

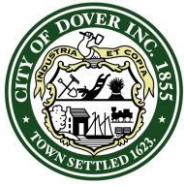
CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, July 22, 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 – Cochecho Waterfront Development Advisory Committee & National Parents' Day**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
 - A. **AUTHORIZATION OF ANNUAL APPRAISAL OF REAL ESTATE FOR FISCAL YEAR 2027 (TAX YEAR 2026)**
(REQUIRES A 2/3 MAJORITY VOTE)
(VOTE TO OCCUR AUGUST 26, 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. **July 8, 2026 – Regular Meeting & Non-Public Meeting**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING**
 - B. **ORDINANCES IN THE 3RD READING**
 - C. **RESOLUTIONS**
13. **NEW BUSINESS**
 - A. **CONSENT CALENDAR**
 1. **SETTING VOTING HOURS FOR THE SEPTEMBER 8, 2026 STATE PRIMARY ELECTION AND THE NOVEMBER 3, 2026 STATE GENERAL ELECTION**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
 2. **AUTHORIZATION TO AWARD B26069 DOWNTOWN DECORATIVE LIGHTING IMPROVEMENTS – INSTALLATION SERVICES TO TRUE NORTH MANAGEMENT, LLC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
 3. **AUTHORIZATION TO AWARD B26088 TREE REMOVAL AND OTHER RELATED TREE WORK SERVICES TO SAVATREE, LLC**
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, July 22, 2026**
Meeting Time: **7:00 pm**

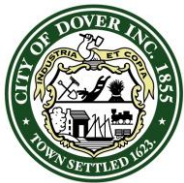
4. **B14074 AMENDMENT NO. 3 CENTRAL AVENUE URBAN CORE (PHASE I) WATER TRANSMISSION PROJECT - CONSTRUCTION OVERSITE – UNDERWOOD ENGINEERS**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
5. **AUTHORIZATION TO AWARD B26084 CATCH BASIN CLEANING SERVICES TO BOSTON GREEN FUEL COMPANY, LLC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
6. **AUTHORIZATION TO AWARD B26087 HOT BITUMINOUS CONCRETE (ASPHALT) PICKED UP TO BROX INDUSTRIES, INC.**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
7. **AUTHORIZATION TO PURCHASE THREE NISSAN ROGUE AWD VEHICLES VIA STATE OF NH CONTRACT 8003754 FROM FLEET VEHICLE SOURCE, INC.**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
8. **AUTHORIZATION TO PURCHASE FLEET PARTS VIA STATE OF NH CONTRACT 8003556 – GRAPPONE FORD**
SPONSORED BY MAYOR SHANAHAN BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

1. **AUTHORIZATION TO APPROVE ADDITIONAL SCOPE OF WORK FOR B23006 COCHECHO WATERFRONT PUBLIC IMPROVEMENTS CONSTRUCTION – NORTHEAST EARTH MECHANICS**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **AUTHORIZATION TO UTILIZE DIGITECH COMPUTER LLC FOR AMBULANCE REVENUE CYCLE MANAGEMENT SERVICES**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
3. **AUTHORIZATION TO CONTINUE TO UTILIZE THE NEW HAMPSHIRE PUBLIC RISK MANAGEMENT EXCHANGE (PRIMEX) FOR PROPERTY & LIABILITY AND WORKERS COMPENSATION INSURANCE**
SPONSORED BY MAYOR SHANAHAN BY REQUEST



CITY OF DOVER

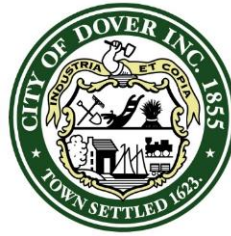
CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, July 22, 2026**
Meeting Time: **7:00 pm**

4. **Q22-001 RENEWAL OF DEBT AND LEASE MANAGEMENT PROGRAM WITH FIFTH ASSET, INC DBA DEBTBOOK FY27-FY29**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
5. **PAYMENT IN LIEU OF PROPERTY TAX AGREEMENT BETWEEN THE CITY OF DOVER AND DEL SOL DOVER, LLC**
(TO BE REFERRED TO A PUBLIC HEARING & VOTE ON AUGUST 12, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
6. **AUTHORIZATION TO ACCEPT AND EXPEND NEW HAMPSHIRE OFFICE OF HIGHWAY SAFETY GRANT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING & VOTE ON AUGUST 12, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

C. ORDINANCES IN 1ST READING

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



PROCLAMATION

- WHEREAS:** From Dover's earliest days, the Cochecho River has been central to the life, growth, and identity of the community, serving as a vital corridor for transportation, commerce, and industry. The area known as Dover Landing was once a bustling center of trade; however, with the advent of the railroad and the devastating spring floods of 1896, commercial activity declined, and the waterfront entered a period of neglect and disinvestment; and
- WHEREAS:** For decades, the redevelopment of the Cochecho waterfront represented both an extraordinary opportunity and a formidable challenge - a vision to reclaim a historically significant portion of Dover and transform a long-underutilized site into a vibrant place where people could once again connect with the Cochecho River; and
- WHEREAS:** Recognizing the importance and complexity of this undertaking, the City Council established the Cochecho Waterfront Development Advisory Committee (CWDAC) in April 2004 to develop a vision for the waterfront and guide the planning and design of its redevelopment. 33 residents have volunteered their time, knowledge, and expertise to advance a community vision centered on public access, thoughtful design, environmental stewardship, and economic vitality; and
- WHEREAS:** The City's development partner, Cathartes, advanced plans for a mixed-use neighborhood, while the City undertook major public improvements, including new streets, utilities, resilient infrastructure, and Nebi Park, a 3-acre public riverfront park designed to restore public access to the Cochecho River and create a welcoming public space for generations to come; and
- WHEREAS:** The development of the waterfront took a historic step on June 14, 2022, when the Dover Planning Board approved the development plans, followed by groundbreaking in June 2023. On July 14, 2026, Nebi Park and the private development celebrated their official openings, transforming a once-underutilized waterfront into a vibrant new neighborhood and public destination; and
- WHEREAS:** The completion of Nebi Park and the Cochecho waterfront redevelopment represents the culmination of more than three decades of vision, planning, public investment, private partnership, and community perseverance—and creates a lasting legacy that will shape Dover's relationship with the Cochecho River for generations to come; and
- WHEREAS:** The City of Dover's innovative economic development project has received statewide and national recognition in 2026, earning the American Planning Association's Economic Development Division Innovation in Economic Development Implementation Award on April 27, the New Hampshire Planners Association Planning Project of the Year Award on May 7, and a Plan NH Design Merit Award on June 18 recognizing Cathartes and the project for excellence in design; and
- WHEREAS:** This historic achievement would not have been possible without the extraordinary dedication of the citizen volunteers who have served on CWDAC. Through their expertise, thoughtful deliberation, responsiveness to the community, and steadfast determination to overcome challenges, they helped transform a long-held vision into reality;

NOW, THEREFORE, I, Dennis Shanahan, Mayor of the City of Dover, and the entire City Council of the City of Dover hereby recognize, commend, and congratulate the current and former members of the Cochecho Waterfront Development Advisory Committee for their exceptional dedication, civic leadership, and more than two decades of service to the community.

IN WITNESS WHEREOF, I have
here unto set my hand and caused
the Seal of the City of Dover to
affixed this 22nd day of July, 2026.

Dennis Shanahan, Mayor
City of Dover, New Hampshire



PROCLAMATION

- WHEREAS:** Strong families are the foundation of healthy communities; and
- WHEREAS:** Parents play an essential role in nurturing, guiding, educating, and supporting children while helping to develop responsible and caring citizens; and
- WHEREAS:** Parents make countless sacrifices on behalf of their children and families, often placing the needs of others before their own; and
- WHEREAS:** National Parents' Day was established by the united states congress to recognize, uplift, and celebrate the important contributions parents make to society; and
- WHEREAS:** The city of dover recognizes the positive impact parents have in strengthening neighborhoods, schools, faith communities, and civic life;

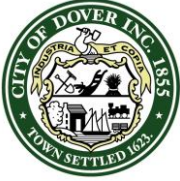
NOW, THEREFORE, I, Dennis Shanahan, Mayor of the City of Dover, and the entire City Council proclaim July 26, 2026 to be:

NATIONAL PARENTS' DAY

in the City of Dover, NH, and encourage all residents to recognize, honor, and celebrate parents and families whose dedication contributes to the well-being of our community.

IN WITNESS WHEREOF, I have
here unto set my hand and
caused the Seal of the City of
Dover to be affixed this 22nd day
of July, 2026.

Dennis Shanahan, Mayor
City of Dover, New Hampshire



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2026.05.27 – 203**

Resolution Re: Authorization of Annual Appraisal of Real Estate for Fiscal Year 2027 (Tax Year 2026)

- WHEREAS: New Hampshire statutes require real estate assessments (appraisals) be reasonably proportional each year, pursuant to RSA 75:8; and
- WHEREAS: The level of assessments and uniformity are set by the State's Assessing Standards Board; and
- WHEREAS: The State requires that assessments be between 90% and 110% of market value at least once in every five years, pursuant to RSA 75:8-a and State Assessing Standards Board; and
- WHEREAS: It has been the practice of the City to ensure compliance to this standard every year, in an effort to avoid extraordinary changes in assessments and resulting tax bills; and
- WHEREAS: Since 1998, the practice of the City has been to conduct annual appraisals of real estate to follow market trends to ensure proportionality; and

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

In accordance with New Hampshire RSA 75:8-b *Annual Appraisal; Municipalities Over 10,000*, an annual appraisal of real estate within the City of Dover for Fiscal Year 2027 (Tax Year 2026) is hereby authorized.

This Resolution requires two public hearings. Resolution to be referred to a public hearing on Wednesday July 8, 2026 and a second public hearing on Wednesday July 22, 2026. City Council vote to occur on Wednesday August 26, 2026.

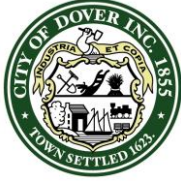
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

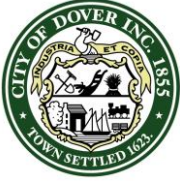
 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 7.A. PUBLIC HEARING ONLY	
Resolution Number: R – 2026.05.27 – 203 Resolution Re: Authorization of Annual Appraisal of Real Estate for Fiscal Year 2027 (Tax Year 2026)		

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 Lindsay 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 – 203**

Resolution Re: Authorization of Annual Appraisal of Real Estate for Fiscal Year 2027 (Tax Year 2026)

RESOLUTION BACKGROUND MATERIAL:

In accordance with NH RSA 75:8-b *Annual Appraisal; Municipalities Over 10,000*, except when assessing real estate under NH RSA 75:8-a, any municipality with a population over 10,000 intending to appraise real estate annually at market value, shall authorize such annual appraisal by a majority vote of the governing body (City Council).

In Dover, the assessing practice has been to fully analyze and reassess all sections and classification of properties on an annual basis in order to keep all assessments proportional and within a market level of 90% to 110%.

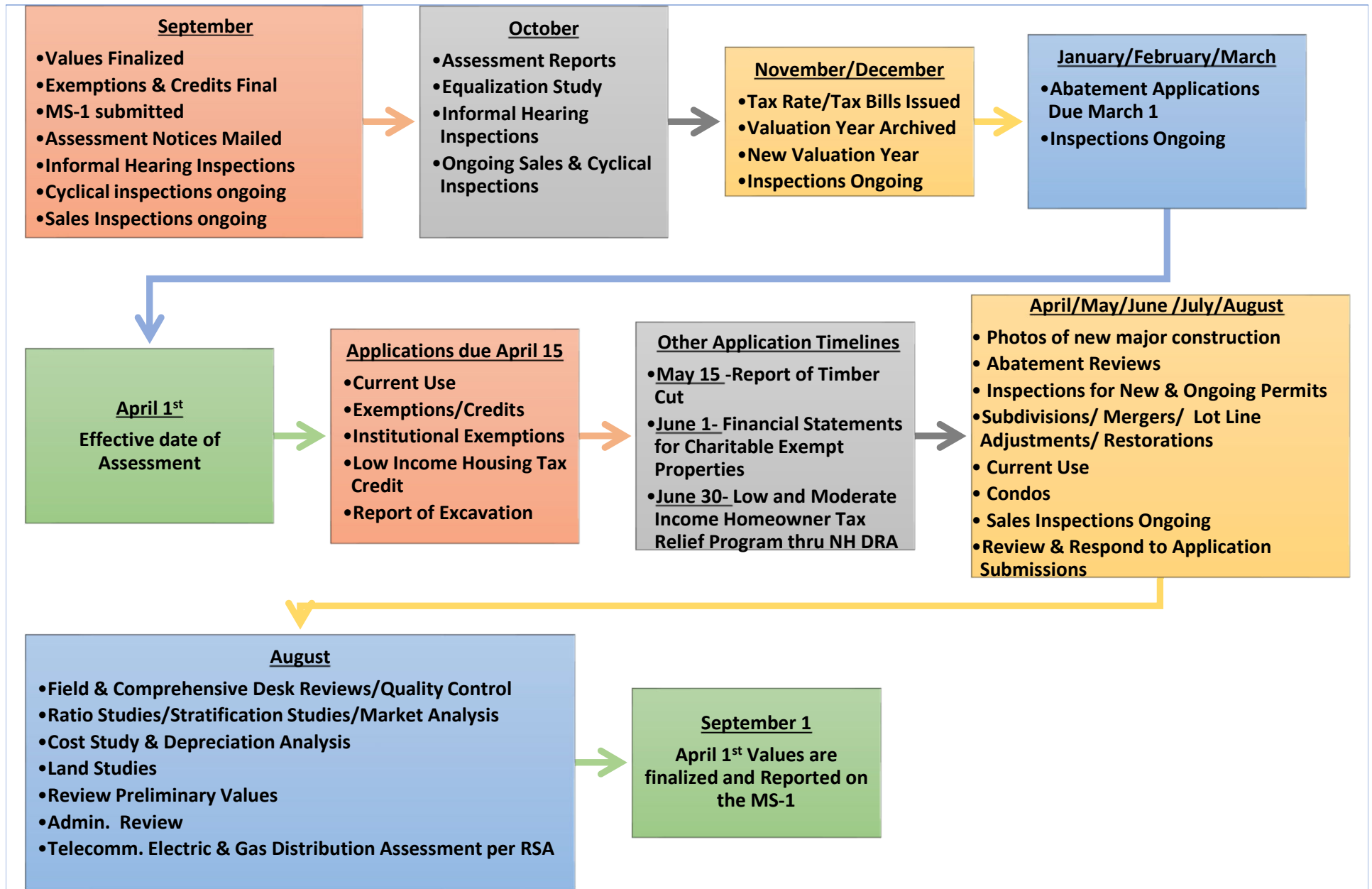
For the past several years, the City has maintained assessments within the range of 90% to 98% of market value.

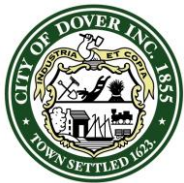
Each year, beginning in March, the City Assessing Office starts to review sales data for properties within the City that have sold in the prior 6 months to determine if the market trends demonstrate a change in value. Through April to August the City Assessing Office reviews sales data to further validate market trends for the tax year.

For FY27/TY26 the City currently anticipates an increase to market values over FY26/TY25 assessments. To maintain market level and proportionality the City foresees that an update to assessments will be necessary. In the event the ratio studies completed in March 2026 and validated with April to August data determine that a full-market update is not necessary, then a City wide update to assessments will not be implemented.

A time line for the City's assessing processes is attached to this resolution for reference.

Assessing Process and Time Line





CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, July 8, 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 Robison led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Richer (excused)

Also Present: City Manager Joyal, Deputy City Clerk Baker, City Attorney Wyatt

5. PROCLAMATIONS/AWARDS

Mayor Shanahan presented a proclamation recognizing July as Plastic Free July.

6. APPROVAL OF AGENDA

Deputy Mayor Williams moved to approve the agenda, seconded by Councilor Retrosi.
Deputy Mayor Williams moved to substitute in the whole a replacement for item 13.A.13., seconded by Councilor Retrosi.

Vote: 8-0.

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

Vote: 8-0.

7. PUBLIC HEARINGS

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

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

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

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

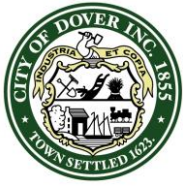
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Christine Sikes, Horne St, spoke about the Christmas lights in Dover.

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

SPONSORED BY MAYOR SHANAHAN BY REQUEST

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, July 8, 2026**
Meeting Time: **7:00 pm**

**D. AUTHORIZATION OF ANNUAL APPRAISAL OF REAL ESTATE FOR FISCAL YEAR 2027 (TAX YEAR 2026)
(REQUIRES A 2/3 MAJORITY VOTE)
(SECOND PUBLIC HEARING TO BE HELD ON JULY 22, 2026 WITH A VOTE TO OCCUR AUGUST 22, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST**

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

8. PUBLIC FORUM

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

Kim Faustino, 7 Lakeview, gave an update about the Willand Pond milfoil removal. Ms. Faustino stated that it has been a great experience working with the divers from CND. Weather has been an issue but they were regularly pulling 35-40 bags a day, with four divers.

Robert Carrier, Hill St, spoke about how happy he is with the work that has been done in the last six months. Mr. Carrier spoke highly of the sports complex, Nebi Park, the Library renovation, and the renovation of the Jenny Thompson pool.

9. CITY MANAGER'S REPORT

Mr. Joyal gave an overview of the two reports that were submitted, one for May and one for June.

Mr. Joyal appointed Robert Carrier to the Dover Housing Authority for a term ending on 3/31/2028.

Deputy Mayor Williams moved to accept the City Manager's report with the appointment of Mr. Carrier to DHA, seconded by Councilor Carmichael.

Vote: 8-0.

10. APPROVAL OF MINUTES

A. June 3, 2026 – Special Meeting & Workshop Meeting

B. June 10, 2026 – Regular Meeting

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

11. MAYOR'S REPORT

Mayor Shanahan gave an overview of the meetings and events he attended over the last few weeks.

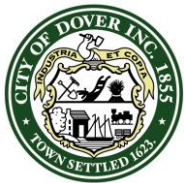
Deputy Mayor Williams moved to accept the Mayor's report, seconded by Councilor Carmichael.
Vote: 8-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. CHAPTER 141, VEHICLES AND TRAFFIC, SECTIONS 48, 49 ,52 SPONSORED BY MAYOR SHANAHAN BY REQUEST

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, July 8, 2026**
Meeting Time: **7:00 pm**

City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 8-0.

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. AUTHORIZATION FOR BONDING AND FY2027 CAPITAL IMPROVEMENTS APPROPRIATION FOR DOVER MIDDLE SCHOOL HVAC UPGRADE IMPROVEMENTS

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

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

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

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

Roll Call Vote: 8-0.

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

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

Deputy City Manager Parker gave an overview of the resolution to the Council and answered questions.

Roll Call Vote: 7-1, with Councilor Cullen opposed.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. AUTHORIZING DOG WARRANT FOR UNLICENSED DOGS

SPONSORED BY MAYOR SHANAHAN BY REQUEST

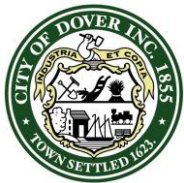
2. APPROVAL OF AMENDMENTS TO CONSERVATION COMMISSION BYLAWS

SPONSORED BY MAYOR SHANAHAN BY REQUEST

3. APPROVAL OF AMENDMENTS TO OPEN LANDS COMMITTEE BYLAWS

SPONSORED BY MAYOR SHANAHAN BY REQUEST

4. AUTHORIZATION TO EXECUTE MUNICIPAL HOST GROUP NET METERING MEMBERSHIP AGREEMENT BETWEEN FREEDOM LOGISTICS, LLC AND THE



CITY OF DOVER

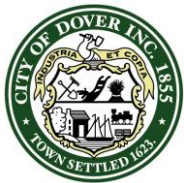
CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
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Meeting Date: **Wednesday, July 8, 2026**
Meeting Time: **7:00 pm**

CITY OF DOVER

SPONSORED BY MAYOR SHANAHAN BY REQUEST

- 5. AUTHORIZATION TO PURCHASE DIGITAL INFORMATION MANAGEMENT SYSTEM REPLACEMENT AND UPGRADE AT DOVER POLICE DEPARTMENT VIA LINEAR SYSTEMS**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 6. B26065 DOVER PARKS BARRIER PROJECT CDBG AWARD TO WILLIAM P. DAVIS EXCAVATION, LLC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 7. B25028 ELECTRICAL CONTRACTOR SERVICES – DOWNTOWN DECORATIVE STREET LIGHTING PROJECT – NEGM ELECTRIC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 8. B23004 PURCHASE OF DIRECT REPLACEMENT ULTRAVIOLET DISINFECTION EQUIPMENT FROM TROJAN TECHNOLOGIES – SOLE SOURCE**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 9. B26068 HOUSEHOLD HAZARDOUS WASTE COLLECTION SERVICES VIA MXI ENVIRONMENTAL SERVICES, LLC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 10. B25037 RFP26-004 DOVER WATER AND SEWER HYDRAULIC MODELING**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 11. ENVIRONMENTAL PROJECT CONSULTING SERVICES PESCHEL CONSULTING LLC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 12. OPERATION AND MAINTENANCE OF THE CLOSED CITY OF DOVER LANDFILL SUPERFUND SITE LIFT STATION, FY2027**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 13. AUTHORIZATION TO PURCHASE GRANULAR ACTIVATED CARBON MEDIA REPLACEMENT FOR PFAS FILTERS AT PUDDING HILL WATER TREATMENT PLANT FROM CALGON CARBON CORPORATION**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 14. AUTHORIZATION TO PURCHASE A 2027 FORD F-350 TRUCK WITH PLOW VIA MCFARLAND FORD**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 15. B26078 AWARD OF BID FOR MEDICAL SUPPLIES AS NEEDED TO VARIOUS VENDORS**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
- 16. AUTHORIZATION TO PURCHASE GOODS AND SERVICES VIA STATE OF NH CONTRACTS AND COOPERATIVE PROGRAMS FOR FY27**
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, July 8, 2026**
Meeting Time: **7:00 pm**

17. PROFESSIONAL SUPPORT SERVICES FOR (SCADA) SUPERVISORY CONTROL AND DATA ACQUISITION – WOODARD & CURRAN – ON CALL AS NEEDED SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

Mayor Shanahan asked if any Councilors would like to pull any items.
Items 13.A.1., 13.A.4. and 13.A.17. were pulled.

Roll Call Vote on remaining items: 8-0.

Deputy Mayor Williams moved to approve item 13.A.1., seconded by Councilor Carmichael.

City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 8-0.

Deputy Mayor Williams moved to approve item 13.A.4., seconded by Councilor Carmichael.

Resilience Planner Lexi Merchant gave an overview of the resolution to the Council.
Roll Call Vote: 8-0.

Deputy Mayor William moved to approve item 13.A.17., seconded by Councilor Robison.
City Manager Joyal and Community Services Director Storer gave an overview of the resolution and answered questions.
Roll Call Vote: 8-0.

COMMITTEE REPORTS

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

Councilor Robison gave an overview of the most recent Arts Commission meeting he attended.

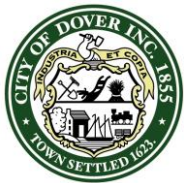
Deputy Mayor Williams presented a slate of recommendations:

New Appointments:

Joseph Greeley – Open Lands Committee – Regular Member (term: 7/8/2026 to 12/14/2028)

Brandon Edgerly – Recreation Advisory Board – Regular Member (term: 7/8/2026 to 8/10/2028)

Bob Silberblatt – Parking Commission – Regular Member (term: 8/1/2026 to 8/1/2029)



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, July 8, 2026**
Meeting Time: **7:00 pm**

Resignations:

Sean Fitzgerald – Cochecho Waterfront Advisory Committee & Waterfront TIF Advisory Committee

Christina Lawrence – Open Lands Committee

Anthony McManus – Parking Commission (term ends 8/1/2026)

Whitney Carrier – Racial Equity and Inclusion

Renewals

Perikilis Karoutas – Parking Commission

Councilor Granfield moved to approve the Appointments Committee recommendations, seconded by Councilor Retrosi.

Vote: 8-0.

Councilor Robison gave an overview of the most recent Planning Board meeting that he attended.

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

Councilor Veitch gave an overview of the most recent Energy Commission meeting.

B. RESOLUTIONS

1. APPROVAL OF COST ITEMS WITHIN MASTER AGREEMENT – DOVER EDUCATIONAL OFFICE PERSONNEL UNION (“DEOP”)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

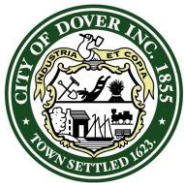
Deputy Mayor Williams moved to approve the resolution, seconded by Councilor Granfield.
City Manager Joyal gave an overview of the resolution to the Council.
Dr. Christine Boston, superintendent, answered questions from the Council.
Roll Call Vote: 8-0.

2. APPROVAL OF PURCHASE AND SALE AGREEMENT BETWEEN CITY OF DOVER, DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY, AND PIONEER REI, LLC (TAX MAP D, LOTS 7 AND 14)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

3. B21048-RFP22-001 CONSTRUCTION OVERSIGHT PHASE SERVICES FOR THE HENRY LAW AVENUE & PAYNE STREET RECONSTRUCTION PROJECT – KLEINFELDER NORTHEAST, INC
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: 8-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, July 8, 2026**
Meeting Time: **7:00 pm**

4. B25024 JENNY THOMPSON POOL RENOVATION AMENDMENT #5 – NORTHEAST EARTH MECHANICS

SPONSORED BY MAYOR SHANAHAN BY REQUEST

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

5. AUTHORIZATION FOR THE SALE OF SURPLUS CITY PROPERTY FOR THE DOVER APPORTIONMENT OF COUNTY-WIDE WARMING CENTER PROJECT

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: 7-1, with Councilor Cullen opposed.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

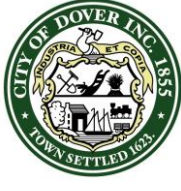
Councilor Robison continued his notes about the most recent Planning Board meeting that he attended.

Councilor Carmichael commented on the opening of the Public Safety Training Center and the grand opening of the facility. Councilor Carmichael noted that a lot of the facility was built from volunteer hours and donated items.

Deputy Mayor Williams commented on how summer is tough for downtown businesses and asked that those who may want to go out, keep local businesses in mind. The Deputy Mayor also reminded everyone that Nebi Park is a City Park and that it is a public park for all to enjoy.

16. ADJOURN

Councilor Carmichael moved to adjourn, seconded by Councilor Robison.
Vote: 8-0.
Meeting adjourned at 8:59 PM.

 CITY OF DOVER	CITY COUNCIL - AGENDA Meeting Type: Non-Public Session Meeting Location: City Manager's Office Meeting Date: Wednesday, July 8, 2026 Meeting Time: 6:00 pm
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The City Council will meet in a Public Meeting to enter a Non-public Session to discuss the following topic:

1. The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
2. The hiring of any person as a public employee.
3. Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. (This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.)

NOTE: The non-public meeting is not open to the public per RSA 91-A:3 II(a)(b)(c).

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

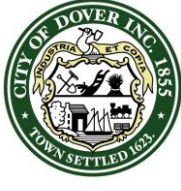
Present: Councilor Carmichael, Councilor Retrosi, Councilor Robison, Councilor Cullen (arrived at 6:30 PM), Councilor Granfield, Councilor Veitch (arrived at 6:13 PM), Deputy Mayor Williams, Mayor Shanahan

Also Present: City Manager Joyal, City Attorney Wyatt

Councilor Carmichael moved to go into non-public per NH RSA 91-A:3 II(a)(b)(c), seconded by Councilor Carmichael.

Roll Call Vote: 6-0.

VOTING RECORD		
Date of Vote: 7/8/2026	YES	NO
Mayor Dennis Shanahan	X	
Deputy Mayor Lindsey Williams	X	
Councilor S. April Richer, Ward 1	Absent	
Councilor Lucas Veitch, Ward 2	Absent	
Councilor Anthony Retrosi, Ward 3	X	
Councilor Timothy Granfield, Ward 4	X	
Councilor Richard Robison, Ward 5	X	
Councilor Fergus Cullen, Ward 6	Absent	
Councilor Bret Carmichael, At Large	X	
Total Votes:	6	
Motion does pass.		

 CITY OF DOVER	CITY COUNCIL - AGENDA Meeting Type: Non-Public Session Meeting Location: City Manager's Office Meeting Date: Wednesday, July 8, 2026 Meeting Time: 6:00 pm
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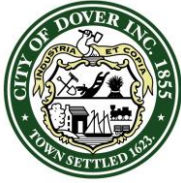
Non-Public discussion

Councilor Veitch moved to come out of non-public, seconded by Councilor Retrosi.
Roll Call Vote: 8-0.

VOTING RECORD		
Date of Vote: 7/8/2026	YES	NO
Mayor Dennis Shanahan	X	
Deputy Mayor Lindsey Williams	X	
Councilor S. April Richer, Ward 1	Absent	
Councilor Lucas Veitch, Ward 2	X	
Councilor Anthony Retrosi, Ward 3	X	
Councilor Timothy Granfield, Ward 4	X	
Councilor Richard Robison, Ward 5	X	
Councilor Fergus Cullen, Ward 6	X	
Councilor Bret Carmichael, At Large	X	
Total Votes:	8	
Motion does pass.		

Mayor Shanahan moved to seal the minutes, as discussion of the matter in public would likely affect adversely the reputation of any person, seconded by Deputy Mayor Williams.
Vote: 8-0.

Deputy Mayor Williams moved to adjourn, seconded by Mayor Shanahan.
Vote: 8-0.
Meeting adjourned at 6:43 PM.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2026.07.22 – 242**

Resolution Re: Setting Voting Hours for the September 8, 2026 State Primary Election and the November 3, 2026 State General Election

WHEREAS: In accordance with State law, the City Council must set voting hours in the City of Dover; and

WHEREAS: On September 8, 2026, the New Hampshire State Primary Election will occur; and

WHEREAS: On November 3, 2026, the State General Election will occur.

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

The voting hours at all Wards in the City of Dover shall be from 7:00 a.m. to 7:00 p.m. for both the New Hampshire State Primary on September 8, 2026 and the State General Election on November 3, 2026.

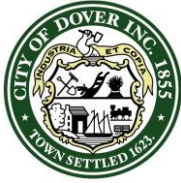
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By request

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

Recorded by: Jerrica Vanslyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2026.07.22 – 242**

Resolution Re: Setting Voting Hours for the September 8, 2026 State Primary Election and the November 3, 2026 State General Election

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

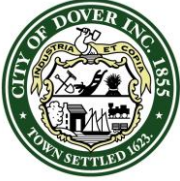
DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

RSA 659:4 requires that the City Council determine polling hours in state elections no later than 30 days prior to a state election. The hours proposed in this resolution have been successfully used in recent past elections.

This resolution, though required by law, relates to City Council Goal #5 by communicating voting hours to the public and reducing barriers to public participation in government by adopting accommodating voting hours.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2026.07.22 – 243**

Resolution Re: Authorization to award B26069 Decorative Downtown Lighting Improvements – Installation Services to True North Management, LLC

WHEREAS: A sealed Request for Bid B26069 for the Downtown Decorative Lighting Improvements Installation Services was issued and received on June 8, 2026, at 2:00 p.m.; and

WHEREAS: The City was seeking proposals from qualified contractors for the installation of new decorative LED street lighting within the downtown district. The primary goal of this project is to upgrade existing lighting infrastructure to energy-efficient LED technology while maintaining the aesthetic integrity of the downtown area; and

WHEREAS: Two (2) bid responses were received and reviewed for necessary qualifications and experience for full renovation of the pool, and the City evaluation committee chose the low bidder, True North Management, Newington, NH in the amount of \$111,625.00; and

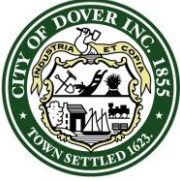
WHEREAS: It is the recommendation to accept the proposal submitted by True North Management, LLC, Newington, NH in the amount of \$111,625.00.

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 True North Management, LLC in the amount, not to exceed, \$111,625.00. 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.

Account	Description	Appropriation	Balance	Charge
4021.1.180.43122.4751.03340.21	Downtown Traffic Efficiency Improvements	\$382,491.21	\$26,779.27	\$26,779.27
4025.1.180.43122.4751.03340.25	Downtown Traffic Efficiency Improvements	\$400,000.00	\$169,769.99	\$84,845.73



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2026.07.22 – 243**
Resolution Re: Authorization to award B26069 Decorative Downtown
Lighting Improvements – Installation Services to True
North Management, LLC

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: 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#: 13.A.2. Resolution Number: R – 2026.07.22 – 243 Resolution Re: Authorization to award B26069 Decorative Downtown Lighting Improvements – Installation Services to True North Management, LLC
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RESOLUTION BACKGROUND MATERIAL:

The City of Dover, New Hampshire, sought proposals from qualified contractors for the installation of new decorative LED street lighting within the downtown district. The primary goal of this project is to upgrade existing lighting infrastructure to energy-efficient LED technology while maintaining the aesthetic integrity of the downtown area. True North Management will provide all labor, equipment, and supplies necessary to perform the site work and coordination for the installation of the street lights, including the following:

- Removal of existing decorative light poles and bases.
- Installation of new light pole bases (City-supplied) at the existing light locations.
- Bedding, backfilling, and site restoration. The Contractor is responsible for the immediate restoration of any disturbed sidewalks, curbing, or landscaping surrounding the installation site.
- Continuous operational coordination with the city’s designated electrical contractor to ensure smooth sequencing of the work.

Upgrading of the downtown decor lights supports the City Council’s Goal #3: Continue to Invest in Infrastructure. The FY27 CIP includes a specific allocation for “Street Lighting Improvements” and improving the quality of lighting and the décor lighting supports the City’s Facilities & Grounds short-term Master Plan objective.

Award Information:

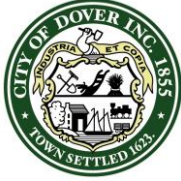
A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	555	Number of Responses:	2
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:	True North Management	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	yes	Reason for Council Approval:	Purchase to exceed the \$25,000

[**B26069 Bid Documents**](#)

Document Created by: Purchasing Document Posted on: July 17, 2026	R-2026.07.22 Authorization to Award B26069 Downtown Decorative Lighting Improvements - Installation Services to True North Management, LLC Page 3 of 3
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.07.22 – 244**

Resolution Re: Authorization to Award B26088 Tree Removal and Other
Related Tree Work Services to SavATree, LLC

WHEREAS: A Sealed Request for Bid #B26088 was solicited and received on June 30, 2026, at 2:00 PM for Tree Removal and Other Related Tree Work Services; and

WHEREAS: Three bid responses were received and reviewed for necessary qualifications, experience, skills, project understanding, approach, and ability to comply with the proposed scope of services. It is the recommendation by the Community Services Department to award SavATree, at the rates per B26088; 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 SaveATree LLC, Bedford Hills, NY, given the rates provided in conjunction with Bid #B26088. 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 as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance	Charge
1000.1.300.43180.4432.00000	F&G - Maint Charges- Improv o/t Buildings	\$236,700.00	\$221,700.00	\$42,000.00
1000.1.300.41951.4432.00000	Cemetary - Maint Chrgs - Improv o/t Buildings	\$13,000.00	\$8,000.00	\$8,000.00

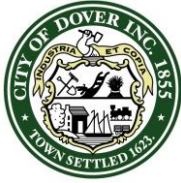
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vanslyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.07.22 – 244**

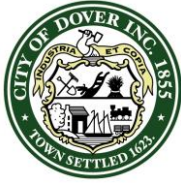
Resolution Re: Authorization to Award B26088 Tree Removal and Other
Related Tree Work Services to SavATree, LLC

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.07.22 – 244**

Resolution Re: Authorization to Award B26088 Tree Removal and Other
Related Tree Work Services to SavATree, LLC

RESOLUTION BACKGROUND MATERIAL:

The City sought a qualified vendor to provide tree removal, and other related tree work services on an as-needed basis and upon request by the Community Services Department, Facilities and Grounds Division.

- The Dover Facilities and Grounds Superintendent will notify the contractor when there is work to be done and advise him of the location(s) of the work being requested.
- A registered arborist shall be responsible for all work. For trees to be cabled: Any limb over 8” in diameter, a 5/8” galvanized lag bolt shall be used; any limbs under 8” in diameter, a 1/2” lag bolt shall be used. Any galvanized cable used shall be a minimum of 5/16”. All pruning shall be performed to National Arborist Standards.
- Take down or removal shall mean the entire tree shall be cut down. Trim shall mean all dead or diseased wood shall be cut from the tree.
- A climbing crew shall consist of a minimum of one (1) climber and one (1) ground man, and may be requested to do either take downs or pruning work.
- Brush cutting crews shall consist of a minimum of two (2) men with brush cutters.
- The Contractor will be solely responsible for all removal and cleanup activities. At the discretion and direction of a Facilities and Grounds representative, the logs will either be disposed of by the Contractor or brought to a site designated by the City. Wood chips will be hauled to a City site for storage until future use.
- When a tree is cut, all pieces 12” in diameter and above shall be cut in 6’ sections; all pieces less than 12” in diameter shall be cut in 4’ sections. All trees taken down must be cut close to the ground.
- Prices are to be submitted for seven (7) types of tree work: Tree Removal, Trimming and Pruning, Climbing Crew, Brush Cutting, Stump Removal, Cabling, and herbicide applications.
- Stump grinding will include cleanup of all debris.

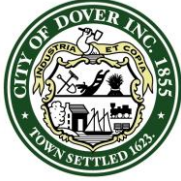
Community Services Department is making this recommendation to award SavATree as they were the lowest bidder and have been the approved vendor for many years with the City. Community Services doesn’t have a Licensed Arborist on staff, so contracted assistance is often required to assess the health and safety of trees either on City property or within the rights-of-way of City streets or sidewalks. Additionally, removal or pruning of some trees also exceeds the capacity of our staffing or equipment, thus requiring specialized contracted assistance. Keeping our streets, sidewalks, and public spaces safe is a key objective of Community Services.

Award Information:

Document Created by: Purchasing
Document Posted on: July 17, 2026

R-2026.7.22 Authorization to Award B26088 Tree Removal and
Other Related Tree Work Services to SavATree, LLC

Page 3 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.07.22 – 244**

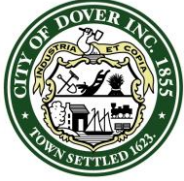
Resolution Re: Authorization to Award B26088 Tree Removal and Other
Related Tree Work Services to SavATree, LLC

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	98	Number of Responses:	3
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	One year	Estimated Delivery:	As needed, after July 1, 2026
Recommended Award to:	SavATree, LLC	Fund:	Operating
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.

[B26088 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2026.07.22 – 245**

Resolution Re: B14074 Amendment No. 3 Central Avenue Urban Core (Phase I)
Water Transmission Project-Construction Oversight-Underwood
Engineers, Inc.

- WHEREAS: A sealed Request for Qualifications (RFQ) B14074 was issued and received for Professional Engineering Services for Water Systems Facility Upgrades on July 9, 2014, at 11:00 am. Four firms replied, and interviews were conducted on August 3, 2014, with representatives from all four firms. The evaluating committee recommended the award to Underwood Engineers, Inc. of Portsmouth, NH as the top-ranked firm for this project; and
- WHEREAS: In 2021, the City received costs in the amount of \$155,000.00 for the survey, preliminary design of water main, subsurface and CCTV investigation, final design and bidding of the Central Avenue Urban Core (Phase I) Water Transmission project which was approved by council via [R-2021.02.10-019](#). The project is intended to replace a critical 1880s-vintage water line, and will extend from Central Avenue, by the railroad tracks crossing near 4th Street, and running all the way up to the Garrison Hill Water Storage Tank; and
- WHEREAS: The City has received approval of Congressionally Directed Spending (CDS) grant funds and there is a need to proceed expeditiously with the design phase. The City received additional costs from Underwood Engineers Inc in the amount of \$45,600.00 for modifications of existing design plans and construction documents to comply with requirements of the CDS Grant, making a new total contract price of \$200,600.00 approved via [R-2025.06.25-005](#) and:
- WHEREAS: Also approved by City Council via [R-2026.01.14-95](#) was a cost proposal for the construction phase in the amount of \$434,900.00 for construction administration and oversight, resident representative, additional engineering services as requested, record drawings and federal provisions requirements, increasing the agreement for this project to \$635,500.00; and
- WHEREAS: The City has received an updated scope and cost for the construction administration and resident representative due to unforeseen construction and delay issues in the amount of \$126,200.00. This amount also includes a \$33,000.00 reduction in the engineering and design tasks as outlined in the background section of this resolution. The City seeks approval to award an amendment in the amount of \$126,200.00 for a new project amount of \$761,700.00.

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

The Purchasing Agent is hereby authorized to issue a purchase order revision for construction administration and oversight to Underwood Engineers, Inc. of Portsmouth, NH for the Central Avenue Urban Core (Phase I) Water Transmission project in the amount not to exceed \$126,200.00. 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

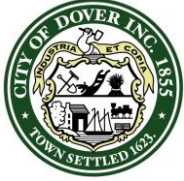
Account	Description	Appropriation	Balance	Charge
5300.1.300.43320.4757.03568.26	Central Ave Watermain	6,812,661.00	616,849.10	126,200.00

R-2026.01.14 B14074 Central Avenue Urban Core (Phase I)
Water Transmission Project, Construction Oversight

Document Created by: Purchasing
Document Posted on: July 17, 2026

Underwood Engineers, Inc.

Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2026.07.22 – 245**
Resolution Re: B14074 Amendment No. 3 Central Avenue Urban Core (Phase I)
Water Transmission Project-Construction Oversight-Underwood
Engineers, Inc.

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#: 13.A.4.

Resolution Number: **R – 2026.07.22 – 245**

Resolution Re: B14074 Amendment No. 3 Central Avenue Urban Core (Phase I)
Water Transmission Project-Construction Oversight-Underwood
Engineers, Inc.

RESOLUTION BACKGROUND MATERIAL:

The City of Dover requested the submission of Statements of Qualifications from full-service engineering firms to provide services for water system facilities upgrades including, but not limited to, wells and water treatment facilities. Underwood Engineers, Inc. was a selected firm for water system upgrades via Council approval Resolution [R-2016.10.26-142](#).

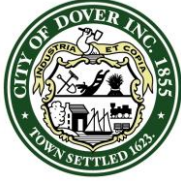
The City has approved several scopes of work related to water systems upgrade and one such is the survey, preliminary design of water main, subsurface and CCTV investigation, final design and bidding of the Central Avenue Urban Core (Phase I) Water Transmission project. This amendment to the contract amends the construction administration and oversight. The breakdown of Professional Engineering Services are as follows:

Task	Cost	C/O 1	C/O 2	C/O 3	Total
Task 1 Survey	\$45,149				\$45,149
Task 2 Preliminary Design of Water Main	\$18,977				\$18,977
Task 3 Subsurface-CCTV Investigations	\$29,794				\$29,794
Task 4 Final Design of Water Main	\$53,674	\$7,800			\$61,474
Task 5 Bidding Assistance	\$7,406	\$1,600			\$9,006
Task 6 Environmental Review		\$11,200			\$11,200
Task 7 Drainage and Sewer Design		\$25,000		-\$18,000	\$7,000
Task 8 Construction Administration			\$92,200	\$60,000	\$152,200
Task 9 Resident Project Representative			\$279,300	\$99,200	\$378,500
Task 10 Additional Engineering Services			\$25,000	-\$15,000	\$10,000
Task 11 Record Drawings			\$15,600		\$15,600
Task 12 Federal Provisions			\$22,800		\$22,800
Total	\$155,000	\$45,600	\$434,900	\$126,200	\$761,700

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	206	Number of Responses:	4
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	2026
Recommended Award to:	Underwood Engineers, Inc.	Fund:	CIP Water/Grant
Other Approvals Required:	NHDES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 threshold

[B14074 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2026.07.22 – 246**

Resolution Re: Authorization to Award B26084 Catch Basin Cleaning Services to Boston Green Fuel Company, LLC

WHEREAS: A Sealed Request for Bid #B26084 was solicited and received on June 25, 2026 at 2:00 PM for Catch Basin Cleaning Services of approximately 1,560 catch basins in the North end of the City for work to begin after July 1, 2026 and completed no later than December 31, 2026; and

WHEREAS: Four (4) bid responses were received and reviewed for necessary qualifications, experience, skills, project understanding, approach, and ability to comply with proposed scope of services. It is the recommendation by the Community Services Department to award to Boston Green Fuel Company, LLC, Lakeville, MA, at the rate of \$69.00 per basin for a total projected amount of \$107,640.00.

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 Boston Green Fuel Company, LLC, Lakeville, MA, for Catch Basin Cleaning Services given the rates provided in conjunction with Bid #B26084 in the projected amount not to exceed \$107,640.00. 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
1000.1.300.43155.4443.00000.00	Stormwater Rental of Equip.	\$146,300.00	\$146,300.00	\$107,640.00

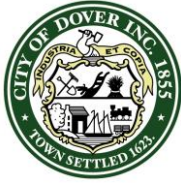
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2026.07.22 – 246**

Resolution Re: Authorization to Award B26084 Catch Basin Cleaning
Services to Boston Green Fuel Company, LLC

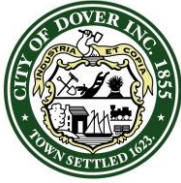
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2026.07.22 – 246**

Resolution Re: Authorization to Award B26084 Catch Basin Cleaning
Services to Boston Green Fuel Company, LLC

RESOLUTION BACKGROUND MATERIAL:

The City of Dover, NH has approximately 4897 catch basins in its stormwater drainage system. The catch basins are divided into two sections of the city, a north end and a south end. The Community Services Department is responsible for the operation and maintenance of approximately 1,560 basins in the north end of the stormwater system and 1,657 basins in the south end of the stormwater system. Some of the catch basins are inaccessible via truck-mounted cleaning equipment; thus, they are not included for bidding estimates. The City traditionally tackles roughly ½ of the total basins each year. Last year the City cleaned 1,635 in the south end of the city. This year's request for proposal is for approximately 1,560 basins in the NORTH end of the city.

Boston Green Fuel Company would be responsible for removing all water and debris from approximately 1,560 catch basins in the NORTH end of the city while providing a basic condition assessment for each basin cleaned. Vendor is provided a map of the stormwater system in the north end that indicates which structures are to be cleaned in the summer of 2026. Boston Green will be allowed to leave their equipment at the Dover Public Works Facility on Mast Road to help facilitate timely, daily operational activities, if they wish, and will be responsible for transporting catch basin debris to the City of Dover Waste Water Treatment Plant, 484 Middle Rd in Dover for proper disposal. All cleaning work is to be completed no later than December 31, 2026.

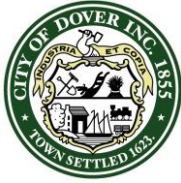
A Community Services Department employee will be assigned to the selected vendor for coordination and inspection of basins to ensure compliance with the City of Dover MS4 requirements. The City will provide the vendor with a location map. City staff will be notified immediately by the Vendor if a basin is found with a silt bag in it.

Community Services Department is making this recommendation to award Boston Green Fuel Company, LLC, as they were the lowest bidder.

Cleaning of catch basins is a mandate of the Federally-issued Municipal Separate Storm Sewer System (MS4) General Permit. We are required to clean catch basins at least every two years, so we split the City essentially into two halves, and complete one-half one year, then cycle through the other half the following year. Proper operation and maintenance of our stormwater facilities is an objective of the Department's Master Plan.

Award Information:

A purchase order will be issued to Boston Green Fuel Company to authorize expenditures as outlined in this resolution.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

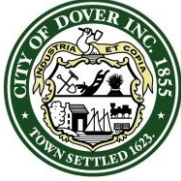
Resolution Number: **R – 2026.07.22 – 246**

Resolution Re: Authorization to Award B26084 Catch Basin Cleaning
Services to Boston Green Fuel Company, LLC

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	104	Number of Responses:	4
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	December 31, 2026	Estimated Delivery:	After 7/1/2026
Recommended Award to:	Boston Green Fuel Company, LLC	Fund:	Stormwater
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.

[B26084 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2026.07.22 – 247**

Resolution Re: Authorization to Award B26087 Hot Bituminous Concrete
(Asphalt) Pickup to Brox Industries, Inc.

WHEREAS: A sealed Request for Bid #B26087 was requested and received for Bituminous Concrete (Asphalt) picked up on July 1, 2026, at 2:00 p.m.; and

WHEREAS: The City requested pricing for four separate material items that include 1" Base, 3/4" Binder, 1/2" Surface Mix, and 3/8" Surface Mix. All materials will be picked up by City personnel or by City authorized contractors at the vendor's location on an as-needed basis; and

WHEREAS: The City received one response which was reviewed for necessary qualifications, experience, costs, and plant location in proximity to Dover, NH. It is the recommendation to accept Brox Industries, Inc. of Dracut, MA for bituminous concrete (asphalt) to be picked up on an "as needed" basis at \$76.50/ton in Rochester, NH; and,

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

The Purchasing Agent is hereby authorized to issue purchase orders to Brox Industries, Inc. of Dracut, MA for the purchase of bituminous concrete (asphalt), at rates per B26087, to be picked up on an "as needed" basis. 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, as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance	Charge
1000.1.300.43121.4715.00000.00	Streets - Land Improvement	\$2,279,520.00	\$1,279,520.00	\$267,750.00

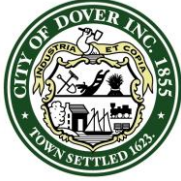
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: 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 – 2026.07.22 – 247**

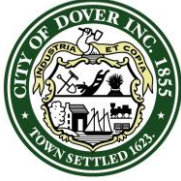
Resolution Re: Authorization to Award B26087 Hot Bituminous Concrete
(Asphalt) Pickup to Brox Industries, Inc.

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2026.07.22 – 247**
Resolution Re: Authorization to Award B26087 Hot Bituminous Concrete
(Asphalt) Pickup to Brox Industries, Inc.

RESOLUTION BACKGROUND MATERIAL:

Depending upon the quantity and varying types of different up-coming city road construction or rehabilitation projects, the City will need to acquire bituminous concrete/asphalt on an “as needed” basis to be picked up at the asphalt manufacturing plant located in Rochester, NH (through the end of December 2026; (alternate location for winter season with Brox in Dracut, MA), either utilizing city vehicles or private contractors with whom the City has an agreement for vehicle/operator rental services.

The bituminous concrete must meet the most current NHDOT Standard Specifications for road construction. The total estimated annual quantity for all items for FY27 is projected to be 3,500 tons at an average of \$76.50 per ton or \$267,750.00.

The procurement of hot bituminous concrete asphalt is intended to support City Council Goal #3: Continue to Invest in Infrastructure, by patching and improving our roadways.

Bid Information:

A sealed Request for Bid #B26087 was requested and received for Bituminous Concrete (Asphalt) to be picked up on an as-needed basis on July 1, 2026, at 2:00 p.m. The Purchasing Agent reached out to Pike Industries, who historically bids on this service, to request feedback as to why they did not submit a bid. The sales manager responded stating that the reason they did not supply pricing is that they cannot guarantee the same price for the period we requested in our bid proposal (one year) due to the volatility in the current market.

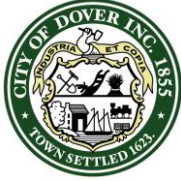
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	158	Number of Responses:	1
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:	Brox Industries, Inc.	Fund:	Streets
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.

[B26087 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2026.07.22 – 248**

Resolution Re: Authorization to Purchase Three Nissan Rogue AWD Vehicles via State of NH Contract 8003754 from Fleet Vehicle Source, Inc.

WHEREAS: A sealed Request for Bid #3062-26 was solicited and received by the State of New Hampshire in October of 2025 for pricing of various 2026 model year vehicles. Contracts were awarded to several vendors, including Fleet Vehicle Source, Inc. via State of NH Contract 8003754, for several different types of vehicles for 2025-2026; and

WHEREAS: The Community Services Department, Engineering Division, requires reliable transportation to manage and oversee ongoing Capital Improvement Program (CIP) construction projects safely and efficiently throughout the City; and

WHEREAS: Fleet Vehicle Source, Inc.'s quote offers the state bid discount for three 2026 Nissan Rogue SUV vehicle in the amount of \$27,567.00 each for a total cost of \$82,701.00; and

WHEREAS: Per 5-29A, Exemptions to Formal Bidding; Waiver. The Purchasing Agent may, with approval by 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 U.S. Fleet Source, Inc., Las Vegas, NV, for the purchase of three 2026 Nissan Rogue SUV vehicles for the total amount of \$82,701.00. 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 as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance	Charge
6310.1.550.49200.4742.00000	Fleet Maint- Light Vehicles	57,725.00	\$57,725.00	\$55,134.00

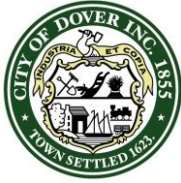
AUTHORIZATION

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.7.

Resolution Number: **R – 2026.07.22 – 248**

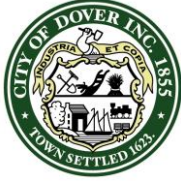
Resolution Re: Authorization to Purchase Three Nissan Rogue AWD
Vehicles via State of NH Contract 8003754 from Fleet Vehicle
Source, Inc.

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2026.07.22 – 248**
Resolution Re: Authorization to Purchase Three Nissan Rogue AWD
Vehicles via State of NH Contract 8003754 from Fleet Vehicle
Source, Inc.

RESOLUTION BACKGROUND MATERIAL:

The Engineering Division of the Community Services Department is tasked with the critical oversight and active management of the City's extensive Capital Improvement Program (CIP) construction projects. To execute these duties safely, efficiently, and effectively, Engineering Construction Managers require reliable field transportation to travel between active municipal jobsites. This proposed purchase addresses immediate fleet deficiencies resulting from the retirement of two light pickup trucks formerly utilized by the Streets and Drains Division that have reached the end of their useful service life, as well as the unanticipated loss of an active engineering vehicle due to an irreparable manufacturer recall.

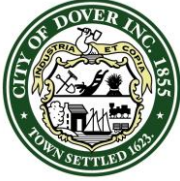
Replacing these retired and lost assets with newer, better-equipped vehicles directly aligns with the City Council's established goals regarding safety and resiliency. This procurement advances a proactive, regular fleet replacement schedule rather than utilizing strained municipal resources to frequently repair older, deteriorated vehicles. By systematically retiring obsolete units, the City minimizes maintenance downtime, ensures long-term fiscal predictability, and guarantees that engineering staff have the safe, reliable, and modern equipment necessary for active jobsite oversight and municipal infrastructure development.

To secure the most competitive pricing, the City has utilized the state bid pricing structure to obtain a quote from Fleet Vehicle Source, Inc. for three 2026 Nissan Rogue SUVs at a unit cost of \$27,567.00, resulting in a total capital expenditure of \$82,701.00. In alignment with standard manufacturing disclosures, these vehicles are assembled for the United States market at the Nissan Smyrna Assembly Plant in Smyrna, Tennessee. Community Services Department recommends the authorization of this purchase to restore essential field operational capacity to the Engineering Division.

The City Council's established goals prioritize safety and resiliency, which are directly supported by retiring obsolete vehicles on a regular, planned schedule rather than incurring frequent and costly maintenance repairs on older, deteriorated units.

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	Until Delivery	Estimated Delivery:	Fall of 2027
Recommended Award to:	Fleet Vehicle Source, Inc.	Fund:	Fleet Maintenance
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Waive competitive bidding.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2026.07.22 – 249**

Resolution Re: Authorization to Purchase Fleet Parts via State of NH
Contract 8003556– Grappone Ford

- WHEREAS: There are several contracts available for municipal use, which provide discounted rates with varying effective dates, through the State of New Hampshire and participating Cooperatives, i.e., Sourcewell, Massachusetts Higher Education Consortium (MHEC), and OMNIA; and
- WHEREAS: The City seeks authorization to purchase Fleet Parts from Grappone Ford via State of NH Contract 8003556 throughout FY27 as needed; and
- WHEREAS: Per 5-29B, Exemptions to Formal Bidding; Waiver. The Purchasing Agent may, with approval by 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 Purchase Orders to Grappone Ford for the purchase of fleet parts as needed. 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, as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance	Charge
6310.1.550.49200.4895.xxxxx.xx.xxx.xxx.300	Fleet Maintenance Cost of Sales	\$695,836.00	\$574,540.22	\$36,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

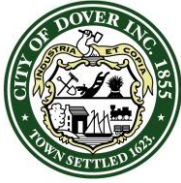
Approved as to Legal
Form and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk

R-2026.07.08 Authorization to Purchase Fleet Parts via State of
NH Contracts 8003556- Grappone Ford

Document Created by: Purchasing
Document Posted on: July 17, 2026

Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2026.07.22 – 249**
Resolution Re: Authorization to Purchase Fleet Parts via State of NH
Contract 8003556– Grappone Ford

DOCUMENT HISTORY:

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

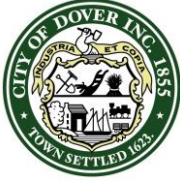
DOCUMENT ACTIONS:

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.		

R-2026.07.08 Authorization to Purchase Fleet Parts via State of
NH Contracts 8003556- Grappone Ford

Document Created by: Purchasing
Document Posted on: July 17, 2026

Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2026.07.22 – 249**
Resolution Re: Authorization to Purchase Fleet Parts via State of NH
Contract 8003556– Grappone Ford

RESOLUTION BACKGROUND MATERIAL:

There are several State of New Hampshire, and Cooperative contracts for municipal use with vendors that participate in discounted pricing for various goods and services. The City is seeking approval to purchase goods from the following vendor with the estimated annual expenditure based on historical usage.

Vendor	Type of Service	Contract Number	Estimated annual expenditure
Grappone Ford	Fleet Parts	8003556	\$36,000.00

Per 5-29A Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures when purchasing through the State of New Hampshire or at State bid prices and/or various Cooperatives. Per 5-32, any individual purchases of \$25,000.00 or more shall be approved by majority vote of the City Council prior to award.

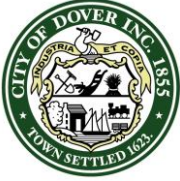
Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes/State of NH 8003556
Prices will hold for:	11/30/2027	Estimated Delivery:	As needed
Recommended Award to:	Grappone Ford	Fund:	Fleet Maintenance
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.

R-2026.07.08 Authorization to Purchase Fleet Parts via State of
NH Contracts 8003556- Grappone Ford

Document Created by: Purchasing
Document Posted on: July 17, 2026

Page 3 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.07.22 – 250**

Resolution Re: Authorization to Approve Additional Scope of Work for
B23006 Cochecho Waterfront Public Improvements
Construction – Northeast Earth Mechanics

WHEREAS: In January 2023, the Re-Bid of #B23006 Cochecho Waterfront Public Improvement Construction was issued and a pre-bid meeting was conducted on February 2, 2023 with all four firms attending with proposals due on March 16, 2023 at 2:00 pm; and

WHEREAS: Two bid responses were received and reviewed for understanding of project scope, approach for completing the work, certification to design, deliver, support and manage proposed solution, and the offer deemed most advantageous, approved by council via [R-2023.04.26-066](#), was awarded to Northeast Earth Mechanics, LLC in the amount of \$19,532,250.00; and

WHEREAS: In November of 2023, the City received a proposal for additional SOW, not to exceed \$80,665.00, approved by council via R-2024.01.10-1. In July of 2024, council approved a proposal for additional scope of work in the amount of \$571,957.61 via [R-2024.07.10-119](#); and via [R-2025.06.25-115](#) approved for additional scope of work in the amount of \$420,735.09; and

WHEREAS: On June 26, 2026, the City received additional scope of work from Northeast Earth Mechanics, in the amount of \$797,716.50.

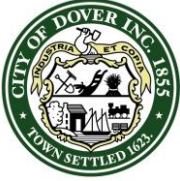
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a change order to Northeast Earth Mechanics of Pittsfield, NH in the amount, not to exceed, \$797,716.50 for the Cochecho Waterfront Public Improvement Construction. 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 as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance	Charge
4325.1.300.43230.4757.03190.22	Cochecho Dredge Cell Closure	2,551,033.97	2,376,467.76	778,260.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2026.07.22 – 250**
Resolution Re: Authorization to Approve Additional Scope of Work for
B23006 Cochecho Waterfront Public Improvements
Construction – Northeast Earth Mechanics

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: Deputy City Attorney

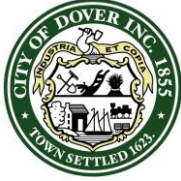
Recorded by: Jerrica Vansylyvong-Bizier
City Clerk

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#: 13.B.1. Resolution Number: R – 2026.07.22 – 250 Resolution Re: Authorization to Approve Additional Scope of Work for B23006 Cochecho Waterfront Public Improvements Construction – Northeast Earth Mechanics	

RESOLUTION BACKGROUND MATERIAL:

The City re-bid Contract B23006, Cochecho Waterfront Public Improvements Construction, to four prequalified firms and received two bids. Northeast Earth Mechanics (NEEM) submitted the lowest responsive base bid of \$19,532,250, which was approved by City Council.

During construction, several unforeseen conditions and project coordination needs required additional work outside the original contract scope. These included preparation and expansion of the dredge cell material storage area, including access through Maglaras Park; extension of utilities and roadway improvements to serve 36 Seaport Way; removal of blasted ledge and installation of structural fill in coordination with the Cathartes development; and additional test pits to verify subsurface conditions within proposed building footprints.

In early 2025, previously unknown deterioration of the 2007 waterfront bulkhead was discovered after excavation. Investigation determined that the buried steel sheet piling had corroded below grade, requiring corrective action. In consultation with NHDES and Horsley Witten, the City determined that restoring the original granite toe wall, removing the deteriorated steel plates, and returning approximately 1,600 square feet to the public waterway was the most appropriate long-term solution. This work reduces the plaza area while creating a more durable and aesthetically consistent shoreline.

As part of the waterfront project, NEEM removed clay material from the previously undisturbed bluff area and stockpiled them at Maglaras Park. The City is undergoing a project to redevelop Maglaras Park, and the first step is to prepare the area by leveling the clay stockpiles.

In June of 2026, NEEM provided a proposal to level the clay, which will set the baseline for the required improvements to the Maglaras Park restoration. This will enable NEEM to clean up Maglaras Park, address drainage needs, and work to solidify the final layout and base material setup for the dredge cell parking and ballfields.

The City’s approved CIP includes funding for capping and closure of the Dredge Cell, along with an allowance to rehab the abutting athletic fields at Maglaras Park. Due to the surplus of material at the Dredge Cell, work will extend to Maglaras ballfields to incorporate and beneficially re-use the excess material. All applicable permits have been obtained to allow for the proposed handling and regrading of fill, which then will allow the capping and closure of the Dredge Cell to be completed. Adaptive reuse of the Dredge Cell and abutting area is an objective of the City’s Master Plan.

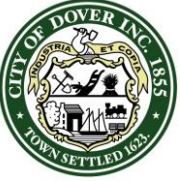
Bid Information:

A sealed Request for Proposal Re-Bid #B23006 Cochecho Waterfront Public Improvement Construction was issued and received on March 16, 2023, at 2:30 p.m.

Award Information:

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

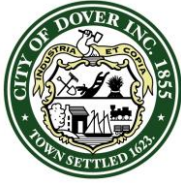
Document Created by: Purchasing Document Posted on: July 17, 2026	R-2026.07.22 B23006 Cochecho Waterfront Public Improvements Construction Authorization for Addl SOW Northeast Earth Mechanics – Northeast Earth Mechanics Page 3 of 4
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 CITY OF DOVER	CITY OF DOVER - RESOLUTION		
	Agenda Item#: 13.B.1. Resolution Number: R – 2026.07.22 – 250 Resolution Re: Authorization to Approve Additional Scope of Work for B23006 Cochecho Waterfront Public Improvements Construction – Northeast Earth Mechanics		

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	4 pre-qualified firms	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	
Recommended Award to:	Northeast Earth Mechanics LLC	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B23006 Rebid - Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item #: 13.B.2.

Resolution Number: **R – 2026.07.22 – 251**
Resolution Re: Authorization to Utilize Digitech Computer LLC for
Ambulance Revenue Cycle Management Services

- WHEREAS: The City of Dover joined the New Hampshire (EMS) Emergency Medical Service Research Group, consisting of several other communities, in soliciting a sealed Request for Bid #B17012 to seek a qualified firm to provide (ARCM) Ambulance Revenue Cycle Management services. Five proposals were received on April 15, 2017; and
- WHEREAS: The proposals were evaluated and the proposal deemed most advantageous, at a rate of 5.5% of net collections, was received from Enhanced Management Services, Inc. and awarded via [R-2017.07.12-078](#); and
- WHEREAS: In 2017, Enhanced Management Services, Inc. was acquired by Quick Med Claims and then on November 14, 2025, Digitech Computer LLC acquired Quick Med Claims; and
- WHEREAS: The city is seeking approval to continue to utilize Digitech Computer in providing Ambulance Revenue Cycle Management Services in the amount of \$89,999.97.
- WHEREAS: Per 5-29.C, Exemptions to Formal Bidding, Formal bidding shall not apply to the following: Sole-source purchases where the proposed purchase is manufactured or provided by only one entity, and/or the City has already committed to a certain product, manufacturer, brand, or service provider.

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

The Purchasing Agent is hereby authorized to issue a purchase order in an amount of \$89,999.97. 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 and shall not exceed available funding.

Account	Description	Appropriation	Balance	Charge
1000.1.220.42210.4895.00000	Fire- Ambulance Cost of Sales	\$100,000.00	\$100,000.00	\$89,999.97

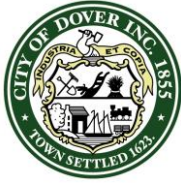
AUTHORIZATION

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
Deputy City Attorney

Recorded by: Jerrica Vanslyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item #: 13.B.2.

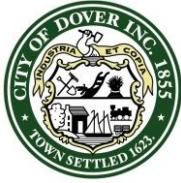
Resolution Number: **R – 2026.07.22 – 251**
Resolution Re: Authorization to Utilize Digitech Computer LLC for
Ambulance Revenue Cycle Management Services

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.B.2.

Resolution Number: **R – 2026.07.22 – 251**
Resolution Re: Authorization to Utilize Digitech Computer LLC for
Ambulance Revenue Cycle Management Services

RESOLUTION BACKGROUND MATERIAL:

The New Hampshire EMS Research Group desires to obtain a qualified EMS Billing professional, with the goal of maximizing collections and ensuring agencies have the equipment and staff needed to provide the most advanced medical care in their communities while maintaining long-term financial health.

New Hampshire EMS Research Group represents a group of Fire/EMS/Ground Ambulance providers serving NH. These communities are:

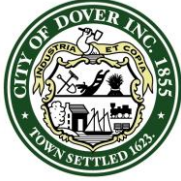
- Barrington
- Concord
- Derry
- Dover
- Kingston
- East Kingston
- Epping
- Goffstown
- Hampton
- Milton
- Pelham

Digitech offers the following:

- Maximized collections
- Proactive compliance program that incorporates multiple regulatory safeguards, including an annual SOC 1 Type II Audit and independent external audits
- Comprehensive reporting that provides flexible, ease of use, real-time geographical data, transparency, and the ability to customize to meet reporting needs.
- Regular review of account performance, agency rates, and industry trends and best practices, plus annual revenue projections.

Award Information:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

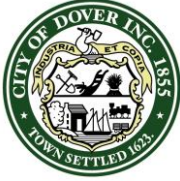
Agenda Item #: 13.B.2.

Resolution Number: **R – 2026.07.22 – 251**

Resolution Re: Authorization to Utilize Digitech Computer LLC for
Ambulance Revenue Cycle Management Services

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	As contracted	Estimated Delivery:	As needed
Recommended Award to:	Digitech Computer	Fund:	Fire
Other Approvals Required:	No	References Checked:	Yes
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2026.07.22 – 252**

Resolution Re: Authorization to Continue to Utilize the New Hampshire Public Risk Management Exchange (Primex) for Property & Liability and Workers Compensation Insurance

WHEREAS: The City has been a member through the New Hampshire Public Risk Management Exchange (Primex) since 2014; and

WHEREAS: For the last three years, the City participated in a Contribution Assurance Program (CAP) which capped increases for three years, FY24/FY25/FY26. Primex no longer offers the CAP, and member contributions for Property and Liability insurance, as well as Workers' Compensation insurance, are calculated on an annual basis starting in FY27; and

WHEREAS: The City has received its Property and Liability as well as Workers' Compensation member contribution summary for the period of 7/1/2026-6/30/2027 in the combined amount of \$1,331,861.00, representing \$739,803.00 for Property & Liability and \$592,058.00 for Workers' Compensation. The City does receive package discounts, prime discounts, and law enforcement discounts as outlined in the background section of this resolution.

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

The Purchasing Agent is hereby authorized to issue purchase orders to Primex of 46 Donovan St., Concord, NH for FY27 property & liability and workers' compensation member contributions in the amount of \$1,331,861.00. 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
xxxx.x.xxxxx.4521.xxxxx	Property Insurance	154,656.00	154,656.00	154,656.00
xxxx.x.xxxxx.4522.xxxxx	Vehicle Insurance	168,646.00	168,646.00	168,646.00
xxxx.x.xxxxx.4523.xxxxx	Police Liability	71,320.00	71,320.00	71,320.00
xxxx.x.xxxxx.4524.xxxxx	Public Liability	345,181.00	345,181.00	345,181.00
6800.1.550.49200.4260.09100	Workers compensation	622,058.00	622,058.00	592,058.00

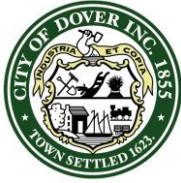
AUTHORIZATION

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 Vanslyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2026.07.22 – 252**

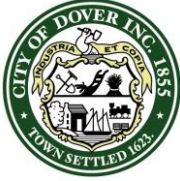
Resolution Re: Authorization to Continue to Utilize the New Hampshire Public Risk Management Exchange (Primex) for Property & Liability and Workers Compensation Insurance

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

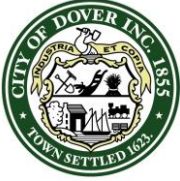
Resolution Number: **R – 2026.07.22 – 252**

Resolution Re: Authorization to Continue to Utilize the New Hampshire Public Risk Management Exchange (Primex) for Property & Liability and Workers Compensation Insurance

RESOLUTION BACKGROUND MATERIAL:

The Prime3 Program with Primex is designed to improve risk management performance through the implementation of Risk Management Practices that are effective, attainable, and can result in cost savings for public entities. Each program – Workers Compensation and Property & Liability has its own Prime3 certification process. Since the City would have Property & Liability along with Workers' Compensation, there is a 10% package discount. Once a member achieves Prime3 status, a 2.5% discount is applied to both Property & Liability and Workers' Compensation programs. There is an annual re-certification to maintain this status, and both Workers' Compensation and Property & Liability have achieved this status since the inception of the program. Property & Liability has a 1% discount on Police Liability because the City's Police Department is maintaining certification in the Commission on Accreditation for Law Enforcement Agencies (CALEA). Workers Compensation has a 0.5% discount because the City's Police Department is maintaining certification in the Commission on Accreditation for Law Enforcement Agencies (CALEA).

The City's Property & Liability insurance coverages contained in this resolution are consistent with City Council Goal #3: Continue to Invest in Infrastructure by addressing risk mitigation and strengthening operational reliability to ensure uninterrupted delivery of services when City property, equipment, or buildings are damaged due to accidents or disasters. Insurance coverage provides access to funding for timely repair or replacement of assets used to deliver services. The City's Workers' Compensation insurance coverage is consistent with City Council Goal #4: City Government is Innovative, Forward-Thinking, and Invests in Human Capital.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2026.07.22 – 253**
Resolution Re: Q22-001 Renewal of Debt and Lease Management
Program with Fifth Asset, Inc. dba Debt Book FY27-FY29

WHEREAS: In June 2021, the city obtained written quotes # Q22-001 from three vendors that provide software packages for both Debt Management and Lease Tracking. Demonstrations were conducted with each vendor, and the company deemed most advantageous to the city and ultimately selected was Fifth Asset, Inc DBA DebtBook in the amount of \$9,750.00; and

WHEREAS: An agreement was negotiated for a one-year period and implementation began in 2022. The City has been using the debt management module for several years and has implemented the debt management tracking module, leases tracking module, and software subscriptions tracking module. The current agreement will end August 29, 2026, and DebtBook has provided a multi-year discounted cost proposal for FY27 \$19,000.00, FY28 \$19,000.00, FY29 \$19,000.00 for a total of \$57,000.00, thereby requiring council approval; and

WHEREAS: It is the recommendation to continue the subscription with DebtBook as outlined.

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 Fifth Asset, Inc. DBA DebtBook of Charlotte, NC, for a subscription to DebtBook for debt management, leases, and software subscription tracking modules at the annual rate of \$19,000.00 for a multi-year agreement totaling \$57,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance	Charge
1000.1.190.41991.4450.00000	Misc Gen Gov-Software Subscriptions	19,000.00	19,000.00	19,000.00

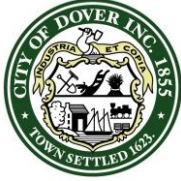
AUTHORIZATION

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

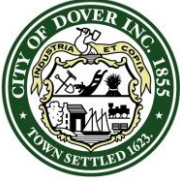
 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.4. Resolution Number: R – 2026.07.22 – 253 Resolution Re: Q22-001 Renewal of Debt and Lease Management Program with Fifth Asset, Inc. dba Debt Book FY27-FY29	

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 – 2026.07.22 – 253**

Resolution Re: Q22-001 Renewal of Debt and Lease Management
Program with Fifth Asset, Inc. dba Debt Book FY27-FY29

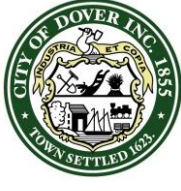
RESOLUTION BACKGROUND MATERIAL:

The city staff sought to automate the debt management tasks in an effort to streamline year-end reconciliations and financial reporting and note disclosure requirements as prescribed by the Government Accounting Standards Board (GASB). The City selected DebtBook as the software that would best serve the needs of the City for debt management and financial reporting.

As a result of GASB Statement #87 implementation in 2021, staff sought a program to automate the lease tracking and Statement #87 financial reporting and note disclosure requirements. GASB #87 requires leases to be reported within the City's financial statements, eliminates the classification of operating and capital leases, and requires certain note disclosures for lease items reported in the financial statements. DebtBook had an existing lease-tracking module, so the City moved forward with using this module for FY2022 and subsequent fiscal years for financial reporting requirements. Inclusive of FY2026, there are 5 years of lease information populated into DebtBook lease tracking module.

Effective for FY2023, GASB implemented Statement #96, financial reporting for Subscription-Based Information Technology Arrangements (SBITA). DebtBook developed a module to track SBITAs and produce the required financial reporting and disclosure requirements. The City started using this module in FY2023 and has continued to use it for subsequent fiscal years. Inclusive of FY2026, there are 4 years of SBITAs information populated into DebtBook SBITA module.

The three-year agreement includes discounted pricing, client resource and support center, and a non-appropriation of funds clause. The current agreement with DebtBook will end August 29, 2026. DebtBook has provided a multi-year discounted cost proposal for FY27 \$19,000.00, FY28 \$19,000.00, and FY29 \$19,000.00 for a total of \$57,000.00. The City seeks to continue utilizing DebtBook for debt management and lease tracking for the next three fiscal years. This amount continues to be the lowest option from the original submitted proposals.

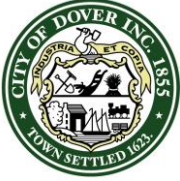
 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 13.B.4. Resolution Number: R – 2026.07.22 – 253 Resolution Re: Q22-001 Renewal of Debt and Lease Management Program with Fifth Asset, Inc. dba Debt Book FY27-FY29
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Bid Information:

In June 2021, the city solicited written quotes # Q22-001 from three vendors that provide software packages for both Debt Management and Lease Tracking.

Q22-001 Debt Management & Lease Software	Gravity @ IGM Tech	Lease Query	DebtBook/Government
one-time fee set up fee	12,000.00	15,000.00	2,250.00
Lease Tracking Program	4,500.00	8,000.00	7,500.00
Debt Management Program	7,500.00	no	incl
total	24,000.00	23,000.00	9,750.00
Install timeline	5 weeks	2-3 months	4-6 weeks
Licenses	4	unlimited	unlimited

Consistent with City Council Goal #4, City Government is Innovative, Forward-Thinking, and Invests in Human Capital, the utilization of DebtBook leverages modern technology to streamline and standardize departmental workflows and improve operational efficiency.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2026.07.22 – 254**

Resolution Re: Payment in Lieu of Property Tax Agreement Between the City of Dover and Del Sol Dover, LLC

WHEREAS: Del Sol Dover, LLC (“Owner”) is a New Hampshire Limited Liability Company that approached the City proposing to enter into a Payment in Lieu of Property Tax (PILOT) agreement with the City of Dover for solar renewable generation facility to be installed on Crosby Road parcel Map G Lot 2-1B; and.

WHEREAS: RSA 72:74 provides that the owner of a renewable generation facility and the governing body of the municipality in which the facility is located may, after a duly noticed public hearing, enter into a voluntary agreement to make a payment in lieu of taxes (“PILOT”); and

WHEREAS: The City of Dover recognizes that the solar renewable generation facility is eligible for a PILOT Agreement pursuant to RSA 72:24; and

WHEREAS: The City of Dover is agreeable to enter into an annual PILOT from Owner to the City of Dover pursuant to RSA 72:74.

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

In accordance with RSA 72:74, the attached Payment in Lieu of Property Tax Agreement between the City of Dover and Del Sol Dover, LLC is hereby authorized.

AND, FURTHER BE IT RESOLVED;

That the City Manager is designated as the agent of the City to enter into and sign this Agreement.

THIS RESOLUTION TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 12, 2026.

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance:

Joshua M. Wyatt
City Attorney

Recorded by:

Jerrica Vanslyvong-
Bizier
City Clerk



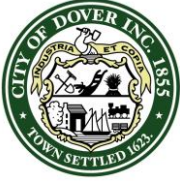
Agenda Item#: 13.B.5.

Resolution Number:	R – 2026.07.22 – 254
Resolution Re:	Payment in Lieu of Property Tax Agreement Between the City of Dover and Del Sol Dover, LLC

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

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.		

Document Created by: Finance Document Posted on: July 17, 2026	R-2026.07.22_ Payment in Lieu of Property Tax Agreement Between the City of Dover and Del Sol Dover, LLC	Page 2 of 3
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2026.07.22 – 254**

Resolution Re: Payment in Lieu of Property Tax Agreement Between the
City of Dover and Del Sol Dover, LLC

In accordance with RSA 72:74 *Persons and Property Liable to Taxation*, the governing body of a municipality may, after a duly noticed public hearing, approve a voluntary Payment in Lieu of Property Tax Agreement. The City of Dover and Del Sol Dover, LLC would be parties to the PILOT agreement for a solar renewable generation facility on Crosby Road parcel Map G Lot 2-1B. A copy of the proposed PILOT Agreement is attached to this resolution, as well as, a proposed plan for a 1.539 MWdc solar facility.

The Agreement provides that Del Sol Dover, LLC will make an annual payment equivalent to \$3,000.00 per MWdc in Year 1, and each subsequent year the PILOT amount would increase by a 2.5% annual escalator. The land and any buildings or structures of the parcel would be assessed ad valorem real estate tax annually by the City.

Consistent with the Stewardship of Resources chapter of the City's Master Plan, this resolution provides an incentive to encourage developers and homeowners to pursue energy conservation measures on their properties.

- THE PERMIT RECOMMENDATIONS DETAILED BELOW ARE CONTINGENT ON ADOPTION OF THE CONSERVATION EASEMENT/DEED RESTRICTIONS TO BE RECORDED IN THE STAFFORD COUNTY REGISTRY OF DEEDS. DRAFT EASEMENT LANGUAGE HAS BEEN RECEIVED AND BY NHFG, RECEIVED ON 6/27/2024. THIS DRAFT REFERENCES THE APPROXIMATE 3.94 ACRE DEED RESTRICTED AREAS WITHIN PERTAINING TO EACH AS SHOWN ON SHEET C3 (SHEET 3 OF 7) OF SITE PLANS DATED AUGUST 22, 2023, LAST REVISED MAY 29, 2024, AND WILL BE UPDATED WITH THE AOT PERMIT NUMBER UPON RECORDING. THE APPLICANT/APPLICANT REPRESENTATIVE HAS COMMITTED TO – AND NHFG IS IN AGREEMENT WITH – FINALIZING THE TERMS OF THE CONSERVATION EASEMENT/DEED RESTRICTION BETWEEN THE DATE OF THIS EMAIL CORRESPONDENCE AND PRIOR TO BEGINNING ANY WORK ON SITE RELATED TO THE ISSUED NHDES ALTERATION OF TERRAIN PERMIT. THE FINAL CONSERVATION EASEMENT OR DEED RESTRICTION DOCUMENT AGREED UPON BY ALL PARTIES SHALL BE RECORDED IN THE STAFFORD COUNTY REGISTRY OF DEEDS PRIOR TO THE BEGINNING OF ANY WORK ON THE SITE RELATED TO THE ISSUED NHDES ALTERATION OF TERRAIN PERMIT. IF ANY ADJUSTMENTS ARE MADE PRIOR TO THE RECORDING OF THE DOCUMENT IN THE STAFFORD COUNTY REGISTRY OF DEEDS, IT MAY AFFECT NHFG RECOMMENDATIONS AND WOULD REQUIRE FURTHER CONSULTATION WHICH MAY AFFECT PERMIT STATUS. UPON FINALIZATION OF THE CONSERVATION DEED RESTRICTION, THE BOUNDARY OF THE CONSERVATION AREA SHALL BE SURVEYED AND RECORDED. THE SURVEY AND FINAL RECORDED DOCUMENT SHALL BE PROVIDED TO NHFG WITHIN 30 DAYS OF RECORDING. ALONG WITH THAT SUBMITTAL, KMZ AND/OR SHAPEFILES OF THE SURVEY BOUNDARY SHALL BE PROVIDED WITH UPDATED SITE PLANS THAT DEPICT THE BOUNDARY. PLACARDS SHALL BE PLACED EVERY 75 FEET ALONG THE BOUNDARY OF THE CONSERVATION AREAS IDENTIFYING THEM AS SUCH. TERMS THAT SHALL BE INCORPORATED INTO THE FINAL CONSERVATION DEED RESTRICTION SHALL INCLUDE, BUT NOT BE LIMITED TO THOSE DETAILED IN THE NHFG REVIEW EMAIL TRANSMITTAL DATED JUNE 11, 2024 FROM KEVIN SULLIVAN TO SHAWN TOBEY, HOYLE TANNER ET AL. THE AGREEMENT DOES NOT ALLOW FOR AN ALTERNATE MITIGATION OPTION OR COMPLETION TIMEFRAME.
2. BLANDING'S TURTLE (STATE ENDANGERED), SPOTTED TURTLE (STATE THREATENED), AND NEW ENGLAND COTTONTAIL (STATE ENDANGERED) OCCUR WITHIN THE VICINITY OF THE PROJECT AREA. ALL OPERATORS AND PERSONNEL WORKING ON OR ENTERING THE SITE SHALL BE MADE AWARE OF THE POTENTIAL PRESENCE OF THESE SPECIES AND SHALL BE PROVIDED FLYERS THAT HELP TO IDENTIFY THESE SPECIES, ALONG WITH NHFG CONTACT INFORMATION. SEE PLAN SHEET C1.
3. RARE SPECIES INFORMATION (E.G. IDENTIFICATION, OBSERVATION AND REPORTING OF OBSERVATIONS, WHEN TO CONTACT NHFG IMMEDIATELY AND NHFG CONTACT INFORMATION) SHALL BE COMMUNICATED DURING MORNING TALIGATE MEETINGS PRIOR TO WORK COMMENCEMENT DURING THE CONSTRUCTION PHASE OF THE PROJECT.
4. NHFG RECOMMENDS MAINTAINING AS MUCH SHRUB COVER ON THE SITE AS POSSIBLE TO HELP SERVE AS CORRIDORS AND CONNECTIVITY IN THE LANDSCAPE FOR RARE WILDLIFE SPECIES.
5. 50 FT WETLAND BUFFER AROUND KNOX MARSH BROOK, AS IDENTIFIED ON SHEET C3 (SHEET 3 OF 7) OF SITE PLANS DATED AUGUST 22, 2023, LAST REVISED MAY 29, 2024, SHALL BE MAINTAINED AS NO-CUT, NO-DISTURB.
6. THE FENCE SURROUNDING THE SOLAR FARM SHALL BE RAISED 6" OFF THE GROUND TO ALLOW FOR WILDLIFE PASSAGE. SEE PLAN SHEET C5.
7. A NATIVE SEED MIX SHALL BE USED AROUND THE SOLAR ARRAY AREA. SEED MIXES SHOULD BE LOW-GROWING SPECIES IN ORDER TO MINIMIZE THE NEED FOR MOWING.
8. SALT SHALL NOT BE USED ON ROADS WITHIN THE SOLAR FARM TO PREVENT RUNOFF INTO ADJACENT WETLANDS.
9. MOWING SHALL BE AVOIDED TO THE MAXIMUM EXTENT PRACTICABLE BETWEEN APRIL 1ST AND OCTOBER 15TH IN EACH CALENDAR YEAR, AS TURTLES ARE HIGHLY SUSCEPTIBLE TO INJURY/MORTALITY FROM MOWING EVENTS. EXCEPT THAT, UP TO TWO MOWING EVENTS MAY OCCUR BETWEEN APRIL 1st/ AND OCTOBER 15th/, UNDER THE FOLLOWING CONDITIONS:
 - a. MOWING SHALL BE AVOIDED IN JUNE AT THE HEIGHT OF THE NESTING SEASON.
 - b. MOWER BLADES SHALL BE RAISED AT LEAST 6" ABOVE THE GROUND, BUT PREFERABLY 8".
 - c. A STRING TRIMMER WILL BE USED AROUND THE RACKING AND EQUIPMENT.
10. NO HERBICIDES OR PESTICIDES WILL BE USED FOR THE DURATION OF THE PROJECT
11. TURTLES AND SNAKES MAY BE ATTRACTED TO DISTURBED GROUND DURING NESTING SEASON (MAY 15TH – JUNE 30TH). ALL TURTLE SPECIES NESTS ARE PROTECTED BY NH LAWS. IF A NEST IS OBSERVED OR SUSPECTED, OPERATORS SHALL CONTACT MELISSA WINTERS OR JOSH MCGEYAT AT NHFG IMMEDIATELY FOR FURTHER CONSULTATION. SEE SPECIES FLYERS ON PLAN SHEET C1 FOR NHFG CONTACT INFORMATION.
 - a. THE NEST OR SUSPECTED NEST SHALL BE MARKED (SURROUNDING ROPED OFF OR CONE BUFFER DEPENDENT) AND INFORMATION SHALL BE COMMUNICATED TO ALL PERSONNEL ON-SITE.
 - b. SITE ACTIVITIES SHALL NOT OCCUR IN THE AREA SURROUNDING THE NEST OR SUSPECTED NEST UNTIL FURTHER GUIDANCE IS PROVIDED BY NHFG.
12. IF WORK IS TO OCCUR BETWEEN APRIL 1ST AND OCTOBER 15TH, A WILDLIFE SILT FENCE BARRIER SHALL BE INSTALLED PRIOR TO BEGINNING WORK IN ACCORDANCE WITH THE FOLLOWING:
 - a. A WILDLIFE SILT FENCE BARRIER SHALL BE INSTALLED AROUND THE PERIMETER OF THE SITE AND SHALL BE BUILT TO A MINIMUM OF NO GREATER THAN 18" ABOVE THE EXISTING GRADE. THE WILDLIFE SILT FENCE BARRIER SHALL BE INSTALLED WITH THE WOOD STAKES EXPOSED ON THE INTERIOR SIDE OF THE WORK ZONE. SEE PLAN SHEET C6.
 - b. WILDLIFE ESCAPE MOUNDS ("RAMPS") SHALL BE INSTALLED ON THE INTERIOR OF THE WILDLIFE SILT FENCE BARRIER ALLOWING FOR POTENTIALLY ENTRAPPED WILDLIFE TO ESCAPE FROM THE ENCLOSED PROJECT AREA. RAMPS SHALL BE CONSTRUCTED ON THE WORK-ZONE SIDE OF THE TURTLE AND SNAKE WILDLIFE SILT FENCE BARRIER. THE RAMPS SHALL BE CONSTRUCTED OUT OF NATIVE MATERIAL (SAND/SOIL) FROM THE SITE AND SHALL BE AT A MINIMUM OF 3 FEET IN WIDTH. ADDITIONAL TALL STAKES SHALL BE INSTALLED IN THE LOCATION OF THESE RAMPS TO HELP SUPPORT THE SILT FENCING AS NEEDED. MATERIALS SUCH AS HAY OR MULCH MAY BE USED TO OFFSET WEIGHT AS LONG AS MATERIALS DO NOT ASSIST ANIMALS IN ENTERING WORK ZONE. WILDLIFE ESCAPE MOUNDS SHALL BE INSTALLED AT LEAST EVERY 100 FEET ALONG THE WILDLIFE SILT FENCE BARRIER. ALTERNATIVE DESIGNS MAY BE ALLOWED WITH PRIOR WRITTEN APPROVAL BY NHFG. SEE PLAN SHEET C6.
 - c. WILDLIFE SON PERMITTING AND INSPECTED DAILY PRIOR TO SITE CONSTRUCTION ACTIVITIES. ANY DEFECTS SHALL BE REPAIRED IMMEDIATELY AND SHALL BE REPORTED TO NHFG WITHIN 24 HOURS OF DISCOVERY. THE SITE OPERATOR SHALL MAINTAIN A LOG OF ALL INSPECTIONS THAT INCLUDES DATE/TIME/OBSERVATIONS/DEFECTS/REPAIRS/COORDINATION EFFORTS/PHOTOGRAPHS DURING THE LIFE OF THE PERMIT OR UNTIL PROJECT COMPLETION, WHICHEVER OCCURS FIRST. THE LOGS SHALL BE MADE AVAILABLE IMMEDIATELY TO NHFG AND NHDES UPON WRITTEN REQUEST.
 - d. NHFG SHALL BE INFORMED IN WRITING WHEN WILDLIFE SILT FENCE BARRIER INSTALLATION HAS BEEN COMPLETED.
 - e. ONCE INSTALLED, THE WILDLIFE SILT FENCE BARRIER MUST BE MAINTAINED BETWEEN APRIL 1ST AND OCTOBER 15TH DURING THE LIFE OF THE PROJECT TO REDUCE THE POTENTIAL FOR RARE WILDLIFE ENTERING THE PROJECT SITE.
13. ALL MANUFACTURED EROSION AND SEDIMENT CONTROL PRODUCTS, WITH THE EXCEPTION OF TURF REINFORCEMENT MATS, UTILIZED FOR, BUT NOT LIMITED TO, SLOPE PROTECTION, RUNOFF DIVERSION, SLOPE STABILIZATION, PERIMETER CONTROL, INLET PROTECTION, CHECK DAMS, AND SEDIMENT TRAPS SHALL NOT CONTAIN PLASTIC OR MULTIFILAMENT OR MONOFILAMENT POLYPROPYLENE NETTING OR MESH WITH AN OPENING SIZE OF GREATER THAN 1/8 INCHES. SEE PLAN SHEET C4.
14. ALL OBSERVATIONS OF THREATENED OR ENDANGERED SPECIES ON THE PROJECT SITE SHALL BE REPORTED IMMEDIATELY TO THE NHFG NONGAME AND ENDANGERED WILDLIFE ENVIRONMENTAL REVIEW PROGRAM BY PHONE AT 603-271-2461 AND BY EMAIL AT NHGREVIEW@WILDLIFE.NH.GOV, WITH THE EMAIL SUBJECT LINE: NH22-3398, CROSBY RD DOVER – PROPOSED SOLAR FACILITY. WILDLIFE SPECIES OBSERVATION.
 - a. PHOTOGRAPHS OF THE OBSERVED SPECIES AND NEARBY ELEMENTS OF HABITAT OR AREAS OF LAND DISTURBANCE SHALL BE PROVIDED TO NHFG IN DIGITAL FORMAT AT THE ABOVE EMAIL ADDRESS FOR VERIFICATION, AS FEASIBLE.
15. IN THE EVENT A THREATENED OR ENDANGERED SPECIES IS OBSERVED ON THE PROJECT SITE DURING THE TERM OF THE PERMIT, THE SPECIES SHALL BE IMMEDIATELY HANDLED OR SERVED IN ANY WAY PRIOR TO CONSULTATION WITH NHFG AND IMPLEMENTATION OF CORRECTIVE ACTIONS RECOMMENDED BY NHFG.
 - a. SITE OPERATORS SHALL BE ALLOWED TO RELOCATE WILDLIFE ENCOUNTERED IF DISCOVERED WITHIN THE ACTIVE WORK ZONE IF IN DIRECT HARM FROM PROJECT ACTIVITIES.
 - b. WILDLIFE SHALL BE RELOCATED IN CLOSE PROXIMITY TO THE CAPTURE LOCATION BUT OUTSIDE OF THE WORK ZONE AND IN THE DIRECTION THE INDIVIDUAL WAS HEADING.
 - c. NHFG SHALL BE CONTACTED IMMEDIATELY IF THIS ACTION OCCURS.
16. NHFG, INCLUDING ITS EMPLOYEES AND AUTHORIZED AGENTS, SHALL HAVE ACCESS TO THE PROPERTY DURING THE TERM OF THE PERMIT.

PROJECT NO. 22.141302.00
SHEET 1 OF 7

THE PURPOSE OF THIS PLAN IS TO DEPICT THE EXISTING CONDITIONS ON
TAX MAP G LOT 2-1B. ALL FEATURES SHOWN ARE BASED ON CAD
FILES OF REFERENCE PLAN 1 AND 2 PROVIDED BY CIVILWORKS NEW
ENGLAND/HAIGHT ENGINEERING, PLLC. NO SURVEY WORK WAS
PERFORMED BY HOYLE TANNER.

2. OWNERS OF RECORD:
DEL SOL DOVER, LLC
340 CENTRAL AVENUE, SUITE 202
DOVER, NEW HAMPSHIRE 03820
S.C.R.D. VOL. 4733, PAGE 471 (200002182)

3. TAX MAP - PARCEL NUMBER: G / 2-1B

4. PARCEL AREA: 362,365 S.F. / 8.32 ACRES

5. ZONING DISTRICT: COMMERCIAL MANUFACTURING (CM) DISTRICT:
MINIMUM LOT SIZE = 20,000 S.F.
LOT COVERAGE = 50 PERCENT
MINIMUM FRONTAGE = 100 FEET
FRONT SETBACK = 35 FEET
SIDE SETBACK = 10 FEET MIN.
REAR SETBACK = 10 FEET MIN.
BUILDING HEIGHT = 50 FEET MAX.

6. A PORTION OF THE SUBJECT PARCEL IS LOCATED IN THE 0.2 PERCENT
ANNUAL CHANCE FLOODPLAIN AS SHOWN ON FLOOD INSURANCE RATE
MAP COMMUNITY NUMBER 330145; PANELS 0310 & 0320; SUFFIX E;
MAP NUMBERS 33017C0310E & 33017C0320E; EFFECTIVE DATE
SEPTEMBER 30, 2015, THAT AREA DIRECTLY ADJACENT TO THE
RAILROAD TRACKS AT KNOX MARSH BROOK.

7. BASIS OF BEARING IS NH STATE PLANE (NAD83) BASED ON GPS
OBSERVATION DATED JANUARY 22, 2021.

8. PROPERTY LINE INFORMATION HAS BEEN OBTAINED FROM A SURVEY
PERFORMED BY MCNEANEY SURVEY ASSOCIATES OF NEW ENGLAND
DURING JANUARY 2021 WITH AN ERROR NOT GREATER THAN 1 IN
10,000.

9. THE PARCEL IS SUBJECT TO A TEN (10) FOOT WIDE DRAINAGE
EASEMENT GRANTED TO THE CITY OF DOVER, AS DESCRIBED IN S.C.R.D.
VOLUME 806, PAGE 244.

10. HANSON ROAD (A/K/A HANSON WAY) IS AN UNIMPROVED 33' WIDE
ROAD. THE CITY OF DOVER DISCONTINUED HANSON ROAD AS A PUBLIC
WAY WITH THE 2008 RESOLUTION, R-2008.05.14-80. PER ACCEPTED
PRACTICE, TITLE TO THE UNDERLYING LAND OF THE ROAD EXTENDS TO
THE CENTERLINE FOR ABUTTING PARCELS. THE USE RIGHTS OF THE
ENTIRE WIDTH OF HANSON ROAD MAY EXIST FOR ABUTTING OWNERS.

11. THE PARCEL IS SUBJECT TO A DOVER CONSERVATION OVERRIDING
DISTRICT, 170-27B(2), AREAS WITHIN FIFTY (50) FEET OF A
FRESHWATER BROOK, KNOX MARSH BROOK.

12. IRON ROD WITH IDENTIFICATION CAP HAVE BEEN SET AT ALL LOT
CORNERS AND ANGLE POINTS.

13. THE LOCAL 50 FOOT WETLANDS SETBACKS IMPOSED BY THE CITY OF
DOVER ARE NULLIFIED FOR DEVELOPMENT ON MAP G LOT 2-1. BASED
ON A LETTER FROM THE CITY OF DOVER DATED APRIL 4, 2024.

14. WETLANDS ONSITE WERE IDENTIFIED UTILIZING THE 1987 FEDERAL
TECHNICAL REPORT. THE DELINEATION WAS PERFORMED DURING THE
GROWING SEASON (MAY/JUNE/JULY 2024) BY BAG LAND CONSULTANTS
(BRUCE A. GILDAY, CWS 088); 43 ROCKINGHAM STREET, CONCORD, NH
03301.

15. SITE SPECIFIC SOIL SAMPLING WAS PERFORMED IN JANUARY AND
FEBRUARY 2024 BY BAG LAND CONSULTANTS (BRUCE A. GILDAY, CSS
012); 43 ROCKINGHAM STREET, CONCORD, NH 03301.

16. LIMITS OF WOODS AND BRUSH IS BASED ON AERIAL IMAGERY.

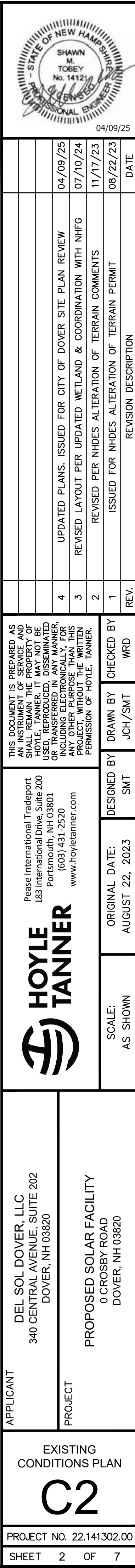
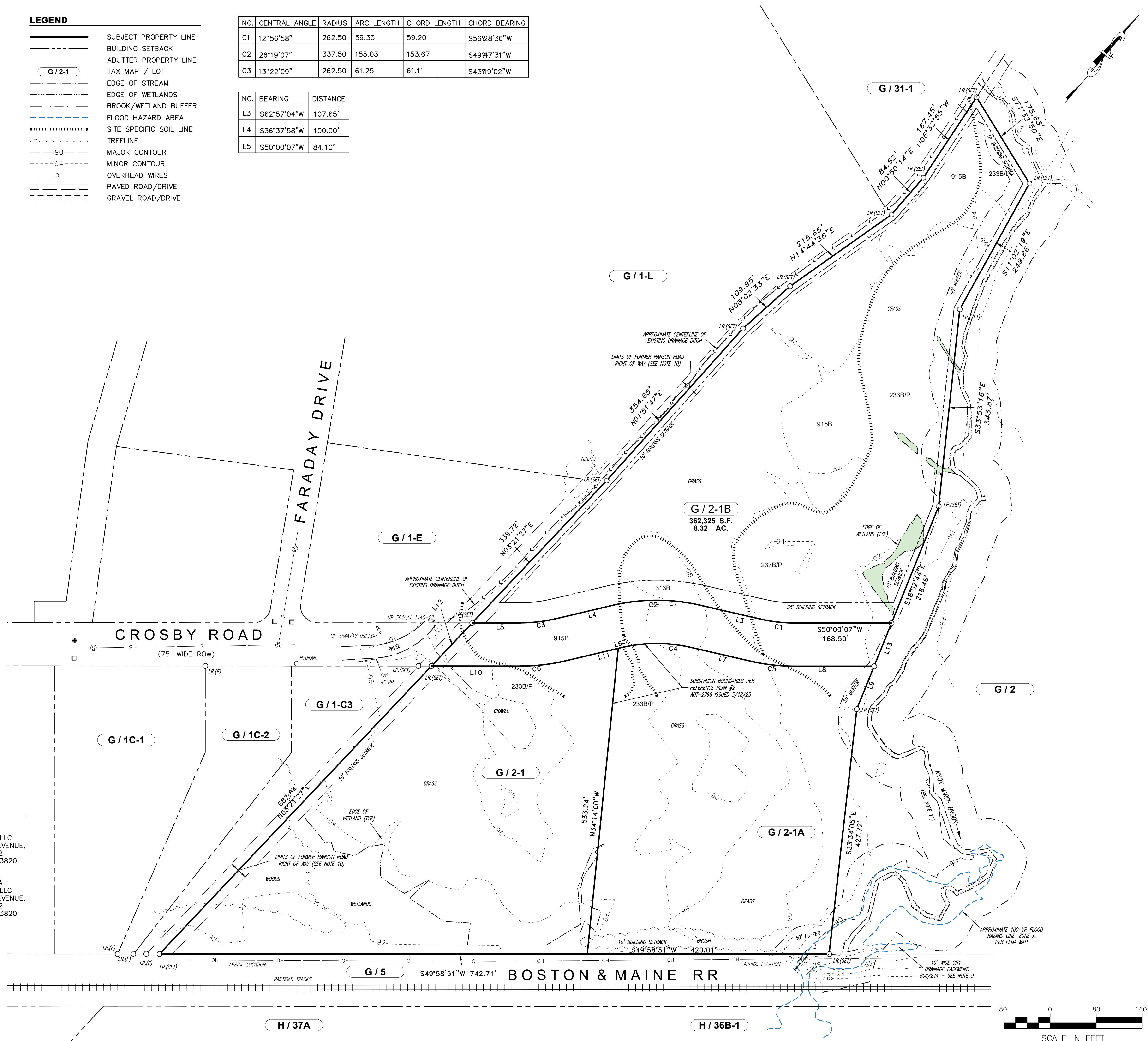
1. "EXISTING CONDITIONS PLAN PREPARED FOR WESTFIELD, LLC – TAX MAP G, LOT NO. 2-1 – CROSBY ROAD, CITY OF DOVER, COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE" SCALE "1"=100', DATED SEPTEMBER 20, 2022, BY MCMEANEY SURVEY ASSOCIATES OF NEW ENGLAND.
2. "SUBDIVISION PLAN OF LAND PREPARED FOR DEL SOL DOVER, LLC – TAX MAP G, LOT NO. 2-1, CROSBY ROAD, CITY OF DOVER, COUNTY OF STRAFFORD, STATE OF NEW HAMPSHIRE" SCALE "1"=100', DATED AUGUST 6, 2024, BY MCMEANEY SURVEY ASSOCIATES OF NEW ENGLAND.

SYMBOL	SOIL TAXONOMIC NAME	HSG CLASS	DRAINAGE CLASS
233B/P	SCANTIC	D	POORLY DRAINED (P)
313B	DEERFIELD	B	MODERATELY-WELL DRAINED
915B	DEERFIELD VARIANT	B	SOMEWHAT POORLY DRAINED
SLOPE			
SLOPE DESIGNATION		PERCENT SLOPE	
B		0 TO 8 PERCENT	

G / 1-C3	G / 5	G / 2-1A
WILLIAM C. COLBATH	BOSTON & MAINE RR	WESTFIELD, LLC
211 CROSBY ROAD	IRON HORSE PARK	340 CENTRAL AVENUE,
DOVER, NH 03820	HIGH STREET	SUITE 202
2171/590	NORTH BILLERICA, MA 01862	DOVER, NH 03820
G / 1-E	H / 31-1	G / 2-1A
VIRTUOUS REALTY, LLC	MCQUIRE GROUP LLC	WESTFIELD, LLC
C/O TURBOCAM, LLC	P.O. BOX 988	340 CENTRAL AVENUE,
607 CALEF HIGHWAY #200	DOVER, NH 03821	SUITE 202
BARRINGTON, NH 03825	4782/706	DOVER, NH 03820
1802/737		
G / 1-L	H / 368-1	
CHAUVIN ARNOUX, INC.	NSA OPTIVEST ACQUISITION	—
15 FARADAY DRIVE	HOLDINGS LLC	
DOVER, NH 03820	24901 DANA POINT HARBOUR	
2169/3	DRIVE, #200	
	DANA POINT, CA 92629	
	4225/631	++
G / 2	H / 36A	
WESTFIELD, LLC	EQUINE PROPERTIES, LLC	—
340 CENTRAL AVENUE,	P.O. BOX 190	
SUITE 202	EXETER, NH 03833	
DOVER, NH 03820	4783/326	
4733/471		

	SUBJECT PROPERTY LINE
	BUILDING SETBACK
	ABUTTER PROPERTY LINE
	TAX MAP / LOT
	EDGE OF STREAM
	EDGE OF WETLANDS
	BROOK/WETLAND BUFFER
	FLOOD HAZARD AREA
	SITE SPECIFIC SOIL LINE
	TREELINE
	MAJOR CONTOUR
	MINOR CONTOUR
	OVERHEAD WIRES
	PAVED ROAD/DRIVE
	GRAVEL ROAD/DRIVE

NO.	BEARING	DISTANCE
L3	S62°57'04"W	107.65'
L4	S36°37'58"W	100.00'
L5	S50°00'07"W	84.10'



GENERAL NOTES

- THE PURPOSE OF THESE PLANS ARE TO DEPICT THE SITE DESIGN FOR A PROPOSED SOLAR FACILITY LOCATED AT 0 CROSBY ROAD (LOT G / 2-1B) IN DOVER, NH.
- THERE ARE NO WETLAND OR BROOK IMPACTS PROPOSED.
- THE CONTRACTOR SHALL ABIDE BY ALL LOCAL, STATE, AND FEDERAL LAWS, RULES AND REGULATIONS WHICH APPLY TO THE CONSTRUCTION OF THESE IMPROVEMENTS, INCLUDING EPA REQUIREMENTS WITH RESPECT TO STORMWATER DISCHARGE.
- THE CONTRACTOR IS RESPONSIBLE FOR ALL PERMITS, FEES, TEMPORARY UTILITIES AND COORDINATION WITH ALL AGENCIES IN OBTAINING ACCESS TO THE SITE AND PERFORMING ALL WORK REQUIRED FOR THIS PROJECT.
- PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL FIELD VERIFY THE HORIZONTAL AND VERTICAL LOCATIONS OF ALL POTENTIAL OBSTRUCTIONS INCLUDING ALL UNDERGROUND UTILITIES. SHOULD A CONFLICT EXIST, THE CONTRACTOR SHALL NOTIFY THE OWNER OR ENGINEER SO THAT THE CONFLICT CAN BE RESOLVED WITH A MINIMUM AMOUNT OF DELAY. THE ENGINEER SHALL BE NOTIFIED IN WRITING OF ANY UTILITIES FOUND INTERFERING WITH THE PROPOSED CONSTRUCTION AND APPROPRIATE REMEDIAL ACTION SHALL BE AGREED TO BY THE ENGINEER BEFORE PROCEEDING WITH THE WORK.
- THE CONTRACTOR SHALL CONTACT "DIGSAFE" (DIAL 811) AT LEAST 72 HOURS BEFORE DIGGING.
- WRITTEN DIMENSIONS HAVE PRECEDENCE OVER SCALED DIMENSIONS. THE CONTRACTOR SHALL USE CAUTION WHEN SCALING REPRODUCED PLANS. IN CASE OF CONFLICT BETWEEN THIS PLAN SET AND ANY OTHER DRAWING AND/OR SPECIFICATION, THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY FOR CLARIFICATIONS.
- THE CONTRACTOR SHALL PERFORM ALL THE CLEARING, GRUBBING & STUMP REMOVAL WITHIN THE LIMITS OF WORK. ALL STUMPS SHALL BE DISPOSED OF ACCORDINGLY.
- ANY MANMADE SURFACE STRUCTURES WITHIN THE LIMITS OF WORK SHALL BE REMOVED AND DISPOSED OF PROPERLY IN ACCORDANCE WITH ALL GOVERNING AGENCIES.
- NO HERBICIDES OR PESTICIDES SHALL BE USED ONSITE.
- THE CONTRACTOR SHALL PROTECT AND MAINTAIN EXISTING BENCHMARKS, BOUNDS AND PROPERTY CORNERS. ALL SURVEY MONUMENTS DESTROYED DURING CONSTRUCTION SHALL BE RESET BY A NEW HAMPSHIRE REGISTERED LAND SURVEYOR AT NO EXPENSE TO THE OWNER.
- ANY AREAS OUTSIDE THE LIMITS OF WORK THAT ARE DISTURBED BY THE CONTRACTOR SHALL BE RESTORED TO THEIR ORIGINAL CONDITION AT NO EXPENSE TO THE OWNER.
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE ALL WORK IS COMPLETED IN ACCORDANCE WITH OSHA REQUIREMENTS.
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE ANY EXCAVATION SAFEGUARDS, NECESSARY BARRICADES, POLICE DETAILS, ETC., FOR TRAFFIC CONTROL AND SITE SAFETY. ALL EXCAVATIONS SHALL BE THOROUGHLY SECURED ON A DAILY BASIS BY THE CONTRACTOR AT THE COMPLETION OF CONSTRUCTION OPERATIONS.
- THE CONTRACTOR IS RESPONSIBLE FOR THE MEANS AND METHODS OF CONSTRUCTION AND FOR THE CONDITIONS OF THE SITE.
- CONTRACTOR TO PREPARE THE SWPPP, FILE A NPDES CONSTRUCTION GENERAL PERMIT NOI PRIOR TO CONSTRUCTION AND PROVIDE MONITORING FOR THE SWPPP DURING CONSTRUCTION.
- THE CONTRACTOR SHALL STABILIZE ANY AND ALL DITCHES, SWALES AND PONDS PRIOR TO DIRECTING STORMWATER RUN-OFF TO THEM.
- ALL TEMPORARY EROSION CONTROL MEASURES SHALL BE REMOVED AFTER THE SITE HAS BEEN STABILIZED.
- EARTH SLOPES SHALL NOT EXCEED 3 HORIZONTAL TO 1 VERTICAL UNLESS SHOWN OTHERWISE.
- IN AREAS OF REGRADING, THE SUBGRADE SHALL BE LOOSENEED BY SCARIFYING TO A DEPTH OF AT LEAST 2" TO ENSURE BONDING OF THE TOPSOIL AND SUBSOIL.
- FILL OR TOPSOIL SHALL NEITHER BE PLACED NOR COMPACTED WHILE IN A FROZEN OR MUDDY CONDITION OR WHILE SUBGRADE IS FROZEN.
- ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS THAT DO NOT HAVE A SURFACE TREATMENT SPECIFICALLY SPECIFIED SHALL BE RESTORED TO A MINIMUM OF 4" OF SEEDED TOPSOIL, FERTILIZER, AND MULCH.
- THE CONTRACTOR SHALL CONTACT ALL UTILITY COMPANIES OWNING UTILITIES, EITHER OVERHEAD OR UNDERGROUND, WITHIN THE CONSTRUCTION AREA AND SHALL COORDINATE WITH THE UTILITY COMPANIES FOR RELOCATING AND/OR SUPPORTING THEIR UTILITIES, IF REQUIRED, IN ACCORDANCE WITH THEIR SPECIFICATIONS.
- THE CONTRACTOR SHALL MAINTAIN UTILITY SERVICES TO EXISTING FACILITIES AT ALL TIMES. IF ANY DISRUPTION MUST OCCUR, CONTRACTOR SHALL NOTIFY AND COORDINATE WITH UTILITY OWNER AT LEAST 72 HOURS IN ADVANCE.
- THE CONTRACTOR IS RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITY LINES WITHIN THE CONSTRUCTION AREA. ANY DAMAGE TO EXISTING FACILITIES CAUSED BY CONSTRUCTION ACTIVITY SHALL BE REPAIRED OR REPLACED AT THE CONTRACTOR'S EXPENSE.
- ALL PROPOSED SITE FEATURES SHALL BE LAID OUT IN THE FIELD USING SURVEY EQUIPMENT. AN AUTOCAD FILE OF THE EXISTING AND PROPOSED FEATURES WITH CONTROL POINTS WILL BE PROVIDED TO THE CONTRACTOR FOR CONSTRUCTION LAYOUT. THE LIMIT OF WORK SHALL BE CLEARLY MARKED IN THE FIELD BEFORE ANY WORK IS TO BEGIN ONSITE.
- SYMBOLS AND LINETYPES MAY BE EXAGGERATED FOR CLARITY ON THESE DRAWINGS DUE TO THE SCALE. THE CONTRACTOR SHALL ADJUST ACCORDINGLY DURING CONSTRUCTION LAYOUT.
- ADDITIONAL UNDERGROUND ELECTRICAL CONDUITS BETWEEN PANELS, TRANSFORMERS, CENTRAL INVERTERS AND UTILITY POLES ARE NOT SHOWN ON THESE DRAWINGS FOR CLARITY. FINAL PANEL CONFIGURATION AND ELECTRICAL ROUTING MAY VARY FROM THESE PLANS. REFER TO ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.
- THE PROJECT IS TO BE MANAGED IN A MANNER THAT MEETS THE REQUIREMENTS AND INTENT OF RSA 430:53 AND CHAPTER AGR 3800 RELATIVE TO INVASIVE SPECIES.

GENERAL NOTES CONTINUED

- AS-BUILT PLANS OF THE DEVELOPMENT SHALL BE SUBMITTED ON PAPER AND IN DIGITAL FORMAT AUTOCAD DWG, AUTOCAD DXF OR ESRI FORMAT TO THE CITY OF DOVER ENGINEER'S OFFICE UPON COMPLETION OF PROJECT IF A STREET IS PROPOSED FOR CITY ACCEPTANCE. AS-BUILT PLANS SHALL BE PREPARED AND CERTIFIED CORRECT BY A L.L.S OR P.E. DIGITAL FILES SHALL BE GEO-REFERENCED TO NEW HAMPSHIRE STATE PLANE COORDINATES NAD83 AND SHALL BE EXPRESSED IN FEET.
- THE PROPOSED PROJECT WILL NOT REQUIRE MUNICIPAL WATER OR SEWER.
- ALL CONSTRUCTION SHALL CONFORM WITH THE STATE OF NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT) "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" AND WITH THE CITY OF DOVER COMMUNITY SERVICES REGULATIONS AND STANDARD SPECIFICATION FOR CONSTRUCTION. THE MORE STRINGENT SPECIFICATION SHALL APPLY.
- THE LIMITS OF CONSTRUCTION DISTURBANCE THAT ARE LOCATED IN OR WITHIN 50 FEET OF CONSERVATION AND WETLAND DISTRICTS SHALL BE STAKED, FLAGGED AND CLEARLY IDENTIFIED PRIOR TO ANY EARTH DISTURBING ACTIVITY.
- A LETTER OF CREDIT FOR THE COST OF REVEGETATING ALL DISTURBED AREAS ON SITE SHALL BE SUBMITTED, AND THE APPROVED CONSTRUCTION SIGN INSTALLED PRIOR TO ANY EARTH DISTURBING ACTIVITY OCCURRING.
- A PRE-CONSTRUCTION CONFERENCE WITH THE DEVELOPER, THE DESIGN ENGINEER, THE EARTHWORK CONTRACTOR AND THE CITY ENGINEER SHALL OCCUR PRIOR TO ANY EARTH DISTURBING ACTIVITY.
- SITE CONSTRUCTION HOURS SHALL BE LIMITED TO MONDAY-FRIDAY 7AM-6PM, SATURDAY AND SUNDAY 9AM-4PM. HOURS OF CONSTRUCTION MUST BE DOCUMENTED ON A SITE CONSTRUCTION SIGN ALONG WITH THE CONTACT INFORMATION FOR THE GENERAL CONTRACTOR. SAID SIGNAGE MUST BE LOCATED AND APPROVED BY THE CITY ENGINEER OR ASSISTANT CITY MANAGER.
- THE SITE ADDRESS SHALL BE ASSIGNED BY THE BUILDING OFFICIAL AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.
- COMMERCIAL VEHICLE ROUTE DURING CONSTRUCTION SHALL CONFORM TO DOVER CITY CODE OR BE COORDINATED WITH THE COMMUNITY SERVICES DIRECTOR.
- APPLICANT SHALL COMPLETE LAND USE DEVELOPMENT TRACKING FORM, MOST RECENTLY REVISED VERSION, UTILIZING THE ONLINE POLLUTION TRACKING AND ACCOUNTING PILOT PROJECT (PTAPP) PORTAL.
- THE OWNER OF RECORD SHALL RECORD AT THE REGISTRY OF DEEDS DOCUMENTATION SUFFICIENT TO PROVIDE NOTICE TO ALL PERSONS/ENTITIES THAT MAY ACQUIRE ANY PROPERTY SUBJECT TO THE REQUIREMENTS AND RESPONSIBILITIES DESCRIBED IN THE APPROVED STORMWATER MANAGEMENT PLAN. THE NOTICE SHALL COMPLY WITH THE APPLICABLE REQUIREMENTS FOR RECORDING CONTAINED IN RSA 477 AND 478. THE NOTICE NEED NOT SET FORTH THE REQUIREMENTS AT LENGTH, SO LONG AS IT IS SUFFICIENT TO PROVIDE NOTICE TO PROSPECTIVE PURCHASERS TO THE REQUIREMENTS FOR MAINTENANCE AND REPORTING.
- FIRE DEPARTMENT ACCESS ROAD SHALL BE INSTALLED AND MAINTAINED TO SUPPORT THE IMPOSED LOADS OF FIRE APPARATUS IN ALL WEATHER CONDITIONS AT ALL TIMES.
- UNSTABILIZED AREAS SHALL BE TEMPORARILY STABILIZED WITHIN 72 HOURS OF FINAL GRADING, OR PRIOR TO A 0.25" STORM OCCURRING AFTER THE DISTURBANCE, WHICHEVER OCCURS SOONER.
- TEMPORARY STABILIZATION MEASURES MUST REMAIN IN PLACE THROUGH ALL CONSTRUCTION PHASES, UNTIL THE SITE IS PERMANENTLY STABILIZED.
- WHEN EARTH DISTURBANCE WILL OCCUR WITHIN 50 FEET OF A SURFACE WATER OF THE STATE, AND WETLANDS AS DEFINED IN RSA 482-A, A DOUBLE ROW OF PERIMETER CONTROLS MUST BE INSTALLED ALONG THE LIMITS OF THE EARTH DISTURBANCE.
- THE SITE SHALL BE STABILIZED BY ESTABLISHING AT LEAST 85% VEGETATIVE COVER UNIFORMLY DISTRIBUTED, INCLUDING UNDER THE PANELS.

ZONING SUMMARY

REGULATION	REQUIREMENT	PROVIDED
LOT SIZE:	80,000 SF	8.32± AC
LOT FRONTAGE	300 FT	736± FT
FRONT SETBACK	35 FT	43± FT
SIDE SETBACK	10 FT	25± FT
REAR SETBACK	10 FT	350± FT

PROJECT DATA

IMPERVIOUS AREA:	11,700± SF	0.27± AC
DEVELOPED AREA:	11,700± SF	0.27± AC
DISTURBED AREA:	301,095± SF	6.91± AC
WETLAND FILL:	0 SF	0 AC
WETLAND IMPACT:	0 SF	0 AC

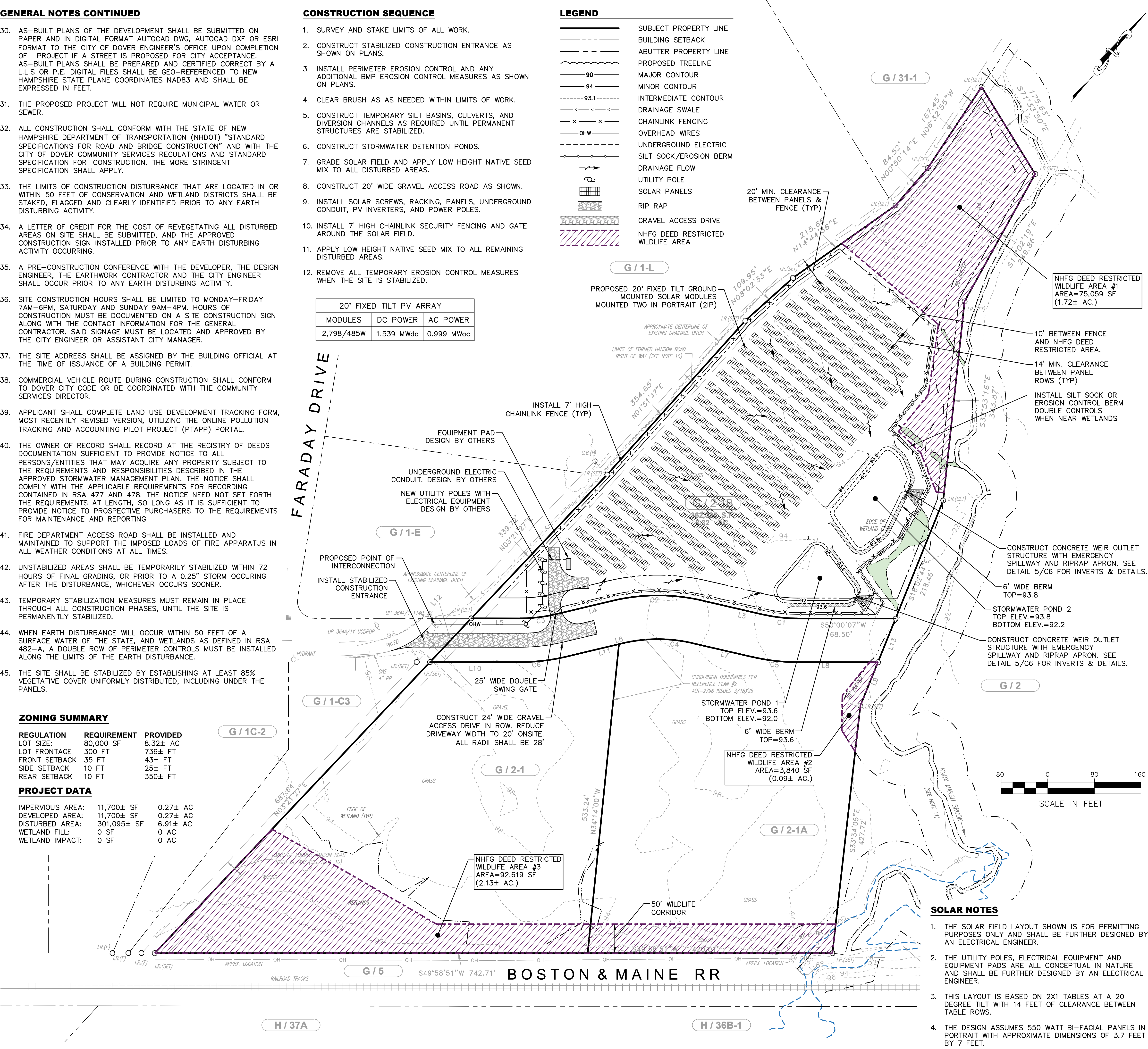
CONSTRUCTION SEQUENCE

- SURVEY AND STAKE LIMITS OF ALL WORK.
- CONSTRUCT STABILIZED CONSTRUCTION ENTRANCE AS SHOWN ON PLANS.
- INSTALL PERIMETER EROSION CONTROL AND ANY ADDITIONAL BMP EROSION CONTROL MEASURES AS SHOWN ON PLANS.
- CLEAR BRUSH AS AS NEEDED WITHIN LIMITS OF WORK.
- CONSTRUCT TEMPORARY SILT BASINS, CULVERTS, AND DIVERSION CHANNELS AS REQUIRED UNTIL PERMANENT STRUCTURES ARE STABILIZED.
- CONSTRUCT STORMWATER DETENTION PONDS.
- GRADE SOLAR FIELD AND APPLY LOW HEIGHT NATIVE SEED MIX TO ALL DISTURBED AREAS.
- CONSTRUCT 20' WIDE GRAVEL ACCESS ROAD AS SHOWN.
- INSTALL SOLAR SCREWS, RACKING, PANELS, UNDERGROUND CONDUIT, PV INVERTERS, AND POWER POLES.
- INSTALL 7" HIGH CHAINLINK SECURITY FENCING AND GATE AROUND THE SOLAR FIELD.
- APPLY LOW HEIGHT NATIVE SEED MIX TO ALL REMAINING DISTURBED AREAS.
- REMOVE ALL TEMPORARY EROSION CONTROL MEASURES WHEN THE SITE IS STABILIZED.

20' FIXED TILT PV ARRAY		
MODULES	DC POWER	AC POWER
2,798/485W	1.539 MWdc	0.999 MWac

LEGEND

	SUBJECT PROPERTY LINE
	BUILDING SETBACK
	ABUTTER PROPERTY LINE
	PROPOSED TREELINE
	MAJOR CONTOUR
	MINOR CONTOUR
	INTERMEDIATE CONTOUR
	DRAINAGE SWALE
	CHAINLINK FENCING
	OVERHEAD WIRES
	UNDERGROUND ELECTRIC
	SILT SOCK/EROSION BERM
	DRAINAGE FLOW
	UTILITY POLE
	SOLAR PANELS
	RIP RAP
	GRAVEL ACCESS DRIVE
	NHFG DEED RESTRICTED WILDLIFE AREA



SOLAR NOTES

- THE SOLAR FIELD LAYOUT SHOWN IS FOR PERMITTING PURPOSES ONLY AND SHALL BE FURTHER DESIGNED BY AN ELECTRICAL ENGINEER.
- THE UTILITY POLES, ELECTRICAL EQUIPMENT AND EQUIPMENT PADS ARE ALL CONCEPTUAL IN NATURE AND SHALL BE FURTHER DESIGNED BY AN ELECTRICAL ENGINEER.
- THIS LAYOUT IS BASED ON 2X1 TABLES AT A 20 DEGREE TILT WITH 14 FEET OF CLEARANCE BETWEEN TABLE ROWS.
- THE DESIGN ASSUMES 550 WATT BI-FACIAL PANELS IN PORTRAIT WITH APPROXIMATE DIMENSIONS OF 3.7 FEET BY 7 FEET.



SHAWN M. TORREY
No. 14152
REGISTERED PROFESSIONAL ENGINEER

04/09/25

			04/09/25	
			07/10/24	
			11/17/23	
			09/22/23	

DATE

REVISION DESCRIPTION

1

ISSUED FOR NPDES ALTERATION OF TERRAIN PERMIT

2

REVISED PER NPDES ALTERATION OF TERRAIN COMMENTS

3

REVISED LAYOUT PER UPDATED WETLAND & COORDINATION WITH NHFG

4

UPDATED PLANS, ISSUED FOR CITY OF DOVER SITE PLAN REVIEW

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DOVER, NH 03820

PROJECT

PROPOSED SOLAR FACILITY
0 CROSBY ROAD
DOVER, NH 03820

SITE, GRADING & DRAINAGE PLAN

C3

PROJECT NO. 22.141302.00

SHEET 3 OF 7

EROSION CONTROL NOTES:

A. GENERAL NOTES

- DURING CONSTRUCTION, AND THEREAFTER, EROSION CONTROL MEASURES ARE TO BE IMPLEMENTED AS NOTED. THE SMALLEST PRACTICAL AREA OF LAND (5 ACRES MAXIMUM) SHOULD BE EXPOSED AT ANY ONE TIME DURING DEVELOPMENT. WHEN LAND IS EXPOSED DURING DEVELOPMENT, THE EXPOSURE SHOULD BE KEPT TO A MAXIMUM OF 72 HOURS BEFORE APPLYING TEMPORARY OR PERMANENT EROSION CONTROL MEASURES. ALL DITCHES AND SWALES ARE REQUIRED TO BE STABILIZED PRIOR TO DIRECT RECEIPT OF ANY FLOW. ALL AREAS SHALL BE STABILIZED WITHIN 45 DAYS OF INITIAL DISTURBANCE.
- INSTALL SILT SOCKS WHERE SHOWN PRIOR TO CONSTRUCTION START. INSTALL INLET PROTECTION AT ALL EXISTING DRAINAGE STRUCTURES ADJACENT TO PROJECT. DO NOT REMOVE SILT BARRIERS UNTIL DISTURBED AREAS ARE FULLY COVERED WITH TURF OR OTHER APPLICABLE SURFACE MATERIAL. ALL PONDS ARE TO BE CONSTRUCTED AND STABILIZED PRIOR TO ANY OTHER DRAINAGE SYSTEM WORK, INCLUDING DITCH AND SWALE EXCAVATION.
- EROSION AND SEDIMENT CONTROL PRACTICES INCLUDE THE USE OF THE FOLLOWING SILT FENCE BARRIERS, PERMANENT DETENTION/SEDIMENTATION POND BASIN, GRASS AND/OR ROCK LINED SWALES, DIVERSIONS WITH LEVEL SPREADERS. ALL EROSION CONTROL PRACTICES SHALL BE CONSTRUCTED AND MAINTAINED ACCORDING TO MINIMUM STANDARDS AND SPECIFICATIONS CONTAINED IN THE "NH STORMWATER MANUAL", VOLUME 3, DECEMBER 2008.
- ALL MANUFACTURED EROSION AND SEDIMENT CONTROL PRODUCTS, EXCEPT FOR SILT FENCE, INSTALLED IN ACCORDANCE WITH ENV-WQ 1506.04, UTILIZED FOR, BUT NOT LIMITED TO, SLOPE PROTECTION, RUNOFF DIVERSION, SLOPE INTERRUPTION, PERIMETER CONTROL, INLET PROTECTION, CHECK DAMS, AND SEDIMENT TRAPS SHALL NOT CONTAIN WELDED PLASTIC, PLASTIC, OR MULTI-FILAMENT OR MONOFILAMENT POLYPROPYLENE NETTING OR MESH. SEE NOTE 13 ON SHEET C1 FOR ADDITIONAL INFORMATION.
- SEE PLANS FOR ADDITIONAL EROSION CONTROL MEASURES WHICH MAY BE REQUIRED.
- CONSTRUCTION AREA SHALL BE CONSIDERED STABLE IF ONE OF THE FOLLOWING HAS OCCURRED:
 - BASE COURSE GRAVELS HAVE BEEN INSTALLED IN AREAS TO BE PAVED
 - A MINIMUM OF 85% VEGETATED GROWTH HAS BEEN ESTABLISHED;
 - A MINIMUM OF 3 INCHES OF NON-EROSIVE MATERIAL SUCH AS STONE OR RIPRAP HAS BEEN INSTALLED
 - EROSION CONTROL BLANKETS HAVE BEEN PROPERLY INSTALLED.

B. VEGETATIVE MEASURES

- TOPSOIL STOCKPILING: TOPSOIL SHALL BE STRIPPED AND STOCKPILED FOR LATER USE ON CRITICAL AREAS AND ALL OTHER AREAS TO BE SEEDED. THE STOCKPILE WILL NOT BE COMPACTED AND SHALL BE STABILIZED AGAINST EROSION WITH TEMPORARY SEEDING.
- TEMPORARY SEEDING:
 - BEDDING – REMOVE STONES AND TRASH THAT WILL INTERFERE WITH SEEDING THE AREA. WHERE FEASIBLE, TILL THE SOIL TO A DEPTH OF ABOUT 3" TO PREPARE SEED BED AND MIX THE FERTILIZER INTO THE SOIL.
 - FERTILIZER – FERTILIZER SHOULD BE UNIFORMLY SPREAD OVER THE AREA PRIOR TO BEING TILLED INTO THE SOIL. A 10–10–10 MIX OF FERTILIZER SHOULD BE APPLIED AT A RATE OF 300 POUNDS PER ACRE (OR 7 POUNDS PER 1,000 S.F.).
 - SEED MIXTURE – USE ANY OF THE FOLLOWING IN UPLAND AREAS:
 - SEEDING RATE:

SPECIES	ACRE	1,000 S.F.	PER ACRE RATES	DEPTH
WINTER RYE	112 LBS	2.5 LBS.	8/15–9/5	1 IN.
OATS	80 LBS.	2.0 LBS.	SPRING–5/15	1 IN.
ANNUAL RYE GRASS	40 LBS.	1.0 LBS.	4/15–9/15	0.25IN.

W/MULCH
 - MULCHING – WHERE IT IS IMPRACTICAL TO INCORPORATE FERTILIZER AND SEED INTO MOIST SOIL, THE SEEDED AREA SHALL BE MULCHED TO FACILITATE GERMINATION. MULCH IN THE FORM OF STRAW SHOULD BE APPLIED AT A RATE OF 70 TO 90 LBS. PER 1,000 S.F.
- PERMANENT SEEDING:
 - BEDDING – STONES LARGER THAN 4", TRASH, ROOTS, AND OTHER DEBRIS THAT WILL INTERFERE WITH SEEDING AND FUTURE MAINTENANCE OF THE AREA SHOULD BE REMOVED. WHERE FEASIBLE, THE SOIL SHOULD BE TILLED TO A DEPTH OF 4" TO PREPARE A SEEDBED AND MIX FERTILIZER INTO THE SOIL.
 - FERTILIZER – LIME AND FERTILIZER SHOULD BE APPLIED EVENLY OVER THE AREA PRIOR TO OR AT THE TIME OF SEEDING AND INCORPORATED INTO THE SOIL. KINDS AND AMOUNTS OF LIME AND FERTILIZER SHOULD BE BASED ON AN EVALUATION OF SOIL TESTS. WHEN A SOIL TEST IS NOT AVAILABLE, THE FOLLOWING MINIMUM AMOUNTS SHOULD BE APPLIED:

AGRICULTURAL LIMESTONE	100 LBS. PER 1,000 S.F.
10–20–20 FERTILIZER	12 LBS. PER 1,000 S.F.
 - SEEDING MIXTURE (RECOMMENDED)

SLOPE WORK	PER ACRE	PER 1,000 S.F.	USE
CROWNVECH	15	0.34	
PERENNIAL RYE GRASS	30	0.69	
CREeping RED FESCUE	35	0.80	ALL SLOPE WORK
RED TOP	5	0.11	
ALSIKE CLOVER	5	0.11	
BIRDSFOOT TREFOIL	5	0.11	
TOTAL	95	2.18	

- MULCHING – MULCH SHOULD BE USED ON HIGHLY ERODIBLE SOILS, ON CRITICALLY ERODING AREAS, AND ON AREAS WHERE CONSERVATION OF MOISTURE WILL FACILITATE PLANT ESTABLISHMENT.

TYPE	RATE PER 1,000 S.F.	USE AND COMMENTS
STRAW	70 TO 90 LBS.	MUST BE DRY AND FREE FROM MOLD. MAY BE USED WITH PLANTINGS
WOOD CHIPS OR BARK MULCH	460 TO 920 LBS.	USED MOSTLY WITH TREES AND SHRUB PLANTINGS
JUTE AND FIBROUS MATTING	AS PER MANUFACTURER SPECIFICATIONS	USED IN SLOPE AREAS, WATER COURSES AND OTHER AREAS
CRUSHED STONE		SPREAD MORE ¼" TO 1½" DIA THAN ½" THICK. EFFECTIVE IN CONTROLLING WIND AND WATER EROSION.
- SODDING – SODDING IS DONE WHERE IT IS DESIRABLE TO RAPIDLY ESTABLISH COVER ON A DISTURBED AREA. SODDING AN AREA MAY BE SUBSTITUTED FOR PERMANENT SEEDING PROCEDURES ANYWHERE ON SITE. BED PREPARATION, FERTILIZING, AND PLACEMENT OF SOD SHALL BE PERFORMED ACCORDING TO THE S.C.S. HANDBOOK.

C. STRUCTURAL MEASURES

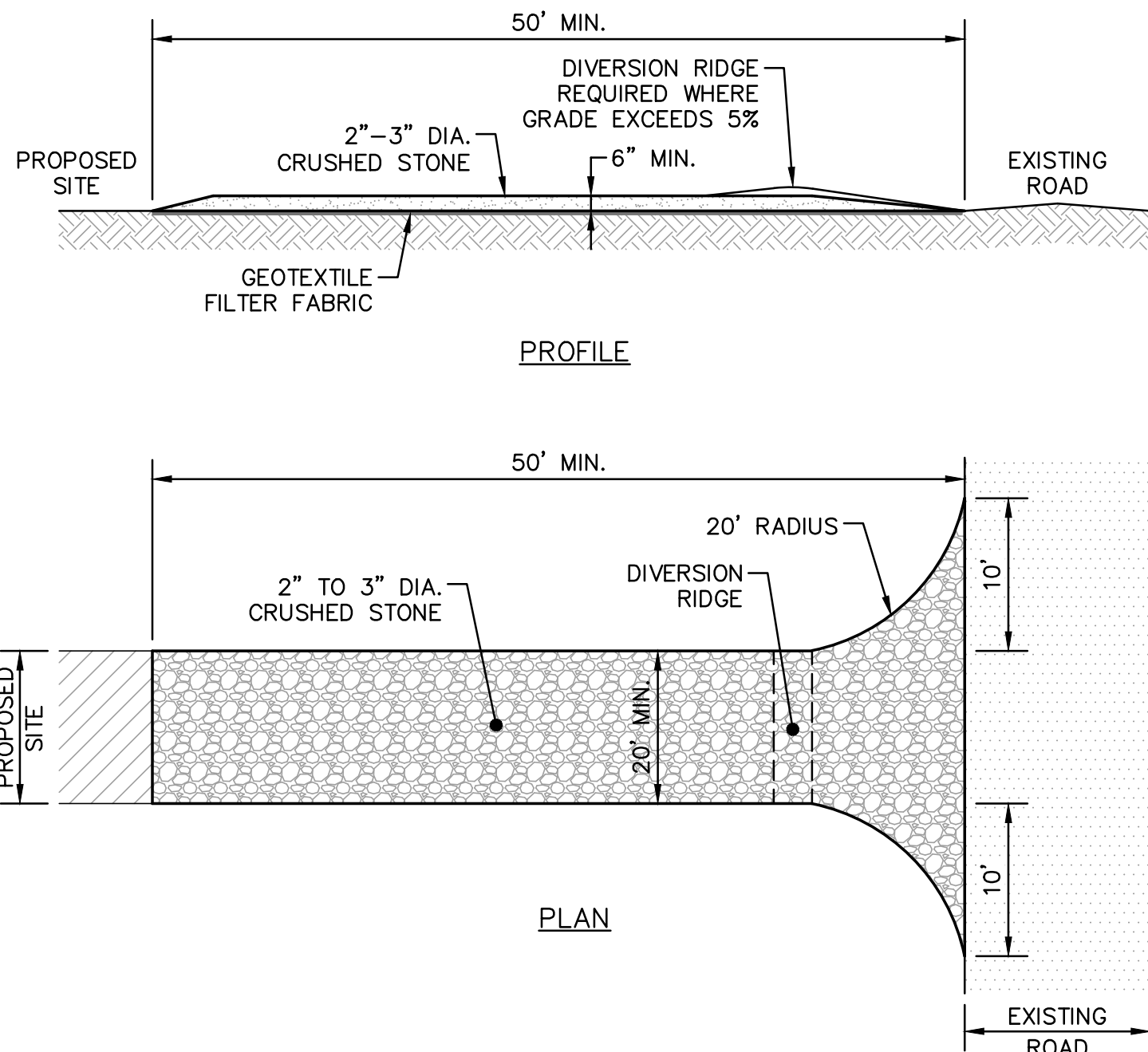
- STRAW BALE BARRIERS/SILT SCREEN FENCES: STRAW BALE BARRIERS AND/OR SILT SCREEN FENCES ARE TO BE INSTALLED IN THE AREAS SHOWN ON THE PLAN. THEY ARE INTENDED PRIMARILY TO INTERCEPT AND FILTER SMALL VOLUMES OF "SHEET FLOWING" RUNOFF, OR AS SEDIMENT TRAPS IN SMALL SWALES. STRAW BALES HAVE A USEFUL LIFE OF 3 MONTHS WHEN WET, AND THEREFORE, MUST BE INSPECTED AND REPAIRED OR REPLACED PERIODICALLY. SILT SCREEN FENCES WILL FUNCTION 6 MONTHS OR LONGER IF KEPT FREE OF SEDIMENT ACCUMULATIONS (SEE DETAILS FOR ADDITIONAL INFORMATION).
- SWALES: TEMPORARY AND/OR PERMANENT SWALES ARE TO BE INSTALLED AS SHOWN ON THE PLAN. SWALES ARE USED TO CONVERT SHEET FLOW TO CHANNEL FLOW AND CONVEY THE RUNOFF TO A PERMANENT CHANNEL, STORM DRAIN, OR DETENTION/SEDIMENT STRUCTURE. SWALES ARE INTENDED TO INTERCEPT RUNOFF AND DIVERT IT FROM AN EXPOSED NEWLY SEEDED SLOPE TOWARD AN ACCEPTABLE OUTLET OR TO REDUCE THE VELOCITY OF RUNOFF FLOWING DOWN FROM A DRAINAGE AREA.
- A STABILIZED CONSTRUCTION ENTRANCE SHALL BE CONSTRUCTED OF 3 INCH STONE ACROSS THE FULL WIDTH OF THE VEHICLE INGRESS EGRESS AREA. THE STONE PAD SHOULD BE AT LEAST 50 FEET LONG, 25 FEET WIDE AND AT LEAST 6 INCHES THICK. ADDITIONAL STONE MAY HAVE TO BE ADDED PERIODICALLY TO MAINTAIN THE PROPER FUNCTIONING OF THE PAD.
- CATCH BASIN SEDIMENT FILTER: STONE CATCH BASIN SEDIMENT FILTERS ARE TO BE INSTALLED IN THE AREAS SHOWN ON THE PLAN. THEY ARE INTENDED PRIMARILY FILTER SMALL VOLUMES OF "SHEET FLOWING" RUNOFF. CATCH BASIN SEDIMENT FILTERS SHALL BE CONSTRUCTED OF FILTER FABRIC BEING INSTALLED OVER INLET GRATE, AND 3/4" WASHED CRUSHED STONE, 12 INCHES THICK. CATCH BASIN SEDIMENT FILTERS WILL LAST LONGER IF KEPT FREE OF SEDIMENT ACCUMULATIONS (SEE DETAILS FOR ADDITIONAL INFORMATION).

D. MAINTENANCE

- DURING THE PERIOD OF CONSTRUCTION AND/OR UNTIL LONG TERM VEGETATION IS ESTABLISHED:
 - SEEDED AREAS WILL BE FERTILIZED AND WILL BE SEEDED AS NECESSARY TO INSURE VEGETATIVE ESTABLISHMENT.
 - ADDITIONAL STONE MAY HAVE TO BE ADDED TO THE CONSTRUCTION ENTRANCE, ROCK LINED SWALES, ETC., PERIODICALLY TO MAINTAIN THE PROPER FUNCTIONING OF THE EROSION CONTROL STRUCTURE.
 - ALL DIVERSION CHANNELS AND SWALES WILL BE CHECKED WEEKLY AND REPAIRED WHEN NECESSARY UNTIL ADEQUATE VEGETATION IS ESTABLISHED.
 - ALL SILT SCREEN FENCES WILL BE CHECKED WEEKLY. NECESSARY REPAIRS WILL BE MADE TO CORRECT UNDERMINING OR DETERIORATION OF THE BARRIER.
 - EROSION CONTROL MEASURES TO BE INSPECTED WEEKLY AND AFTER EVERY 0.5" OF RAINFALL.

E. WINTER CONSTRUCTION

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

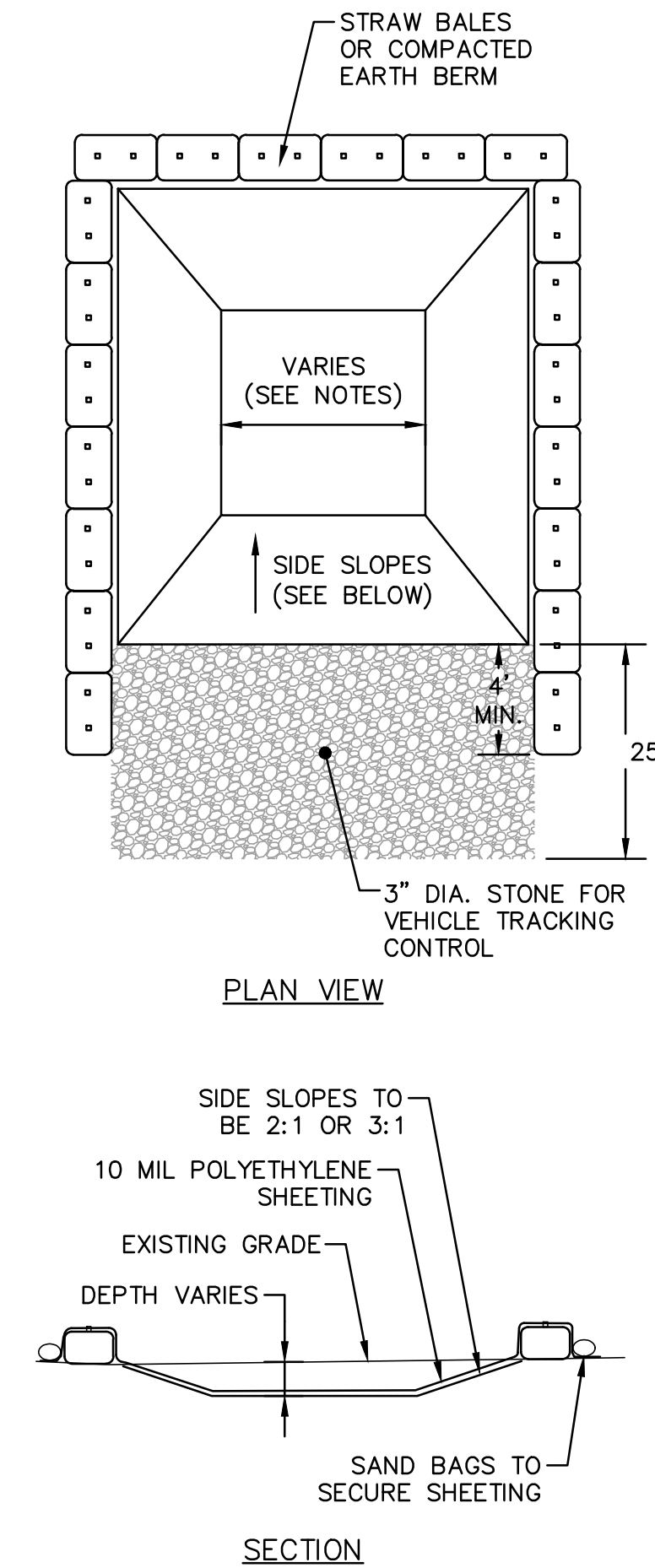


STABILIZED CONSTRUCTION ENTRANCE/EXIT NOTES:

- CONSTRUCT PAD AT THE SITE ENTRANCE.
- THE ENTRANCE/EXIT PAD SHALL BE A MINIMUM OF 50 FEET LONG AND 20 FT WIDE.
- THE PAD SHALL BE A MINIMUM OF 6 INCHES THICK WITH 2–3 INCH ANGULAR AGGREGATE.
- THE AGGREGATE SHALL BE PLACED OVER A GEOTEXTILE FABRIC TO PREVENT STONES FROM PUSHING INTO NATIVE SOIL.
- THE PAD SHALL BE INSPECTED WEEKLY AND BEFORE AND AFTER EACH STORM. THE PAD SHALL BE REPLACED IF THE VOIDS BECOME FILLED WITH SEDIMENT.

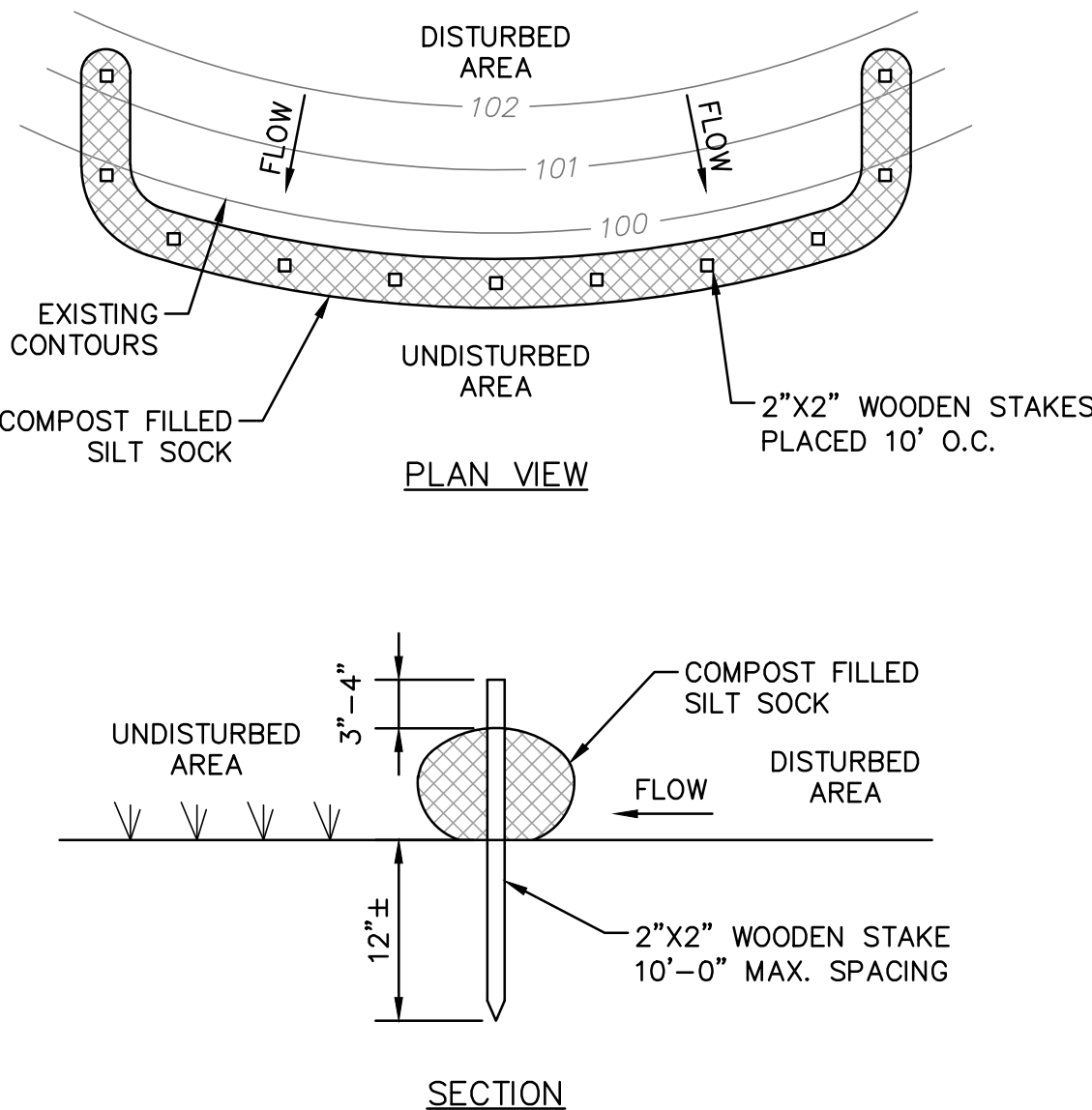
1 C4 STABILIZED CONSTRUCTION ENTRANCE/EXIT DETAIL

SCALE: NONE



3 C4 CONCRETE WASHOUT AREA DETAIL

SCALE: NONE

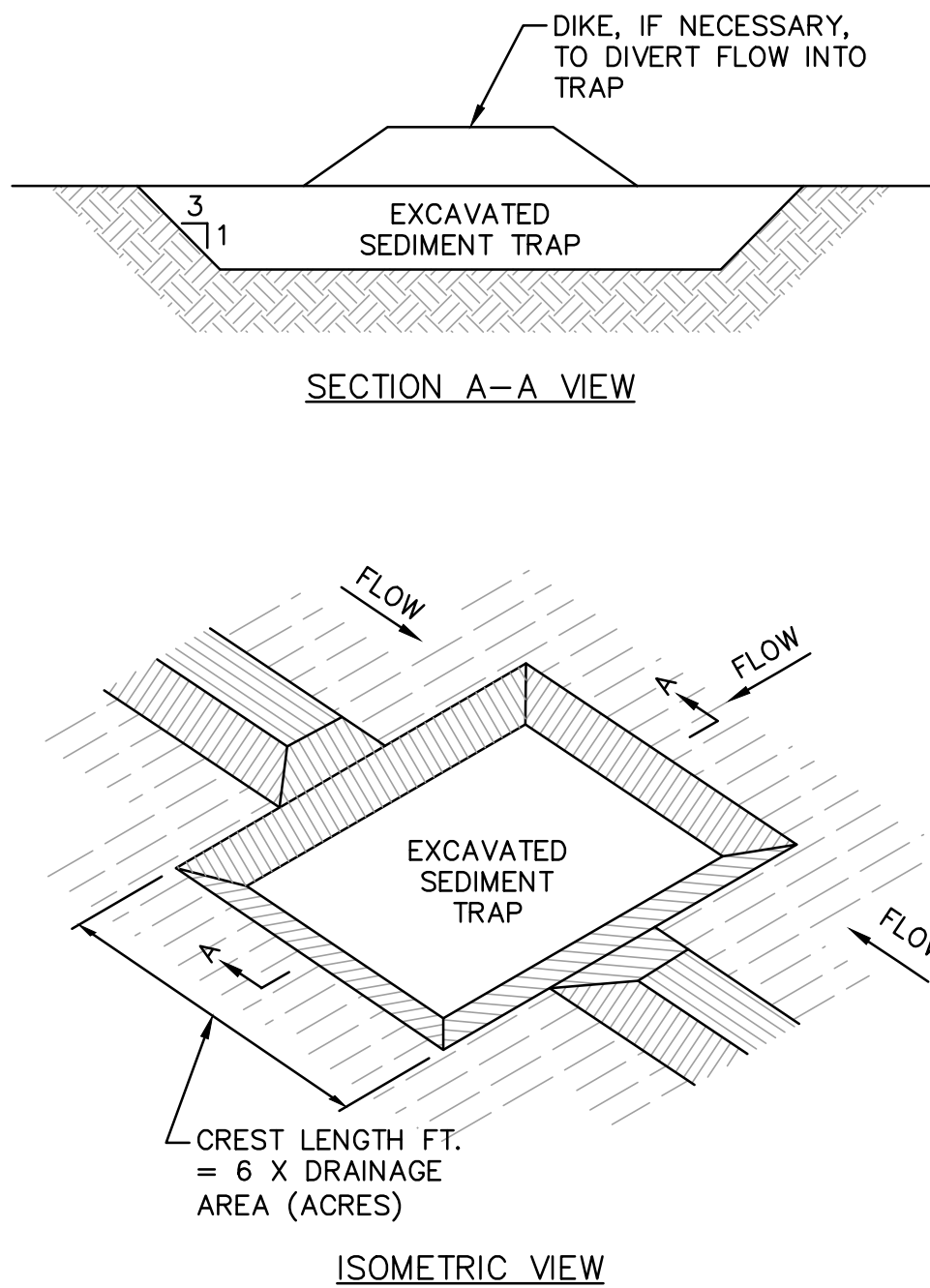


SILT SOCK NOTES:

- SILT SOCK SHALL BE INSTALLED BEFORE ANY EARTH REMOVAL OR EXCAVATION TAKES PLACE.
- INSTALL SILT SOCK AROUND ALL MATERIAL STOCKPILES.
- MAINTENANCE SHALL BE PERFORMED AS NEEDED, AND THE MATERIAL REMOVED WHEN "BULGES" DEVELOP. DO NOT DEPOSIT THE MATERIAL NEAR WETLANDS OR WATERCOURSES.

2 C4 SILT SOCK EROSION CONTROL DETAIL

SCALE: NONE



SEDIMENT TRAP NOTES:

- THE TEMPORARY SEDIMENT TRAP, IS TO BE DESIGNED BY A QUALIFIED PROFESSIONAL
- THE SEDIMENT BASIN SHALL BE REMOVED AT THE END OF CONSTRUCTION.

4 C4 TEMPORARY SEDIMENT BASIN DETAIL (AS NEEDED)

SCALE: NONE

SHAWN M. TOBEY
No. 14152
Professional Engineer

04/09/25

04/09/25

07/10/24

11/17/23

09/22/23

DATE

REVISION

DESCRIPTION

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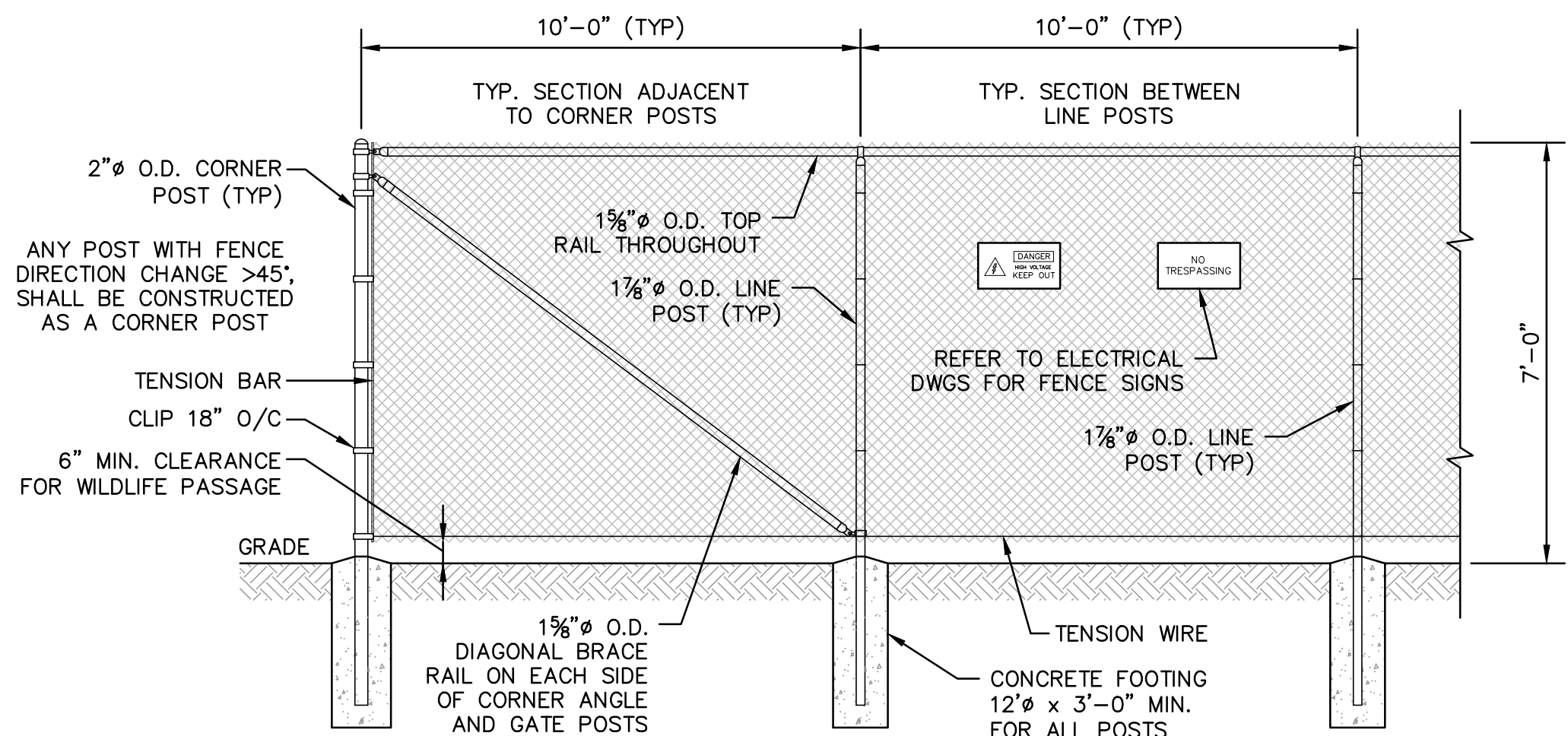
PROJECT

PROPOSED SOLAR FACILITY
0 CROSBY ROAD
DOVER, NH 03820

EROSION CONTROL
NOTES & DETAILS

C4

PROJECT NO. 22.141302.00
SHEET 4 OF 7

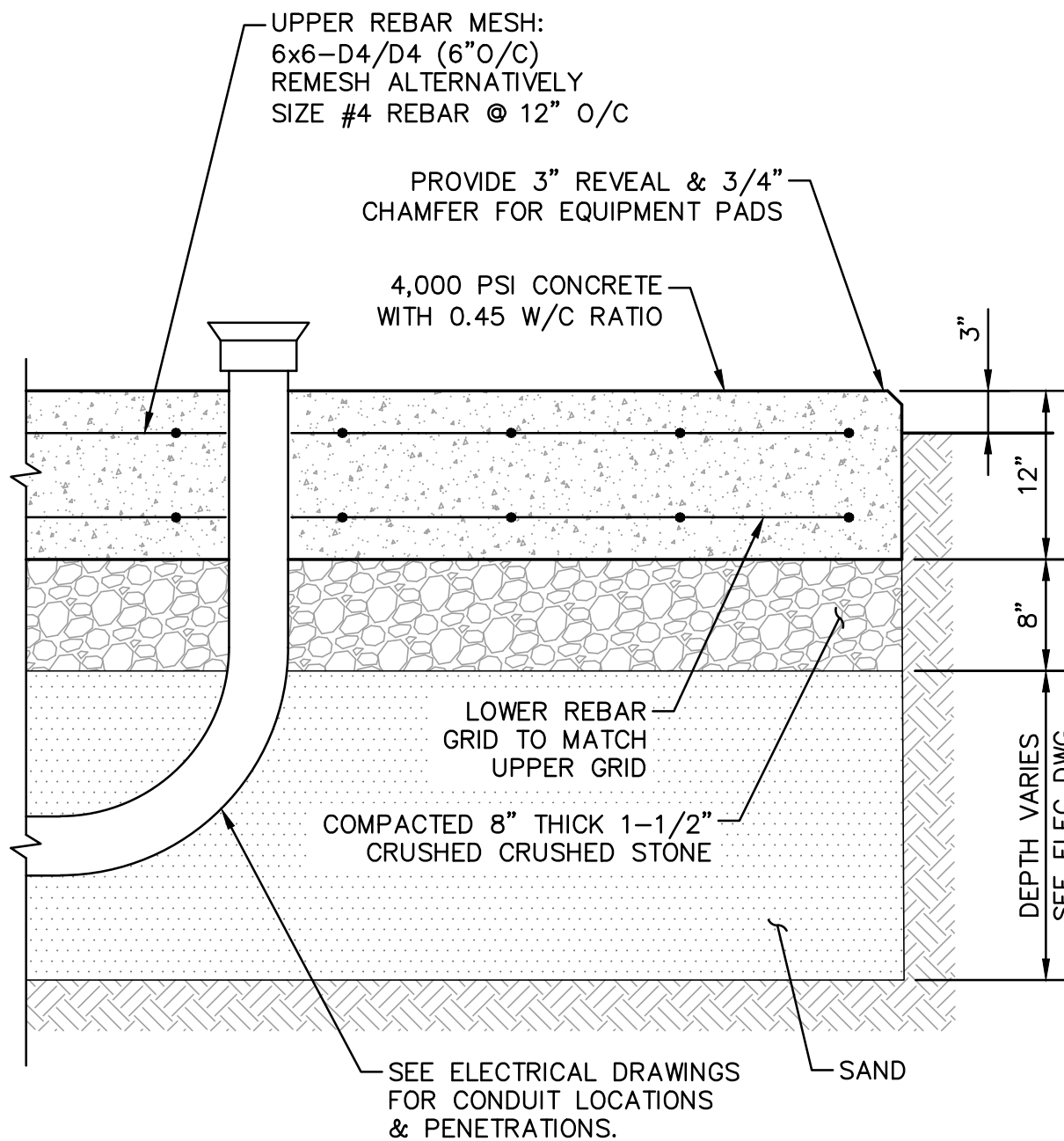


FENCE NOTES:

1. ALL FENCE POSTS SHALL BE 10' AND EMBEDDED A MIN. 3' INTO THE CONCRETE FOOTING.
2. FENCE SIGNAGE MUST BE LOCATED AT EYE LEVEL. SIGNS MUST BE LOCATED ON ALL GATES AND ALL SIDES, NO GREATER THAN 50' BETWEEN SIGNS. REFER TO ELECTRICAL DWGS FOR ADDITIONAL INFORMATION
3. AFFIX APPROPRIATE SYSTEM OWNER NAME AND CONTACT INFO DECAL TO ALL FENCE SIGNAGE.
4. BOND GATES TO GATE POST WITH FLEXIBLE BRAIDED GROUNDING STRAP.
5. FENCE TO BE MIN. 15' AWAY FROM SOLAR ARRAY, TO AVOID NEC GROUNDING REQUIREMENT. GATES MUST BE GROUNDED PER NESC RULE 092E. REFER TO ELECTRICAL DWGS FOR ADDITIONAL INFORMATION.

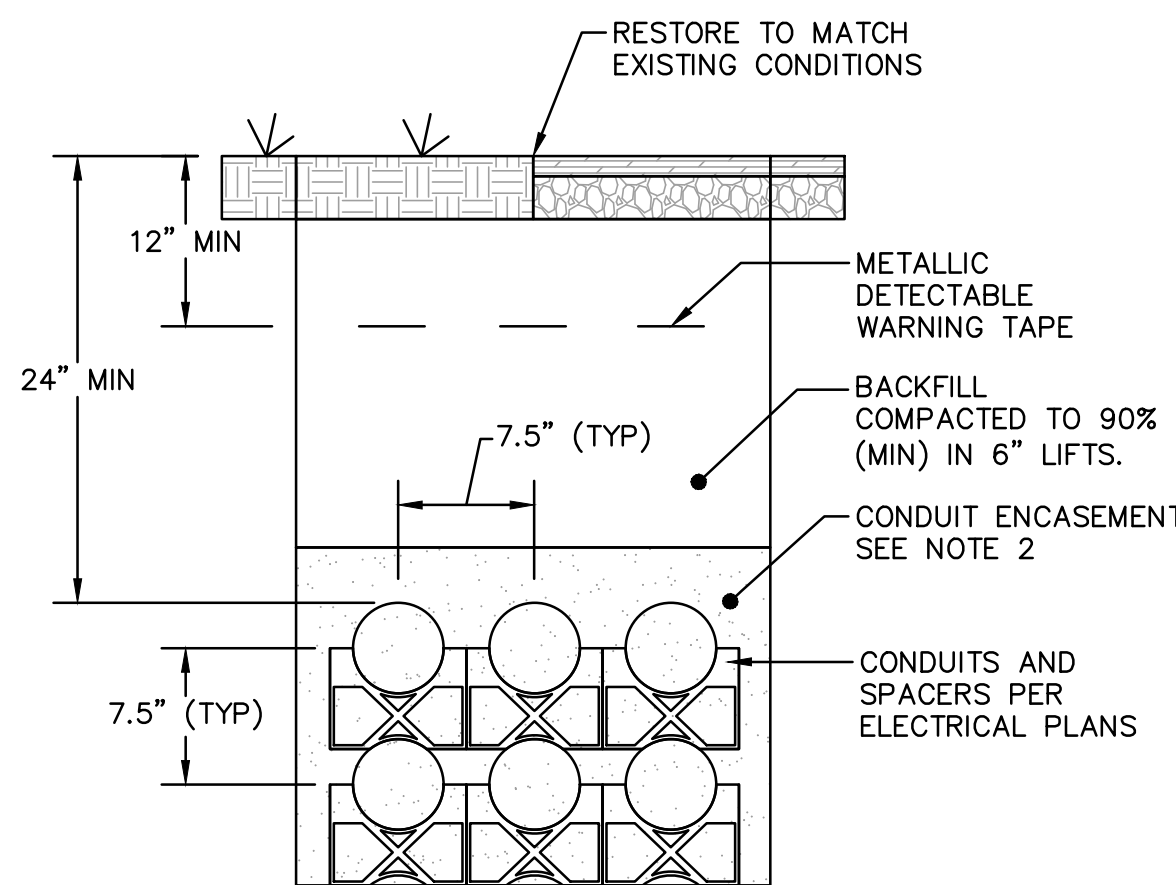
1 PERIMETER SECURITY FENCE DETAIL

SCALE: NONE



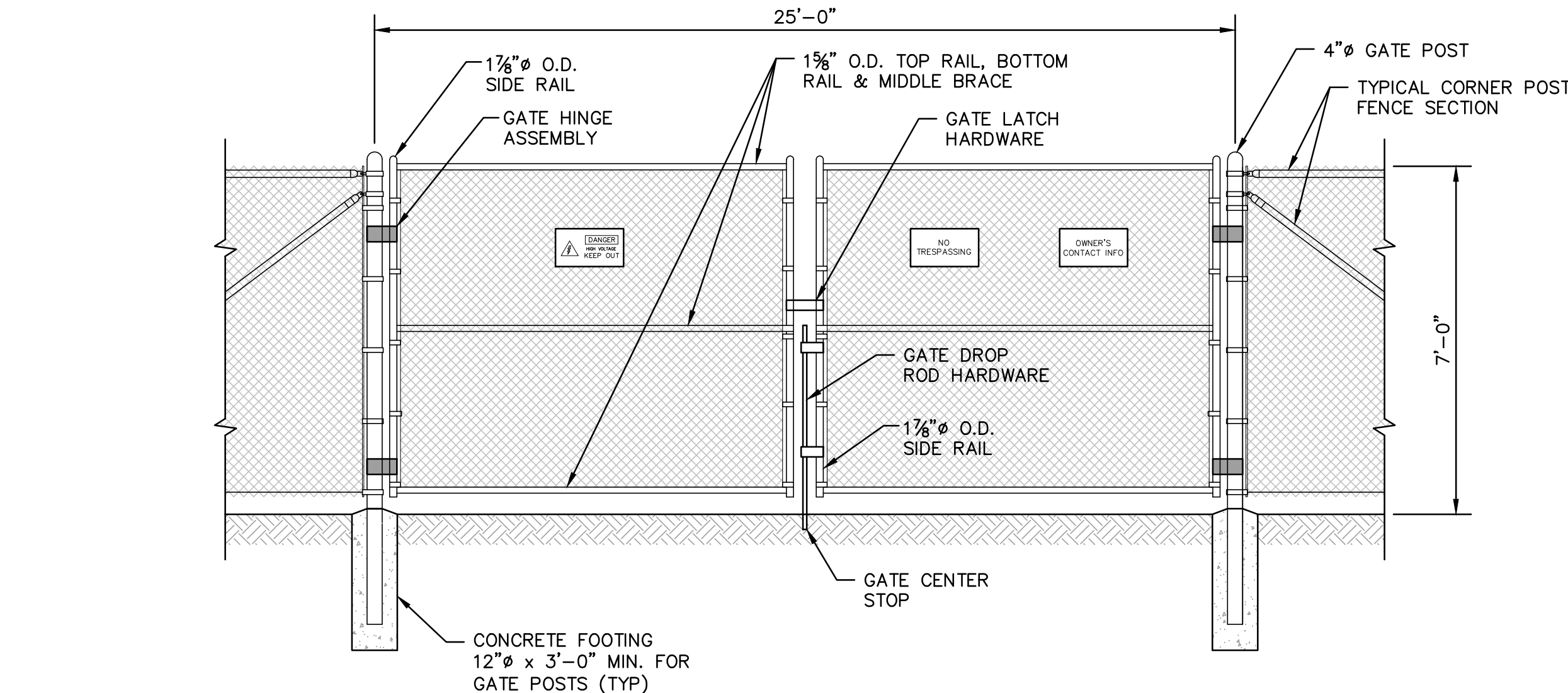
PAD NOTE:

1. REFER TO FINAL ELECTRICAL PLANS FOR EQUIPMENT PAD DIMENSIONS.



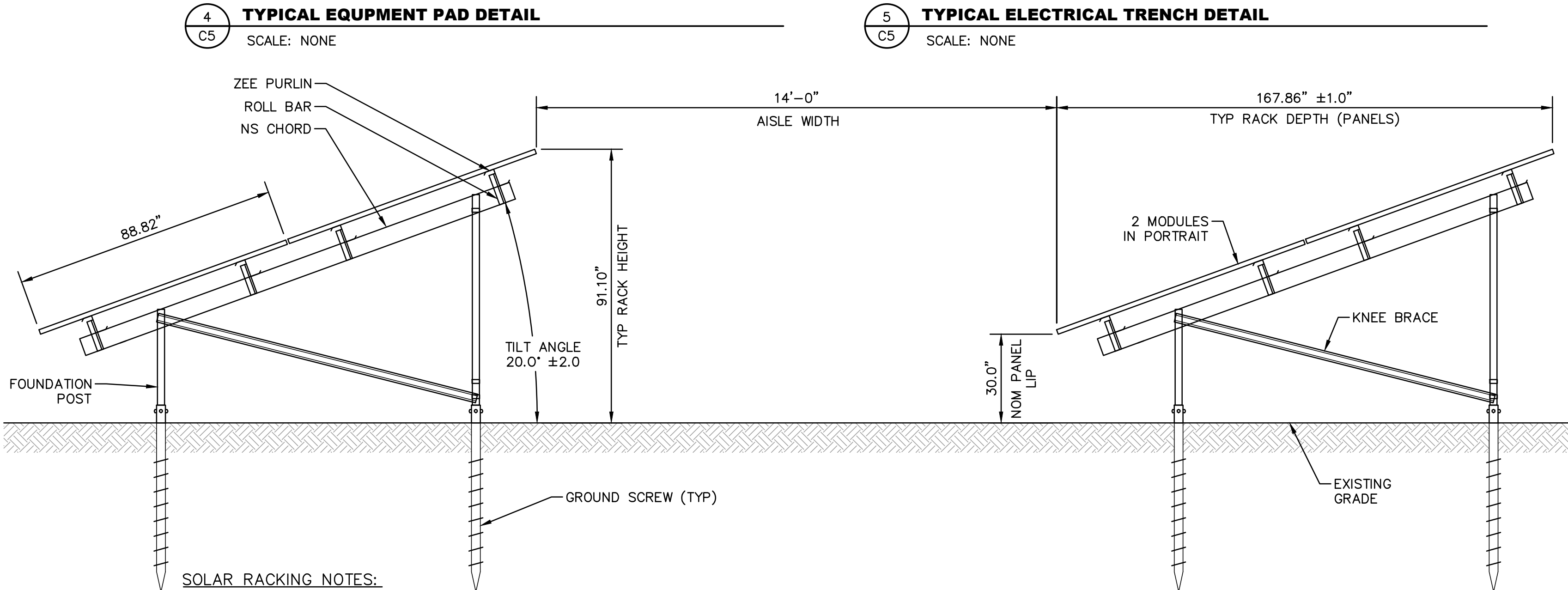
TRENCH NOTES:

1. THIS DETAIL IS FOR REFERENCE ONLY, REFER TO FINAL ELECTRICAL DRAWINGS FOR ALL CONDUIT ROUTING, SIZE, CONFIGURATIONS, NUMBER OF CONDUITS, SPACING, TRENCH WIDTH AND SPECIFICATIONS.
2. UNDER ROADS AND PARKING AREAS ENCASEMENT SHALL BE 2500 PSI CONCRETE. UNDER GRASSY AREAS NOT SUBJECT TO VEHICULAR TRAFFIC ENCASEMENT SHALL BE SAND.
3. BACKFILL OF TRENCHES SHALL BE MADE WITH CLEAN SCREENED MATERIAL FREE OF ROCKS AND DEBRIS NOT EXCEEDING 3/8" SIZE IN DIAMETER OR ENGINEERED FILL WHICH SHALL NOT DAMAGE CABLE ROUTING INSTALLATION.
4. CONDUIT ROUTING SHALL BE A MINIMUM OF 2 FEET AWAY FROM ALL RACKING SYSTEM POSTS.



2 25' WIDE ACCESS GATE DETAIL

SCALE: NONE

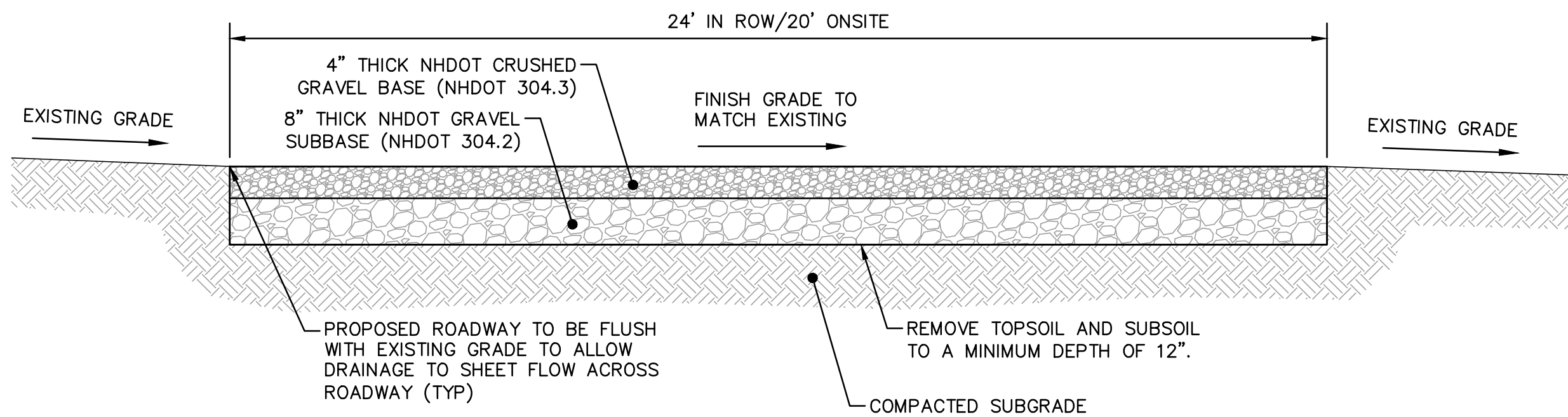


SOLAR RACKING NOTES:

1. THESE DETAILS ARE INTENDED FOR SITE PERMITTING ONLY AND ARE CONCEPTUAL IN NATURE.
2. REFER TO STAMPED SOLAR RACKING PLANS BY OTHERS FOR ALL FINAL ASPECTS OF THE RACKING DESIGN AND FOR LAYOUT AND DESIGN OF ALL FOUNDATION POSTS.

TYPICAL PROFILE VIEW

TYPICAL ELEVATION VIEW FROM FRONT (NORTH-FACING)



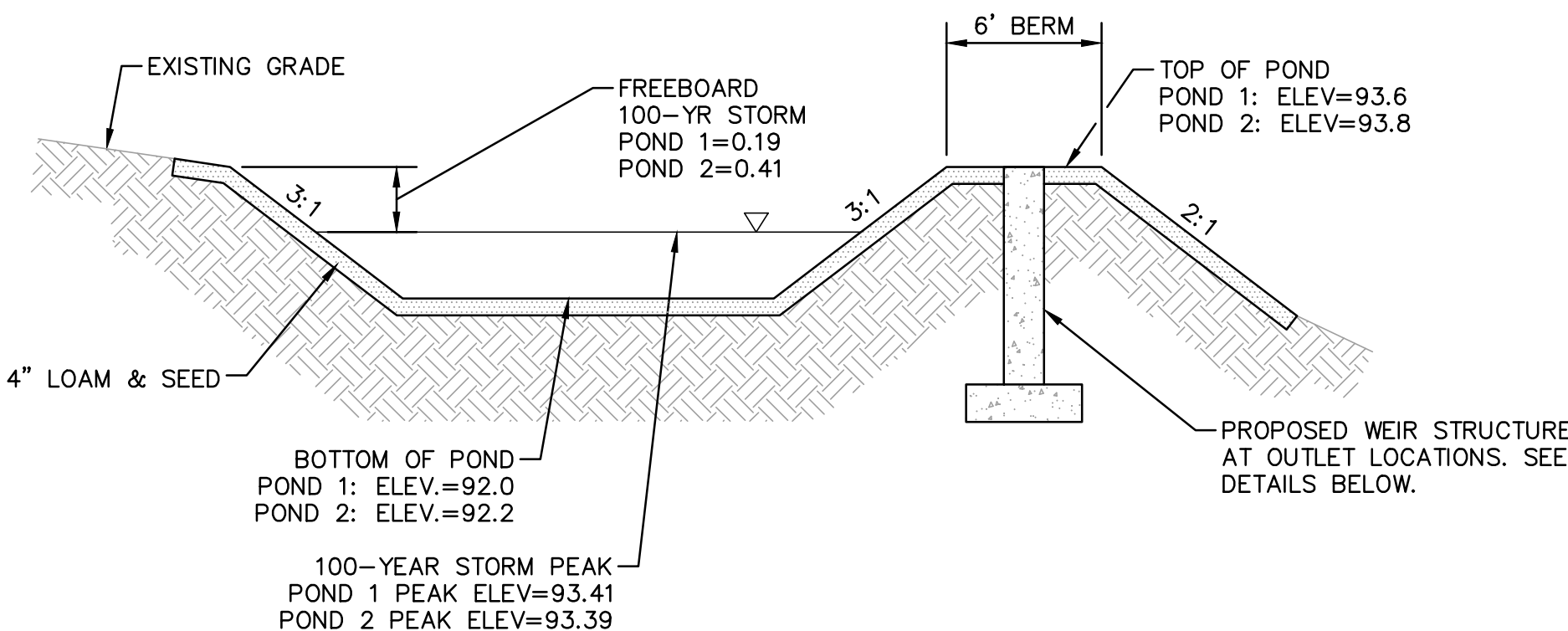
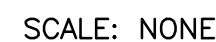
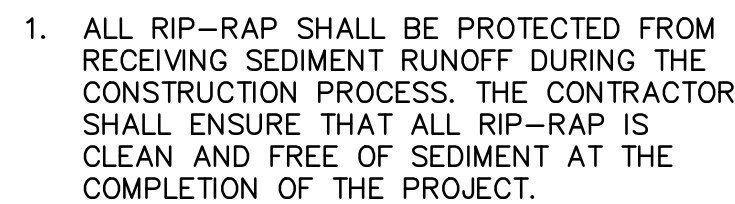
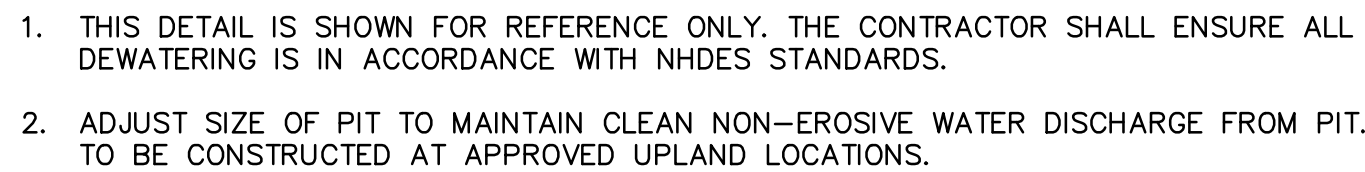
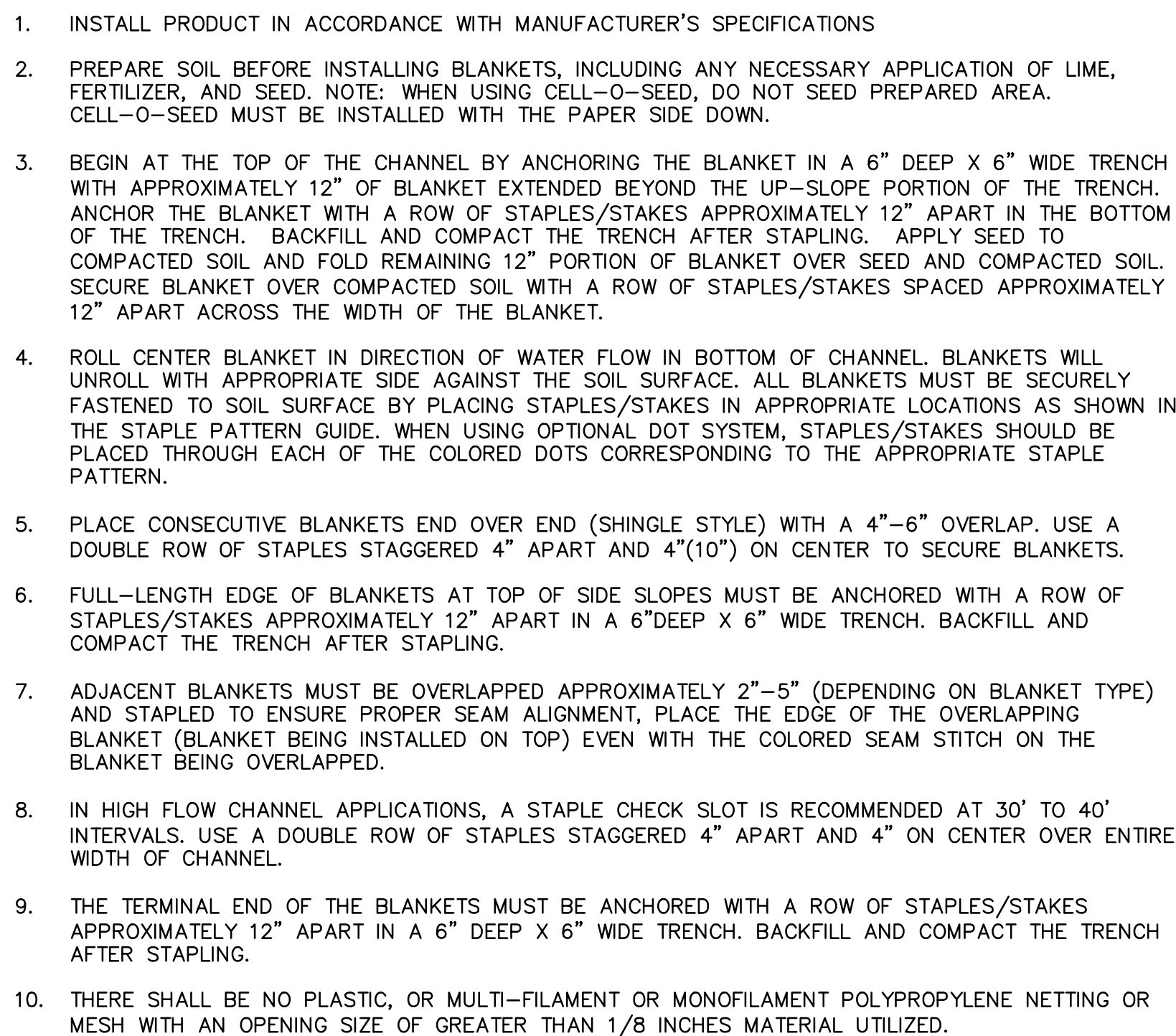
3 TYPICAL ACCESS ROAD SECTION

SCALE: NONE

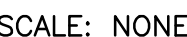
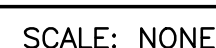
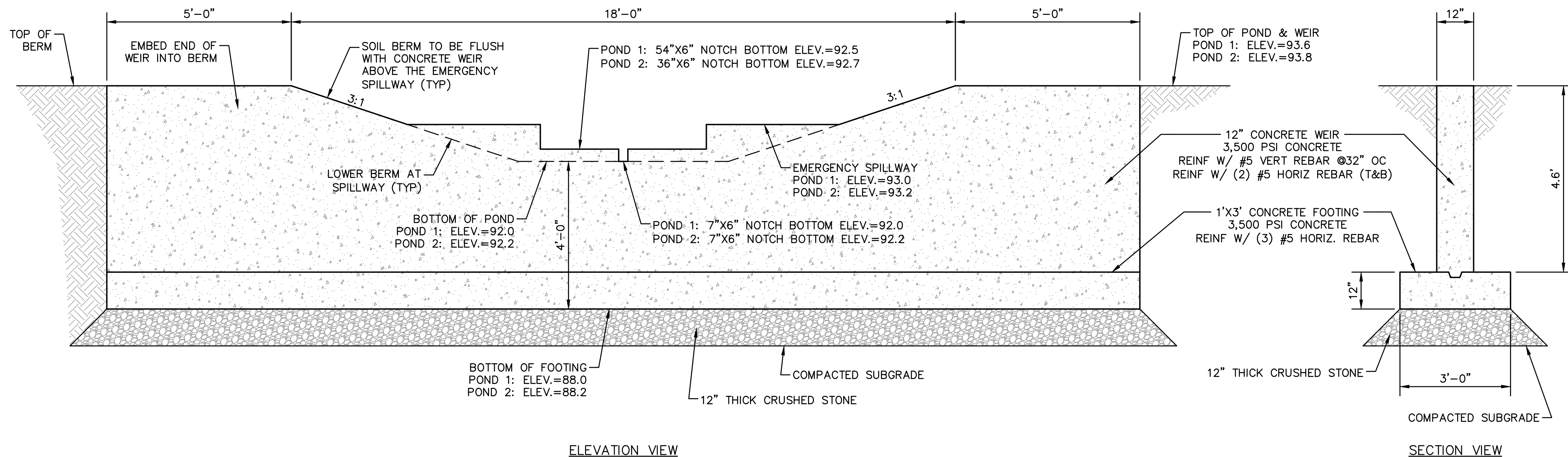
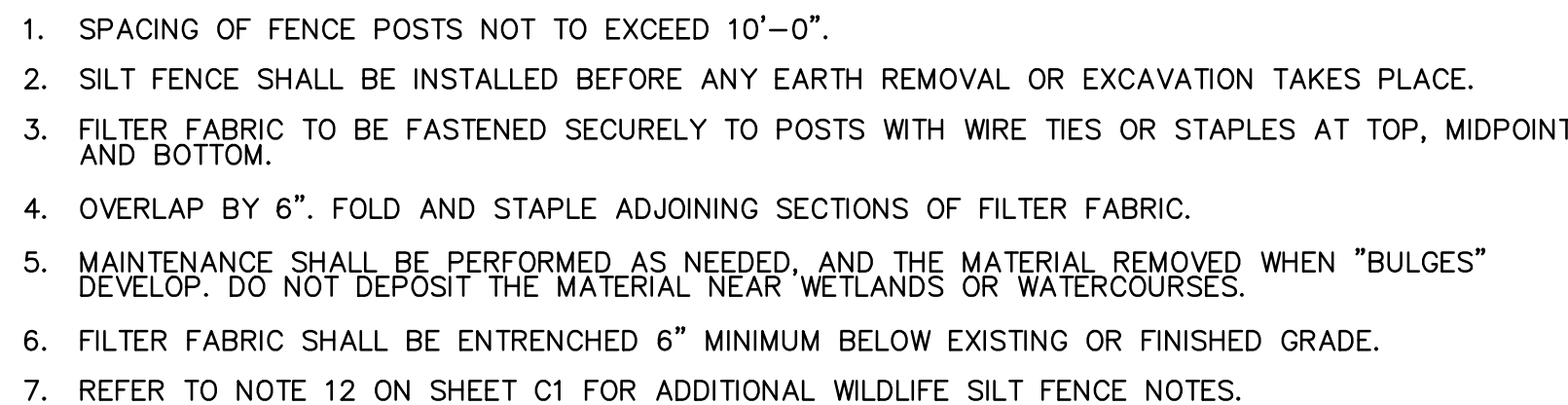
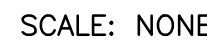
6 TYPICAL SOLAR TABLE ASSEMBLY DETAIL

SCALE: NONE

04/09/25	
04/09/25	07/10/24
07/10/24	11/17/23
11/17/23	09/22/23
09/22/23	DATE
4	UPDATED PLANS. ISSUED FOR CITY OF DOVER SITE PLAN REVIEW
3	REVISED LAYOUT PER UPDATED WETLAND & COORDINATION WITH NHFG
2	REVISED PER NHDES ALTERATION OF TERRAIN COMMENTS
1	ISSUED FOR NHDES ALTERATION OF TERRAIN PERMIT
REV.	REVISION DESCRIPTION
4	WRD
3	JCH/SMT
2	SMT
1	AUGUST 22, 2023
SCALE: AS SHOWN	DESIGNED BY
ORIGINAL DATE:	
CHECKED BY	
THIS DOCUMENT IS PREPARED AS AN INSTRUMENT OF SERVICE AND IS THE PROPERTY OF HOYLE TANNER. IT MAY NOT BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, INCLUDING ELECTRONICALLY, FOR ANY PURPOSES WITHOUT THE WRITTEN PERMISSION OF HOYLE TANNER.	
Pease International Tradeport 183 International Drive, Suite 200 Portsmouth, NH 03801 (603) 431-2520 www.hoyletanner.com	
APPLICANT	PROJECT
DEL SOL DOVER, LLC 340 CENTRAL AVENUE, SUITE 202 DOVER, NH 03820	PROPOSED SOLAR FACILITY 0 CROSBY ROAD DOVER, NH 03820
CONSTRUCTION DETAILS 1	
C5	
PROJECT NO. 22.141302.00	
SHEET 5 OF 7	



1. EMBANKMENTS SHOULD BE INSPECTED SEMI-ANNUALLY BY A QUALIFIED PROFESSIONAL FOR SETTLEMENT, EROSION, SEEPAGE, ANIMAL BURROWS, WOODY VEGETATION, AND OTHER CONDITIONS THAT COULD DEGRADE THE EMBANKMENT AND REDUCE ITS STABILITY FOR IMPOUNDING WATER. IMMEDIATE CORRECTIVE ACTION SHOULD BE IMPLEMENTED IN ANY SUCH CONDITIONS ARE FOUND.
2. INLET AND OUTLET PIPES, INLET AND OUTLET STRUCTURES, ENERGY DISSIPATION STRUCTURES OR PRACTICES, AND OTHER STRUCTURAL APPURTENANCES SHOULD BE INSPECTED AT LEAST ANNUALLY BY A QUALIFIED PROFESSIONAL, AND CORRECTIVE ACTION IMPLEMENTED AS INDICATED BY SUCH INSPECTION.
3. TRASH AND DEBRIS SHOULD BE REMOVED FROM THE BASIN AND ANY INLET OR OUTLET STRUCTURE WHENEVER OBSERVED BY INSPECTION.
4. ACCUMULATED SEDIMENT SHOULD BE REMOVED WHEN IT SIGNIFICANTLY AFFECTS BASIN CAPACITY.
5. PERFORM PERIODIC MOWING. MOW SEMI-ANNUALLY AT A MINIMUM.



**PAYMENT IN LIEU OF TAXES
FOR RENEWABLE GENERATION FACILITIES**
(Del Sol Dover, LLC)

This Payment in Lieu of Taxes for Renewable Generation Facilities (this “Agreement”) is entered into as of _____, 20__ (the "Effective Date"), by and between the **City of Dover, New Hampshire**, a New Hampshire municipal corporation (the "City"), and **Del Sol Dover, LLC**, a Limited Liability Company organized under the laws of New Hampshire (the "Owner," and together with the City, the "Parties").

Recitals

WHEREAS, the Owner owns a renewable generation facility as defined in RSA 72:73 (the “Facility”), located at Tax Map G, Lot 2-1B in the City of Dover, Strafford County, New Hampshire, as more particularly described in Exhibit A;

WHEREAS, RSA 72:74 authorizes the Owner and the City, after a duly noticed public hearing, to enter into a voluntary agreement for payment in lieu of taxes with respect to the Facility;

WHEREAS, the Owner has represented that a term of twenty (20) years is necessary for the financing of the Facility and is otherwise advantageous to both Parties, as permitted by RSA 72:74, VII; and

WHEREAS, the City has conducted a duly noticed public hearing in accordance with RSA 72:74, I at which the terms of this Agreement were presented and discussed and open for public discussion, testimony, and input.

NOW, THEREFORE, in consideration of the mutual covenants herein, the Parties agree as follows:

Section 1: Definitions

1.1 “Annual PILOT Payment” has the meaning set forth in Section 3.1.

1.2 “Commercial Operation Date” means the date on which the Facility commences commercial operation.

1.3 “Facility” means the renewable generation facility as defined in RSA 72:73, owned by the Owner and located within the City, including the land, all rights, easements, and other interests thereto, and all buildings, structures, and improvements necessary or incidental to the production of power, as described in Exhibit A.

1.4 “Fiscal Year” means the fiscal year of the City, currently July 1 through June 30.

1.5 “Lender” means any holder of a mortgage, deed of trust, security interest, or other lien on all or any portion of the Facility or the Owner's interest therein, including any party providing construction, permanent, or tax equity financing.

1.6 “Nameplate Capacity” means the maximum rated output of the Facility in megawatts DC (MW DC), as set forth in Exhibit A.

1.7 “Term” has the meaning set forth in Section 2.1.

Section 2: Term

2.1 Term. This Agreement shall remain in full force and effect for twenty (20) years from the Commercial Operation Date (the "Term"), unless sooner terminated in accordance herewith. The Parties acknowledge that the extended term is necessary for the financing of the Facility and is otherwise advantageous to both Parties, as authorized by RSA 72:74, VII.

2.2 Renewal. This Agreement may be renewed or extended upon mutual written agreement on terms acceptable to both parties, pursuant to RSA 72:74, VI, subject to a prior duly noticed public hearing and vote of the Dover City Council authorizing the renewal or extension.

Section 3: Payment in Lieu of Taxes

3.1 Annual PILOT Payment. The Owner shall pay to the City an annual payment in lieu of taxes (each an “Annual PILOT Payment”) for each Fiscal Year during the Term. The Annual PILOT Payment for Fiscal Year 1 shall be \$3,000 per MW of Nameplate Capacity (the “Base Rate”). For each Fiscal Year thereafter, the per-MW rate shall equal the prior Fiscal Year’s per-MW rate increased by 2.5%.

3.2 Determination of Nameplate Capacity; Adjustment of PILOT Payment.

(a) Determination of Nameplate Capacity The Nameplate Capacity of the Facility as of the Commercial Operation Date shall be set forth in Exhibit A. The Owner shall notify the City in writing of the actual Nameplate Capacity upon the Commercial Operation Date, and Exhibit A shall be updated accordingly without further action by the Parties.

(b) Decrease in Nameplate Capacity. If, at any time during the Term, the Nameplate Capacity of the Facility decreases (whether due to equipment degradation, decommissioning of generation units, or any other cause), the Owner shall provide written notice to the City within sixty (60) days of such decrease, specifying the new Nameplate Capacity. Upon any such decrease, the Annual PILOT Payment shall be reduced on a proportional basis, effective as of the first day of the Fiscal Year following the date of such decrease. No decrease in Nameplate Capacity shall constitute a default or breach of this Agreement, require the City’s consent, or require amendment hereof, except for the administrative update to Exhibit A.

(c) Increase in Nameplate Capacity. The Annual PILOT Payment shall be subject to upward adjustment only upon an increase in Nameplate Capacity by [5%] or more resulting from a deliberate expansion of the Facility undertaken by the Owner and not from equipment replacement, repowering at equivalent capacity, inverter or module optimization, re-rating, remetering, or routine maintenance (“Qualifying Event”). Upon a Qualifying Expansion, the Annual PILOT Payment shall be adjusted prospectively on a pro rata per-MW basis to reflect only the incremental Nameplate Capacity, effective as of the first day of the Fiscal Year following the date the expansion is placed in service. Any increase in Nameplate Capacity of 10% or less above the Nameplate Capacity set forth in Exhibit A as of the Commercial Operation Date shall not result in any adjustment to the Annual PILOT Payment and shall not require notice to the City or an update to Exhibit A.

3.3 Payment Date. Each Annual PILOT Payment shall be due in one installment on or about December 1st of each Fiscal Year, consistent with the City's property tax payment schedule.

3.4 Equalization. The payment in lieu of taxes shall be equalized under RSA 21-J:3, XIII in the same manner as other payments in lieu of taxes, but shall be excluded from the tax base used to determine the statewide education property tax in accordance with RSA 76:8, I(a)

3.5 Satisfaction of Tax Liability. Payments under this Agreement shall satisfy any ad valorem real estate tax liability for the Facility that otherwise exists under RSA 72, as provided in RSA 72:74, II. For avoidance of doubt, this Agreement has no effect on the annual assessment of the land and/or buildings and other structure assessed ad valorem real estate tax annually by the City.

Section 4: Collection and Enforcement

4.1 The collection procedures in RSA 80 shall be used to enforce this Agreement, as authorized by RSA 72:74, IV. Any payment not made when due shall bear interest at the rate applicable to delinquent property taxes in the City.

Section 5: Lender Protections

5.1 Notice and Cure Rights. The Owner may designate one or more Lenders to receive copies of any notices of default or termination under this Agreement. If the Owner fails to cure a default within the applicable cure period, each designated Lender shall have an additional thirty (30) days to cure the default on the Owner's behalf, during which the City shall not terminate this Agreement.

5.2 Estoppel Certificates. The City shall, within thirty (30) days of written request by the Owner or any Lender accompanied by a commercially reasonable written estoppel certificate, execute and deliver an estoppel certificate confirming that this Agreement is in full force and effect, the current Annual PILOT Payment amount, and whether any defaults exist. Such certificates may be relied upon by any Lender or prospective purchaser of the Facility.

5.3 Collateral Assignment and Non-Disturbance. The City consents to the collateral assignment of the Owner's interest in this Agreement to any Lender as security for the financing of the Facility. No such assignment shall relieve the Owner of its obligations hereunder. In the event of foreclosure or other exercise of remedies by a Lender, this Agreement shall continue in full force and effect, and the Lender or its designee shall succeed to all of the Owner's rights and obligations hereunder. The City shall not disturb the rights of any successor owner so long as such successor performs the Owner's obligations under this Agreement.

Section 6: Default and Termination

6.1 Events of Default. An event of default shall include: (a) failure to make any Annual PILOT Payment within thirty (30) days of written notice; (b) failure to perform any other material obligation within sixty (60) days of written notice (or such longer period as reasonably necessary, provided cure has commenced and is being diligently pursued); or (c) either Party becoming insolvent or the subject of any bankruptcy proceeding.

6.2 Remedies. Upon an uncured Event of Default (including expiration of any Lender cure period), the non-defaulting Party may: (a) pursue collection under RSA 80; (b) pursue any remedy at law or in equity; or (c) terminate this Agreement upon thirty (30) days' written notice. Termination shall not relieve the Owner of any accrued payment obligation.

Section 7: Assignment

7.1 The Owner shall not assign this Agreement without the City's prior written consent, which shall not be unreasonably withheld, conditioned, or delayed. Notwithstanding the foregoing, the Owner may, without consent: (a) make a collateral assignment to any Lender pursuant to Section 5.3; or (b) assign to any entity that acquires all or substantially all of the Facility, provided the assignee assumes in writing all of the Owner's obligations and delivers a copy of such assumption to the City. This Agreement shall bind and inure to the benefit of the Parties and their successors and permitted assigns. Upon any assignment permitted under this Section and the assignee's written assumption of the Owner's obligations, the assigning Owner shall be released and discharged from all obligations and liabilities under this Agreement arising or accruing from and after the effective date of such assignment, and the City shall, upon request, confirm such release in writing.

Section 8: General Provisions

8.1 Notices. All notices shall be in writing, delivered personally, by certified mail (return receipt requested), or nationally recognized overnight courier to:

If to the City: City of Dover, 288 Central Avenue, Dover, NH 03820, Attn: City Manager.

If to the Owner: Del Sol Dover, LLC, 340 Central Ave. Suite 202, Dover, NH, Attn: Chad Kageleiry

Either Party may change its notice address by written notice to the other.

8.2 Entire Agreement; Amendment. This Agreement and all exhibits hereto constitute the entire agreement between the Parties regarding the subject matter hereof. This Agreement may not be amended except by written instrument executed by both Parties, subject to a duly noticed public hearing as required by applicable law.

8.3 Governing Law. This Agreement shall be governed by the laws of the State of New Hampshire.

8.4 Severability. If any provision hereof is held invalid or unenforceable, the remaining provisions shall continue in full force and effect.

8.5 Recording. This Agreement, or a memorandum hereof, may be recorded in the Strafford County Registry of Deeds at the request of either Party or any designated Lender.

8.6 Counterparts. This Agreement may be executed in counterparts, each deemed an original.

8.7 No Third-Party Beneficiaries. Except for Lenders as provided in Section 5, nothing herein confers rights upon any person other than the Parties and their successors and permitted assigns.

8.8 Waiver. No waiver shall be effective unless in writing. No failure or delay in exercising any right shall constitute a waiver thereof.

8.9 City Council Approval. This Agreement was approved and authorized by vote of the Dover City Council on _____, follow a public hearing held on _____.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

CITY OF DOVER, NEW HAMPSHIRE

By: _____
Name: _____
Title: City Manager

STATE OF NEW HAMPSHIRE
Strafford, ss.

The foregoing instrument was acknowledged before me this _____ day of _____, 20__ by _____, City Manager for the City of Dover, New Hampshire, on behalf of the City.

Notary Public
My Commission Expires:

DEL SOL DOVER, LLC

By: _____
Name: _____
Title: _____

STATE OF NEW HAMPSHIRE
Strafford, ss.

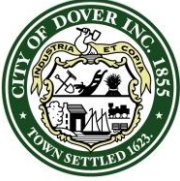
The foregoing instrument was acknowledged before me this _____ day of _____, 20__ by _____, _____ for the [Owner], on behalf of the [Owner].

Notary Public
My Commission Expires:

EXHIBIT A

Description of the Facility

1. **Location:** 0 Crosby Road, Dover, Strafford County, NH
2. **Tax Map/Lot:** Map G, Lot 21-B
3. **Energy Source:** Solar
4. **Nameplate Capacity:** .999 MW (AC) / 1.539 MW (DC)
5. **Anticipated Commercial Operation Date:** Q2 2027
6. **Description of Improvements:** See Attached Plan Set



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R – 2026.07.22 – 255**

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

WHEREAS: The City of Dover Police Department has applied for and received a State of NH Office of Highway Safety Grant in the amount of \$24,200.00; and

WHEREAS: The \$24,200.00 grant funds overtime for all traffic enforcement patrols funded by the NH Office of Safety. This includes speed enforcement, DWI patrols, pedestrian and bicycle safety, seat belt, and distracted driving enforcement, educational presentations covering operator and pedestrian safety, and the purchase of a mobile data terminal (MDT) for one of the cruisers; and

WHEREAS: The grant requires a soft match of 25%. Distracted Driving Enforcement patrols will focus on enforcing NH Hands-Free Electronic Device Law while remaining vigilant for any other moving violations which may result in other forms of distracted driving; and

WHEREAS: In adhering to the requirements established per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to accept and expend the grant funds is required.

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

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to expend the grant funds awarded to the City of Dover, and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

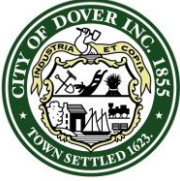
AND, FURTHER BE IT RESOLVED THAT:

In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as outlined in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The City Manager, or designee, is hereby authorized to contract with vendors consistent with the Purchase Order authorized herein.

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

Financing			
Account	Description	Appropriation	Balance
2240.1.210.42120.4###.02361.27	Highway Safety Grant	24,200.00	24,200.00

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R – 2026.07.22 – 255**
Resolution Re: Authorization to Accept and Expend New Hampshire
Office of Highway Safety Grant

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

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

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

Each year, the police department is allocated funding from the NH Office of Highway Safety to conduct various traffic enforcement patrols. This year, the grant is for traffic enforcement overtime patrols, educational presentations, and an MDT. The overtime patrols include speed enforcement, DWI patrols, pedestrian and bicycle safety, and distracted driving enforcement.

The educational presentations cover operator and pedestrian safety. Lastly, there is funding to purchase a mobile data terminal for one of the cruisers. There is a soft match of 25% required for patrols and presentations, which will consist of vehicle maintenance costs, staff time to administer the grant, staff time to process traffic cases, time for court testimony and hearings, as well as time spent by officers enforcing traffic laws while not being paid for by the grant.