



CITY OF DOVER

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, September 6, 2006**  
Meeting Time: **6:00 pm EXECUTIVE SESSION**  
**7:00 pm WORKSHOP**

**6:00 P.M.**

### **EXECUTIVE SESSION**

#### **CITY MANAGER'S OFFICE**

The City Council met in Executive session to discuss Legal Matters.

NOTE: **This meeting was not open to the public per RSA 91-A:2 (b).**

**7:00 P.M.**  
**WORKSHOP**

#### **1. PLEDGE OF ALLEGIANCE**

THOSE PRESENT: COUNCILOR DEDE, DEPUTY MAYOR HINDLE, COUNCILOR KEAYS, MAYOR MYERS, COUNCILORS SCOTT, TREFETHEN, CHENEY AND CIOTTI. ALSO PRESENT: CITY MANAGER JOYAL AND CITY ATTORNEY ALLAN KRANS. COUNCILOR TURNER WAS ABSENT.

#### **2. DISCUSSION RE:**

##### **A. REPORT FROM AUDITORS**

THE MAYOR STATED WE HAVE SEVERAL ITEMS ON THE WORKSHOP AGENDA AS HE LISTED THEM.

HE CALLED ON SCOTT MCINTIRE FROM THE CITY AUDITORS AS HE WAS THE CONTACT PERSON IN HIS ROLE AS MAYOR WITH THE AUDITORS.

SCOTT MCINTYRE STATED HE IS HAPPY TO PROVIDE A RESPONSE TO THE 3 ISSUES, THE VARIANCE BETWEEN THE 2007 BUDGET BOOK, THE OTHER TWO WERE SALARY RELATED, ONE FISCAL RELATED THAT WAS REPORTED AND THE BENEFITS THAT WERE PAID TO THE POLICE CHIEF VS. THE 2007 BUDGET. HE HAS CONSOLIDATED THESE INTO 2 REPORTS. HE HAS SUMMARIZED THE PERTINENT INFORMATION AND HAS A HANDOUT. (SEE COUNCIL FOLDER OF 9-6-2007). SCOTT MCINTIRE STATED IT WAS 9 MONTHS AGO THAT HE HANDED OUT THE 2005 AUDIT. NOW ONTO THE \$563,000 DISCREPANCY, THESE NUMBERS RELATE BACK TO 2005. HE PROCEEDED TO EXPLAIN AND DEFINE THE HANDOUT. PAGE 38 IS IN REFERENCE TO THE CITY BUDGET BOOK. THESE ARE ACTUAL EXPENDED DOLLARS AND THE ORIGINAL BUDGET. THE RESULT IS REALLY \$562,000 INSTEAD OF THE STATED \$563,000. IN JANUARY HE SPOKE OF ACCOUNTING STANDARDS AND THEY USE AT LEAST 3 OF THESE.

THERE IS A VARIANCE OF \$11,000 IN THE CALCULATION, THE DIFFERENCE WAS IN THE ORIGINAL BUDGET AND ACTUAL EXPENDITURES, THIS IS THE VARIANCE AND EXPECTED.



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HE CONTINUED ON PAGE 6 OF THE HANDOUT, THIS IS TAKEN FROM THE JUNE FINANCIAL STATEMENTS.. DAVID SCOTT ASKED FOR THE DETAIL OF THE \$339,000 HE ASKED ON PAGE 38 AND PAGE 100 IS HE SUGGESTING THEY USE DIFFERENT TERMINOLOGY. SCOTT LOOKS AT PAGE 100.

HIS OBJECTIVE WAS TO HIGHLIGHT THAT THESE ISSUES ARE ALL INCLUDED IN THEIR MONTHLY FINANCIAL STATEMENTS.

SCOTT MCINTIRE CONTINUED WITH APPENDIX E SAYING THIS IS A PAGE DATED 2-2-2006. HE THINKS THE COUNCIL HAS SEEN THIS AS IT IS A COMPARISON OF 3 INDIVIDUALS, HE EXPLAINED THE DATES OF THE ASSORTED SALARIES. HE SPOKE ON THE POLICE CHIEF FIRST; THEIR WORK INDICATED THE DOLLAR VALUE OF \$112,000. THAT IS ACTUALLY WHAT WAS PAID IN 2004. HE ASKED THE COUNCIL TO FLIP FLOP THE NUMBERS LISTED AS THEY WERE ORIGINALLY PRESENTED IN REVERSE IN THE BUDGET.

COUNCILOR SCOTT ASKED IF MCINTIRE WAS GIVEN THE 3 SHEETS GIVEN TO THE MAYOR. MCINTIRE STATED HE CAN'T SAY FOR SURE. DAVID SCOTT WANTED TO BE SURE THAT THIS WAS WHAT WAS REPORTED TO THE IRS ON W-2 WAGES. THE MAYOR CLARIFIED THAT DAVID SCOTT HAD TRANSPOSED THE ORIGINAL NUMBERS FROM THE BUDGET. SCOTT MCINTYRE STATED ALSO THERE ARE CERTAIN COMPONENTS OF INCOME THAT ARE NON REPORTABLE FOR PUBLIC DISCLOSURE. PART OF HIS WORK WAS STATED WITH GROSS WAGES AND THIS SEEMED CONSISTENT WITH THE OPINION OF THE COURT THAT THESE ARE NOT REPORTABLE FOR THE PUBLIC. THESE DOLLAR VALUES ARE A SUBSET OF THE NUMBERS. HE PROCEEDED TO ANSWER THE QUESTION ON HOW A FISCAL YEAR WAGE CAN EXCEED EACH OF THE TWO CALENDAR YEARS. THIS WAS WHEN THE CITY STARTED THIS PRACTICE AND THERE IS A MINOR INCONSISTENCY HERE. WITHOUT DISCLOSING THE COMPONENTS OF WHAT WOULD BE A MINOR INCONSISTENCY, MCINTIRE WILL NOT DIVULGE THE AMOUNT IN DOLLARS AS THERE IS A COURT OPINION TO NOT DIVULGE CERTAIN COMPONENTS OF INCOME. CIOTTI ASKED IF THE TOTAL GROSS WAGES RECONCILED WITH THE CITY'S BOOKS. MCINTIRE STATED YES.

MCINTIRE CONTINUED ON THE SECOND TO LAST PAGE OF THE HANDOUT. DEDE ASKED HIM TO GO BACK AS THIS CIRCUMSTANCE APPLIES TO BOTH INDIVIDUALS. THE NEXT PAGE IS THE PROJECTED PAYROLL AND THE NUMBER IN QUESTION IS UNDER FRINGE BENEFITS AND EMPLOYEE CLASSIFICATION AND IS BEING COMPARED WITH THE NEXT PAGE AND FRINGE BENEFITS OF 84K, THIS IS A CASH FLOW ANALYSIS AT A GIVEN POINT IN TIME. THIS IS DIFFERENT BECAUSE IT IS AN ESTIMATE OF CASH OUTFLOW. IT DIFFERS FROM THE PAYROLL PROJECTION BECAUSE THAT WOULD BE COMING FROM THE PARTICULAR DEPARTMENT.

DAVID SCOTT SAYS IN THE DOCUMENT GIVEN HIM IN JULY AND THE ONE IN FEBRUARY, THE ONLY DIFFERENCE IS THE AMOUNT OF VACATION PAID TO FENNIMAN AND THEY DO NOT MAKE UP THE \$50,000 DIFFERENCE. MCINTIRE STATED IN KEEPING CONSISTENT WITH THE CITY'S PRACTICE, HE CANNOT GO INTO THE DETAILS . DAVID SCOTT MENTIONED THE ENORMOUS AMOUNT OF INFORMATION THAT WAS RELEASED RECENTLY, MCINTIRE IS NOT AWARE OF THIS. THE MAYOR WANTED TO CLARIFY WHAT HAS BEEN RELEASED THE TRUE FRINGE BENEFITS OF ALL EMPLOYEES AND THAT HAS BEEN BROKEN DOWN INTO A LUMP SUM. DAVID SCOTT WANTS TO KNOW THE APPROPRIATIONS PAID TO THE POLICE CHIEF AND FINANCE DIRECTOR. HE STARTED TO ASK, SHOULD THE PUBLIC BODY BE... THE



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MAYOR INTERRUPTED AND SUGGESTED DAVID SCOTT HAVE A MEETING WITH THE CITY MANAGER AS THAT IS WHAT HE IS HERE FOR.

DEDE ASKED IN MCINTIRE'S VIEW OF THE WHOLE THING HAS ANYTHING POINTED TO ANY EXAMPLES OF CORRUPTIONS. SCOTT MCINTIRE STATED NO. CIOTTI ASKED ON THE POLICE CHIEF DOES THAT ASSUME IN 2007 THAT HE USES ALL HIS VACATION TIME. MCINTIRE DOES NOT KNOW. DAVID SCOTT SAYS MCINTIRE'S COMPANY DOES THE AUDIT FOR A NUMBER OF TOWNS IN NH; HE WONDERS IF THERE ARE NUMBERS SUCH AS THESE IN THE OTHER TOWNS. SCOTT MCINTIRE EXPLAINED HIS STEPS THAT HE TAKES AND HOW THEY ARE NOT HIRED TO COMPARE THE DIFFERENT CITIES. DEDE KEEPS SAYING POINT OF ORDER THAT YOU NEED TO BE CAREFUL WHEN YOU COMPARE THINGS. DEDE SAYS THIS IS OUTSIDE OF THE SCOPE OF WHAT WAS ASKED OF THE AUDITORS. THE MAYOR ASKED IF MCINTIRE WAS ABLE TO RECEIVE ALL THE INFORMATION NEEDED TO COMPILE HIS ANSWERS. HE DOES SEE THE BENEFIT OF HAVING A THIRD PARTY COME IN, BUT THIS IS A JUDGMENT CALL THAT THIS GROUP MADE. THE MAYOR ASKED IF THE AUDITORS SAW ANY RED FLAGS. SCOTT MCINTIRE STATED HE SAW NONE. THE MAYOR ASKED WHAT DID THIS REVIEW COST, SCOTT MCINTIRE SAYS \$3,000. CHENEY ASKED ABOUT THE PROJECTION AND THE CASH FLOW ANALYSIS AND WILL THE GASBY 45 SHOW THIS. THIS DEALS WITH A LIABILITY THE CITY MAY HAVE WHEN AN EMPLOYEE LEAVES AND HEALTH COVERAGE IS CONTINUED.

DAVID SCOTT IS CONCERNED WITH THE ACCEPTANCE OF THE \$32,000 FRINGE BENEFITS OF THE POLICE CHIEF STILL. AGAIN JOYAL SAYS THIS HAS ALREADY BEEN PROVIDED TO HIM.

DAVID SCOTT WANTS A POINT OF ORDER ON A RED FLAG, THE MAYOR REFUSED.

### **B. UPDATES - MASTER PLAN REVISION & NORTH END WATER STUDY**

PLANNING DIRECTOR STEVE STANCEL STATED THE DOVER PLANNING STAFF WAS TASKED WITH AN UPDATE OF THE CITY MASTER PLAN, AT THE TIME HE WAS TOLD BY THEM THAT IT WOULD TAKE 12-14 MONTHS FOR COMPLETION. SEE HANDOUT IN COUNCIL FOLDER ON DOVER MASTER PLAN UPDATE. THE KEY INGREDIENT OF ANY SUCCESSFUL MASTER PLAN UPDATE IS PUBLIC INPUT AND PUBLIC PARTICIPATION. THEY WERE VERY SUCCESSFUL WITH OBTAINING VOLUNTEERS AND HAD MANY NEW PEOPLE ATTEND THE MEETINGS. MEETINGS WERE HELD IN APRIL AND MAY OF THIS YEAR. THEY MET SEVERAL TIMES AND HELD THE SPEAK OUT SESSIONS THIS SUMMER. THE SAME COMMITTEE IS GETTING READY TO SEND OUT A CITY WIDE QUESTIONNAIRE AS THEY DID IN THE LATE 90'S AND THEY IMAGINE A SIMILAR PROCESS THIS TIME. THIS WILL RUN FROM SEPTEMBER TO NOVEMBER AND PART OF THE ANALYSIS WILL DETERMINE WHAT LAND IS LEFT WITHIN THE CITY, THEN THE ECONOMIC LAND USE COMMITTEE WILL BEGIN TO DRAFT THEIR SECTION OF THE MASTER PLAN. ALSO THE STRAFFORD REGIONAL PLANNING COMMISSION WILL BE ASSISTING THEM. IN THE LAST 10 YEARS WE HAVE SEEN 168 UNITS ADDED PER YEAR ON AVERAGE AND THIS IS A SIGNIFICANTLY LOWER NUMBER DUE TO THE ZONING ORDINANCE PASSED OVER THIS PERIOD OF TIME. PART OF THE ANALYSIS IS THE BUILD OUT SCENARIO AND THE TIME FRAME WILL OCCUR IN JANUARY WITH ADOPTION IN FEBRUARY TO MARCH OF NEXT YEAR. THE HANDOUT ALSO INCLUDES NOTES OF THE FIRST SIX SPEAK OUT SESSIONS. THERE WERE NO QUESTIONS.



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### **NORTH END WATER STUDY**

COMMUNITY SERVICES DIRECTOR DOUG STEELE STATED THAT LAST WEEK THE ENGINEERING STAFF AND HE MET WITH EARTHTECH. EARTHTECH KICKED OFF THE PROGRAM ON JULY 20<sup>TH</sup> BY LISTENING TO NEIGHBORHOOD RESIDENTS ABOUT PROBLEMS THEY ARE EXPERIENCING IN THEIR HOMES.

EARTHTECH HAS TAKEN THE INFORMATION AND IS LOOKING AT INVESTIGATING ALTERNATIVES FOR WATER PRESSURE. THEY WILL BE INSTALLING PRESSURE GAUGES ON INDIVIDUAL HOMES OF PEOPLE THAT HAVE SPECIFIC PROBLEMS. EARTHTECH WILL THEN COMPILE ALL THE INFORMATION IN A COMPUTERIZED WATER SYSTEM FIX TO SHOW WHAT THEIR PROPOSAL WILL DO AND COME UP WITH A RECOMMENDED COST. WE WILL INCLUDE IT IN THE CIP PROCESS THIS FALL. THE COMMUNITY SERVICES DEPARTMENT HAS DUG A SERVICE IN THE NORTH END TO SEE THE CONDITION OF IT FROM 40 YEARS AGO. THEY WILL BE DOING A COUPLE OF MORE TEST PITS BY THE END OF THE MONTH. KEAYS STATED HE HAD WANTED THE FINAL REPORT ON THE CONDITION OF THE WATER MAIN ON OLD ROCHESTER ROAD IN AUGUST AS THE VALVES ON PEOPLE'S PLUMBING IS NOT GOING TO TELL WHERE THE INCOMING PROBLEM IS. DOUG SAYS THIS HAS BEEN DONE ON THE MAINS. THEY NOW NEED TO CHECK THE INDIVIDUAL HOMES. KEAYS WANTS TO KNOW IF THEY HAVE EVER CUT A PIECE OF THE MAIN OUT, AND WHY CAN'T DOUG DO THAT. DOUG SAYS IT IS NOT RECOMMENDED YET. KEAYS THINKS THE PROBLEM WITH THE CITY IS EVERYTHING IS A STUDY. KEAYS THINKS IT IS EVIDENT THERE IS A PROBLEM UP THERE AS THE HOTELS ALL HAVE A PRESSURE PUMP UP THERE. ALL WE HAVE TO DO IS FIGURE THIS OUT AND GET THE JOB DONE.

DEDE HAS A QUESTION ON THE WATER PRESSURE ISSUE AS RELATING TO THE GARRISON HILL TOWER AND THE OBSERVATION OF A BOOSTER PUMP AT THE BOTTOM OF THE HILL, HAS THERE BEEN ANY DISCUSSION AS TO INCREASING EITHER OF THESE METHODS. DOUG STEELE SAYS THEY HAVE LOOKED AT BOOSTER STATIONS IN THE NORTH END BUT THIS IS PREMATURE TO SAY BUT THAT IS AN OPTION WE WILL BE INTERESTED IN. THE MAYOR ASKED WHEN EARTHTECH WILL BE COMPLETED. DOUG STATED THE END OF THE MONTH.

TREFETHEN ASKED IF THERE ARE OTHER AREAS IN THE NORTH END THAT ARE HIGHER THAN INDIAN VILLAGE AND SO THE PURPOSE OF THE STUDY IS TO SEE WHO IS GETTING PRESSURE AND WHO IS NOT AND THEY ALL GET THEIR WATER FROM GARRISON HILL. DOUG SAYS THE PRESSURE IS RELATIVELY STABLE IN THE VARNEY ROAD AREA ETC. IF IT IS DETERMINED THE PROBLEM IS IN THE HOME IT WILL BE AT THE HOMEOWNER'S EXPENSE TO FIX IT. THE CITY MANAGER IS LOOKING AT HOW THEY CAN INCREASE THE PRESSURE BECAUSE THEY HAVE NOT DETERMINED IF IT IS A REAL OR PERCEIVED PROBLEM. KEAYS ASKED IF DOUG HAS EVER CUT A PIECE OF CEMENT ASBESTOS. IF HE DID HE WOULD ONLY SEE SLIME; KEAYS WANTS THEM TO CUT A PIECE OUT AND LOOK AT IT.

### **C. OVERVIEW OF PAVEMENT MANAGEMENT PROGRAM**

PAUL VLASICH STATED THAT HE GAVE THE SAME PRESENTATION AS THIS IN FEBRUARY 2005. HE THEN PRESENTED THE POWER POINT PRESENTATION. HE EXPLAINED THE NETWORK LEVEL ANALYSIS AND TYPICAL ROAD DETERIORATION AND HOW THEY HAVE RECENTLY SWITCHED TO



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THE MICRO PAVER MANAGEMENT SYSTEM. WHY DID THEY SWITCH; THEY ARE NOW ABLE TO PREDICT FUTURE ROAD CONDITIONS. HE LISTED THE PROCESS THEY GO THROUGH IN DETERMINING THE LIFE EXPECTANCY OF A ROAD INCLUDING THE DISTRESS TYPE AND THE SEVERITY AND QUANTITY. HE THEN TALKED ABOUT THE PCI PAVEMENT CONDITION INDEX AND THE ASSORTED ISSUES THAT REDUCE THE CONDITION OF THE ROAD. HE LISTED SEVERAL OF THE CITY STREETS AND THEIR PCI RATING. HE ALSO LISTED THE COST IN DOLLARS TO IMPROVE THE UNSATISFACTORY ROADS THAT WOULD BE IN THE AMOUNT OF 13.5 MILLION.

HE CONTINUED WITH THE ANALYSIS AS WELL AS THE FISCAL YEAR FUNDING THEY HAVE BEEN ALLOTTED. HE WOULD LIKE TO INCREASE THE CPI RATING TO 70; THAT WOULD REQUIRE ADDITIONAL FUNDING.

DEDE ASKED ABOUT THE ADJUSTMENT IN THE PRICE OF ASPHALT, THE CITY MANAGER SAYS HE WILL BRING IT ALL TOGETHER AT THE END OF THE PRESENTATION. PAUL CONTINUED WITH AN UPDATE OF CURRENT FUNDING AVAILABLE OF 1.7 MILLION, AND EXPLAINED WE COULD INCREASE OR MAINTAIN A PCI OF 70 FOR 2.14 MILLION PER YEAR AND ELIMINATE THE BACKLOG IN 10 YEARS FOR 2.7 MILLION PER YEAR. HE ADDED ASPHALT HAS INCREASED 20% IN THE LAST YEAR.

HINDLE STATED HE HAS ASKED EVERY YEAR WHEN LOOKING AT DOING A STREET DO THEY LOOK AT NEW WAYS OR PRODUCTS THAT ARE ON THE MARKET TO HELP INCREASE THE LONGEVITY OF THE STREET'S LIFESPAN. PAUL SAYS SOME THINGS IN THE PAST DID NOT WORK AS WELL AS WE THOUGHT THEY WOULD. HINDLE CONTINUED ABOUT THE USE OF RECYCLED TIRES AND RUBBER SIDEWALKS AND PERHAPS THE COUNCIL SHOULD DISCUSS THESE ITEMS. HE THINKS WE COULD DO A BETTER JOB WITH THIS PROGRAM IF WE PUT IT INTO LAYMAN TYPE TERMS FOR ALL OF US AND THEN PUT A LIST TOGETHER FOR THE PUBLIC TO LOOK AT AND HAVE AN UNDERSTANDING OF WHEN THE PUBLIC'S STREET IS GOING TO GET PAVED. PAUL THINKS HE COULD DO THE COMPARISON WITH HIS SOFTWARE. DISCUSSION ENSUED ABOUT INDIVIDUAL STREETS AND THE IDEA OF THE REASONS WHY STREETS HAVE OR HAVE NOT BEEN DONE. THE MAYOR WOULD LIKE THIS ON THE WEBSITE. THE CITY MANAGER SAYS THIS IS IN ANTICIPATION OF THE CIP PROCESS THAT WILL BE COMING UP IN OCTOBER; HE REMINDED THEM THERE ARE MORE THAN JUST ROADS THAT NEED TO BE ADDRESSED IN THE CITY. THERE ARE SCHOOLS THIS IS JUST TO SHOW THE IMPORTANCE OF FUNDING THE ROADS.

KEYS HAS LIVED ON HIS STREET FOR 47 YEARS. AND HE DOES NOT KNOW HOW THEY ARE JUDGING THESE ROADS FOR PAVING HE WOULD BE GLAD TO GO AROUND WITH THESE PEOPLE AND SHOW THEM THE ROADS AS THEY ARE A MESS.

THEY HAVE DONE THE COUNTY FARM ROAD 3 TIMES IN THE LAST 25 YEARS; HE WANTS THE FORMULA OF HOW THEY DETERMINE WHEN THEY DO A ROAD.

KEYS THEORY IS IF YOU LIVE ON A STREET FOR 40 YEARS IT SHOULD BE PAVED BY NOW. HE CANNOT UNDERSTAND WHY THEY DON'T WANT TO DO HOUGH STREET, DISCUSSION ENSUED.

CIOTTI ASKED ABOUT THE PCI INDEX OR IF A ROAD IS RESIDENTIAL OR A MAIN ROAD. PAUL STATED HE CAN SORT THE ROADS BY THEIR PCI INDEX FOR THEM.

### 3. ADJOURN

HINDLE MOVED SECONDED BY CIOTTI TO ADJOURN AT 9:10 PM WITH ALL IN FAVOR.



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