. Significant coverage included the third annual Community Services Touch-a-Truck and Open House on May 16, held in celebration of Public Works Week. Media Services also provided promotional support and coverage for the Memorial Day ceremony held at Pine Hill Cemetery on May 25.

Media Services produced several public service announcements and alerts in May to be shared across multiple platforms. Key communications included updates on the delayed reopening of the Dover Public Library to June 26, Memorial Day facility closures and trash pickup delays, and seasonal guidelines for floral displays at Pine Hill Cemetery. We also disseminated critical traffic and detour information for various community events, including the Moms on the Run 5K, the Spirit of Recovery 5K, and the 82nd annual New Hampshire Soap Box Derby. In addition, Media Services produces video previews of select public meetings, including the Planning Board and Zoning Board of Adjustment.

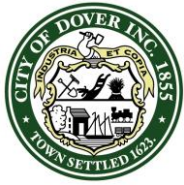
Media Services provided live and taped televised and/or multimedia coverage of numerous meetings, including the City Council Workshop on May 6, the School Board meeting on May 11, and the City Council meeting on May 27, where downtown pedestrian improvements and equipment purchases were considered. Staff also facilitated and promoted the public informational meeting regarding the upcoming Central Avenue reconstruction on May 19, and recorded a neighborhood meeting about the project.

Production continued in May on the series of informational videos and related media titled “At Your Service,” with bumper and PSA edits taking place throughout the month. The 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 several episodes of the Dover Download podcast in May. Topics this month included a Littleworth Road update and a conversation highlighting My Friend's Place. 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 prepared and distributed the weekly Dover Download newsletter, keeping residents informed about major infrastructure projects. Regular paving updates, road closures, and project-related communications were delivered for the Henry Law Avenue reconstruction, Central Avenue utility work, and the waterfront project bonding.

In May, work continued on two major projects within Media Services. The first, a significant upgrade to the city’s broadcast system and infrastructure, saw continued progress with TelVue installations and equipment surveys. 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, with regular layout and staff updates continuing throughout the month.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, May 27, 2026**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

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

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Carmichael led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

Present: Councilor Richer, Councilor Carmichael, Councilor Retrosi, Councilor Cullen, Councilor Robison, Councilor Granfield, Councilor Veitch, Deputy Mayor Williams, Mayor Shanahan

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

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

Vote: 9-0.

7. PUBLIC HEARINGS

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.

Aaron Williams, 51 Sixth St, spoke in favor of item 13.B.1.

Eric Lever, 43 Main St, spoke in favor of item 13.B.1.

Abe McGuire, Crosby Rd, shared concerns about the use of drones to identify stormwater. Mr. Maguire acknowledged that the drones would not be used but is concerned for the privacy rights of himself as well as the residents of Dover.

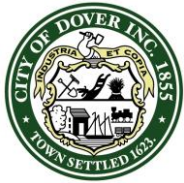
Linda Merullo, Sandy Ln, shared concerns about the use of drones to identify stormwater and shared the same concerns as Mr. Maguire. Ms. Merullo stated there should be better notification to residents for a project such as that.

Mary Hebbard, Spruce Ln, shared the same concerns as Ms. Merullo & Mr. Maguire.

Matthew Freeman, Whittier St, thanked Mayor Shanahan and Councilor Carmichael for their help with Dover Porch Fest. Mr. Freeman let the Council know that the event will take place on Sunday, June 14th from 1-5pm.

9. CITY MANAGER'S REPORT

City Manager Joyal gave an overview of the report that he submitted to the Council in writing. Mr. Joyal stated that the Public Library's opening date will need to be pushed back from June 5th as there is additional work to be done, the new opening date will be June 26th. The new Fire training facility has moved their opening date, and Mr. Joyal will let the Council know of that new date once it has been decided.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
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Meeting Time: **7:00 pm**

The City Manager addressed the use of drones for the I&I project and explained that the vendor has been instructed not to use drones.

City Manager Joyal stated there the Community Trail, pending a grant, will be extended down past Dover Middle School and into the Bellamy park.

City Manager Joyal shared a brief update on the Willand Pond milfoil removal. The vendor has completed their certifications and they will be removing the milfoil starting this week.

Deputy Mayor Williams moved to accept the City Manager's report, seconded by Councilor Veitch.

Vote: 9-0.

10. APPROVAL OF MINUTES

A. May 6, 2026 – Workshop Meeting

B. May 13, 2026 – Regular Meeting

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

Vote: 9-0.

11. MAYOR'S REPORT

Mayor Shanahan introduced Laurie Macintosh. Ms. Macintosh gave a brief PowerPoint Presentation to the Council educating them on Our Place NH – an organization that creates housing solutions for adults with intellectual and development disabilities.

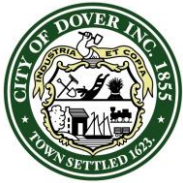
Mayor Shanahan went over the meetings and events he attended over the last few weeks.

Mayor Shanahan turned it over to Councilor Robison for him to share some words about Memorial Day. Councilor Robison shared a piece that he wrote about Memorial Day, and his late brother, Jay:

"Memorial Day is a time for reflection, gratitude, and remembering those who served and sacrificed for our country. For me, it's also a day to think about my brother Jay—a man I never truly knew, but whose legacy has shaped my life in more ways than I can count.

Jay was only twenty-one years old when he died, just beginning a new chapter as a Seaman in the Navy after serving two years in the Army. Our lives only briefly overlapped; he passed away shortly after my first birthday. Growing up, I heard stories about Jay from my siblings—stories that painted him as quick-witted with a wicked sense of humor, but also someone with a hidden soft side. He was selective with his friends, but fiercely loyal, always ready to move mountains for those he cared about. His sense of adventure was legendary. It's funny how often I'm told that I'm a lot like him, despite the different paths we've taken.

There's one memory that stands out, even though it's wrapped in mystery and silence. In our family room, there was a spot I was never allowed to go near—a small coffee table with seemingly random items and pictures. As a child, curiosity would get the best of me, but straying too close always meant a stern warning. My parents never explained why that spot was off-limits, but as I grew older, the reason slowly became clear. In my mid-teens, we finally talked about that coffee table and the treasures it held. There were photos of Jay as a child, pictures of his military service standing in front of a helicopter, and snapshots from a family trip to Kentucky



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, May 27, 2026**
Meeting Time: **7:00 pm**

to visit him during his Army days. Two photos captured his military funeral. Among these items were his naval uniform—a smart peacoat—and a tightly folded, slightly fading American flag.

What struck me most was what my parents told me:

"We live in a special place. A place where every person can make a difference. A place you can make decisions through voting. A place where you can volunteer and make things better through public service. A place you can defend by protecting all of us. Jay decided defending was his path. It wasn't a path we wanted, but we supported him. It crushed us when he died and we've never been the same since. The only thing that gives us comfort is his sacrifice ensures we can still vote and serve others. And we also see a lot of him in you though we don't know how the heck that happened. You're going to be an adult before long. How are you going to make a difference?"

That conversation was the last time we talked about that coffee table. When my parents passed, my older siblings chose to keep many of Jay's belongings, and I supported that decision completely—they had grown up with him and those items meant the world to them.

But the question my parents asked—*How are you going to make a difference?*—has lingered in my mind ever since. At eighteen, I tried to follow Jay's path and enlisted in the Navy, but was disqualified for physical reasons. I've voted in every election I could, and volunteered and donated to charities when possible. Yet, sometimes I've wondered if that was enough.

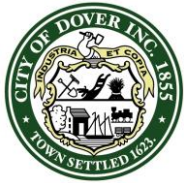
Last year, I decided to take a bigger step and run for public office. I carry Jay's example with me. I may never be able to give as much as Jay gave, but I promise to give everything I have.

While we are grateful for the recognition on this special day, my family and I don't need it to remember; I think about my brother Jay all the time. Instead, I would ask everyone to use this day not just to remember, but also to be inspired.

Many have felt a calling to defend this grand experiment called the United States. We may have different political parties, religions, last names, skin colors, or values. However, we have more in common than we have differences. It's worth defending, and my brother felt it was worth dying for. Let his sacrifice inspire you as it does me. Let it lead you to empathy for each other, a desire to make the world a better place, and a commitment to continue making our nation something virtuous for all."



Jay Robison



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, May 27, 2026**
Meeting Time: **7:00 pm**

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

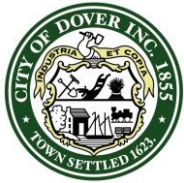
B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **ADOPTING AMENDMENTS TO MERIT PLAN, CLASSIFICATION PLAN, AND PAY PLAN**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **AUTHORIZATION TO ACCEPT AND EXPEND DONATED FUNDS FROM THE COMMUNITY TRAIL CHALK ART FUNDRAISER**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
3. **APPROVAL OF MEMORANDUM OF UNDERSTANDING FOR MONITORING OF PUDDING HILL AQUIFER FOLLOWING THE CONSTRUCTION OF THE PUDDING HILL WATER TREATMENT PLANT**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
4. **AUTHORITY TO RELEASE HENRY LAW AVENUE WETLANDS PERMIT COMPENSATORY MITIGATION PAYMENT**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
5. **AUTHORIZATION TO PURCHASE REALITI360 SIMULATION SYSTEM FROM AMERICAN 3B SCIENTIFIC, LP**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
6. **B26013 DOWNTOWN PEDESTRIAN AND VEHICLE IMPROVEMENT PROJECT CDGB - ADDITIONAL SOW FOR WALDRON COURT**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
7. **B26060 PENNY LANE DRAINAGE IMPROVEMENTS**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
8. **B26067 SAND AND GRAVEL**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
9. **B25037 RFP26-005 NPDES SEWER COLLECTION SYSTEM OPERATIONS AND MAINTENANCE MANUAL (CMOM)**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
10. **B26014 INSTALLATION OF ROOF MOUNTED SOLAR PHOTOVOLTAIC (PV) SYSTEM AS THE WWTP - INSTALLATION OF SUPPORT BEAMS**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
11. **AUTHORIZATION TO CONTINUE BOND COUNSEL SERVICES WITH DEVINE MILLIMET & BRANCH PROFESSIONAL ASSOCIATION**
SPONSORED BY MAYOR SHANAHAN BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, May 27, 2026**
Meeting Time: **7:00 pm**

Deputy Mayor Williams moved to approve the Consent Calendar, seconded by Councilor Carmichael.

Mayor Shanahan asked if any Councilors would like to pull any items. Councilor Cullen requested item 13.A.10. is pulled, Councilor Richer requested item 13.A.1., Councilor Carmichael requested item 13.A.5., and Councilor Veitch requested item 13.A.9.

Roll Call Vote on remaining items: 9-0.

Deputy Mayor Williams moved to approve item 13.A.1., seconded by Councilor Richer. City Manager Joyal explained that the merit plan applies to non-union employees and that this resolution is fixing the language to reflect what is actually occurring. Councilor Richer inquired about maternity/paternity leave, and if this was a benefit offered. City Manager Joyal explained that it is offered to employees, and would send more information to the Council.

Roll Call Vote: 9-0.

Deputy Mayor Williams moved to approve item 13.A.5., seconded by Councilor Robison. City Manager Joyal invited Fire & Rescue Chief Driscoll to the podium to give an overview of the resolution and the product being purchased.

Roll Call Vote: 9-0.

Deputy Mayor Williams moved to approve item 13.A.9., seconded by Councilor Robison. City Manager Joyal explain parts of the plan to the Council and gave an overview of the plan.

Roll Call Vote: 9-0.

Deputy Mayor Williams moved to approve item 13.A.10., seconded by Councilor Richer. City Manager Joyal gave an overview of the resolution to the Council.

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

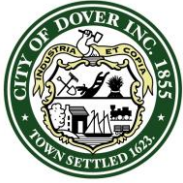
COMMITTEE REPORTS

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

Councilor Robison gave an overview of the last Planning Board meeting.

Mayor Shanahan gave an overview of the Legislative Liaison report.

Councilor Cullen gave an overview of the most recent Transportation Advisory Commission meeting.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, May 27, 2026**
Meeting Time: **7:00 pm**

B. RESOLUTIONS

- 1. B26013 DOWNTOWN PEDESTRIAN AND VEHICLE IMPROVEMENT PROJECT CDBG - ADDITION OF FIRST AND SECOND STREET CROSSWALK REPAIRS**
SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

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

Roll Call Vote: 9-0.

- 2. B26066 AUTHORIZATION TO PURCHASE TWO (2) SIX WHEEL DUMP TRUCKS FROM ADVANTAGE TRUCK GROUP**
SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

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

Roll Call Vote: 9-0.

- 3. FY2026 GENERAL FUND UNASSIGNED FUND BALANCE TRANSFERS TO CERTAIN SPECIAL REVENUE AND CAPITAL PROJECT FUNDS TO ADDRESS FUND DEFICITS (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
(TO BE REFERRED TO A PUBLIC HEARING AND VOTE TO OCCUR ON JUNE 10, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to refer the resolution to a public hearing, seconded by Councilor Carmichael.

Vote: 9-0.

- 4. AUTHORIZATION OF ANNUAL APPRAISAL OF REAL ESTATE FOR FISCAL YEAR 2027 (TAX YEAR 2026)**
(TO BE REFERRED TO TWO PUBLIC HEARINGS ON JULY 8, 2026 AND JULY 22, 2026 WITH A VOTE TO OCCUR ON AUGUST 22, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

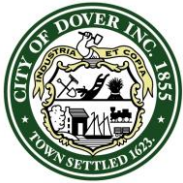
Deputy Mayor Williams moved to refer the resolution to a public hearing, seconded by Councilor Carmichael.

Vote: 9-0.

- 5. AUTHORIZATION FOR BONDING AND FY2024 CAPITAL IMPROVEMENTS APPROPRIATION FOR WATERFRONT TIF DEVELOPMENT SITE IMPROVEMENTS – VALIDATING, RATIFYING AND ADOPTING RESOLUTION R-2023.03.29-051 (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)**
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 3, 2026 WITH A VOTE TO OCCUR ON JUNE 10, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to refer the resolution to a public hearing, seconded by Councilor Richer.

City Manager Joyal explained that this resolution is being revisited so as to ensure the public hearing is noticed properly, the public hearing did not make it into the newspaper



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, May 27, 2026**
Meeting Time: **7:00 pm**

when the resolution was initially referred in 2023.

Vote: 9-0.

- 6. AUTHORIZATION FOR BONDING AND FY2027 CAPITAL IMPROVEMENTS APPROPRIATION FOR DOVER MIDDLE SCHOOL HVAC UPGRADE IMPROVEMENTS (THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE) (TO BE REFERRED TO A PUBLIC HEARING ON JUNE 10, 2026 WITH A VOTE TO OCCUR ON JULY 8, 2026) SPONSORED BY MAYOR SHANAHAN BY REQUEST**

Deputy Mayor Williams moved to refer the resolution to a public hearing, seconded by Councilor Richer.

Vote: 9-0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

Councilor Carmichael moved to place a letter on file from Ms. & Mr. Blanchard regarding their opposition to the Dollar Tree that will be occupying 679 Central Ave, seconded by Mayor Shanahan.

Vote: 9-0.

15. COUNCIL MATTERS OF INTEREST

Councilor Robison noted that the Nottingham Planning Board was going to review an initial proposal for a data center, but after increased public attention, they moved the meeting to a larger venue. Councilor Robison was pleased to see that Dover residents participated in the petition and had planned to attend the meeting, but it was reported that the applicant withdrew. Councilor Robison commended those who made their voices heard.

Councilor Cullen commented on the housing market in Dover and discussed the Council's efforts to increase attainable and affordable housing and the extent to which those efforts have been successful.

Councilor Richer commented on the amount of emails and communications the Council gets, and appreciates the input from citizens and residents.

Councilor Robison echoed the same sentiment, and has been pleasantly surprised with the amount of feedback they receive from citizens and residents.

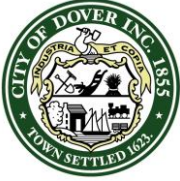
Mayor Shanahan stated he will be hosting his Mayor's hours the following day from 5:30pm to 7:00pm.

16. ADJOURN

Councilor Carmichael moved to adjourn, seconded by Councilor Veitch.

Vote: 9-0.

Meeting adjourned at 8:57 PM.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2025.05.27 - 202**
Resolution Re: FY2026 General Fund Unassigned Fund Balance Transfers to Certain Special Revenue and Capital Project Funds to Address Fund Deficits

WHEREAS: The City Council has adopted the creation of Special Revenue Funds to account for specific sources of revenue and account for the expenditure of those revenues for said purpose; and

WHEREAS: On an annual basis the City Council adopts the City's six-year Capital Improvements Plan and in conjunction adopts appropriations for projects to be debt financed or reserved financed, with a capital project fund being created for each annual adoption of appropriations; and

WHEREAS: Due to extraordinary circumstances certain Special Revenue Funds have an existing fund deficit; and certain Capital Project funds anticipated revenues are actually less than planned and costs are higher than originally planned resulting in fund deficits; and

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

To address the following Special Revenue and Capital Project Funds existing and projected Fiscal Year 2026 fund deficits, the following amounts are to be appropriated from General Fund Unassigned Fund Balance and transferred to the respective Funds listed in table below.

Budget Adjustment:		Fund	Transfer
		Deficit	From
Fund	Description		General Fund
4320	Tolend Road Landfill Closure Fund	(530,501)	530,501
	Total Transfer to Other Funds		530,501

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

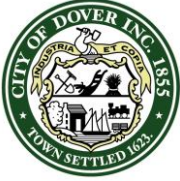
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

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.1.

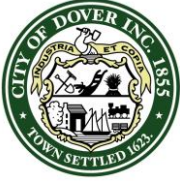
Resolution Number: **R – 2025.05.27 - 202**
Resolution Re: FY2026 General Fund Unassigned Fund Balance Transfers
to Certain Special Revenue and Capital Project Funds to
Address Fund Deficits

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

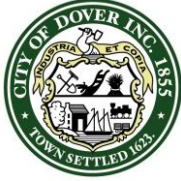
Agenda Item#: 12.C.1.

Resolution Number: **R – 2025.05.27 - 202**
Resolution Re: FY2026 General Fund Unassigned Fund Balance Transfers
to Certain Special Revenue and Capital Project Funds to
Address Fund Deficits

RESOLUTION BACKGROUND MATERIAL:

The Tolend Road Landfill Fund was established by City Council to track the expenditures incurred for closure and post closure maintenance of the former landfill. The City debt financed the closure costs and post closure costs had been debt financed as well. Starting in FY2017 the City began financing post closure costs through annual operating budget transfers into the Tolend Road Landfill Fund.

Upon EPA completing the Five Year Review of the landfill post closure operations, recommendations for additional work at the former landfill including the Eastern Plume, and additional work for the Southern Plume were issued by EPA. Two new contaminants are a national concern for EPA and sampling is being required for these contaminants in the landfill and in the two extended plumes. The FY2026 City operating budget reflected an annual operating budget transfer of \$475,000.00 to the Tolend Road Landfill Fund to finance the estimated annual operations and maintenance costs. However, the annual operations and maintenance costs for FY2026 are expected to be \$1,005,501 for the City's obligations. This results in an operating deficit of \$530,501. This resolution will appropriate and transfer the amount of \$530,501 from General Fund Unassigned Fund Balance to the Tolend Road Landfill Fund to resolve the deficit for FY2026.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2026.05.27- 204**

Resolution Re: Authorization for Bonding and FY2024 Capital Improvements Appropriation For Waterfront TIF Development Site Improvements – Validating, Ratifying and Adopting Resolution R-2023.03.29-051

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

WHEREAS: On March 16, 2023 the City received bid responses for B23006 Cochecho Waterfront Improvement Construction; and

WHEREAS: Based on the bid results the City has determined that additional appropriations are required for the Waterfront Development project to proceed; and

WHEREAS: Resolution [R-2023.03.29-051](#) was taken up by City Council on March 29, 2023, referred to public hearing on April 12, 2023, and adopted on April 26, 2023. However, it was recently discovered that the newspaper failed to publish the notice for the public hearing in March 2023, as procedurally required by the City Charter C 6-14 *Borrowing Procedure* and NH RSA 49-C:24 *Local Option-City Charters Borrowing Procedure*. Accordingly, the intent of this resolution is to cure that procedural error by the newspaper and validate, ratify and adopt R-2023.03.29-051.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
R-2023.03.29-051 is hereby validated, ratified, and adopted, retroactive to April 26, 2023.

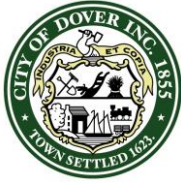
AND FURTHER BE IT RESOLVED THAT:

The following capital project funding is appropriated, with estimated useful lives in excess of the length indicated, as part of the FY2024 Capital Improvements Program:

Item #	Description	Proposed	Life/Yrs	Department	Fund
		Appropriation			
1	Waterfront Development Site Improvements	\$6,000,000	20	TIF - Waterfront	TIF
	Total	\$6,000,000			

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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2026.05.27- 204**
Resolution Re: Authorization for Bonding and FY2024 Capital
Improvements Appropriation For Waterfront TIF
Development Site Improvements – Validating, Ratifying and
Adopting Resolution R-2023.03.29-051

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

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vanslyvong-Bizier
City Clerk

DOCUMENT HISTORY:

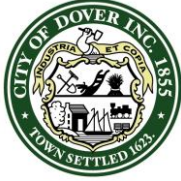
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Finance Department	R-2026.05.27 Authorization for Bonding and FY2024 CIP Appropriation for Waterfront TIF Site Improvements - Validating Ratifying Adopting Resolution R-2023.03.29-051
Document Posted on: June 5, 2026	Page 2 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2026.05.27- 204**
Resolution Re: Authorization for Bonding and FY2024 Capital Improvements Appropriation For Waterfront TIF Development Site Improvements – Validating, Ratifying and Adopting Resolution R-2023.03.29-051

This resolution makes appropriations for the Waterfront Development Site Improvement project as part of the FY2024 Capital Improvements Program financed by debt and authorizes the sale of bonds.

This resolution makes appropriations for the Waterfront Development project which is scheduled to be completed over multiple years. The Finance Department will coordinate with the department overseeing the project to submit cash flow requirements for the project. These cash flow projections are used to determine the amount for upcoming bond issuance. Those projects that are not financed or are only partially financed remain as authorized unissued debt and bonded (financed) when the cash need is determined.

Debt Authorization versus Debt Retirement

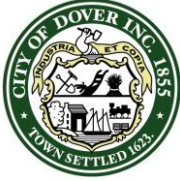
The following table compares the tentative authorization amount to the amount of debt being retired:

	Waterfront TIF
Description	Fund
Pending Authorization	6,000,000
Prior FY2024 CIP Authorization	4,000,000
FY2024 Principal Retirement	227,542
Net Change	9,772,458

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of March 29, 2023. Tax increment finance districts are exempt from statutory debt limits.

	Waterfront TIF
Description	Fund
Debt Outstanding	4,260,704
Authorized - Unissued	13,812,500
Total Issued & Unissued	18,073,204
This Authorization	6,000,000
Grand Total	24,073,204



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2026.05.27- 204**

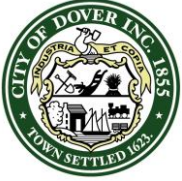
Resolution Re: Authorization for Bonding and FY2024 Capital
Improvements Appropriation For Waterfront TIF
Development Site Improvements – Validating, Ratifying and
Adopting Resolution R-2023.03.29-051

Waterfront Development Authorized-Unissued Debt and Available Appropriations

The following table summarizes the existing debt authorizations for the Waterfront Development project that are unissued at this time. This table also shows the available appropriations for those authorizations made for prior years' Capital Improvements Programs.

Description	Appropriations	Available Balance	Authorized Unissued Debt	CIP Authorization
Cochecho Riverbank Stabilization	\$ 600,000	\$ 599,500	\$ -	FY2017 CIP Appropriation
Cochecho Riverfront Park Development	1,412,500	1,324,464	1,412,500	FY2018 CIP Appropriation
Waterfront Development Site Improvements	8,400,000	8,239,736	8,400,000	FY2023 CIP Appropriation
Site Improvements - Waterfront	4,000,000	4,000,000	4,000,000	FY2024 CIP Appropriation
	\$ 14,412,500	\$14,163,700	\$ 13,812,500	

The repayment of the Waterfront TIF Fund debt obligations are to be funded through the Tax Increment retained in the TIF Fund. The Tax Increment to be retained in the TIF Fund will be generated from the growth in the retained captured assessed value resulting from the guaranteed assessed value established in the Waterfront Land Development agreement.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2026.06.10 - 208**

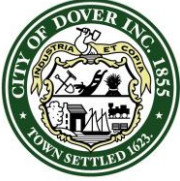
Resolution Re: Approval of Accepting Installation of Upsized Water Service in Dowaliby Court In Lieu of Water Investment Fees for Stabile Homes at Sixth Street, LLC

- WHEREAS: A developer, Stabile Homes at Sixth Street, LLC (“Developer”), has been granted approval for a project at 141 Sixth Street that includes, as a condition of Planning Board approval, looping a water main through Dowaliby Court; and
- WHEREAS: The Developer has proposed that, in lieu of paying water investment fees, to construct an upsized water line at Dowaliby Court; and
- WHEREAS: Pursuant to the proposal, the City would pay \$44,000 for materials required to install the new water main on Dowaliby Court, the Developer would be responsible for all other costs associated with installation of the water main, and the City would credit the Developer’s work against all water investment fees that would otherwise be due from the Developer in relation to the project at 141 Sixth Street; and
- WHEREAS: The existing 2” water main on Dowaliby Court provides service to two properties, whereas an upsized 8” water main, which would be a continuation of the water main in their development that ultimately connects to the water main on Whittier Street, would provide the City with significant public benefits in terms of water reliability and water quality.

Financing				
Account	Description	Appropriation	Balance	Charge
5300.1.300.43320.4757.03531.24.000.000.700	Water Main Replacement - City Wide	168,730.00	46,089.64	44,000.00

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

The City Manager or designee is authorized to negotiate, finalize, and enter into an agreement with the Developer for an upsized water main on Dowaliby Court on terms acceptable to all parties, including the terms outlined above and including acceptance of the work in satisfaction of the Developer’s water investment fees. The Purchasing Agent is hereby authorized to issue a purchase order for the City’s purchase and contribution of materials, as outlined above.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2026.06.10 - 208**
Resolution Re: Approval of Accepting Installation of Upsized Water Service in Dowaliby Court In Lieu of Water Investment Fees for Stable Homes at Sixth Street, LLC

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

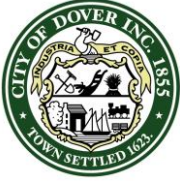
Recorded by: Jerrica Vanslyvong-Bizier
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2026.06.10 - 208**

Resolution Re: Approval of Accepting Installation of Upsized Water Service in Dowaliby Court In Lieu of Water Investment Fees for Stabile Homes at Sixth Street, LLC

RESOLUTION BACKGROUND MATERIAL:

The proposed new water main on Dowaliby Court would benefit the City by:

- Improving domestic water service reliability and pressure for nearby residences;
- Enhancing fire flow capacity and overall public safety in the area;
- Improving water quality by reducing potential stagnation and increasing system circulation; and
- Providing a permanent public infrastructure improvement owned and maintained by the City.

Attached for reference are the following:

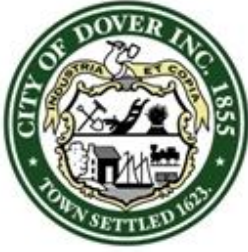
- Community Services' memorandum to the Dover Utilities Commission ("DUC") outlining the proposal and the public benefits; and
- A proposed letter agreement from the Developer.

As discussed in these documents, the project costs are expected to break down approximately as follows:

\$156,700 Cost of upsized water line
-\$82,422 Less Water Investment Fee
\$74,278 Subtotal
-\$44,000 Less City Materials Contribution
\$30,278 Stabile contribution

On March 16, 2026, the DUC reviewed this proposal and voted to recommend it to City Council.

This resolution advances City Goal #3, investment in City infrastructure needs.



MEMO

TO: Dover Utilities Commission (DUC)

FROM: City Engineering Department

DATE: February 9, 2026

RE: Reallocation of Water Investment Fees – [Private Development Name]

The purpose of this memorandum is to summarize a request from a developer's offer of construction labor services in lieu a water investment fees. The request from The Stabile Companies is associated with the development of a residential project at 141 Sixth St and the in lieu services would be used to fund the installation of a new watermain within Dowliby Court, a city owned road adjacent to the development. The proposed watermain would be installed by the private development's contractor as part of The Stabile Companies project.

The Dover Planning Board voted to grant condition final approval to The Stables Companies on September 23, 2025 to construct 20 unit, 2-family dwellings on a new privately-owned road on the parcel of 141 Sixth St. As part of the approval, The Stables Companies is required to pursue looping the water main throw Dowaliby Court, which was a request of Community Services.

The existing water main on Dowaliby Court is 2" and provides service to two properties. The City's request of The Stabile Companies is to replace the 2" water main with an 8" water main that is a continuation of the watermain in their development and ultimately connects to the water main in Whittier St.

The proposed watermain improvement would:

- Improve domestic water service reliability and pressure for nearby residences.
- Enhance fire flow capacity and overall public safety in the area.
- Improve water quality by reducing potential stagnation and increasing system circulation.
- Result in a permanent public infrastructure improvement owned and maintained by the city.

The cost to install the water main on Dowaliby Court is estimated by the developer to be \$157,600. Due to the shared benefits of looping the water main from Sixth St to Whittier St via the 141 Sixth St development, the City is willing to share the cost of upsizing the water main on Dowaliby Court by paying for the materials required to install the water main on Dowaliby Court only. The Stabile Companies would be responsible for all costs associated with the installation of the water main within 141 Sixth St. The total cost of the materials and labor to install the water main is estimated by the developer to be \$44,600 and \$113,000 respectively.

The Stabile Companies has agreed to contribute \$1,500 per unit for a total of \$30,000 towards the watermain on Dowaliby Court, which leaves \$83,000 of the labor estimate remaining.

The Stabile Companies is required to pay water investment fees as part of its connection to the City of Dover's public water system. These fees are intended to offset system impacts and support improvements that enhance capacity, reliability, and service quality. The water investment fees for the development is estimated by the City Engineering staff to be \$86,800.

City staff recommends the DUC vote to accept the labor for the water main installation in lieu of the developer submitting the applicable water investment fees *(Note: The motion should be clear that sewer investment fees would still apply).*

By accepting the in lieu services for this purpose provides a direct and tangible benefit to the City's water system and surrounding customers. This approach:

- Aligns with the intent of water investment fees by mitigating system impacts and improving infrastructure.
- Leverages private construction activity to deliver a public improvement efficiently and cost-effectively.
- Avoids the need for the city to separately mobilize construction for a near-term capital improvement.
- Ensures infrastructure improvements are completed concurrently with the development, minimizing future disruption.

Staff further recommend that the work be performed by The Stabile Companies' contractor in accordance with city specifications and subject to city inspection and final acceptance.

Approval of this request will result in a meaningful improvement to the city's water system, enhance service to existing customers, and support public health and safety objectives.



H.J. Stabile & Son, Inc.
Stabile Homes, Inc.

Stabile Construction Services, Inc.
Stabile Property Management, Inc.

April 30, 2026

Mr. Kenneth Mavrogeorge
Deputy Community Services Director
City of Dover
271 Mast Road
Dover, NH 03820

RE: Waterline Extension from Whittier Street to Fawn Drive, via Dowaliby Court

Dear Ken,

Per our previous discussions relative to the waterline extension identified above, in order for Stabile Homes at Sixth Street, LLC ("Stabile") to move forward with the work, we would like to document our agreement as follows:

1. Stabile hereby agrees to contract with Gagnon Construction at an appropriate time to extend a waterline from Whittier Street to Fawn Drive via Dowaliby Court in accordance with the attached site layout (Exhibit A) and scope of work (Exhibit B) (the "Work"), which work has been quoted at total cost of \$156,700.
2. Further, Stabile agrees to make a contribution of \$30,000 to the Work.
3. In exchange for Stabile's contributions above, the City of Dover (the "City") hereby agrees that it will allocate the water investment fees paid to the City by Stabile for this project, totaling \$82,422.00 (see Exhibit C), towards the cost of this waterline extension, and pay said fees either directly to Gagnon Construction, or to Stabile, as the case may be, within 30 days after the receipt of an invoice and completion of Work (Work to be verified by City inspection in advance of payment).
4. The City further agrees to contribute the materials identified on the attached letter from Gagnon Construction (Exhibit D), in an amount valued at approximately \$44,000 within 30 days of request for this Work.

If these terms are acceptable, please indicate so by signing below and returning this letter to me at your first opportunity. We hope to complete the Work this summer and would like to schedule it now with Gagnon Construction. Don't hesitate to call me at 603-889-0318 ext. 515 should you have any questions and thank you for your timely attention to this matter.

Sincerely,

A handwritten signature in blue ink that reads "Eric Jackson" followed by a stylized flourish.

Eric Jackson
Stabile Homes at Sixth Street, LLC

For the City of Dover, NH:

SIGNED: _____

DATE: _____

PRINTED: _____

TITLE: _____

Exhibit A

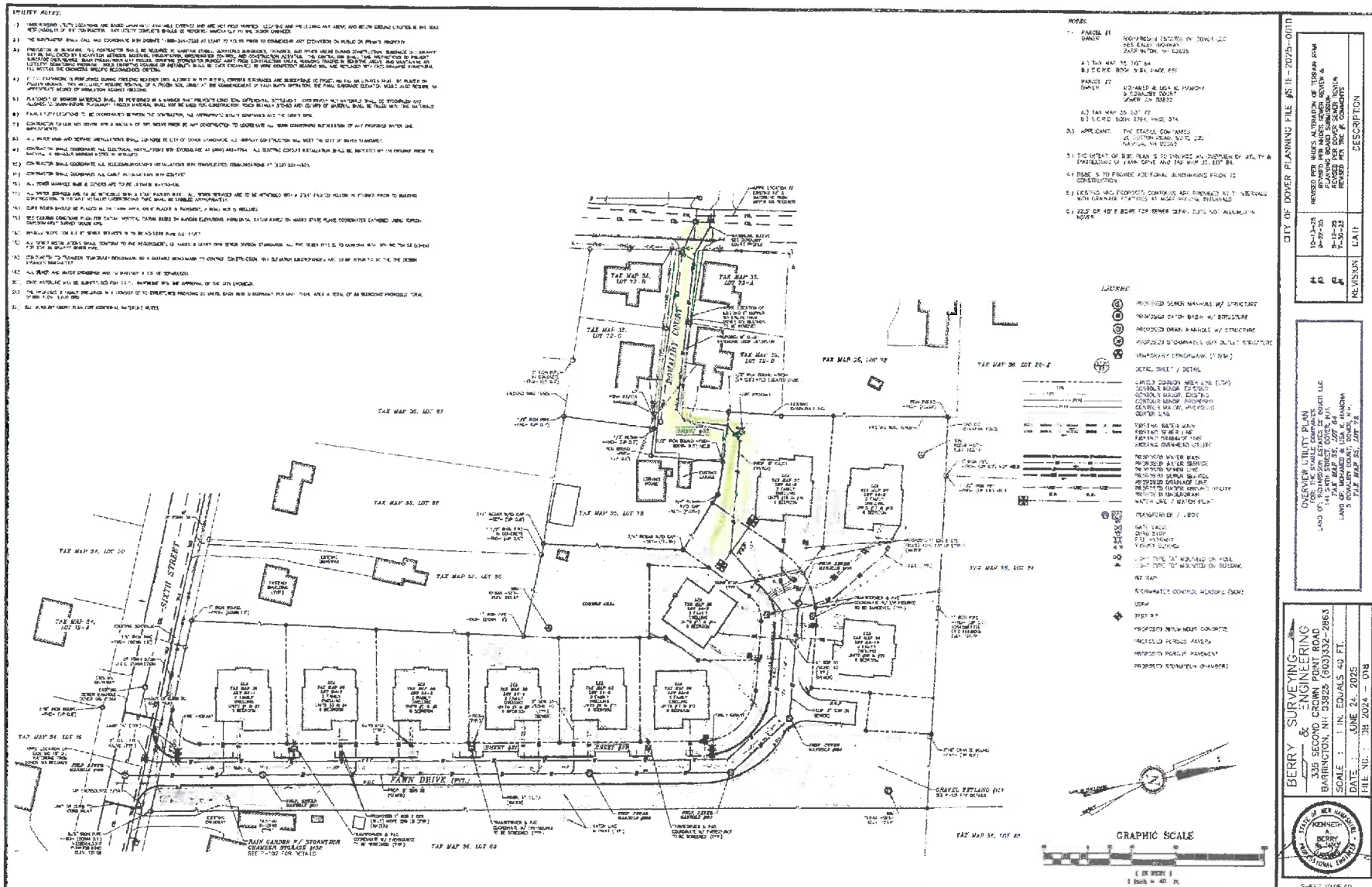


Exhibit B

Norman R. Gagnon Construction, LLC

126 Goodwin Road
Rollinsford, NH 03869
(603) 742-4317

TO: Stabile Homes at Sixth St LLC

DATE: 02/06/2026

PROJECT: Dowaliby Court Water Line Loop

Dowaliby Court Waterline

* Details:

1. 8" CLDI Waterline

- a. Supply and Install Approx 360' of 8" CLDI waterline
- b. Supply and install 1 fire hydrant.
- c. Install Sleeve with spacers
- d. Pressure test and chlorinate waterline
- e. Supply and install 1" copper water services to the edge of the right of way with curb stops for lots 72, 72C and 72D.

2. Cost Breakdown:

- a. Waterline Materials / Domestic Services - \$38,000.00
- b. Hydrant & Associated Fittings – 7,600.00
- c. Waterline / Temp Services Labor - \$84,000.00
- d. Trench / roadway patching – \$17,000.00
- e. Gravels/Sand – \$7,500.00
- f. Temp Water Materials – 3,500.00

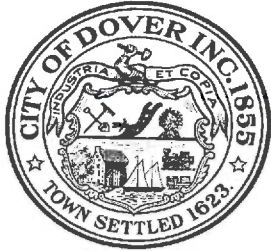
3. Additional notes:

- a. Traffic Control Not Included
- b. Structural fill: \$18.50/ton delivered and placed.
- c. Existing roadway base materials are assumed to be suitable for reuse.
- d. Work performed to remove and replace unsuitable materials to be performed as needed and billed hourly.
- e. All work to be performed in accordance with City of Dover standards and codes.
- f. Material pricing is subject to change.
- g. Additional work will only be performed with written approval from the owner or owner's representative.
- h. Portable toilet to be supplied by others.

4. Exclusions

- a. City or State permits, fees or inspections.
- b. Engineering fees or inspections.
- c. S.W.P.P.P. and related inspections.
- d. Concrete washout or dewatering pits / treatment
- e. Import of additional materials other than specified above
- f. Material or compaction testing
- g. Ledge Removal. Ledge is considered any rock over 2 cubic yards in size.
- h. As built Survey.
- i. Removal of hazardous material.

Exhibit C



City of Dover, NH

288 Central Avenue

Dover, NH 03820

ESTIMATION ONLY/INVESTMENT FEE INVOICE

DEPT: Water/Sewer Billing

DATE: 3/10/2026

TYPE: Water & Sewer Investment Fees

LOCATION: 141 Sixth Street

BP #: Not available.

For Billing Inquiries Dial (603) 516-6028

Rates change as of 7/1/2026

TO: STABLE HOMES AT SIXTH STREET LLC
20 COTTON RD STE 200
NASHUA NH 03063

ESTIMATE/NO BUILDING PERMIT FILED

DATE	DESCRIPTION	CHARGES	CREDITS	BALANCE
3/10/2026	Water Investment Fee 10 Duplexes - 3 bedrooms per living unit - \$4,338.00 each \$4,338.00 X 20 = \$86,760.00 Credit for previous 3 bedroom home - \$4,338.00	\$86,760.00	\$4,338.00	\$82,422.00
3/10/2026	Sewer Investment Fee 10 Duplexes - 3 bedrooms per living unit - \$3,352.50 each \$3,352.50 X 20 = \$67,050.00 Credit for previous 3 bedroom home - \$3,352.50	\$67,050.00	\$3,352.50	\$63,697.50

THE AMOUNT OF THIS INVOICE IS AN ESTIMATE AS THE INVESTMENT FEES ARE REVIEWED YEARLY AND COULD INCREASE OR DECREASE AS OF JULY 1ST. THE AMOUNT DUE IS AS OF THE DAY YOU PAY. PAYMENT OF THE WATER/SEWER INVESTMENT FEES IS REQUIRED PRIOR TO METERS BEING INSTALLED OR THE ISSUANCE OF AN OCCUPANCY PERMIT BY THE CITY OF DOVER. INVESTMENT FEES ARE CHARGED FOR NEW CONSTRUCTION, EXISTING RESIDENCES THAT HOOK UP TO WATER AND OR SEWER AND ALSO WHEN UNITS & BEDROOMS ARE ADDED TO RESIDENTIAL & COMMERCIAL PROPERTIES TO PAY FOR FUTURE WATER AND SEWER EXPANSION. **PLEASE NOTE: WHEN A COMMERCIAL SPACE IS BILLED/INVOICED AS UNSPECIFIED OFFICE SPACE. AS THE FUTURE USE IS NOT YET KNOWN, ADDITIONAL FEES MAY BE BILLED DEPENDING ON THE ACTUAL TYPE OF USE**

Please submit your payment to Water & Sewer Billing, 288 Central Avenue, Dover, NH 03820 in the office or via mail. **Check or money order only, no credit cards or cash please**

Balance Due

\$146,119.50

Exhibit D

Norman R. Gagnon Construction, LLC

126 Goodwin Road
Rollinsford, NH 03869
(603) 742-4317

TO: Eric Jackson

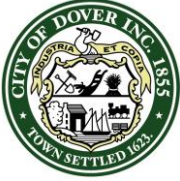
DATE: 4/23/26

PROJECT: Dowaliby Court Waterline Materials List

- 1 – 8" X 12" S.S. Tapping Sleeve – MJ
- 3 - 8" MJ Gate Valves
- 360' of 8" CLDI
- 12' – 6" CLDI
- 1 roll Polywrap
- 1 - Hydrant
- 1 – 6" MJ Gate Valve
- 1 – 8" x 6" Hydrant Tee
- 2 – 22 1/2" 8" MJ fitting
- 5 – 45" 8" MY fitting
- 10 – 2' x 2' x 2' precast concrete thrust blocks
- 4 – 36" bottom valve box section
- 4 – 36" top valve box section
- 4 – Valve box water covers
- 24 – 8" megalug gland kits w/ bolt packs & gaskets
- 5 – 6" megalug gland kits w/ bolt packs & gaskets
- 40' – 12" bluestripe DR11 – AWWA C906 w/ casing spacers
- 1 – Roll waterline burial tape
- 5 – 1" brass corps
- 5 – 1" brass curb stops
- 5 – Curb box w/ s/s rod
- 3 – 1" – 3/4" adaptor
- 100' – 1" k soft copper tubing
- 50' – 1" plastic CTS
- 2 – 1" cts stiffeners
- Temp Water Materials - TBD
- 275 yds pipe sand
- 200 tons 304.4 gravel.

Respectfully,
Ryan Gagnon
Norman R Gagnon Construction LLC
ryan@nrgagnon.com

Office: 603-742-4317
Cell: 603-234-6312



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2026.06.10 - 209**

Resolution Re: Authorization to Purchase Traffic Signal Equipment from Coastal Traffic, Inc utilizing State of NH Agreement

WHEREAS: The current GridSmart Traffic Signal System is past its end of life which will impact potential future repairs. Last year staff from Community Service, Information Technology Departments, and the Police Department conducted interviews for camera replacements. Staff also sought input from the City traffic signal consultant Sebago Technics; and

WHEREAS: The manufacturer for the city's traffic signal processor (McCain) recommended two other video detection manufacturers that work with their processor; MioVision and NoTraffic. The city met with representatives from GridSmart, MioVision and NoTraffic, and spoke with other municipalities (Portsmouth, Somersworth, Nashua, Concord, Manchester and Keene) on their experience with their video detection systems. As a result of the meetings and expert input, staff concluded the preferred system would be the MioVision System. The immediate need at the time was the Broadway and Oak Street unit and the MioVision System was procured and placed in this intersection. The MioVision system has been working well since installed; and

WHEREAS: In April 2026 the city received a quote for the MioVision System via Coastal Traffic Inc in the amount of \$112,650.00 for 5 intersection replacements throughout the city. This firm and equipment are select vendor of a Sourcwell contract at a price of 3% below MSRP and awarded by the State of NH via agreement 8003382 at an additional 10% below the Sourcwell pricing to provide the MioVision equipment; and

WHEREAS: Per Purchasing Code 5-29A, Exemptions to Formal Bidding: Purchases made through the State of New Hampshire, other governmental agencies, or cooperative buying groups. The purchasing agent may, with approval of the city manager, waive bidding procedures when purchasing can be accomplished through the State of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

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

The Purchasing Agent is hereby authorized to issue a purchase order to Coastal Traffic Inc in the amount of \$112,650.00 for the purchase of MioVision Traffic Signal Equipment in conjunction with the State of NH Contract 8003382 pricing. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

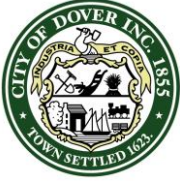
The amount of this authorization shall be limited so as not to exceed available funding.

Financing				
Account	Description	Appropriation	Balance	Charge
1009.1.300.43121.4730.00000.24	Streets Improvement o/t Buildings	66,401.72	35,503.98	35,503.98
1009.1.300.43121.4730.00000.25	Streets Improvement o/t Buildings	32,578.40	30,764.82	30,764.82
1000.1.300.43121.4730.00000.00	Streets Traffic Signals	200,000.00	179,220.00	46,381.20

R-2026.06.10 Authorization to Purchase Traffic Signal Equipment from Coastal Traffic, Inc via State of NH Agreement 8003382

Document Created by: Finance
Document Posted on: June 5, 2026

Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2026.06.10 - 209**
Resolution Re: Authorization to Purchase Traffic Signal Equipment from Coastal Traffic, Inc utilizing State of NH Agreement

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

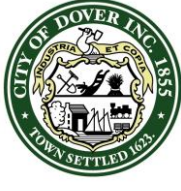
Recorded by: Jerrica Vanslyvong-Bizier
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.A.2. Resolution Number: R - 2026.06.10 - 209 Resolution Re: Authorization to Purchase Traffic Signal Equipment from Coastal Traffic, Inc utilizing State of NH Agreement
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RESOLUTION BACKGROUND MATERIAL:

The City had gone through interviews for camera replacements, specifically with vendors of GridSmart, Miovision, and NoTraffic. Updating the Gridsmart system was ruled out based on several factors - the company had been sold, causing issues with support and lead times, and there was a potential that the product may be discontinued entirely.

The differences between Miovision and NoTraffic primarily came down to detection method and cloud integration. Pricing was comparable at the time and both integrate with the controllers that are currently installed. The decision to go with Miovision over NoTraffic came down mostly to NoTraffic not being able to opt out of their cloud service. It was decided that the city did not want video being sent to an outside service.

Locations	Equipment by Coastal Traffic	Install by Electric Light	Total
Indian Brook Rd at Central Ave	25,482.00	3,600.00	29,082.00
Central Ave at Weeks Ln	21,192.00	2,400.00	23,592.00
Indian Brook Rd at Weeks Ln	23,592.00	3,600.00	27,192.00
New Rochester Rd/Central Ave at Hotel Rd	21,192.00	2,400.00	23,592.00
Durham Rd at Mast Rd	21,192.00	2,400.00	23,592.00
Miscellaneous Supplies		48.00	48.00
Total Project Cost	112,650.00	14,480.00	127,098.00

The City currently has an as needed agreement for traffic signal repair and maintenance with Electric Light for hourly rate of \$150.00, which was approved by the City Council via [R-2023.02.08-022](#)

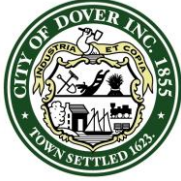
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	NA
Invitations Mailed:	NA	Number of Responses:	
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	ASAP
Recommended Award to:	Coastal Traffic Inc	Fund:	CS Streets
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed \$25,000.00 requiring Council approval

Document Created by: Finance Document Posted on: June 5, 2026	R-2026.06.10 Authorization to Purchase Traffic Signal Equipment from Coastal Traffic, Inc via State of NH Agreement 8003382 Page 3 of 3
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.06.10 - 210**

Resolution Re: B26070 Bulk Oil and Lubricant Products

WHEREAS: A sealed Request for Bid #B26070 was issued and received for various bulk oil and lubricant products on May 28, 2026 at 2:30 p.m. EST, and

WHEREAS: The City received three (3) bid replies which were reviewed for product specifications and ability to comply with required delivery needs, as well as cost; and

WHEREAS: It is the recommendation to accept proposals from all (3) bidders which were Dennison Lubricants, Inc., Lakeville, MA, Safety-Kleen Systems, Inc., Norwell, MA and Irving Oil Terminals Inc., Saint John, New Brunswick.

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 Dennison Lubricants, Inc., Safety-Kleen Systems, Inc., Irving Oil Terminals, Inc. for motor and bulk oil and lubricant products on an as needed basis, at varying per unit prices provided in conjunction with B26070. 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	FY27 Appropriation	Balance
xxxx.1.xxx.xxxxx.4895.xxxxx.xx	Fleet Maintenance - Cost of Sales	695,000	695,836

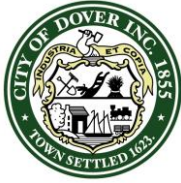
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.06.10 - 210**

Resolution Re: B26070 Bulk Oil and Lubricant Products

DOCUMENT HISTORY:

First Reading Date:

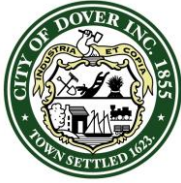
Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.06.10 - 210**

Resolution Re: B26070 Bulk Oil and Lubricant Products

RESOLUTION BACKGROUND MATERIAL:

The City purchases bulk oil and lubricant products on an as needed basis. Examples of items include varying types of vehicle oil, antifreeze, windshield washer fluid and power steering fluid.

Bid Information:

A Sealed Request for Proposal #B26070 was issued and received for bulk oil and lubricants was received on May 28, 2026 at 2:30 p.m.

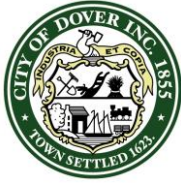
Award Information:

Purchase Order(s) will be issued to various vendors at lowest unit price(s) submitted in conjunction with Bid #B26070 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	no
Invitations emailed:	N/A	Number of Responses:	N/A
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One year	Estimated Delivery:	As Needed
Recommended Award to:	Dennison Lubricants, Inc. Safety-Kleen Systems, Inc. Irving Oil Terminals, Inc.	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase may exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B26070 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2026.06.10 - 211**
Resolution Re: B25036 Wastewater Treatment Facility (WWTF) Biosolids Disposal Services Authorization to Approve Tonnage Fees Increase– Resource Management Inc.

WHEREAS: A sealed Request for Proposal (RFP) #B25036 was requested and received for the Wastewater Treatment Facility (WWTF) Biosolids Disposal Services on March 27th, 2025 at 2:00 p.m.; and

WHEREAS: Three (3) bid responses, along with 3 no bid responses, were received and Resource Management Inc., Holderness, NH was awarded via [R-2025.04.09-55](#) for a period of one year starting on July 1, 2025 with the option to extend for two additional one-year terms subject to funding approval by the City Council, and

WHEREAS: On March 24, 2026, Resource Management Inc. notified the city that due to variables in the market, economic factors, and PFAS regulations, they are requesting an increase to their proposed Year 2 rate from \$166.22 per wet ton to \$182.84 per wet ton, which reflects an 10% increase for FY27; 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 Resource Management Inc., of Holderness, NH for biosolids disposal services at the WWTF at the rate of \$182.84 per wet ton. 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	FY 27 Appropriation	Balance
5320.1.300.43256.4421.00000	CS-Sewer - WWTP Waste Disposal	507,560.00	507,560.00

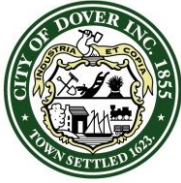
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vanslyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

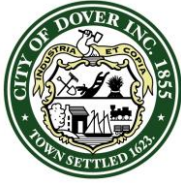
Resolution Number: **R – 2026.06.10 - 211**
Resolution Re: B25036 Wastewater Treatment Facility (WWTF) Biosolids
Disposal Services Authorization to Approve Tonnage Fees
Increase– Resource Management Inc.

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Shanahan		
Councilor S. April Richer, Ward 1		
Councilor Robert Warach, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Debra Hackett, Ward 4		
Councilor Fergus Cullen, Ward 6		
Councilor Linnea Nemeth, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2026.06.10 - 211**
Resolution Re: B25036 Wastewater Treatment Facility (WWTF) Biosolids Disposal Services Authorization to Approve Tonnage Fees Increase– Resource Management Inc.

RESOLUTION BACKGROUND MATERIAL:

The City requested sealed proposals for the transport and management of wastewater biosolids generated at the City's Wastewater Treatment Facility located at 484 Middle Road.

The City of Dover operates an activated sludge wastewater treatment facility with primary settling basins. The current annual average daily flow is 2.32 MGD. The dewatered sludge is a blend of primary and secondary (waste activated) sludge. Dewatering is accomplished with screw presses and the solids content of the dewatered sludge is expected to range from 25% ODS (oven-dried solids) to 33% ODS. Based on historical production and anticipated dewatering performance, total annual dewatered sludge production is expected to range from 2,500 wet tons to 3,500 wet tons.

RMI is currently the City's contractor for transportation and disposal. Whereby RMI had been transporting biosolids to Canada for landfill disposal, some limited re-use options have appeared that allows for biosolids to be blended with sand, compost, or other admixtures for limited, and permit-restricted use for revegetating certain areas.

Biosolids are a very unique problem – and NH is not well-poised to address them. In Maine, Casella is building a dryer at their Hawk Ridge Facility in Norridgewock. Maine is no longer accepting out-of-state biosolids. RMI remains a leader in finding beneficial re-use, and their competitors (Casella Organics and Syngaro) did not bid on our last RFP.

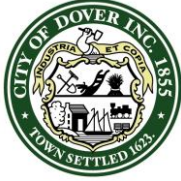
RMI primarily processes our material for a Class A compost product but will send trucks to Canada to landfill depending on how the processing facility is doing.

RMI noted our WWTP facility is a bit 'odd' by not accommodating a full-size, tractor-trailer receiving can/hauler. As such, they have to use smaller trucks & containers. Fuel pricing, regulatory uncertainty (e.g., PFAS in biosolids), tariffs, and other market factors are impacting the price of their service. RMI has represented that these unanticipated circumstances are forcing it to increase prices generally, but that RMI is offering Dover a lower price per wet ton than other communities given Dover's long history of working with RMI.

For comparison, the original bid results from March of 2025 contained a bid from Waste Management proposing \$182.00 per wet ton with subsequent years at a 5% escalation and a bid from Agresource at \$188.00 per wet ton with a price escalator up to \$205 per ton if they had to landfill our material.

Award Information:

A purchase order will be issued to Resource Management, Inc. to authorize future expenditures.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

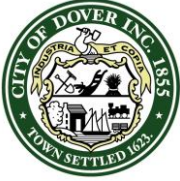
Agenda Item#: 13.A.4.

Resolution Number: **R – 2026.06.10 - 211**
Resolution Re: B25036 Wastewater Treatment Facility (WWTF) Biosolids Disposal Services Authorization to Approve Tonnage Fees Increase– Resource Management Inc.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	52	Number of Responses:	3
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One year (6/30/2026)	Estimated Delivery:	FY2025
Recommended Award to:	Resource Management, Inc.	Fund:	WWTP
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

[B25036 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2026.06.10 – 212**

Resolution Re: B26064 Landscaping for the Dover Public Library

WHEREAS: Sealed Bid #B26064 was requested and received for Landscaping for the Dover Public Library on May 18 2026 at 2:00 p.m., and

WHEREAS: The City of Dover, requested bids from contractors to perform landscaping services at the Dover Public Library, and

WHEREAS: The City received 3 submittals and the proposal most advantageous was received by York River Landscaping, York, Maine, in the amount of \$45,915.00; and

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to York River Landscaping, York, Maine, for rates and scope of work in conjunction with B26064, not to exceed \$45,915.00. 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
4025.1.390.45500.4725.01109.25	Building Improvements - Library	5,980,883.00	30,175.00	30,175.00
4023.1.190.41941.4725.01109.23	Building Improvement	19,399.25	8,282.00	8,282.00
8699.1.390.45500.4831.00000.00	Disbursement by Agent	263,704.43	108,790.53	\$7,458.00

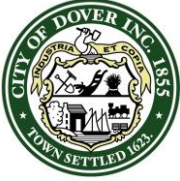
AUTHORIZATION

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.A.5.

Resolution Number: **R – 2026.06.10 – 212**

Resolution Re: B26064 Landscaping for the Dover Public Library

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

The Dover Public Library is in the final stages of a major renovation and addition to its 1905 building. The renovation involved disruption to existing flower and shrub garden beds as well as adding beds near our new back entrance. The Library is looking for specific beds to be planted with low maintenance perennial flowers and shrubs with an emphasis on native and pollinator species. Also included in the planting would be a weed barrier and mulch. Other areas would need weed barrier and crushed rock.

Garden Prep:

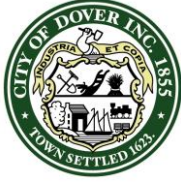
- Remove all existing soil a minimum of 24” deep around each tree or shrub
- Line planting area with a minimum of 3 mil. landscaping fabric
- Fill planting area with ¾” screen loam, with 25% compost mixed in

Plantings:

- All trees and shrubs should be planted to grower’s specifications

Stone drip edge:

- Excavate existing soil down 3” and 12” away from the building
- Place a minimum of 3 mil landscape fabric over existing soil
- Install ¾” crushed stone in the prepared areas

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.A.5. Resolution Number: R – 2026.06.10 – 212 Resolution Re: B26064 Landscaping for the Dover Public Library
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General:

- Adjacent parking area can be utilized with prior notice
 - 48 Hr. Notice will be needed for each parking spot

City personnel reviewed each proposal and although York River Landscaping was the highest cost, their proposal provided the most comprehensive plan and met all the requirements of the bid. In addition:

- Northeast Landcare submitted the lowest cost but the proposed planting list that did not meet the height requirements.
- Summit Landscape Construction LLC provided a competitive cost proposal but no explanation for the plantings and included materials for the wall construction that the city is supplying.

Bid Information:

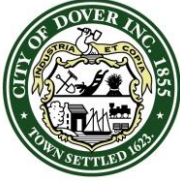
A sealed Request for Proposal #B26064 was issued on May 18, 2026 at 2:00 p.m. EST.

Award Information:

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

Type:	Purchase order	Advertised:	Yes
Invitations Mailed:	222	Number of Responses:	3
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	asap
Recommended Award to:	York River Landscaping	Fund:	CIP and Library Trust
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

[B26064 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2026.06.10 – 213**
Resolution Re: B26057 Specialized Municipal Legal Services

- WHEREAS: The City occasionally has the need to retain outside legal counsel on various types of matters; and
- WHEREAS: A sealed Bid #B26057 was requested and received for Specialized Municipal Legal Services, as needed, on May 7, 2026 at 2:00 p.m.; and
- WHEREAS: Two (2) firms responded with varying amounts of prior experience with the City, a wide spectrum of experience in municipal related legal issues, and varying rate structures for services rendered as needed. Rates are to hold for two (2) years unless otherwise noted beginning July 1, 2026; and
- WHEREAS: The vendors submitting proposal and deemed most advantageous to the City are:

Mitchell Municipal Group, PA	Laconia, NH
Drummond Woodsum & McMahon	Manchester, NH

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

The Purchasing Agent is hereby authorized to issue Purchase Orders to the above referenced vendors for as needed specialized municipal legal services at rates provided in conjunction with Bid #B26057. 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	FY 27 Appropriation	Balance
xxxx.1.xxx.xxxxx.4334.xxxxx.xx	Legal Services	225,000.00	225,000.00

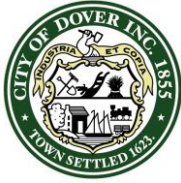
AUTHORIZATION

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.A.6.

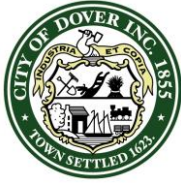
Resolution Number: **R – 2026.06.10 – 213**
Resolution Re: B26057 Specialized Municipal Legal Services

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2026.06.10 – 213**
Resolution Re: B26057 Specialized Municipal Legal Services

RESOLUTION BACKGROUND MATERIAL:

Day-to-day legal matters impacting, and or involving, the City are managed by the City Attorney. Historically, the City has utilized outside specialized legal services in the areas of Environmental Law, and Labor and Employment law. In addition, limited use of outside legal services occurs in general municipal law involving matters for which the City Attorney has a conflict of interest or in matters of importance requiring a second opinion or additional assistance. Two (2) vendors responded with varying amounts of prior experience with the City, a wide spectrum of experience in municipally related legal issues, and varying rate structures for services rendered as needed.

Bid Information:

A sealed Bid #B26057 was requested and received for Specialized Municipal Legal Services on May 7, 2026 at 2:00 p.m.

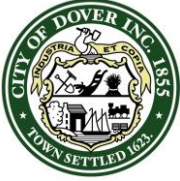
Award Information:

A purchase order(s) will be issued to the vendors selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	43	Number of Responses:	2
Warranty:	N/A	Terms:	Net 30
Work Bonded:	No	Contract:	Yes
Prices will hold for:	2 Years	Estimated Delivery:	As needed
Recommended Award to:	Firms as outlined in this resolution to be used on an as-needed basis.	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B26057 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2026.06.10 – 214**

Resolution Re: B25053 Municipal Facility Wiring – Nebi Park Pavilion

WHEREAS: A sealed Request for Proposal #B25053 was received April 15, 2025 at 2:30 p.m.; and

WHEREAS: The City requested proposals from qualified contractors to consult, design and install ethernet, fiber, composite and other telecommunications wiring; and provide additional wiring services as needed, for various projects for one year, with the option to renew annually for two additional years; and

WHEREAS: Four (4) bid responses were received and the lowest initial project costs and rates, and deemed the most advantageous, were submitted by D&D Electrical Contractors, Inc, Woburn, MA and was awarded via [R-2025.04.23-64](#); and

WHEREAS: On May 20, 2026, the City received a proposal from D&D Electrical Contractors for the installation of Fiber at Nebi Park Pavilion, at approved hourly rates per B25053, in the amount of \$32,788.00.

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

The Purchasing Agent is hereby authorized to issue a purchase order to D&D Electrical Contractors, LLC relative to the specifications and rates outlined in B25053, not to exceed \$32,788.00. 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
4023.1.350.45220.4715.05209.23	Land Improvement - Nebi Park	263,700.00	250,615.30	32,788.00

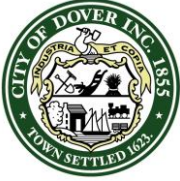
AUTHORIZATION

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 Vansylvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2026.06.10 – 214**

Resolution Re: B25053 Municipal Facility Wiring – Nebi Park Pavilion

DOCUMENT HISTORY:

First Reading Date:

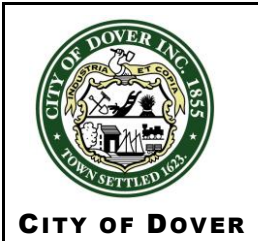
Public Hearing Date:

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#: 13.A.7.

Resolution Number: **R – 2026.06.10 – 214**

Resolution Re: B25053 Municipal Facility Wiring – Nebi Park Pavilion

RESOLUTION BACKGROUND MATERIAL:

Scope of Work:

1 – 12 Strand Armored Indoor / Outdoor Rated OM4 Multimode Fiber Installed from the River Street Pump House to the Electric Room of the New Pavilion (Lower Level)

- Includes (2) Rack Mount 1U Fiber Enclosures

- (2) LC 12 Pack Duplex Bulkheads

- Cable to be fusion spliced with LC type connectors on both ends, terminated tested and labeled

**Note this scope of work will require access to existing man holes from the pump house to the pavilion. DNET will provide all confined space equipment such as tripods, exhaust fans, gas meters and harnesses etc. but assumes the manholes will be pumped out if necessary by the city of Dover. This quote assumes there is an existing viable conduit path from building to building already in place. Installation of any new underground conduit, trenching etc. is not included.

1 – 12U Wall Mount Lockable Cabinet Installed in the Pavilion Electric Room

1 – Cat6 Cable Installed to Wireless Access Point in the Pavilion Ceiling Level 2

6 – Cat6 Cables Installed to CCTV Camera Locations in the Pavilion Ceiling Level 2

2 – Access Control Composite Cables Installed to Card Reader Doors in the Lower Level

2 – 18/2 Cables Installed to Bathroom Doors for Locks

All wiring from the Pavilion Electric Room to be Installed in EMT conduit, all conduit once it leaves the building on the exterior or in the ceilings of the upper level shall be painted black, and installed with rain tight fittings. EMT conduit to also be provided in the River street pump house to the server cabinet

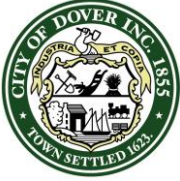
Bid Information:

A sealed Request for Proposal #B25053 was issued and received for Municipal Facility Wiring on April 15, 2025 @ 2:30 p.m.

Award Information:

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

[B25053 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2026.06.10 – 215**

Resolution Re: B25008B Municipal Security System – Nebi Park Pavilion

WHEREAS: A sealed Request for Proposal (RFP) #B25008B was issued for Municipal Security Systems for several city locations on September 17, 2024 with replies being received October 8, 2024 at 2:00p.m. Approval to award RFP to Allied Universal Technology was approved by City Council via resolution [R-2024.10.23-184](#); and

WHEREAS: It is desirable to provide security infrastructure for the newly built Nebi Park Pavilion, and the surrounding area, and the cameras purchased will allow for remote monitoring of the public space; and

WHEREAS: On May 19, 2026, the City received a proposal from Allied Universal to commission, install and provide installation support services for access control and video surveillance system at the Nebi Park Pavilion, with approved rates per B25008B, in the amount of \$32,324.34.

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

The Purchasing Agent is hereby authorized to issue a purchase order revision to Allied Universal Technology Services to increase the total cost amount of \$32,324.34. 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
4023.1.350.45220.4715.05209.23	Land Improvement - Nebi Park	263,700.00	250,615.30	32,324.34

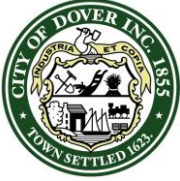
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2026.06.10 – 215**

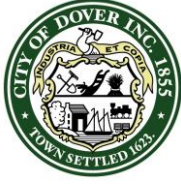
Resolution Re: B25008B Municipal Security System – Nebi Park Pavilion

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.A.8. Resolution Number: R – 2026.06.10 – 215 Resolution Re: B25008B Municipal Security System – Nebi Park Pavilion
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RESOLUTION BACKGROUND MATERIAL:

Allied Universal Technology Services (AUTS) will provide commissioning, programming, and limited installation support services for access control and video surveillance systems at the Waterfront Pavilion. based upon pricing established for City of Dover bid B25008B and is part of the Silver Service and Maintenance Agreement.

Access Control Scope

AUTS will provide services to configure and commission two (2) access-controlled doors located in the lower level spaces:

- IDF Room
- Mechanical Room

Scope includes:

- Utilizing client-provided Software House iSTAR Edge Access Control Panel (ACP) and associated power supply
- Provide and install fire rated electric strikes
- Programming of both door locations within the existing access control system
- Integration, testing, and validation of door operation (reader, lock hardware interface, surface mounted
- door position, and REX where applicable)
- System commissioning and final functional testing

Video Surveillance Scope

AUTS will provide installation support, programming, and commissioning for six (6) Hanwha Vision exterior cameras as follows:

Exterior Multi-Sensor Cameras (Qty: 3)

- Corner-mounted multi-sensor cameras positioned to view:
- Pavilion perimeter rear left side
- Pavilion perimeter rear right side
- Front (Street side wall mounted

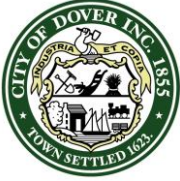
Exterior (Rated) Fisheye Cameras (Qty: 3)

- Installed within the pavilion structure to provide 360-degree coverage
- Mounted to maximize open-area visibility

Video System Services Include:

- Camera mounting and positioning coordination
- Remote Programming and configuration within the video management system located at the nearby
- Water Department sites NVR.
- Image calibration, field of view adjustment, and optimization
- System commissioning and operational testing

Document Created by: Purchasing Document Posted on: June 5, 2026	R-2026.06.10 B25008B Municipal Security Systems - Nebi Park Pavilion-1 Page 3 of 5
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2026.06.10 – 215**

Resolution Re: B25008B Municipal Security System – Nebi Park Pavilion

Custom Finishes

AUTS will **paint all camera housings and mounting hardware matte black** to meet esthetics

Requirements. Includes:

- Surface preparation
- Application of appropriate outdoor-rated coatings
- Additional labor and materials required for finishing

Client Responsibilities

The client will be responsible for:

- All low-voltage cabling (CAT6 or equivalent)
- All fire rated plywood mounted on the wall where the iStar ACP and Power Supply will be mounted
- All conduit and pathway infrastructure, including work boxes at the card reader door locations, stub-ups at the access control panel
- 110V power receptacle at ACP location
- All network/IT infrastructure, including:
- Network switches
- POE provisioning
- IP addressing and VLAN configuration
- Providing and staging of the iSTAR Edge ACP and power supply
- Providing safe site access and coordination for boom lift operation

Exclusions

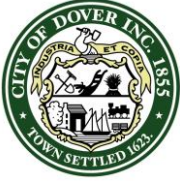
- Electrical (110V) power installation
- Conduit installation and core drilling
- Network configuration beyond coordination support
- Patch, paint (other than camera hardware), or surface restoration

Bid Information:

A sealed Request for Proposal #B25008B Re-Bid was issued and received for Municipal Security Systems on October 8, 2024 at 2:00 p.m.

Award Information:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

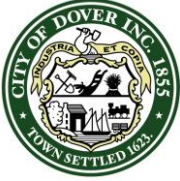
Resolution Number: **R – 2026.06.10 – 215**

Resolution Re: B25008B Municipal Security System – Nebi Park Pavilion

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	467	Number of Responses:	6
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	asap
Recommended Award to:	Allied Universal Technology Services	Fund:	CIP Waterfront
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

[B25008B Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.06.10 – 216**

Resolution Re: Approval of Non-Judicial Settlement Agreement and Seeking Judicial Approval to Expend Funds from the Guppy Trust in Support of Construction of a New Strafford County Warming Center

WHEREAS: A charitable trust was created by the 1917 will of Jeremy Belknap Guppy, which left real property in Rollinsford to the City of Dover, “to be occupied and used in such manner as the City may see fit” together with “the benefit, income and control of said property”; and

WHEREAS: By a 1956 judicial Decree recorded at Strafford County Registry of Deeds 669-347, the Superior Court decreed “[t]hat the primary intent of Jeremy Belknap Guppy was the care of the needy people of the City of Dover”, and further authorizing the sale of the subject Rollinsford property with “the proceeds from said sale or sales to be placed in a trust fund designated as the “Jeremy Belknap Guppy Trust” under the control and supervision of the Trustees of the Trust Funds of the City of Dover, to be invested by said Trustees in such securities and/or institutions as are on the legal list, and payments of income accruing or accrued to be made to the City of Dover only upon application by said City of Dover for the use and benefit of the needy people of the City of Dover.”; and

WHEREAS: In 2025 the subject Rollinsford property was sold to the highest bidder for \$510,000, with such sale proceeds placed in the “Jeremy Belknap Guppy Trust” as directed in the 1956 judicial Decree; and

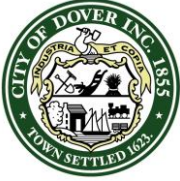
WHEREAS: Strafford County has proposed to build a homeless shelter on real estate in the City of Dover that is currently owned by the county. To fund the City of Dover’s portion of the construction costs, the City of Dover has proposed using in part the \$510,000 proceeds from the sale of the subject Rollinsford property currently in the “Jeremy Belknap Guppy Trust” (combined with other funds to create a total of \$1,698,878) to fund Dover’s portion of construction costs of said homeless shelter on the county’s land in the City of Dover; and

WHEREAS: To use the \$510,00 would require (1) entering into a nonjudicial settlement agreement (“NJSA”) with the New Hampshire Director of Charitable Trusts (who regulates all charitable trusts in the state), as well as (2) obtaining judicial approval of the use of funds, which would deviate from the 1956 judicial Decree but would align directly with the purposes of the trust.

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

Subject to concurrence from the City’s Trustees of the Trust Funds, the City Manager or designee is authorized to enter into an NJSA with the New Hampshire Director of Charitable Trusts in an effort to enable use of \$510,000 from the “Jeremy Belknap Guppy Trust” to help fund Strafford County’s shelter on county land in the City of Dover. The City Manager or designee is further authorized to petition the New Hampshire Circuit Court, commence a judicial proceeding, and do all things necessary to

R-2026.06.10 Approval of Non-Judicial Settlement Agreement and Seeking Judicial Approval to Expend Funds from the Guppy Trust in Support of Construction of a New Strafford County Warming Center



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.06.10 – 216**
Resolution Re: Approval of Non-Judicial Settlement Agreement and Seeking Judicial Approval to Expend Funds from the Guppy Trust in Support of Construction of a New Strafford County Warming Center

seek and obtain judicial authorization of the aforesaid use of the \$510,000 for Strafford County's proposed shelter.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

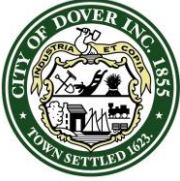
Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.06.10 – 216**

Resolution Re: Approval of Non-Judicial Settlement Agreement and Seeking Judicial Approval to Expend Funds from the Guppy Trust in Support of Construction of a New Strafford County Warming Center

RESOLUTION BACKGROUND MATERIAL:

Nonjudicial settlement agreements (“NJSA”) are authorized by RSA 564-B:1-111(d)(7) and, in many instances, allow a use of charitable funds without judicial approval. In this instance, however, deviating from the express terms of the 1956 judicial Decree, which envisions spending only income from the trust, would need judicial approval to ensure all interests are appropriately considered and protected. Thus, while the Director of Charitable Trusts has informally indicated support for the proposed use of the \$510,000, the City will need to go through the necessary approval processes, beginning with an NJSA and followed by a Court petition, which may entail publication of notices and filing of briefs or memoranda explaining how the use of the \$510,000 accords with the purpose of the trust itself. Attached is a draft of the NJSA (which includes a copy of the Guppy will, the 1956 judicial Decree, and this Council’s resolution authorizing sale of the Rollinsford property). Also attached is a draft Court petition.

This resolution advances City Council Goal #2, concerning quality of life and homelessness.

STATE OF NEW HAMPSHIRE

In Re: Will of Jeremy Belknap Guppy

Nonjudicial Settlement Agreement Pursuant to RSA 564-B:1-111

THIS AGREEMENT is entered by and between the City of Dover, the City of Dover Board of Trustee of Trust Funds, and the New Hampshire Director of Charitable Trusts, by and through duly authorized officials of each body/entity, and consent to as follows:

WHEREAS, a charitable trust was created in by the 1917 will of Jeremy Belknap Guppy, attached as Ex. __, which left real property in Rollinsford to the City of Dover, see Ex. __, (clause tenth, third tract labeled as 10/3 in the margin), “to be occupied and used in such manner as the City may see fit” together with “the benefit, income and control of said property”;

WHEREAS, by a 1956 judicial Decree recorded at Strafford County Registry of Deeds 669-347, attached as Ex. __, the Superior Court decreed “[t]hat the primary intent of Jeremy Belknap Guppy was the care of the needy people of the City of Dover”, and further authorizing the sale of the subject Rollinsford property with “the proceeds from said sale or sales to be placed in a trust fund designated as the “Jeremy Belknap Guppy Trust” under the control and supervision of the Trustees of the Trust Funds of the City of Dover, to be invested by said Trustees in such securities and/or institutions as are on the legal list, and payments of income accruing or accrued to be made to the City of Dover only upon application by said City of Dover for the use and benefit of the needy people of the City of Dover.”;

WHEREAS, in 2025 the subject Rollinsford property was sold to the highest bidder for \$510,000, as reflected in the City of Dover resolution attached as Exhibit __, with such sale proceeds placed in the Jeremy Belknap Guppy Trust” as directed in the 1956 judicial Decree;

WHEREAS, the County of Strafford has proposed to build a homeless shelter on real estate in the City of Dover that is currently owned by the County of Strafford. To fund the construction, the City of Dover has proposed using the \$510,000 proceeds from the sale of the subject Rollinsford property currently in the “Jeremy Belknap Guppy Trust” (combined with other funds to create a total of \$1,698,878) to fund construction of said homeless shelter on the County’s land in the City of Dover;

WHEREAS, the proposed use of the \$510,000 sale proceeds as described herein directly aligns with the decree purpose of the trust, but to use trust corpus would require modification of the 1956 judicial Decree, which only allows “payments of income accruing or accrued”, and not payments from the trust corpus.

WHEREAS, New Hampshire law provides the ability for parties to enter into nonjudicial settlement agreements for “the termination or modification of a trust.” *N.H. Rev. Stat. Ann.* §564-B:1-111(d)(7).

WHEREAS, the parties are, subject to obtaining judicial approval, entering into this nonjudicial settlement agreement in order to permit the use of the \$510,000 sale proceeds to fund the County’s construction of a homeless shelter in the City of Dover.

NOW THEREFORE, the City of Dover, the City of Dover Board of Trustee of Trust Funds, and the New Hampshire Director of Charitable Trusts hereby agree as follows:

Purpose of the Trust

1. The purpose of the Trust shall remain unchanged and continue to be for “the care of the needy people of the City of Dover”.

Expenditure of Trust Funds

2. A total of \$510,000 from the corpus of the “Jeremy Belknap Guppy Trust” may be expended to fund the construction of a homeless shelter located on real estate owned by the County of Strafford within the City of Dover.

Powers and Duties of the Trustees of the Trust Funds

3.1 The City of Dover Board of Trustees (Trustees) shall continue to manage the remaining trust funds in the “Jeremy Belknap Guppy Trust” pursuant to the 1956 judicial decree. For avoidance of doubt, there will be a balance of funds in the “Jeremy Belknap Guppy Trust” remaining after the expenditure of the \$510,000 discussed above, and such remaining balance of funds would, consistent with the 1956 Judicial Decree, “be invested by said Trustees in such securities and/or institutions as are on the legal list, and payments of income accruing or accrued to be made to the City of Dover only upon application by said City of Dover for the use and benefit of the needy people of the City of Dover.”

3.2 The Trustees shall maintain such records for the “Jeremy Belknap Guppy Trust” as will evidence the amounts received for deposit, the amounts disbursed and withdrawn, the total amount of trust funds held, and the location, description, and character of the investments of the Fund. Such books and records shall be open to the inspection of all persons in the City of Dover. *N.H. Rev. Stat. Ann.* §31:34. The Trustees shall properly file all requests required under State law, including those required to be filed with the Department of Revenue Administration (which may include the Department of Revenue Administration Form MS-9 and Form MS-10) and the Charitable Trusts Unit in the Office of the Attorney General, if any.

Miscellaneous

4.1 This Agreement shall be governed by the laws of the State of New Hampshire.

4.2 Should any provision of the “Jeremy Belknap Guppy Trust” and/or this Agreement be held to be unlawful, invalid, or unenforceable by a court of competent jurisdiction, such provision shall not affect the remaining provisions of the surviving document(s), but shall be fully severable, and the Fund and/ or Agreement shall be construed as if such unlawful, invalid, or unenforceable provision had never been included herein.

IN WITNESS WHEREFOR, the undersigned, duly authorized representatives of the identified parties to this Agreement hereby stipulate to the terms and conditions of same on this effective date as of _____, 2026.

CITY OF DOVER

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

CITY OF DOVER BOARD OF TRUSTEE OF THE TRUST FUND

_____ Dated: _____
[name]
[title]

NEW HAMPSHIRE DIRECTOR OF CHARITABLE TRUSTS

_____ Dated: _____
Mary Ann Dempsey

Exhibits to NJSA

①

I, Jeremy Belknap Guppy of Dover, in the County of Strofford and State of New Hampshire do make and declare this to be my last will and Testament disposing of my property in manner following.

First:- I direct my executors to pay my just debts and funeral expenses as soon after my decease as may be.

Second:- I give to my nephews Charles T. Henderson and William C. Henderson both of said Dover and to my niece Delia A. H. Neal of Walden, Massachusetts, the sum of five thousand (5000) dollars each.

Third:- I give to my grandniece Maria J. Robinson of South Berwick, Maine, my grand nephews John P. Guppy of said South Berwick, Eddie V. G. Henderson of Amsterdam, N.Y., John F. Neal of Boston, Massachusetts and to Sarah F. Henderson, widow of John Henderson deceased of Catskill, N.Y. the sum of two thousand (2000) dollars each.

Fourth:- I give to Abram P. Place of said Dover the sum of five hundred (500) dollars.

Fifth:- I give to Sarah W. Stoughton and Henrietta Guppy both of Rollinsford, New Hampshire and to

Sarah J. Sargent of Chelsea, Massachusetts
the sum of three hundred (300)
dollars each.

Sixth:- I give to the City of Dorchester
the sum of two thousand (2000)
dollars, in trust, the income only
therefrom to be used annually, to
aid the worthy poor of that city.

Seventh:- I give to the City of Dorchester
the sum of five thousand (5000)
dollars to be used towards the construction
of a public swimming pool
or for the purpose of maintaining a
public swimming pool, upon the
condition that the construction of such a pool
be commenced within two years from
the time of my death; and in case the
construction of such a pool is not
commenced within two years
of my death said sum of five
thousand (5000) dollars shall become
a part of the residuum of my estate.

Eighth:- I give to the City of Dorchester the sum
of four hundred (400) dollars, in trust,
the income therefrom to be used for the
purpose of righting, repairing and
cleaning grave stones in Pine
Hill Cemetery in said Dorchester.

It is my wish that this income be
expended on burial lots, for the care
of which there is no other provision.

Ninth:- I give, bequeath and

devise unto the City of Dover a certain
 tract of land situate on the westerly
 side of Portland Street in said Dover
 bounded and described as follows:-
 viz:- beginning on the westerly side
 of Portland Street at a stone marked
 "P." set in the wall at the line fence
 between my field and pasture
 and thence running westerly by
 the line fence between my field
 and pasture to the Boston and Maine
 Railroad property; thence running
 southerly by the Boston and Maine
 Railroad property a distance of
 four hundred and fifty eight and
 forty nine one hundredths feet to a
 stone post, thence running easterly
 to a stone post at Portland Street,
 said post being marked with a
 letter "P."; thence running northerly
 by Portland Street to the point begun
 at, the same being a tract of land
 containing about thirteen acres,
 upon the express condition that
 this tract of land shall be forever
 used as a public park by said
 city of Dover.

Park

Tenth

Trust:- I give, bequeath and devise
 unto the County of Strofford in said
 State of New Hampshire, in trust, upon
 the conditions hereinafter set forth,
 the following described tracts of

10/1

land - the first tract of land is situated on the westerly side of Portland Street in said Dover and is bounded and described as follows viz: - beginning at the intersection of the westerly side line of Portland Street with the southerly side line of Oak Street and running westerly by Oak Street to land of William Brown, thence running southerly by said Browns land to land of the Boston and Maine Railroad; thence running by said Railroad land to land herein before given the City of Dover for Park purposes; thence running easterly by said land given said City for Park purposes to Portland Street; thence running northerly by said Portland Street to the point begun at. The above described tract of land contains about fifteen

10/2

acres. One other tract of land situated in Rollinsford in said County and State of New Hampshire, bounded and described as follows, viz: - beginning at the intersection of the northerly side line of Oak Street with the easterly side line of Portland Street and running *thence easterly by Portland Street to land now or formerly of Michael McCone; thence northerly by

* corrected to east x Fresh Creek Rd. see deed C819/39, City of Dover to McQuade Rity. see Rollinsford tx mp 3/Lot 22

McCormie's land to land of Sarah A. Wiggins; thence westerly by said Wiggins land to Portland Street; Thence southerly by Portland Street to the point begun at. This tract of land contains about eighteen acres. One other tract of land situated in said Hollinsford on the northerly side of the Fresh Creek Road bounded and described as follows viz: - beginning at the southeasterly corner of land of Albert F. R. Elliott and running thence easterly by said road to land of George H. Graton; Thence southerly by land of said Graton to land of Frank Swain; Thence westerly by land of said Swain and land of James McLean; Thence southerly by land of McCormie and land of said Elliott to the point begun at. Said tract of land contains sixteen acres, more or less.

One other tract of land situated in said Dorris on the road leading out of Dorris City and commonly called the Island Road opposite the road leading to the Ezra Hays place; said tract of land contains sixteen acres more or less.

One other tract of land situate in said Dorris on the westerly side of Portland Street bounded as follows: - beginning at a stone post marked

"P." and running westerly to a stone post at land of the Boston and Maine Railroad; thence running southerly by land of the Boston and Maine Railroad to Forrest Street; thence easterly by Forrest Street to land formerly of one McKernan; thence southerly by said McKernan's land, land of Patrick McKernan, land of Arina Ross, land of Laurence Connolly, land of James McKernan and land of James Quinn heirs to land of Laurence Connolly; thence easterly by said Connolly land to the rear line of the house lots on Hancock Street; thence by said rear line of said house lots on Hancock Street to Portland Street; thence northerly by Portland Street to the point begun at. This tract of land contains nine and thirty six one hundredths acres, more or less. One other tract of land situated in said Dorr on the easterly side of Portland Street, bounded as follows viz: beginning at the intersection of the southerly side line of Oak Street with the easterly side line of Portland Street and running thence southerly by Portland Street to Granite Street, thence easterly by Granite Street

to land of Thomas Mason; Thence northerly by land of said Mason, thence Easterly by said Mason's land, land of one McKay, land of heirs of George Colbath and land of the Wainward Land Company to Oak Street, thence southerly by Oak Street to the point begun at. Said tract of land contains twenty four acres, more or less, and includes the homestead house of the said Jeremy Belknap Guppy.

I also give to the County of Stafford upon the conditions hereinafter set forth all my farming tools, carpenter tools, harnesses, sleighs, robes, blankets, sleds, pungs, carts, wheels, machinery of all kinds and all household furniture not hereinafter disposed of which are found upon the above described property or in the buildings thereon.

The conditions upon which the devise and gifts contained in this section of my will are made are that the property herein devised and given shall be held in trust by said County and shall be used as a house for protestants of good character who are descended from American ancestors and who are unable through misfortune or old age to earn their own living for whose support the said County is responsible, and upon the further condition that my homestead house shall be main-

tained in substantially the same condition that it is now in and shall be kept in good repair. (8)

In case said County of Stafford shall fail to accept the above devices and gifts upon the conditions herein contained within two years of the time of the appointment of administration upon my estate, I give be-
queath and devise all of the property mentioned in this clause of my will to the said City of Dorset, the same to be held in trust and to be occupied and used in such manner as the city may see fit, meaning hereby to give said City the benefit, income and control of said property. I request that my homestead house be maintained in the condition in which it now is.

Eleventh:- I give to the Wentworth Home for the Aged, a corporation situated in said Dorset, the sum of Twenty Thousand (20,000) dollars, said sum of Twenty Thousand (20,000) dollars to be used for the purpose of building an addition to the present building of said corporation or for the purpose of constructing another building for the accommodation of elderly people, and for the purpose

of equipping and furnishing such addition or building. This bequest to the Wentworth House for the Aged is made upon the express condition that all of said sum of Twenty Thousand (20,000) dollars and the accumulations thereon which shall not be used for the objects above set forth within six (6) years from the time of my decease, shall upon the expiration of six (6) years from the time of my decease revert to and become a part of my residuary estate, and shall be conveyed and delivered to my executors to be distributed in accordance with the provisions of the residuary clause in my will.

Twelfth:- I give, bequeath and devise to the Hays Hospital a corporation situated in said Dorset and existing by virtue of the laws of the State of New Hampshire and to its successors and assigns the three two tenement houses numbered one and two, three and four, five and six together with the lots on which they are located on Hancock Street in said Dorset, in trust, the income therefrom to be used towards the support of a free bed in said Hospital.

Thirteenth:- I give to the New Hampshire Society for Prevention of Cruelty to Animals the sum of two thousand (2000) dollars, in trust, the income only therefrom to be used for the relief of suffering animals.

Fourteenth:- I give to the Dorr Fireman's Relief Association of said Dorr the sum of one thousand (1000) dollars, in trust, the income only therefrom to be used for the benefit of disabled firemen of that city.

Fifteenth:- I give my wearing apparel to the New Hampshire Home Missionary Society.

Sixteenth:- I give my two watches to my Executors hereinafter named and direct that they shall give them to two young men whom they consider worthy and who are working their way through life.

Seventeenth:- I give to the Wentworth Home for the Aged my spy glass, my field glasses and all of my ~~carries and request that they be~~ retained in said home. I also give to the Wentworth Home for the Aged the Portraits of my brothers, Joseph D. Guppy and Joshua J. Guppy and of myself and request that

(11)

they be placed on the walls within said House.

Eighteenth:- I give to the New Hampshire Genealogical Society which was incorporated in New Hampshire on February 24, 1903 any or all of my articles of furniture, crockery and antiques which said Society may desire.

Nineteenth:- I give to the Dorset Public Library any or all of my books which they may desire.

Twentieth:- All the rest, residue and remainder of my property of every name and nature wherever found I give, bequeath and devise in equal shares to the Wentworth Home for the Aged, the Dorset Childrens Home and to The Hoys Hospital, to them and their successors and assigns, in trust, the income therefrom to be used in such manner as said respective legacies see fit.

I direct my said executors to erect at my grave a stone of the same kind and design as those erected at the graves of my brothers in Pine Hill Cemetery in said Dorset.

I appoint John F. Neal of Boston, Massachusetts and Dwight Hall

was well.

12

I revoke all former wills by me made.

In witness whereof I have hereunto set my hand and seal this eighteenth day of April A. D. 1914

Jeremy Belknap Guppy

Signed, sealed, published and declared by the above named Jeremy Belknap Guppy as and for his last will and testament in the presence of us who at his request and in his presence and in the presence of each other have subscribed our names as witnesses hereto

Gilman H. Twombly
Frank B. Bliss
Dwight Hall

THE STATE OF NEW HAMPSHIRE.

STRAFFORD, SS.—At a ^{special} Court of Probate holden at Somersworth in said County, on the twenty fourth ~~Tuesday~~ day of March A. D., 1917.
The foregoing instrument purporting to be the last Will in writing of Jeremy Belknap Guppy late of Dover in said County, deceased, having been presented for probate in common form by John F. Neal and Dwight Hall the Executors therein named

and Dwight Hall one of the subscribing witnesses thereto, having made oath before said Court, that he saw the said testator sign and seal said instrument;—that at the time of so doing the said testator was of the age of twenty-one years and of sound mind; and that the said Dwight Hall with Frank B. Bliss and Gilman H. Twombly (all credible witnesses,) attested and subscribed said instrument together in the presence and at the request of the said testator. I do therefore approve and allow the same, and do DECREE that said instrument is duly proved and allowed in this Court in common form, as the last will in writing of said Jeremy Belknap Guppy deceased.

Christopher H. Cook Judge of Probate.

Rollinsford, New Hampshire and is

THE STATE OF NEW HAMPSHIRE

Strafford, ss.

Superior Court

September Term 1956

City of Dover

vs.

Director of Charitable Trusts
Wentworth Home for the Aged
Dover Children's Home
Wentworth-Dover City Hospital
and
Whom it May Concern

DECREE

Upon consideration of the petition to deviate from the provisions of the Will of Jeremy Belknap Guppy in the above-entitled matter, and the evidence offered in support thereof, it is hereby

ORDERED, ADJUDGED AND DECREED:

(a) That the primary intent of Jeremy Belknap Guppy was the care of the needy people of the City of Dover.

(b) That the City of Dover, a municipal corporation situate in the County of Strafford in The State of New Hampshire, trustee u/w of Jeremy Belknap Guppy, is authorized and empowered to deviate from the terms of said will and sell, at public auction or private sale, such real estate as will not be needed by said City of Dover in the foreseeable future, and to execute, acknowledge and deliver, by its Mayor, such instrument or instruments as necessary to convey legal title to such real estate as is sold, the proceeds from said sale or sales to be placed in a trust fund designated as "Jeremy Belknap Guppy Trust" and under the control and supervision of the Trustees of the Trust Funds of the City of Dover, to be invested by said Trustees in such securities and/or institutions as are on the legal list, and payments of income accruing or accrued to be made to the City of Dover only upon application by said City of Dover for the use and benefit of the needy people of the City of Dover.

Dated this 19th day of November, 1956.

Harold E. Messott

Presiding Justice

Certified to be a true copy.

ATTEST: Frederick A. Gage Clerk.

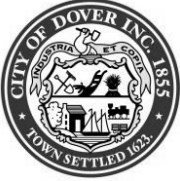
RECEIVED 2:30 P.M. Nov. 21, 1956

EXAMINED BY John Morison Register

CLERK

PAGE

669
347



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R - 2025.09.24 - 45**

Resolution Re: B26009 Disposal of City of Dover Owned Real-Estate Map
3 Lot 9 Rollinsford NH

WHEREAS: A sealed Request for Bid #B26009 was issued and received for the Disposal of City of Dover Owned Real-estate Map 3 Lot 9 Rollinsford NH on September 15, 2025 at 2:00 p.m; and

WHEREAS: The bid request listed city owned property for sale in Rollinsford Map 3 Lot 9. Pursuant to City Ordinance Chapter 29 Article I 29-6 Disposing of City Owned Real-estate, the city Manager has evaluated the offers and is recommending dispose of this real-estate to the highest bidder. Bidders were requested to provide a cost offer and intended use of the property along with a 10% bid deposit. The selected bidder will also pay other costs associated with the closing and as well as reimbursement of the survey conducted earlier this summer; and

WHEREAS: Five bid responses were received and reviewed for conformity to the bid requirements and the offer deemed most advantageous came from the highest bidder, Acclivity Growth LLC of Greenland NH in the bid amount of \$510,000; and

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

Pursuant to City Ordinance Chapter 29 Article I 29-6 Disposing of City Owned Real-estate, requests have been received and the recommendation is for City Council to vote to sell Rollinsford Map 3 Lot 9 to the highest bidder, Acclivity Growth LLC in the amount of \$510,000 plus survey and closing costs.

AND FURTHER BE IT RESOLVED THAT:

The proceeds from the sale of this parcel of land to be placed in the Jeremy Belknap Guppey Trust (8703).

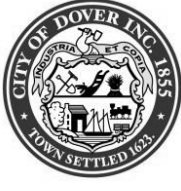
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.B.6. Resolution Number: R - 2025.09.24 - 45 Resolution Re: B26009 Disposal of City of Dover Owned Real-Estate Map 3 Lot 9 Rollinsford NH
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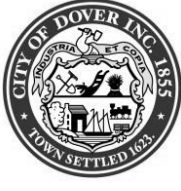
DOCUMENT HISTORY:

First Reading Date: 9/24/2025	Public Hearing Date: n/a
Approved Date: 9/24/2025	Effective Date: 9/24/2025

DOCUMENT ACTIONS:

**Deputy Mayor Shanahan moved to approve the resolution, seconded by Councilor Hackett.
Roll Call Vote: 6-0.**

VOTING RECORD		
Date of Vote: 9/24/2025	YES	NO
Mayor Robert Carrier	X	
Deputy Mayor Dennis Shanahan	X	
Councilor S. April Richer, Ward 1	X	
Councilor Robert Warach, Ward 2	Absent	
Councilor Anthony Retrosi, Ward 3	X	
Councilor Debra Hackett, Ward 4	X	
Councilor Fergus Cullen, Ward 6	X	
Councilor Linnea Nemeth, At Large	Absent	
Councilor Lindsey Williams, At Large	Absent	
Total Votes:	6	
Resolution does pass.		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.B.6. Resolution Number: R - 2025.09.24 - 45 Resolution Re: B26009 Disposal of City of Dover Owned Real-Estate Map 3 Lot 9 Rollinsford NH
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RESOLUTION BACKGROUND MATERIAL:

The City of Dover Ordinance Chapter 79-6 outlines the process for disposal of City owned property. City Council approved via Resolution R-2022.04.13-083, to solicit offers from abutters and/or bid out for sale Map 3 Lot 9, Old Mill Lane Rollinsford NH. Upon receiving a letter of interest to purchase this real-estate, a request for bids was solicited to abutters in conjunction with the solicitation being sent via constant contact to all interested.

The Jeremy Belknap Guppy Trust (8703) was established through a bequest of Mr. Guppy as prescribed in his will. The purpose of the trust is to aid the worthy poor of the City and benefit of the needy people of the City. In Mr. Guppy's will he also bequeathed certain tracts of land. One of those tracts of land is the parcel identified in this resolution to be sold. In accordance with Mr. Guppy's will, and as confirmed by the NH Department of Justice Charitable Trust Division, the proceeds from the sale of the parcel of land is to be placed in the Jeremy Belknap Guppy Trust (8703). The proceeds to be used for the established purpose of the trust. In prior discussions with the NH Department of Justice Charitable Trust Division, it was acknowledged that the City could use these proceeds for affordable housing with Court consent.

Staff recommends conveying the property and applying the proceeds towards a future permeant shelter/warming center for housing-challenged people. This would meet the existing purpose of the Guppy Trust, aid the worthy poor and benefit the needy people of the City.

Purchasing Information:

Type:	NA	Advertised:	Yes
Invitations Emailed:	1338	Number of Responses:	5
Warranty:	Quit Claim Deed	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	5 weeks
Recommended Award to:	Acclivity Growth LLC Greenland NH	Fund:	
Other Approvals Required:	NA	References Checked:	NA
Previously Worked for City:	NA	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

B26009 Bid Documents

Document Created by: Finance Document Posted on: September 25, 2025	R-2025.09.24 B26009 Disposal of City of Dover Owned Realestate Map 3 Lot 9 Rollinsford NH Page 3 of 3
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STATE OF NEW HAMPSHIRE

STRAFFORD

7th CIRCUIT COURT,
PROBATE DIVISION
[REDACTED] TERM, 2026]

DOCKET NO. _____

In Re: Will of Jeremy Belknap Guppy

(“Jeremy Belknap Guppy Trust”)

PETITION FOR APPROVAL OF NONJUDICIAL SETTLEMENT AGREEMENT

NOW COME THE CITY OF DOVER and CITY OF DOVER BOARD OF TRUSTEES OF THE TRUST FUND (collectively City), by and through their undersigned counsel, and respectfully request that this Honorable Court approve the attached Nonjudicial Settlement Agreement for the “Jeremy Belknap Guppy Trust” arising out of the Will of Jeremy Belknap Guppy, as construed by this Court in a 1956 Decree. In support thereof, the City states as follows:

1. RSA 564-B:1-111(e) states: “Any interested person may request the court to approve a nonjudicial settlement agreement, to determine whether the representation as provided in article 3 was adequate, and to determine whether the agreement contains terms and conditions the court could have properly approved.”
2. Attached as Exhibit 1 is a fully executed Nonjudicial Settlement Agreement that is the subject of this petition.
3. By way of background, a charitable trust was created in by the 1917 will of Jeremy Belknap Guppy, attached as Ex. ___ to Ex. 1, 2014, which left real property in Rollinsford to the City of Dover, see Ex. ___ to Ex. 1, (clause tenth, third tract labeled as 10/3 in the margin), “to be occupied and used in such manner as the City may see fit” together with “the benefit, income and control of said property”.
4. By a 1956 judicial Decree recorded at Strafford County Registry of Deeds 669-347, attached as Ex. ___ to Ex. 1, the Superior Court decreed “[t]hat the primary intent of Jeremy Belknap Guppy was the care of the needy people of the City of Dover”, and further authorizing the sale of the subject Rollinsford property with “the proceeds from said sale or sales to be placed in a trust fund designated as the “Jeremy Belknap Guppy Trust” under the control and supervision of the Trustees of the Trust Funds of the City of Dover, to be invested by said Trustees in such securities and/or institutions as are on the legal list, and payments of income accruing or accrued to be made to the City of Dover only upon application by said City of Dover for the use and benefit of the needy people of the City of Dover.”
5. In 2025, the subject Rollinsford property was sold to the highest bidder for \$510,000, as reflected in the City of Dover resolution attached as Exhibit ___ to Ex. 1, with such sale proceeds placed in the Jeremy Belknap Guppy Trust” as directed in the 1956 judicial Decree.

6. The County of Strafford has proposed to build a homeless shelter on real estate in the City of Dover that is currently owned by the County of Strafford. To fund the construction, the City of Dover has proposed using the \$510,000 proceeds from the sale of the subject Rollinsford property currently in the “Jeremy Belknap Guppy Trust” (combined with other funds procured by the County from other sources to create a total of \$1,698,878) to fund construction of said homeless shelter on the County’s land in the City of Dover.
7. The proposed use of the \$510,000 sale proceeds as described herein directly aligns with the decree purpose of the trust, but to use trust corpus would require modification of the 1956 judicial Decree, which only allows “payments of income accruing or accrued”, and not payments from the trust corpus.
8. For avoidance of doubt, there will be a balance of funds in the “Jeremy Belknap Guppy Trust” remaining after the expenditure of the \$510,000 discussed above, and such remaining balance of funds would, consistent with the 1956 Judicial Decree, “be invested by said Trustees in such securities and/or institutions as are on the legal list, and payments of income accruing or accrued to be made to the City of Dover only upon application by said City of Dover for the use and benefit of the needy people of the City of Dover.”
9. As shown in Exhibit 1, the interested parties have entered into a Nonjudicial Settlement Agreement, subject to this Court’s approval, with the following signatories:
 - a. J. Michael Joyal, Jr., City of Dover, 288 Central Ave., Dover, NH 03820;
 - b. _____ [trustees signatory]
 - c. New Hampshire Director of Charitable Trusts, Mary Ann Dempsey, NH-DOJ, 1 Granite Place South, Concord, NH 03301.

NOW THEREFORE, the City respectfully request that this Honorable Court:

- A. Grant the Petition and the relief requested and approve the Nonjudicial Settlement Agreement attached as Exhibit 1;
- B. Grant such further relief as the Court deems just, equitable, and proper.

Respectfully submitted,

CITY OF DOVER

**CITY OF DOVER BOARD OF TRUSTEES OF THE
TRUST FUNDS**

Dated: _____, 2026

By: _____

Joshua M. Wyatt, Esquire

N.H. Bar No. 18603

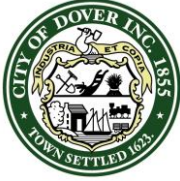
City Attorney
Office of the City Attorney
288 Central Avenue
Dover, NH 03820
603-516-6520
j.wyatt@doover.nh.gov

Certification

The undersigned certifies that a copy of the foregoing has been served by U.S. mail, postage prepaid, a copy of this Petition to all interested parties listed in paragraph 8 above.

Date: _____, 2026

Joshua Wyatt, Esquire



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2026.06.10 – 217**

Resolution Re: **B26045 HVAC Preventive Maintenance & Repair Services**

WHEREAS: A sealed Request for Proposal #B26045 was issued and received, with a mandatory pre-bid meeting held on April 13, 2026, for Heating, Ventilation and Air Conditioning (HVAC) Preventive Maintenance and Repair Services on April 30, 2026 for a one-year agreement, effective July 1, 2026 with the option of two (2) one year renewals which shall not exceed Boston CPI; and

WHEREAS: The City received Three (3) proposals and the offer deemed most advantageous came from Siemens Industry, Inc. of Scarborough, ME with an annual fee amount of \$156,678.00; and

WHEREAS: Siemens Industry, Inc., who has been the City's provider for this service for many years, is offering to continue their annual preventive maintenance program in the amount of \$156,678.00; and

WHEREAS: It is the recommendation to accept the proposal submitted by Siemens Industry, Inc. of Scarborough, ME in the total bid amount of \$156,678.00.

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

The Purchasing Agent is hereby authorized to issue a purchase order to Siemens Industry, Inc. of Scarborough, ME for HVAC Preventive Maintenance and Repair Services in the total amount not to exceed \$156,678.00, and for as-needed preventative and repair services at hourly rates provided in conjunction with bid #B26045. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance	Charge
1000.1.300.43180.4431.00000.00	F&G - Maint. Chrgs-Blg	152,978.00	152,978.00	145,078.00
1000.1.210.42170.4433.00000.00	Police-Maint. Chrgs-Equip.	28,550.00	28,550.00	11,600.00

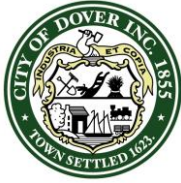
AUTHORIZATION

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 – 2026.06.10 – 217**
Resolution Re: **B26045 HVAC Preventive Maintenance & Repair Services**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

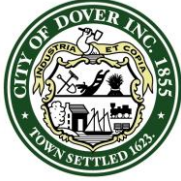
The City of Dover requested proposals from qualified vendors to service and maintain Heating, Ventilation and Air Conditioning (HVAC) equipment at various locations in the City and to provide all required equipment, materials, tools, labor and supervision. The Request for Proposal (RFP) requested the total annual cost for preventive maintenance, as well as hourly labor rates and parts' discounts for materials and product.

The proposal deemed most advantageous to the City was submitted by Siemens Industry, Inc. for an annual preventive maintenance program in the amount of \$156,678.00. The hourly rates for as-needed and as requested repair services are as follows.

Hourly rate, 8 a.m. – 4 p.m., Weekday
Mechanic - \$165.00/Hour

Weekday after hours and Saturdays
Mechanic - \$247.50/Hour

Sundays and Holidays
Mechanic - \$247.50/Hour



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2026.06.10 – 217**

Resolution Re: B26045 HVAC Preventive Maintenance & Repair Services

The Director of Community Services, along with the City's Facilities Project Manager, thoroughly reviewed the proposals and agreed to proceed with a recommendation to award to Siemens Industry, Inc. Siemens Industry, Inc. has been the City's service provider the previous five years and the City has been satisfied with their work.

Bid Information:

A sealed Request for Proposal #B26045 was issued and received for HVAC Preventive Maintenance and Repair Services on April 30, 2026 at 2:00 p.m.

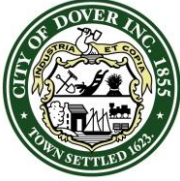
Award Information:

A purchase order will be issued to Siemens Industry, Inc. to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	146	Number of Responses:	3
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	One Year	Estimated Delivery:	N/A
Recommended Award to:	Siemens Industry, Inc.	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B26045 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2026.06.10 – 218**

Resolution Re: Amendment of FY2027 Schedule of Fees for Certain Parking Rates and Fees

WHEREAS: The City adopted the FY2027 City of Dover Schedule of Fees on April 1, 2026, and;

WHEREAS: The Parking Commission voted on April 22, 2026 to amend Parking Permit Zones, adding Chestnut Street, and Washington Street; as presented in background section of this resolution, and;

WHEREAS: The City Council regulates parking rates and permit fees, and;

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

The City Council authorizes changes to the Police Department Section of the approved FY2027 Schedule of Fees – Parking Meter Rates, Parking Monthly Permit Fees, and Parking Other Rates/Fees as noted in the Resolution Background Material section of this resolution.

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

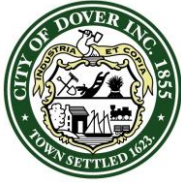
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vanslyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2026.06.10 – 218**
Resolution Re: Amendment of FY2027 Schedule of Fees for Certain Parking Rates and Fees

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

The Parking Commission voted on April 22, 2026 to amend Parking Permit Zones, adding Chestnut Street, and Washington Street.

PARKING PERMITS

Amend 141-52. Schedule M: Parking Permits Zones

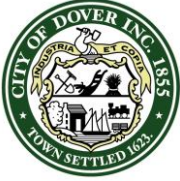
Add:

Chestnut Street – both sides, two-hour limit parking areas as designated by 141-49.B, from the intersection with Third Street, northerly to the intersection with Sixth Street.

Rate for above permits: \$35/Month

Washington Street – northerly side, from the intersection with Chestnut Street, westerly to the intersection with Green Street.

Rate for above permits: \$20/Month



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2026.06.10 – 219**

Resolution Re: Appropriation of DBIDA Land Sale Proceeds for Cultural Infrastructure Projects and Authorization of Payment for Light Up Dover to Communitively, Inc.

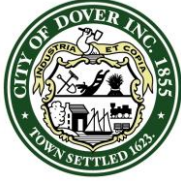
- WHEREAS: The Dover Business & Industrial Development Authority (DBIDA), in accordance with RSA 162-G, manages Enterprise Park to include sale of available parcels of property for commercial and/or industrial development; and
- WHEREAS: Over the past three and half years DBIDA has sold three parcels of property in Enterprise Park resulting net sale proceeds of \$743,025.00; and
- WHEREAS: On April 1, 2025 DBIDA adopted their Strategic Intentions FY2026 – FY2029, which included goals to provide a variety of resources that will support existing Dover businesses or attract new businesses to Dover, and identify and implement effective strategies for communicating with target audiences to promote Dover's business community to a general public audience consisting of Dover residents, visitors, and tourism industry partners, and
- WHEREAS: On June 2, 2026 DBIDA unanimously endorsed utilizing Enterprise Park property sale proceeds to fund \$125,000.00 in downtown cultural infrastructure projects, and request that City Council appropriate said funding for the projects identified in the background section of this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following amounts of funding are hereby appropriated for the purposes and projects identified in the background section of this resolution:

Appropriation Authorization:		
Account	Description	Appropriation
5650.1.450.46520.4730.00000.00.000.000.700	Improvements Other Than Buildings	65,000.00
5650.1.450.46520.4835.00000.00.000.000.800	DBIDA - Grants/Subsidy	60,000.00
	Total Appropriation	125,000.00

AND, FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The City Manager or designee is authorized to negotiate, finalize, and enter into an agreement with Light Up Dover and their fiscal agent Communitively, Inc. for the downtown light up Dover project on terms acceptable to all parties, including the terms outlined in the background section of this resolution. The Purchasing Agent is hereby authorized to issue a purchase order for the City's purchase of materials and contribution of funding, in an amount not to exceed \$60,000.00.

Financing				
Account	Description	Appropriation	Balance	Charge
5650.1.450.46520.4835.00000.00.000.000.800	DBIDA - Grants/Subsidy	60,000.00	60,000.00	60,000.00

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.4.	
Resolution Number: R – 2026.06.10 – 219 Resolution Re: Appropriation of DBIDA Land Sale Proceeds for Cultural Infrastructure Projects and Authorization of Payment for Light Up Dover to Communitively, Inc.		

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

AUTHORIZATION

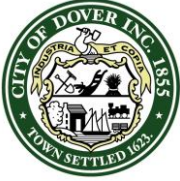
Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by: Mayor Dennis Shanahan By Request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney	
Recorded by:	Jerrica Vanslyvong- Bizier City Clerk	

DOCUMENT HISTORY:

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

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2026.06.10 – 219**

Resolution Re: Appropriation of DBIDA Land Sale Proceeds for Cultural Infrastructure Projects and Authorization of Payment for Light Up Dover to Communitively, Inc.

RESOLUTION BACKGROUND MATERIAL:

DBIDA's intent is to make a coordinated package of investments in downtown placemaking and cultural infrastructure - the spaces, platforms, and systems that support artistic creation, cultural consumption, and social engagement. These investments will activate public spaces, attract visitors, and create a cohesive downtown experience that will support economic activity in Dover. Targeting the downtown allows us to maximize the community and business benefits of these investments by supporting a larger number of individual businesses.

The \$125,000.00 appropriation requested in this resolution is for the following purposes:

1. \$60,000.00 for Dover Arts Commission sculpture base program
2. \$60,000.00 for Light Up Dover project
3. \$ 5,000.00 for Fish Ladder Park

The individual projects included in this proposal, which are still under development for final details, meet the following goals from Dover's master plan:

2020 Culture and Recreation Chapter

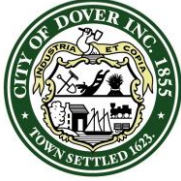
Integrate art, culture, and recreation into everyday public spaces
Use creative and innovative methods to engage residents and visitors
Support the creative economy and placemaking downtown
Leverage technology to connect people with place

2023 Vision Chapter

We are a city with emerging urban vibrancy
We have an attractive, thriving downtown, connected to a lively waterfront
Known as a destination for visitors, businesses, and community events
Support, attract, and expand business opportunities that foster community well-being
Outstanding cultural activities for all ages

The Dover Arts Commission sculpture program is conceived as an opportunity to install a series of sculpture bases that allow for commission, rental, or acquisition of rotating sculpture exhibits. Establishing specific bases and locations improve the efficiency of art installation by giving artists a clear and predictable set of installation criteria to accommodate in their design. Consistent base design also makes the sculptures interchangeable and allows the Arts Commission to plan for the rotation and curation of pieces that will continue to generate public interest and attention beyond the initial installation.

Light Up Dover is a volunteer community group that took over responsibility for planning Dover's holiday lighting in 2025, with Dover non-profit Communitively, Inc. acting as their fiscal agent/sponsor. The group has already made a significant investment in placement of lights throughout the downtown, and professionalization of the lighting installation simultaneously eliminated liability concerns associated with volunteer labor and improved the cohesiveness of the lighting design and installation. The City has already

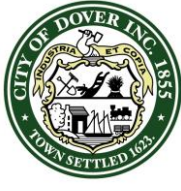
 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.B.4. Resolution Number: R – 2026.06.10 – 219 Resolution Re: Appropriation of DBIDA Land Sale Proceeds for Cultural Infrastructure Projects and Authorization of Payment for Light Up Dover to Communitively, Inc.
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received feedback that the first phase of lights contributed significantly to the attractiveness of the downtown and encouraged many people to spend time shopping locally for the holidays.

The Light Up Dover funds would allow the group to purchase additional inventory to expand the lighting installation to additional locations in the downtown, and to make permanent or semi-permanent improvements to the lighting placements and electrical access that will improve efficiency and safety of installation and reduce long-term costs. The City's investment will strengthen an effort that already has strong volunteer and community backing, and which up until now has primarily been supported through private donations. Cost estimates from Light Up Dover exceed the \$60,000 figure requested, but the group is confident in their ability to fundraise to cover the gap based on results of their success in 2025.

The Fish Ladder Park project funding is for the City's Community Services department to contract with a crane service to lay in place a granite block and old gear to complete the fit out of Fish Ladder Park. The City of Dover owns Central Falls Dam in downtown Dover, originally built for powering the mills. The City had to replace a failing brick and granite wall on the southern shore of the Cochecho River located directly along Fish Ladder Park and replace it with a new retaining wall structure. The old wall was determined to be in danger of failure. The wall that was replaced is approximately 160 feet long with heights varying from 15 feet to over 40 feet. During this project an old gear was found during excavation. The concept was to have the old gear cleaned up, and using one of the granite blocks from the former wall, to put the gear on display at Fish Ladder Park along with a short historical narrative.

Document Created by: Finance Department Document Posted on: June 5, 2026	R-2026.06.10 Appropriation of DBIDA Land Sale Proceeds for Cultural Infrastructure Projects and Authorization of Payment for Light Up Dover to Communitively, Inc. Page 4 of 4
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 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2026.06.10 – 3 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 48 Schedule I: No Parking at Any Time 49 Schedule J: Limited-Time Parking 52 Schedule M: Business Parking Permit Zones
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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend the City’s Vehicles and Traffic Ordinance by approving and codifying recommended changes from the Parking Commission, as described in the background section of this ordinance.

2. AMENDMENT

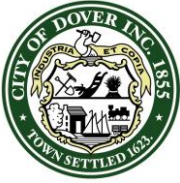
Chapter 141, entitled “Vehicles and Traffic”, is hereby amended by revising Section 48, “Schedule I: No Parking at Any Time” as follows:

a. THE FOLLOWING ARE AMENDED:

§ 141-48. Schedule I: No Parking at Any Time.

In accordance with the provisions of § 141-17, it shall be unlawful for the owner of any vehicle or any persons having custody or control of any vehicle to park it or permit it to be parked in the following locations within the City of Dover, and any vehicle found to be in violation of the aforementioned provisions may be towed by the direction of the Police Department and the expense of such towing borne by the owner of the vehicle:

Street or Location	Side or Area	Location/Date(s) If Applicable
Abbey Lane	Southerly	From the intersection with Rutland Street easterly to the end of said Abbey Lane
Abbott Street	Southerly	From the intersection with Central Avenue westerly to the intersection with Mount Vernon Street
Academy Street	Both	Northerly for a distance of 100 feet starting at the intersection of Church Street
Adelle Drive	Southerly	Southerly side from the westerly outside edge (as posted) and including both sides of the traffic circle, easterly to the end of the road including the turnaround area; between December 1 and April 1



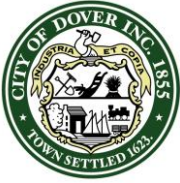
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Alumni Drive	Both	From the intersection with Bellamy Road easterly to the intersection of Durham Road
Angle Street	Northerly	From Academy Street to Central Avenue
Arch Street	Both	From the intersection with Silver Street northerly to the intersection of West Concord Street
Ash Street	Southerly	From intersection with Central Avenue westerly to the parking lot entrance in the rear of No. 678 Central Avenue
Atkinson Street	Easterly	From the intersection with Washington Street southerly to the intersection with Silver Street
Ayers Lane	Both	Entire length
Baker Street	Southerly	From the intersection of East Concord Street easterly for a distance of 300 feet
Baker Street	Northerly	From the intersection with East Concord Street, easterly to the intersection with Broadway, between December 1 and April 1
Belknap Street	Easterly	From the intersection with Silver Street, southerly to the intersection with Fisher Street, between December 1 and April 1
Belknap Street	Easterly	From the intersection with Washington Street to the intersection with St. Thomas Street
Belknap Street	Westerly	From the intersection with Silver Street northerly to the intersection with Washington Street, between December 1 and April 1



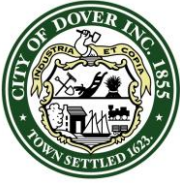
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Bellamy Road	Easterly	From Alumni Drive southerly for a distance of 440 feet
Bellamy Road	Easterly	From the intersection with Cataract Avenue southerly to Alumni Drive
Bellamy Road	Westerly	From the Bellamy River Bridge southerly to 200 feet beyond Lisa Beth Drive
Boyle Street	Northerly	From Court street Easterly for a distance of 200 feet
Brick Road	Northerly	From the intersection of Central Avenue easterly for a distance of 100 feet
Broadway	Easterly	From the PSNH Pole No. 114/25 (a point across from Florence Street) northerly to the intersection with Oak Street
Canney Lane	Northerly	Entire length
Central Avenue	Both	From the intersection with Back River Road easterly to the intersection with Stark Avenue
Central Avenue	Easterly	From the intersection with Ham Street northerly for a distance of 35 feet
Central Avenue	Easterly	From the intersection with Pierce Street northerly to the driveway of 547 Central Avenue (formerly Seacoast Savings Bank)
Central Avenue	Easterly	From the intersection with Indian Brook Drive southerly to the PSNH pole number 1/71
Central Avenue	Easterly	From the intersection with South Pine Street Southerly to the PSNH pole number 1/147



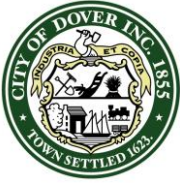
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Central Avenue	Easterly	From the PS Pole No. 1/1305 to the island of PS Pole No. 1/130A
Central Avenue	Easterly	From the south property line of 633 Central Avenue to the driveway of 655 Central Avenue
Central Avenue	Easterly	From the southerly driveway of 189 Central Avenue northerly to the intersection with George Street
Central Avenue	Easterly	From Washington Street north for a distance of 320 feet.
Central Avenue	Westerly	From Church Street to Silver Street, except during Sunday Religious Services at the First Parish Church
Central Avenue	Westerly	From the driveway to 146 Central Avenue southerly to a point 30 feet south of intersection with Trakey Street
Central Avenue	Westerly	From the intersection with Indian Brook Drive southerly to the intersection with Reservoir Street
Chapel Street	Both	From the intersection with Portland Avenue westerly to St. John Street
Chapel Street	Northerly	From the intersection with Main Street easterly to St. John Street
Charles Street	Northerly	From Central Avenue easterly for a distance of 150 feet
Charles Street	Southerly	From Central Avenue easterly for a distance of 240 feet
Charles Street	Southerly	From Mill Street westerly for a distance of 70 feet



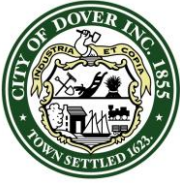
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Chestnut Street	Both	From the intersection with Washington Street southerly to the intersection with St. Thomas Street
Chestnut Street	Easterly	From the intersection with Washington Street northerly to the intersection with Third Street
Chestnut Street	Westerly	From the intersection with Washington Street northerly to the intersection with Orchard Street
Chestnut Street	Westerly	From the intersection with First Street northerly to the intersection with Third Street
Chestnut Street	Westerly	From the intersection with Fourth Street northerly for 50 feet
Church Street	Northerly	From the intersection with Central Avenue westerly to the intersection with Locust Street, except for school buses and parents picking up or discharging students or during church services at the First Parish Congregational Church. When both student pick-up/discharge and church services occur at the same time, school buses alone shall take precedence
Clifford Street	Northerly	From the intersection with Towle Avenue easterly for a distance of 30 feet
Cochecho Street	Southeasterly	Southeasterly side from the intersection with Portland Avenue, northeasterly 200' to across from the City of Dover pumping station, 20 Cochecho Street, between December 1 and April 1
Court Street	Northerly	From Central Avenue to Boyle Street



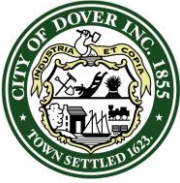
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Court Street	Northerly	From the intersection with Union Street easterly for a distance of 110 feet
Court Street	Southerly	From the intersection with Central Avenue to the intersection with Union Street
Court Street	Southerly	From South Pine Street westerly for a distance of 100 feet
Cushing Street	Easterly	The entire length, between December 1 and April 1
Dover Street	Northerly	From the easterly corner of the property at 18-20 Dover Street, westerly for a distance of 135 feet, from 7:00 a.m. to 5:00 p.m. Monday through Friday
Durham Road	Both	From the intersection of Back River Road to the intersection of Mast Road
Durrell Street	Northerly and westerly	The entire length from St. John's Street to Winter Street
East Watson Street	Both	From the intersection with Central Avenue easterly to the intersection with South Watson Lane
Elm Street	Westerly	From the intersection with Silver Street, southerly to the intersection with Fisher Street, between December 1 and April 1
Emerald Lane	Interior of circle	Even-numbered side, on the interior of the circle between 92 Emerald Lane and 216 Emerald Lane
Essex Street	Southwesterly	From the intersection with Portland Avenue northwesterly to the dead end, between December 1 and April 1



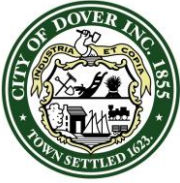
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Everett Street	Westerly	From the intersection with Baker Street, southerly to the intersection with Ham Street, between December 1 and April 1
Ezra's Way	Easterly	Entire length
Fern Court	Westerly	From the intersection with Folsom Street, northerly, and then westerly to the dead end
Fifth Street	Northerly	From the intersection with Central Avenue westerly to Chestnut Street,
Fifth Street	Northerly	From the intersection with Chestnut Street westerly to the intersection with Tammany Park, between December 1 and April 1
Fifth Street		
First Street	Northerly	From the westerly driveway of 1 First Street easterly to the intersection with Central Avenue
Folsom Street	Southerly	The entire length, between December 1 and April 1
Forest Street	Northwesterly	The entire length, between December 1 and April 1
Fourth Street	Southerly	From the intersection with Chestnut Street westerly to the intersection with Grove Street, between December 1 and April 1



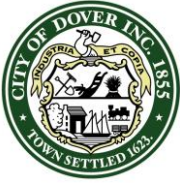
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Fourth Street	Southerly	From the intersection with Chestnut Street westerly for a distance of 100 feet
Fourth Street	Southerly	From the intersection with Chestnut Street easterly to Public Service Pole No. 53/1A
Fourth Street	Southerly	From the Cochecho River bridge easterly to the intersection of Frances Drive, a distance of 250 feet
Freeman Court	Northerly	Entire length; between December 1 and April 1
Gage Street	Northerly	Entire length
Gage Street	Southerly	From the intersection with New Rochester Road easterly for a distance of forty (40) feet
Garrison Road	Southerly	From the intersection with Shadow Drive easterly to the intersection with Meridian Drive
George Street	Northwesterly	From the intersection with Sonnett Street to the intersection with Henry Law Avenue, except where individual parking spaces are marked by the City
George Street	Southeasterly	From the northeast corner of the property line of 233 Central Avenue northeasterly to the intersection with Sonnett Street
Greenfield Drive	Northerly	From the intersection with Garrison Road easterly to the northwest corner of Greenfield Drive traffic circle



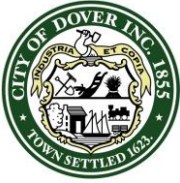
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Grove Street	Easterly side	Easterly side (odd numbered) from the intersection with Sixth Street, northerly to the intersection with Hough Street; between December 1 and April 1
Grove Street	Westerly side	Westerly side (even numbered) from the intersection with Hough Street, northerly to the intersection with Ash Street; between December 1 and April 1
Ham Street	Northerly	From Central Avenue to Park Street
Hampshire Circle	Northerly	From the southerly intersection with Whittier Street continuing around on that side of Hampshire Circle to the northerly intersection with Whittier Street
Hamilton Street	Northerly	From the intersection with Elm Street, westerly to the intersection with Belknap Street, between December 1 and April 1
Hancock Street	Southwesterly	The entire length, between December 1 and April 1
Hanson Street	Both	Entire length
Henry Law Avenue	Easterly	From the Maglaras Park entrance road to Browning Drive
Henry Law Avenue	Westerly	From the intersection of Browning Drive northerly for a distance of 75 feet
Henry Law Avenue	Westerly	From the intersection of George Street southerly to a point directly across from Towne Drive



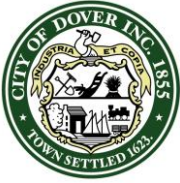
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Henry Law Avenue	Westerly	From the intersection with Williams Street southerly to the intersection with George Street
High Ridge Drive	Southerly	From the intersection with Floral Avenue easterly to the dead end, between December 1 and April 1
Horne Street	Westerly	From the intersection with Glencrest Avenue southerly to the driveway of 68 Horne Street
~~Industrial Park Drive~~	~~Easterly then southerly (inside of curve)~~	~~From the westernmost driveway from 89 Industrial Park Drive (Eversource Pole No. 305/12B) northerly, then easterly to the driveway of 115 Industrial Park Drive (Eversource Pole No. 305/15BS), from November 1 to April 1~~
Ivan's Lane	North	Entire length
Kirkland Street	Southerly	
~~Laura Lane~~	~~Easterly~~	~~From the intersection with Long Hill Road, northerly to the end of the street to include the parking pad at the end of the road~~
~~Laura Lane~~	~~Westerly~~	~~From the driveway of 18 Laura Lane, northerly to the end of the road~~
Lexington Street	Easterly	The entire length, between December 1 and April 1
Lincoln Street	Southerly	From the intersection with Chestnut Street, westerly to the intersection with Grove Street, between December 1 and April 1



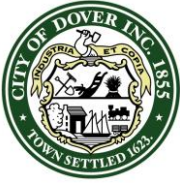
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Lisa Beth Drive		
Locust Street	Easterly	From the intersection with Silver Street southerly to the intersection with Central Avenue
Locust Street	Easterly	From the intersection with St. Thomas Street southerly to the intersection with Silver Street
Long Hill Road	Both	From the intersection with New Rochester Road (Route 108) westerly to the intersection with Old Rochester Road (Route 16B)
Main Street	Easterly	From the intersection with Washington Street northerly to the intersection with Chapel Street
Maple Street	Easterly	Easterly side (odd numbered) from the intersection with Sixth Street, northerly to the intersection with Ash Street; between December 1 and April 1
Mechanic Street	Both	From intersection of School Street northerly to the intersection of Chapel Street
Mill Street	Both	From a point 370 feet from Central Avenue easterly for a distance of 700 feet
Mineral Park Drive	Northerly	From the intersection with Washington Street to the intersection with Pleasant View Circle
Morin Street	Both	From the intersection with Central Avenue, westerly to PSNH Pole No. 1/ 18B



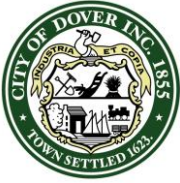
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Mt. Vernon Street	Easterly	From the intersection with Milk Street northerly to the intersection with Hough Street; between December 1 and April 1
Nantucket	Easterly	Easterly side from the intersection with Henry Law Avenue to the end and including the turnaround area, between December 1 and April 1
Nelson Street	Southerly	From the intersection with Atkinson Street westerly to the intersection with Belknap Street
Nelson Street	Southerly	From the intersection with Locust Street westerly to the intersection with Atkinson Street, between December 1 and April 1
New York Street	Both	From the intersection with Broadway to the intersection with East Street
New York Street	Southerly	From the intersection with Central Avenue easterly to the driveway between 25 and 27 New York Street; between December 1 and April 1
Northway Circle	Easterly	Northerly to the end, to include the turnaround area as posted; between December 1 and April 1
Northway Circle	Southerly	From the intersection with Plaza Drive easterly to the intersection with Princeton Way; between December 1 and April 1
Old English Village Road	Southerly	From the intersection with Central Avenue easterly to the Rollinsford Town Line



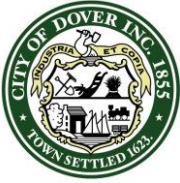
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Old Garrison Road	Both	Along the entire 510 foot frontage of Tax Map J, Lot 10-6, owned by State of New Hampshire Fish and Game Department
Old Rollinsford Road	Both	From the intersection with Central Avenue to the Wentworth Douglass Hospital
Orchard Street	Both	From the intersection with Central Avenue westerly to the intersection with Chestnut Street
Orchard Street Lot service road	Both	Entire length from its intersection with Orchard Street northerly, then westerly to its exit to Orchard Street Lot
Overlook Drive	Westerly	Entire length
Park Street	Easterly	From the intersection with Ham Street, northerly to the intersection with Hill Street
Park Street Park Parking Lot		No parking during the hours of 8:30 p.m. to 7:00 a.m. during the period of April 1 through September 30 and during the hours of 7:00 p.m. to 7:00 a.m. during the period of October 1 through March 31
Paul Street	Easterly	From the intersection with Henry Law Avenue, to the intersection with Wallingford Street
Pierce Street	Both	Entire length
Plaza Drive	Easterly	From the intersection with Glenwood Avenue northerly to the intersection with Northway Circle
Plaza Drive	Easterly	From the intersection with Northway Circle, northerly to the end of the Street, between December 1 and April 1



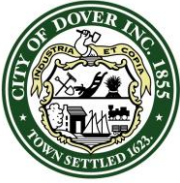
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Pleasant View Circle	Westerly	From the intersection with Washington Street northerly to the intersection with Whittier Street
Portland Avenue	Easterly	From the north boundary of 161 Portland Avenue southerly to the north boundary of 149 Portland Avenue
Portland Avenue	Northerly	From PSNH pole 119/3A to the entrance of the Portland Avenue Parking Lot
Portland Avenue	Northerly	From the intersection with Chapel Street to the entrance with Portland Avenue parking lot
Portland Avenue	Southerly	The intersection with Chapel Street easterly and westerly for a distance of 100 feet
Portland Avenue	Westerly	From the intersection of Oak Street southerly for a distance of 600 feet
Preble Street	Southerly	From the intersection with Central Avenue easterly then southerly along the westerly side to the intersection with Pierce Street
Quaker Lane	Westerly	Entire length
Richmond Street	Westerly	Entire length
River Street	Easterly	From the intersection with Henry Law Avenue northerly for a distance of 130 feet
River Street	Westerly	From the intersection with Henry Law northerly to Washington Street



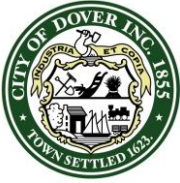
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Rogers Street	Southwesterly	The entire length, between December 1 and April 1
Rogers Street	Westerly	From the intersection with Cochecho Street northerly for a distance of 400 feet
Roosevelt Avenue	Northerly	From the driveway of 15 Roosevelt Avenue, westerly to the intersection with Horne Street
Royer Lane	Both	Entire length
Sandpiper Drive	Southerly	From the intersection with Watson Road to the cul-de-sac
School Street	Southerly	From the westerly entrance to the School Street Parking Lot easterly to the intersection with Mechanic Street
Shaw's Lane	Easterly	Entire length from Garrison Road to Tideview Drive
Silver Street	North	From the intersection with Central Avenue westerly to the intersection with Knox Marsh Road
Silver Street	South	From the intersection with Central Avenue westerly to the intersection with Knox Marsh Road
Smith Well Road	Westerly	From Glenwood Avenue to Barry Street
Sonnet Street	Both	From the intersection with George Street easterly to the intersection with Hanson Street
South Pine Street	North	From the intersection with Central Avenue easterly and northerly to the intersection with Court Street



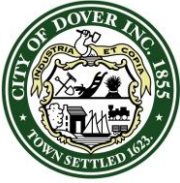
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2026.06.10 – 3**
 Ordinance Title: Vehicles and Traffic
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South Pine Street	Southerly	From the intersection with Central Avenue easterly and northerly to the intersection with Court Street excluding the area between public service pole 150/4 easterly to public service pole 150/7A
Spring Street	Northerly	From Central Avenue to Locust Street
Spruce Lane Park	All	All parking within this park, between December 1 and April 1
St. John Street	Easterly	From the intersection with Broadway southerly to the intersection with Chapel Street
St. Thomas Street	Both	From the intersection with Chestnut Street westerly to the property line between 25 and 33 St. Thomas Street except for vehicles whose driver or passenger is conducting business at the NH Circuit Court between the hours of 8 am and 5 pm, Monday through Friday
St. Thomas Street	Southerly	The angled spaces between the McConnell Center and Atkinson Street except for vehicles whose driver or passenger is conducting business at the NH Circuit Court between the hours of 8 am and 5 pm, Monday through Friday
St. Thomas Street	Northerly	From the intersection with Atkinson Street, westerly to intersection with Belknap Street, between December 1 and April 1
St. Thomas Street	Northerly	Two spaces in front of 33/35 St. Thomas Street, between December 1 and April 1



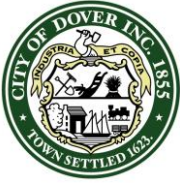
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Summer Street	Southerly	From the intersection with Central Avenue westerly to the intersection with Belknap Street, between December 1 and April 1
Susannah's Crossing	Southerly	Entire length of publicly accepted portion of the street
Sylvan Drive	Northerly	Northerly side from the westerly outside edge (as posted) and including both sides of the traffic circle easterly to the end of the road including the turnaround area; between December 1 and April 1
Third Street	Northerly	From the intersection with Central Avenue westerly to the intersection with Chestnut Street
Third Street	Southerly	From the intersection with Grove Street , westerly to the intersection with Frances Drive ~~Chestnut Street westerly to the intersection with Grove Street~~ , between December 1 and April 1
Third Street	Northerly	From the driveway of 33 Third Street westerly for 15 feet
Towle Avenue	Easterly	From the intersection with Clifford Street northerly for a distance of 30 feet
Towle Avenue	Westerly	From the intersection with Clifford Street northerly for a distance of 30 feet
Twombly Street	Northerly and easterly	From the intersection with Preble Street easterly and southerly to the intersection with Pierce Street
Union Street	Westerly	From the intersection with Court Street northerly to the intersection with Federal Street



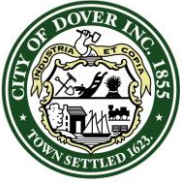
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Washington Street	Easterly	Between the intersection with Pleasant View Circle northerly to the intersection with Mineral Park Drive
Washington Street	Southerly	From the intersection with Locust Street westerly for a distance of 56 feet
Washington Street	Southerly	From the easterly most driveway of 150 Washington Street to Atkinson Street
Washington Street	Westerly	From the intersection of Morrison Lane northerly for a distance of 150 feet
West Concord Street	Northerly	From the intersection with Lexington Street, westerly to the intersection with Arch Street, between December 1 and April 1
Western Avenue	Southerly	From the intersection with Westgate Drive easterly to the end at Footbridge Lane to include the turnaround area as posted; between December 1 and April 1
Westgate Drive	Westerly	From the intersection with Knox Marsh Road to the southerly end, including the traffic circle; between December 1 and April 1
Whittier Street	Both	From the intersection with Mineral Park Drive northerly to the Whittier Street Bridge
Wildewood Lane	Both	From the intersection of Cottonwood Drive to the beginning of the cul-de-sac
Wildewood Lane	Northeasterly	From Sixth Street to Cottonwood Drive
Williams Street	Both	From the intersection with Central Avenue easterly to the intersection with Henry Law Avenue



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Winter Street	Both	From the intersection with St. John Street easterly to the intersection with Durrell Street
Winter Street (formerly Cedar Street)	Northerly	From the intersection with Durrell Street easterly to the dead end
Young Street	Northerly	From the intersection with Main Street and Portland Avenue easterly to the Cochecho River
Young Street	Southerly	From the intersection of Main Street easterly to the Cochecho River, between December 1 and April 1

3. AMENDMENT

Chapter 141, entitled “Vehicles and Traffic”, is hereby amended by revising Section 49, “Schedule J: Limited-Time Parking” as follows:

a. THE FOLLOWING ARE AMENDED:

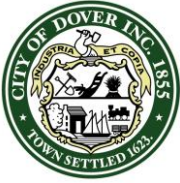
§ 141-49. Schedule J: Limited-Time Parking.

- A. Three-hour parking. In accordance with the provisions of § 141-19, it shall be unlawful for the owner or operator of any vehicle to park for more than three hours per day in the following described locations:

Street	Side	Location
Central Avenue	Westerly	From the driveway between 642 and 648 Central Avenue northerly to the driveway between 652 and 660 Central Avenue

- B. Two-hour parking. In accordance with the provisions of § 141-19, it shall be unlawful for the owner or operator of any vehicle to park for more than two hours in the following described locations:

Street	Side	Location
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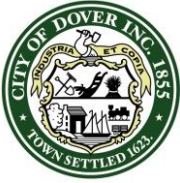
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Adelle Drive	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Bellamy Road	Both	From the intersection with Hartwood Road, southerly to the Bellamy Road split, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Broadway	Easterly	From the intersection with Florence Street northerly to the intersection with Oak Street, except as otherwise posted
Broadway	Northerly	From the intersection with St. John Street westerly to the PSNH Pole No. 114/A1
~~Broadway~~	~~Southerly~~	~~From the driveway between 3 and 7 Broadway easterly to the intersection with St. John Street~~
Central Avenue	Easterly	From the intersection of New York Street, southerly to the intersection with Fifth Street
Central Avenue	Westerly	From the driveway between 572 and 574 Central Avenue, southerly to the intersection with Fifth Street
Chestnut Street	Easterly	From the intersection with Fifth Street northerly to the intersection with Sixth Street
Chestnut Street	Westerly	From the intersection with Third Street northerly to the intersection with Sixth Street



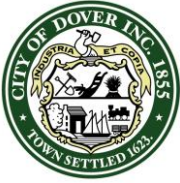
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Chestnut Street Lot		
Fairfield Drive	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Fourth Street	Both	From the intersection with Chestnut Street westerly to the intersection with Grove Street except as otherwise posted
Green Street	Northerly	From the intersection with Chestnut Street westerly to the intersection with Washington Street except as otherwise posted
Hartswood Road	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Kirkland Street	Northerly	From the intersection with Locust Street easterly to the intersection with Academy Street
Lisa Beth Drive	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Locust Street	Westerly	From the intersection with Hale Street, southerly to the intersection with Kirkland Street, unless otherwise posted
Plaza Drive	Westerly	Between exit and entrance to No. 307 Plaza Drive



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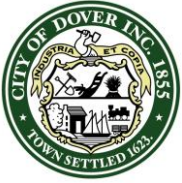
St. Thomas Street	Both	From the intersection with Chestnut Street westerly to the property line between 25 and 33 St. Thomas Street
St. Thomas Street	Southerly	Angled parking spaces between the McConnell Center and Atkinson Street
Sunset Drive	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
Sylvan Drive	Both	For the entire length, between the hours of 8:00 a.m. and 2:00 p.m., Monday through Friday, between September 1 and June 15
~~Third Street~~	~~Both~~	~~From the intersection with Chestnut Street westerly to the intersection with Grove Street except as otherwise posted~~
Transportation Center Lot		Seven spaces, as posted, in the southwest corner, for use only while the vehicle occupants are actively using the Community Trail.

- C. One-hour parking. In accordance with the provisions of § 141-19, it shall be unlawful for the owner or operator of any vehicle to park for more than one hour in the following described locations:

Street	Location
(Reserved)	

- D. Thirty-minute parking. In accordance with the provisions of § 141-19, it shall be unlawful for the owner or operator of any vehicle to park for more than 30 minutes in the following described locations:

Street	Side	Location
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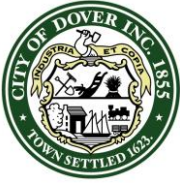
Church Street	Southerly	From the intersection with Locust Street, 3 spaces in an easterly direction
George Street	Easterly	2 spaces nearest Henry Law Avenue
Henry Law Avenue	Northerly	From George Street to River Street
Locust Street		All spaces adjacent to the traffic circle between the McConnell Center and Public Library, unless otherwise posted

- E. Fifteen-minute parking. In accordance with the provisions of § 141-19, it shall be unlawful for the owner or operator of any vehicle to park for more than 15 minutes in the following described locations:

Street	Location
Green Street	2 spaces on northerly side in front of Waldron Towers
Orchard Street	2 posted spaces in front of 40 Chestnut Street (Cochecho Park Apartments)
Orchard Street	2 posted spaces in the northeast corner of the lot
Transportation Center Lot 33 Chestnut Street	6 spaces westerly from terminal building in the row closest to the railroad tracks

- F. In accordance with the provisions of § 141-19, it shall be unlawful for the owner or operator of any vehicle to park in the following described locations between the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday, between September 1 and June 30:

Street	Side	Location
Clifford Street	Northerly	From the intersection with Towle Avenue easterly to the intersection with Woodman Park Drive



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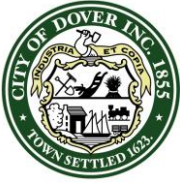
Garrison Road	Northerly	From Meridian Drive to Morningside Drive
Street	Side	Location
Horne Street	Westerly	From Glencrest Avenue to Roosevelt Avenue
Shaws Lane	Westerly	From the intersection of Garrison Road northerly for a distance of 180 feet
Towle Avenue	Easterly	From the intersection with Silver Street southerly to the intersection with Clifford Street
Towle Avenue	Westerly	From the northerly property line of No. 5 Towle Avenue southerly to the intersection with Clifford Street

- G. In accordance with the provisions of § 141-19, it shall be unlawful for the owner or operator of any vehicle to park from 9:00 p.m. to 6:00 a.m. between April 1 and October 31 and from 5:00 p.m. to 7:00 a.m. between November 1 and March 31 in the following described locations:

Cemeteries	Location
Austin-Tuttle Cemetery	Old Dover Point Road and Gerrish Road
First Settler's Cemetery	Dover Point Road
Pine Hill Cemetery	Central Avenue
Pinkham Cemetery	Dover Point Road and Ayers Lane

- H. In accordance with the provisions of § 141-19, it shall be unlawful for the owner or operator of any vehicle to park in and upon the following streets and places between the hours of 9:00 a.m. and 5:00 p.m., Monday through Friday:

Street	Location
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(Reserved)

4. AMENDMENT

Chapter 141, entitled “Vehicles and Traffic”, is hereby amended by revising Section 52, “Schedule M: Business Parking Permit Zones” as follows:

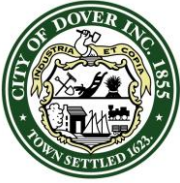
a. THE FOLLOWING ARE AMENDED:

§ 141-52. Schedule M: Business Parking Permit Zones.

The following parking lots/areas are authorized for permit parking as authorized by § 141-20, Business parking permit program, unless otherwise restricted:

Parking Lots	
Fourth Street Lot	
Orchard Street Lot	
Orchard Street Parking Garage	Spaces designated by the Chief of Police
Payne Street Lot	Easterly of Payne Street
Portland Avenue (Grimes) Lot	
Seaport Way Lot	
Third Street Lot	
Transportation Center Lot	

Parking Areas	Side	Location
Atkinson Street	Westerly	From the intersection with Washington Street, southerly to the intersection with St. Thomas Street
Chapel Street	Southerly	From the intersection of Main Street easterly to the intersection with Mechanic Street



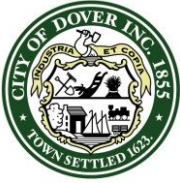
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Chestnut Street	Westerly	From the intersection with First Street southerly to the intersection with Orchard Street
Chestnut Street	Both sides (Easterly and Westerly)	Two-hour parking areas as designated by § 141-49(B), from the intersection with Third Street, northerly to the intersection with Sixth Street
First Street	Northerly	City-controlled areas
Fourth Street	Northerly	From the intersection with Chestnut Street, westerly to the intersection of Grove Street
Green Street	Both	From the intersection with Fayette Street westerly, then southerly to the intersection with Washington Street
Henry Law Avenue	Easterly	From Washington Street southerly to River Street
Kirkland Street	Northerly	From the intersection with Central Avenue westerly to the intersection with Locust Street
Main Street	Westerly	From the intersection with Washington Street northerly to the intersection with School Street
Payne Street	Both	Entire length
River Street	Both	From the easterly intersection with Seaport Way, northerly
Seaport Way	Both	Entire length
School Street	Northerly	Northerly side angled spaces only
Second Street	Both	From the driveway between 20 and 22 Second Street westerly to Chestnut Street



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Third Street	Northerly	From the intersection with Chestnut Street, westerly to the intersection of Grove Street
Washington Street	Northerly	From the intersection with Chestnut Street, westerly to the intersection with Green Street

5. TAKES EFFECT

This ordinance shall take effect upon passage. The City Clerk shall cause publication of notice as required by RSA 47:18.

REQUIRES PUBLIC HEARING

TO BE REFERRED TO PUBLIC HEARING ON JULY 8, 2026

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

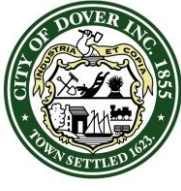
Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

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

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2026.06.10 – 3 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 48 Schedule I: No Parking at Any Time 49 Schedule J: Limited-Time Parking 52 Schedule M: Business Parking Permit Zones
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DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

On April 22, 2026, the amendments set forth in this ordinance were reviewed and approved by the Parking Commission. The amendments to Section 141-48 and 141-52 were at the request of Community Services to facilitate snow removal and improve the ability of emergency vehicles to access the roadways listed. The amendments to Section 141-49 are housekeeping changes deleting two listed streets, which have been made metered parking.

This ordinance advances City Council Goal #2, ensuring efficient and effective parking controls for public safety and quality of life.