

CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, November 12, 2008**
Meeting Time: **7:00pm**

1. MOMENT OF SILENCE

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PROCLAMATIONS – AWARDS

5. APPROVAL OF AGENDA

6. CITIZEN'S FORUM

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

7. PUBLIC HEARINGS

**A. RESOLUTION: B09020 CONSTRUCTION OF NHDOT BRIDGE 136-123
WASHINGTON STREET OVER COCHECHO RIVER
SPONSORED BY MAYOR MYERS BY REQUEST**

**B. ORDINANCE: CHAPTER 166, VEHICLES AND TRAFFIC
SPONSORED BY COUNCILOR WESTON**

**C. ORDINANCE: CHAPTER 137, POLITICAL EXPENDITURES AND CONTRIBUTIONS
SPONSORED BY MAYOR MYERS BY REQUEST**

8. CITY MANAGER'S REPORT

9. MINUTES

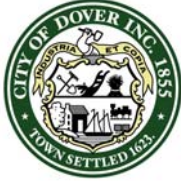
- A. MINUTES FROM OCTOBER 15, 2008**
- B. MINUTES FROM OCTOBER 22, 2008**
- C. MINUTES FROM OCTOBER 29, 2008**

10. MAYOR'S REPORT

11. UNFINISHED BUSINESS

A. RESOLUTIONS

- 1. B09020 CONSTRUCTION OF NHDOT BRIDGE 136-123 WASHINGTON STREET
OVER COCHECHO RIVER
SPONSORED BY MAYOR MYERS BY REQUEST**



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**2. COLLECTIVE BARGAINING AGREEMENT DPFOA
(TO BE REMOVED FROM THE TABLE)**

SPONSORED BY MAYOR MYERS BY REQUEST

**3. COLLECTIVE BARGAINING AGREEMENT IAFF
(TO BE REMOVED FROM THE TABLE)**

SPONSORED BY MAYOR MYERS BY REQUEST

B. ORDINANCES IN THE SECOND READING

1. CHAPTER 166, VEHICLES AND TRAFFIC

SPONSORED BY COUNCILOR WESTON

2. CHAPTER 137, POLITICAL EXPENDITURES AND CONTRIBUTIONS

SPONSORED BY MAYOR MYERS BY REQUEST

12. NEW BUSINESS

A. CONSENT CALENDAR

1. RAFFLE – RIVERSIDE REST HOME

**2. RESOLUTION: AWARD OF #B09025 FOR SEGRETATION AND RECYCLING OF
CONSTRUCTION DEBRIS AND DEMOLITION WASTE**

**3. RESOLUTION: CHANGE ORDER TO PO18-240688 ENGINEERING SERVICE OF
NHDOT BRIDGE 136-123 WASHINGTON STREET OVER COCHECO RIVER**

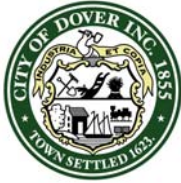
COMMITTEE REPORTS

- | | |
|---|--|
| 1. Appointments Committee – Mayor Myers | 8. Solid Waste Advisory Commission – Councilor DeDe |
| 2. Arena Commission – Deputy Mayor Trefethen | 9. Transportation Advisory Commission – Councilor Weston |
| 3. Arts Commission – Councilor McCusker | 10. Joint Building Committee – Councilor Cheney |
| 4. McConnell Center Committee – Councilor DeDe | 11. Recreation Advisory Board – Councilor Carrier |
| 5. Planning Board – Deputy Mayor Trefethen | 12. Coast Bus |
| 6. Cable Access Committee – Councilor DeDe | 13. Joint Fiscal Committee – Councilor Trefethen |
| 7. School Board Liaison – Councilor Callaghan | 14. Legislative Liaison |

B. RESOLUTIONS

1. RELEASE OF CITY ATTORNEY OPINION DATED OCTOBER 21, 2008

SPONSORED BY COUNCILOR CALLAGHAN



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- 2. APPROPRIATION FOR FY2010 CAPITAL IMPROVEMENTS PROGRAM –
NON-DEBT FINANCED PROJECTS
(TO BE REFERRED TO PUBLIC HEARING ON DECEMBER 3, 2008)
SPONSORED BY MAYOR MYERS BY REQUEST**

- 3. APPROPRIATION FOR FY2010 CAPITAL IMPROVEMENTS PROGRAM AND
AUTHORIZATION FOR BONDING
(TO BE REFERRED TO PUBLIC HEARING ON DECEMBER 3, 2008)
SPONSORED BY MAYOR MYERS BY REQUEST**

C. ORDINANCES IN THE FIRST READING – NONE

D. CORRESPONDENCE – NONE

13. COUNCIL MATTERS OF INTEREST

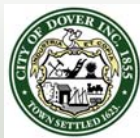
14. ADJOURN

City Manager's Report

November 12, 2008

"We want the facts to fit the preconceptions. When they don't, it is easier to ignore the facts than to change the preconceptions."

Jessamyn West



Submitted by:

**J. Michael Joyal, Jr.
City Manager**

288 Central Avenue
Dover NH 03820
603.516.6023

STREETS, WATER, SEWER UPDATES

Utilities: The Utilities Division spent most of the month of October checking water gates and performing water main flushing on 150 miles of pipes and 1,016 hydrants. A new hydrant was also installed on Danbury Court. The monthly water meter readings for the industrial customers were conducted and sent over for billing. Crews responded to and repaired a water break on Pineview Drive. The Variable Frequency Drive that was ordered last month arrived and was installed at Griffin Well.

Streets: Roadside brush cutting continued through the month of October with the following locations completed: Spur Road, Spur Road Extension, Cocheco Street, Atlantic Avenue and Portland Avenue. Trees were cut and cleaned up at the Portland Avenue parking lot where approximately twelve spaces had become unusable due to overgrowth. This lot is currently used as an overflow lot.

Winter readiness is well underway with the delivery of enough salt to fill the salt shed. A location has been selected for the resident sand/salt supply. Effective November 19th, sand/salt will be available to Dover residents at the Shaw's Lane Ball Fields off Garrison Road, near the Back River Road intersection. Fencing was ordered to safely set up this new area and a public notice was issued notifying residents of its availability by mid-November. The highway crew was also busy preparing equipment as well as evaluating and correcting any issues with manholes which could impact snow removal. Bridge joints were cut and patched at the Fourth Street, Chestnut Street, Durham Road, lower Washington and down side of Central Avenue bridges.

Candidates were interviewed and a practical test was administered to evaluate and select a new heavy equipment operator. Bob Seawards was selected and accepted the promotion.

The Highway Division continued filling potholes and shimmed bad areas including the corner of Mast Road, the end of Baer Road and several areas on Gulf Road. Catch basin cleaning was performed as needed. Crews picked up and delivered 160' of granite curbing for the new North End Fire Station.

PROGRAMS AT CITY CENTERS/BUREAUS

Police Special Investigations Bureau: Members of the Dover Police Special Investigations Unit continue to investigate two homicides. The David King Homicide, which occurred in late August and also the apparent beating death of Richard Nolette which occurred on October 18th.

Detectives coordinated and provided security for the visit of Vice Presidential candidate Sarah Palin.

During the month of October, there was one letter generated by the Dover Police Special Investigations Unit and was sent to a licensed liquor establishment in Dover. The letter was a result of analysis of police reports involving overly intoxicated persons.

Prosecution Bureau: On October 28th Prosecutor Brian Estee attended an informational meeting with Judge Morrison of the Dover District Court and Robin Bianchi from Southeastern New Hampshire Services (SENHS). The meeting concerned a new alternative sentencing program offered by SENHS, for drug and alcohol offenders. This is a substance abuse program in a classroom setting involving 4 Sunday sessions by a licensed professional. It is designed to address the actual substance abuse issue an offender has in lieu of just a fine or sentence. This program allows the prosecutor and Judge an alternative sentence in an attempt to stop the person from committing future offenses, which will benefit all involved including the community as a whole. The program has been accepted by the District Court and will be considered in appropriate cases.

Community Service Program: The Community Service program tracked 21 active participants in the month of October. Of the 21 subjects in the program 9 worked off hours in the month of October. A total of 40.5 hours of community service work was completed. There were three members that completed their court ordered hours in October either through payment or time served.

To date in 2008, 439.75 hours of community service have been completed by a total of 54 individuals. This year 23 participants have completed their court ordered obligations.

Most of the community service work was done in the City picking up trash at a variety of locations. Community Service also changed to Thursdays (3-5 PM) and Saturday mornings (9-12 PM).

Community Outreach Program: The twelve week long 5th Grade DARE core curriculum program began in October for seven classes at Dover Middle School. The remaining six classes (4 at DMS and 2 at St. Mary Academy) will be conducted at the conclusion of the current program. The reason for this change from past years is due to staff reductions. In prior years the police department was able to conduct all DARE classes during the same twelve week period for all 5th grade students.

Dover Youth to Youth: In October, Dover Youth to Youth began the new school year. The program, which at one time hosted as many as 240 students, is limited to only 90 students this year due to staff reductions. A waiting list of interested students has been created.

COMMUNITY PROJECTS:

Refrigerator Campaign: A multifaceted effort to make parents aware of the fact that most kids get their alcohol from their home the first few times they drink. Components of the campaign include:

- Radio PSAs now playing on WOKQ and the SHARK.
- Channel 22 slides now playing through the fall.
- Displayed the FRIDGE at Apple Harvest Day along with a table of information.
- Stickers placed on alcohol products.

Nineteen Youth to Youth Students made their annual trip to Bermuda. While there the students taught Samantha Skunk tobacco lessons in 4 primary schools, Tobacco History of Lies Presentation in 2 Middle Schools and an Alcohol Consequences presentation in 3 High Schools. Students had a meeting and dinner with Bermuda Y2Y students and also rallied together and conducted a clean up of Tobacco Bay National Park. They were able to remove approximately 200 pounds of trash, plastic, broken glass and other debris!

Teen Center: For the month of October the Teen Center saw a total of 557 participants, on 22 days of programming, which yielded an average of just over 25 participants per day.

October showed that the Teen Center is still a very popular option for Dover Youth as it took in 12 new registrations.

Some program highlights for the month included, but were not limited to the following:

- TC Bingo Mania (10/7)
- TC Trip – Apple Picking @ Pine View Orchards (10/9)
- TC Trip – Pumpkin Hay Ride & Flashlight Tag (10/17)
- TC Crafts Day – Halloween Themed Door Hangers (10/22)
- DOVERPALOOZA SHOW – “Halloween Havoc” (10/24)
- “Scary Movie Monday” – (10/27)
- Pumpkin Carving Party – (10/28)
- TC Special Event – “Halloween Costume Bash w/Y2Y (80 total participants)

Recreation: Sign-ups are ongoing for many basketball leagues as many programs still have openings available. The 18+ Men’s basketball league is currently full and will begin games on November 16th. The Seacoast Women’s Basketball League held their organizational meeting and the 6-team league plans to start games on November 2nd at the McConnell Center.

Lil’ Kickers soccer program for 4&5 year olds has been running at the McConnell Center on Saturdays, and the second session ran from October 4th through October 25th. Both time slots were full and we will offer this program again in the spring.

Pilates & Body Sculpt classes wrapped up the first session and will begin the next session on November 4th. Body Sculpt was a new class offered this fall, and has filled both sessions to date.

Attendance:

Lil’ Kickers Registrations: 27 (Full)

Pilates Registrations: Session I: 21

Body Sculpt Registrations: Session I: 15 (FULL)

Senior Center:

The Dover Community Senior Center (DCSC) continues their recurring daily activities of Bingo, Beginner Bridge, Bridge, Duplicate Bridge, Canasta, Cribbage, Poker, Scat, Scrabble, Kitty Whist, Pay Me, and Whist.

The Senior Book Club met on Tuesday October 28th from 11 to 12 noon in the Living Room of the Senior Center with 13 members in attendance.

The Visiting Nurse was at the center from 10 to 11 am on October 30th to do blood pressure checks.

Senior fitness classes, including Yoga, are well attended Monday through Thursday with most classes full. Session III will end on November 20th.

The Self-Guided Day Trip Committee went on a cruise up the Cocheco River on October 13th. Nineteen seniors enjoyed their cruise as well as the foliage. This committee met on October 27th to discuss future day trips. On November 12th, the group will be going to the Currier Museum in Manchester, NH.

On October 15th Maxim Health Services provide influenza and pneumonia Immunizations to 114 people at the senior center.

The Senior Center held a Craft Fair on Saturday, October 25th with a total of 12 crafters displaying their items.

On October 8th, Marcia, our travel person, along with 49 others, went to the Mass. North Shore Salem Witch Museum and then had lunch at the Gloucester House. Everyone enjoyed their trip.

On October 27th, Marcia took a group of 46 people to Mohegan Sun Casino for an enjoyable day.

Our monthly social for October was held on the 31st with 29 members present. Members were encouraged to wear Halloween costumes, which were judged.

Senior Mystery Luncheons	
2nd Tuesday, 1st Wednesday, 3rd Saturday	41
Senior Day Outing	19
Monthly Social	29

Indoor Pool:

The month of October brought about the beginning of the fall swim lessons with 75% of all available spots being filled. Lessons will come to an end the weekend of November 8th.

Seacoast Swimming continues to practice during the afternoon hours and is hard at work preparing for their upcoming meets.

Therapy swim has seen a recent surge in activity as MSAD #'s 35 and 60 use the pool bringing in as many as 20 swimmers every week. Easter Seals also brings in swimmers on Fridays during Therapy Swim and will continue to do so throughout the school year.

Hydrofitness has been drawing its usual swimmers and are looking to reach a daily attendance of 30.

Great Bay Masters is doing well with their new coach, Tristan Striker. He is doing an amazing job and we look forward to continued progress with the growth of the program.

The Active Retired Association uses the pool on Wednesday Afternoons from 1 to 2:30 pm.

Homeschool meets on Fridays through this month, normally bringing in 30 children for swim lessons and Rec swim.

Mighty Seals commenced their season with practice beginning on October 5th, they will be preparing throughout the winter for their spring swim meet that will take place at the pool in late April.

Hydrofitness: 20 participants daily
Rec Swim: 10-20 swimmers daily
Lap Swim: 75-150 daily

Ice Arena:

Programs for this month consist of Coed C League on Monday nights, Beginner lessons on Wednesdays and Chix with Stix. Spooky Skate was held on October 31.

Attendance for the Arena is as follows:

Birthday Parties	1
Coed C League:	75 players (5 teams)
Chix with Stix	20 participants
Beginner Lessons - Wednesdays	9 participants
Stick Practice:	285

Library Programs: There were 400 participants this month taking part in story times, movies, the reading club and the adult program.

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

The Inspection Services Division and Fire Operations have been working diligently packing, planning and purging files and records to prepare for the big move to the North End Fire Station. Many items were moved the last week of October with the final move occurring on October 31st. The new Inspection Services Office will open November 1st. The Fire Department was able to move the entire division without closing services to the citizens.

The City is currently enforcing the most up-to-date state codes. These include but are not limited to plumbing, health, building, life safety, electrical and fire codes. One official Housing Standards Board meeting was held to finish the housing standards board process started in the previous month. While maintaining the individual's dignity, the City was able to assist a Dover family in making their home healthier and fire safe after a period of deterioration.

Regarding the Financial Management Software, work is ongoing on the RFP document. The Finance Director and School Business Manager scheduled to attend demo by Unifund in early November. Additional vendor contact information has been obtained through other community contacts.

The need for improved facilities became evident this month as the Dover Youth Football Programs was unable to use the Bellamy 1 field due to poor conditions and had to move to a secondary field to play. The Recreation Department will work with the schools and league to come up with a plan for repair as well as the continuation of discussions on the installation of an artificial turf field at the High School.

The Planning Department continues to round out the electronic Planning Board packet which is available on the city's website for review by abutters and Planning Board members.

PARKING & TRANSPORTATION

The Parking Facility Ad-hoc Committee presented its final report to the City Council as part of a workshop on October 15th. Staff assisted in the development of the presentation and worked with the committee to clarify questions that arose as a result of the presentation and report.

Following the completion of the project, staff continued to work on the Request For Proposals for paid on street parking through a pay and display program. The RFP was released and there were 6 respondents. The selection committee has whittled the group down and will be interviewing potential vendors in November.

The Planning Department worked with COAST to present a workshop to the City Council on October 29th, regarding the proposed FastTrans service. Staff also developed a one sheet handout on the project that is available in the office and on the city's web site.

MASTER PLAN

The Recreation Chapter of the Master Plan is being updated. Research is underway on the status of parks and programs for production of a draft report due soon.

CITY GROUNDS – FACILITIES & PARKS

The Facility and Grounds Division has stayed busy with ongoing maintenance of street lights, traffic signals and signs as well as day-to-day maintenance with mowing and trash removal for the cemeteries, grounds and public areas. Two trees were removed (on Fifth Street and at the Library) and several trees were pruned in various areas to help with site distances and traffic issues. Leaf pick-up has been underway throughout the City, including the downtown area in preparation for Apple Harvest Day. Crews were also on scene at Apple Harvest Day to help set up and make trash runs.

Several decorative lights in the downtown area were repaired and the crews have begun checking the Christmas lights and decorations gearing up for the holiday season.

City crews have been helping move items from the old Central Fire Station to the new North End Fire Station. They also assisted in preparing the Finance Department's move to the second floor of City Hall, to include moving and installing doors, painting, fixing punch list items, stripping and waxing floors, moving furniture and cleaning up after the construction of a wall. The boiler pump (#1 pump) at City Hall had to be repaired and the loss of a boiler section at the library required crews to provide temporary heat. New sewer pumps were installed at the Indoor Pool with the assistance of the Utilities Department. A leak was located and repaired in the foundation.

Discussions are ongoing regarding the riverfront boating area. The Recreation Department is planning to meet with representatives from DES and UNH to formulate a plan to get a dock in the river this spring.

GENERAL UPDATES

The Fire Department took receipt of the new fire engine and has begun a rigorous training program to ensure a safe and efficient response to the citizens of Dover.

The Police Department uniform will be changing for the first time in many years. The gray colored pants will be replaced by dark blue pants. This change will take place by mid November. The gray colored pants were very costly since they were custom made. The change to blue pants will save 60.00 per pair.

The Human Services Office is currently planning the coordination of referrals for Thanksgiving Baskets and Toys for Tots.

The Info Tech Director attended a meeting hosted by Nashua which covered several IT topics, including Nashua's work to upgrade their Financial Management System.

The City Clerk/Tax Collector has implemented Phase 1 of MAAP except for use of State printer. Electrical issues were discovered and will be corrected with the renovation of offices.

The Clerk's Office and Tax Office is gearing up for their move. They are currently developing a mock work station to determine functionality and organization.

Jeff Taylor and Associates continued to work on the Form Based Code project. The Planning Department and consultant spent two days measuring and photographing portions of downtown Dover. This information will be used to quantify the existing characteristics of downtown development. Notes from these sessions will be assembled and will be made available to the public.

NEIGHBORHOOD AREA SPOTLIGHTS

The Planning Department finalized a contract with Jeff Taylor and Associates to begin the public outreach and education process associated with Willand Pond. SW Cole held a site inspection on October 10th and presented preliminary findings to staff on October 16th. These findings focus on retrofitting the existing storm water management system structures. Additionally, they have identified potential areas of remediation and are following up on those to verify their findings before presenting them to the Willand Pond Ad-hoc Committee.

The Planning Department continued to work with Somersworth staff to review the potential connector roadway project and its impact on Willand Pond. SW Cole has also reviewed the plans and has commented to Somersworth regarding the proposed inverts on the culverts. Moreover, Somersworth continues to work with Home Depot on their failed detention pond. Home Depot's engineer has indicated that they will appear before the Somersworth Conservation Commission in November to review plans to correct the detention pond.

ACKNOWLEDGEMENTS & EVENTS

The Library Director recruited four more new volunteers for shelving duties at the public library. The library now has a total of 14 volunteers aiding with clerical, technical and maintenance tasks.

In conjunction with the Friends of the Library, a Dover citizen was also recruited to lead an upcoming capital campaign to raise funds for the library carpeting replacement project.

The annual booksale began on October 25 which raises money for the Friends of the Library. They, in turn, will invest those funds in needed equipment and supplies for the library.

The library greatly benefited from donated labor (9 people X 8 hours) from the Strafford County Jail's Work Release Program. These workers hauled all the booksale books up from the library basement to the top floor.

Laureen Rogers donated \$50 for general purpose use at the library.

The Friends of the Library gave the library \$800 to purchase 2 kick stools, wired presentation cart, digital photo frame, piano light, lectern light and new museum pass to Canterbury Shaker Museum in Hancock, NH.

ARTICLE OF INTEREST

Wishing to keep the Council informed on current library issues and trends, I refer to a *Boston Globe* article from Thursday, October 16, 2008 entitled "*Library Use Rises as Economy Falls: Books, Computers in Demand*".

(http://www.boston.com/news/local/massachusetts/articles/2008/10/16/library_use_rises_as_economy_falls/)

The article quotes numerous Massachusetts library directors relating stories of rapidly escalating circulation and daily use of their public libraries' materials and computers. This is no different here in our library in Dover. Our usage statistics at the Dover Public Library resoundingly echo the facts in this article. In FY08:

- Circulation was up 4% to 290,402 items borrowed.
- There was a 12.9% increase in Sunday circulation.
- Patrons' "holds" were up 16% to 12,339.
- Remote Logins to the library's online catalog were up 21% to 27,826.
- Website use was up 19% to 2,168,615 hits for the calendar year.
- Circulation on June 30th was 2,032 items, the first time over 2,000 in a single day!

The increasing usage trends are even more evident as FY'09 progresses and our economy worsens further:

- July '08 circulation was up 10% to an all-time monthly high of 31,264 items borrowed.
- September '08 circulation was up 15.4%, including a 20% increase in children's materials and a 364% increase in young adult graphic novels over the previous year.
- Computer use of our public workstations was 2,700 in September, an average of 93 users per day (@ 20 or 90 min. timed intervals). Many computer users must wait in line for the next available PC.

- New patrons are registering at the rate of 160 new cardholders per month. The library now has over 27,000 borrowers.

Some patrons are stopping Netflix subscriptions or iTunes downloads to borrow free movies and music CDs at the library instead. Others explain they can no longer afford Internet access and are using library computers as an alternative to paying connection fees. Employees have seen an increasing number of job seekers whose applications may only be filled out online but who have no computer at home. On some afternoons, not a single seat is available in the library's addition as customers with laptops avail themselves of the free Wi-Fi connection. More books are being checked out as well: as a way of reducing personal spending, people are relying more on the library for popular paperbacks and bestsellers which they used to purchase outright.

We are serving an expanding customer base to the best of our ability despite the loss of 100 weekly staffing hours over the past two years (60 hours weekly in FY'09; 40 hours during FY'08) and a 5.2% budget reduction this year. In today's tough times, it is important to recognize that public libraries are even more essential to ever-growing numbers of the economically disadvantaged and remain vital institutions for the majority of our citizens who value library service as critical to Dover's "quality of life".

OPERATING STATISTICS

	October 2007	September 2008	October 2008
	31 Days	30 Days	31 Days
F&R Ambulance Revenue	\$54,416	\$97,365	\$109,977
F&R Total Calls for Service	414	413	431
F&R Calls for Fires	24	17	19
F&R Simultaneous Emergency Incidents	49	56	54
F&R 3/4 Simultaneous Emergency Incidents	9	16	11
F&R Emergency Medical Calls	206	225	229
F&R Patients Transported Area Hospitals	200	219	217
F&R Hazardous Condition Calls	6	11	7
F&R Service Calls - Miscellaneous	38	29	26
F&R Lock Outs	66	64	76
F&R False/Good Intent Calls	74	61	74
F&R Certificate of Occupancy Inspections	16	5	9
F&R Life Safety Inspections	1	2	3
F&R Business Inspections	54	116	23
F&R Sprinkler/Alarm Inspection	15	5	3
F&R Car Safety Seat Inspections	22	0	0
F&R Building Inspections	102	71	104
F&R Electrical Inspections	68	71	78
F&R Plumbing/Mechanical Inspections	90	69	177
F&R Health Inspections	27	47	70

F&R Housing Standards Inspections	5	10	3
F&R School/Daycare Inspections	2	2	1
F&R Oil Burner Inspections	17	2	4
F&R Woodstove/Fireplace Inspections	3	6	7
F&R Burning Permits Issued	6	0	0
F&R Building Permits Issued	31	37	32
F&R Blasting Permits Issued	2	0	3
Fire Loss Totals	\$24,200	\$3,500	\$7,500
Library-Circulation	23,044	25,594	23,686
Library-New Patrons	167	169	163
Library-Total Cardholders	25,575	27,123	27,356
Library-Public Meetings Held	55	27	24
Library-Audio Downloads	18	N/A	13
Library-Internet/PC Usage	2,458	2,700	2,773
Library-Museum Passes borrowed	35	40	42
Library-Circulation desk hold requests	1,481	1,495	1,448
Library-Remote online hold requests	873	1,116	943
Library-Attendance at Programs	331	359	400
Human Services-Number of Contacts	394	430	458
Human Services-Number of Cases	94	87	80
Human Services-Case Expenditures	\$35,610	\$32,325	\$37,598
F&G – Number of Burials - Traditional	9	8	3
F&G – Number of Cremations	-	-	3
F&G – Concrete Foundations for Monuments	-	-	10
F&G – Number of Work Orders Received	115	219	142
Total Visitors to Website	63,148	44,464	48,457
Average Visitors to Website Per Day	2,037	1,482	1,563
City Clerk – Total Revenue	\$10,508	\$7,041	\$8,006
City Clerk – Death Certificates Issued	107	211	210
City Clerk – Marriage Licenses Issued	6	29	18
City Clerk – Birth Certificates Issued	122	216	218
City Clerk – Notary Public Requests	40	51	60
Vehicle Registrations	2,795	2,250	2,483
Police Dept Total Calls for Service	2,360	2,555	2,422
Police Dept Total Number of Offenses	231	236	162
Police Dept Motor Vehicle Stops	564	738	767
Police Dept Total Motor Vehicle Summonses	99	118	101
Police Dept MV Accidents Investigated	76	81	75
Police Dept Parking Tickets Issued	527	457	362
Police Dispatch Total Phone Calls	14,202	8,996	9,988
Police Dispatch – 911 Calls	366	375	364
Police Dispatch – Radio Transmissions	11,315	9,995	9,303
Police Records Bureau Revenue	\$19,175	\$36,727	\$27,617
Police Reports/Criminal Record Requests	128	88	91
Police Case Reports Processed	822	1,045	953
Police Prosecution – Adult Arraignments	70	78	99
Police Prosecution – Adult Trials	4	3	4

Police Prosecution – Hearings	53	21	21
Teen Center Participants-Average Per Day	21	25	25
PD Com. Service Program –Juveniles Tracked	18	27	21
PD Community Service Hours	59	27	41
Public Works – Work Orders Resolved	65	83	97
Public Works – Work Orders Pending	11	22	25
PW – Water Gallons Pumped	77,599,000	73,584,000	77,695,000
PW – Average Water Gallons per Day	-	2,453,000	2,506,000
Total Tonnage of Trash Collected	482.97	402.66	404.83
Total Tonnage of Paper Collected	128.7	102.12	111.93
Total Tonnage of Commingles Collected	95.4	98.14	98.1
Arena Public Skate Attendance	499	408	453
Arena Rock Night Attendance	121	141	68
McConnell Center –‘Open Gym’ Participants	1544	1845	2165
McConnell Center Common Area Reservations	98	59	73
Senior Center Membership Renewals	26	34	37
Senior Center New Memberships	37	15	17
Senior Center – Participants on Trips	149	100	97
Senior Center – Daily Game/Class Participants	961	879	990
Senior Center – Walk ins, no particular activity	507	847	883

** Solid Waste tonnage for October 2008 does not include the last two days of the month.

HUMAN RESOURCE STATISTICS & UPDATES

Average Number of Employees Paid by Department			
Department:	October 2007	September 2008	October 2008
	4 week	5 week	5 week
Community Services	69	70	72
Executive	12	15	16
Finance	16	16	16
Fire & Rescue	53	62	61
Human Services	3	3	3
Library	24	23	22
Planning	9	6	6
Police	88	82	84
Recreation	71	58	64
Average Number of Employees Total	345	335	344

Personnel Status		
New Hires for Month	2	(1 – Comm Srvcs, 1 – Recreation)
Separations for Month	3	(2 – Fire, 1 – Recreation)
New Hires – Fiscal Year to Date	24	(7 – Comm Srvcs, 1 – Exec, 1 – Finance, 2 – Fire, 4 – Police, 9 – Recreation)
Separations – Fiscal Year to Date	24	(5 – Comm Srvcs, 2 – Fire, 4 – Police, 13 – Recreation)

Gross Wages Paid		
October 2007	September 2008	October 2008
4 week	5 week	5 week
\$1,046,562	\$1,225,829	\$1,544,600

Employee Name	Position	Dept	Employee Type	Base Rate	Reason
Separations:					
Donovan, Jaimie	Firefighter	Fire	RFT	23.84/hr	Voluntary
Everngam, Marcus	Electrical Inspector	Fire	TEMP	20.68/hr	Voluntary
Gilmore, Catherine	Recreation Program Associate	Rec	SPT	9.40/hr	Voluntary
New Hires:					
Clark, Benjamin	Assistant City Engineer	C/S	RFT	27.36/hr	Clark, Benjamin
Pasquale, Raymond	Arena Program & Marketing Supervisor	Rec	RFT	792.80/wk	Pasquale, Raymond

The HR Director met with Dover Professional Employees' Association (DPEA) for a negotiations session. The Dover Police Association (DPA) will be going to fact finding as the tentative agreement reached during mediation was not ratified by their Association.

Total Permits Issued: October 2008

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
08-388	FOX	17	SILVER STREET	TO RENOVATE/REMODEL TWO DWELLI	B08	9	78	22000	295
08-310	SGI REALTY, LLC	201	WATSON ROAD	CONGREGATE CARE FACILITY	C	E	32-4	3556000	35585
08-356	ARANOSIAN OIL COMPANY	52	CENTRAL AVENUE	CONVENIENCE STORE & GAS	C	15	71	233800	2363
08-380	ALLIS	1	MAIN STREET	DEMOLISH BLDG	C	23	11	0	25
08-389	FIELD & FOSTER INC.	481	CENTRAL AVENUE	REPLACE SHED	C	3	61	2000	45
08-390	MEASURED PROGRESS	100	EDUCATION WAY	REMODEL OFFICE SPACE	C	E	27B	28000	305
08-394	DONAHUE	468	CENTRAL AVENUE	INTERIOR RENOVATIONS/REMODELING	C	6	36	6000	85
08-398	DAVIS, BERTOL, ERICKSON H	15	MEMBERS WAY	COVERED PEN FOR HORSE CARE	C	D	17	60000	625
08-401	21 FOURTH STREET, LLC	11	FOURTH STREET	ADD HANDICAPPED RAMP	C	5	3	1800	45
08-414	CITY OF DOVER	288	CENTRAL AVENUE	INTERIOR OFFICE RENOVATIONS	C	2	1	2500	0
08-205	GLADIOLA LANE DEVELOPME	11	GLADIOLA WAY	SINGLE FAMILY RESIDENCE	R	A	28-19	136500	1258
08-331	FOX	17	SILVER STREET	REMOVE & CONSTRUCT REAR STRWY	R	9	78	1800	45
08-363	ALLEN	15	PLEASANT VALLEY ROAD	STORAGE REPLACING EXISTING DILAPI	R	I-22	70	1000	35
08-366	FRIGON	10	SALEM AVENUE	FULL REAR DORMER ADD. & CONV. AT	R	K	30F	12000	145
08-372	KNOX	84	DURHAM ROAD	CONSTRUCT SINGLE FAMILY DWELLIN	R	I	14-1	145000	1475
08-373	MITCHELL	5	LOWELL AVENUE	CONSTRUCT REAR ADD. & GARAGE	R	37	49	150000	1525
08-378	FAHEY	3	ARBOR DRIVE	BULKHEAD	R	I	74-T	5000	75
08-379	EMERALD WOODS DEV., LLC	75	EMERALD LANE	CONSTRUCT SINGLE FAMILY DWELLIN	R	F	22A/1	228000	2305
08-381	PHILIPS	10 1/2	EAST WATSON STREET	REPLACE SIDE PORCH	R	19	57	2200	45
08-382	CHOUINARD	47	OVERLOOK DRIVE	SHED FOR GARDEN TOOLS	R	M	83-9	1000	35
08-384	TWEEN RIVERS FARM, LLC	41	THREE RIVERS FARM ROAD	DOCKING SYSTEM/PIER	R	N	2	18200	205
08-386	WILSON	92	SPRUCE LANE	GARAGE	R	I	81-N	9500	125

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
08-387	ARLIN	14	SUNNYBROOKE DRIVE	MOBILE HOME	R	I	30B-3	49000	515
08-392	LAVOIE	96	WATSON ROAD	ADDITION TO BEDROOM	R	C-5	C-2	8900	115
08-402	DANIELS	22	COUNTY FARM CROSS ROAD	ADD FARMER'S PORCH	R	B	6	3000	55
08-404	STANLEY	40	TAYLOR ROAD	FRONT FARMER'S PORCH	R	G10	8	5000	75
08-405	CARENO	5	WEDGEWOOD ROAD	BLD SUNRM OVER EXISTING DECK	R	36	21D	4500	75
08-406	DROUIN	4	CHEYENNE STREET	MOVE AND INSTALL FRONT WINDOW,	R	A	9Z	4000	65
08-407	REILLY	103	SPUR ROAD	ATT. GARAGE, BATHROOM AND DECK	R	L	21	60000	625
08-408	REILLY	103	SPUR ROAD	DEMO GARAGE AND SHED	R	L	21	0	25
08-410	KNOX	86	DURHAM ROAD	INTERIOR ALTERATIONS	R	I	14	25000	275
08-412	BEAUDET	54	POLLY ANN TRAILER PARK	DEMOLITION	R	M00	C0005	0	25

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 32

Total Construction Value: \$4,781,700.00

Total Fees Collected: \$48,496.00

Type of Permits Issued		Certificate of Occupancy's			
Apartment dwlg units	0	Apartment Units	0		
Commercial	2	Commercial	2		
Condo Units	0	Condo Units	0		
Congregate Care Facility	1	Congregate Care Facility	0		
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0		
Duplex Unit	0	Duplex Unit	0		
Industrial	0	Industrial	0		
Multi Family	0	Renovations	2		
Manufactured Dwlg	1	Manufactured Dwlg	2		
Single Family Dwelling	3	Single Family Dwellings	6		
		Total	12		

PROJECTS BEFORE DOVER PLANNING BOARD

NAME	LOCATION		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	L0T	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes	A = Apts.	C = Condos											
Multi-Family:														
Paolini	54 Dover Point Road	C	12	0	12		7/22/2008		P08-15	K	20		G	3.96
Cedar Cove	Regent Dr	A	62	54	8	5/29/2008	4/22/2008	6/19/2008	P07-64	E	66	5/29/2012	W	20.46
Summit Land	Fifth St	A	8	0	8	4/7/2008	4/22/2008	Site	P08-10	5	16	4/7/2012	H	2.64
Temple Associates	Washington St	A	15	15	0	3/4/2008	10/23/2007	5/14/2008	P06-03	2	14	3/4/2012	W	4.95
Bamford	Third St	A	20	0	20	9/12/2007	8/14/2007	Site	P06-37	6	46	9/12/2011	H	2.2
New Meadows Inc	Knox Marsh Rd	A	120	48	72	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
PRPC	Roseanne Dr	H/C	18	16	2	2/2/2006	9/13/2005	5/23/2006	P04-46	I	3	2/2/2010	G	5.94
Total: Multi-family			117	69	28									32
Subdivisions:														
Harbor Hills	Dover Point Rd	H	14	0	14	4/2/2008	10/23/2007		P07-39	L	89G		G	5.18
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	1	8	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	G	7.4
Long Meadow	Gladiola Way	H	20	7	13	1/30/2008	8/28/2007	2/6/2008	P06-40	A	28	1/30/2012	H	7.4
Picnic Rock	Back River Rd	H	21	0	21	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.77
Schooner Landing	Schooner Dr	H	10	2	8	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Upper Factory Rd	H	15	4	11	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Columbus Ave/Tolend	H	72	0	72	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
Stern Subdivision	Lika Dr	H	3	0	3	3/23/2006	2/28/2006	3/23/2006	P05-71	E	45	3/23/2010	W	1.11
Duffy Drive	Middle Rd	H	3	3	0	10/24/2005	10/11/2005	10/25/2005	P05-24	M	101	10/24/2009	G	1.11
Narrows at Tidewater Farm	Wysteria Dr	H	5	3	2	12/16/2005	8/9/2005	12/21/2005	P05-38	N	8-3	12/16/2009	G	1.85
Emerald Woods III	Emerald Ln/Viridian Ln	H	37	0	37	1/31/2006	6/14/2005	2/1/2006	P05-10	F	15	1/31/2010	W	13.69
StoneCroft	Carriage Hill Ln	H	11	8	3	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	4.07
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	13	19	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.84
Ayer	Falcon Dr	H	5	4	1	5/24/2005	2/22/2005	6/8/2005	P04-61	N	21	5/24/2009	G	1.85
Waldron Falls	Watson Rd	H	10	3	7	3/30/2005	1/11/2005	4/7/2005	P04-59	E	37	3/30/2009	W	6.29
White Tail	Picard Ln	H	17	2	15	1/10/2005	11/10/2004	1/10/2005	P04-47	A	19	1/10/2009	H	6.29
Emerald Woods I & II	Emerald Ln	H	25	16	9	12/6/2004	9/28/2004	12/10/2004	P02-01	F	27	12/6/2008	W	9.25
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.48
Lionheart	Littleworth Rd.	H	4	2	2	2/24/2004	2/24/2004	3/8/2004	P03-66	G	28-1	2/24/2008	W	1.48
Cornerstone Crossing III	Conerstone Dr	H	18	7	11	7/5/2004	7/8/2003	7/16/2004	P02-26	B	18	7/5/2008	H	6.66
Ayer	McKone Ln	H	3	1	2	6/5/2003	6/5/2003	6/5/2003	P02-67	N	18	6/5/2007	G	1.11
Three Rivers Farm	Three Rivers Farm Rd.	H	6	3	3	6/9/1999	6/9/1999	6/9/1999	P99-13	N	2,3,4B,4A	6/9/2003	G	2.22
Total: Single Family			344	82	262									134
TOTAL APPROVED UNITS			461	151	290									166
Elderly:														
The Village at Thornwood	Middle Rd	H	48	0	48	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Mast Road	H	63	4	59	2/20/2007	1/9/2007	2/20/2007	P06-24	H	4	2/20/2011	W	
Dover Retirement Cottages	Back River Rd	C	48	0	48	8/4/2006	2/28/2006	Site	P05-48	I	56	8/4/2010	Living	
Dover Retirement	Back River Rd	A	115	115	0	8/4/2006	5/9/2005	Site	P05-49	I	56	8/4/2010	Assisted	
Total: Elderly			274	119	155									
APPROVED + ELDERLY			735	270	445									166

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS

* Built or permit issued and unit under construction

COMMUNITY SERVICES CAPITAL IMPROVEMENT PROJECTS Status as of October 2008

STREET IMPROVEMENTS

Current: The Community Services Director is rewriting the paving bid to include escalation clauses. The bid will go out this winter and paving will begin this spring.

Previous: The Community Services Director is revising cost estimates and a work list to come in line with budget expectations.

SIDEWALK IMPROVEMENTS

Current: The Director is currently revising cost estimates and the work list to come in line with the budget for this year's projects.

BROADWAY/RR CULVERT (formerly NY St Drainage)

Current: The City Attorney, City Engineer and CS Director are meeting with an outside attorney to assist in coming to a resolution with the railroad regarding the easement issue.

Previous: The railroad is requesting a Use and Occupancy Agreement instead of providing an easement. The Legal Division continues to pursue this issue.

COCHECHO RIVER DREDGING

Current: Negotiations between the ACOE and the dredge contractors have resulted in a situation where the available funds of \$1.8 million is not sufficient to cover the costs to complete the Dredge Project. A meeting with the Congressional delegation to discuss the need for additional federal funding to complete the project was discussed. The ACOE will prepare an updated estimate of funds needed to complete the project so a request can then be submitted for the next federal budget (FY 2010). Considering the current economic conditions, the likelihood of additional funding is not high. If funding is not secured in the FY 2010 budget, the available \$1.8 million will be used to cover the ACOE's portion of closing the dredge cell.

Previous: We are anticipating a meeting with the ACOE to discuss their negotiations with the dredging contractor during the first week of September.

HENRY LAW AVE RECONSTRUCTION

Current: All the drainage has been installed. Base pavement, curbing and sidewalks have been completed. The retaining walls are currently being constructed. The driveways are being paved.

Previous: Work by Virgin Construction has resumed. All pipe work should be completed within two weeks on Henry Law. Base pavement should be installed in two weeks.

TOLEND LANDFILL REMEDIATION

Current: The EPA has approved the 100% Remedial Design for the Southern Plume. The AS/SVE system is under construction and is scheduled to begin operation in October. The AS/SVE system will remove contaminants from a hotspot discovered during the pre-design investigation studies. EPA is completing its review of several other reports and it is anticipated that EPA will recommend a change in the source control remedy to a pump and treat system. The pump and treat system will be designed over the winter and constructed in 2009 if EPA approves the change. One of the advantages of the pump and treat system is it can be implemented one to two years sooner than the proposed trench system with off the shelf technology.

Previous: The 100% Remedial Design was submitted to EPA for their review and approval in August. Construction on the AS/SVE system to treat the hotspot is progressing smoothly and on schedule despite the wet weather conditions this summer.

GLENWOOD AVE RECONSTRUCTION

Current: Hydroseeding is required and is scheduled for this fall. The project will then be complete.

Previous: The contractor has minor punch list items to be completed.

ATLANTIC / GULF RD WATERMAIN REPLACEMENT

Current: The project has been Bid and awarded. Community Services staff is negotiating a start date with the contractor. Due to the time of the year, the project will likely start this spring.

Previous: Contractor has been awarded. Work to begin in mid September.

RIVER ST PUMPSTATION UPGRADE

Current: The design plans are being reviewed by staff and the CS Director. Plans are underway to meet with the design engineer the first week in October.

Previous: The Design Contract has been signed and the work has begun on the project's design plans.

WASHINGTON ST BRIDGE TO RIVER ST

Current: Bids have been received and the City is awaiting the State of New Hampshire's permission to award the bid. The bid will go before the Council in November for approval.

Previous: The City has received permission from the State to re-bid this project at the beginning of September.

OLD ROCHESTER RD/LONGHILL RD WATER

Current: The project has been substantially completed. A punchlist has been developed and the contractor is working on resolving these remaining items.

Previous: The project has resumed. Old Rochester Rd and Longhill have been paved. Minor fixes for some driveway puddles and landscaping still needs to occur.

WALLINGFORD ST SEWER REPLACEMENT

Current: Working on combining this project with the remainder of outer Henry Law for bid this winter.

Previous: RFP required for a consultant.

SEWER INFLOW / INFILTRATION MITIGATION

Current: Design work is progressing with plans and specs for bidding anticipated by early October. Test pits and borings were completed on Bellamy Road.

Previous: The design of the Bellamy Road sewer line replacement is under way. Depending on the timing of completion of plans and specifications, bidding and construction may occur this fall or next spring. Results from the I&I flow monitoring done last spring show marked improvement in areas where work has been previously completed. The testing also confirmed the need to do additional sewer line rehabilitation work in the Rutland Street and Lisa Beth area.

ROUTE 9 RR BRIDGE WATERMAIN REPLACEMENT

Current: This project has been placed back in the CIP. The NHDOT anticipates advertising for construction in November 2009.

Previous: NHDOT is again requesting the water main design for this bridge replacement. On hold – the water main design on the Washington St Bridge may possibly be used in this location also. Need to prepare RFP for the water main supports.

BRIDGE PROGRAM

Current: Estimates for the Fourth Street and Washington Street bridge decks have been received. The recommended repairs to the Whittier Street Bridge are being drafted by a consultant.

Previous: The original consultant was asked to prepare a proposal to modify the original bid specifications.

BERRY BROOK WATERSHED MANAGEMENT

Current: The final plan was delivered to the City in September. Copies are available for the public to review at the Planning Office, Community Services Facility on Mast Road and the Dover Public library. An electronic version will soon be available on the City's website for downloading. NHDES has offered to provide a \$50,000 to begin the implementation of the plan. A Scope of Work and budget will be prepared for NHDES approval which will result in a grant agreement requiring City Council approval in a month or so.

Previous: The City is still awaiting receipt of the final plan document from the consultant. Crews investigated 40 Maple St for possible illicit connections but none were found.

INDIAN BROOK DR/SIXTH ST / EXIT 9 IMPROVEMENTS

Current: The project has been completed and only a few punchlist items remain to be done.

BUTTERFIELD GYM FOUNDATION REPAIRS

Current: Repair work has been completed.

NEW ROCHESTER RD/LONGHILL RD SIDEWALK/INTERSECTION

Current: The drainage portion of the project has been substantially completed. Curbing has been installed from Newton to Willand Pond. Concrete sidewalks are being installed starting in September. Curbing and sidewalks have been installed from Weston Auto to Willand Pond. The contractor has been working on the Longhill intersection portion.

City of Dover

**Purchase Order Count
July 2008 thru June 2009**

	1,000 - 4,999.99	5,000 - 9,999.99	10,000 - 24,999.99	25,000 - Over	Totals
July	27	11	4	8	50
August	20	5	5	6	36
September	45	20	8	6	79
October	31	7	4	2	44
November					
December					
January					
February					
March					
April					
May					
June					
Totals:	123	43	21	22	209

City of Dover

Bid Solicitation Report

For October 2008

11/3/2008

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No PO Notes	
	Approved By		Fund	Function/Division	

Community Services				Street Sweeper	
B09028	10/02/2008	10/27/2008			

Total for

21 Police

Police Admin				Renovation of DPD Laboratory	
B09029	10/06/2008	10/28/2008			

DOJ - Drug Ed & Enforce	Police Support
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Total for Police

22 Fire & Rescue

F& R Admin				Thermal Imaging Camera	
B09031	10/15/2008	10/29/2008			

F&R Suppression

City of Dover

Bid Solicitation Report

For October 2008

11/3/2008

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No PO Notes	
	Approved By		Fund	Function/Division	

Total for Fire & Rescue

30 Comm Serv PW

CS Admin				River Bank Stabilization	
B09034	10/29/2008	11/19/2008			

CS - Engineering

Total for Comm Serv PW

39 Public Library

Public Library				Replace Carpeting	
B09032	10/15/2008	11/04/2008			

Trust - Public Library

Public Library

Total for Public Library

Grand Total All Departments

City of Dover

Purchase Order Report

For October 2008

11/3/2008

Department	PO Date Bid Number Approved By	PO No Bid Date CC Meeting	Vendor Bid Due Item No Fund	Description PO Notes Function/Division	PO Amount
Planning	10/07/2008 B09019 PA	18-253848 09/02/2008	Jeffrey H. Taylor & Associates 09/19/2008	Consulting Svcs Williand Pond Outreach & Ed	19,180.00
Total for					19,180.00
10 City Council					
EXECUTIVE	10/07/2008 PA	13-253842	COAST	SUBSIDY: 4 QUARTERLY PMTS OF 28,271.75	113,087.00
General Fund City Council					
Total for City Council					113,087.00
19 Misc General Gov't					
Finance	10/08/2008 PA	15-253898	Moody's Investors Services	General Obligations Bond Professional svcs	10,000.00
General Fund Misc Gen Gov't					
Finance	10/08/2008 PA	15-253897	Standard & Poors Corp	General Obligation Bond Analytical Services	11,000.00
General Fund Misc Gen Gov't					
Total for Misc General Gov't					21,000.00
21 Police					
Police Admin	10/28/2008 PA	21-254256	Filtco Inc	Air Science DWS36 Downflow Workstation Air Science Safekeeper	7,846.00
DOJ - Drug Ed & Enforce Police Support					

City of Dover

Purchase Order Report

For October 2008

11/3/2008

Department	PO Date Bid Number Approved By	PO No Bid Date CC Meeting	Vendor Bid Due Fund	Item No	Description PO Notes Function/Division	PO Amount
Total for Police						7,846.00
22 Fire & Rescue						
F& R Admin	10/14/2008 B09021	22-253926	Gym source 09/08/2008	09/29/2008	Physical Therapy Equipment	24,280.90
	PA				F&R Buildings	
FIRE	10/07/2008	22-253884	Multi-Media Specialist, Inc		3 SMART BOARDS	5,185.00
	PA					
F & R Admin	10/22/2008	22-249217	Crimson Fire		change order to Fire Pumper	7,102.00
	PA				F&R Suppression	
Total for Fire & Rescue						36,567.90
30 Comm Serv PW						
CS-Snow Removal	10/01/2008 B09022	30-253851	JORDAN EQUIPMENT CO. 09/06/2008	10/06/2008	Carbide Cutting Edges	7,395.00
	PA				General Fund CS - Snow Rmvl	
CS-Admin	10/09/2008	30-253972	Virgin Construction		Retaining Wall	6,000.00
	PA				Capital Improvements FY05 CS - Streets	
Executive	10/07/2008	13-253971	Howard Systems		Wiring-City hall Renovation Project	9,979.00
	PA				CS - Fac & Gr	

City of Dover

Purchase Order Report

For October 2008

11/3/2008

Department	PO Date Bid Number Approved By	PO No Bid Date CC Meeting	Vendor Bid Due Item No Fund	Description PO Notes Function/Division	PO Amount
CS Admin	10/22/2008	30-254102	Environmental Resourc	Return C PSCDA & Wood Disposal	8,036.46
	PA		Residential Solid Waste	CS - Waste Mgmt	
CS Admin	10/30/2008	30-250309	Barrie Miller Well And Pump	Griffin Well Repairs	30,108.00
	PA		Water Fund	CS - Water	
Total for Comm Serv PW					61,518.46
Grand Total All Departments					259,199.36

City of Dover

Expenditures of Major Funds

October 31, 2008

(General Fund Includes County, School and Debt Service)

Account	Original Budget	Adjusted Budget	Expenditures This Period	Expenditures Year to Date	Encumb	Budget Availability	Avail %
1000 General Fund							
City Council	169,096.00	195,649.00	29,958.94	82,640.18	90,955.35	22,053.47	11.27
Executive	979,026.00	981,828.00	70,510.64	283,596.93	6,301.63	691,929.44	70.47
Finance	1,167,001.00	1,174,742.28	87,474.42	360,582.28	126,010.40	688,149.60	58.58
Planning	445,954.00	476,359.00	44,250.13	169,872.07	13,820.51	292,666.42	61.44
Misc Gen Gov't	856,774.00	1,012,025.32	(289,359.49)	151,243.38	195,590.76	665,191.18	65.73
Police	6,422,037.00	6,464,842.06	520,200.03	2,066,836.30	22,150.73	4,375,855.03	67.69
Fire & Rescue	6,228,171.00	6,236,570.00	507,202.13	1,972,173.68	3,559.38	4,260,836.94	68.32
Comm Serv PW	5,322,246.00	5,954,374.13	281,078.00	1,260,626.10	422,207.93	4,271,540.10	71.74
Recreation	1,310,221.00	2,945,450.73	445,274.30	795,084.57	21,912.70	2,128,453.46	72.26
Public Library	1,074,129.00	1,083,739.74	77,700.00	344,265.13	5,810.52	733,664.09	67.70
Human Services	717,702.00	722,667.15	53,897.30	190,145.56	3,458.38	529,063.21	73.21
Debt Service	9,108,852.00	9,108,852.00	0.00	1,102,266.60	0.00	8,006,585.40	87.90
Other Financing Sources/Uses	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	100.00
School	39,216,997.00	39,496,516.44	5,458,773.80	10,785,864.69	5,457.44	28,705,194.31	72.68
Intergovernmental	6,837,272.00	6,772,323.00	0.00	0.00	0.00	6,772,323.00	100.00
Total for General Fund	79,955,478.00	82,725,938.85	7,286,960.20	19,565,197.47	917,235.73	62,243,505.65	75.24
3320 Residential Solid Waste							
Comm Serv PW	1,113,486.00	1,188,053.37	16,518.50	268,612.29	677,789.16	241,651.92	20.34
Total for Residential Solid Waste	1,113,486.00	1,188,053.37	16,518.50	268,612.29	677,789.16	241,651.92	20.34
3381 McConnell Center							
Comm Serv PW	0.00	0.00	77.67	77.67	0.00	(77.67)	0.00
Recreation	745,662.00	785,150.85	22,653.15	100,534.96	26,670.73	657,945.16	83.80
Total for McConnell Center	745,662.00	785,150.85	22,730.82	100,612.63	26,670.73	657,867.49	83.79

City of Dover

Expenditures of Major Funds

October 31, 2008

(General Fund Includes County, School and Debt Service)

Account	Original Budget	Adjusted Budget	Expenditures This Period	Expenditures Year to Date	Encumb	Budget Availability	Avail %
5300 Water Fund							
Comm Serv PW	4,158,670.00	4,255,571.03	226,777.57	1,017,485.33	91,159.09	3,146,926.61	73.95
Total for Water Fund	4,158,670.00	4,255,571.03	226,777.57	1,017,485.33	91,159.09	3,146,926.61	73.95
5320 Sewer Fund							
Comm Serv PW	5,575,072.00	5,588,830.29	348,532.78	1,584,814.09	87,636.75	3,916,379.45	70.08
Total for Sewer Fund	5,575,072.00	5,588,830.29	348,532.78	1,584,814.09	87,636.75	3,916,379.45	70.08
5500 Arena Fund							
Recreation	1,619,173.00	0.00	(287,464.78)	0.00	0.00	0.00	0.00
Total for Arena Fund	1,619,173.00	0.00	(287,464.78)	0.00	0.00	0.00	0.00

City of Dover

Revenues of Major Funds

October 31, 2008

(General Fund Includes Property Taxes and Education Revenues)

Account	Original Budget	Adjusted Budget	Revenues This Period	Revenues Year To Date	Revenue Due	Uncollected %
1000 General Fund						
Taxes	57,943,419.00	57,943,419.00	57,816,758.40	58,001,885.67	(58,468.04)	(0.10)
Licenses & Permits	4,467,223.00	4,467,223.00	399,386.97	1,510,265.74	2,956,331.10	66.18
Intergovernmental	2,518,756.00	2,518,756.00	188,409.60	637,187.40	1,881,568.60	74.70
Charges for Services	1,385,535.00	2,974,444.00	477,189.51	800,830.49	2,173,613.51	73.08
Misc. Revenue	1,200,657.00	1,230,921.00	22,502.79	522,490.26	708,190.14	57.53
Education	12,389,888.00	12,389,888.00	1,006,082.85	2,552,066.92	9,837,821.08	79.40
Operating Transfers In	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00
Other Financing Sources	0.00	0.00	0.00	0.00	0.00	0.00
Total for General Fund	79,955,478.00	81,574,651.00	59,910,330.12	64,024,726.48	17,549,056.39	21.51
3320 Residential Solid Waste						
Charges for Services	1,113,486.00	1,113,486.00	104,541.64	405,465.55	708,020.45	63.59
Misc. Revenue	0.00	0.00	4.12	81.94	(81.94)	0.00
Total for Residential Solid Waste	1,113,486.00	1,113,486.00	104,545.76	405,547.49	707,938.51	63.58
3381 McConnell Center						
Misc. Revenue	731,096.00	731,096.00	19,589.47	77,757.23	653,338.77	89.36
Operating Transfers In	14,566.00	14,566.00	31,013.49	124,053.96	(109,487.96)	(751.67)
Total for McConnell Center	745,662.00	745,662.00	50,602.96	201,811.19	543,850.81	72.94
5300 Water Fund						
Charges for Services	4,137,670.00	4,137,670.00	915,044.55	1,316,966.23	2,820,703.77	68.17
Misc. Revenue	21,000.00	21,000.00	2,523.33	11,488.10	9,511.90	45.29
Total for Water Fund	4,158,670.00	4,158,670.00	917,567.88	1,328,454.33	2,830,215.67	68.06
5320 Sewer Fund						
Licenses & Permits	0.00	0.00	0.93	0.93	(0.93)	0.00
Intergovernmental	210,499.00	210,499.00	0.00	8,361.28	202,137.72	96.03
Charges for Services	4,262,654.00	4,262,654.00	846,645.71	1,289,955.92	2,972,698.08	69.74
Misc. Revenue	32,000.00	32,000.00	2,826.00	14,187.42	17,812.58	55.66
Other Financing Sources	1,069,919.00	1,069,919.00	0.00	0.00	1,069,919.00	100.00
Total for Sewer Fund	5,575,072.00	5,575,072.00	849,472.64	1,312,505.55	4,262,566.45	76.46

City of Dover

Revenues of Major Funds

October 31, 2008

(General Fund Includes Property Taxes and Education Revenues)

Account	Original Budget	Adjusted Budget	Revenues This Period	Revenues Year To Date	Revenue Due	Uncollected %
5500 Arena Fund						
Charges for Services	1,588,909.00	0.00	(236,219.49)	0.00	0.00	0.00
Misc. Revenue	30,264.00	0.00	(8,748.03)	0.00	0.00	0.00
Total for Arena Fund	<u>1,619,173.00</u>	<u>0.00</u>	<u>(244,967.52)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

FISCAL YEAR 2009 CITY COUNCIL EXPECTATIONS OF CITY MANAGER

1. Maintain effective communications, both verbal and written, with the City Council by remaining open and accessible to all members of the Council equally, responding to requests and completely, and keeping the council informed on problems and issues. The City Manager shall provide the Council with information regarding ongoing negotiations with Organized Labor.

October:

- Advised Council of Dover Public Wireless Internet Access Project
- Met with Council in Executive Session to review Tentative Agreements with the two fire unions.
- City Council was invited and attended the first session of Dover Discussions held for wards 1 and 2.
- Provided the City Council with copies of proposed CIP FY2010-2015 document.
- Provided City Council with copies of quarterly Financial Statement for September 30, 2008.
- Twelve informational documents have been developed on various planning activities in Dover. Hard copies are readily available to the public and have been uploaded to the city website.
- Advised Council of library trends due to economy issues today.

2. The City Manager should be responsive to requests and suggestions made by the City Council and members of the public, including actions taken in the City Manager's report.

October:

- Updated the City Council verbally and written on the in depth investigation on allegations brought forth relative to Indian Brook Drive and the SUR Construction change order.
- Provided timely response to five requests for information pursuant to RSA 91-A.
- Financials were adjusted to report the entire General Fund functions for revenue and expenditures to include School Department, Debt Service and County Tax Apportionment. This provides a full presentation of General Fund budget to actual for all General Fund budget functions.

3. Update the Council on changes made within the organizational structure that increases efficiency and effectiveness, with cost savings estimates provided.

October:

- The IT division implemented IPsec tunnel over Comcast at North End Fire Station to eliminate cost of a T1.
- The partnership between Human Services and Community Action appears to have a direct positive effect on the food cost in the General Assistance budget.

- 20 year old Library boiler failed. Currently researching replacement with more efficient model which will save money over the long run.
- Implemented a two year banking agreement with Citizens Bank. October resulted in cost savings from reduced fees, electronically obtaining cancelled check data and bad check (NSF) data, implementing a new investment (interest earning) account.
- The final step in consolidating the Inspection Office with the Fire Department took place this month. The new Inspection Services Office is up and running at the North End Fire Station.
- The Police Department uniform will be changing for the first time in many years. The gray colored pants will be replaced by dark blue pants. This change will take place by mid November. The gray colored pants were very costly since they were custom made. The change to blue pants will save 60.00 per pair.
- The Library Director recruited four more new volunteers for shelving duties at the public library. The library now has a total of 14 volunteers aiding with clerical, technical and maintenance tasks.
- In conjunction with the Friends of the Library, a Dover citizen was also recruited to lead an upcoming capital campaign to raise funds for the library carpeting replacement project.
- The annual booksale began on October 25 which raises money for the Friends of the Library. They, in turn, will invest those funds in needed equipment and supplies for the library.
- Library benefited from donated labor (9 people X 8 hours) from the Strafford County Jail's Work Release Program.

4. Handles emergencies and crises effectively.

October:

- Public was asked for loan of space heaters after library boiler failed. Eight heaters were donated in 24 hours. Fire Department evaluated areas as to proper use of such heaters. Dell was contacted for advice on running PCs and servers at below recommended interior temperatures. Met with vendors/consultants as to replacement/repair options of boiler.
- Worked on remediation project for the JPPO offices water damage and everyone was kept apprised of the situation.
- Major planning between departments was required when Vice Presidential Candidate Palin visited Dover and spoke at the high school and also when former First Lady Hillary Clinton spoke at the McConnell Center. These sudden events require large amounts of logistical work for administrative staff.

5. Along with the City Manager submitted budget, offer a summary of items/programs/services that would be available options to the City Council in either adding to or removing from the proposed budget. A dollar figure shall be included with each item in the summary. This will include a list of new expenditures, items of significant increase or decrease, and items removed from previous budget.

October:

- The 2010 budget schedule has been produced and staff has been made aware of expectations.

6. Provide a 20-30 page budget summary as a separate booklet for the FY 2010 budget. This budget summary shall be an easy-read booklet with emphasis on major funds (General fund, Enterprise funds, and McConnell Center).

October:

- The 2010 budget schedule has been produced and staff has been made aware of expectations.

7. Establish Department Head goals and deliver to the City Council, along with, or prior to delivering of the FY 2010 budget.

October:

- Department head goals have been reviewed for October and made part of the City Manager's report.

8. Hold a budget specific public forum allowing for public comment by May 15, 2008.

October:

- Not applicable at this time.

9. Host quarterly public information sessions. Topics may include roads and sidewalks, parking/traffic/crosswalks along with other pertinent topics that may arise during the course of the year.

October:

- Held first Dover Discussion session for Wards one and two. Next Dover Discussion session will be held in January 2009.

10. Review Codes/Ordinances to assure that they are updated and enforceable and present proposed changes to the City Council as they become available through the City Council meeting agenda.

October:

- Assisted Council in major revision to Trash Ordinance.
- Recommended removal of ordinances regarding Curfews and Sunday Sports which was adopted by City Council.
- Provided Council with recommendations for amendments and deletions to Ch 137 Political Contributions and Expenditures.
- Provided recommended changes to Ch 166 Traffic and Parking
- Initiated changes to Ch 79 City Property
- Recommended changes to Parade Permit process and ordinance.
- All codes and ordinances are being reviewed and rewritten that need updating pursuant to the consolidation of inspection services.

11. Rebuild/upgrade channel 22 broadcast equipment and expand offerings with available resources.

October:

- Currently, the IT Division is consulting with Town of Durham cable program operator.
- An emergency public service announcement is currently being put together to be aired on Channel 22 for public viewing.
- Currently looking to add more public notices to Channel 22 from various city departments.

12. Complete the consolidation of Clerk/Tax Collector services and the moving of offices with the City hall within the approved budgetary limits.

October:

- Competitive wiring quotes were received on future wiring needs. Walk through took place to determine future needs of combining both offices.
- Furniture has been ordered.
- Cross training is taking place.
- Staff meetings have occurred and brainstorming is taking place to ensure an efficient and functional use of space.

13. Advise the City Council on cost savings opportunities in either outsourcing (including areas that may have been previously reviewed and deemed at the time to not be cost effective or efficient) or any regionalization of services that may be appropriate at the County and/or State level, as well as with neighboring communities.

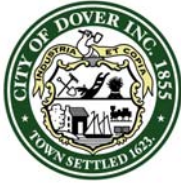
October:

- Strafford County Welfare Administrators have started meeting to share resources and information.
- A request for proposals is currently being working on relative to Cemetery and lawn mowing.
- A regional training facility was removed from the CIP program as it was determined it was not cost effective. Many training items were incorporated into the new fire station.

14. Provide recommended policy changes to City Council to meet challenges of the new economy and banking environment. City Manager should present ideas on meeting these challenges. Establish quarterly public information forums to inform and allow for citizen Q&A regarding community issues/projects

October:

- Obtaining information from other communities that have made recent policy changes in such areas as investments and collateralization of municipal funds on deposit in banks.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: Wednesday, October 15, 2008
Meeting Time: 7:00 pm

Present: Mayor Myers, Councilors Carrier, Cheney, Scott, Weston. Deputy Mayor Trefethen arrived at 8:05 pm.

Also Present: City Manager Joyal and City Clerk Lavertu.

Absent: Councilors Callaghan, DeDe, and McCusker.

Councilor Weston led the Pledge of Allegiance.

1. PARKING GARAGE FINANCE COMMITTEE REPORT

Mayor Myers spoke about the history of the Parking Garage Finance Committee. The purpose of the Committee was to investigate and recommend financing options for the construction of a public parking facility and other related improvements to the parking system in the City of Dover, without the inclusion of property tax funds. He recognized the committee members for their efforts. He thanked Chair Kirt Schuman, Vice-Chair Michelle Sawyer, Joyce El Kouarti, Linda Hagan, George Maglaras, Tony McManus, Cheryl Murphy, Peter Schmidt, and Pam Simpson. He said Bruce Woodruff of the Planning Department and Marn Speidel of the Police Department were also instrumental. He said the committee has had two public hearings on the plans and had some input. He said they were here to present the plans to the Council. He welcomed Kirt Schuman to start his presentation.

Mr. Schuman first recognized resident Ray Dubois for his attendance at every meeting the Committee had. He was often the voice of reason, and was a valuable contributor to the Committee. Mr. Schuman then gave his presentation on the Downtown Parking Facility & System Report to the Council. He went through the twelve recommendations of the Committee and asked the Council if they had any questions.

Councilor Scott said the Committee had done nice work. He asked if the fines and revenues currently go into the General Fund.

Mr. Schuman said currently they go into a separate fund that pays for parking infrastructure and parking enforcement officials.

Councilor Scott asked if the proposal changed anything.

Mr. Schuman said it would become an enterprise fund.

Councilor Scott asked if the Committee had contacted any of the national companies that run private parking garages for profit.

Mr. Schuman said the Committee, with the help of the City Planner, has been in contact with those entities. He said the Committee felt it was an option, but needed an authoritative board to make those decisions.

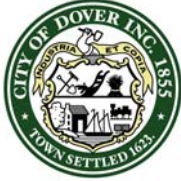
Councilor Scott asked what the annual cost for a parking manager would be.

Mr. Schuman said currently 70% of a sergeant's salary is being allocated for parking duties. He said the salary would probably be in the \$50,000 - \$60,000 range for a competent professional, which was included in the overhead.

Councilor Scott asked why the position was being removed from the Police Department.

Mr. Schuman said the Committee felt that it would allow more flexibility, and would allow parking to run as an individual entity.

Councilor Carrier said Mr. Schuman and the Parking Garage Finance Committee have done a tremendous job. He referred to the 400 parking spaces and the price tag of \$12 million, and asked how the figures for the parking facility were based.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Mr. Schuman said they were based on the study that Lansing Melbourne conducted. The dollar amount for the structure was conservatively figured: 425 spaces at \$25,000 each.

Councilor Carrier referred to the privately owned parking area near the train station, and asked if the Committee looked at doing something there.

Mr. Schuman said it was brought up in the Lansing Melbourne report. He said the rule of thumb was that people were willing to walk up to 1,000 feet from the parking structure. He said the train station was out of the realm.

Councilor Carrier referred to talk of a parking garage in the area of TD BankNorth.

Mr. Schuman said it had been casually discussed.

Councilor Weston asked, if the City owned all the open land, where the first choice would be to put the parking garage.

Mr. Schuman said Orchard Street made a lot of sense, and at the Steam Heating Plant made a lot of sense. He said the School Street lot would be better later on, with the Waterfront Development.

Councilor Weston said she was concerned about the fund for the parking facility and bonds. She asked if the Committee had come up with a dollar amount that has to be in the reserve fund before construction can occur.

Mr. Schuman said that was a premature question that the Committee and Parking Manager would have to determine. He said the City needed to set up the mechanism so the money gets put away, and when the timing is right the City goes ahead and moves forward.

Ms. Hagan said the schedule was not definitive. She said the garage will be built when the need is there and the money is there.

Councilor Weston asked how much money was needed before construction could be started. She said once construction is started, the City would lose the revenue from the Orchard Street parking lot.

Ms. Sawyer said there was no solid amount. She said they wanted to wait to see what amount of revenue would come in during the first year, to see if the numbers they were predicting were accurate. She said the amount that they want in the fund before construction is about \$800,000 to \$1 million. She said the loss of revenue from the Orchard Street parking lot was figured in and it didn't amount to that much.

Deputy Mayor Trefethen arrived.

Mayor Myers referred Mr. Schuman to Recommendation #3 and the program being self-sufficient, and clarified that the current plan is self-sufficient.

Mr. Schuman said that was correct.

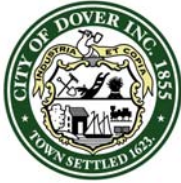
Mayor Myers referred to the two-hour residential parking, and asked what would happen with guests and family visiting for the day.

Mr. Schuman said in his research of other communities he has seen that they handled it in a variety of different ways. He said one approach is to get a hang tag type of visitor permit along with the residential permit. Another approach is to get a visitor pass with a time period on it.

Mayor Myers said the timeline is good, and allows for flexibility.

Mr. Schuman said these first steps are necessary even if the garage is not built.

Mayor Myers said it was the Committee's intent for the Council to give them some sense of direction. He said it would start with the implementation of the Parking Management Program,



CITY OF DOVER

CITY COUNCIL - MINUTES

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with a dedicated manager to the system, and the enterprise fund. He said it would include the resident parking, two or three hour parking, and making some of the zoning changes. He said it didn't commit the City to building a garage at this time.

Mayor Myers asked where the Downtown Parking Facility & System Report could be found on the website.

Mr. Schuman said it was available as Agenda Materials for the October 15, 2008 City Council meeting. He said an earlier draft was on the Chamber of Commerce's website.

City Manager Joyal said they would put it under Important Information on the City's Homepage. Councilor Cheney referred to Page 13, issuing revenue bonds needed a minimum of 6/3 vote from the Council. She referred to dissolving the enterprise fund, and asked about the 100% vote, or a minimum of a 6/3 vote to dissolve the enterprise fund.

Mr. Schuman said the way it gets set up is the decision of the Council.

Councilor Cheney referred to it being the Council's decision where the garage should go, and not the Committee's.

Mr. Schuman said Orchard Street is the only lot that the City owned.

Councilor Cheney asked if the enforcement would be done the same way as it is done currently.

Mr. Schuman said the current number of employees is adequate.

Councilor Cheney referred to Recommendations #10 and #11. She felt it would cause more need for parking.

Mr. Schuman compared this situation to Portsmouth. He said it was left to Parking staff to worry about parking.

Councilor Cheney asked about parking assessment.

Mr. Schuman said the Committee realized there would be enough revenue, and didn't need to do the assessment.

Councilor Cheney said she had some concerns that potentially six members of the Committee could not be Dover residents.

Mr. Schuman said five of the seats are guaranteed Dover residents. He said the Chamber of Commerce representative would more than likely be a Dover resident, but that wasn't guaranteed. He said the business owners have the same vested stake in the City of Dover as someone who owns the building.

Councilor Cheney said this has been tried before and the businesses didn't like it, and it slowed down business.

Mr. Schuman said the last time paid parking was instituted in Dover was in the late 70's. He said that was the same time that the Newington Mall opened with all its free parking. He said it isn't the same now, because Dover is a place people want to be.

Deputy Mayor Trefethen wanted to clarify that the Council would authorize any bonds for the enterprise fund. He thanked the Committee for their hard work.

Mayor Myers spoke of his personal experience with the parking kiosks in Manchester, and asked that Dover make them as user-friendly as possible.

Councilor Weston asked if the Parking Manager would be full-time or part-time.

Mr. Schuman said full-time.

Councilor Weston said the current Sergeant is paid 70% by the parking funds, and asked the City Manager what would happen to him if a Parking Manager was hired.

City Manager Joyal said the position itself would go away.

Councilor Cheney asked how many of the recommendations should be started on.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop
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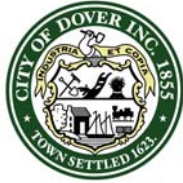
Mr. Schuman said he felt all of them should be implemented.

Mayor Myers asked for consensus for direction to the City Manager to go forward with the recommendations. (Four yeas, One unsure.)

City Manager Joyal said the Committee will start to put some resolutions together.

2. ADJOURN

Councilor Scott made a motion to adjourn at 8:55 pm; seconded by Councilor Cheney.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, October 22, 2008**
Meeting Time: **7:00pm**

1. MOMENT OF SILENCE

2. PLEDGE OF ALLEGIANCE

Councilor Weston led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Myers, Deputy Mayor Trefethen, Councilors Callaghan, Carrier, Dede, McCusker, Scott, Weston. Councilor Cheney arrived at 7:06.

Also Present: City Manager Joyal and City Clerk Lavertu.

4. PROCLAMATIONS – AWARDS

5. APPROVAL OF AGENDA

Deputy Mayor Trefethen asked to substitute Item 12.A.2. as a whole.

Deputy Mayor Trefethen made a motion to accept the Agenda with the one change; seconded by Councilor Callaghan.

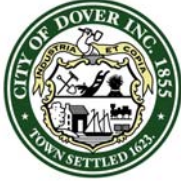
Vote: 9/0.

6. CITIZEN'S FORUM

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

Jane Hamor, 13 Roosevelt Avenue, Member of the Arts Commission: She asked the Council to consider the Resolution regarding the Public Arts Acquisition Process. She said it would include a method to accept and track artwork owned by the City, for insurance purposes and also in the future, for being able to accept or reject artwork. She went over the background of the Resolution with the Council.

Edward Bleiler, 28 Isaac Lucas Circle: He started by informing the Council that he was not against the Waterfront development, but felt the City should proceed with caution. He referred the Council to the bridge to nowhere, otherwise known as the Washington Street Bridge. He read his statement that he read to the Cochecho Waterfront Development Advisory Committee on October 21, 2008. He said the City needed the answers to the problems with this site before the bridge should be built. He said as a Babson College student he learned that if you are losing your shirt, cut your losses. He predicted that the economy was going into a depression, not a recession, and this project will never be built. He said to stop it now before it turns into a disaster. He also asked why the bridge would cost 259% more than the City Council passed and authorized in 2006. He referred to Resolutions 165 and 166, regarding the Firefighters' contract. He said it was time to put a wage freeze on every department in the City. He said the total increase in cost is \$15,475,665 over a three year period; he said other additional costs were \$1,091,723, totaling \$16,563,388. He asked the Councilors to read the figures carefully and determine if the City can afford this in times of recession.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, October 22, 2008**
Meeting Time: **7:00pm**

Donald Medbery, 3 Covered Bridge Lane: He wanted to speak on several issues. First, the substantial reduction of real estate values. He said he had cautioned the Council not to spend, but to conserve. He referred to the Council's recklessness. He said the City Manager received not only a pay raise, but a bonus. He said it should be a pay cut for all \$100,000-plus City wage earners. He said new businesses won't come to Dover, but some may exit. He said as more companies start downsizing, the dumber the Council will appear. He referred to the SUR's cost overrun request, which Mr. Brissette exposed to the Council, as the perfect example of incompetence and arrogance. He said he is asking the citizens of Dover to take back the power, and demand of this group of sneaky big spenders full accountability. He asked how many times must they demand budgetary frugality from the City Manager and one-sided arrogant City Councilors, including the Mayor. He said the citizens must demand competent decision making, and if they don't produce it, they will continue an effort to replace every single one of the councilors who are guilty of negligence and incompetence, in spite of the Foster's Daily Democrat's endorsements. He said he hoped the community has seen enough of the paper's lack of conscience and morality. He spoke of the pay raises and the new contracts, and said he hoped the Council will stand up and say enough is enough, because we are headed into a recession.

Kimberly Schuman, 5B Elm Street, Member of the Arts Commission: She asked for the Council's support on the Public Arts Acquisition Process Resolution. She also said as a former student of Bud Falcione, she thought the Resolution for the Bud Falcione Scholarship Fund was a wonderful idea, and hoped that the Council would support that as well.

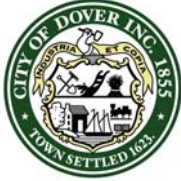
Mayor Myers, seeing no one else wishing to speak, closed the Citizen's Forum.

7. PUBLIC HEARINGS – None.

8. CITY MANAGER'S REPORT

City Manager Joyal said he had expected to wrap things up this week on the SUR issue. He needed some more information and will definitely have something for the Council next week, because he felt it had gone on long enough. He said with the fall season the City is getting ready to do the second round of crosswalk painting throughout the City. He informed the City of the official tax levy, which will be set at \$57½ million, \$7,400 less than what was allowed within the tax cap legislation, because the tax rate calculation was rounded to two digits. He said for this tax year the overall tax base reflects a 5.6% reduction in an average single-family home value. He wanted to point out that \$27 million in new commercial construction has come online, which is positive in shifting the balance between commercial and residential properties. He said the tax rate was set at \$21.10, with the average tax bill being \$5,770, a \$79 increase or 1.4% change over last year. He said of the \$79 increase, \$18 was attributable to the City, \$41 was attributable to the School, and \$19 was attributable to the increase that was passed on by the County. He said the tax bills will be mailed by the end of the month. The first half will be due December 1, 2008, and the subsequent payment due June 1, 2009.

Councilor DeDe referred to the crosswalks and asked if there had been any efforts to eliminate some of the crosswalks.



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City Manager Joyal said at this point no crosswalks have been targeted to be eliminated. He said the Transportation Advisory Commission hasn't gotten to it yet. He said they would be adding a few crosswalks by Woodman Park School, which were recommended by the Transportation Advisory Commission.

Councilor Scott asked what last year's tax rate was.

City Manager Joyal said it was \$19.63.

Councilor DeDe made a motion to accept the City Manager's Report; seconded by Councilor Weston.

Vote: 9/0.

9. MINUTES

A. MINUTES FROM OCTOBER 1, 2008

B. MINUTES FROM OCTOBER 8, 2008

Deputy Mayor Trefethen moved to accept the Minutes; seconded by Councilor McCusker.

Vote: 9/0.

10. MAYOR'S REPORT

Mayor Myers said a lot of positive things happened over the past few weeks. He went to the official open house for the new SAU offices in the McConnell Center. He referred to the Auction fundraiser for the Mounted Patrol, and said it was a great night. He referred to the Dover Soccer and Dover Softball fundraisers, held to raise money for storage units and bathrooms at the fields. He spoke about the Cochecho Waterfront Development Advisory Committee Public Hearing held on October 21, 2008. He announced that on Saturday, November 1, 2008 he will be holding one of his "Coffee with the Mayor" sessions. He said it will be from 9:00 to 11:00 am at Café on the Corner, on the corner of Third Street and Central Avenue.

Councilor Weston made a motion to accept the Mayor's Report; seconded by Deputy Mayor Trefethen.

Vote: 9/0.

11. UNFINISHED BUSINESS

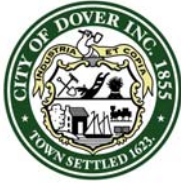
12. NEW BUSINESS

A. CONSENT CALENDAR

1. ASSEMBLY – SEACOAST LIBERTY

2. RESOLUTION - ARNOLD "BUD" FALCIONE SCHOLARSHIP FUND SPONSORED BY MAYOR MYERS BY REQUEST

3. RESOLUTION - CHANGE ORDER RECONDITIONING GRIFFIN WELL B08053 SPONSORED BY MAYOR MYERS BY REQUEST



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- 4. RESOLUTION - AWARD OF BID B09024 FOR SNOW PLOWING/HAULING SERVICES FOR CITY STREETS AND PARKING LOTS**
SPONSORED BY MAYOR MYERS BY REQUEST
- 5. RESOLUTION - ACCEPTANCE OF VARNEY BROOK LANDS LLC CONSERVATION EASEMENT**
SPONSORED BY MAYOR MYERS BY REQUEST
- 6. RESOLUTION: B09020 CONSTRUCTION OF NHDOT BRIDGE 136-123 WASHINGTON STREET OVER COCHECHO RIVER**
SPONSORED BY MAYOR MYERS BY REQUEST
- 7. RESOLUTION: AMENDMENTS TO McCONNELL CENTER LEASES**
SPONSORED BY MAYOR MYERS BY REQUEST

COMMITTEE REPORTS

- | | |
|--|--|
| 1. Appointments Committee – Mayor Myers | 8. Solid Waste Advisory Commission – Councilor DeDe |
| 2. Arena Commission – Deputy Mayor Trefethen | 9. Transportation Advisory Commission – Councilor Weston |
| 3. Arts Commission – Councilor McCusker | 10. Joint Building Committee – Councilor Cheney |
| 4. McConnell Center Committee – Councilor DeDe | 11. Recreation Advisory Board – Councilor Carrier |
| 5. Planning Board – Deputy Mayor Trefethen | 12. Coast Bus |
| 6. Cable Access Committee – Councilor DeDe | 13. Joint Fiscal Committee – Councilor Trefethen |
| 7. School Board Liaison – Councilor Callaghan | |

Mayor Myers asked the Councilors if they had any items they wished to pull for further discussion.

Councilor Callaghan asked to pull 12.A.7.

Deputy Mayor Trefethen asked to pull 12.A.1.

Councilor McCusker asked to pull 12.A.5.

Mayor Myers asked to pull 12.A.6., because it needed to be referred to a Public Hearing on November 12, 2008.

Mayor Myers asked for a Roll Call Vote on the remaining items of the Consent Calendar.

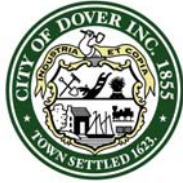
Roll Call Vote: 9/0.

Deputy Mayor Trefethen moved for 12.A.1. approval; seconded by Councilor DeDe.

Deputy Mayor Trefethen said this assembly was political in nature and was going to be occurring in front of businesses that would give the impression to people passing by that the businesses support this political way of thinking. He said most of these assemblies occur on the islands in the lower square, causing no associations with the businesses. He asked if the Council could amend this request.

City Manager Joyal said the Council could place conditions on it, but they have to be fair and equal to everybody.

Deputy Mayor Trefethen said he just wanted to move the location to any place on Central Avenue that is not in front of a business.



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City Manager Joyal said that it could be amended because they were asking to set up a table in front of Earcraft Music.

Deputy Mayor Trefethen made a motion to amend the location to Central Avenue, but not in front of any individual business; seconded by Councilor DeDe.

Councilor Scott asked where they wanted to demonstrate.

Mayor Myers said in front of Earcraft Music.

Councilor Scott asked if Earcraft Music objected to this.

City Manager Joyal said yes. He said they received a letter and email from Earcraft Music.

Councilor Scott asked if it was in conflict with the Free Speech Amendment.

Mayor Myers said it wasn't, because they were asking to set up a table for informational purposes, but it does not limit someone from walking in front of the business.

Councilor Weston asked where he would go.

Deputy Mayor Trefethen said he didn't want to tell him where to move it.

Mayor Myers said the bridge or sidewalk in front of the courtyard area.

Councilor Cheney said she read the letter and she would support the business' request.

Councilor Carrier said he would also support the business' request.

Mayor Myers asked for a vote on the amendment.

Vote: 9/0.

Mayor Myers asked for a vote on the amended request.

Vote: 8/1; Passed. Councilor DeDe was opposed.

Deputy Mayor Trefethen moved for 12.A.5. adoption; seconded by Councilor DeDe.

Mayor Myers said Councilor McCusker was recused from this Resolution and asked him to leave the Council table.

Councilor Scott referred to the bottom of the Resolution, and asked for clarification on the statement "Approved as to Funding, Daniel Lynch.," and asked to add that this requires no additional funding.

Mayor Myers said if the Council doesn't see an account number attached to it that they could just assume that it didn't require any additional funds.

Councilor Scott asked if there was no money involved.

Mayor Myers said the Council was not appropriating any funds.

Vote: 8/0. Councilor McCusker recused.

Deputy Mayor Trefethen asked 12.A.6. to be referred to a Public Hearing on November 12, 2008; seconded by Councilor DeDe.

Vote: 8/0. Councilor McCusker was absent from the Council Chambers.

Deputy Mayor Trefethen moved for 12.A.7. adoption; seconded by Councilor Callaghan.

Councilor Callaghan asked how the rates were developed in the amendments.

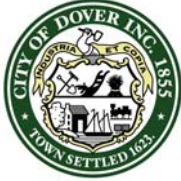
City Manager Joyal said the Budget that was approved by the Council anticipated all the rates.

He said this was more or less housekeeping on existing leases that the City has in place.

Councilor Callaghan asked how much of an increase it was from FY08.

City Manager Joyal said he couldn't answer that right now.

Mr. Bannon (Recreation Director) said the item that went up was the cost for maintenance.



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Councilor Callaghan said the School Department is charged the highest rate, and asked if the City was trying to do anything to lower those rates.

City Manager Joyal said some of the organizations leasing from the City would be subsidized, and the subsidy is built into the rent being charged. He said he would prefer a separate line item saying that it is a subsidy, but in order to balance out and to cover the costs of the McConnell Center, the square foot rentage charge goes to the three City departments. He gave the example of the Dover Children Center, which should show a subsidy in Human Services in the budget. He said another organization that has a subsidy is the Dover Adult Learning Center, which should show a subsidy for Education in the budget. He said it wasn't set up that way in the budget. He said it was intended that it would be absorbed by the City users.

Councilor DeDe said the utilities are being changed so that the utilities' changes to their charges all take place with the commencement of the new budget year, as opposed to having it take place on the anniversary of the lease signature date.

Councilor Cheney referred to the first page of the Resolution; where it says the Committee "approved", she felt it should say the Committee recommends this lease agreement. She said it was the Council who authorizes it. She wanted to make an amendment to change "approved" to "recommended".

Councilor DeDe said the Resolution was to empower the City Manager to execute the McConnell Center leases. He said only the City Manager can execute a lease. The Committee makes a recommendation. He said the language could say "advise the approval."

Councilor Cheney said she would accept that amendment.

Councilor DeDe wanted to make the amendment to change to "recommends the approval;" seconded by Councilor Cheney.

Mayor Myers asked for a vote on the amendment.

Vote: 9/0.

Councilor Scott asked why the Wentworth Douglass Hospital was being charged half the rate of the Police Department, Recreation Department, and School Department.

City Manager Joyal said he explained that the City was making up for subsidies. He said Wentworth Douglass Hospital was paying the standard rental charge.

Councilor Scott asked if he could make an amendment that Wentworth Douglass Hospital pay the same rent as the City Departments.

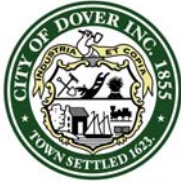
City Manager Joyal said the City had an agreement with Wentworth Douglass Hospital. He said the only thing that can change is the utility agreement, which has to be based on a formula from the prior year's utility costs, which is \$5.64.

Councilor Scott said he wasn't concerned about the utility costs. He asked if it was already fixed, why it was being brought before the Council.

City Manager Joyal said the Resolution was making sure that all of the leases allow for the adjustment to occur on July 1st.

Councilor Scott said he didn't have a problem with that, but he had a problem with the basic rent.

Councilor DeDe said certain participants could not afford to rent in the McConnell Center. He said there is going to be a time in the future where the amount that the City is paying will decrease because the debt service will disappear. He said the leases were written with that taken into consideration, and it was fully explained to the Council at the time the original leases were introduced.



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Councilor Scott said he didn't think it was fair. He asked if there was a second to his friendly amendment that Wentworth Douglass pays the same rent as the City.

Councilor Callaghan seconded the motion.

Vote: 2/7; Failed. Councilors Callaghan and Scott voted in favor.

Mayor Myers asked for a Roll Call Vote on the amended Resolution.

Roll Call Vote: 8/1; Passed. Councilor Scott was opposed.

B. RESOLUTIONS

1. RESOLUTION: COMCAST FRANCHISE FEE SPONSORED BY MAYOR MYERS

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor DeDe.

Mayor Myers said he wanted this Resolution as a follow-up to the presentation by Brian Christensen, from Comcast. It was discovered that the formula included revenues generated from the Home Shopping Network and other informational commercials, and raised the rate to 3.25%. He said the Resolution would authorize the City Manager to renegotiate on that one aspect with Comcast.

Deputy Mayor Trefethen asked if the contract could be changed to say "3% on services only," as opposed to total revenue.

City Manager Joyal said Comcast and other cable companies work with one of two methodologies for generating franchise fee calculations: a) Gross annual revenues or b) net revenue from bills. He said that is how the system is set up and they don't agree to anything else, because they don't have to. He said the City chose the gross annual revenues method, because it was expected that the customer would see the percent that was described, and the other customers, who bought from the Home Shopping Network, would pay more. He said the cable company has presented the City with information that they can prorate that amount, and pass it back on to the cable subscriber, and not the advertiser and not the home shopper. He said that wasn't understood when the contract was negotiated. He said the Resolution allowed him to renegotiate with Comcast and change the wording to what was expected.

Deputy Mayor Trefethen asked, if the Resolution was approved, if it was authorizing the City Manager to negotiate the change with this aspect of the contract, so that the customer will pay a 3% franchise fee for their service.

City Manager said to the customer's cable television service, yes.

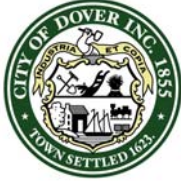
Deputy Mayor Trefethen said his preference would be the second methodology.

Mayor Myers said the first part of the Resolution was for the City Manager to further investigate the implementation of the cable franchise fee. He said the second part of the Resolution would put a seal of 3% for the remainder of this year, and the other nine years of the contract it would be 2.75%.

Councilor Scott said the franchise fee is a tax, and he would like there to be no franchise fee.

Mayor Myers said it was a user fee. He said the City will use it to upgrade the system, equipment, and add another channel.

Councilor Callaghan asked if the 2.75% was already in the contract.



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Mayor Myers said for years 2 – 10.

Councilor Callaghan said the language “if possible” should not be used.

Mayor Myers said he did ask the Comcast representative if they were amenable to recalculating how they do this. He said this is a contract and we have to consider the other party in this contract, and that is why the “if possible” is there.

Councilor Cheney said she would support this Resolution. She said it might be as simple as redefining the words in the contract.

Mayor Myers said it might be as simple as that, but Comcast might not be willing to change the definitions just for Dover.

Deputy Mayor Trefethen said a “no” vote would mean the City will continue to be charged more than the 3% for the remainder of this year and more than 2.75% in future years, and a “yes” vote would be an attempt to correct that.

Councilor Scott asked if there was something in the contract that says that Dover will get audited data.

Mayor Myers said yes.

Roll Call Vote: 9/0.

2. RESOLUTION: COLLECTIVE BARGAINING AGREEMENT DPFOA SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved to table this Resolution to November 12, 2008; seconded by Councilor Weston.

Vote: 7/2; Passed. Councilors DeDe and McCusker opposed.

3. RESOLUTION: COLLECTIVE BARGAINING AGREEMENT IAFF SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved to table this Resolution to November 12, 2008; seconded by Councilor Weston.

Vote: 7/2; Passed. Councilors DeDe and McCusker opposed.

4. RESOLUTION: PUBLIC ARTS ACQUISITION PROCESS SPONSORED BY MAYOR MYERS BY REQUEST

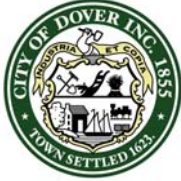
Deputy Mayor Trefethen moved for its adoption; seconded by Councilor DeDe.

Mayor Myers said the Council received a nice explanation during Citizen’s Forum on this Resolution. He asked if the Library collection was part of this, because he understood it wouldn’t be, but he didn’t see the language in the Resolution.

City Manager Joyal said it wasn’t in there. He said another concern was what “art” was defined to be. He said there are plaques, pictures of councilors, and he didn’t believe it was the intent of the Arts Commission to replace all those with artwork. He felt it should be clarified.

Councilor DeDe said he just saw it as a process of acquiring art and controlling inventory.

City Manager Joyal asked if a visiting artist presents at the Library or McConnell Center, if they would need to contact the Arts Commission.



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Councilor Cheney said she was concerned with the approval process. She asked if there was anything done that would not be approved with this new policy, and would like to see that inventory list.

Mayor Myers said the Resolution does not necessarily deal with just the new items coming to the City. He said in the latter sections it mentions the Arts Commission making recommendations for possibly resiting specific pieces of art. He said there were things that were specifically left to the Library.

Councilor Cheney said she was in favor conceptually.

Deputy Mayor Trefethen said the Arts Commission did a lot of great work and their heart was in the right place. He said there were several places where the language needed to be changed. He suggested a workshop.

Mayor Myers suggested the Council get in touch with Harvey Turner, Chairman of the Arts Commission, with specific concerns.

Councilor Callaghan asked if there was art inventory for items that are loaned to the City.

City Manager Joyal said that was part of the Resolution that needs to be redefined.

Mayor Myers said the Resolution was heading down the right path.

Councilor Weston made a motion to table the Resolution; seconded by Councilor Callaghan.

Vote: 8/1. Councilor DeDe opposed.

C. ORDINANCES

**1. ORDINANCE: CHAPTER 166, VEHICLES AND TRAFFIC
(TO BE REFERRED TO PUBLIC HEARING ON NOVEMBER 12, 2008)
SPONSORED BY COUNCILOR WESTON**

Deputy Mayor Trefethen moved to be referred to a Public Hearing on November 12, 2008; seconded by Councilor Weston.

Vote: 9/0.

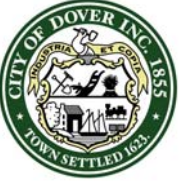
**2. ORDINANCE: CHAPTER 137, POLITICAL EXPENDITURES AND
CONTRIBUTIONS
(TO BE REFERRED TO PUBLIC HEARING ON NOVEMBER 12, 2008)
SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved to be referred to a Public Hearing on November 12, 2008; seconded by Councilor Cheney.

Vote: 9/0.

13. COUNCIL MATTERS OF INTEREST

Deputy Mayor Trefethen wanted to address the comments brought up during Citizen's Forum regarding the environmental issues at the Waterfront Development site. He said some of the comments were correct. He said the proposed developer for the site has done a number of test borings, and has no major concerns. He said they didn't find anything. He said he wasn't sure

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the comments about the old City dump were accurate. He said the area that was the City dump is not part of the Waterfront Development site.

Councilor DeDe said the soil analysis was 99.5% accurate. He said the allegation that the City will have a \$20 million liability is totally off the wall. He said in the contract it stipulates that the City is planning on \$500,000, with a failsafe number of \$800,000 that triggers the City's right to back out of the whole thing if that were to occur. He said there were a lot of Grimm's Fairy Tales presented by Mr. Bleiler this evening, and he does not have his facts correct.

Councilor Scott asked if the City has the right to back out of the deal with Dickenson if they don't pay the City \$1 million. He said it was his understanding that Dickenson got the property over a year ago. He asked if the City has received the \$1 million.

Mayor Myers said the property hasn't changed hands yet.

Councilor Scott asked when the City was going to get the \$1 million, because it was his understanding that Dickenson has had control of the property for over a year, and the \$1 million has a cost of capital of \$60,000 per year.

Mayor Myers said Dickenson has not had control of the property, other than the ability to do a variety of tests.

Councilor Scott asked if it could be renegotiated at this point.

Mayor Myers said no, because it is being held up by the City. He said it was erroneous to say that Dickenson was keeping \$1 million and has control of the property. He said there will be another Cochecho Waterfront Development Advisory Committee meeting on November 3, 2008 at 5:30 pm in Council Chambers, and there will be a period for public comments to address these issues.

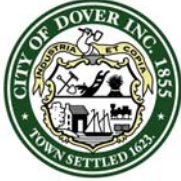
Councilor Cheney wanted to note that on November 3, 2008 at 6:30 pm, the Woodman Park School will be having a celebration on the renovations.

Councilor Weston asked the City Manager for an explanation, on November 12, 2008, on the increase in costs for the bridge construction from the Resolution in 2006 to the current one that is going to Public Hearing.

14. ADJOURN

Deputy Mayor Trefethen made a motion to adjourn; seconded by Councilor Callaghan.

Vote: 9/0.



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Meeting Time: 7:00 pm

Present: Mayor Myers, Deputy Mayor Trefethen, Councilors Callaghan, Carrier, Cheney, Dede, McCusker.

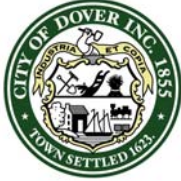
Absent: Councilors Scott and Weston.

Also Present: City Manager Joyal, City Attorney Krans and City Clerk Lavertu.

Councilor McCusker led the Pledge of Allegiance.

Mayor Myers said the City Manager requested time to give an update about the SUR construction project at Indian Brook Drive.

City Manager Joyal said he wanted to go over his findings assembled from an extensive review that was done over the past several weeks. He said in spite of the allegations, the change order was legitimate per the basic terms of the contract. He said the change order was negotiated and agreed upon in a good faith effort to settle the matter for a cost far less than what the contractor would otherwise have been entitled to. Therefore, the approved payment, which had previously been held, was being processed and provided to the contractor. He said on April 24, 2007 the contractor was provided with a formal Notice to Proceed on the project. He said the contract provided that the work would be completed within a set time period, 180 days. He said on April 26, 2007 a preconstruction meeting was held by the contractor with design engineers and City and State officials, to review the intended schedule. The contractor said the work would begin promptly, with signage installed, along with clearing and cutting of trees, followed by excavation and shoulder widening along Sixth Street and Indian Brook Drive. He said the contractor's stated intent was to take the cuts from this excavation, have them hauled, and simultaneously complete the filling requirements for the Exit 9 ramp work. These details were confirmed in notes recorded for the preconstruction meeting. He said the contractor's schedule provided that the City had obtained wetlands permits required for the construction prior to the work starting date. On May 3, 2007, in a written correspondence, the contractor was alerted by the City that the permits were not yet issued, and was therefore required to suspend the fill work in the area of the ramp construction. This was considered by the contractor an order to suspend work until necessary permits were acquired. He said the required permits were ultimately secured on July 24, 2007, three months after the Notice to Proceed. In another written correspondence, the contractor was notified by the City to begin work. He said the delay, three months, clearly caused the contractor to deviate from their intended work schedule. The City received a subsequent contracting schedule reflecting this change and the resulting delay anticipated in completing the project. He said this delay, caused by the City, was considered compensable under the terms of the contract. He said given the circumstances for the delay, both cost and time adjustments were provided for in the contract in Sections 104 and 109.04. He said since the delay was caused by no fault of the contractor this was considered a compensable delay by the terms of the contract, Section 108.07. He said the contract also stated that the contractor would not be charged for damages when the delay is due to unforeseen causes beyond the control of the contractor; General Conditions, Paragraph 43. The contract requires compensation resulting from the delay to be determined using one of four methods: contract prices; unit prices agreed upon when the work is started; an agreed upon lump sum amount; or on a force account basis. He said the contract price option was used to pay for uniformed officers with vehicles, flaggers, portable messaging signs, storm water monitoring and erosion control; costs that were incurred by the contractor due to the schedule



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Meeting Date: Wednesday, October 29, 2008
Meeting Time: 7:00 pm

adjustment. The contractor also incurred costs in the areas of mobilization, excavation, project supervision, and maintenance of traffic, and is subject to reimbursement. Utilizing the forced account basis these costs were verifiable through certified payroll records, invoices, and other documentation supplied by the contractor, in amount of upwards to \$500,000. In lieu of utilizing the forced account basis, the City and contractor negotiated a lump sum amount of \$171,000, which included a \$20,000 surcharge for paving being purchased in the second season of the project. He said the \$9,000 charge was associated with the change of the size of signs, which were different than what was required in the original specifications. He said the change order previously approved was a fair and appropriate settlement. He said he would have copies of his report put in the Councilors' mailboxes and put on the website. Councilor DeDe said he didn't need a copy.

Mayor Myers wanted to remind the citizens that he will be holding "Coffee with the Mayor" on Saturday, November 1, 2008, 10:00 am, at Café on the Corner.

1. CABLE ACCESS COMMITTEE REPORT

City Manager Joyal introduced Parks Christenbury, Chairman of Cable Access Committee. Mr. Christenbury introduced the other members of the committee: the City Manager, Councilor Dede, Aviva Grasso, Audrey Lurvey, Sarah Fisher Fuller, and Laurie Verville. He thanked the City Manager and City Attorney for their input, which enabled him to give his presentation. He went over his Cable Access Committee Recommendations presentation with the Council. He said the purpose of the Committee is to get more televised on the cable access channels: board meetings, school sports, the Thanksgiving parade, to have the people of Dover feel they are getting their money's worth.

Mayor Myers asked the Council if they had any questions.

Deputy Mayor Trefethen thanked Mr. Christenbury for his presentation. He referred to the 40% School building aid reimbursement that the City would potentially receive for the McConnell Center; and asked if the money to build initially came from the franchise fee, where did the reimbursement go?

City Manager Joyal said the franchise fee will be paid to the School Department, less the cost for paying utilities and so forth at the McConnell Center. He said \$25,000 was also subtracted out for internet integration. He said the balance would go to the School Department. He referred the Council to the third page of the handout, and explained the Funding Sources and Estimated Expenditures.

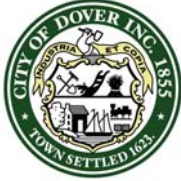
Deputy Mayor Trefethen asked, when the School reimbursement comes back from the State, if it stays with the School Department unless there is money that needs to be paid back.

City Manager Joyal said the building aid will go to the School Department as a reimbursement, and the School Department would then allocate that specific amount of money back to the operation of the cable system that they are operating.

Deputy Mayor Trefethen asked if the School Department was running this, and the money is accounted for in their budget.

City Manager Joyal said it was a Special Revenue Fund by the School Department.

Deputy Mayor Trefethen asked how that works in relation to the tax cap, and if it was considered initial revenue.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: Wednesday, October 29, 2008
Meeting Time: 7:00 pm

City Manager Joyal said it would be considered self-supporting and would not have an impact on the tax cap.

Deputy Mayor Trefethen asked, if this became part of the School's curriculum, is the expectation that students, who become involved in this, will be volunteers or will they be paid?

Mr. Christenbury said there will be some paid individuals who run the cameras, but it would be part of the curriculum for the students and they would not be paid.

Deputy Mayor Trefethen asked if there was a channel available to use as a second channel.

Mr. Christenbury said yes, that was part of the contract with Comcast to give the City two additional channels.

Deputy Mayor Trefethen asked if the City knew what channels they would be.

Mr. Christenbury said no, that hasn't been provided. Comcast has control over where they place the City on the dial, but they have to provide the City with three places.

Councilor DeDe said students from other districts would compensate the School for their participation, and that sets up a potential for income for the School Department as they set this up.

Councilor Cheney said she didn't see how a contract could be set up in a week, when it took three years to negotiate the cable contract. She voted for the cable contract with the understanding that the second studio would be at the high school, and felt it was the best place for it.

Mr. Christenbury said if the Committee had been around a few years ago, the recommendations that were made during the contract negotiations with Comcast probably wouldn't have been made. He said the purpose of the 3% franchise fee is not to enhance the school department, but to provide additional programming. He said the McConnell Center was a better place to have a studio for what the City wants to have for additional programming. He said the School Department hasn't looked at a curriculum yet, so they don't know what they are going to provide at this point. He said with the technology today, a lot of it can be done at the high school. He said filming could be done and then passed on to the production studio at the McConnell Center. He said they were balancing what the rate payers want and trying to include the students. He said most of what was going to be done to get this up and running was going to be a lot of volunteer work by the Committee. He reminded the Council that in three years with the school renovations a studio could be built with a 70% reimbursement. He said he felt the Committee has come up with the best recommendations that are needed now.

Councilor Cheney said maybe the City should save the money to use in a few years to build a studio at the high school.

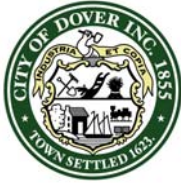
Mr. Christenbury said the cable for the high school wouldn't cost anything.

Councilor Cheney asked why that wasn't done first.

Mr. Christenbury said there were going to be major renovations at the high school. He said the Councilors can't be distracted by the students, because they will be involved, but to give the customers what they want, which was more City.

Councilor Cheney said the second channel was supposed to be for educational purposes, the games, theater, and concerts. She said she is seeing the plan being changed to do more for the City and not for education. She asked if there was only going to be one person to do this.

Mr. Christenbury said there won't be just one person, and it will be overseen by the School Department. He said the Committee was trying to recommend a plan to the Council that public is going to embrace.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: Wednesday, October 29, 2008
Meeting Time: 7:00 pm

Councilor Cheney reiterated that the second station was for education broadcasting.

Mr. Christenbury said the second station is a pay channel like the first channel, and the City will decide the content.

City Manager Joyal said as soon as the second studio is built Comcast will activate the second channel. He said the intent has always been that one channel will be governmental, and the second channel would be educational. The School Board will manage the second channel, and it is up to them to take advantage of it.

Councilor Cheney asked about the square footage of the third floor of the McConnell Center that would be used for the studio.

Mr. Christenbury said it was 3,400 square feet. It consisted of four rooms; two large rooms and two small rooms. He said Room 306 would probably be the School Board Chambers. He said next to that would be the cable access production facility. He said across the hall would be a conference room for public meetings that would be filmed. He said another small room would be the Cable Access Administrator's Office.

Mayor Myers asked, for clarification, if the location of the studio would change the content of the programming. He understood that the City would have the same remote capabilities regardless of where the studio was located.

Mr. Christenbury said he was correct. He said one of the things that was being planned for was a portion of the capital to be put aside to have money to match the participating grant money in anticipation of building a studio at the high school.

Deputy Mayor Trefethen asked if the actual access contract is basically a plug in the wall.

Mr. Christenbury said that was correct.

Deputy Mayor Trefethen referred to the square footage at the McConnell Center. The original plan was for a small studio. Now the plan is a studio, the School Board Chambers, and the production room.

Mr. Christenbury said that was correct.

Councilor Callaghan said he thinks this is a great idea. He asked if there would be rent charged to use the room.

Mr. Christenbury suggested an oversight advisory board to continue with issues like that.

Councilor DeDe said in 1998 there was an overall policy that was established for cable content and everything has to emanate from the City of Dover. He said the idea of independents coming in to use the cable access channel for broadcasting channel is not considered to be something that will be part of the City's future.

Councilor Callaghan said he didn't mean outside of the City, but used the Recreation Department as an example.

Mr. Christenbury said that was something outside the scope of the Committee.

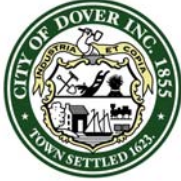
Councilor Callaghan asked who was developing the contract between the City and School.

Mr. Christenbury said City Attorney Krans was working with the City and School Department, with the Committee giving some direction.

Councilor Callaghan asked when the Council should expect the contract.

City Manager Joyal said he hoped to have a draft next week.

Councilor Callaghan hoped for another workshop when the contract is complete. He hoped for a tentative date for the high school studio in the CIP. He asked about the \$250,000 to build the studio.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Mr. Christenbury said that might be lower because of volunteers helping out and doing some of the work.

Councilor Cheney asked what the rate for basic cable was going up to.

Mayor Myers said \$3 to \$4 depending on coverage.

Councilor Cheney asked how much the City has.

City Manager Joyal said over \$100,000.

Mr. Christenbury thanked the Council for their time.

Mayor Myers thanked Mr. Christenbury, Ms. Grasso, and Ms. Lurvey.

2. FASTRANS OVERVIEW

Mayor Myers referred to the presentation a few weeks ago with Mr. Bruce Woodruff, City Planner, and Mr. Rad Nichols, Executive Director of Coast. He said they were back with an update for the Council.

Mr. Woodruff apologized for the absences of Mr. Rad Nichols who was at a conference in North Conway, and Mr. Ed. Pigman who was in Florida. He went over his presentation on the Dover Fastrans Service. He said the service will start on December 1, 2008.

Mayor Myers asked the Council if they have any questions for Mr. Woodruff.

Mr. Woodruff wanted the Mayor to know that Coast wanted a ribbon cutting, and recommended December 1, 2008. He said Coast has hired a dispatcher, and new bus drivers are being trained. He also wanted the Council to consider starting a Fastrans Oversight Committee.

City Manager Joyal had one thing to add. He wanted it understood that this is being financed by federal grant funds, and at the end of three years, unless there are additional grant funds or the Council funds the program, this service will probably cease.

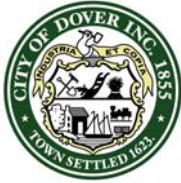
Mr. Woodruff said he is still looking for financial partners.

Councilor Carrier said his concern was marketing to inform the public, and looking at very aggressive ways to market this program.

3. ADJOURN

Deputy Mayor Trefethen made a motion to adjourn; seconded by Councilor Callaghan.

Vote: 7/0.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.1.

Resolution Number: **R – 2008.10.08 – 162**
Resolution Re: **B09020 Construction of NHDOT bridge 136-123
Washington Street over Cochecho River**

WHEREAS: Requests for sealed Bid B09020 were issued and received for the construction of the NHDOT Bridge 136-123 Washington St over the Cochecho River on September 23, 2008 @ 2:00PM; and

WHEREAS: The low bid response deemed most advantageous to the city was submitted by T Buck Construction in the amount of \$3,914,823.00 . The State of New Hampshire Department of Transportation (NH DOT) approved the bid submitted by T Buck Construction on September 30, 2008. The NH DOT will provide \$3,058,930 in funding for construction of the bridge, representing approximately 80% funding for the project. The remaining 20% to be funded by the City through bond proceeds and transportation improvement reserve monies; and

WHEREAS: There is unexpended bond proceeds from the Sixth Street/Indian Brook Drive project, and unexpended bond proceeds from the Dover Point Road water main replacement project, and unexpended bond proceeds from the Durham Road and Glenwood Avenue sewer main projects; and

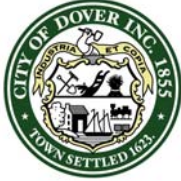
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Council approves reprogramming unexpended bond proceeds as detailed below:

Account	Description	Current Budget	Adjustment	Adjusted Budget
4007-43121-4751-3139-07-30	CS Streets Sixth St/Indian Brook Drive	2,998,266	(784,751)	2,213,515
4007-43122-4752-3331-07-18	TIP Cochecho River Bridge	1,156,000	784,751	1,940,751
5300-43320-4754-3535-06-30	Water Main - Dover Point Road	150,000	(102,400)	47,600
5300-43320-4757-3531-06-30	Water Main Replacement - Bridge	0	102,400	102,400
5320-43250-4757-4543-07-30	Sewer Main - Durham Road	178,071	(87,942)	90,129
5320-43250-4757-4550-07-30	Sewer Main - Bridge Project	0	87,942	87,942
5320-43250-4757-4541-05-30	Sewer Main - Glenwood Avenue	114,609	(105,383)	9,226
5320-43250-4757-4550-05-30	Sewer Main - Bridge Project	0	105,383	105,383

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

The Purchasing Agent is hereby authorized to issue a purchase order to T Buck Construction, Inc of Auburn ME in the amount of \$4,306,305.00 based on the bid amount of \$3,914,823.00 and corresponding rates provided September 23, 2008 plus a 10% contingency in the amount of \$391,482. The amount of this authorization shall be limited so as not to exceed available funding.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

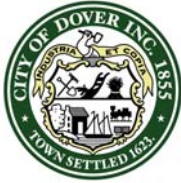
Agenda Item#: 11.A.1.

Resolution Number: **R – 2008.10.08 – 162**
Resolution Re: **B09020 Construction of NHDOT bridge 136-123**
Washington Street over Cochecho River

Financing

Account	Description	Appropriation	Balance	Charge
4005-43122-4752-3331-05-18	TIP Cochecho Bridge	1,500,000.00	1,155,052.15	1,155,052.15
4007-43122-4752-3331-07-18	TIP Cochecho Bridge	1,940,751.00	1,937,814.93	1,937,814.93
4008-43122-4752-3331-08-18	TIP Cochecho Bridge	1,255,619.00	1,255,619.00	917,712.92
5300-43320-4757-3531-06-30	Water Main Replacement - Bridge	102,400.00	102,400.00	102,400.00
5320-43250-4757-4550-07-30	Sewer Main - Bridge Project	87,942.00	87,942.00	87,942.00
5320-43250-4757-4550-05-30	Sewer Main - Bridge Project	105,383.00	105,383.00	105,383.00
		4,992,095.00	4,644,211.08	4,306,305.00

In accordance with the NH Municipal Finance Act, RSA 33 and the City Charter provisions C6-6 and C6-14 a PUBLIC HEARING IS REQUIRED for this resolution and must be approved by a 2/3 majority vote of the City Council. To be referred to public hearing and 2/3 vote on November 12, 2008.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.1.

Resolution Number: **R – 2008.10.08 – 162**
Resolution Re: **B09020 Construction of NHDOT bridge 136-123**
Washington Street over Cochecho River

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

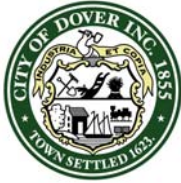
Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, Ward 4		
Councilor Robert Carrier, Ward 1		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.1.

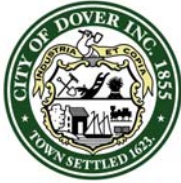
Resolution Number: **R – 2008.10.08 – 162**
Resolution Re: **B09020 Construction of NHDOT bridge 136-123
Washington Street over Cochecho River**

RESOLUTION BACKGROUND MATERIAL:

The proposed vehicular bridge at the end of Washington Street over the Cochecho River is necessary to realize the full redevelopment potential of the City's waterfront property. The Washington Street Bridge is the key component of the City's efforts to revitalize downtown Dover through the redevelopment of the former Public Works garage site. The project proposes to build a vehicular bridge where the pedestrian bridge now stands. That bridge would be moved over and would remain to serve as the City's signature sidewalk (pedestrian facility) for the crossing. The purpose of the new bridge is simply to provide the easy access required to the City's Riverfront parcel to facilitate planned development and to provide a safe, efficient traffic flow loop that allows the one-way Henry Law Avenue traffic to travel north into downtown. Past studies have shown that the River St.-Henry Law access is not adequate, close enough, or capable of handling the development volumes associated with Riverfront development, therefore a new bridge becomes the lynch-pin in precipitating that economic development. The project will provide the access to the Riverfront development area needed to make said development viable. Estimated useful life of bridges is usually 50 years. That number may be increased with regular maintenance procedures.

The Washington Street Bridge project has been included in three previous versions of the New Hampshire Department of Transportation's (NHDOT's) Ten Year plan. This bridge project is contained in all riverfront redevelopment master plans and the Transportation Chapter of the Dover Master Plan, and the local funding for the project is included in the Transportation Improvement Program portion of the City's Capital Improvement Program. The state's Ten Year Plan shows an engineering start in federal FY2007, with construction in FY2008-9. The City's bonded and other funds make up the required 20% match.

The City (in the Municipally-Managed Project Agreement) must agree to manage the project as we have previous TIP projects. The NH Department of Transportation and the Federal Highway Administration have previously required execution of the standard municipally-managed project agreement for the project and have reviewed the bids and have approved the award of bid to the low bidder. The purpose of the municipally-managed project process is to reduce the overall cost of each project in order to reduce the City's stated 20% share of the total cost. The cost of the City's administrative hours expended towards planning, permitting, contract management, design review, construction management, and right of way acquisition may be billed to the project cost. Previously, these costs had been billed to the Federal Highway Administration as a cost from the NH Department of Transportation. This process will help ensure that there is comprehensive local control of the project concept, design, construction management, and budget. Previously these areas were under the control of NH DOT even if the facilities were under City jurisdiction.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.1.

Resolution Number: **R – 2008.10.08 – 162**
Resolution Re: **B09020 Construction of NHDOT bridge 136-123**
Washington Street over Cochecho River

Unexpended bond proceeds exist from the Sixth Street/Indian Brook Drive project due to the City obtaining grant funding from the State of New Hampshire Department of Transportation for a portion of the costs associated with the roadway improvements at Exit #9 Spaulding Turnpike and reimbursement of costs associated with installation of signalization at the Park & Ride/Indian Brook Drive location. The City obtained other funding for the Sixth Street/Indian Brook Drive project through Planning Board conditional approval of abutting development projects. These sources of funding resulted in unexpended bond proceeds.

The unexpended funds from sewer are left over from the Glenwood Avenue sewer replacement that was done in 2005. The other left over funding is from the Durham Road sewer replacement that was done in 2006. Both projects are complete and the left over funding is not needed.

The unexpended funds from water are left over from the Dover Point water main replacement that was done in 2003, 2004, and 2005. The left over amount of 150,000 in the 2006 CIP was intended to be used on Old Dover Point Road, but is not near enough to do the project.

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:	30	Number of Responses:	5
Warranty:	Per manufacturers	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes, State NH
Prices will hold for:	Until Completion	Estimated Delivery:	As needed
Recommended Award to:	T Buck Construction	Fund:	TIP
Other Approvals Required:	Yes State NH	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.1.

Resolution Number: **R – 2008.10.08 – 162**
Resolution Re: **B09020 Construction of NHDOT bridge 136-123**
Washington Street over Cochecho River

Vendor Solicitation List:

AGM Marine Contractors, Inc
30 Echo road
Mashpee, MA 02649

Miller Construction, Inc
3013 US RT 5 south
PO Box 86
Windsor, VT 05089-0086

Audley, R.S., Inc
609 TR 3A
Bow, NH 03304

Austin Construction, Inc
1149 Main Street
Concord, VT 05824-9771

Bazin Bros. Trucking, Inc
2425 Back Westminster Road
Westminster, VT 05158

Beck & Bellucci, Inc
10 Salisbury Road
PO Box 429
Franklin, NH 03235-0429

Blow & Cote, Inc
815 VT RTE 15E
Morrisville VT 05661

Piscopo, James S. G.C. Inc
Rte 3
PO Box 130
Winnisquam, NH 03289

Cairns, George R & Son, Inc
8 Ledge Road
Windham, NH 03087

CCS Constructors, LLC
138 Munson Ave
PO Box 1030
Morrisville, VT 05661

Chesterfield Associates
56 south country road
PO Box 1229
W. Hampton Beach, NY
11978

Cianbro Corporation
One Hunnewell Square
PO Box 1000
Pittsfield, ME 04967

North East Earth Mechanics Inc.
159 Barnstead Road
Pittsfield, NH 03263

Virgin Construction Corp
346 Lakeshore Drive
West Franklin, NH 03235

N. Pandelena Construction Co
6 Starwood Drive
Hampstead NH 03811

Daniels, Neil H, Inc
4409 Route 5 south
PO Box 246
Ascutney, VT 05030

E.T. & L.
873 Great Road
PO Box 295
Stow, MA 01775

Evroks Corp.
31 Bay Road
PO Box 669
Winnisquam, NH 03289

Gove Construction Services Co
Inc
170 West Road
PO Box 6606
Portsmouth, NH 03802-6606

Hanson Construction LTD,
Michael
1252 County Road
New London, NH 03257

Morrill Construction Co
190 Horse Meadow
PO Box 400
No. Haverhill, NH 03774



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.1.

Resolution Number: **R – 2008.10.08 – 162**
Resolution Re: **B09020 Construction of NHDOT bridge 136-123**
Washington Street over Cochecho River

Knowles Industrial Services
295 New Portland Road
Gorham, ME 04038

Kodiak Corporation
65 Glenn Street
Lawrence MA 01843

Lane Construction Corp.
965 East Main Street
Meriden, CT 06450

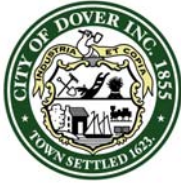
McDonald, JA Inc
585 Gilman road
PO Box 132
Lyndon Center, VT 05850

Merrill, FL Construction
619 Sand Road
Pembroke NH 03275

The Middlesex Corporation
1 Spectacle Pond Road
Littleton, MA 01460

Results B09020

TBuck Construction	\$3,914,823.00
RM Piper	\$3,918,202.75
CMP Constructors	\$4,267,561.00
Wyman & Simpson	\$4,274,645.00
EW Sweet Inc	\$4,498,387.50



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.2.

Resolution Number: **R - 2008.10.22 - 165**

Resolution Re: Collective Bargaining Agreement DPFOA

WHEREAS: The City of Dover and representatives of the Dover Professional Fire Officers Association, IAFF - Local #2909, have been involved in negotiations for a collective bargaining agreement to supersede the Agreement which expired on June 30, 2008; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Council accepts the tentative agreement and the City Manager is hereby directed to execute a three (3) year Collective Bargaining Agreement between the City of Dover and the Dover Professional Fire Officers Association, IAFF - Local #2909.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

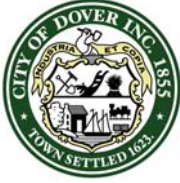
Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, Ward 4		
Councilor Robert Carrier, Ward 1		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		

Document Created by: Department
Document Posted on: November 7, 2008

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CITY OF DOVER

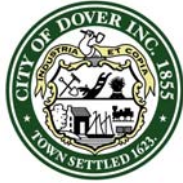
CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.2.

Resolution Number: **R - 2008.10.22 - 165**

Resolution Re: Collective Bargaining Agreement DPFOA

Total Votes:			
Resolution	does	does not	pass.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.2.

Resolution Number: **R - 2008.10.22 - 165**
Resolution Re: Collective Bargaining Agreement DPFOA

RESOLUTION BACKGROUND MATERIAL:

The City participated in negotiations with the Dover Professional Fire Officers Association, IAFF – Local #2909. Discussions started on November 8, 2007 bringing the contract to this point.

The summary of costs is as follows:

City of Dover

Summary of Change - DPFOA Tentative Agreement Cost Summary

Summary By Union

FY09 - Estimate		Change from FY09 Budget	
	\$1,606,060	(\$262)	-0.02%
FY10 - Estimate		Change from FY09 Estimate	
	\$1,647,511	\$41,451	2.58%
FY11 - Estimate		Change from FY10 Estimate	
	\$1,680,843	\$33,332	2.02%
Total DPFOA Increase		<u>\$4,934,414</u>	

Other estimated potential liability associated with NHRS 125% Rule \$711,994



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.3.

Resolution Number: **R - 2008.10.22 - 166**
Resolution Re: Collective Bargaining Agreement IAFF

WHEREAS: The City of Dover and representatives of the International Association of Firefighters, IAFF - Local #1312, have been involved in negotiations for a collective bargaining agreement to supersede the Agreement which expired on June 30, 2008; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Council accepts the tentative agreement and the City Manager is hereby directed to execute a three (3) year Collective Bargaining Agreement between the City of Dover and the International Association of Firefighters, IAFF - Local #1312.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, Ward 4		
Councilor Robert Carrier, Ward 1		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.A.3.

Resolution Number: **R - 2008.10.22 - 166**
Resolution Re: Collective Bargaining Agreement IAFF

RESOLUTION BACKGROUND MATERIAL:

The City participated in negotiations with the International Association of Firefighters, IAFF – Local #1312. Discussions started on November 8, 2007 bringing the contract to this point.

The summary of costs is as follows:

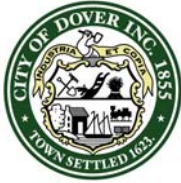
City of Dover

Summary of Change - IAFF Tentative Agreement Cost Summary

Summary By Union

FY09 - Estimate		Change from FY09 Budget	
	\$3,418,116	\$2,913	0.09%
FY10 - Estimate		Change from FY09 Estimate	
	\$3,516,385	\$98,269	2.87%
FY11 - Estimate		Change from FY10 Estimate	
	\$3,602,750	\$86,365	2.46%
Total IAFF Increase		\$10,537,251	

Other estimated potential liability associated with NHRS 125% Rule \$379,729



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.1.

Ordinance Number:

Ordinance Title:

O – 2008.10.22 - 17

Chapter:

Chapter 166, Vehicles and Traffic

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166 of the Revised Code of the City of Dover, 1983, entitled Vehicles and Traffic, by repealing the language in its entirety in 166-5C (Commercial Vehicle Travel Restricted) and 166-53, Schedule F (Commercial Vehicle Travel Restricted) and by replacing the language of both sections in their entirety with the language in the amendment below.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by replacing language in its entirety in Section 166-5(C), “Commercial Vehicle Travel Restricted” and Section 166-53, “Schedule F – Commercial Vehicle Travel Restricted”, as follows:

166-5 Travel Restrictions

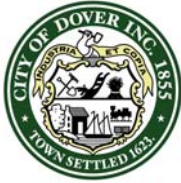
C. Commercial Vehicle Travel Restricted

Section 1. General

- a) No vehicle with a gross vehicle weight rating of 26,000 pounds (26 K GVWR) or higher shall utilize any City street for travel in or through the City, unless said street has been designated as a commercial vehicle route. However, said vehicles are permitted to travel on City streets for the purpose of delivering or receiving goods and services to a specific, identifiable destination. If travel on a restricted street is necessary for the purpose of delivering or receiving goods or services, vehicles shall exit a commercial vehicle route at the intersection nearest to the end destination in order to minimize the use of restricted streets. If originating from a restricted street, vehicles shall proceed to the nearest intersecting commercial vehicle route.
- b) No vehicle with a United States Federal Highway Administration (FHWA) Classification 8 through 13 shall be permitted on the streets listed in Section 166-53, Schedule F, unless the vehicle is making a delivery or pickup on that particular street.

Section 2. Designated commercial vehicle routes;

- (a) All State numbered routes and non-numbered state-maintained roadways are designated commercial vehicle routes in the City of Dover. Vehicles with a gross vehicle weight rating of 26,000 pounds (26 K GVWR) or higher shall be



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.1.

Ordinance Number:
Ordinance Title: **O – 2008.10.22 - 17**
Chapter: Chapter 166, Vehicles and Traffic

permitted to utilize these designated commercial vehicle routes as a means of travel through the City of Dover.

- (b) In addition to all State numbered routes and non-numbered state maintained roadways, certain City streets shall be designated as commercial vehicle routes. As of the date of passage of this ordinance, these streets include:

Oak Street	From Atlantic Avenue to Portland Avenue
Stark Avenue	Entire length
Jenness Street	Entire length
Indian Brook Drive	From Sixth Street to NH 16
Sixth Street	From Central Avenue to Rochester city line

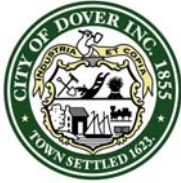
- (c) Commercial vehicle routes shall be designated by signage in accordance with the Manual on Uniform Traffic Control Devices, latest edition, applicable laws and safety policies.
- (d) Permanent revisions to the designated commercial vehicle routes in (b) above shall be presented to the Transportation Advisory Commission by written petition. The Transportation Advisory Commission may require a traffic study and other supporting evidence to consider the petition. TAC shall provide a recommendation to the City Manager or his designee. The City Manager or designee shall post a current list of designated commercial vehicle routes in the office of the City Clerk, Community Services, and the Police Department.
- (e) The City Manager, upon the recommendation of the Community Services Director, may designate temporary, specific construction/haul routes over non-commercial vehicle routes for specific projects with appropriate time limitations on the temporary designation.

Section 3. Exceptions.

This ordinance shall not apply to any police, fire, ambulance or other public safety vehicle; or to vehicles owned or operated by the City. Additionally, this ordinance shall not apply to any heating system delivery vehicle, school bus, or public transit bus.

Section 4. Enforcement.

This Ordinance shall be enforced by the Police Chief, his designees or other sworn law enforcement officer(s).



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.1.

Ordinance Number:
Ordinance Title: **O – 2008.10.22 - 17**
Chapter: Chapter 166, Vehicles and Traffic

Section 5. Violations and penalties.

Violations of 166-5C shall be punishable by the imposition of a \$150.00 citation for the first offense. Repeat offenders may be punished by the imposition of citations up to \$250.00 for each offense.

166-53 Schedule F: Commercial Vehicle Travel Restricted

In accordance with 166-5(C), no vehicle with a United States Federal Highway Administration (FHWA) Classification 8 through 13 shall be permitted on the following streets, unless making a delivery or pickup on that particular street:

STREET:

Columbus Avenue
Watson Road
Whittier Street
Tolend Road
Glenhill Road
Washington Street
Arch Street
Sixth Street

LOCATION:

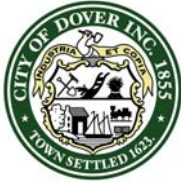
From Tolend Road to Littleworth Road
From County Farm Road to Tolend Road
From Sixth Street to Washington Street
From Glenhill Road to Washington Street
From Tolend Road to Rochester city line
From Tolend Road to Chestnut Street
From Silver Street to Washington Street
From Central Avenue to Indian Brook Drive

3. Effective Date.

This ordinance shall take effect on January 1, 2009.

RECOMMENDATION

The City Manager recommends that this Ordinance be adopted.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.1.

Ordinance Number:
Ordinance Title: **O – 2008.10.22 - 17**
Chapter: Chapter 166, Vehicles and Traffic

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Karen Weston
Transportation Advisory
Commission

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.1.

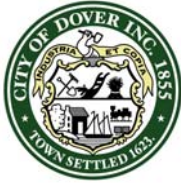
Ordinance Number:
Ordinance Title: **O – 2008.10.22 - 17**
Chapter: Chapter 166, Vehicles and Traffic

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor Dean Trefethen, Ward 4		
Councilor Robert Carrier, Ward 1		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.1.

Ordinance Number:
Ordinance Title: **O – 2008.10.22 - 17**
Chapter: Chapter 166, Vehicles and Traffic

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision has been recommended by the Transportation Advisory Commission.

The City of Dover has determined that it is necessary to restrict heavy commercial vehicle traffic on certain roadways within the municipal boundaries of the City of Dover in order to protect the public safety and general well-being of its citizens and to preserve its local street and highway infrastructure. The City of Dover is constituted by a majority of residential zoning districts and streets, thereby creating roadways primarily used to connect those residential areas and for residential purposes. Additionally, those residential streets are also occupied by children at play and general pedestrian traffic. The City finds that these residential areas are not suited or safe for large and heavy commercial through-vehicular traffic. Furthermore, the City finds it an imminent danger to the children and citizens within these residential areas to have large and heavy commercial vehicles utilizing such streets as thoroughfares or cut through roadways especially when the origin and/or destination of the vehicle is not on said roadways or within the boundary of the City of Dover.

Many of the streets within the City are not constructed in width or otherwise to adequately and sufficiently withstand the weight of heavy commercial vehicles, and use by such vehicles has caused and will cause significant and premature damage to the integrity of the City's roadway system. It is thereby necessary to restrict the usage of the roadways to protect and preserve the integrity of the City's roadways.

The present roadway system within the City limits includes certain roadways, defined as Class II and III Highways, that are adequately constructed, intended and designed for large and heavy commercial vehicles and that provide for travel and connectivity in east/west and north/south directions so that such vehicles can and should utilize those roadways, pursuant to exceptions for City vehicles, school buses, public transit and fuel delivery vehicles, in lieu of the other City roadways for the protection and preservation of the public safety and general well being of our citizens.

Dover Code Chapter 166-53 provides a restriction on through commercial vehicle traffic on a number of City streets. It defines commercial vehicles as those over 26,000 pounds gross weight. City vehicles, fuel delivery vehicles, public transit vehicles, school buses and student transportation carriers are exempt. Commercial vehicles making a delivery or pickup on the street, or to a side street that cannot be accessed by any other means, are also exempt. Contractors of the City, or other private contractors, must follow this ordinance but may apply for temporary exemption of a specific construction/haul route over non-designated truck routes. The City Manager may grant temporary exemptions upon the recommendation of the Community Services Director.

Many residents of the City have complained about the volume, size and speed of commercial traffic on these streets. The absence of sidewalks in some areas poses potential safety hazards where pedestrians and trucks are attempting to share the road. Some of the complaints also involve the additional structural burden placed on these local roadways by the heavy vehicles.

A truck travel route through Dover, using some local roads, provides a shorter distance, fewer tolls and less chance of being subjected to weigh stations for a number of trucking companies with destinations from Maine to points west and south of the Spaulding Turnpike is currently being utilized. This ordinance change



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.1.

Ordinance Number:

Ordinance Title:

O – 2008.10.22 - 17

Chapter:

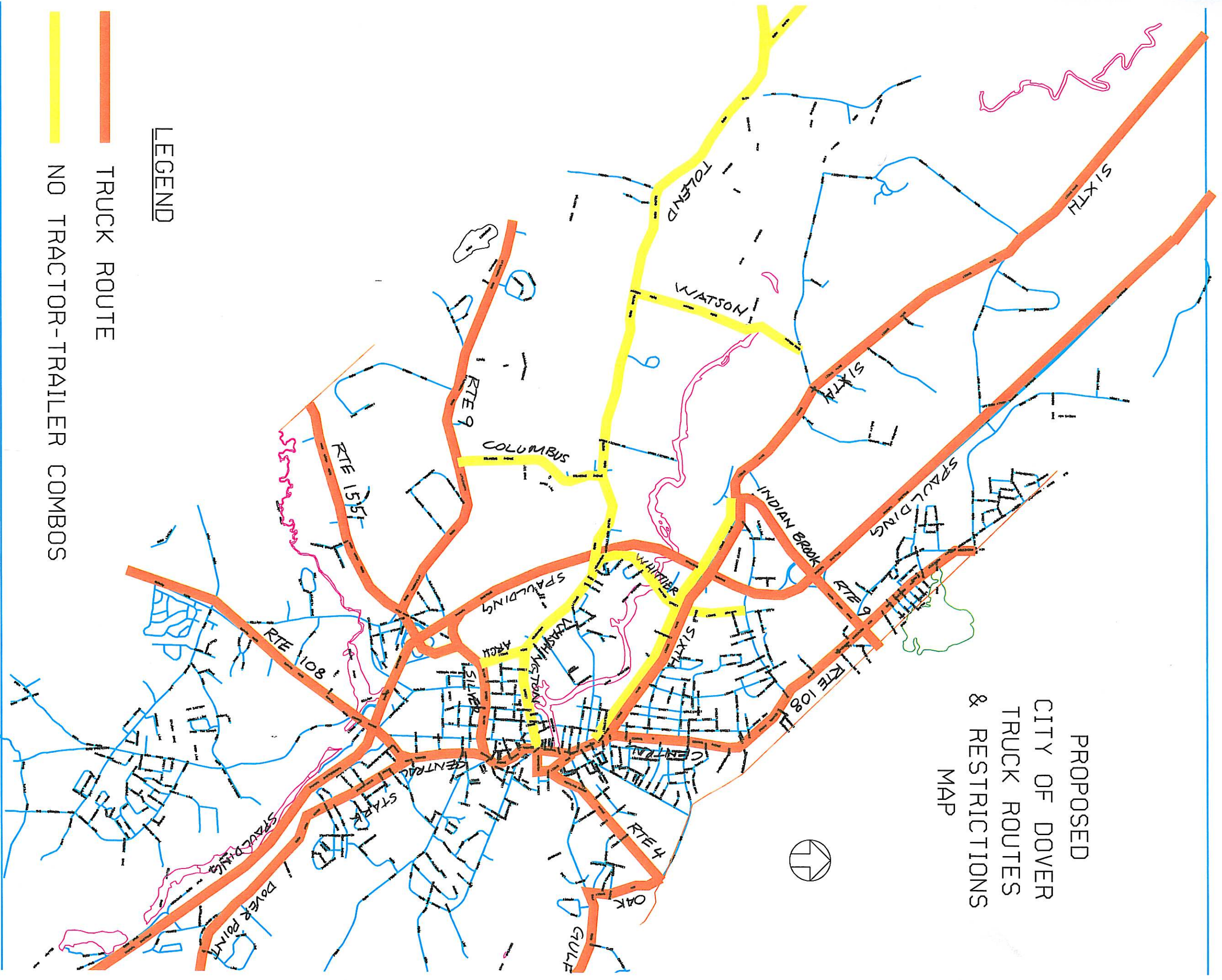
Chapter 166, Vehicles and Traffic

clarifies for trucking firms exactly which roadways are appropriate and legal for through truck trips in the City.

NH RSA 231:191 provides:

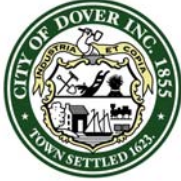
“The governing body of a municipality may establish maximum weight limits, seasonal or otherwise, which are more restrictive than the limits set forth in RSA 266:17-26, for any class IV, V, or VI highway or portion of such highway, when the highway agent determines that such highway requires postings to prevent unreasonable damage or extraordinary municipal expense. Such posting shall be in accordance with currently acceptable practices and technology.”

PROPOSED
CITY OF DOVER
TRUCK ROUTES
& RESTRICTIONS
MAP



LEGEND

- TRUCK ROUTE
- NO TRACTOR-TRAILER COMBOS



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.2.

Ordinance Number:

Ordinance Title:

O – 2008.10.22 -18

Chapter:

Chapter 137, Political Expenditures and Contributions

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 137, entitled “Political Expenditures and Contributions” of the Code of the City of Dover, 1983.

2. AMENDMENT

Chapter 137 entitled “Political Expenditures and Contributions” is hereby amended by revising the entire Chapter as attached.

3. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

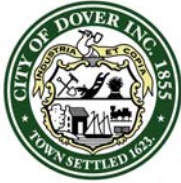
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By Request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.2.

Ordinance Number:

Ordinance Title:

O – 2008.10.22 -18

Chapter:

Chapter 137, Political Expenditures and Contributions

DOCUMENT HISTORY:

First Reading Date:

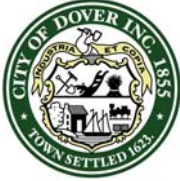
Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor*	n/a	n/a
Councilor, Ward 1 - Vacancy		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Dean Trefethen, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		
* Deputy Mayor not elected at time of vote.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.2.

Ordinance Number:

Ordinance Title:

O – 2008.10.22 -18

Chapter:

Chapter 137, Political Expenditures and Contributions

ORDINANCE BACKGROUND MATERIAL:

POLITICAL CONTRIBUTIONS AND EXPENDITURES

Chapter 137

137-1. Definitions.

137-2. Reporting political contributions and expenditures; ~~limitations.~~

~~137-3. Solicitation restricted.~~

137-3. Political expenditures; limitations; ~~reports required.~~

~~137-5. Complaints; investigations.~~

~~137-6. Proceedings in Superior Court.~~

137-4. Violations and penalties.

[HISTORY: Adopted by the City Council of the City of Dover 12-14-77*. Amendments noted where applicable.]

137-1. Definitions.

As used in this chapter, the following terms shall have the **following** meanings: ~~indicated:~~

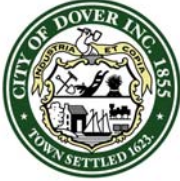
(A) "Candidate" **shall mean** any person for whom votes are sought in an election.

(B) "Contribution" **shall mean** any payment, gift or loan to a candidate or political committee made for the purpose of influencing the election of any candidate. Contributions shall include the use of any thing of value, but shall not include the services of volunteers who receive no compensation.

(C) "Committee" **shall mean** any organization of ~~one (1)~~ **two (2)** or more persons acting in behalf of a candidate for the purpose of promoting the success or defeat of any candidate.

(D) "Election" **shall mean** any ~~general biennial~~ election ~~for to the City Council Council or School Board, or other elective municipal office Committee~~ in the City of Dover.

~~THING OF VALUE — Does not include services of volunteers who receive no pay therefor.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.2.

Ordinance Number:

Ordinance Title:

O – 2008.10.22 -18

Chapter:

Chapter 137, Political Expenditures and Contributions

*Editor's Note: Provisions of this chapter are derived from Ch. 7 of the former Code, adopted 12-14-77.

137-2. Reporting political contributions and expenditures; ~~limitations.~~

No gifts, payment or contributions of money or thing of value, whether tangible or intangible, shall be made to a candidate or a committee organized in behalf of a candidate, directly or indirectly, for the purpose of promoting the success or defeat of any candidate:

A. ~~[Repealed 08-20-03 by Ord. No. 11-2003]~~

B. ~~By any partnership as such or by any partner acting in behalf of such partnership.~~

C. ~~By any labor union or group of labor unions or by any officer, director, executive, agent or employee acting in behalf of such union or group of unions or by any officer, director, executive agent or employee acting in behalf of such organization.~~

D. ~~By any person employed in the classified service of the city.~~

E. ~~By any person: [Added 08-20-03 by Ord. No. 11-2003]~~

~~(1) If in excess of two hundred fifty dollars (\$250.) in value, except for contributions made by a candidate on behalf of his own candidacy.~~

~~(2) If made anonymously or under a name not that of donor.~~

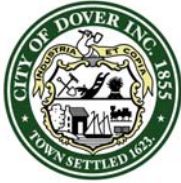
~~(3) If made in the guise of a loan.~~

~~(4) If in any manner concealed.~~

~~(5) If made without the knowledge and written consent of the candidate or his committee, a committee or its treasurer or not to any one (1) of the same.~~

(A) Each candidate and each committee shall file with the City Clerk an itemized, signed and sworn statement disclosing contributions and expenditures ten (10) days preceding an election reflecting the current status of contributions and expenditures as of the date of filing. A final up-to-date itemized, signed and sworn disclosure of contributions and expenditures shall be filed by all candidates and every committee within ten (10) days after an election.

(B) Compliance with this section shall be a qualification for office. No candidate shall assume his or her office until all disclosure statements are filed.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.2.

Ordinance Number:

Ordinance Title:

O – 2008.10.22 -18

Chapter:

Chapter 137, Political Expenditures and Contributions

137-3. Solicitation restricted.

~~No candidate or his committee thereof nor any other person shall solicit or accept any contribution: prohibited by 137-2.~~

137-3. Political expenditures; limitations; ~~reports required.~~

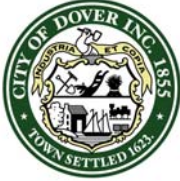
No expenditure, contract therefor or use of a contribution of money or thing of value, tangible or intangible, shall be made for the purpose of promoting the success or defeat of any person:

~~A. By a candidate or in his behalf, a sum not to exceed that amount determined in the following manner: A candidate for the office of Ward Councilman or Ward School Board member, fifty cents (\$0.50) for each voter in the respective ward as shown on the checklist of the ward for the last municipal election; a candidate for the office of Mayor, Councilman at Large or School Board member at large, one dollar (\$1.00) for each voter as shown on the checklists of the city for the last municipal election. In determining whether a candidate has exceeded the sum fixed in this subsection, no account shall be taken of the following items: The candidate's filing fee or his expenditures for personal travel and subsistence expenses. The sums fixed in this subsection shall include all expenditures, contracts therefor and use of contributions of money or things of value, tangible or intangible, by a candidate or by others, including committees, in his behalf and with his knowledge during the period of time he or others in his behalf and with his knowledge seek votes for him to and including the date of election, and the sums fixed in this subsection shall also include as expenditures any payments, distributions, loans, advances, deposits or gifts of money and shall include any contracts, promises or agreements, whether or not legally enforceable, to make expenditures by a candidate or by others, including committees, in his behalf for the same period of time. [Amended 08-20-03 by Ord. No. 11-2003]~~

A. By a committee without the knowledge and written consent of the candidate.

~~C. By or on behalf of any candidate for advertising space in the printed programs for meetings or conventions of business organizations, labor organizations, agricultural organizations, veterans' organizations, religious organizations, fraternal organizations, lodges, secret societies, clubs, schools, fairs or similar groups.~~

B. By a committee, unless the committee files, with the City Clerk, a statement of the purpose for which the committee is organized and a statement of the name and address of its chairman, treasurer and other officers. The statements shall be filed not later than sixty (60) days prior to election. A member of the committee shall not do any act **on behalf of the committee** ~~as a committeeman~~ to promote the success or defeat of a candidate, until the statements required by this subsection are filed. A committee to promote the election of a candidate may not be organized within sixty (60) days of an election.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.2.

Ordinance Number:

Ordinance Title:

O – 2008.10.22 -18

Chapter:

Chapter 137, Political Expenditures and Contributions

~~E. Each candidate who, or a committee in behalf of a candidate, which has expended a sum in excess of one hundred dollars (\$100.) shall, not later than 12:00 noon Monday, the day prior to the election, file with the City Clerk an itemized statement signed and sworn by him and his committee's treasurer, showing each of the receipts with full names and post office addresses of the contributors in alphabetical order, with the amount of the contribution and the amount of each expenditure or contracts calling for expenditures with the full name and address of person, corporations, committees or to whomever paid or to be paid in alphabetical order, with a specific nature and amount of each expenditure since the date of the last election.~~

~~137-5. Complaints; investigations.~~

~~Any person voted for at an election for any office or any voter may make complaint, in writing, to the City Attorney of any violation of any of the provisions of this chapter.~~

~~A. Upon receipt of such complaint, it shall be the duty of the City Attorney or some other representative to investigate the complaint, and, if sufficient cause for a prosecution is found, to prosecute to final judgement.~~

~~B. It shall be the duty of the City Attorney to examine the returns of elections receipts and expenditures which are made to the City Clerk and to compel such returns be made to comply with the law. In the exercise of his powers and duties under this chapter, the City Attorney is authorized to require the appearance of individuals and to secure testimony and evidence by use of a subpoena duces tecum.~~

~~137-6. Proceedings in Superior Court.~~

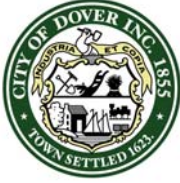
~~Any person who alleges that any of the provisions of this chapter relating to the election have been violated by or in behalf of a candidate with his knowledge and consent may, not later than the third Tuesday following said election, bring a proceeding in equity in the Strafford County Superior Court against the candidate alleged to have violated said provisions in such manner. To this proceeding, the City Clerk shall be made a party defendant, the Superior Court shall hear such proceedings and make final decision thereof, and, if the court shall find that the defendant has thus violated any of such provisions, a decree shall be entered disqualifying the defendant from taking office, and the vacancy thereby caused shall be filled as provided by law.~~

137-4. Violations and penalties.

~~A. No candidate shall be entitled to the nomination or election until the sworn itemized statements required to be filed by him or in his behalf have been filed as hereinbefore required.~~

~~B. Any person who violates any provision of this chapter shall be fined not more than one hundred dollars (\$100.).~~

(A) Failure of any candidate or member of a committee to comply with the provisions of this ordinance shall be a violation under New Hampshire law. Failure of the candidate to file



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.2.

Ordinance Number:

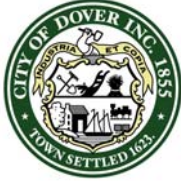
Ordinance Title:

O – 2008.10.22 -18

Chapter:

Chapter 137, Political Expenditures and Contributions

on a continuing basis after notice of a violation of this ordinance shall constitute a continuing offense resulting in daily violations and daily fines until the disclosure statement is properly filed.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.2.

Ordinance Number:

Ordinance Title:

O – 2008.10.22 -18

Chapter:

Chapter 137, Political Expenditures and Contributions

POLITICAL CONTRIBUTIONS AND EXPENDITURES

Chapter 137

- 137-1. Definitions.
- 137-2. Reporting political contributions and expenditures;
- 137-3. Political expenditures; limitations;
- 137-4. Violations and penalties.

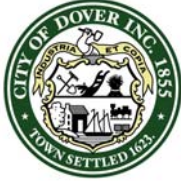
[HISTORY: Adopted by the City Council of the City of Dover 12-14-77*. Amendments noted where applicable.]

137-1. Definitions.

As used in this chapter, the following terms shall have the following meanings:

- A. “Candidate” shall mean any person for whom votes are sought in an election.
- B. (B) “Contribution” shall mean any payment, gift or loan to a candidate or political committee made for the purpose of influencing the election of any candidate. Contributions shall include the use of any thing of value, but shall not include the services of volunteers who receive no compensation.
- C. (C) “Committee” shall mean any organization of two (2) or more persons acting in behalf of a candidate for the purpose of promoting the success or defeat of any candidate.
- D. (D) “Election” shall mean any election to the City Council, School Board, or other elective municipal office in the City of Dover.

*Editor's Note: Provisions of this chapter are derived from Ch. 7 of the former Code, adopted 12-14-77.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.B.2.

Ordinance Number:

Ordinance Title:

O – 2008.10.22 -18

Chapter:

Chapter 137, Political Expenditures and Contributions

137-2. Reporting political contributions and expenditures;-

- A. Each candidate and each committee shall file with the City Clerk an itemized, signed and sworn statement disclosing contributions and expenditures ten (10) days preceding an election reflecting the current status of contributions and expenditures as of the date of filing. A final up-to-date itemized, signed and sworn disclosure of contributions and expenditures shall be filed by all candidates and every committee within ten (10) days after an election.
- B. Compliance with this section shall be a qualification for office. No candidate shall assume his or her office until all disclosure statements are filed.

137-3. Political expenditures, limitations;

No expenditure, contract therefor or use of a contribution of money or thing of value, tangible or intangible, shall be made for the purpose of promoting the success or defeat of any person:

- A. By a committee without the knowledge and written consent of the candidate;
- B. By a committee, unless the committee files, with the City Clerk, a statement of the purpose for which the committee is organized and a statement of the name and address of its chairman, treasurer and other officers. The statements shall be filed not later than sixty (60) days prior to election. A member of the committee shall not do any act on behalf of the committee to promote the success or defeat of a candidate, until the statements required by this subsection are filed. A committee to promote the election of a candidate may not be organized within sixty (60) days of an election.

137-4. Violations and penalties.

- A. Failure of any candidate or member of a committee to comply with the provisions of this ordinance shall be a violation under New Hampshire law. Failure of the candidate to file on a continuing basis after notice of a violation of this ordinance shall constitute a continuing offense resulting in daily violations and daily fines until the disclosure statement is properly filed.



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE
FIREWORKS.....RAFFLE.....TAG.....CASINO.....PARADE*

Fill In Completely and Return To City Clerk

Organization Name: Riverside Rest Home

Contact Person: Raymond Bower Telephone: 742-1348

Address: 276 County Farm Rd Dover NH 03820

Purpose of Permit: 50/50 Raffle

Date of Event: weekly Specific Time: every Friday

Location of Event: Riverside Rest Home

Prize (s) To Be Awarded: Half money collected (50-60 weekly)

Amount of Donation: 1.00

Date of Drawing: Fridays Specific Time: 1pm

Place of Drawing: Riverside Rest Home

Nature of Organization: [Religious, Educational, Charitable, Civic, Veterans, Fraternal or Political]: Civic

* NOTE: All requests for Parade Permits must have parade route approved by the Police Dept. [Capt. DeColfmaeker] before going before the Council.

How Long Has Organization Been in Existence:

17 plus years

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.

I have read and understand the provisions of RSA 287-A and agree to abide by same.

Signature: Raymond F. Bower Date: 10.20.08

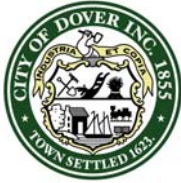
DO NOT WRITE BELOW THIS POINT

RECOMMENDATION: City Clerk recommends this item be granted.

MEETING HELD:

OK PR

OK W/ma



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.2.

Resolution Number: **R – 2008-11-12 – 168**
Resolution Re: **Award of Bid#B09025 for Segregation and recycling of construction debris and demolition waste**

WHEREAS: Sealed bid B09025 was requested and received for the segregation and recycling of construction debris and demolition waste on September 30, 2008 at 2:00 p.m; and

WHEREAS: Responses received from four vendors were reviewed and evaluated with the bid deemed most advantageous being submitted by Aggregate Recycling Corp. in the amount of \$71.00 per ton.

WHEREAS Following consideration of travel costs and other operations factors by the Community Services Waste Recycling Division, it is the recommendation to award the project to Aggregate Recycling Corp. for \$71.00 per ton for an estimated 1400 tons with estimated annual expenditures expected to be \$99,400.00.

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 Aggregate Recycling Corp of Eliot ME given the estimated bid amount of \$99,400.00 and corresponding rate of \$71.00 per ton provided September 30, 2008. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
3320-43230-4421-0000-00-30	CS Waste Disposal Services	521,750.00	99,509.25

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Document Created by: Purchasing
Document Posted on: November 10, 2008

B09025 Segregation & Recycling of Construction debris and demolition waste

Page 1 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.2.

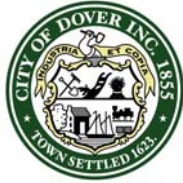
Resolution Number: **R – 2008-11-12 – 168**
Resolution Re: **Award of Bid#B09025 for Segregation and recycling of construction debris and demolition waste**

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, Ward 4		
Councilor Robert Carrier, Ward 1		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.2.

Resolution Number: **R – 2008-11-12 – 168**
Resolution Re: **Award of Bid#B09025 for Segregation and recycling of construction debris and demolition waste**

RESOLUTION BACKGROUND MATERIAL:

The Community Service Department has identified several companies that provide segregation and recycling of construction debris and demolition waste services. The city is moving away from sending construction debris waste to land fills and toward recycling as much of this material as possible. The city generates approximately 1,400 tons of debris annually and has two dumpsters that it will fill and haul to Aggregate Recycling in Eliot ME for segregation and recycling. Another vendor a further distance from the City submitted a response with lower rates. A cost analysis was done by City Personnel to determine the most advantageous bid. Aggregate Recycling Corporation is half the distance away from the Mast Rd Recycling facility in Dover and therefore, saving wear and tear on the vehicle, as well as gas, oil and tires and employee hourly wages.

Bid Information:

The City of Dover has solicited by sealed bid to identify qualified, reliable vendor needed for the segregation and recycling of construction debris and demolition waste disposal

Award Information:

A purchase order will be issued to Aggregate Recycling Corp to be used as needed.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	11	Number of Responses:	4
Warranty:	None	Terms:	Net 30, FOB Dover
Work Bonded:	NA	Contract:	No
Prices will hold for:	One year	Estimated Delivery:	As needed
Recommended Award to:	ARC	Fund:	Waste 3320-
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.2.

Resolution Number: **R – 2008-11-12 – 168**
Resolution Re: **Award of Bid#B09025 for Segregation and recycling of construction debris and demolition waste**

Vendor List B09025

Waste Management of N.H.
4 Liberty Lane West
Hampton NH 03842

Casella Waste Systems
53 Pellham Rd
Salem NH 03079

B.F.I.
360 Constitution Avenue
Portsmouth, NH 03801

Corcoran Environmental Svs
PO Box 536
W Kennebunk ME 04094

E.R.R.Co
Dave Diveto
270 Exeter Road
Epping, NH 03042

Advanced Recycling
25 Sanquest Street
Concord, NH 03301

Pinard Waste Systems
PO Box 5048
Manchester, NH 03108

Bestway Disposal Services
PO Box 460
Epping, NH 03042

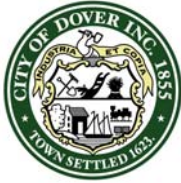
Aggregate Recycling
Corporation
PO Box 363
Eliot ME 03903-0363

Atlantic North Waste Systems
53 Pelham Road
Salem, NH 03079

Environmental Resource
Route 27
Epping NH 03042

Bid B09025 Results

Vendor	\$ per ton
Bio Fuels Inc a Division of Casella Waste Mtg Ronald S. Ozdarski 38 Alfred A.Parkway Lewiston ME 04240	\$55.00 to Lewiston drop off \$65.00 to Sanford Me sub- Jeffrey Simpson, Inc
ARC Jay Doherty PO Box 363 Eliot ME 03903	\$71.00
Corcoran Environmental Svs Patrick Corcoran 9 High St Kennebunk ME 04043	\$72.00
Environmental Resources Return Corp David DeVito 270 Exeter Rd Epping NH 03042	\$72.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.3.

Resolution Number: **R – 2008.11.12 – 169**
Resolution Re: **Change order to PO18-240688 Engineering Service of
NHDOT bridge 136-123 Washington Street over
Cocheco River**

- WHEREAS: In August 2005, a Request for Proposal #B06006 was issued to identify a qualified engineering firm to undertake a study and the anticipated engineering of a proposed replacement vehicular bridge from Washington Street over the Cocheco River; and
- WHEREAS Utilizing a qualifications based bidding process, Phase I of the project (initial scoping and estimating) was negotiated and awarded to The Louis Berger Group, in the amount of \$83,036.00; and
- WHEREAS: In September 2006, Phase II – IV of the project (preliminary design, final design/specifications, construction bidding/engineering and grant/permit administration) was negotiated and awarded in the amount of \$185,594.00; and
- WHEREAS: The final Phase V of the project (full construction monitoring and compliance services) has now been negotiated and is proposed to be awarded;
- NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
Given the use of the qualifications based bid process, the Purchasing Agent is hereby authorized to issue a Change Order to PO #18-240688 to The Louis Berger Group of Manchester NH based on the Agreement for Performance of Professional Services Amendment No. Two in the amount of \$291,750.00 and corresponding rates. The amount of this authorization shall be limited so as not to exceed available funding.

Financing				
Account	Description	Appropriation	Balance	Charge
4008-43122-4752-3331-08-18	TIP Cocheco Bridge	1,255,619.00	337,906.08	291,750.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk

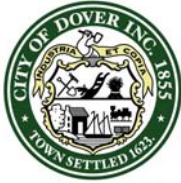
DOCUMENT HISTORY:

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

Document Created by: Purchasing
Document Posted on: November 10, 2008

Washington St Bridge NHDOT 136-123

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CITY OF DOVER

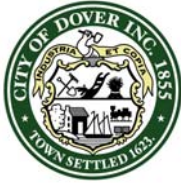
CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.3.

Resolution Number: **R – 2008.11.12 – 169**
Resolution Re: **Change order to PO18-240688 Engineering Service of
NHDOT bridge 136-123 Washington Street over
Cocheco River**

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, Ward 4		
Councilor Robert Carrier, Ward 1		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.3.

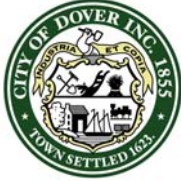
Resolution Number: **R – 2008.11.12 – 169**
Resolution Re: **Change order to PO18-240688 Engineering Service of
NHDOT bridge 136-123 Washington Street over
Cocheco River**

RESOLUTION BACKGROUND MATERIAL:

This resolution authorizes a continuation of the engineering services required to manage and complete the construction of the vehicular bridge at the end of Washington Street over the Cocheco River. Having utilized qualifications based bidding process, Louis Berger Group was deemed to have the proposal most advantageous to the City. Louis Berger Group was engaged to complete the first 4 phases of engineering up through construction of the bridge. In conforming to the qualifications bidding process, a scope of work and cost has been negotiated to complete the final phase of the bridge project which involves the necessary construction oversight and compliance monitoring.

The Washington Street Bridge project has been included in the New Hampshire Department of Transportation's (NHDOT's) Ten Year plan, the Transportation Chapter of the Dover Master Plan, the Rizzo Downtown Parking and Traffic Recommendations and all riverfront redevelopment master plans. The various studies and plans identify the bridge as a necessary component in providing a safe, efficient traffic flow loop that relieves traffic congestion and safety concerns in the lower square, allows the Henry Law Avenue traffic to travel north into downtown and facilitates the extension of lower Washington Street through the planned development along the City's riverfront, connecting with Maglaras Park and eventually into Henry Law Avenue

By having been included in the NHDOT's Ten Year Plan, the Washington Street Bridge project has been approved for 80% State/Federal funding and 20% local match. The grant funding and match requirements apply to all eligible project costs. To facilitate the completion of the Washington Street Bridge project, the NH Department of Transportation and the Federal Highway Administration previously required execution of a standard municipally-managed project agreement with the City of Dover. The purpose of the municipally-managed project process is to reduce the overall cost of each project in order to reduce the City's share of the eligible costs. The engineering services being procured by the City by adoption of this resolution in addition to the cost of the City's administrative hours expended towards planning, contract management, and right of way acquisition are billed to the project as eligible costs.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.3.

Resolution Number: **R – 2008.11.12 – 169**
Resolution Re: **Change order to PO18-240688 Engineering Service of
NHDOT bridge 136-123 Washington Street over
Cocheco River**

Purchasing Information:

Type:	Change Order	Advertised:	Na
Invitations Mailed:	Na	Number of Responses:	Na
Warranty:	Meets Professional Standards	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes, State NH
Prices will hold for:	Until Completion	Estimated Delivery:	As needed
Recommended Award to:	The Louis Berger Group	Fund:	TIP
Other Approvals Required:	Yes State NH	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



THE Louis Berger Group, INC.

1001 Elm Street, Suite 203, Manchester, New Hampshire 03101
Tel 603 644-5200 Fax 603 644-5220 www.louisberger.com

September 19, 2008

Mr. Dave White, P.E., City Engineer
City of Dover
288 Central Avenue
Dover, NH 03820-4169

Re: **Washington Street Bridge Replacement - Consulting Services (Amendment Two)**
Phase V – Additional Bid and Construction Monitoring / Administrative Services
NHDOT Project: Dover, X-A000(136), #13945, Br. #136/123

Dear Mr. White:

The Louis Berger Group, Inc. (Berger) is pleased to provide the following scope and fee proposal for additional bid and construction phase services related to the Washington Street Bridge Replacement over the Cocheco River. The Scope of Services and Engineering Fee Proposal have been developed based on the Construction Plans for the Washington Street Bridge over the Cocheco River previously prepared for the City of Dover Department of Community Services by Berger. The attached Fee Proposal breaks down the various work efforts, and where appropriate lists the engineering hours and direct costs that have been estimated for the re-bidding and construction phases of the project.

We would recommend that you deliver a copy of this fee proposal to NHDOT for review and concurrence once the City has evaluated and is satisfied with the proposed agreement. It is important to note that similar to the preliminary and final design services, the Department through the Municipal Bridge Aid Program will reimburse approved construction engineering / administration costs at the normal 80%-20% match.

Please contact me if you have any questions regarding this proposal and pass any additional requests from all parties directly to my attention. We look forward to continuing our working relationship with the City of Dover on this challenging project.

Very truly yours,
The Louis Berger Group, Inc.

Thomas J. Marshall, P.E.
Project Manager

attachments

CITY OF DOVER, NEW HAMPSHIRE
AGREEMENT FOR PERFORMANCE OF PROFESSIONAL SERVICES
Amendment Two

In reference to the "AGREEMENT FOR PERFORMANCE OF PROFESSIONAL SERVICES between The Louis Berger Group, Inc. and the City of Dover, Replacement of Bridge No. 136/123 Washington Street over Cocheco River – DOVER 13945" dated October 4, 2005, **Louis Berger Project Number CCM1540**. This Amendment made this 19th day of September, 2008 in accordance with Article 4, as stated:

4. **Amendments or Modifications** – This contract shall not be amended or modified except by written agreement of the parties.

This amendment includes Bid and Construction Monitoring / Administrative Services (Phase V) that supplement those outlined under the original Scope of Work and Amendment One. The Total Contract Amount is increased from \$268,630.00 to \$560,380.00 as indicated below and as follows in Appendix I.

Amend **1. Performance Requirements** as follows:

Revise: *"the proposal submitted by Vendor dated August 19, 2005 and the subsequent, Fee Proposal and Assumptions Revised for Final Design – dated August 11, 2006, and included in Appendix I." (Specified under Amendment One)*

To: *"the proposal submitted by Vendor dated August 19, 2005, the subsequent Fee Proposal and Assumptions Revised for Final Design – dated August 11, 2006, and included in Appendix I of Amendment One and the subsequent Scope of Services and Fee Proposal included in Appendix I of Amendment Two"*

Amend **2. Cost** as follows:

Revise: *"The City wishes to increase the original cost of Consulting Services by \$185,594.00 as indicated in the City of Dover Purchase Order number 18-240688 dated September 14, 2006. The total cost of Consulting Services for Phases I through IV shall not exceed \$268,630.00." (Specified under Amendment One)*

To: *"The City wishes to increase the \$268,630.00 cost of Consulting Services as amended on 10/23/2006 by \$291,750.00. The total cost of Consulting Services for Phases I through V shall not exceed \$560,380.00."*

Amend **3. Time for Performance** as follows:

Revise: *"All services described above, including but not limited to, the delivery of the engineering study and subsequent Final Design Services Phases II through III, shall be initiated on the date of execution of this agreement, and completed no later than June 1, 2007, and Phase IV Construction Monitoring/Administrative Services shall be completed no later than January 1, 2009." (Specified under Amendment One)*

To: *"All services described above, including but not limited to, the delivery of the engineering study and subsequent Final Design Services Phases II through III, shall be initiated on the date of execution of this agreement, and completed no later than June 1, 2007. Phase IV - Construction Monitoring/Administrative Services and Phase V - Additional Bid and Construction Monitoring/Administrative Services shall be completed no later than January 1, 2011."*

(VENDOR)

ATTEST

THE LOUIS BERGER GROUP, INC.

By

Thomas J. Marshall, PE

Dale R. Spaulding, P.E.
Senior Vice President

Dated

September 19, 2008

ATTEST

CITY OF DOVER.

By

Dated

APPENDIX I

FEE PROPOSAL - AMENDMENT TWO, DATED SEPTEMBER 19, 2008

SCOPE OF SERVICES - AMENDMENT TWO, DATED SEPTEMBER 19, 2008

CITY OF DOVER
REPLACEMENT OF BRIDGE NO. 136/123
WASHINGTON STREET OVER COCHECO RIVER - DOVER 13945
FEE PROPOSAL - AMENDMENT TWO
 September 19, 2008

Task	Labor Category				Total Hours	Task Total
	Project Manager	Senior Engineer	Engineer / Resident Engineer	Designer / Drafter		
PHASE V - ADDITIONAL BID AND CONSTRUCTION MONITORING / ADMINISTRATIVE SERVICES						
Bid Phase (Re-Bid Project)						
Easement Assistance (Allis Property)		6	8		14	\$1,410.00
Revise / Re-issue Plans, Specs and Estimate		12	32	20	64	\$5,660.00
Answer Questions / Prepare Bid Addenda (As Necessary)		4	12	8	24	\$2,100.00
Review/Analyze Bids - Award Contract	2	4	8		14	\$1,430.00
Project Management	6				6	\$750.00
Construction Monitoring & Administration						
Labor Compliance Assistance / Coordination		140			140	\$16,100.00
Site / Project Meetings		40	140		180	\$17,200.00
Construction Engineering / Administration		200	420	40	660	\$63,600.00
Construction Observation		200	1500		1700	\$158,000.00
Project Management	100				100	\$12,500.00
HOURS BY BERGER STAFF	108	606	2120	68	2902	
HOURLY RATE BY STAFF	\$125.00	\$115.00	\$90.00	\$70.00		
BERGER STAFF COST	\$13,500.00	\$69,690.00	\$190,800.00	\$4,760.00		\$278,750.00
DIRECT COSTS						
Reproduction/Copying/Postage						\$1,000.00
Travel						\$12,000.00
SUBTOTAL COST - PHASE V						\$291,750.00
SUBTOTAL COST (PHASES I - IV)						\$268,630.00
TOTAL PROJECT COST						\$560,380.00

Notes:

- 1) The construction duration that was assumed for budgeting purposes is based on an assumed 68 week construction duration (excludes winter shutdowns).
- 2) Labor compliance assistance and coordination task is based on approximately 2 hours per week for the duration of construction. Engineer/Resident Engineer labor compliance assistance and coordination time is covered under the Construction Observation Hours.
- 3) Site / Project Meetings time for Engineer is based on approximately 4 hours every other week for the construction duration. Senior Engineer time is based on attending approximately 25% of the meetings. Resident Engineer meeting attendance time is covered under Construction Observation hours.
- 4) Construction Engineering / Administration total hours are based on approximately 10 hours per week for the duration of construction minus the 20 hours under "Respond to Field/Construction Questions" line item of Amendment No. 1 that have already been approved.
- 5) Construction Observation hours are based on approximately 24 hours per week (3 visits @ 8 hours per visit) for the construction duration.
- 6) Costs associated with the Pre-construction Meeting, Shop Drawing Review, Final Inspection, Utility Review and Inspection (Subconsultant) and Record ("As-Built") Drawings were covered under Amendment No. 1.
- 7) Travel costs based on approximately 240 round trips from Manchester office to project site (80 miles per trip).

City of Dover
Replacement of Bridge No. 136/123
Washington Street over the Cocheco River – Dover 13945
SCOPE OF SERVICES - AMENDMENT TWO
PHASE V - ADDITIONAL BID AND CONSTRUCTION MONITORING /
ADMINISTRATIVE SERVICES
September 19, 2008

GENERAL

- This engineering services fee proposal is based upon the Construction Plans for the Washington Street Bridge over the Cocheco River prepared by the Louis Berger Group for the City of Dover Department of Community Services.
- This scope and fee supplements the previously approved scope and fee for the Engineering Study, Preliminary & Final Design, and Construction Administration Support Services Phases I through IV.

BID PHASE SERVICES (RE-BID PROJECT)

- Prepare for and attend easement negotiations meeting with City officials for the Allis property.
- Update contract documents and incorporate information from previous addenda. Print and distribute sets of bidding documents (plans, specifications and estimate) to City and NHDOT.
- Answer Contractor questions and issue addenda as appropriate to interpret, clarify or expand the bidding documents.
- Prepare bid tabulation sheet and assist the City in evaluating the bids.
- Assist the City in assembling and awarding the construction contract and preparing necessary documents required for award of construction contract.

LABOR COMPLIANCE ASSISTANCE / COORDINATION (FHWA FUNDED PROJECT)

- Maintain the pay roll log sheet (LCO Form 3).
- Review certified payrolls for general conformance with the work that has been performed on site and for administrative completeness.
- Coordinate with the NHDOT Labor Compliance Office during field and desk audits.
- Monitor and document work performed on site by the Prime Contractor and Subcontractors (See "Records" paragraph under "Construction Engineering / Administration").
- Monitor the information that is displayed on the job site Bulletin Board for compliance. Prime Contractor shall display all Federal and State "mandatory" posters.
- Monitor work performed on site for "work classification" compliance.

SITE / PROJECT MEETINGS

- Attend and conduct bi-weekly project meetings with City and Contractor representatives to discuss project progress and construction related issues.

CONSTRUCTION ENGINEERING / ADMINISTRATION

- Review and advise the City with respect to shop drawings and samples, results of tests and inspections, and other data which Contractor is required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents (but such review or other action shall not extend to means, methods, sequences, techniques or procedures of construction or to safety precautions and programs incident thereto); determine the acceptability of substitute materials and equipment proposed by Contractor(s); and receive and review (for general content as required by the Specifications), schedules, guarantees, bonds and certificates of inspection which are to be assembled by Contractor(s) in accordance with the Contract Documents.
- Issue all instructions of the City to Contractor(s); issue necessary interpretations and clarifications of the Contract Documents and in connection therewith prepare change orders as required; have authority, as the City's consultant, to require special inspection or testing of the work; act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work thereunder and make decisions on all claims of the City and Contractor(s) relating to the acceptability of the work or in the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work; but Berger shall not be liable for the result of any such interpretations or decisions rendered in good faith.
- Based on Berger's on-site monitoring as a design professional on review of applications for payment and the accompanying data and schedules, determine the amounts owing to Contractor(s) and recommend in writing to the City payments to Contractor(s) in such amounts; such recommendations for payment will constitute a representation to the City, based on such monitoring and review, that the work has progressed to the point indicated, that, to the best of Berger's knowledge, information and belief, the quality of such work is in accordance with the Contract Documents (subject to an evaluation of such work as a functioning Project upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents, and to any qualifications stated in his recommendation), and that payment of the amount recommended is due Contractor(s); but by recommending any payment Berger will not thereby be deemed to have represented that exhaustive examinations have been made by Berger to check the quality or quantity of the work or to review the means, methods, sequences, techniques or procedures of construction or safety precautions or programs incident thereto or that Berger has made an examination to ascertain how or for what purposes Contractor has used the moneys paid on account of the Contract Price, or that title to any of the work, materials or equipment has passed to the City free and clear of any lien, claims, security

interest or encumbrances, or that Contractor(s) have completed their work exactly in accordance with the Contract Documents.

- Conduct a review to determine if the Project is substantially complete and to determine if, to the best of Berger's knowledge, the work has been completed in substantial conformance with the Contract Documents and the intent of the design and if Contractor has fulfilled all of his obligations thereunder so that Berger may recommend, in writing, final payment to Contractor(s) and may give written notice to the City and the Contractor(s) that the work is acceptable (subject to any conditions therein expressed), but any such recommendations and notice shall be subject to the limitations expressed in the paragraph above.
- Records:
 1. Maintain orderly files for correspondence, reports of job conferences and sample submissions, reproductions of original Contract Documents including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the Contract, Berger's clarifications and interpretations of the Contract, Berger's clarifications and interpretations of the Contract Documents, progress reports and other project-related documents.
 2. Keep a diary or log book recording hours on the job site, weather conditions, data relative to questions of extras or deductions, list of principal visitors and representatives of fabricators, manufacturers, suppliers and distributors, activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures.

CONSTRUCTION MONITORING

- Make visits to the site at intervals appropriate to the various stages of construction to observe as an experienced and qualified design professional the progress and quality of the executed work of Contractor(s) and to determine in general if such work is proceeding in accordance with the Contract Documents. Berger shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s) or the safety precautions and programs incident to the work of Contractor(s). Berger's efforts will be directed toward providing a high degree of confidence for the City that the completed work of Contractor(s) will conform to the Contract Documents, but Berger shall not be responsible for the failure of Contractor(s) to perform the work in accordance with the Contract Documents. During such visits, and on the basis of on-site observations, Berger shall keep the City informed of the progress of the work, shall endeavor to guard the City against defects and deficiencies in such work and may recommend the City disapprove or reject work failing to conform to the Contract Documents.

Reports to Council, From Doug DeDe, Ward 2

First: A review of the final **2008 Legislative Bulletin Review** prompted the following issues I thought to be of interest to the Council:

- 1) On page 10, HB 1645; as of July 1, 2008, the legislature has ruled that any earned pension amounts in excess of 125% of the highest three year average will require the City to pay the actuarial cost of that excess, even though the city had paid in the required pension match amount at the time of the payments. This will impact retirements of long term employees, particularly in areas where overtime pay impacts a final three-year average to a significant degree. It will be necessary for Cities to implement overtime controls to manage retirement expense for all New Hampshire Cities. In one recent Dover case, that amount would have been over \$200,000 from the City General Fund.
- 2) Also on page 10, HB1645 has ruled that contracts signed after Aug 29, 2008, any Union Contracts signed will have their wage 'steps' preserved even in the event of any contract expiration dates and a state of impasse. This will severely limit contract negotiations.
- 3) On page 12, HB 1196, the rules for charter changes have been amended to require that the Attorney General's office review the proposed language before the committee can request petition forms. This should result in better-written charter changes than have occurred in the past.
- 4) On page 12, SB 377 has changed investment outline to incorporate 'prudent investor' versus the old rule of 'prudent person', which was more conservative.
- 5) On page 13, HB 1408 has added language to the right to know law that says that request for information will only be provided using the format that is normally used by the municipality.
- 6) On page 15, HB310 limits the ability of municipalities to regulate the size, placement and specifications of wind turbines used for on-site purposes. Standards were to have been developed by July 11, 2009 and Dover is working to establish its own standards before the State overrules local jurisdiction.
- 7) On page 16, HB 1259 establishes a City option to appoint a Housing Commission to facilitate and advise planning on affordable housing to encourage businesses to locate in a municipality.
- 8) On page 20, HB 1410 permits the establishment of 'junior firefighters' for youths enrolled in an 'explorer' program. These individuals may, after training be used in fire-fighting.
- 9) On page 25, HB 1581 establishes the ability of Cities to establish 'stormwater utility districts' with authority to impose fees for non pervious surfaces. This has been done because DES regulations are becoming more and more strict as to discharge into our river and bay ecosystems. The compliance to these requirements will force significant expense to city taxpayers and the permitting of a fee structure will enable fees to be paid by users to offset the burden on the general tax-base.
- 10) On page 25, SB 539 establishes the 'adequate education' funding amount as \$3,450 per pupil, plus an additional \$3,450 per pupil depending on the percentage of students who qualify for free meals. In addition \$675 is established for each 'english learner', and \$1,856 for each 'special education student'. In addition, districts in the lowest quartile receive an additional \$2,500 per student, while those in the upper half of the lowest quartile will receive \$1,200 per student. Then the bogey hits: '...no district will receive a 2010 or 2011 grant that is greater than 15% higher or lower than it received in 2009.

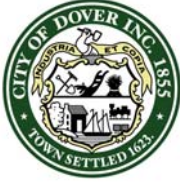
Second, SWAC

- 1) Construction Debris is now being hauled by City workers which allows more control and it is being taken to a closer site with savings of about \$6 per ton. Metal prices have fallen dramatically in recent months, which will lessen the amount that goes into the City's general fund for sale of same. New RFP's are being developed in anticipation of

- the end of the current contract with Pinard, so that in July of 2010 we will be ready with the best available price/provider.
- 2) The Recycle Center is seeking to establish a Recycle Center Fund into which proceeds from the disposition of solid waste can be used for equipment maintenance and replacement when needed.
 - 3) The Interim Town Manager of S. Berwick ME, has asked for a consultation on Dover's curbside recycle program. Gary Gilmore and Joe Nicoletta will make the presentation.
 - 4) Mike Moore is looking to implement a public information program to make residents and landlords aware of the recent changes to the curbside recycling program which become effective January 1, 2009. The cost will be approximately \$5,000 and the expenditure was unanimously approved by the committee.

The McConnell Center Oversight Committee at its last meeting...

- 1) Requested that additional horizontal lines for Subsidies and Grants be added for each tenant so that the rents shown are broken down by source of funding. Presently the subsidies are all just added into the recreation department and police department, so new lines to show the source of rent money for each tenant will clarify for the committee and the public, the actual calculated rent for each tenant, including City of Dover occupants.
- 2) Inflow of rental payments is sporadic and causes spikes and valleys. The Finance Department is looking into a way to smooth out the process.
- 3) Linda Merullo prepared energy usage charts which will be helpful in analysis of future energy usage patterns with the specific objective of learning what works.
- 4) The McConnell Center Cable Communications Rooms planning process is under way. The School Board has applied for the Grant Money to get the project started. The program will not go forward until the grants are 'in hand'. Once the grant is awarded, there is a proposed contract between the SAU and the City which, once approved by the School Board and the City Council, will permit the SAU to start the buildout and allow the City to make transfers of funds from the Cable Franchise Fee account to the SAU for operating expenses of the Comcast Center. The Center will be managed in partnership with the SAU (votech) and the City Web/Comcast coordinator.
- 5) There is a 'mold' problem which will need to be solved in the Juvenile Probation and Parole Office (JPPO). Insurance is taking care of part of the problem, but a subfloor will be installed to allow the carpet to avoid contact with the moisture which is coming up through the concrete floor.
- 6) Contractors and Architects are currently working on the new Easter Seals Adult Day Care facility which has a waiting list. This will be completed in Spring of '09.
- 7) The 501-C3 will be discontinued by the Tenants Committee due to the difficulty of designating officers in-house and finding time to write grants, which need to be done for EACH candidate separately throwing out the synergy that had been hoped for. The \$5,000 in the account will go toward an eventual installation of a security system.
- 8) The usage of paper taped signs was decried as unprofessional and needs to be addressed with appropriate bulletin boards and signs upon which letters can be applied and moved to accommodate the ever-changing myriad of events taking place at the Center. Signing that directs people to the Green Bean is needed as is 'around town' signing that directs people to the McConnell Center and the Butterfield Gym.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.1.

Resolution Number: **R – 2008.11.12 – 170**
Resolution Re: **RELEASE OF CITY ATTORNEY OPINION DATED
OCTOBER 21, 2008**

WHEREAS: The City Council received a letter from the City Attorney dated October 21, 2008, marked “Confidential”; and

WHEREAS: NH RSA 91-A:5 has specific provisions pertaining to when public documents are not required to be released to the public; and

WHEREAS: The NH Constitution Article 8 provides for the public’s right to know “...Government, therefore, should be open, accessible, accountable and responsive...” ; and

WHEREAS: The City Council is empowered to release such confidential material from the City Attorney

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

The Mayor and City Council of Dover, NH resolves the letter dated October 21, 2008 be make non-confidential;

AND, FURTHER BE IT RESOLVED;

The letter from the City Attorney dated October 21, 2008 identified above released as the result of this resolution shall be appended to, and complete the Background contained in this resolution.

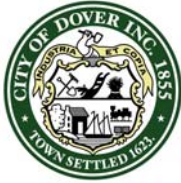
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Richard Callaghan

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.1.

Resolution Number: **R – 2008.11.12 – 170**
Resolution Re: **RELEASE OF CITY ATTORNEY OPINION DATED
OCTOBER 21, 2008**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, Ward 4		
Councilor Robert Carrier, Ward 1		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.1.

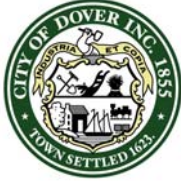
Resolution Number: **R – 2008.11.12 – 170**

Resolution Re: RELEASE OF CITY ATTORNEY OPINION DATED
OCTOBER 21, 2008

RESOLUTION BACKGROUND MATERIAL:

It is a matter of practice for the City Attorney to mark all correspondence to the City Council “Confidential”, but does not necessitate those letters to be kept confidential.

The City Council must consider the importance of keeping any the contents of any letter “Confidential” after they receive them.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.2.

Resolution Number: **R – 2008.11.12 - 171**
Resolution Re: **Appropriation For FY2010 Capital Improvements
Program – Non-Debt Financed Projects**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 1 and to finance these improvements with transfers from Reserve Trust Funds and appropriation of existing funds.

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

The following capital outlays are appropriated as part of the FY10 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	Public Library - Carpeting	\$71,500	General Fund Capital Reserve	Trust
2	Children's Room - Central AC Replc	10,350	General Fund Capital Reserve	Trust
3	Local Share Transportation Impr Pgm	40,000	Transportation Res	Trust
4	Thompson Pool Bathhouse Replacemt	65,000	Sand & Gravel Improvement Fund	Special Revenue
5	School Facility Improvements	100,000	School Facility Reserve	Trust
6	Water Exploration	100,000	Water Capital Reserve	Trust
7	Water Wellhead Protection	100,000	Water Capital Reserve	Trust
8	Sewer Inflow Infiltration Mitigation	250,000	Sewer Capital Reserve	Trust
Total		<u>\$736,850</u>		

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.2.

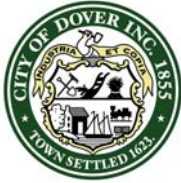
Resolution Number: **R – 2008.11.12 - 171**
Resolution Re: **Appropriation For FY2010 Capital Improvements
Program – Non-Debt Financed Projects**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor Trefethen, Ward 4		
Councilor Robert Carrier, Ward 1		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.2.

Resolution Number: **R – 2008.11.12 - 171**
Resolution Re: **Appropriation For FY2010 Capital Improvements
Program – Non-Debt Financed Projects**

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates reserve trust funds and special revenue funds to finance a portion of the FY10 Capital Improvements Program. In addition, it authorizes the transfer of Reserve Trust Fund moneys.

The following table reflects the amount to be appropriated from the various funds and their projected balances as of 6/30/2008.

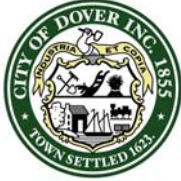
Description	Proposed Appropriation	Balance 6/30/2008
Trust Reserve Funds CIP		
General Fund Capital Reserve	81,850	314,670
Transportation Improvements	40,000	167,987
Water Capital Reserve	200,000	1,723,037
Sewer Capital Reserve*	250,000	33,272
School Facility Reserve	100,000	166,335
Sand & Gravel Improvement Fund	65,000	491,844
Totals	<u>\$736,850</u>	

* The Sewer Capital Reserve will have sufficient funds for the appropriation as a transfer from the Sewer Fund of \$400,000 into the trust is budgeted during FY2010 and the trust also receives funding from Investment Fees.

CIP FY '10 - '15
DOVER TRANSPORTATION IMPROVEMENTS PROGRAM

NHDOT Project No.	Facility Route or System	Project Description	Funding Source	FY '10	FY '11	FY '12	FY '13	FY '14	FY '15	Previously Committed Funds (included in total)	Estimated Total Project Cost	Construction Start	Project Remarks
12644	NH Rte 108 north of Weeks Circle	Construct 3,500 ft new sidewalk from Weeks Corner to Longhill Rd	Federal:							\$420,000		FY08	Currently under construction with November 15, 2008 completion date
			State:										
			Local:							\$137,000			
			Other:										
			Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$557,000	\$557,000		
			Activity:										
13509	Downtown/urban core area	High Frequency Downtown Hybrid Checkpoint Demand Response Transit Service- FASTRANS	Federal:	\$200,000	\$90,750	\$90,750	\$176,000	\$184,000	\$190,000	\$1,194,000	Cmag	FY09	State 10 year plan. Funding beyond 3 yr grant period is approx. 60% match w/ Federal FTA 5307 funds. COAST & City prepared detailed transit study plan. Next step: final implementation business plan. COAST/City MOA signed. Phased service start Dec. '08
			State:								grant period only		
			Local:	\$40,000	\$60,500	\$60,500	\$123,000	\$128,000	\$133,000	\$278,500			
			Other:										
			Total:	\$240,000	\$151,250	\$151,250	\$299,000	\$312,000	\$323,000	\$1,472,500	\$1,382,500		
			Activity:	O	O	O	O	O	O		see transit report		
13796	Washington Street	Rehab bridge over B & M Railroad under Washington St at Arch St.	Federal:			\$480,000				\$120,000		FY11	State 10 year plan. Match is 10% City, 10% State, 80% federal. Next step is Council approval of municipal agreement w/state, then engineering design
			State:			\$60,000				\$15,000			
			Local:			\$60,000				\$15,000			
			Other:										
			Total:		\$0	\$600,000	\$0	\$0	\$0	\$150,000	\$750,000		
			Activity:	PE ROW	C								
12608	NH Rte 108 & Longhill Rd Intersection	Signalization, turn lanes, and safety improvements	Federal:							\$1,181,500		FY'08	Currently under construction with November 15, 2008 completion date
			State:										
			Local:							\$201,000			
			Other:							\$14,500			
			Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$1,397,000	\$1,397,000		
			Activity:										
13482	Newington Branch Abandoned Rail ROW	Construct multi use trail on Newington Branch ROW to train station from Central Ave near Shell Station - Community Trail	Federal:							\$800,000		FY '09	environmental docs submitted, ROW acquisition complete. requires more federal funds to construct core components of trail-awaiting answer feds.
			State:										
			Local:							\$200,000			
			Other:										
			Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000		
			Activity:										
13945	Washington Street	Construct bridge over Cochecho River at end of Washington St to River St	Federal:							\$0		FY09 - '10	Bids received. Bid award scheduled for October '08. Construction start 04/09. total cost with non-participatory items is \$4,627,034
			State:							\$3,433,154			
			Local:							\$858,289			
			Other:										
			Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$4,291,443	\$4,291,443		
			Activity:	C									
			Local:										
TIPICIP09-14.doc Draft version 09/12/07			TOTALS	NON LOCAL:	\$200,000	\$90,750	\$630,750	\$176,000	\$184,000	\$190,000	\$7,163,654	\$8,635,154	SIX YEAR TOTALS
				LOCAL:	\$40,000	\$60,500	\$120,500	\$123,000	\$128,000	\$133,000	\$1,689,789	\$2,294,789	
				TOTAL:	\$240,000	\$151,250	\$751,250	\$299,000	\$312,000	\$323,000	\$8,853,443	\$10,929,943	

NOTE: ALL FISCAL YEARS EXPRESSED IN THIS TABLE ARE CITY YEARS RUNNING FROM JULY 1 TO JUNE 30. OTHER TIP DOCUMENTS USE FEDERAL FISCAL YEARS RUNNING FROM OCTOBER 1 TO SEPTEMBER 30. NO FEDERAL FUNDS FROM GRANT PROGRAMS SHALL BE AVAILABLE UNTIL OCTOBER 1 OF EACH FISCAL YEAR. SHADED FY DENOTES CAPITAL BUDGET.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.3.

Resolution Number: **R – 2008.01.30 – 172**
Resolution Re: **Appropriation For FY2010 Capital Improvements
Program and Authorization for Bonding**

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

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

The following capital projects are appropriated with estimated useful lives in excess of the length indicated:

Item #	Description	Proposed Appropriations	Life/Yrs	Department	Fund
1	Energy Efficiency Improvements	\$ 1,273,550	10	General Government	General
2	Aerial Ladder Truck	950,000	15	Fire & Rescue	General
3	General Streets & Sidewalk Improvements	1,400,000	20	Comm Serv - PW	General
4	Bridge Replacement - Whittier Street	50,000	20	Comm Serv - PW	General
5	Rizzo - Street Reconstruction - Henry Law Ave	850,000	20	Comm Serv - PW	General
6	Street Improvements - Tolend/Watson Road	3,000,000	20	Comm Serv - PW	General
7	Street Reconstruction - Richardson Drive	75,000	20	Comm Serv - PW	General
8	Street Reconstruction - Applevale Ave	200,000	20	Comm Serv - PW	General
9	Street Imprv & Sidewalk - Mast Rd/Spruce Lane	100,000	20	Comm Serv - PW	General
10	Horne Street Elementary School Improvements	2,200,000	20	Education	General
11	Rizzo - Downtown Parking Facility	100,000	20	Parking	Special Revenue
12	Water Main Loop - Redden/Oak Hill	150,000	15	CS - Water	Water
13	Water Main Repl - Tolend/Watson Road	100,000	15	CS - Water	Water
14	Water Main Repl - Route 9 Bridge	300,000	15	CS - Water	Water
15	Water Pressure Improvements - North End	500,000	20	CS - Water	Water
16	Pump Station Upgrade - River Street	200,000	20	CS - Sewer	Sewer
17	Sewer Main - Henry Law Avenue	50,000	15	CS - Sewer	Sewer
18	Sewer Main - Oak Hill/Redden	300,000	15	CS - Sewer	Sewer
19	Sewer Main - North End	50,000	20	CS - Sewer	Sewer
20	Sludge Processing Pilot Study	50,000	15	CS - Sewer	Sewer
21	Energy Efficiency Improvements	250,000	10	CS - Sewer	Sewer
	Total	<u>\$12,148,550</u>			

AND FURTHER BE IT RESOLVED THAT:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.3.

Resolution Number: **R – 2008.01.30 – 172**
Resolution Re: **Appropriation For FY2010 Capital Improvements
Program and Authorization for Bonding**

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

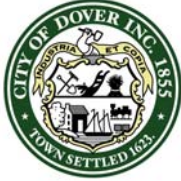
Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor Trefethen		
Councilor Robert Carrier, Ward 1		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.3.

Resolution Number: **R – 2008.01.30 – 172**
 Resolution Re: **Appropriation For FY2010 Capital Improvements Program and Authorization for Bonding**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes appropriations for the projects of the FY2010 Capital Improvements Program financed by debt and authorizes the sale of bonds.

This resolution makes appropriations for projects that are scheduled to be completed over multiple years. The Finance Department requests from all departments with projects to submit cash flow requirements for projects. These cash flow projections are completed to determine the amount by project for the coming bond issuance. Those projects that are not financed or are only partially financed remain as authorized unissued debt and bonded (financed) when the cash need arises.

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired: The Net Sewer reflects the amount retired by user fees (total debt retirement less State aid for principal).

Description	City	School	General Fund	Water	Net Sewer	Spec Rev	Total
FY2010 Authorization	7,898,550	2,200,000	10,098,550	1,050,000	900,000	100,000	12,148,550
FY2010 Retirement	3,658,247	2,272,602	5,930,849	980,000	824,167	220,000	8,196,506
Net Change	4,240,303	-72,602	4,167,701	70,000	75,833	-120,000	3,952,044

Authorization for Special Revenue Fund is for Parking Activity Fund

Retirement for Special Revenue Fund is for McConnell Center Fund

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2008 and this authorization, against the legal debt limits.

Description	City	School	Water	DBIDA-IP	DBIDA-IB	Exempt	Total
Debt Outstanding	31,577,469	26,798,664	10,588,000	595,000	1,823,436	18,659,786	90,042,355
Authorized - Unissued	5,535,200	2,160,000	175,000	0	2,000,000	6,750,000	16,620,200
Total Issued & Unissued	37,112,669	28,958,664	10,763,000	595,000	3,823,436	25,409,786	106,662,555
This Authorization	7,898,550	2,200,000	1,050,000	0	0	1,000,000	12,148,550
Grand Total	45,011,219	31,158,664	11,813,000	595,000	3,823,436	26,409,786	118,811,105
Legal Debt Limit	91,808,810	214,220,556	306,029,366	4,000,000	NA	NA	
Unused Capacity	46,797,591	183,061,892	294,216,366	3,405,000			
Percent Unused	51.0%	85.5%	96.1%	85.1%			

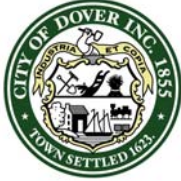
Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.

DBIDA limits are set by special legislation.

IP = Industrial Park projects

IB = Industrial Building projects

Exempt includes Sewer, Special Revenue Funds and Tolend Road Landfill debt.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.3.

Resolution Number: **R – 2008.01.30 – 172**
Resolution Re: **Appropriation For FY2010 Capital Improvements Program and Authorization for Bonding**

Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate and the Utility Rates, net of existing debt service and aid, related to this authorization. The top table reflects the impact of the new CIP projects only; the second set reflects the combined impact of the new CIP projects and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.

CIP Only

Net Change in Property Tax Rates

	2010	2011	2012
City	0.13	0.34	0.37
School	0.04	0.06	0.15
Total Change	0.17	0.40	0.52
Est Tax Rate	21.27	21.67	22.19
% Change City	1.89%	4.86%	5.13%
% Change School	0.40%	0.60%	1.50%
% Change Total	0.91%	2.12%	2.72%

Including Prior Year Authorizations

Net Change in Property Tax Rates

	2010	2011	2012
City	0.47	0.37	0.36
School	0.06	0.11	0.15
Total Change	0.53	0.48	0.51
Est Tax Rate	21.47	21.95	22.46
% Change City	6.84%	5.04%	4.97%
% Change School	0.60%	1.10%	1.49%
% Change Total	2.83%	2.49%	2.66%

Rate per \$1,000 of Assessed Value

CIP Only

Net Change in Utility Rates

	2010	2011	2012
Water	0.05	0.09	0.30
Sewer	0.04	0.10	0.25
Total Change	0.09	0.19	0.55
Est Utility Rate	8.35	8.54	9.09
% Change Water	1.60%	2.84%	9.35%
% Change Sewer	0.92%	2.28%	5.63%
% Change Total	1.21%	2.52%	7.19%

Including Prior Year Authorizations

Net Change in Utility Rates

	2010	2011	2012
Water	0.07	0.09	0.30
Sewer	0.19	0.09	0.25
Total Change	0.26	0.18	0.55
Est Utility Rate	8.42	8.60	9.15
% Change Water	2.24%	2.82%	9.35%
% Change Sewer	4.38%	1.99%	5.64%
% Change Total	3.49%	2.33%	7.20%

Rate per 100 Cubic Feet of Water Consumption



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.3.

Resolution Number: **R – 2008.01.30 – 172**
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Program and Authorization for Bonding**

The table below reflects the net change from year to year, and the total change after 3 years, for an average single family home for taxes and user fees, based on the FY09 assessed value at \$273,446 with 75 HCF of average water usage.

Impact to Average Single Family Home

Description	Yr1	Yr2	Yr3	Change After 3 Years
CIP Only				
Property Tax	46	109	142	297
Water Fees	4	7	22	33
Sewer Fees	3	7	18	28
Total Avg SFH Impact	53	123	182	358
Including PY Authorizations				
Property Tax	145	131	139	415
Water Fees	5	7	22	34
Sewer Fees	14	7	18	39
Total Avg SFH Impact	164	145	179	488