



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 14, 2009**
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: ESTABLISHMENT OF RECREATION FACILITIES CAPITAL RESERVE FUND

SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

B. RESOLUTION: ESTABLISHMENT OF FIRE & RESCUE FACILITIES CAPITAL RESERVE FUND

SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

C. RESOLUTION: ESTABLISHMENT OF POLICE FACILITIES CAPITAL RESERVE FUND

SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

D. ORDINANCE: CHAPTER 3, ARTICLE IV, BOARDS AND COMMISSIONS – PARKING COMMISSION

SPONSORED BY MAYOR SCOTT MYERS

E. ORDINANCE: CHAPTER 79, CITY PROPERTY

SPONSORED BY COUNCILORS DOUG DEDE AND ROBERT CARRIER

F. ORDINANCE: CHAPTER 137, POLITICAL EXPENDITURES AND CONTRIBUTIONS

SPONSORED BY MAYOR MYERS BY REQUEST

8. CITY MANAGER'S REPORT

9. MINUTES

A. MINUTES

1. December 10, 2008

2. December 17, 2008



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10. MAYOR'S REPORT

11. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

- 1. ORDINANCE: CHAPTER 3, ARTICLE IV, BOARDS AND COMMISSIONS – PARKING COMMISSION (TO BE SUBSTITUTED BY AMENDMENT)**
SPONSORED BY MAYOR SCOTT MYERS
- 2. ORDINANCE: CHAPTER 79, CITY PROPERTY**
SPONSORED BY COUNCILORS DOUG DEDE AND ROBERT CARRIER

B. ORDINANCES IN THE 3rd READING - None

C. ORDINANCES IN THE 4TH READING

- 1. ORDINANCE: CHAPTER 137, POLITICAL EXPENDITURES AND CONTRIBUTIONS (TO BE REMOVED FROM TABLE AND SUBSTITUTED BY AMENDMENT)**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

D. RESOLUTIONS

- 1. RESOLUTION: ESTABLISHMENT OF RECREATION FACILITIES CAPITAL RESERVE FUND**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 2. RESOLUTION: ESTABLISHMENT OF FIRE & RESCUE FACILITIES CAPITAL RESERVE FUND**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 3. RESOLUTION: ESTABLISHMENT OF POLICE FACILITIES CAPITAL RESERVE FUND**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 4. RESOLUTION: PUBLIC ARTS ACQUISITION POLICY (TO BE REMOVED FROM TABLE AND SUBSTITUTED BY AMENDMENT)**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

12. NEW BUSINESS

A. CONSENT CALENDAR

- 1. RAFFLE – St. Mary's Academy**
- 2. TAG – Dover Baseball**



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- 3. RESOLUTION: ACCEPTANCE OF EXTENSION OF WOODLAND ROAD**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 4. RESOLUTION: B09024 ADDITIONAL VENDORS AS NEEDED FOR SNOW PLOWING/HAULING SERVICES FOR CITY STREET/PARKING LOTS**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 5. RESOLUTION: B08039 ELECTRICAL SERVICES CONTRACTOR YEAR 2 RENEWAL**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 6. RESOLUTION: B09034 COCHECO RIVERBANK RESTORATION CHANGE ORDER #1**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 7. RESOLUTION: AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH EASTER SEALS ADULT DAY PROGRAM**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

COMMITTEE REPORTS

1. Appointments Committee
2. Arena Committee
3. Arts Commission
4. McConnell Center Committee
5. Planning Board
6. Cable Franchise Negotiations Committee
7. School Board Liaison
8. City / School Joint Service Committee
9. Solid Waste Advisory Committee
10. Transportation Advisory Committee
11. Joint Building Committee
12. Recreation Advisory Board
13. Coast Bus

B. RESOLUTIONS – NONE

- 1. RESOLUTION: SETTING OF PROPERTY TAX VETERANS CREDIT FOR FY2010.**
SPONSORED BY DEPUTY MAYOR DEAN TREFETHEN
- 2. REPROGRAMMING OF UNEXPENDED BOND PROCEEDS – CIP APPROPRIATIONS FROM FY2000 THROUGH FY 2008 PROJECTS**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

C. ORDINANCES IN 1ST READING - NONE

D. COUNCIL CORRESPONDENCE

13. COUNCIL MATTERS OF INTEREST

14. ADJOURN

City Manager's Report

January 14, 2009

There is little difference in people, but that little difference makes a big difference. The little difference is attitude. The big difference is whether it is positive or negative.

W. Clement Stone



Submitted by:

J. Michael Joyal, Jr.
City Manager

288 Central Avenue
Dover NH 03820
603.516.6023

STREETS, WATER, SEWER UPDATES

Utilities: During the month of December, the Water Division experienced a power outage to all wells and water plants as a result of the ice storm. A portable generator was used at the Ireland Well and once power was restored the generator was moved to the Calderwood Well. The Bouchard

Well also had a generator which allowed it to run for most of the outage, although it had to be shut down for 8 hours to fix a valve problem on the filter tanks. Employees of the Water Division have been assisting the Highway Division with snow removal.

The ice storm resulted in a number of problems the Sewer Division has continued to take action on throughout the month. There was a motor loss at the Boston Harbor Lift Station which has been replaced. At the Mt Pleasant Lift Station, both motors burned up. A motor was removed from the Sullivan Drive Lift Station to get the Mt Pleasant Lift Station back on line. New motors have arrived for the Mt Pleasant Lift Station and are being installed. A motor was lost at the Mast Rd Lift Station and has been replaced. The County Farm Lift Station had to be shut down for a period. The plastic conduit was melting inside the building due to the heat the generator was putting out. The Strafford, Cranbrook and Spruce Lift Stations all had to be bypass-pumped by using either pumps or the sewer jet.

Not related to the ice storm, the Wentworth Terrace Lift Station experienced a broken shaft and is being repaired.

Streets: The Highway crew performed grinding, paving and patching on Broadway by the Fire Station, on Arch St. and on the sidewalks at Elm and Nelson St. The Highway Division oversaw cut and patch operations performed by Tri-State Sealcoating and Paving. Treated areas include Central Avenue from Ham to Hill, Portland Avenue by Essex and Morin Street by Dunkin Donuts.

After the ice storm, brush cutting was performed by our crews on Spruce Lane Extension, Drew Road, Redden Street and Rutland Street. Urban tree came in to assist with hanging and broken limbs as the City worked to restore and re-open roadways.

The curbside tree limb and brush pickup from the ice storm was in progress when the next 2 snow events hit. Back to back snow events produced 10", then 16" of snow halting ice storm cleanup. Snow removal from the downtown area is complete and all sidewalks have been cleared. Sand barrels have been installed around the City in areas of concern and crews pre-treated roadways with 3,000 gallons of brine.

The grading of all dirt roads is complete and the jet truck continues to clear catch basins.

PROGRAMS AT CITY CENTERS/BUREAUS

Police Special Investigations Bureau: Members of the Dover Police Department's Special Investigations Unit continue to investigate two recent deaths and a kidnapping. The David King homicide, which occurred in late August; the apparent beating death of Richard Nolette, which occurred in October; and a kidnapping that occurred on December 9th all remain under investigation.

During the month of December, nine letters were generated by the Special Investigations Unit and sent to on-site liquor establishments in Dover. "On-site" liquor establishments are bars or restaurants versus "off-site" which are stores that sell alcohol for consumption elsewhere. These letters were the result of the analysis of police reports involving overly intoxicated persons. When it is determined that an intoxicated person had been overserved, a letter is sent from the police department to that establishment advising them of the situation. Copies of the letters, along with the police reports, are also forwarded to the New Hampshire Liquor Commission's Bureau of Enforcement for their review.

Patrol Division: As the result of traffic surveys and resident input, the department conducted several directed patrols to target speeders on Durham Road. Directed patrols were also conducted at the Henry Law Skate Park during the month. Overall, patrol officers issued 48 summonses and 331 warnings for motor vehicle violations.

Enforcement of the winter parking ban began this month. Third shift officers issued 908 tickets to vehicles found parked on City streets and in City owned parking lots for violations of the ban. By ordinance, parking is restricted on all City streets between the hours of 1:00 am and 6:00 am from December 1 to April 1.

Professional Standards Bureau: The Professional Standards Bureau continues its extensive preparation for next year's Commission on Accreditation for Law Enforcement Agencies (CALEA) reaccreditation. Department policies are reviewed and amended as needed to comply with over 450 nationally recognized standards on police policy and procedure. To meet the stringent guidelines, CALEA requires police agencies to develop a comprehensive, well thought out, uniform set of written directives to meet administrative and operational goals while providing direction to personnel. The new 5th Edition standards have provided quite a challenge to achieve reaccreditation status. The department on site review is scheduled for December of this year.

Youth to Youth: Another member of Dover Youth to Youth has been nationally recognized for her efforts to reduce underage drinking. Jenna LeClair, a member of the St. Thomas Aquinas High School Youth to Youth team, was selected by the National Underage Drinking Enforcement Training Center (UDET) to be a member of its Youth Council. UDET is a Maryland based organization established by the Office of Juvenile Justice and Delinquency Prevention within the U.S. Department of Justice.

The goal of the Youth Council is to support UDET's Youth Initiative by providing youth with effective prevention tools and strong leadership skills to support their work of engaging youth from across the country toward implementing successful community-based environmental strategies to reduce underage drinking.

Members of Dover Youth to Youth and the Dover Teen Center have also been invited by the New Hampshire Buckle Up Coalition to be members of their youth advisory board. The NH Buckle Up Coalition is a collection of state agencies, health and safety organizations and members of the general public interested in promoting the use of safety belts in the state.

The organization wants to create a youth advisory board to get teen input on issues and programs they are considering. The selected teens will attend 3-4 coalition meetings a year as well as the 2009 New Hampshire Traffic Safety Conference in April.

Youth to Youth, as a whole, continued to be very active in December. They conducted their Santa's Castle fundraising project on four afternoons for local youngsters. The event included five rooms of Christmas scenes where parents could bring their kids and complete crafts, visit with costume characters and meet Santa.

Also during December, Y2Y students completed three presentations on media influences to groups of parents of Dover 5th graders in the Dover Parent Program and another group gave a presentation to the sophomore class at Traip Academy in Kittery.

Another Y2Y team is working on a project to ask local stores to stop selling candy cigarettes or gum designed to replicate tobacco products. After surveying all stores and making a list – they contacted each merchant. Olympia Sports responded immediately and announced that they would stop selling Big League Chew (gum made and packaged to resemble chewing tobacco) in both their Dover store and at the Fox Run Mall.

Students from the Y2Y Monday team are proposing a city ordinance to make the Shaw's Lane fields by Garrison School a no tobacco use zone. They also have proposed a change in the State Liquor Regulations by asking the Liquor Commission to prohibit the practice of allowing minors to make deliveries of alcohol to private homes. The proposal would require that the store/vendor use an individual that is at least 21.

Other students are continuing to work on the Fridge Campaign – the students' effort to get parents to monitor the alcohol in their home more closely. Students are working on radio and video public service announcements and a variety of other activities.

The Dover Police Department's Parents Program continued in December with over 100 families participating. The program is an early intervention course for the parents of Dover's 5th grade DARE students. The course increases parental knowledge of alcohol and drug abuse issues and trends during six hours of in-class training conducted by certified DARE officers spread out over three two-hour sessions. The Parent Program is funded by an \$18,000 grant from the New Hampshire Department of Health and Human Services.

Community Service Program: The Community Service program tracked 24 active participants during the month of December. Of those in the program, six worked hours during the month, totaling 16 hours of work accomplished. Three of these participants completed their court ordered hours. Historically, participation wanes during the deep winter months. This calendar year, 497 hours of community service have been completed by a total of 66 individuals. Twenty-nine of them completed their court ordered obligations.

Teen Center: The Dover Teen Center calendar for December consisted of superior educational and social programming for our youth participants. For the month we had a total of 432 visits on 18 days of programming, which yielded an average of 24 participants per day.

Some program highlights for the month included:

- TC Tournament – "9-Ball Challenge"
- TC Bingo Mania
- TC Trip – Barrington Movie Theater: "Eagle Eye" (Early Release Day)
- TC Special Event – "Winter Holiday Party & Community Buck\$ Raffle"
- DOVERPALOOZA Show – "Winter Holiday Show"
- TC Trip – "Fun Spot Arcade"

We had one special event that occurred at the Teen Center that was not added into the averages above; DoverPalooza – Teen Band Night on the 30th had 70 participants.

Recreation: We have issued several scholarships for the winter youth basketball programs. Midget basketball for 3rd and 4th graders began on Saturday, December 6th, and also ran on December 20th at the Garrison Elementary School Gymnasium. The girls and boys each had one practice per week as well. We were not able to hold any programs on December 13th due to the Ice Storm and subsequent power outages. Fifth and Sixth graders (both boys and girls) began their games on Saturdays at the McConnell Center, and continued practices during the week at Horne Street School, Garrison Elementary School, Woodman Park School and the McConnell Center. There are 5 boys' teams and 3 girl's teams. Four nights of practices were lost as well as the weekend activities for this age group due to the winter weather.

Both the 7th & 8th grade leagues as well as the high school basketball leagues had their workouts and teams formed. There are 3 7th & 8th grade boys' teams. There are 2 Northeast League teams (HS Boys) and 2 HS Girls team. Most of the junior high teams were able to

have their first games before the holidays. The high school teams all begin their games after the holidays.

Signups for Lil' Shots (K-2nd grade basketball) are ongoing; this program begins January 3, 2009.

The 18+ Men's Basketball league continued games on Sunday mornings and Thursday evenings at the McConnell Center. The 35+ League plays Monday nights at McConnell, and the 50+ league plays Wednesday nights at McConnell. The Seacoast Women's Basketball League continued play on Sunday afternoons at McConnell.

Pilates wrapped up Session II on December 16th. Registrations are currently being taken for Session III which will begin on January 6, 2009.

Additional Youth Open gym times were scheduled for vacation week at the McConnell Center basketball court. We also scheduled additional practices for the youth basketball teams to make up for some of the time missed during December due to the weather and power outages.

We are introducing a new Parent/Toddler Open gym on January 5th, and we began to get out the information on that program to the area preschools and media outlets. The Butterfield Gym dedication had to be postponed due to the weather and will be held on January 10th at 10:30 am.

K-2nd grade basketball: 84 registrations (on-going – still accepting – begins 1/3/09)

3rd & 4th grade basketball: 84 registrations

5th & 6th grade house league (basketball): 82 registrations

7th & 8th grade basketball: 36 registrations

NEL basketball: 28 registrations

HS Girls Basketball: 16 registrations

Pilates Session II: 36 registrations (FULL)

18+, 35+, 50+, SWBL basketball: 24 teams

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

Senior Fitness Classes ended on November 20th. Regular classes will resume in May. Interim classes will begin on February 2nd.

The DCSC Mystery Luncheons are now held the 2nd Tuesday, the 1st Wednesday and the 3rd Saturday of the month. This program has grown considerably with many seniors participating. For December, there were 32 members who attended the luncheons.

The Self-Guided Day Trip Committee went to the Strawberry Banke in Portsmouth on December 8th, followed by lunch at Café Expresso. Five seniors enjoyed the day. There is no trip planned for January.

On Tuesday, December 16th, the Senior Center held its annual Christmas Party at the Great Bay Gallery in Somersworth. 81 members attended and enjoyed the meal as well as receiving a gift from Santa Claus, and door prizes awarded. Due to illness, the entertainers were not available on that day.

Indoor Pool: Early Bird seems to be the largest attended swim at the DIP. Hydrofitness and Great Bay Masters continue to swim during the month of December. High School swimming is in full swing with Dover High, St. Thomas, Spaulding and Berwick Academy using the pool on a daily basis as well as Oyster River during vacation and early release days. Seacoast Swimming also has seen its usual swim time over the past month.

We closed for a short time after the ice storm due to loss of power and the Dripak system. A couple of pipes froze during this time as well. Dover Fire came in to practice their ice/cold water rescue skills throughout the month.

Hydrofitness: 20-25 participants
Great Bay Masters: 25-30 swimmers daily
Rec/Lap Swim: 100-150 swimmers daily
Swim Teams: 250-300 swimmers daily
Birthday Parties: 9

Ice Arena:

Programs for this month consist of Coed C League on Monday nights and Chix with Stix. Rock Night was held twice in December.

Chix with Stix had a game with Wolfeboro and brought in an additional 15 skaters that night.

Attendance for the Arena is as follows:

Birthday Parties	3
Coed C League:	75 players (5 teams)
Chix with Stix	18 participants
Parent Tot Stick Practice	41
Stick Practice:	299

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

Finance and Water/Sewer Billing personnel moved into their new location on the second floor of City Hall. IT personnel have moved into the former Finance/Purchasing office area on the first floor of City hall. The former accounting area on the first floor of City hall has been wired and painted for the Assessing Office's new location. Final layout of the new

Assessing Office is being finalized, as well as some contractor work to remove sink and improve electrical outlets.

Regarding Human Services, city and county agencies have worked closely during the holiday season to coordinate programming. (Salvation Army, My Friends Place, Police, Fire, Schools, CAP, and Head Start)

Human Services assisted Fire Dept by taking referrals for the Toys for Tots Program. Final service numbers for this Christmas Season are 260 families numbering 650 children. They also coordinated with Dover Police and CAP to provide additional Christmas baskets for Dover families.

The Public Works work order system is operating at the Mast Road Facility. Staff is becoming familiar with the system and working the bugs out.

The Planning Department worked together with the Community Services Department and Conservation Commission to review storm water options and follow up to the storm water information session staff held in September. All are reviewing options for including more low impact development guidelines in regulations, and reviewing the opportunities for a feasibility study regarding forming a Storm Water District.

PARKING & TRANSPORTATION

Truck route signage is being made by the Facility and Grounds Division and will be installed in January.

MASTER PLAN

The Cemetery Board provided input on what items they would like included in the master plan such as expansion, tree replacement, road paving, and the installation of columbarium.

CITY GROUNDS – FACILITIES & PARKS

The new boiler at the Public Library was installed and became operational on December 4, 2008. Parapet roof repairs were completed in December. One skylight panel was shattered by falling ice/snow on December 22. New rubber flooring was also installed on stairs and foyers.

As a result of the ice storm, Facilities and Grounds time was spent cutting trees, picking up debris, sanding and salting. There was more sanding, salting and some snow removal from two major storms and a few minor weather events. At the cemetery, there was tree and limb pick-up. The number 2 recirculation pump was repaired and bearings were replaced in the City Hall boiler. The position of all of the heating system valves were checked at City Hall. In the new Finance Department, the actuator control valves on the baseboard heating were

replaced. The vent was opened in the second floor conference room from above (the opening had to be located to the area above the conference room) to address heating issues.

The power outage from the ice storm caused a few problems. The Dri-Pak unit at the indoor pool was inoperative. New wiring was pulled to connect a new motor and the driver was replaced. A motor was replaced in an elevator near St Thomas Street. Decorative lighting was repaired on Central Avenue between Third and First Streets after power was restored.

Elevator certification inspections were conducted for the McConnell Center and Library. A specific smoke detector needed to be installed at the library and the recall tests need to be conducted on all three elevators.

The old Inspection Services Department needed to be prepared for the new inhabitants. Several areas on the walls were mudded, sanded and painted. The old furniture was relocated to Mast Road. As requested by the Police Department, street signs were installed or reinstalled due to damage from traffic. There were no burials or ashes although two markers were set.

Garrison Hill Park was prepared for sledding and snowboarding. Brush, trees and limbs were cut and removed. Hay bales and mulch were installed and the basin was drained. Several leaks were identified in various buildings that needed repair. Normal day to day maintenance, clean up and trash removal for the cemetery, grounds and public areas were conducted. The ongoing maintenance of street lights, traffic signals and signs was performed as well as miscellaneous maintenance items at the public buildings and door handles at the Public Works facility, Hampshire Circle pump station and Lowell Ave treatment plant.

GENERAL UPDATES

The Fuel Assistance program is up and running as of December 1st. Staff continues to make daily referrals for this and are also referring individuals to SHARE and the State Emergency Programs to resourcefully meet the fuel needs of City residents. To date, requests and assistance with emergency oil deliveries is nine times greater than for the same period last year. Fortunately, funds have been available due to the effective use of other resources such as referral to the CAP food pantry and frequent referrals to medication programs. A noted increase in the requests for assistance from able bodied adults clearly is a reflection of the escalating unemployment rates. Many of the residents have NEVER previously applied for assistance on any level.

Unemployment benefit requests seem to be "clogging in the pipeline" resulting in delays to clients of 3-6 weeks. During this time the City may provide assistance.

Regarding the Fire Department, monitoring continues on the new three station response plan. No major issues have become apparent after two months of operating with the North End Station in service. The department continues to offer tours and information to the many citizens who came to the new station for regular business, building inspection business and to support the Toys for Tots program. The Toys for Tots program suffered a setback due to flooding during the ice storm. This resulted in media attention which drew incredible response from many area agencies, citizens and school-aged children who came to our assistance. The program was able to fulfill all the needs of the citizens who have come to rely on this valuable program.

Cross training of various inspection staff has started which should yield increased efficiency and reduce duplication in some areas. This process is expected to be on-going since training in each specific area of responsibility is extensive.

The focus this month was on reorganizing Central Station to be more heat efficient during the colder months. Storage rooms were reorganized to reduce the areas of the station that need to maintain a higher level of heat.

Jeff Taylor and Associates continued to work on the Form Based Code project. They met with a final stakeholder group and staff to discuss the continued effort to gather information from the public. A survey has been created to encourage feedback online.

End of the year statistics from the Public Library:

Calendar year circulation for Jan—Dec 2008 totaled 298,956 items, an increase of 6.4% (+18,049 items) over CY 2007.

Adult circulation was 198,319 (up 5.8%)
Children's circulation was 100,453 (up 7.9%).

Holds filled: 18,117; up 7% (12,928 of these were placed offsite [remotely]; up 17.2%)

Remote logins to online catalog: 29,117; up 16.5%

Public Internet use: 30,367; up 5.5%.

New patron registrations: 1,837; up 3.1%

Meeting Room use: 547; down 18.5%.

NEIGHBORHOOD AREA SPOTLIGHTS

The Friends of Willand Pond Committee met and discussed the interim options that SW Cole identified to correct the water quality and quantity problems. This potential solution is to create a culvert under a tote road on the Stackpole property and connect the wetlands to the north of Willand Pond with Stackpole Pond. This connection will allow water to flow north through Stackpole pond and then out towards Peter's Marsh Brook. Cole is reviewing geological formations in the area and looking at specific hydrological issues that might be exposed using this option.

The Connector roadway that Somersworth is constructing was also discussed, as were options for lowering the pond levels by pumping water out of the pond and into either the storm water or sanitary sewer system in Dover.

ACKNOWLEDGEMENTS & EVENTS

On December 20th, dozens of officers and their families joined other members of the community to volunteer their time in support of the annual Dover Police Charities Christmas basket program. The Charity coordinated the delivery of turkeys and baskets of food to 150 needy families throughout the city. Additional food was delivered to My Friend's Place, the Dover Children's Home and Our House for Girls. Each year, Dover Police Charities spends over \$4,000 to support families in need during the holidays.

At the end of December, the Police Department was notified that it will be awarded a \$75,000 grant from Wentworth-Douglass Hospital to support the effort: *Using Student Empowerment to Achieve Healthier Youth and Families*. This program puts a strong emphasis on sustaining Dover Youth to Youth in our community as well as supporting new efforts at Barrington Middle School and other neighboring towns. It is anticipated that this funding will continue beyond the first year. This \$75,000 grant brings the total of new alternative funding for the Police Department during FY 09 to \$393,000. (Teen Center, Coverdell Crime Lab improvements, and WDH fund.)

Many thanks to the generous employees of the Appledore Marine Engineering Inc. who donated \$ 1,500 to the Human Services Department to be used to financially assist Dover elders with special needs.

\$50 was donated to the library by Anita and Robert Emond in memory of Daniel McDevitt

\$100 was donated to the library from Greg Drake for Historical Room materials.

\$100 was donated to the library from Larry and Lois Ann Keenan.

\$500 was donated to the library from Mildred Parks for audiobooks and periodical subscriptions.

\$250 was donated to the library from Elizabeth Nordgren for books on CD.

MJ Blouin Inc of Rollinsford donated four oak poster frames.

Friends of the Library purchased a pass (\$100) for Canterbury Shaker Museum.

Thank you to Tony McManus for playing Christmas carols on the library piano during two pre-Christmas weekends.

OPERATING STATISTICS

	December 2007	November 2008	December 2008
	31 Days	30 Days	31 Days
F&R Ambulance Revenue	\$53,277	\$97,365	\$66,372
F&R Total Calls for Service	492	351	737
F&R Calls for Fires	21	24	26
F&R Simultaneous Emergency Incidents	54	55	129
F&R 3/4 Simultaneous Emergency Incidents	13	9	117
F&R Emergency Medical Calls	239	174	255
F&R Patients Transported Area Hospitals	222	160	230
F&R Hazardous Condition Calls	10	6	148
F&R Service Calls - Miscellaneous	57	38	97
F&R Lock Outs	77	54	76
F&R False/Good Intent Calls	88	55	135
F&R Certificate of Occupancy Inspections	16	20	6
F&R Life Safety Inspections	2	1	4
F&R Business Inspections	11	21	15
F&R Sprinkler/Alarm Inspection	7	9	4
F&R Car Safety Seat Inspections	19	6	3
F&R Building Inspections	63	37	37
F&R Electrical Inspections	92	85	140
F&R Plumbing/Mechanical Inspections	70	100	67
F&R Health Inspections	58	49	38
F&R Housing Standards Inspections	11	4	5
F&R School/Daycare Inspections	5	4	10
F&R Oil Burner Inspections	3	6	4
F&R Woodstove/Fireplace Inspections	3	7	3
F&R Burning Permits Issued	10	12	14

F&R Building Permits Issued	18	21	21
F&R Blasting Permits Issued	0	2	2
Fire Loss Totals	\$53,000	\$252,000	\$601,500
Library-Circulation	19,298	22,030	21,790
Library-New Patrons	83	139	102
Library-Total Cardholders	25,801	27,469	27,590
Library-Public Meetings Held	40	27	22
Library-Audio Downloads	13	18	14
Library-Internet/PC Usage	1,794	2,259	2,221
Library-Museum Passes borrowed	36	47	54
Library-Circulation desk hold requests	1,273	1,166	1,182
Library-Remote online hold requests	716	959	860
Library-Attendance at Programs	56	518	43
Human Services-Number of Contacts	358	420	430
Human Services-Number of Cases	87	89	99
Human Services-Case Expenditures	\$42,385	\$37,575	\$46,133
F&G – Number of Burials - Traditional	1	5	0
F&G – Number of Cremations	-	6	0
F&G – Concrete Foundations for Monuments	-	6	0
F&G – Number of Work Orders Received	69	138	119
Total Visitors to Website	53,149	46,981	-
Average Visitors to Website Per Day	1,714	1,566	-
City Clerk – Total Revenue	\$6,235	\$6,572	\$6085
City Clerk – Death Certificates Issued	59	208	191
City Clerk – Marriage Licenses Issued	16	15	17
City Clerk – Birth Certificates Issued	202	167	164
City Clerk – Notary Public Requests	40	43	40
City Clerk – Marriage Certificates Issued	-	35	47
City Clerk – Justice of the Peace Requests	-	7	2
Vehicle Registrations	2,101	2,167	2,066
Police Dept Total Calls for Service	2,211	2,023	2,685
Police Dept Total Number of Offenses	205	178	156
Police Dept Motor Vehicle Stops	152	516	439
Police Dept Total Motor Vehicle Summonses	92	72	50
Police Dept MV Accidents Investigated	81	77	112
Police Dept Parking Tickets Issued	771	410	1,294
Police Dispatch Total Phone Calls	10,994	7,331	12,413
Police Dispatch – 911 Calls	329	269	496
Police Dispatch – Radio Transmissions	8,860	7,230	11,477
Police Records Bureau Revenue	\$29,883	\$24,458	\$44,369
Police Reports/Criminal Record Requests	77	83	71
Police Case Reports Processed	975	633	812
Police Prosecution – Adult Arraignments	56	43	37
Police Prosecution – Adult Trials	10	2	4
Police Prosecution – Hearings	22	13	15
Teen Center Participants-Average Per Day	22	26	24
PD Com. Service Program –Juveniles Tracked	32	29	24

PD Community Service Hours	19	42	16
Public Works – Work Orders Resolved	67	30	78
Public Works – Work Orders Pending	10	8	30
PW – Water Gallons Pumped	69,112,000	61,959,000	65,318,000
PW – Average Water Gallons per Day	-	2,065,000	2,107,000
Total Tonnage of Trash Collected	365.95	347.27	375.67
Total Tonnage of Paper Collected	108.28	140.92	130.02
Total Tonnage of Commingles Collected	99.71	95.06	99.69
Arena Public Skate Attendance	452	887	943
Arena Rock Night Attendance	188	137	101
McConnell Center – ‘Open Gym’ Participants	1,332	2,101	1,622
McConnell Center Common Area Reservations	49	63	60
Senior Center Membership Renewals	21	15	13
Senior Center New Memberships	4	6	0
Senior Center – Participants on Trips	53	43	15
Senior Center – Daily Game/Class Participants	247	639	295
Senior Center – Walk ins, no particular activity	197	536	393

HUMAN RESOURCE STATISTICS & UPDATES

December, 2008

Average Number of Employees Paid by Department			
Department:	December 2007	November 2008	December 2008
	4 week	4 week	4 week
Community Services	70	73	72
Executive	13	14	15
Finance	15	16	16
Fire & Rescue	53	59	59
Human Services	3	3	3
Library	24	22	22
Planning	10	6	6
Police	88	85	83
Recreation	75	66	65
Average Number of Employees Total	351	344	341

Personnel Status		
New Hires for Month	1	1 – Recreation
Separations for Month	3	1 – Community Services, 1 – Fire, 1 - Police
New Hires – Fiscal Year to Date	27	7 – Community Services, 1 – Exec, 1 – Finance, 2 – Fire, 4 – Police, 12 – Recreation
Separations – Fiscal Year to Date	30	6 – Community Services, 3 – Fire, 5 – Police, 16 – Recreation

Gross Wages Paid		
December 2007	November 2008	December 2008
4 week	4 week	4 week
\$1,532,266	\$1,230,244	\$1,600,382

Employee Name	Position	Dept	Employee Type	Base Rate	Reason
Separations:					
Breton, Dennis	Maintenance Specialist	C/S	RFT	20.60/hr	Voluntary
Feenstra, Karvel	Electrical Inspector	Fire	Temp	25.61/hr	End of Assignment
Poitras, Monique	Secretary	Police	RFT	14.06/hr	Voluntary
New Hires:					
Young, Michael	Seasonal Maintenance Worker	Rec	SPT	10.31/hr	

Total Permits Issued: December 2008

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
08-281	WENTWORTH-DOUGLASS HOS	789	CENTRAL AVENUE	OR RENOVATION	C	37	1	1298000	11707
08-426	FISCHER	432	CENTRAL AVENUE	RENOV. NEW MUSIC ROOMS	C	6	1	2200	55
08-437	DAVIS, BARTOL, ERICKSON, L	15	MEMBERS WAY	ADDITION TO EQUINE MED CTR	C	D	17	400000	4025
08-442	WENTWORTH-DOUGLASS HOS	789	CENTRAL AVENUE	EMERGENCY DEPT ALTERATIONS	C	37	1	661300	6645
08-444	BUTLER & COPPOLA REALTY,	750	CENTRAL AVENUE	INT. RENO. OF DOCTOR'S OFFICE, SUITE	C	29	17N	9000	115
08-443	INDUSTRIAL PARK DRIVE	16	INDUSTRIAL PARK DRIVE	DEMOLITION OF INTERIOR PARTITIONS	I	G	4		25
08-342	PRPC DEVELOPMENT GROUP	37-39	ROSANNA DRIVE	DUPLEX	R	I	3-14,	312000	3145
08-435	LAPIERRE	17/19	HANSON STREET	REPAIR 1ST FLOOR AND REPLACE STR	R	20	47	4000	65
08-440	JOHNSON	4	QUAIL DRIVE	CONST. AN ACCESSORY STRUCTURE (S	R	A	49-1	1300	45
08-441	WYETH	7	ROOSEVELT AVENUE	REMOVDE/RENOVATE A SECOND FLR B	R	37	44	13800	165
08-446	ANSELL	4	GOLD POST ROAD	CONST. ACCESSORY STRUCTION (STOR	R	I	102B	5000	75
08-447	BIEHL	30	BELANGER DRIVE	INTER. RENO. OF KITCH. & BTHRM	R	L	45-6	35000	375
08-448	CLARK	66	POLLY ANN TRAILER PARK	NEW ROOF TO PITCHED ROOF	R	M	47C	6000	85
08-450	SUGERMAN	8	ELMWOOD AVENUE	RENO./REMODEL BATHRM	R	25	37	7000	95
08-452	MCCORMACK	31	SHAWNEE LANE	RENOV. HANDICAPPED SHOWER	R	A	9P	7000	95
08-454	PETERSON	246	DOVER POINT ROAD	REMODEL MASTER BATHROOM	R	L	96J	23800	265
08-455	BARTON	133	GARRISON ROAD	CONVERT GARAGE TO LIVING SPACE	R	I	1	9500	125
08-457	GILBERTSON	3	BENJAMINS WAY	BATHROOM RENOVATION	R	I	47-15	20000	225
08-461	KUZIOMKO	308	DOVER POINT ROAD	CONSTRUCT A REAR ADDITION FOR AD	R	L	112	30000	325
08-462	CHENEY	9	SNOWS COURT	RENOVATE/REMODEL KITCHEN & ADJS	R	32	33	27000	295
08-464	BENNETT	370	BACK ROAD	INTER. RENOV. (REPAIR BSMT CEILING, R	R	M	92I	50000	525

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 21

Total Construction Value: \$2,921,900.00

Total Fees Collected: \$28,477.00

Type of Permits Issued		Certificate of Occupancy's	
Apartment dwlg units	0	Apartment Units	0
Commercial	0	Commercial	1
Condo Units	0	Condo Units	0
Congregate Care Facility	0	Congregate Care Facility	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Duplex Unit	1	Duplex Unit	0
Industrial	0	Industrial	0
Multi Family	0	Renovations	0
Manufactured Dwlg	0	Manufactured Dwlg	0
Single Family Dwelling	0	Single Family Dwellings	5
		Total	6

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
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			272	82	190									107
TOTAL APPROVED UNITS			389	151	218									139
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	
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	
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			346	119	227									
APPROVED + ELDERLY			735	270	445									139

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

* Built or permit issued and unit under construction

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COMMUNITY SERVICES CAPITAL IMPROVEMENT PROJECTS Status as of December 2008

COCHECHO RIVER DREDGING

Current: Negotiations between the ACOE and the dredge contractors have resulted in a situation where the available funds \$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 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.

TOLEND LANDFILL REMEDIATION

Current: The AS/SVE equipment package was delivered to the landfill in December. Start up of the system is scheduled for early spring once over night temperatures are consistently above freezing. Operation of the system is not feasible during winter temperatures. 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. EPA and the PRP group will hold a public informational meeting to review progress made at the landfill in 2008 and to discuss the work to be accomplished in 2009 and beyond. The meeting will be held at the Public Works facility on Thursday evening January 29th beginning at 7 PM.

Previous: The AS/SVE system field installation is complete. The equipment manufacturer is late completing the equipment package. The system is expected to arrive at the landfill in December. Start up of the system has been delayed until early spring. Operation of the system is not feasible during winter temperatures. 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.

WASHINGTON ST BRIDGE TO RIVER ST

Current: Project has been awarded and the contractor will start to mobilize in January.

Previous: Project has been awarded and the contractor will start to mobilize in December.

WALLINGFORD ST SEWER REPLACEMENT

Current: Consultant has started survey work for design.

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

SEWER INFLOW / INFILTRATION MITIGATION

Current: Final plans and specifications are complete and construction bids will be sought in January for this project. Construction is planned for the spring of 2009.

Previous: Final plans and specifications are being completed in anticipation of construction bidding in late winter following approval of CIP funding for this project. Construction is planned for the spring of 2009.

COCHECO RIVER SHORELINE STABILIZATION PROJECT

Current: SUMCO was awarded the project at the December City Council meeting. A pre-construction meeting is scheduled for January 12th with construction to begin later that week. The bids were very favorable from a cost perspective. We have requested a quote from SUMCO to perform the rehabilitation of an additional 250 feet of shoreline that has exposed tannery waste. This work would be done on the proposed redevelopment property and be required as part of the site restoration. It could be very advantageous to have the work completed now by SUMCO while they are working on the City property if they are willing to extend comparable pricing for the additional work.

Previous: Bids have been received with 17 firms submitting proposals. Proposals are being analyzed for qualifications, experience on similar projects, references, and cost. The sensitive nature of the work being conducted in the tidal portion of the Cocheco River requires expertise by the contractor working in that environment. It is anticipated that a contract for the selected bidder will be presented to the City Council in December for approval. The project must be constructed during the winter months to minimize impacts to the river ecology.

FY09 Storm Management Summary Report

[illegible]

*Please note the 12-12-08 ice storm costs are for public works snow/ice related expenses only this does not include water/sewer/power outage expenses.

Total FY09	\$ 176,929.50
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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	25	7	6	4	42
December	22	8	2	6	38
January					
February					
March					
April					
May					
June					
Totals:	170	58	29	32	289

City of Dover

Bid Solicitation Report

For December 2008

1/6/2009

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	

Q09-015	12/29/2008	01/05/2009		Butterfield Gym Masonry Work
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Planning				Trasnportation Center Building
B09037	12/05/2008	02/04/2009		Tenant REBID

Total for

21 Police

Police Admin			GovConnection, Inc	5 ea Panasonic CF-30 Toughbook
B09038	12/18/2008	01/05/2009		

		General Fund		Police Operations
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Total for Police

35 Recreation

City of Dover

Bid Solicitation Report

For December 2008

1/6/2009

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	
Rec-McConnell Center	12/24/2008	15-255235	Cadieu Flooring	Carpet for rooms 128-129	5,216.00
Q09-014	12/19/2008	12/24/2008			
	PA		McConnell Center	Gen Gov't Buildings	
Total for Recreation					5,216.00
Grand Total All Departments					5,216.00

City of Dover

Purchase Order Report

For December 2008

1/6/2009

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
Community Services	12/16/2008 B09028 PA	30-255095 	Howard P Fairfield, Inc 10/02/2008 		Street Sweeper	140,300.00
Total for						140,300.00
00 Other						
CS Admin	12/02/2008 PA	30-254836 	Construction Management & bu Performance Deposit Fund		Performance Deposit TR075737 TR75694	6,300.00
Total for Other						6,300.00
18 Planning						
CS ADMIN	12/02/2008 B09020 PA	30-254818 	T Buck Construction Inc 09/04/2008 		Construction of Washington St Bridge B08034 Bid Out 10-18-07 Due 11-29-07 Transportation Impr Pgm	4,006,305.00
Planning	12/16/2008 PA	18-255141 	William Paul Housing Rehab Loan Fund		Housing Rehabilitation Loan Housing Rehab	6,535.00
Total for Planning						4,012,840.00
21 Police						
Police Admin	12/16/2008 B09029 PA	21-255132 	Nick Gray Builders, LLC 10/06/2008 		Renovation of DPD Laboratory	23,300.00
Total for Police						23,300.00

City of Dover

Purchase Order Report

For December 2008

1/6/2009

Department	PO Date Bid Number Approved By	PO No Bid Date CC Meeting	Vendor Bid Due Fund	Item No Function/Division	Description PO Notes	PO Amount
Total for Police						23,300.00
30 Comm Serv PW						
CS Admin	12/08/2008	30-254934	Woodard and Curran, Inc		SCADA System Butterfield Gym PS	9,375.00
	PA			Sewer Fund	CS - Sewer	
CS Admin	12/12/2008 B09034	30-255133 10/29/2008	Sumco Eco-Contracting, LLC 11/19/2008		River Bank Stabilization	109,549.00
	PA				CS - Engineering	
CS Admin	12/04/2008 B09036	30-254929 11/19/2008	Matthew Bender & Co. 12/03/2008		Impeller 13.3 w/impeller wear rings/par	10,534.00
	PA			Sewer Fund	CS - Sewer	
CS WWTF	12/01/2008	30-254808	ASCO SERVICES, Inc		Transfer Switch 600 Amp ATS	6,400.00
	PA			Sewer Fund	CS - Sewer - WWTP	
CS Admin	12/05/2008	30-255135	Pat Lavoie		Brush & Leave Disposal (2nd Year)	5,000.00
	PA			General Fund	CS - Recycling Mgmt	
CS Admin	12/04/2008	30-238407	Earth Tech		Change Order Continued Oversight of Project	19,768.61
	PA			Water Fund	CS - Water	
Gen Govt Buildings	12/04/2008	15-254926	Ewing Electrical Co, Inc		Update Electrical Panel Police	5,009.00
	PA			Capital Improvements FY00	Gen Gov't Buildings	

City of Dover

Purchase Order Report

For December 2008

1/6/2009

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
CS Admin	12/16/2008	30-251752	GeoInsight, Inc		Change Order PO 30-251752	27,000.00
	PA				CS - Engineering	
CS Streets	12/16/2008	30-210883	Dubois and King, Inc		Change Order #3 12/16/08	50,800.00
	PA				CS - Streets	
Total for Comm Serv PW						243,435.61
35 Recreation						
Rec-McConnell Center	12/24/2008 Q09-014	15-255235	Cadieu Flooring 12/19/2008		Carpet for rooms 128-129	5,216.00
	PA				McConnell Center Gen Gov't Buildings	
Recreation Admin	12/01/2008	35-254809	Fox Tours		Sr.Ctr Trip	5,460.60
	PA				Recreation Pgms	
Total for Recreation						10,676.60
55 Other Financing Uses						
City Managers Office	12/18/2008	13-255198	Gorman Insurance Services		Excess Workers Comp	53,060.00
	PA				Workers Compensation Fund Internal Service	
City Managers Office	12/18/2008	13-255197	CCMSI		Year 5-work comp claim processing	26,380.00
	PA				Workers Compensation Fund Internal Service	
Total for Other Financing Uses						79,440.00

City of Dover

Purchase Order Report

For December 2008

1/6/2009

Department	PO Date Bid Number Approved By	PO No	Vendor Bid Date CC Meeting	Bid Due	Item No	Description PO Notes Function/Division	PO Amount
Grand Total All Departments							<u><u>4,516,292.21</u></u>

City of Dover

Expenditures of Major Funds

December 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	3,297.50	88,774.38	86,716.00	20,158.62	10.30
Executive	979,026.00	981,828.00	62,307.22	451,333.86	6,578.16	523,915.98	53.36
Finance	1,167,001.00	1,174,742.28	73,657.74	575,966.79	94,531.50	504,243.99	42.92
Planning	445,954.00	476,359.00	48,146.55	263,318.63	11,479.59	201,560.78	42.31
Misc Gen Gov't	849,357.00	1,004,608.32	24,707.87	286,329.71	148,449.16	569,829.45	56.72
Police	6,422,037.00	6,464,842.06	494,025.38	3,098,628.10	34,525.68	3,331,688.28	51.54
Fire & Rescue	6,228,171.00	6,236,570.00	634,975.16	3,218,288.80	8,906.81	3,009,374.39	48.25
Comm Serv PW	5,322,246.00	5,954,374.13	299,707.54	2,043,277.34	499,337.97	3,411,758.82	57.30
Recreation	1,310,221.00	2,945,450.73	215,936.21	3,611,035.45	21,667.18	(687,251.90)	(23.33)
Public Library	1,074,129.00	1,083,739.74	88,664.08	539,655.87	6,644.13	537,439.74	49.59
Human Services	717,702.00	722,667.15	66,156.49	319,248.89	11,407.21	392,011.05	54.25
Debt Service	9,108,852.00	9,108,852.00	1,128,814.44	2,231,081.04	0.00	6,877,770.96	75.51
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	2,599,871.37	16,188,086.91	1,605.13	23,306,824.40	59.01
Intergovernmental	6,837,272.00	6,772,323.00	0.00	6,772,323.00	0.00	0.00	0.00
Total for General Fund	79,948,061.00	82,718,521.85	5,740,267.55	39,687,348.77	931,848.52	42,099,324.56	50.89
3320 Residential Solid Waste							
Comm Serv PW	1,113,486.00	1,188,053.37	10,749.55	437,753.36	627,746.56	122,553.45	10.32
Total for Residential Solid Waste	1,113,486.00	1,188,053.37	10,749.55	437,753.36	627,746.56	122,553.45	10.32
3381 McConnell Center							
Comm Serv PW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Recreation	745,662.00	785,150.85	111,836.20	265,332.20	21,035.34	498,783.31	63.53
Total for McConnell Center	745,662.00	785,150.85	111,836.20	265,332.20	21,035.34	498,783.31	63.53

City of Dover

Expenditures of Major Funds

December 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	445,351.93	1,782,845.61	103,203.21	2,369,522.21	55.68
Total for Water Fund	4,158,670.00	4,255,571.03	445,351.93	1,782,845.61	103,203.21	2,369,522.21	55.68
5320 Sewer Fund							
Comm Serv PW	5,575,072.00	5,588,830.29	480,648.16	2,530,636.96	40,153.55	3,018,039.78	54.00
Total for Sewer Fund	5,575,072.00	5,588,830.29	480,648.16	2,530,636.96	40,153.55	3,018,039.78	54.00

City of Dover

Revenues of Major Funds

December 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	57,936,002.00	94,946.20	58,114,755.43	(178,754.80)	(0.31)
Licenses & Permits	4,467,223.00	4,467,223.00	368,648.35	2,164,518.09	2,303,307.07	51.56
Intergovernmental	2,594,315.00	2,594,285.00	1,623,701.14	2,287,190.32	307,094.68	11.84
Charges for Services	1,385,535.00	2,974,444.00	353,868.18	1,347,229.91	1,627,214.09	54.71
Misc. Revenue	1,125,128.00	1,155,392.00	60,952.24	695,699.93	459,692.07	39.79
Education	12,389,888.00	12,389,888.00	1,090,171.62	4,045,549.37	8,344,338.63	67.35
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	79,955,508.00	81,567,234.00	3,592,287.73	68,654,943.05	12,912,891.74	15.83
3320 Residential Solid Waste						
Charges for Services	1,113,486.00	1,113,486.00	102,031.38	588,970.93	524,515.07	47.11
Misc. Revenue	0.00	0.00	10.91	105.30	(105.30)	0.00
Total for Residential Solid Waste	1,113,486.00	1,113,486.00	102,042.29	589,076.23	524,409.77	47.10
3381 McConnell Center						
Misc. Revenue	731,096.00	731,096.00	18,828.23	120,469.99	610,626.01	83.52
Operating Transfers In	14,566.00	14,566.00	31,013.49	200,647.16	(186,081.16)	#####)
Total for McConnell Center	745,662.00	745,662.00	49,841.72	321,117.15	424,544.85	56.94
5300 Water Fund						
Charges for Services	4,137,670.00	4,137,670.00	29,567.24	1,451,546.07	2,686,123.93	64.92
Misc. Revenue	21,000.00	21,000.00	3,025.35	16,534.11	4,465.89	21.27
Other Financing Sources	0.00	0.00	0.00	175,000.00	(175,000.00)	0.00
Total for Water Fund	4,158,670.00	4,158,670.00	32,592.59	1,643,080.18	2,515,589.82	60.49

City of Dover

Revenues of Major Funds

December 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 %
5320 Sewer Fund						
Capital Outlay	0.00	0.00	0.00	900,000.00	(900,000.00)	0.00
Licenses & Permits	0.00	0.00	0.00	0.93	(0.93)	0.00
Intergovernmental	210,499.00	210,499.00	432,754.00	441,115.28	(230,616.28)	(109.56)
Charges for Services	4,262,654.00	4,262,654.00	9,419.04	1,427,234.06	2,835,419.94	66.52
Misc. Revenue	32,000.00	32,000.00	3,092.38	18,992.57	13,007.43	40.65
Operating Transfers In	0.00	0.00	0.00	350,000.00	(350,000.00)	0.00
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	445,265.42	3,137,342.84	2,437,729.16	43.73

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.

December:

Continue to respond to various phone and e-mail inquiries from City Council on different items of interest. Assembled information and met with individual councilors to address CIP questions. Provided periodic updates regarding ice storm response and recovery activities

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.

December:

Provided additional CIP information as requested by the Council – items included revised Project and Debt financed schedules and Amended resolutions for Bonding Authorization and Non-Debt Financed CIP projects. Provided City Council with analysis of 10 years of CIP authorizations and identified any available unexpended bonds that may be reprogrammed to other authorized CIP projects. City Manager's report continues to reflect updates on various activities, programs and data as identified and requested by City Councilors and the public.

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

December:

Cross training of various inspection staff has started which will yield increased efficiency and reduce duplication in some areas. This process is expected to be on-going since training in each specific area of responsibility is extensive. Savings associated with this organizational restructuring were quantified and reflected in adopted budget and continues to be achieved based upon budget to actual comparisons in monthly financial reports.

Reallocation of space in City Hall has allowed consolidating Police IT staff with overall IT function. This is improving efficiency and responsiveness to city-wide IT issues including emergency and after hours coverage. Cost savings estimates, if any, have yet to be determined however this move has partially addressed added space needs for Police Department in lieu of renovating or otherwise building new facility in near term.

4. Handles emergencies and crises effectively.

December:

The 2008 Ice Storm Event:

Beginning in the early hours of December 12th, the City departments dedicated significant resources and personnel to help the community during a massive ice storm and power outage. The City's Emergency Operations Center was opened to handle the hundreds of storm related calls for service including car crashes, blocked roadways and downed wires.

- Although the ice storm delayed the move of the EOC from City Hall to the NE Station, the City Hall EOC operated seamlessly and as expected during the ice storm allowing the City Manager and Department Heads to centrally monitor and manage the necessary community wide response for protecting the health and wellbeing of residents during this unusual event.
- Frequent briefings and communications to inform the public were made to local media outlets including print, radio and TV. In addition, both landline and cellular phone service throughout the community remained largely intact allowing for individual questions and answers to be directed to and provided through the City's police, fire and community services operations.
- The Community Services Department responded to various issues due to the severe ice storm. This particular storm caused power outages which had an impact on wells and waste water pumping stations city wide. Many hours of overtime were attributed to the manual operation of these sites until power was restored. In addition to salting, plowing, and utility operations during and after the storm, tree removal and brush clean up was initiated.
- The Fire Department responded to 300 additional calls for service over the number usually received in an average December
- The Police Department handled 737 calls for service, many due to the ice storm, a more than a 100% increase from the previous month. Most of the city's traffic lights were without power, requiring Police Officers to manually direct traffic at some of the major intersections to alleviate traffic congestion and prevent accidents.
- A joint Dover-Rochester-Somersworth shelter was established in Rochester. In November, an expanded partnership with the Red Cross occurred where cots, blankets and other shelter materials became stored in our community at the Central Fire Station. At that time, it was unknown that these supplies would be crucial in assisting with shelter operations just one month after the expanded partnership started.
- Although the Schools are the designated locations for sheltering large numbers of people, the decision to participate in a joint shelter was based on the appearance that Dover Schools would be ready to open before the other two communities, many residents were sheltering in place or seeking shelter with friends/relatives and the fact that most roadways and transportation options were available to residents allowing them to travel freely to and from the designated shelter location. As the need decreased, a local shelter was eventually opened at the Dover Baptist Church.
- As the library experienced no loss of power during the Ice Storm, it became what one patron called a "literate homeless shelter" during that week. Rules regarding cell phone use, computer use, and fine payments were relaxed as the library played host to dozens of people seeking warmth and communication outlets. Additional warming locations including access to public showers were provided in the McConnell Center, Indoor Pool and Dover Arena throughout the extended power outage.

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.

December:

The FY2010 budget process is continuing with assembling of operational data and initial revenue projections underway.

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).

December:

Not applicable at this time.

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

December:

Department Head goal updates are gathered each month and made a part of the City Manager's Report.

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

December:

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. (other informational meetings are being included below)

December:

The second quarterly public information session, Dover Discussions, has been scheduled for January, focusing on Wards 3 and 4.

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.

December:

A systematic review of codes and ordinances continues by individual departments in conjunction with research by City Attorney. Chapter 137 Political Contributions and Expenditures has been presented in response to a variety of state and federal cases to align the ordinance with the current state of the law. Additionally ordinances addressing City Property uses and creation of a Parking Commission have been assembled for consideration by the Council. Finance has obtained information regarding recent NH statute changes to incorporate into a revised investment policy.

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

December:

Following upon discussions with the School Board, a number of issues and questions are being reviewed and addressed to allow the School Department to secure state building aid and contractual assurance of funding by the City Council. In the meantime, hydrant shoveling PSA focus for this month due to the multiple snowstorms. Channel 22 was utilized in advertising a new Recreation program. Christmas announcements were placed on Channel 22 from the Police Department. An update regarding trash and recycling was placed on Channel 22.

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

December:

Finance and Water/Sewer Billing personnel have now moved into their new location on the second floor of City Hall. IT personnel have moved into the former Finance/Purchasing office area on the first floor of City hall in conjunction with moving Police IT staff from basement area. The former accounting area on the first floor of City hall has been wired and painted for Assessing's new location. Assessing has started to move items into the new location. Final layout of Assessing's new location is being finalized, as well as, some contractor work to remove sink and improve electrical outlets. The Tax Collection/City Clerk office area received one mock workstation to evaluate office/desk set up for DMV, Tax, and Clerk functions. In order to allow for the current tax collection area to be temporarily vacated for a retro-fit of the existing rooms, DMV registrations will be temporarily set up in the old assessing office and Clerk's office will accept tax payments. This work is tentatively scheduled for February 2009, but may be delayed due to availability of work crews. The re-location of the servers freeing additional space in the Police Department's basement area is still to be determined.

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.

December:

The evaluation of a regional County dispatch function has yet to be completed. Additional information is being assembled and will need to be considered by the County and area agencies. Cost savings opportunities will depend on a number of factors such as equipment relocations, staffing requirements, IT conversions, security provisions, operational changes, etc. Developer agreed and has paid City's cost for environmental attorney representing City's interest in Thornwood Conservation Easement— this arrangement saved the City approximately \$13,000 for the cost of outside counsel needed in this complex matter.

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

December

Finance has obtained information regarding recent NH statute changes to incorporate into a revised investment policy. Board of Trustees is gathering information to determine a course of action per recommendation to increase Board from 3 members to 5 members.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 10, 2008**
Meeting Time: **7:00pm**

1. MOMENT OF SILENCE

2. PLEDGE OF ALLEGIANCE

Councilor Cheney led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Myers, Deputy Mayor Trefethen, Councilors Callaghan, Carrier, Cheney, McCusker, Scott and Weston.

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

Absent: Councilor DeDe

4. PROCLAMATIONS – AWARDS

5. APPROVAL OF AGENDA

Deputy Mayor Trefethen asked to substitute as a whole 12.A.16. with a new revised Resolution. Deputy Mayor Trefethen made a motion to accept the Agenda with the one substitution; seconded by Councilor Callaghan.

Vote: 8/0.

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.

David Montegrano, 55 Union Street: He spoke about the abuse of power by the Dover Police Department. He said the Dover Police Department has violated civil rights and in some cases physically injured people. He said law enforcement officers are answerable to the same laws as citizens. He spoke of his personal experience with abusive parents and the sense of betrayal from that. He said the people of Dover are being injured by the very people who swore an oath to serve and protect them. He said he had his wrist sprained by Officer Martinelli in February of 2008. He showed the Council the x-ray and photographs of his wrist. He said he didn't speak out against his parents, but today as an adult he was not going to repeat that mistake again. He was declaring this crime to the world for each and every person who has had their civil rights violated by the Dover Police Department. He said he has personally dedicated himself as the person who is seeing that this abuse comes to an end.

Commander Randall Heller, Retired from US Navy, 170 Tolend Road: He spoke on the traffic pattern on Tolend Road. He was concerned with speeding traffic, passing, and trash dumping on the road and that the issues needed to be addressed. He asked that a double yellow line for no passing extend the whole length of Tolend Road, and a "Fine for Dumping" sign be put up on the road.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 10, 2008**
Meeting Time: **7:00pm**

H. Jerry Lynch, 26B Lincoln Street: He said he didn't want people to think there was something wrong with the Dover Police Department. He said in the past things did happen, but the City has a new Police Chief and he is doing a good job. He said it just wasn't right to paint the whole department as bad. He also wanted the Council to remember, when working on the CIP, not to overtax the citizens.

Ed Bleiler, 28 Isaac Lucas Circle: He read a statement into the record concerning the disastrous economy and the effect to people on a fixed income. He said this would be the year for the Council not to spend any money. He said the Council will be making a mistake if it goes over the amount of debt that is being retired. He said the enormous spending habits that have been prevalent have to be reduced. He said there was nothing on the CIP that had to be done in the next fiscal year. He said if the Council is bound and determined to spend the citizen's money, he suggested that the Council approve Items 3, 4, 8, 16, 17, and 20; totaling \$2,150,000. He said adding the new fire truck would change the total to \$3,100,000. He said resurfacing Tolend Road instead of reconstructing would only add another \$100,000. He said \$500,000 could be added for the water pressure improvements for the North End. He said this wish list is \$3.7 million, which was lower than the amount being retired. He appealed to the Council to give the citizens of Dover a break.

Glenn Grasso, 1 Pebble Hill Drive: He wanted to extend his, his wife's, and his whole neighborhood great appreciation to the Police Department for their professionalism and direct action over the last 36 hours. He read excerpts from his hometown newspaper, Stonington, Connecticut, dated November 22, 2008, regarding petitions to the Council. He gave three reasons why the articles were important: 1. There were gadflies like E.J. Bleiler in every community. 2. The municipality showed leadership from the top in combating the misinformation campaign that the anonymous petitions put out there. 3. The municipality demonstrated leadership by standing up to people who came late to the dance. He said this sort of thing does happen in every community. He appealed to the City Manager and the Council for leadership when it is appropriate.

Gary Green, 18 Footbridge Lane: He said he recognized the rights of the citizens. He wanted to share his thoughts regarding police departments throughout New England, state and local. He is a volunteer for the Dover Police Department, and he is very pleased and admirable of the officers. He said Dover Police was one of the few departments accredited in the State. He said he is often tired of the negatively spoken on his side of the podium, but felt it was raised to a new level this evening.

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

7. PUBLIC HEARINGS

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

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 10, 2008**
Meeting Time: **7:00pm**

8. CITY MANAGER'S REPORT

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

Vote: 8/0.

9. MINUTES

- A. NOVEMBER 5, 2008**
- B. NOVEMBER 12, 2008**
- C. NOVEMBER 19, 2008**

Deputy Mayor Trefethen made a motion to accept the Minutes; seconded by Councilor Weston. Councilor McCusker made a motion to approve the Minutes; seconded by Councilor Carrier.

Vote: 8/0.

10. MAYOR'S REPORT

Mayor Myers said he attended Mayors Alliance meetings. He put forth a position statement on the 125% spiking provision, to urge the legislature to have some quick action on it. He said the Economic Development Board has received 30 applicants for the Economic Development Director position. He said he would like to recommend Chris Sterndale be appointed to the Coast Committee. He said he did a few Chamber of Commerce ribbon cuttings, along with the North End Liberty Fire Station. He attended a ceremony at the Naval Yard for the change of command on the USS Oklahoma City. He thanked the Elks for putting on the Holiday Parade. He said FastTrans started on December 1, 2008, and rides were free for the month of December. He attended the Dover Sports Hall of Fame dinner, where four new members were inducted. He went to the lighting of the Dover Christmas tree. He spoke of the possible layoffs at the AT&T Call Center, and urged the Council to support keeping those jobs in the City.

Deputy Mayor Trefethen moved to accept the Mayor's Report; seconded by Councilor Carrier. Vote: 8/0.

11. UNFINISHED BUSINESS

A. ORDINANCES IN THE 3RD READING

- 1. ORDINANCE: CHAPTER 137, POLITICAL EXPENDITURES AND CONTRIBUTIONS (TO BE REMOVED FROM TABLE)**
SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen made a motion to remove from the table and for its approval; seconded by Councilor McCusker.

Mayor Myers asked City Attorney Krans to give the Council a brief overview of the changes. City Attorney Krans said the Ordinance was a fairly succinct one. He said the bulk of the changes were deletions to aspects that had extensive provisions regarding how much people could contribute. He said the old Ordinance required the candidates to file a



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 10, 2008**
Meeting Time: **7:00pm**

document detailing revenue raised and monies expended on the Monday before the election, and the new Ordinance requires it 10 days before the election and then updated a week after the election. He said if a candidate wins and doesn't do this they would not qualify to be sworn in. He referred to Councilor Scott's question to him about deleting the investigation section by the City Attorney. He said with this new provision there isn't much to enforce.

Councilor Cheney referred to the definition of Election, on Page 3 of 9, and felt it was too narrow. She suggested a more accurate definition to be: Election shall mean any process where eligible voters vote to select any candidate into any position in the City of Dover. She referred to Page 4 of 9, and she said it doesn't put a cap on political contributions from other parties.

Councilor Weston asked the City Attorney why he changed the reporting to 10 days before the election, because there are usually contributions still coming in at that point.

City Attorney Krans said it was currently reported the Monday before the election. He said the information wouldn't be available to the voter before they went to vote. He said by moving it to 10 days before the election there was the opportunity for the voters to understand how much money has been raised, who was contributing, and what was being spent. He said the second statement would give the final numbers.

Councilor Weston said she would like to have a Workshop. She said this past year there were a lot of undisclosed contributions, and she didn't understand that. She questioned a candidate being able to accept undisclosed contributions.

City Attorney Krans said it was a very common scenario, and he said he tells the candidates to donate undisclosed contributions to charity.

Mayor Myers asked if the definition of Election included everyone that would run for election. City Attorney Krans said it did.

Councilor Cheney made a motion to change the definition of Election to be: Shall meet any process where eligible voters vote to select any candidate into any position in the City of Dover.

Mayor Myers asked Councilor Cheney if she was intending to table the Ordinance to have a workshop, and asked her to make a motion to table the Ordinance.

Councilor Cheney made a motion to table the Ordinance; seconded by Councilor Callaghan. Vote: 5/3; Passed. Mayor Myers, Councilors Carrier and McCusker were opposed.

12. NEW BUSINESS

A. CONSENT CALENDAR

1. TAG – DHS GIRLS BASKETBALL BOOSTERS
2. RAFFLE – DHS GIRLS BASKETBALL BOOSTERS
3. RAFFLE – DOVER TEACHERS UNION
4. RAFFLE – GREAT BAY FIGURE SKATING CLUB
5. RAFFLE – GREAT BAY FIGURE SKATING CLUB
6. RAFFLE – SAINT MARY ACADEMY
7. RAFFLE – SOMERSWORTH POLICE
8. RAFFLE – MARGERY SULLIVAN CHAPTER, DAUGHTERS OF THE AMERICAN REVOLUTION



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 10, 2008**
Meeting Time: **7:00pm**

- 9. RESOLUTION: RECYCLING CENTER AGREEMENT WITH TOWN OF MADBURY**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 10. RESOLUTION: CONTINUATION OF AGREEMENT FOR WORK BOOKS/FOOTWEAR. SOLE VENDOR REDS SHOE BARN**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 11. RESOLUTION: CHANGE AWARD OF BID #B09024 FOR SNOW PLOWING/ HAULING SERVICES FOR CITY STREET/PARKING LOTS**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 12. RESOLUTION: B09028 AWARD OF STREET SWEEPER**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 13. RESOLUTION: HENRY LAW AVENUE RECONSTRUCTION PROJECT CHANGE ORDER #3 TO PO 30-210883**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 14. RESOLUTION: SHORELINE STABILIZATION @ MAGLARAS PARK**
ENGINEERING OVERSIGHT BY GeoINSIGHT INC.
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 15. RESOLUTION: B09034 COCHECO RIVERBANK RESTORATION PROJECT**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- 16. RESOLUTION: ACCEPTANCE OF DAY CONSERVATION EASEMENT**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

COMMITTEE REPORTS

- | | |
|--|--|
| 1. Appointments Committee | 8. City / School Joint Service Committee |
| 2. Arena Committee | 9. Solid Waste Advisory Committee |
| 3. Arts Commission | 10. Transportation Advisory Committee |
| 4. McConnell Center Committee | 11. Joint Building Committee |
| 5. Planning Board – Councilor D. Trefethen | 12. Recreation Advisory Board |
| 6. Cable Franchise Negotiations Committee | 13. Coast Bus |
| 7. School Board Liaison | |

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

Mayor Myers asked the Councilors if they had any items they would like removed for further discussion. He asked to pull 12.A.10 and 12.A.12.

Councilor Cheney asked to pull 12.A.11.

Councilor Callaghan asked to pull 12.A.1.

Mayor Myers asked for a roll call vote on the remaining items in the Consent Calendar.

Roll Call Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 10, 2008**
Meeting Time: **7:00pm**

Deputy Mayor Trefethen moved for the approval of 12.A.1.; seconded by Councilor Callaghan. Councilor Callaghan said he didn't have a problem with this permit. He spoke about a gentleman who sells Christmas trees and donates all the money to charity, and the problem with zoning. He asked if this type of permit would allow him to continue selling the trees. City Manager Joyal said it was a land use issue, and that area is zoned residential and no one can operate a retail type establishment. This permitting process will not help in this situation. Mayor Myers asked for a vote to accept 12.A.1.
Vote: 8/0.

Deputy Mayor Trefethen moved for the approval of 12.A.10.; seconded by Councilor McCusker. Mayor Myers recused himself from this vote, because he has family members who work for Reds Shoe Barn. Deputy Mayor Trefethen asked anyone if they had any questions. He asked for a roll call vote for the Resolution.
Roll Call Vote: 7/0. Mayor Myers recused.

Deputy Mayor Trefethen moved for the approval of 12.A.11.; seconded by Councilor Cheney. Councilor Cheney said she pulled this because the vendor missed the cutoff for the bid, and it would set a precedent if the Council accepted it. City Manager Joyal said they didn't have as many vendors as he would like for snow removal. Councilor Callaghan asked if there were any vendors turned away during this bid process. City Manager Joyal asked Doug Steele, Community Services Director, to speak to this issue. Mr. Steele said he didn't turn anyone away this year. He said this particular vendor has worked for the City for the past 10 years and on this particular route for the last two years. Deputy Mayor Trefethen asked if this Resolution was just an amended list of vendors, and the bid was the same. City Manager Joyal said that was correct. Deputy Mayor Trefethen said if this Resolution was an actual awarding of a bid, then he would have had a problem with it. He said he didn't have a problem with this Resolution. Councilor Weston said she had a problem of the legality of allowing the vendor back on the list, and wasn't sure of the correct way to handle this. City Manager Joyal said the end result would be the same, and it is getting close to the time where this vendor will be needed. He said the City had no one scheduled for the route the vendor would cover, and this Resolution was cutting through the red tape. He said it could raise a precedence issue, but not a legal issue. Councilor Callaghan said there should be a resolution presented to the Council to hire the vendor based on the pricing schedule. Councilor McCusker said the Council can make the exception. The Council can weigh each situation and make a decision each time. He said he would support this Resolution. City Manager Joyal said this bid authorization was different. He said eight vendors responded and accepted during the bidding process, but one vendor had to back out for insurance reasons. He said the City needed more vendors for snow removal.
Roll Call Vote: 8/0.

Deputy Mayor Trefethen moved for the approval of 12.A.12.; seconded by Councilor Weston.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 10, 2008**
Meeting Time: **7:00pm**

Mayor Myers asked the City Manager if the bid required a trade-in allowance for street-sweepers.

City Manager Joyal said the bid did ask for a trade-in allowance, but he felt that it wasn't a deterrent.

Roll Call Vote: 8/0.

Deputy Mayor Trefethen asked for the inclusion of the Planning Board Report to be accepted for the Consent Calendar. He said the Planning Board met on December 9, 2008 and voted unanimously to accept the CIP plan. He spoke about future issues and changes the Planning Board was working on, and said they would be coming before the Council in the spring. Councilor McCusker made a motion to accept the Planning Board Report; seconded by Councilor Carrier.

Vote: 8/0.

B. RESOLUTIONS

1. ACCEPTANCE OF OAK STREET ARMORY PROPERTY

SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

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

City Manager Joyal gave background information on the Oak Street Armory. He said the building would be used for storage.

Roll Call Vote: 8/0.

2. LEASE AGREEMENT WITH THE STATE OF NEW HAMPSHIRE – STORAGE BUILDING ON OAK STREET

SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

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

Mayor Myers said this was just allowing the National Guard to use the storage facility until 2013.

Roll Call Vote: 8/0.

3. ESTABLISHMENT OF RECREATION FACILITIES CAPITAL RESERVE FUND (TO BE REFERRED TO PUBLIC HEARING ON JANUARY 14, 2009)

SPONSORED BY MAYOR SCOTT MYERS BY REQUEST

Deputy Mayor Trefethen moved to refer to a public hearing on January 14, 2009; seconded by Councilor Cheney.

Vote: 8/0.

4. ESTABLISHMENT OF FIRE & RESCUE FACILITIES CAPITAL RESERVE FUND (TO BE REFERRED TO PUBLIC HEARING ON JANUARY 14, 2009)

SPONSORED BY MAYOR SCOTT MYERS BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 10, 2008**
Meeting Time: **7:00pm**

Deputy Mayor Trefethen moved to refer to a public hearing on January 14, 2009;
seconded by Councilor Callaghan.

Vote: 8/0.

**5. ESTABLISHMENT OF POLICE FACILITIES CAPITAL RESERVE FUND
(TO BE REFERRED TO PUBLIC HEARING ON JANUARY 14, 2009)
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST**

Deputy Mayor Trefethen moved to refer to a public hearing on January 14, 2009;
seconded by Councilor Scott.

Vote: 8/0.

C. ORDINANCES IN 1ST READING

**1. CHAPTER 3, ARTICLE IV, BOARDS AND COMMISSIONS
(TO BE REFERRED TO PUBLIC HEARING ON JANUARY 14, 2009)
SPONSORED BY MAYOR SCOTT MYERS**

Deputy Mayor Trefethen moved to refer to a public hearing on January 14, 2009;
seconded by Councilor Cheney.

Vote: 8/0.

**2. CHAPTER 79, CITY PROPERTY
(TO BE REFERRED TO PUBLIC HEARING ON JANUARY 14, 2009)
SPONSORED BY COUNCILOR DOUG DEDE**

Deputy Mayor Trefethen moved to refer to a public hearing on January 14, 2009;
seconded by Councilor Weston.

Vote: 8/0.

D. COUNCIL CORRESPONDENCE

**1. PETITION TO LEAVE LOWER SIXTH STREET OPEN TO LOCAL TRUCKS UP TO
CLASS 8**

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

Councilor Cheney asked if this petition was anonymous.

Mayor Myers asked City Clerk Lavertu who gave her the petition.

City Clerk Lavertu said it was given to her by a Councilor.

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 10, 2008**
Meeting Time: **7:00pm**

13. COUNCIL MATTERS OF INTEREST

Councilor Callaghan said the petition was signed by businesses with no street addresses, and not by people who live along the route.

Councilor Weston spoke on the recertification of Horne Street School.

Councilor Cheney spoke on the Holiday parade, and said it was great to see everyone come out.

Deputy Mayor Trefethen spoke on the request for a workshop on the Ordinance for Political Expenditures.

Further discussion ensued on the procedures for asking for a workshop.

14. ADJOURN

Deputy Mayor Trefethen moved to adjourn; seconded by Councilor Callaghan.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 17, 2008**
Meeting Time: **7:00pm**

1. MOMENT OF SILENCE

2. PLEDGE OF ALLEGIANCE

Councilor Callaghan led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Myers, Deputy Mayor Trefethen, Councilors Callaghan, Carrier, Cheney, DeDe, McCusker, Scott and Weston.

Also Present: City Manager Joyal and Deputy City Clerk Mistretta.

Mayor Myers wanted to wish the citizens a Merry Christmas and Happy Holidays. He also wanted to thank the community for all their help during the ice storm.

4. CITIZEN'S FORUM

Citizen's Forum is limited to the CIP Resolutions on this Agenda in Accordance with City Council Rules – Item 12-D.

Edward Bleiler, 28 Isaac Lucas Circle: He said as the City's gadfly he was coming before the Council with concerns for the City. He appealed to the Council to give the citizens a break. He asked the Council to keep their promise that no taxpayer funds be used for the parking garage, and eliminate the \$100,000 from the CIP. He asked that the Council not appropriate the \$1,273,550 for Energy Efficiency Improvements. He said it could be done in the City using plain common sense. He asked that the Council not spend \$850,000 for Henry Law Avenue. He said this could be done by adding \$100,000 to the sewer appropriation, and be done as one combined project. He said the CIP would come in under the amount of debt retired if his proposals are used. He also said Maglaras Park could be a disaster if the amount of money that is proposed is spent.

Gary Green, 18 Footbridge Lane, Chairman of Dover Utilities Commission (DUC): He said the DUC supports the CIP as presented. He spoke about his handout on the proposed water tower in the North End.

Raymond Bardwell, 199 Spur Road: He said the City needs a CIP that is less than the money that is being retired. He said if the City is buying a \$950,000 ladder truck, then he recommended that the Council eliminate the \$850,000 for Henry Law Avenue. He said if the City is going to pay \$50,000 for the design of the Whittier Street Bridge and have it realigned, then just put a new deck on it. He said the Council needs to prioritize, and deal with "wants" and "needs."

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 17, 2008**
Meeting Time: **7:00pm**

5. RESOLUTION: ADOPTION OF FY 2010-2015 CAPITAL IMPROVEMENT PROGRAM

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor Weston.
Mayor Myers referred the Council to the packet of information on each of the Councilors' desks, which will be substituted as a whole. Section "C" changes are as follows:

- Cemetery Master Plan Improvements moved from 2011 to 2014.
- Energy Efficiency Improvements moved from 2010 to 2011.
- Bridge Replacement – Whittier Street numbers changed to reflect the City's 20% share.
- Bridge Replacement – County Farm over Cochecho River reflects \$500,000 in 2014 as a placeholder.
- Downtown Street Light Upgrade has been moved from 2012 to 2014.
- Street Reconstruction – Silver Street moved from 2011/2012 to 2014/2015.
- Street Reconstruction – Henry Law Avenue (second piece) moved from 2011 to 2014.
- Street Improvements – Tolend/Watson Road has been split into three pieces from 2010 to 2012.
- Street Reconstruction – Atlantic Avenue moved from 2010/2011 to 2011/2012.
- Street Reconstruction – Richardson Drive moved from 2010/2011 to 2012/2013.
- Street Reconstruction – Roberts & Rabbit Road moved from 2012 to 2014.
- Street Reconstruction – Tanglewood Drive moved from 2013 to 2014.
- Street Reconstruction – Lisa Beth Drive and Lisa Beth Circle moved from 2011 to 2014.
- Street Reconstruction – Piscataqua Road moved from 2011 to 2014.
- Street Improvements and Sidewalks – Mast Road/Spruce Lane moved from 2010/2011 to 2011/2012.
- Street Reconstruction – Bellamy Road/Durham Road Intersection has been eliminated from this CIP plan.
- Park Improvements – Maglaras Park moved from 2011 – 2013 to 2013 – 2015 for much less money.
- Thompson Pool Enclosure has been eliminated.
- Henry Law Park and Riverwalk Improvements moved from 2011 to 2014.
- Dunaway Field Turf Replacement has been eliminated.
- Garrison Elementary School Improvements have been split into two years.
- Rizzo – Downtown Parking Facility construction has been moved to 2014.
- Water Main Replacement – Silver Street moved to 2015 to coincide with road reconstruction.

Mayor Myers asked the Council to discuss the proposed changes.

Deputy Mayor Trefethen made a motion to substitute as a whole; seconded by Councilor DeDe.
Vote: 9/0.

Deputy Mayor Trefethen made a motion to amend the CIP plan to move Henry Law Avenue, \$850,000 from 2010 to 2011; seconded by Councilor Callaghan.

Deputy Mayor Trefethen discussed his reasoning for wanting this amendment. He felt the City just couldn't afford this.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 17, 2008**
Meeting Time: **7:00pm**

Mayor Myers asked Deputy Mayor Trefethen if he was going to move something up. Deputy Mayor Trefethen said there was another project that he wanted to move up, but the main reason was the City couldn't afford it.

Councilor Scott said he was in full agreement to move that out. He agreed with Mr. Bleiler's comment to spend \$100,000 to hardtop it and it will last four or five years.

City Manager Joyal said this project tied in with another project, and the Council might want to keep it together. He asked Doug Steele, Community Services Director, to speak to the Council. Mr. Steele said the design was done with the idea that the road would be completed in conjunction with Paul Street and Wallingford Street.

Mayor Myers discussed why he felt it was important to do Henry Law Avenue. He said the City has \$241,772.84 that can be reappropriated from monies that didn't get spent on other CIP projects, which came in under budget. He said that would bring the CIP down to below the amount of debt being retired this year.

Councilor Cheney asked about the Operating Budget and asked if there were any funds left over. She wanted to lower General Street Improvements and use the reserve fund in the Operating Budget.

Mayor Myers said it's not necessarily sitting in limbo waiting to be spent.

Councilor DeDe said the Council wasn't looking at the impact to the Operating Budget.

Deputy Mayor Trefethen said fund balance can't be raided every year because of the tax cap, because eventually there won't be anything in the fund balance.

Mayor Myers said the General Street Improvements amount of \$1 million was raided last year to meet budget this year, and was actually \$700,000. He said right now the \$241,000 left over in prior years of the CIP projects would bring the amount debt financed under what is being retired. He asked for a vote on the amendment to move the \$850,000 for Henry Law Avenue to 2011.

Councilor Scott asked to make a friendly amendment to keep in \$100,000 to hardtop the road.

Deputy Mayor Trefethen said he wouldn't consider the friendly amendment.

Mayor Myers asked for a vote.

Vote: 5/4; Passed. Mayor Myers, Councilors Carrier, DeDe, and McCusker were opposed.

Councilor McCusker discussed the Tolend/Watson Road project and the impact of that project over three years.

Mayor Myers referred the Council to Page 22 of the CIP and Section "D" of the handout. He explained that reductions have been made in future years. He said moving the \$850,000 for Henry Law Avenue to next year makes the amount planned for next year \$7.5 million. He said the Council will have to cut projects next year if they still want to keep the amount debt financed equal to the amount of debt retired. He said he understood the economy, but the Council couldn't let the infrastructure crumble.

Councilor Callaghan discussed moving some streets to 2010.

City Manager Joyal said there was a plan for street reconstruction and a few of the roads tie in with other roads, and it wasn't a simple process to move the streets all around.

Councilor McCusker asked for clarification on being under the amount of debt retired. He felt the CIP should have been left alone, putting the \$850,000 for Henry Law Avenue back in.

Mayor Myers said a 20-year amortization on \$850,000 was approximately \$42,500 a year. He stressed the importance of not pushing projects out. He said he wouldn't support the CIP with the amendment.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 17, 2008**
Meeting Time: **7:00pm**

Councilor Weston said she agreed with Mayor Myers and Councilor McCusker. She said the ripple effect will be devastating. She felt it was a huge mistake to take out Henry Law Avenue, and will not support the CIP.

Councilor Cheney made a motion to reconsider Henry Law Avenue and move it back to 2010; seconded by Councilor Callaghan.

Vote: 6/3; Passed. Councilors Callaghan, Cheney and Scott were opposed.

Councilor DeDe made a motion to accept the plan as substituted (Packet C); seconded by Councilor McCusker.

Vote: 6/3; Passed. Councilors Callaghan, Cheney and Scott were opposed.

Mayor Myers asked for a roll call vote on the Resolution.

Roll Call Vote: 6/3. Councilors Callaghan, Cheney and Scott were opposed.

6. RESOLUTION: APPROPRIATION FOR FY 2010 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING

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

Deputy Mayor Trefethen moved to substitute this Resolution as a whole; seconded by Councilor Weston.

Vote: 9/0.

Mayor Myers spoke on the change for Horne Street School from \$2.2 million to \$2.3 million, eliminating the use of \$100,000 from impact fees. He said the City Manager will have to bring a Resolution to move the \$241,000 to General Streets Improvements. He said the Council would reduce the amount of General Streets Improvements by \$241,000, with the intention of the City Manager coming to the Council with a Resolution to appropriate the \$241,000.

Councilor Callaghan made a motion to reduce General Street Improvements by \$241,000; seconded by Councilor Scott.

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

Deputy Mayor Trefethen asked if that made the total number \$7,959,000.

Mayor Myers said that encompasses water, sewer, special revenues, and schools.

Councilor Callaghan made a motion to remove #8, Parking Facility, for \$100,000; seconded by Councilor Cheney.

Councilor Callaghan said the Council hasn't heard enough on the price of the equipment and the plan with the vendors.

Mayor Myers asked the City Manager to explain the process.

City Manager Joyal said it has gone out to bid. The cost of the machines is about \$18,000, and with additional expenses it comes out to be \$20,000 installed. He said they were still in the process of evaluating the proposals. He said it will likely go back out to bid. He said that the plan is to start in the spring with the kiosk, which will be debt financed or leased, paid for by the revenues generated by the parking system. He expects to come before the Council in February or March with a proposal.

Mayor Myers clarified that it wasn't paid for with taxpayer monies.

Councilor DeDe said he felt the Council would be irresponsible not to support the Resolution.

Councilor Scott said he would not support the Resolution.

Councilor Weston asked about the Special Revenue Funds.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 17, 2008**
Meeting Time: **7:00pm**

City Manager Joyal said the revenue from the new meters will pay for themselves. He said the revenue from the old meters is already going into this special revenue fund. He said the City will not be using property tax dollars to pay for this program.

Councilor Weston said she could not agree to remove the \$100,000 for parking, because the City has needed a parking garage for 25 years.

Councilor Callaghan said he couldn't support keeping the \$100,000 in the CIP.

Mayor Myers discussed the special revenue fund. He said the Parking Committee had a sound plan and that he would not be voting to remove this \$100,000.

Councilor DeDe made a motion to move the question; seconded by Councilor McCusker.

Vote: 5/4; Passed. Councilors Callaghan, Cheney, Scott and Weston were opposed.

Mayor Myers asked for a vote on removing the \$100,000 for the Downtown Parking Facility.

Vote: 3/6; Failed. Councilors Callaghan, Cheney and Scott voted in favor.

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

Vote: 3/6; Failed. Councilors Callaghan, Cheney and Scott voted in favor.

Deputy Mayor Trefethen made a motion to move the question; seconded by Councilor DeDe.

Vote: 9/0.

Mayor Myers asked for a roll call vote on the Resolution.

Roll Call Vote: 9/0.

7. RESOLUTION: APPROPRIATION FOR FY2010 CAPITAL IMPROVEMENTS PROGRAM – NONDEBT FINANCED PROJECT

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

Deputy Mayor Trefethen made a motion to substitute as a whole; seconded by Councilor Weston.

Councilor Callaghan discussed the library. He said the roof should be repaired and ceilings painted before the carpeting is done. He also said automating the checkout system should be looked into.

City Manager Joyal said the carpet was a safety issue. He said the City has been doing temporary repairs to the roof for leaks. He said they were prioritizing the projects that need to be done.

Mayor Myers asked Cathy Beaudoin, Library Director, to speak to the Council on the Library.

Ms. Beaudoin said she knows carpeting is usually considered a cosmetic issue, but the carpet is 20 years old and really a safety issue. She said they replaced the skylights in April, 2008 and that took care of those leaks. She said last week the parapet roof was fixed, and some caulking was done. She said the remaining leaks are not damaging materials or computers. She said the ceilings have to be painted with special paint and the rooms have to be closed while it is painted. She said the people's comments all have to do with the condition of the carpet.

Councilor Cheney said she was concerned with structural rot and mold from the roof leaks.

Councilor McCusker asked Ms. Beaudoin her preference.

Ms. Beaudoin said that was like asking her who was her favorite child. She said the major leaks have been fixed. She was concerned with the carpeting, and it was a day-to-day issue. The roof repair is in year three of the CIP.

Councilor Weston asked if the carpet was going to be replaced where the roof is leaking.

Ms. Beaudoin said yes.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 17, 2008**
Meeting Time: **7:00pm**

Councilor Weston was concerned with doing that. She asked if some carpet could be saved, and then money could be saved to work on the roof.

Ms. Beaudoin said most of the carpet was too worn and that she was just trying to prioritize projects.

Mayor Myers asked for a roll call vote on the Resolution.

Roll Call Vote: 9/0.

8. ADJOURN

Deputy Mayor Trefethen motioned to adjourn; seconded by Councilor McCusker.

Vote: 9/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

Ordinance Number:

Ordinance Title:

O – 2008.12.10 - 19

Chapter:

Chapter 3, Article IV, Boards and Commissions

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 3, Article IV entitled “Boards and Commissions” of the City of Dover, 1983, by creating a new Section 3-74 to be entitled “Parking Commission”

2. AMENDMENT

Chapter 3, Article IV entitled “Boards and Commissions” of the City of Dover, 1983, is hereby amended by creating a new Section 3-74, entitled “Parking Commission” as follows:

“3-73. PARKING COMMISSION

A. MEMBERSHIP: The Parking Commission shall consist of eleven (11) members appointed by the City Council, as follows:

- a. One (1) resident within the central business district
- b. One (1) resident outside the central business district
- c. Two (2) commercial property owners within the central business district
- d. Two (2) local business representatives within the central business district
- e. One (1) City Councilor designated by the Mayor
- f. One (1) member designated by the Transportation Advisory Committee,
- g. One (1) member designated by the Planning Board,
- h. One (1) member designated by the Dover Chamber of Commerce,
- i. One (1) member designated by Dover Main Street

B. TERMS OF MEMBERS: The designated City Councilor and Planning Board member shall serve throughout the term of their respective positions. All other commission members shall serve terms of three (3) years. The terms for initial member appointments shall be made to allow for subsequent appointments to occur on a staggered basis.

C. AUTHORITY AND DUTIES: The Parking Commission shall serve in an advisory capacity to the City Council and City Manager assisting with the development, implementation and continued monitoring of a comprehensive public parking system throughout the City. The Parking Commission shall review and develop recommendations for the ongoing financing and operation of public parking services and facilities to include:

- a. Making recommendations to the City Council and City Manager for the maintenance and implementation of an overall public parking plan that defines goals, policies, regulations and their enforcement.
- b. Making recommendations to the City Council and City Manager with respect to funding for a parking activity fund.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

Ordinance Number:

Ordinance Title:

O – 2008.12.10 - 19

Chapter:

Chapter 3, Article IV, Boards and Commissions

- c. Making recommendations to the Planning Board, the City Council and City Manager with respect to capital improvement programming as it relates to public parking facilities.
- d. Making recommendations to the City Council and City Manager with respect to special parking districts, related maintenance programs and their funding and management.
- e. Promoting communication and the exchange of ideas and concerns between users of public parking, property owners, merchants, and City agencies.
- f. Acting to promote public awareness of public parking areas in the city.

3. TAKES EFFECT

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

4. RECOMMENDATION

The City Manager recommends | does not recommend that this Ordinance be adopted.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers

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.A.1.

Ordinance Number:

Ordinance Title:

O – 2008.12.10 - 19

Chapter:

Chapter 3, Article IV, Boards and Commissions

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.A.1.

Ordinance Number:

Ordinance Title:

O – 2008.12.10 - 19

Chapter:

Chapter 3, Article IV, Boards and Commissions

ORDINANCE BACKGROUND MATERIAL:

The creation of the Parking Commission is recommended by the Downtown Parking Facility and System Report prepared by the City of Dover Downtown Parking Facility Ad Hoc Committee dated September 16, 2008.

The purpose of the Ad Hoc 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.

This ordinance will establish an 11 member Parking Commission to review and make ongoing recommendations ensuring the effective implementation and ongoing operation of a comprehensive public parking system.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

SUBSTITUTION

Ordinance Title: **O – 2008.12.10 - 19**
Chapter: Chapter 3, Article IV, Boards and Commissions – Parking Commission

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 3, Article IV entitled “Boards and Commissions” of the City of Dover, 1983, by creating a new Section 3-73 to be entitled “Parking Commission”

2. AMENDMENT

Chapter 3, Article IV entitled “Boards and Commissions” of the City of Dover, 1983, is hereby amended by creating a new Section 3-73, entitled “Parking Commission” as follows:

“3-73. PARKING COMMISSION

A. MEMBERSHIP: The Parking Commission shall consist of seven (7) members appointed by the City Council, with representation as follows:

- i. Five (5) Dover residents
- ii. Two (2) Dover property owners who may or may not be Dover residents irrespective of the provisions of Dover Ordinance 3-52(D)

B. TERMS OF MEMBERS: All commission members shall be appointed for a term of three (3) years.

- i. The length of terms for the initial appointments shall be 3 members with three (3) year terms, two members with two (2) year terms and two members with one (1) year terms thereby allowing for subsequent appointments to occur on a three (3) year staggered basis.

C. AUTHORITY AND DUTIES: The Parking Commission shall serve in an advisory capacity to the City Council and City Manager (or his/her designee) assisting with the development, implementation and continued monitoring of a comprehensive public parking system throughout the City. The Parking Commission shall review and develop recommendations for the ongoing financing and operation of public parking services and facilities to include:

- i. Making recommendations to the City Council and City Manager for the maintenance and implementation of an overall public parking plan that defines goals, policies, regulations and their enforcement.
- ii. Making recommendations to the City Council and City Manager with respect to funding for a parking activity fund.
- iii. Making recommendations to the Planning Board, the City Council and City Manager with respect to capital improvement programming as it relates to public parking facilities.
- iv. Making recommendations to the City Council and City Manager with respect to special parking districts, related maintenance programs and their funding and management.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

SUBSTITUTION

Ordinance Title: **O – 2008.12.10 - 19**
Chapter: Chapter 3, Article IV, Boards and Commissions – Parking Commission

- v. Promoting communication and the exchange of ideas and concerns between users of public parking, property owners, merchants, and City agencies.
- vi. Acting to promote public awareness of public parking areas in the city.

3. TAKES EFFECT

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

4. RECOMMENDATION

The City Manager recommends | does not recommend that this Ordinance be adopted.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers

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.A.1.

SUBSTITUTION

Ordinance Title:

O – 2008.12.10 - 19

Chapter:

Chapter 3, Article IV, Boards and Commissions – Parking
Commission

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.A.1.

SUBSTITUTION

Ordinance Title: **O – 2008.12.10 - 19**
Chapter: Chapter 3, Article IV, Boards and Commissions – Parking Commission

ORDINANCE BACKGROUND MATERIAL:

The creation of the Parking Commission is recommended by the Downtown Parking Facility and System Report prepared by the City of Dover Downtown Parking Facility Ad Hoc Committee dated September 16, 2008.

The purpose of the ad hoc 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.

This ordinance will establish a standing 7 member Parking Commission to review and make ongoing recommendations ensuring the effective implementation and ongoing operation of a comprehensive public parking system.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 79, entitled City Property.

2. AMENDMENT

Chapter 79 entitled “City Property” is hereby amended by revising the entire Chapter as follows in the attached background

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: Councilor Doug DeDe
Councilor Robert Carrier

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.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

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.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

ORDINANCE BACKGROUND MATERIAL:

The proposed ordinance represents a general re-drafting of an existing ordinance adopted over thirty years (30) ago in 1977.

The major substantive change in this ordinance is the use of the auditorium and conference rooms in City Hall by candidates running for elective office. Previously, candidates were prohibited from using City Hall facilities for campaigning activities.

Users of City property will incur rental charges as authorized by the City Council when approving fees on an annual basis.

Additional substantive changes are the deletions of provisions pertaining to administrative functions and personnel matters.

Provisions regarding the sale of City owned real property are simplified and clarified.

There are a variety of housekeeping changes and changes in grammar throughout the ordinance.

CITY PROPERTY CHAPTER 79

- 79-1. Private work.
- ~~79-2. Street cleaning machinery limitation.~~
- ~~79-3. Use by city employees limited.~~
- ~~79-4. Rental charges.~~
- ~~79-5. Use on unaccepted streets.~~
- ~~79-6. Compensation for private work.~~
- 79-72. Naming of city property.
- ~~79-8. Violations and penalties.~~
- 79-93. Disposal of surplus property.
- 79-104. Storage of sludge on city property prohibited.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

79-445 Disposing of Tax-Deeded and City Owned Real Estate

79-426 Use of City Property

[HISTORY: Adopted by the City Council of the City of Dover 12-14-77.* Section 79-7 added at time of adoption of Code; see Ch. 1, General Provisions, Art. I. Other amendments noted where applicable.]

General References

Marking of city motor vehicles - See Ch. 77.
Streets and sidewalks - See Ch. 152.

79-1. Private work.

City property and equipment may be used at the discretion of the City Manager for private work with the approval of the City Manager, provided that there is no conflict with municipal projects, and a proper rental is paid, for such use, and provided further that similar private equipment is not available for said work.

***Editor's Note: Provisions of this chapter are derived from Ch. 8 of the former Code, adopted 12-14-77.**

~~**79-2. Street cleaning machinery limitation.**~~

~~Any street sweeper of the city may not be used beyond the city limits.~~

~~**79-3. Use by city employees limited.**~~

~~No equipment may be used by city employees for their own work except as above.~~

~~**79-4. Rental charges.**~~

~~Rental charges for such equipment shall be determined by the City Manager.~~

~~**79-5. Use on unaccepted streets.**~~

~~Equipment may be used in the care and maintenance of roads and streets not formally accepted by the city but which have been maintained by the city prior to the effective date of this chapter.~~

~~**79-6. Compensation for private work.**~~

~~No employee of the City of Dover shall do any private work for compensation or accept compensation for private work during time he is being paid by the city.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

79-72. Naming of city property. [Added 2-27-85 by Ord. No. 3-85, amended 01-15-92 by Ord. No. 51-91]

~~Pursuant to RSA 47:5 by which city councils are granted the care and superintendence of all City buildings, City property, and all public squares and streets, all such city property, except streets of newly created subdivisions, shall be named by resolution of the City Council after a public hearing. Any such resolution must be referred to a public hearing prior to adoption.~~

79-8. Violations and penalties. [Added 4-27-83 by Ord. No. 10-83]

~~Any person, firm or corporation violating any provisions of this chapter shall, upon conviction, be guilty of a violation and shall be subject to a fine of up to one hundred dollars (\$100.).~~

79-93. Disposal of surplus property. [Added 03-18-92 by Ord. No. 09-92]

The Purchasing Agent shall be empowered to take the following measures concerning obsolete and excess **non-real property owned by the City** :

- A. Transfer property from one department to another.
- B. **Trade for replacement equipment.** ~~Include surplus equipment as trades on replacement equipment.~~
- C. Sell property by public auction or sealed bid Said auction or sealed bid to be advertised seven (7) days in advance.
- D. Donate property to other organizations upon approval by the City Manager.
- E. Sell for salvage or dispose of in an appropriate manner ~~any items that are unsalable or unwanted.~~
- F. City of Dover Library Material **[Added 06-20-2001 by Ord. No. 12-2001]**
 - (1) **Surplus Materials at the Dover Library may be donated to the Friends of the Library or other similar charity. Surplus Materials are materials not useful, not relevant, materials in poor condition or duplicative as determined by the Library Director with the concurrence of the Library Board of Trustees.** ~~City of Dover Library Material, which is deemed by the Library Director, with concurrence by the Library Board of Trustees, to be not useful, not relevant, in poor physical condition, or a duplication of material already owned by the Library, shall be considered surplus material, and may be donated by the Library Director to the Friends of the Library or other similar charity.~~
 - (2) This authorization is specifically exempt from reporting requirements under 3-44 G, unless the item is a fixed asset such as furniture or equipment.
 - (3) In consideration of this surplus donation policy, any such donated library material donated to the Friends of the Library, which is selected for resale, other than the annual book sale, shall



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

be itemized and posted internally, and on the Library Web Page, at least seven (7) days prior to the offering, so that citizens of Dover have advance notice.

79-404. Storage of Sludge on City Property Prohibited. [Added 04-03-96 by Ord. No. 05-96]

It shall be illegal to store sludge on city property that is not derived from the City of Dover's sewage system. Any person, firm or corporation violating this ordinance shall be guilty of a violation and upon conviction, fined not less than \$500.00 (five hundred dollars) nor more than \$1,000.00 (one thousand dollars) for each day sludge is stored on city property.

79-445. Disposing of Tax-Deeded and City Owned Real Estate. [Added 06-04-97 by Ord. No. 11-97]

- A. **On or before November 15 of each year, the City Council shall receive an updated list of the inventory of City-owned real property.** ~~the Finance Department shall annually on or before November 15th prepare a list of real estate deeded to the City for non-payment of taxes. This list shall be forwarded to the City Manager and City Council and shall be used to update the inventory of City-owned real estate property.~~
- B. **On an annual basis, the City Manager shall recommend to the City Council the sale of City owned parcels that do not have a present or future use.** ~~Upon receiving the list of tax deeded real estate from the Finance Department, the City Manager shall evaluate the tax deeded real estate and all other City-owned real estate for their current or expected future use. Those Properties that do not have a present or reasonably foreseeable use shall be recommended to the City Council to be sold.~~
- C. ~~Upon receiving the City Manager's recommendations, the City Council may then~~ **The City Council may** authorize the City Manager to dispose of ~~such city owned real property pursuant to state law, in such manner as it may deem appropriate in accordance with RSA 80:80, III.~~
- D. ~~If at any time an individual or party should be interested in purchasing a particular parcel of City-owned real estate not previously identified for disposal, they shall express their interest in writing to the City Manager. In order for the City to further consider such a request to sell real estate, a deposit by certified check or money order in the amount of two hundred fifty dollars (\$250) shall be included for each parcel being requested to sell.~~ **Persons interested in purchasing city real property shall notify the City Manager in writing requesting a sale and shall accompany said request with a certified check as a deposit in the amount of two-hundred fifty dollars (\$250) for each parcel or item. Such Said deposit shall be fully refunded if the property or item requested for sale is not recommended for sale or is credited to the purchase price if successfully sold to the depositor.**
- E. ~~Upon receiving a letter of interest to purchase real estate and the accompanying deposit, the City Manager shall evaluate the real estate requested for sale for its current and future use, and also seek two (2) appraisals of any real property, to include land and buildings, that the City is offering for sale prior to approval of the sale. The City Manager shall then recommend to the City Council within four (4) eight (8) weeks of receiving a letter of interest that the property either be sold according to the procedure determined herein or retained by the City.~~ **Two (2) real estate**



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

appraisals shall accompany the recommendation of the City Manager if the City Manager recommends the sale. Upon the sale, the buyer shall reimburse the City for the cost of the appraisals. [Amended 03-15-06 by Ord. No. 04-2006]

- F. Within four (4) weeks of receiving authorization by the City Council, the City Manager shall offer for sale by advertised sealed bid the tax acquired properties and other real estate authorized by the City Council to be sold.
- G. Notice of intended sale of City-owned real estate shall be published in a newspaper of general circulation in the City, **placed on the City website**, and ~~shall be posted in City Hall.~~ **Abutters shall also be notified by certified mail.** ~~The City shall also notify by certified mail the abutters of the property and previous owners, if known.~~ Notice of the intended sale shall inform the public of the time and procedure of the sale of the property and that any available data shall be provided for public inspection in City Hall. Notice shall be provided to any mortgagee pursuant to RSA 80:38-b at least **thirty (30)** days prior to the sale.
- H. ~~Unless otherwise authorized by the City Council, sealed bids with a minimum bid price of eighty percent (80%) of the current appraised value will be solicited for all City-owned real estate property authorized to be sold.~~ Bids ~~are required to~~ **shall** be submitted in writing, sealed and accompanied by a certified check or money order in an amount equal to at least ten percent (10%) of the bid offering. This bid security deposit money will be returned to all unsuccessful bidders once the transfer of ownership has been completed or if all bids shall be rejected. All bids received shall be opened publicly. **No property shall be sold for less than eighty (80%) percent of the average appraised value unless expressly authorized by the City Council.** All City-owned real estate advertised for sale shall normally be conveyed to the highest bidder meeting the minimum bid requirements subject to the following conditions or exceptions: **[Amended 03-15-06 by Ord. No. 04-2006]**
1. The City shall retain the right to refuse any and all bids.
 2. Any expense related to the sale of the City-owned real estate and the recording of the deed shall be the responsibility of the purchaser. Such expenses shall included but are not limited to the expense of the tax stamp and the cost of preparing and recording the deed.
 3. The successful bidder shall deliver to the City the balance of the bid price by certified check or money order within thirty (30) days of the bid opening. If the balance is not received within such time, the City may retain the deposit and sell the property to the bidder with the next highest bid.
- I. After review of the successful bid by the City Council, the City Manager shall be authorized by a majority vote of the City Council to execute and deliver quitclaim deeds in the name of and on behalf of the City to purchasers of real estate sold by the City. Surplus funds shall be distributed in accordance with the City Code.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

- J. In the instance involving the sale of tax-deeded property, all funds received in excess of unpaid taxes, interest, penalties and other expenses incurred by the City related to the sale of the property shall be made available to the previous owner of record. In order to receive such excess funds, the previous owner of record shall make application for payment with the Finance Department within one (1) year of the sale closing otherwise all surplus funds shall revert to the General Fund.
- K. Exceptions to this sale procedure shall be allowed for the marketing and sale of City-owned property for economic development, historic preservation or conservation purposes. Such exceptions shall include land purchased, developed and/or marketed by the Dover **Business and Industrial Development Authority (DBIDA) Economic Development Corporation**, or for preserving land for historic or conservation purposes. Exemptions shall also include small parcels of land of insignificant value to be deeded to abutters for boundary line adjustment. **[Amended 08/06/03 by Ord. No. 10-2003]**

79-426. Use of City Property. [Added 08-21-02 by Ord. No. 26-2002]

1. ~~The Auditoriums, gymnasiums and conference rooms of City buildings including inside of the Dover City Hall Building shall not~~ **may be rented used** as an event venue by **persons and organizations, including but not limited to** any candidate for elective partisan public office to promote a candidacy. ~~This section is not intended to prohibit elected officials from conducting policy events, as they relate to discussions of generic interest issues.~~
2. The City Manager shall promulgate policies for the use and rental of City **buildings. Hall in** ~~all other cases. Rental fee rates for auditoriums, gymnasiums and conference rooms shall be adopted by the City Council on an annual basis.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

CITY PROPERTY CHAPTER 79

- 79-1. Private work.
- 79-2. Naming of city property.
- 79-3. Disposal of surplus property.
- 79-4. Storage of sludge on city property prohibited.
- 79-5. Disposing of Tax-Deeded and City Owned Real Estate
- 79-6. Use of City Property

[HISTORY: Adopted by the City Council of the City of Dover 12-14-77.* Section 79-7 added at time of adoption of Code; see Ch. 1, General Provisions, Art. I. Other amendments noted where applicable.]

General References

Marking of city motor vehicles - See Ch. 77.
Streets and sidewalks - See Ch. 152.

79-1. Private work.

City property and equipment may be used for private work with the approval of the City Manager, provided there is no conflict with municipal projects, a proper rental is paid, and similar private equipment is not available for said work.

*Editor's Note: Provisions of this chapter are derived from Ch. 8 of the former Code, adopted 12-14-77.

79-2. Naming of city property. [Added 2-27-85 by Ord. No. 3-85, amended 01-15-92 by Ord. No. 51-91]

City property, public squares and streets, except streets of newly created subdivisions, shall be named by resolution of the City Council **after a public hearing**.

79-3. Disposal of surplus property. [Added 03-18-92 by Ord. No. 09-92]

The Purchasing Agent shall be empowered to take the following measures concerning obsolete and excess **non-real property owned by the City** :

- A. Transfer property from one department to another.
- B. **Trade for replacement equipment.**
- C. Sell property by public auction or sealed bid **upon seven (7) days notice.**
- D. Donate property to other organizations upon approval by the City Manager.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

E. Sell for salvage or dispose of in an appropriate manner

F. City of Dover Library Material [Added 06-20-2001 by Ord. No. 12-2001]

- (4) **Surplus Materials at the Dover Library may be donated to the Friends of the Library or other similar charity. Surplus Materials are materials not useful, not relevant, materials in poor condition or duplicative as determined by the Library Director with the concurrence of the Library Board of Trustees.**
- (5) This authorization is specifically exempt from reporting requirements under 3-44 G, unless the item is a fixed asset such as furniture or equipment.
- (6) In consideration of this surplus donation policy, any such donated library material donated to the Friends of the Library, which is selected for resale, other than the annual book sale, shall be itemized and posted internally, and on the Library Web Page, at least seven (7) days prior to the offering, so that citizens of Dover have advance notice.

79-4. Storage of Sludge on City Property Prohibited. [Added 04-03-96 by Ord. No. 05-96]

It shall be illegal to store sludge on city property that is not derived from the City of Dover's sewage system. Any person, firm or corporation violating this ordinance shall be guilty of a violation and upon conviction, fined not less than \$500.00 (five hundred dollars) nor more than \$1,000.00 (one thousand dollars) for each day sludge is stored on city property.

79-5. Disposing of Tax-Deeded and City Owned Real Estate. [Added 06-04-97 by Ord. No. 11-97]

- A. **On or before November 15 of each year, the City Council shall receive an updated list of the inventory of City-owned real property**
- B. **On an annual basis, the City Manager shall recommend to the City Council the sale of City owned parcels that do not have a present or future use.**
- C. **The City Council may authorize the City Manager to dispose of city owned real property pursuant to state law.**
- D. **Persons interested in purchasing city real property shall notify the City Manager in writing requesting a sale and shall accompany said request with a certified check as a deposit in the amount of two-hundred fifty dollars (\$250) for each parcel or item. Said deposit shall be fully refunded if the property or item requested for sale is not recommended for sale or credited to the purchase price if sold to the depositor.**
- E. The City Manager shall recommend to the City Council within **eight (8)** weeks of receiving a letter of interest that the property either be sold according to the procedure determined herein or retained by the City. **Two (2) real estate appraisals shall accompany the recommendation of the City Manager if the City Manager recommends the sale. Upon the sale, the buyer shall reimburse the City for the cost of the appraisals. [Amended 03-15-06 by Ord. No. 04-2006]**



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

- F. Within four (4) weeks of receiving authorization by the City Council, the City Manager shall offer for sale by advertised sealed bid the tax acquired properties and other real estate authorized by the City Council to be sold.
- G. Notice of intended sale of City-owned real estate shall be published in a newspaper of general circulation in the City, **placed on the City website**, and posted in City Hall. **Abutters shall also be notified by certified mail.** Notice of the intended sale shall inform the public of the time and procedure of the sale of the property and that any available data shall be provided for public inspection in City Hall. Notice shall be provided to any mortgagee pursuant to RSA 80:38-b at least **thirty (30)** days prior to the sale.
- H. Bids **shall** be submitted in writing, sealed and accompanied by a certified check or money order in an amount equal to at least ten percent (10%) of the bid offering. This bid security deposit money will be returned to all unsuccessful bidders once the transfer of ownership has been completed or if all bids shall be rejected. All bids received shall be opened publicly. **No property shall be sold for less than eighty (80%) percent of the average appraised value unless expressly authorized by the City Council.** All City-owned real estate advertised for sale shall normally be conveyed to the highest bidder meeting the minimum bid requirements subject to the following conditions or exceptions: **[Amended 03-15-06 by Ord. No. 04-2006]**
1. The City shall retain the right to refuse any and all bids.
 2. Any expense related to the sale of the City-owned real estate and the recording of the deed shall be the responsibility of the purchaser. Such expenses shall included but are not limited to the expense of the tax stamp and the cost of preparing and recording the deed.
 3. The successful bidder shall deliver to the City the balance of the bid price by certified check or money order within thirty (30) days of the bid opening. If the balance is not received within such time, the City may retain the deposit and sell the property to the bidder with the next highest bid.
- I. After review of the successful bid by the City Council, the City Manager shall be authorized by a majority vote of the City Council to execute and deliver quitclaim deeds in the name of and on behalf of the City to purchasers of real estate sold by the City. Surplus funds shall be distributed in accordance with the City Code.
- J. In the instance involving the sale of tax-deeded property, all funds received in excess of unpaid taxes, interest, penalties and other expenses incurred by the City related to the sale of the property shall be made available to the previous owner of record. In order to receive such excess funds, the previous owner of record shall make application for payment with the Finance Department within one (1) year of the sale closing otherwise all surplus funds shall revert to the General Fund.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Title: **O – 2008.12.10 - 20**
Chapter: Chapter 79, City Property

K. Exceptions to this sale procedure shall be allowed for the marketing and sale of City-owned property for economic development, historic preservation or conservation purposes. Such exceptions shall include land purchased, developed and/or marketed by the Dover **Business and Industrial Development Authority (DBIDA)** or for preserving land for historic or conservation purposes. Exemptions shall also include small parcels of land of insignificant value to be deeded to abutters for boundary line adjustment. **[Amended 08/06/03 by Ord. No. 10-2003]**

79-6. Use of City Property. [Added 08-21-02 by Ord. No. 26-2002]

3. **Auditoriums, gymnasiums and conference rooms of City buildings including** Dover City Hall **may be rented** as an event venue by **persons and organizations, including but not limited to** any candidate for elective partisan public office to promote a candidacy.
4. The City Manager shall promulgate policies for the use and rental of City **buildings. Rental fee rates for auditoriums, gymnasiums and conference rooms shall be adopted by the City Council on an annual basis.**



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.C.1.

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.C.1.

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.C.1.

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.C.1.

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.C.1.

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.C.1.

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.C.1.

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.C.1.

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.C.1.

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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.1.

Resolution Number: **R – 2008.12.10 - 1**

Resolution Re: Establishment of Recreation Facilities Capital Reserve Fund

WHEREAS: The City council adopted an ordinance for the establishment of Impact Fees; and

WHEREAS: On October 14, 2008, the Planning Board established an Impact Fee related to Recreation capital facilities; and

WHEREAS: The City Council desires to establish a capital reserve trust fund to hold and invest the amounts so designated until such time as the funds are needed;

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

In accordance with NH RSA 34, a capital reserve fund is established titled Recreation Facilities Capital Reserve for the deposit of Recreation Impact Fees, with said funds to be held in custody by the Board of Trustees of the Trust Funds. The funds are to be used for the purpose of expansion of infrastructure and/or equipment of the Recreation Department that has been identified as a project within the City's Capital Improvements Program.

AND, FURTHER BE IT RESOLVED;

The City Manager is designated as the agent to carry out the purposes of the reserves, only after approval of a 2/3 majority vote of the City Council to expend funds for each project as identified within the City's Capital Improvements Program.

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 majority favorable vote for passage after a public hearing.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.1.

Resolution Number: **R – 2008.12.10 - 1**

Resolution Re: Establishment of Recreation Facilities Capital Reserve Fund

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.D.1.

Resolution Number: **R – 2008.12.10 - 1**

Resolution Re: Establishment of Recreation Facilities Capital Reserve Fund

RESOLUTION BACKGROUND MATERIAL:

On October 14, 2008 the City of Dover Planning Board held a public hearing and voted to approve the establishment of an impact fee for Recreation capital facilities. NH RSA 674:21-I authorizes impact fees to be collected to pay for the impacts to capital facilities caused by development.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.2

Resolution Number: **R – 2008.12.10 - 2**

Resolution Re: Establishment of Fire & Rescue Facilities Capital Reserve Fund

WHEREAS: The City council adopted an ordinance for the establishment of Impact Fees; and

WHEREAS: On October 14, 2008, the Planning Board established an Impact Fee related to Fire & Rescue capital facilities; and

WHEREAS: The City Council desires to establish a capital reserve trust fund to hold and invest the amounts so designated until such time as the funds are needed;

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

In accordance with NH RSA 34, a capital reserve fund is established titled Fire & Rescue Facilities Capital Reserve for the deposit of Fire & Rescue Impact Fees, with said funds to be held in custody by the Board of Trustees of the Trust Funds. The funds are to be used for the purpose of expansion of infrastructure and/or equipment of the Fire & Rescue Department that has been identified as a project within the City's Capital Improvements Program.

AND, FURTHER BE IT RESOLVED;

The City Manager is designated as the agent to carry out the purposes of the reserves, only after approval of a 2/3 majority vote of the City Council to expend funds for each project as identified within the City's Capital Improvements Program.

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 majority favorable vote for passage after a public hearing.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.2

Resolution Number: **R – 2008.12.10 - 2**

Resolution Re: Establishment of Fire & Rescue Facilities Capital Reserve Fund

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.D.2

Resolution Number: **R – 2008.12.10 - 2**

Resolution Re: Establishment of Fire & Rescue Facilities Capital Reserve Fund

RESOLUTION BACKGROUND MATERIAL:

On October 14, 2008 the City of Dover Planning Board held a public hearing and voted to approve the establishment of an impact fee for Fire & Rescue capital facilities. NH RSA 674:21-I authorizes impact fees to be collected to pay for the impacts to capital facilities caused by development.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.3.

Resolution Number: **R – 2008.12.10 - 3**

Resolution Re: Establishment of Police Facilities Capital Reserve Fund

WHEREAS: The City council adopted an ordinance for the establishment of Impact Fees; and

WHEREAS: On October 14, 2008, the Planning Board established an Impact Fee related to Police capital facilities; and

WHEREAS: The City Council desires to establish a capital reserve trust fund to hold and invest the amounts so designated until such time as the funds are needed;

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

In accordance with NH RSA 34, a capital reserve fund is established titled Police Facilities Capital Reserve for the deposit of Police Impact Fees, with said funds to be held in custody by the Board of Trustees of the Trust Funds. The funds are to be used for the purpose of expansion of infrastructure and/or equipment of the Police Department that has been identified as a project within the City's Capital Improvements Program.

AND, FURTHER BE IT RESOLVED;

The City Manager is designated as the agent to carry out the purposes of the reserves, only after approval of a 2/3 majority vote of the City Council to expend funds for each project as identified within the City's Capital Improvements Program.

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 majority favorable vote for passage after a public hearing.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.3.

Resolution Number: **R – 2008.12.10 - 3**

Resolution Re: Establishment of Police Facilities Capital Reserve Fund

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.D.3.

Resolution Number: **R – 2008.12.10 - 3**

Resolution Re: Establishment of Police Facilities Capital Reserve Fund

RESOLUTION BACKGROUND MATERIAL:

On October 14, 2008 the City of Dover Planning Board held a public hearing and voted to approve the establishment of an impact fee for Police capital facilities. NH RSA 674:21-I authorizes impact fees to be collected to pay for the impacts to capital facilities caused by development.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.4.

Resolution Number: **R – 2008.10.22 - 167**
Resolution Re: Public Arts Acquisition Process

WHEREAS: The City of Dover would benefit from a Public Art Acquisition Process for all artwork to be accepted by the city, either into City buildings or on City property.

WHEREAS: The Arts Commission would like to advise to the Council that the City of Dover needs a Public Art Acquisition Process.

WHEREAS: The Arts Commission has drafted a Public Arts Acquisition Process as part of its rules to establish a process for evaluating artwork.

WHEREAS: A visual arts inventory for public artwork would benefit the City of Dover when considering history, value, and insurance purposes.

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

The attached Public Art Acquisition and Management Process is hereby adopted by the Dover City Council as part of the Rules of the Dover Arts Commission.

AND, FURTHER BE IT RESOLVED;

An 'Artwork and Sculpture List' shall be completed by the Dover Arts Commission that contains all visual collections (and their locations and pertinent information) currently the property of the City of Dover. This list shall be maintained by the Arts Commission for reference and insurance purposes.

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 - RESOLUTION

Agenda Item#: 11.D.4.

Resolution Number: **R – 2008.10.22 - 167**
Resolution Re: Public Arts Acquisition Process

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.D.4.

Resolution Number: **R – 2008.10.22 - 167**
Resolution Re: Public Arts Acquisition Process

RESOLUTION BACKGROUND MATERIAL:

In August of 2007, a representative from the Tommy Makem Family came to the Arts Commission and gave a presentation on a statue that they will be offering to the city in a year or so. This statue, whatever its location, design and it's final appearance will be, is still in the works and planned for sometime in 2009.

In September, 2007 the Economic Development Officer from the City of Portsmouth visited the Arts Commission (hereafter, "the committee") to discuss systems in place in Portsmouth and how to help the arts support economic development in the communities.. The relationship between economic development and the promotion of the Arts was inspirationally defined and elaborated for us. Also discussion was made about needing a clear process for Artwork donated to Public City buildings or property, AND for the need for guidelines and regulations for Performing Artists and their permitting process.

Shortly after this meeting, the committee was made aware of two projects that were soon to be on the City Council agenda for approval (The Joe Parks Riverwalk Public Gardens and Chestnut Hill Bridge Artwork). For both of these gifts to the City, the Arts Commission has given the City Council a positive recommendation to the Council.

It became apparent to the committee that a process was needed so that we would be more aware of what was about to be presented to the City Council, so that we would actually have time to schedule the item for review, thus allowing adequate time for recommendation/support of the project. These events prompted the committee to begin the creation of a process on arts acquisition and regulation of street artists and performers.

Over the past nine months, the committee has undertaken a process of researching arts acquisition policies from similar communities and existing documents for appropriate topics that pertain to the City of Dover. Once the research was complete, the committee began drafting a working document called the Dover Arts Protocol.

This September, the 4th Draft of the Dover Arts Protocol draft was reviewed by Alan Krans and Mayor Scott Myers. The recommendations made by Mr. Krans and the Mayor were drafted into the final Dover Arts Protocol.

Mayor Myer also recommended that the committees draft of the Dover Arts Protocol be divided into two separate documents. This made a lot of sense to the committee, as part A and part B of the Protocol really



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.4.

Resolution Number: **R – 2008.10.22 - 167**

Resolution Re: Public Arts Acquisition Process

were so different and were intended to serve two different purposes. So the Protocol was divided into two documents. The first of which is now called:

1. The Public Art Acquisition Management Process, which is the attached document for the review and approval of the Dover City Council.
2. The Guidelines and Regulation for Street Performers and Street Artists. - which is still in development by the committee. And this will be a document that outlines what performers and artists need to know to apply for permits to perform or sell artwork on public property in Dover. We hope to have this document finalized and before the Council by January of 2009.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.4.

Resolution Number: **R – 2008.10.22 - 167**

Resolution Re: Public Arts Acquisition Process

City of Dover, Public Art Acquisition and Management Process

SECTIONS

- 1. ADVISORY PROCESS**
- 2. SELECTION CRITERIA**
- 3. PLACEMENT OF WORKS OF ART**
- 4. RE-SITING 'SITE SPECIFIC' WORKS OF ART**
- 5. MAINTENANCE OF PUBLIC ART**

The Dover City Council recognizes the need for a advisory and criteria process through which all public artwork, both future or existing can given a recommendation by a public committee before being presented to the City Council for approval.

SECTION 1. ADVISORY PROCESS

- a. All purchased, donated or commissioned artwork must be presented for approval to the City Council by the Dover Arts Commission. The Arts Commission will act as an advisory board, giving recommendation to either to accept or not accept the work of art.
- b. The Arts Commission must see and examine each work of art before it is to be presented to the City Council. to accept it into the town collection. If physical examination is not practical, photographs with all explanation information on the work of art will be considered as an alternative.
- c. The Arts Commission will present for approval to the City Council any “estate bequests” left to the City of Dover.
- d. The Arts Commission will document the condition of each work of art being donated.
- e. The City shall not be bound to accept any gift with conditions placed upon the accepting of the work of art, i.e.: where or how to exhibit, how to frame or care for the work of art, etc.
- f. The Arts Commission will make recommendation on how to restore, house, or care for the work of art that has been acquired for the city’s collection.

SECTION 2. SELECTION CRITERIA

--A. Criteria to be used for acquisition of artwork by either purchase or commission shall include:

1. Historical Significance
 - 1) Context. The architectural, historical, geographical and/or sociocultural context of the site/artwork.
 - 2) Preference will be given to works of art created by a living or deceased artist who has a connection to Dover.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.4.

Resolution Number: **R – 2008.10.22 - 167**
Resolution Re: Public Arts Acquisition Process

- 3) Works with appraisal documents will be encouraged since the valuation is essential for insurance purposes.
 - 4) Works which because of their historical importance and or value, do not fit the above criteria
2. Content / Artistic Merit
- Content. Artwork must be appropriate (Section 1) and will be reviewed by the Arts Commission and submitted to the City Council for final approval.
 - Artistic quality. Strength of the concept, vision and craftsmanship of the artwork.
 - Media. All art forms including disciplines and media that are temporary and which survive only through documentation after the life of the piece has ended.
 - Diversity. Artwork that is diverse in style, scale, and media, and ranges from experimental to established art forms; also refers to artists from assorted backgrounds and ranges of experience.
 - Duplication. Artwork is unique and an edition of one or of a limited edition.
3. Feasibility
- Artist's ability to successfully complete the work as proposed based on experience, durability of materials, project budget, timeline, and city/county zoning/construction/design guidelines
 - If the condition of the proposed gift is such that it places an excessive cost burden on the city to house, restore, frame, or repair, the Arts Commission may recommend that the City decline the gift.
 - Longevity. The structural and surface soundness and inherent resistance to theft, vandalism, weathering, and excessive maintenance or repair costs.
 - Public Safety. Meets City building, electrical and other codes for safety.

--B. Public Art Murals

Additional criteria for recommending public art murals on public property include:

1. Durability. Requires a lifetime expectancy of 5 years.
2. Artistic merit. Demonstrated strength of artist's concept and craftsmanship as well as originality of proposed mural; appropriateness of scale to the wall upon which mural will be painted/attached and/or to the surrounding neighborhood; and architectural, geographical, sociocultural and/or historical relevance to the site scale.
3. Feasibility. Demonstrated ability to complete the proposed mural on time and within budget.

SECTION 3. PLACEMENT OF WORKS OF ART

A. The location or placement of all purchased, donated, or commissioned artwork must be recommended by the Dover Arts Commission and approved by the City Council.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.4.

Resolution Number: **R – 2008.10.22 - 167**
Resolution Re: Public Arts Acquisition Process

SECTION 4. RE-SITING 'SITE SPECIFIC' WORKS OF ART

--A. The Arts Commission may recommend re-siting a site specific artwork for one or more of the following reasons:

1. The condition or security of the artwork can no longer be reasonably guaranteed at its current site.
2. The artwork has become a danger to public safety in its current site.
3. The site has changed so that the artwork is no longer compatible as placed.

--B. Once the Dover Arts Commission has determined that an artwork meets one or more of the above criteria, it initiates the following process:

1. The Community Services Director, Department Head, or the Director of that Public Building, makes a good faith attempt to discuss re-siting with the artist.
2. If the artist agrees to the proposed re-siting, CS Director refers the recommendation to the Arts Commission for approval, as an advisory board to the City Council.
3. If the artist does not agree to the proposed re-siting, he/she has the right to prevent the use of his/her name as the author of the artwork.

--C. Once this process is complete, the Dover Arts Commission recommends the proposed re-siting to the City for approval.

SECTION 5. MAINTENANCE OF PUBLIC ART

--A. The Community Services Director, or the Director of that Public Building, is responsible for the public art collections' documentation and management, as well as the care, handling and long-term maintenance.

--B Overall Arts Inventory of public art within all Dover City buildings and on Dover City property, Is to be maintained by the Arts Commission.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.4.

SUBSTITUTION

Resolution Number: **R – 2009.01.14 - 167**

Resolution Re: **PUBLIC ART ACQUISITION AND MANAGEMENT
PROCESS**

WHEREAS: The City of Dover would benefit from a Public Art Acquisition Management Process (PAAMP) for all artwork (paintings, drawings, textiles, photographs, sculptures and murals) to be accepted by the city, either into City buildings or on City property.

WHEREAS: The Arts Commission has drafted a Public Arts Acquisition Process as part of its rules to establish a process for evaluating artwork.

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

The attached Public Art Acquisition and Management Process is hereby adopted by the Dover City Council as part of the Rules of the Dover Arts Commission.

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 - RESOLUTION

Agenda Item#: 11.D.4.

SUBSTITUTION

Resolution Number: **R – 2009.01.14 - 167**

Resolution Re: **PUBLIC ART ACQUISITION AND MANAGEMENT
PROCESS**

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		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.4.

SUBSTITUTION

Resolution Number: **R – 2009.01.14 - 167**

Resolution Re: **PUBLIC ART ACQUISITION AND MANAGEMENT
PROCESS**

RESOLUTION BACKGROUND MATERIAL:

In August of 2007, a representative from the Tommy Makem Family came to the Arts Commission and gave a presentation on a statue that they will be offering to the city in a year or so. This statue, wherever its location, design and its final appearance will be, is still in the works and planned for sometime in 2009.

In September, 2007 the Economic Development Officer from the City of Portsmouth visited the Arts Commission (hereafter, “the committee”) to discuss systems in place in Portsmouth and how to help the arts support economic development in the communities. The relationship between economic development and the promotion of the Arts was inspirationally defined and elaborated for us. Also discussion was made about needing a clear process for artwork donated to public city property and establishing guidelines and regulations for Performing Artists.

Shortly after the September 2007 meeting, the committee was made aware of two projects that were soon to be on the City Council agenda for approval (The Joe Parks Riverwalk Public Gardens and Chestnut Street Bridge Mural).

These events made it apparent that a process was needed so the Arts Committee would be more aware of artworks (paintings, drawings, textiles, photographs, sculptures and murals) being acquired by the city, so that we would actually have the time to schedule the item for review, thus allowing adequate opportunity for recommendation/support of the project.

Over the past nine months, the committee has undertaken a process of researching arts acquisition policies from similar communities and existing documents for appropriate topics that pertain to the City of Dover. Once the research was complete, the committee began drafting a working document called the Dover Arts Protocol.

The Protocol is divided into 2 documents.

1. The Public Art Acquisition Management Process, which is the attached document for the review and approval of the Dover City Council.
2. The Guidelines and Regulation for Street Performers and Street Artists, which is still in development by the Arts Commission. This will be a document that outlines what performers and artists need to know to apply for permits to perform or sell artwork on public property in Dover. We hope to have this document finalized and before the Council by April of 2009.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.4.

SUBSTITUTION

Resolution Number: **R – 2009.01.14 - 167**

Resolution Re: **PUBLIC ART ACQUISITION AND MANAGEMENT
PROCESS**

Rules of the Arts Commission

PUBLIC ART ACQUISITION AND MANAGEMENT PROCESS

SECTIONS

- 1. ACQUISITION PROCESS**
- 2. SELECTION CRITERIA**
- 3. PLACEMENT OF PUBLIC ART**
- 4. MAINTENANCE OF PUBLIC ART**
- 5. INVENTORY**

SECTION 1. ACQUISITION

- a. "Public Art" is defined as visual art works of a creative and/or original nature and process such as paintings, drawings, textiles, photographs, sculptures and murals. Art owned or possessed by the School Department or the individual schools shall not be included within the scope of authority of the Dover Arts Commission.
- b. All items of Public Art proposed for acquisition by the City of Dover, after the adoption of this rule, shall be reviewed by the Dover Arts Commission prior to acquisition. Acquisition shall include items to be acquired by purchase, donation or bequest. The Dover Arts Commission shall make a recommendation to the City Council regarding acceptance, conditional acceptance, placement, or non-acceptance. In addition, if the item is recommended for acceptance or conditional acceptance, the recommendation shall include advice on restoration, if necessary, and care of the item. The recommendation shall be based upon an inspection of the item or review of photographs with supporting documents and explanations.

SECTION 2. SELECTION CRITERIA

A. The following criteria shall be used regarding acquisition of Public Art by the City of Dover:

1. Artistic Merit
 - a. Artistic quality including strength of concept, vision and craftsmanship;
 - b. Diversity of style, scale, and media, and ranging from experimental to established art forms and/or artists from assorted backgrounds and ranges of experience;
 - c. Unique and limited edition items.
2. Historical Significance. Historical Significance is defined as the reflection of architectural, historical, geographical, and/or socio-cultural elements in connection to the Dover community as a whole.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.D.4.

SUBSTITUTION

Resolution Number: **R – 2009.01.14 - 167**

Resolution Re: **PUBLIC ART ACQUISITION AND MANAGEMENT
PROCESS**

3. Feasibility

- a. Artist's ability to successfully complete the work based on experience, durability of materials, project budget, timeline, and city/county zoning/construction/design guidelines;
- b. Cost;
- c. Longevity;
- d. Public Safety.

4. Availability of a recent written appraisal of value.

B. Additional Criteria for Public Art Murals

In addition to the above criteria, the following additional criteria shall apply for the acquisition of murals:

1. Durability and life expectancy with the expectation the mural will have a life expectancy of a minimum of five (5) years;
2. Artistic merit including the demonstrated strength of artist's concept, craftsmanship, originality, appropriateness of scale, relationship to the surrounding neighborhood, and architectural, geographical, socio-cultural and/or historical relevance to the site.

SECTION 3. PLACEMENT OF PUBLIC ART

A. The Dover Arts Commission shall recommend locations for the placement of Public Art including items in the existing Inventory and proposed acquisitions. The following criteria shall apply:

- a. Condition;
- b. Security;
- c. Public Safety
- d. Type and source of acquisition.

SECTION 4. MAINTENANCE OF PUBLIC ART

1. The City Manager, or designee, is responsible for the care, handling and long-term maintenance of Public Art. The Dover Arts Commission may monitor the care and maintenance of Public Art and provide continuing advice to the City Manager, or designee.

SECTION 5: INVENTORY

1. The Dover Arts Commission shall maintain an inventory list of all Public Art owned or leased by the City of Dover.



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

RAFFLE*.....TAG*..✓..PARADE**.....ROAD TOLL***.....BLOCK PARTY.....

Fill In Completely and Return To City Clerk NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: DOVER BASEBALL

Federal Tax ID number for Organization: 02-0514051

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

Contact Person: Dennis Shanahan

Day Time Telephone: 207-451-8953

Address: 508 Tolend Rd Dover, NH

Email Address DMShanahan@DoverNHBaseball.org

Purpose of Permit: Annual tagging for fundraising

Date of Event: May 7, 8, & 9 2009

Specific Time: Weekdays: 4pm to 8pm Sat: 9am to 4pm

Location of Event: Various retail businesses throughout the City, with their permission

(Raffle Permit only)

Prize (s) To Be Awarded: _____

Amount of Donation: _____ Date of Drawing: _____ Specific Time: _____

Place of Drawing: _____

*NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way to contact you during the day so the request can expedited Information on these requirements may be found at http://doj.nh.gov/publications/charitable_forms.html

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

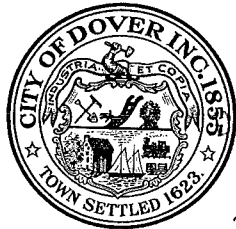
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.

I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: [Signature] Date: 12/7/08

Licensing Board approval [Signature] Date: 12/10/08

Revised 03/17/08



RECEIVED
DOVER CITY CLERK
JAN 2 2009

2008 DEC 16 A 11:43

**APPLICATION
CITY OF DOVER, NEW HAMPSHIRE**

RAFFLE* TAG* PARADE BLOCK PARTY** ROAD TOLL*****

Fill In Completely and Return To City Clerk NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: St. Mary Academy

Federal Tax ID number for Organization: 02-0342967

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

Contact Person: Brenda Foster Day Time Telephone: 742-3299

Address: 222 Central Ave. Email Address: foster@saintmaryacademy.org

Purpose of Permit: Calendar raffle

Date of Event: 2/1/09 - 2/28/09 Specific Time: mornings

Location of Event: St. Mary Academy

Raffle Permit only) \$ 2500 in prizes per attached calendar

Prize (s) To Be Awarded: \$5 Date of Drawing: each day in Feb. Specific Time: mornings.

Place of Drawing: St. Mary Academy

*** NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS:** Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at http://doj.nh.gov/publications/charitable_forms.html.

*** NOTE:** ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

****NOTE:** SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

**CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.
I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91
and/or RSA 286 and I agree to abide by same.**

Signature: Brenda Foster Date: 12/10/08

Licensing Board approval: [Signature] Date: 12/17/08

Revised 03/17/08



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.3.

Resolution Number: **R – 2009.01.14 - 4**

Resolution Re: **ACCEPTANCE OF EXTENSION OF WOODLAND ROAD**

WHEREAS: The developer of the extension of Woodland Road has requested that it be accepted as a City street; and

WHEREAS: The Engineering Division has reviewed the street and has determined it meets the City standards and specifications for street acceptance and has received a 2-year maintenance guarantee.

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

The extension of Woodland Road be accepted as a City street.

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 - RESOLUTION

Agenda Item#: 12.A.3.

Resolution Number: **R – 2009.01.14 - 4**

Resolution Re: **ACCEPTANCE OF EXTENSION OF WOODLAND ROAD**

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.A.3.

Resolution Number: **R – 2009.01.14 - 4**

Resolution Re: **ACCEPTANCE OF EXTENSION OF WOODLAND ROAD**

RESOLUTION BACKGROUND MATERIAL:

The developer of the extension of Woodland Road has asked for formal acceptance of the road by the City as depicted in the attached Warranty Deed.

WARRANTY DEED

KNOW ALL PERSONS BY THESE PRESENTS, That Northam Builders, Inc., a New Hampshire corporation with a principal place of business at 32 Piscataqua Road, Dover, Strafford County, State of New Hampshire 03820, for consideration paid, grants to **City of Dover**, a municipality with a principal place of business at City Hall, 288 Central Avenue, Dover, Strafford County, State of New Hampshire 03820, with WARRANTY COVENANTS the following described premises:

A certain tract or parcel of land shown as Woodland Road, Dover, Strafford County, State of New Hampshire, being shown on a plan entitled, "Subdivision Plan The Woodlands at Woodland Road, Dover, NH" dated April 21, 2003, by TriTech Engineering Corp. recorded at Strafford County Registry of Deeds as Plan 72-68, being more particularly bounded and described as follows:

Beginning at a point situate at the northwesterly corner of Tax Map 17, Lot 95F-2; thence running N 54° 06' 37" E along said Tax Map 17, Lot 95F-2 a distance of 6.47 feet more or less, to a point; thence turning and running N 74° 43' 34" E along said Tax Map 17, Lot 95F-2 a distance of 103.67 feet more or less, to a point; thence turning and running N 74° 43' 34" E along Tax Map 17, Lot 95F-4 a distance of 25.56 feet more or less, to a point; thence running on a curve with a radius of 175 feet along said Tax Map 17, Lot 95F-4 a distance of 76.67 feet more or less, to a point; thence running on a curve with a radius of 175 feet along Tax Map 17, Lot 95F-6 a distance of 47.07 feet more or less, to a point; thence turning and running N 34° 12' 48" E along said Tax Map 17, Lot 95F-6 a distance of 59.07 feet more or less, to a point; thence turning and running N 34° 12' 48" E along said Tax Map 17, Lot 95F a distance of 64.65 feet more or less, to a point; thence running on a curve with a radius of 125 feet a distance of 60 feet more or less, to a point; thence turning and running on a curve with a radius of 125 feet along said Tax Map 17, Lot 95F-8 a distance of 11.50 feet more or less, to a point; thence turning and running N 66° 59' 13" E along said Tax Map 17, Lot 95F-8 a distance of 10.14 feet more or less, to a point; thence running on a curve with a radius of 30 feet along said Tax Map 17, Lot 95F-8 a distance of 28.60 feet more or less, to a point; thence turning and running on a curve with a radius of 65.00 feet along said Tax Map 17, Lot 95F-8 a distance of 71.67 feet more or less, to a point; thence turning and running on a curve with a radius of 65.00 feet along said Tax Map 17, Lot 95F-10 a distance of 69.08 feet more or less, to a point; thence turning and running on a curve with a radius of 65.00 feet along said Tax Map 17, Lot 95F-12 a distance of 68.43 feet more or less, to a point; thence turning and running on a curve with a radius of 65.00 feet along said Tax Map 17, Lot 95F-11 a distance of 82.65 feet more or less, to a point; thence turning and running on a curve with a radius of 65.00 feet along Tax Map 17, Lot 95F-9 a distance of 36.31 feet more or less, to a point; thence turning and running on a curve with a radius of 30.00 feet a distance of 28.60 feet more or less, to a point; thence turning and running S 66° 59' 13" W a distance of 10.14 feet more or less, to a point; thence turning and running on a curve with a radius of



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.3.

Resolution Number: **R – 2009.01.14 - 4**

Resolution Re: **ACCEPTANCE OF EXTENSION OF WOODLAND ROAD**

175.00 feet a distance of 27.52 feet more or less, to a point; thence turning and running on a curve with a radius of 175.00 feet along said Tax Map 17, Lot 95F-7 a distance of 72.58 feet more or less, to a point; thence turning and running N 34° 12' 48" E along said Tax Map 17, Lot 95F-7 a distance of 30.79 feet more or less, to a point; thence continuing S 34° 12' 48" E for a distance of 92.93 feet more or less, to a point; thence running on a curve with a radius of 125.00 feet along Tax Map 17, Lot 95F-5 a distance of 13.75 feet more or less, to a point; thence turning and running on a curve with a radius of 125.00 feet along Tax Map 17, Lot 95F-3 a distance of 74.64 feet more or less, to a point; thence turning and running S 74° 43' 34" W along said Tax Map 17, Lot 95F-3 a distance of 28.21 feet more or less, to a point; thence turning and running S 74° 43' 34" W along Tax Map 17, Lot 95F-1 a distance of 107.08 feet more or less, to a point; thence turning and running S 15° 16' 26" W a distance of 2.28 feet more or less, to a point; thence continuing S 15° 16' 26" E a distance of 54.55 feet more or less, to the point of beginning. Said tract to be shown as **Woodland Road** on the above referenced plan.

Together with a 30 foot wide utility easement centered on the property line between Tax Map 17, Lot 95F-12 and Tax Map 17, Lot 95F-10.

Together with drainage easements across Tax Map 17, Lot 95F-1, Lot 95F-2 and Lot 95F-3 and Lot 95F-5 as shown on the above referenced plan.

NORTHAM BUILDERS, INC. GIVE THIS DEED TO CONFIRM THE DEDICATION OF WOODLAND ROAD TO THE CITY OF DOVER, NEW HAMPSHIRE. THE CITY ACCEPTS DELIVERY OF SAID DEED AND RECORDS SAME TO CONFIRM ITS ACCEPTANCE OF THE DEDICATED PUBLIC RIGHT OF WAY.

Meaning and intending to convey a portion of the premises conveyed to Northam Builders, Inc. by Deed of Anastasia R. Savramis, Trustee of the Anastasia R. Savramis 1996 Revocable Trust dated August 20, 2003 and recorded at Strafford County Registry of Deeds at Book 2844, Page 283.

Signed this ____ day of _____, 2008.

Northam Builders, Inc.

Witness

Jeffrey S. White, President

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

The foregoing instrument was acknowledged before me this ____ day of _____, 2008, by Jeffrey S. White, President, of Northam Builders, Inc., a New Hampshire corporation, on behalf of the corporation.

Notary Public/ Justice of the Peace



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.4.

Resolution Number: **R – 2009-01-14 – 5**

Resolution Re: **Bid#B09024 additional vendors as needed for Snow
Plowing/Hauling Services for City Street/Parking Lots**

WHEREAS: Sealed bid B09024 was requested and received for Snow Plowing/Hauling Services for City Streets and Parking lots on October 14, 2008 at 2:00 p.m. Responses were received from multiple vendors for various prices and equipment at varying hourly rates and council approved the list of vendors and rates on resolution #2008.10.22.160 Item 12.A.4; and

WHEREAS: Due to an insufficient number of qualified vendors responding, council approved resolution 2008.12.10-172 agenda item # 12.a.11 on December 12, 2008 adding another vendor to the list of approved vendors, and.

WHEREAS: Two more vendors have requested to be added to the list of vendors on an “as needed” basis. Rick Hebbard and GBT Trucking LLC.

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

The Purchasing Agent is hereby authorized to issue Purchase Orders to Rick Hebbard of Dover and GBT Trucking LLC of Rochester at the rates provided in December 2008 and listed in background section. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance 1/6/09
1000-43125-4422-0000-00-30	CS - Contract Snow Plowing	85,000.00	72,572.00
1000-45149-4422-0000-00-35	Arena- Contract Snow Plowing	1,000.00	1,000.00

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

The Purchasing Agent is hereby authorized to issue a Blanket Purchase Order to Additional qualified vendors, as discovered and approved by Doug, Steele, Community Services Director for Snow Plowing/Hauling Services, as needed. Authorization shall be limited so as not to exceed available funding.

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 - RESOLUTION

Agenda Item#: 12.A.4.

Resolution Number: **R – 2009-01-14 – 5**

Resolution Re: **Bid#B09024 additional vendors as needed for Snow
Plowing/Hauling Services for City Street/Parking Lots**

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.A.4.

Resolution Number: **R – 2009-01-14 – 5**

Resolution Re: **Bid#B09024 additional vendors as needed for Snow
Plowing/Hauling Services for City Street/Parking Lots**

RESOLUTION BACKGROUND MATERIAL:

The Community Service Department has found that it is more cost effective to contract out selected areas of its snow and ice removal responsibilities on streets and parking lots. To that end, an annual bid solicitation occurs for these services, and based on proposals received, staff assigns designated lots or areas of responsibility during a snowstorm. This solicitation allows the Community Services Department to better manage and track the costs of clearing school lots, public parking lots and outlying streets. The decision to use or not use certain vendors, or to supplement normal vendor assignments with additional contractual vendors, is determined by the Community Services staff on a storm-by-storm basis according to the severity of the storm.

Vendors requesting to be added to the list of approved “as needed” vendors at this time are:

**GBT Trucking LLC, Rochester NH/snow hauling with tri-axle dump @ \$65.00 per hr. or
Skid Steere @ \$55.00 per hr.**

**Rick Hebbard Dover NH/plowing parking lots with 2004 Hyundai 2 yard loader @ \$75.00
per hr.**

Bid Information:

The City of Dover has solicited by sealed bid to identify qualified, reliable snow removal contractors needed to assist City personnel in this necessary winter activity, “as needed” and was approved by council 10/22/08.

Award Information:

Blanket purchase orders will be issued to the multiple vendors for the winter plowing season to be used as needed.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	32	Number of Responses:	8 and 1 NB
Warranty:	None	Terms:	Net 30, FOB Dover
Work Bonded:	NA	Contract:	No
Prices will hold for:	April 30, 2009	Estimated Delivery:	As needed
Recommended Award to:	Various	Fund:	Snow Removal
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.4.

Resolution Number: **R – 2009-01-14 – 5**

Resolution Re: **Bid#B09024 additional vendors as needed for Snow Plowing/Hauling Services for City Street/Parking Lots**

Bid Results

<i>Vendor</i>	<i>Plowing</i>	<i>Hauling</i>	<i>Sanding</i>
J. P. Towle Construction Corp. PO Box 1708 Dover NH 03821-1708 (High School, Alt School Middle School and Arena)	924 Cat Loader with 12' plow (2 units) \$130 per hour	924 Cat Loader 2.5 yrd capacity @ \$110.00 per hr and cat 287 skidsteer @ \$85.00 hr sanding and hauling	
Bob Sherwood Landscape Co. 55 Knox Marsh Road Dover NH 03820 Chestnut st Preferred <u>** 4% fuel surcharge subject to change 30 days notice</u>	truck with 8' -9' plow \$65.00 per hour Bobcat loader plow and bucket @ \$55.00 per hr John Deere loader 2-3 yrd bucket @ \$85.00 per hr	6 wheel dump trucks 8 yards @ \$65.00 per hr	Sand trucks \$55.00 per hour
Norman Gagnon Construction 126 Goodwin Roads Rollinsford, NH 03869		10 wheel truck(s) 2 units /17yds \$50 per hour	
Carl Spencer Trucking 279 Green St Somersworth NH Locations preferred: Broadway Fire Butterfield Gym Library & McConnell Durham Rd Fire Will take any lot	420 E Cat @ \$90.00 per hr	2004 Mack 10 Wheeler 15 yrd capacity @ \$65.00 per hr 2007 cat 420E 1 ½ yrd bucket @ \$90.00 per hr hauling and sanding	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.4.

Resolution Number: **R – 2009-01-14 – 5**

Resolution Re: **Bid#B09024 additional vendors as needed for Snow
Plowing/Hauling Services for City Street/Parking Lots**

R & M Paving Co 50 Crosby Rd Dover NH Any lot	Loader @ \$100.00 per hr	Mack tri-axle dump 18 yrd capacity @ \$85.00 per hr	
Salmon Falls Nursery 511 Portland Ave Berwick ME 03901 Woodman park school Horne st school Garrison school Middle school Belknap st City hall 2 lots Library and McConnell First St Portland St School St Preferred city lots and library and Horne st and Garrison St Schools	F550 1 ton and CAT 262 @ \$60.00 hr		F550 1 ton \$55.00 hr
Marshall Rental Center Inc 56 State Rd Rte 1 Kittery ME 03904 Dover High and Alt School Garrison School Middle School Wants school only	6 wheel dump truck w/10 ft plow @ \$44.50 per hr ¾ ton pick up w/8 ft plow @ \$44.50 1 ton dump w/9 ft plow & 2 yrd spreader Plow @ \$44.50		1ton dump w/9 ft plow & 2 yrd spreader sanding @ \$74.50
SUR Construction 233 Chestnut Hill Rd Rochester NH 03867	No Bids	No Bids	No Bids



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.4.

Resolution Number: **R – 2009-01-14 – 5**

Resolution Re: **Bid#B09024 additional vendors as needed for Snow
Plowing/Hauling Services for City Street/Parking Lots**

Houle Excavating 409 Valley Rd No Berwick Me 03906 Added on 12/10/08	F7000 ford 6 wheel 10” plow @ \$70.00 per hr		
--	--	--	--



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.5.

Resolution Number: **R - 2009.01.14 - 6**

Resolution Re: B08039 Electrical Services Contractor Year 2

WHEREAS: Requests for sealed Bid # B08039 was issued and received for an as needed Electrical Services contractor on **December 10, 2007** with rates to hold for (1) one year and with option to renew (2) two additional years subject to annual pricing review, funding availability and vendor satisfaction; and

WHEREAS: The bid response deemed most advantageous to the City was submitted by Ewing Electrical Company Inc with rates for services rendered as stated in the results section of this resolution. Award of this bid was approved by city council on January 9, 2008 resolution # 12A7; and.

WHEREAS: The City of Dover has found the current arrangement to be mutually satisfactory and financially beneficial and would like to extend the agreement for another year at the same rates as submitted in Bid B08039 by Ewing Electrical Company Inc for year two of possible three year arrangement.

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

The Purchasing Agent is hereby authorized to issue a Group Purchase Order to Ewing Electric Company Inc given rates provided December 10, 2007 and confirmed as unchanged for year two. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
Various	See table in background		

AND, FURTHER BE IT RESOLVED:

The Purchasing Agent is hereby authorized to offer year three extension contingent upon funding availability, negotiated rates, and satisfactory performance by Ewing Electric Company Inc and approval of Dover City Council.

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 - RESOLUTION

Agenda Item#: 12.A.5.

Resolution Number: **R - 2009.01.14 - 6**

Resolution Re: B08039 Electrical Services Contractor Year 2

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.A.5.

Resolution Number: **R - 2009.01.14 - 6**

Resolution Re: B08039 Electrical Services Contractor Year 2

RESOLUTION BACKGROUND MATERIAL:

The electrical contractor must be licensed in the state of New Hampshire, and have general knowledge of residential and commercial electrical system, which would include pumps, motors, transfer switches, Variable Frequency Drives (VFD's), and instrumentation equipment such as Supervisory Control & Data Acquisition (SCADA) systems. The contractor must have their own vehicle, tools & meters. The contractor must be able to respond to emergencies within a 2-hour time frame. The successful bidder must have at least five (5) years experience in the field.

Rates are to be for a one (1) year period of time, to be renewed for each of two (2) additional years, subject to funding availability, annual pricing review and negotiations and council approval at the end of each yearly period.

Ewing Electric has offered a year two (2) arrangement with no rate increase. Year three (3) will be negotiated and presented to city council January 2010.

THE FOLLOWING TABLE IS A SUMMARY OF YEAR #1 EXPENSE AND ACCOUNTS USED. THESE MAY NOT BE SAME ACCOUNTS TO BE USED FOR YEAR #2 AS NEED IS UNKNOWN.

1st yr spent	account used	dept-description	appropriation	Balance In Account
84.00	1000-41941-4531-0000-00-30	Gen Gov telecommunications	274	0
4,622.11	1000-41991-4529-0000-00-19	Insurance deductible	10,000	0
126.00	1000-42150-4651-0000-00-21	police buildings	7,216	5,788
42.00	1000-43160-4443-0000-00-30	Streets lighting	3,000	2,643
950.00	3381-41941-4431-0000-00-35	building maintenance	103,600	47,316
1,966.84	3381-41941-4433-0000-00-35	Equipment maint.	1,000	152
995.00	4005-45220-4681-5223-05-35	CIP Henry Law Ave	185,000	0
2,052.12	5300-43320-4432-0000-00-30	water- imp o/t bldg	91,498	28,202
1,147.10	5320-43250-4432-0000-00-30	sewer- imp o/t bldg	12,000	11,853
200.00	5500-45149-4433-0000-00-35	arena maintenance	6,000	0
770.00	6100-49200-4341-9100-00-55	admin technical	23,019	13,469
12,955.17			442,607	109,423

Award Information:

A purchase order will be issued to authorize this expenditure to be used by various city of Dover departments as needed.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.5.

Resolution Number: **R - 2009.01.14 - 6**

Resolution Re: B08039 Electrical Services Contractor Year 2

Purchasing Information:

Type:	Purchase order	Advertised:	Yes
Invitations Mailed:	12	Number of Responses:	6
Warranty:	Meets professional standards	Terms:	Net 30, FOB
Work Bonded:	Cert of Insurance	Contract:	Yes
Prices will hold for:	One year	Estimated Delivery:	Immediately
Recommended Award to:	Ewing Electrical Co	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Agreement extension

Dec 2007 Vendor List

J & M Electric LLC
39 Littleworth Rd
Dover NH 03820

W. C. Colbath Electrical
211 Crosby Road
Dover NH 03820

Skip Powell
30 Lincoln Street
Dover NH 03820

Ayer Electric
3 Cherry Lane
Madbury NH 03820

Kohlhase Electric
121 Lafayette Road
N. Hampton NH 03862

Martineau Electrical
165 Industrial Park Drive
Dover NH 03820

RMS Electric
7 Stephen James Road
Barrington NH 03825

Scarponi Electric, LLC
45 Allen Street, Unit 5
Rochester, NH 03867

Yates Electrical Service
88A Dover Road
Durham, NH 03824

Ewing Electrical Co., Inc.
3 North Road
P. O. Box 370
Deerfield, NH 03037-0370

Rick Rines Electric
Main Street
New Durham, NH 03855

Giguere Electric
P. O. Box 1688
Laconia, NH 03247



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.5.

Resolution Number: **R - 2009.01.14 - 6**

Resolution Re: B08039 Electrical Services Contractor Year 2

BID Results

Electrical Services

#B08039 Dec 2007

<i>Vendor</i>	<i>Rates 7am-3pm</i>	<i>After 3pm/weekends /holidays</i>	<i>Mark up On parts or supplies</i>
Ewing Electrical Co Inc PO Box 370 Deerfield NH 03037 Minimum 3 hour call out	Electrician \$42.00 Apprentice \$30.00	\$58.00 \$40.00	10%
J & M Electrical LLC Michael Dunphy 39 Littleworth Rd Dover NH 03820	Electrician \$45.00 Apprentice \$40.00	\$70.00 \$60.00	5%
RMS Electric LLC 7 Stephen James Rd Barrington NH 03825	Electrician \$50.00 Apprentice \$40.00	\$60.00 \$50.00	15%
Atrisan Electrical Contractors 155 Drew Rd Madbury NH 03821	Electrician \$50.00 Apprentice \$40.00	\$75.00 \$60.00	15%
Relico Kohlhasse Electric 121 Lafayette Rd No Hampton NH 03862	Electrician \$55.00 Apprentice \$48.00	\$82.50 \$72.00	25%
WC Colbath Electric 211 Crosby Rd Dover NH 03820 Notes: State law requires minimum of 3 hrs paid for call out labor.	Electrician \$58.00 Plus \$7.00 per hr service truck. Total \$65.00 Apprentice \$50.00 Minimum call rate for 1hr. or less \$80.00	\$74.00 Plus \$7.00 per hr service truck. Total \$81.00 \$65.00 Minimum call rate for 1hr or less \$120.00	10% over trade service column 3 price



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.6.

Resolution Number: **R – 2009.01.14 – 7**

Resolution Re: B09034 Cocheco Riverbank Restoration Change Order #1

WHEREAS: Requests for sealed bid B09034 was issued and received for the Cocheco River Bank Restoration Project on November 19, 2008 at 2:00pm. This phase addressed immediate problems of the exposed former landfill along the river. Seventeen proposals were received, reviewed and evaluated and the proposal deemed most advantageous to the City of Dover and meeting specifications was presented by SumCo Eco-Contracting LLC in the amount of \$109,549.00. Award of bid was made to SumCo Eco Contracting by city council on resolution R-2008.12.10-176 agenda item 12A15; and

WHEREAS: Due to favorable pricing there is money available in the CIP account to address an additional 160+/- linear feet of riverbank further up stream along the redeveloped property. SumCo Eco Contracting has offered a price in the amount of \$70,922.50 with many unit prices remaining the same as the original bid. The city can eliminate (\$8,000.00) of this cost in mobilization and close out fees if phase I and Phase II are completed consecutively, therefore, making project cost of \$62,922.50. It is in the best interest of the city to award phase II to current vendor.

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

The purchasing agent is hereby authorized to issue a change order to purchase order # 30-255133 to SumCo Eco-Contracting LLC given the bid amount of \$62,922.50 and corresponding rates provided January 6, 2009. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance 1/6/09
4009-43112-4715-3194-09-30	Cocheco River Stabilization	500,000.00	327,451.00

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.6.

Resolution Number: **R – 2009.01.14 – 7**

Resolution Re: B09034 Cocheco Riverbank Restoration Change Order #1

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.A.6.

Resolution Number: **R – 2009.01.14 – 7**

Resolution Re: B09034 Cocheco Riverbank Restoration Change Order #1

RESOLUTION BACKGROUND MATERIAL:

The City of Dover desires to contract with a qualified vendor for the timely construction, operation, and restoration of a 250-foot section of the Cocheco River in Dover, New Hampshire. The project is on a fast-track design and a construction schedule that will require construction to begin no later than December 17, 2008 and substantial completion to be achieved no later than March 6, 2009. A Request for Proposal (RFP) was prepared in coordination with GeoInsight, Inc. for solicitation of bid responses for the project. The New Hampshire Department of Environmental Services (NHDES) and United States Army Core of Engineers (USACOE) have provided preliminary approval of the design prepared by GeoInsight.

On November 19, 2008, the City received 17 bids for the Cocheco River Bank Restoration project. The bids were evaluated in accordance with the methodology outlined in the Request for Proposal #B09034. Award of bid was made to SumCo Eco Contracting by city council on resolution R-2008.12.10-176 agenda item 12A15 in the amount of \$109,549.00.

Due to favorable pricing there is money available in the CIP account to address an additional 160+/- linear feet of riverbank further up stream along the redeveloped property. SumCo Eco Contracting has offered a price of \$70,922.50 with many unit prices the same as the original bid. The city can eliminate (\$8,000.00) of this cost in mobilization and close out fees if phase I and Phase II are completed consecutively, therefore, making amount \$62,922.50. It is in the best interest of the city to award phase II to current vendor. Pricing schedule and maps attached.

Award Information:

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

Purchasing Information:

Type:	Change Order	Advertised:	no
Invitations Mailed:	Na	Number of Responses:	Na
Warranty:		Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	60 days	Estimated Delivery:	Upon approval
Recommended Award to:	SumCo EcoContracting	Fund:	Cocheco River Stabilization CIP
Other Approvals Required:	State NH DES	References Checked:	Highly recommended
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



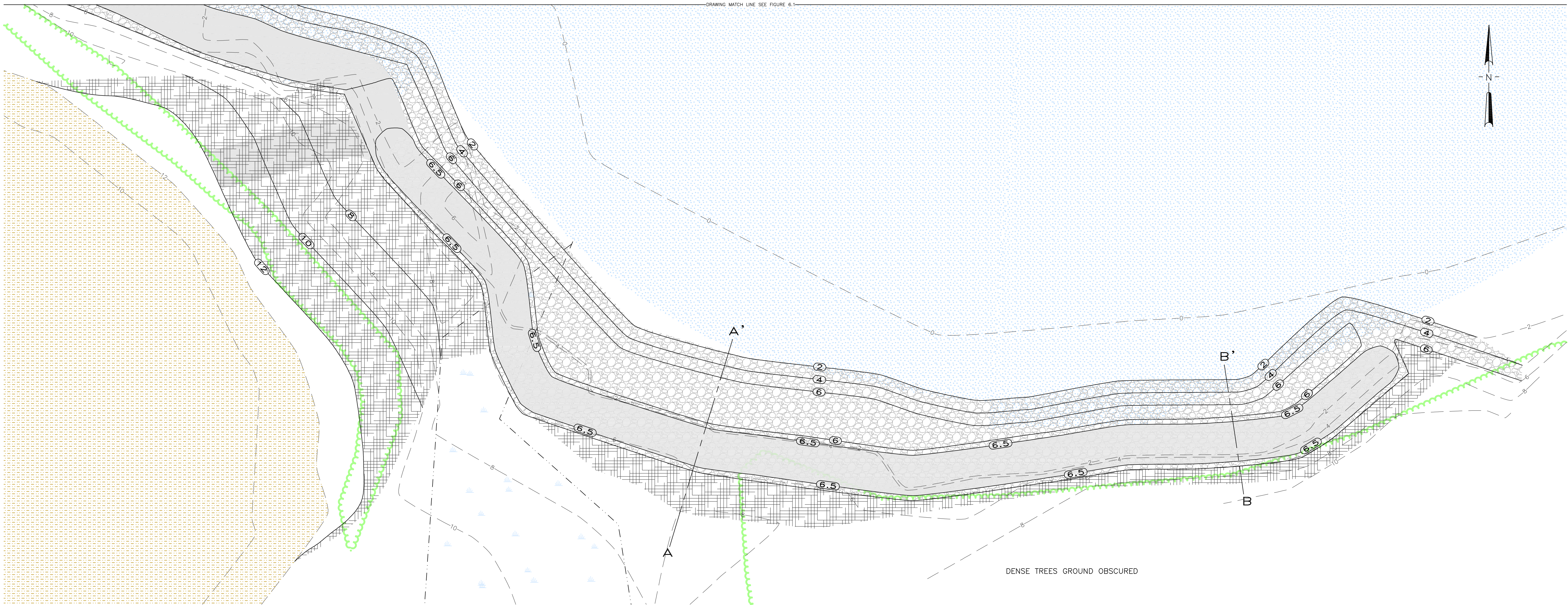
CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.6.

Resolution Number: **R – 2009.01.14 – 7**

Resolution Re: B09034 Cocheco Riverbank Restoration Change Order #1



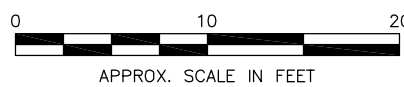
GRADING AND COMPACTION NOTES:

1. THE CONTRACTOR SHALL PROVIDE ALL LABOR, EQUIPMENT, AND MATERIALS TO CONDUCT EXCAVATING, BACKFILLING, AND COMPACTING AT THE SITE AS REQUIRED TO COMPLETE THE RESTORATION PLAN.
2. THE CONTRACTOR SHALL BE PREPARED TO DEWATER, SHEET, AND BRACE EXCAVATIONS AND SLOPES AS REQUIRED FOR THE SAFETY OF EMPLOYEES AND PROTECTION OF EXISTING STRUCTURES OR WORK PREVIOUSLY COMPLETED.
3. IF SHEETING OR BRACING IS REQUIRED, SUBMITTALS SHALL INCLUDE DRAWINGS AND CALCULATIONS OF EACH COFFERDAM AND SHEETING INSTALLATION REQUIRED IN THE PROJECT AREA.
4. THE CONTRACTOR SHALL PERFORM SURVEY, MEASUREMENT, AND GRADING TO ACHIEVE THE CORRECT TOPOGRAPHY AND LINES AS SHOWN HEREIN.
5. FILL MATERIALS ARE SUBJECT TO THE APPROVAL OF THE ENGINEER AND MAY BE MATERIALS REMOVED FROM SITE EXCAVATIONS OR BORROWED FROM OFF SITE. ALL MATERIAL, WHETHER FROM THE EXCAVATIONS OR FROM BORROW, SHALL BE OF SUCH NATURE THAT AFTER IT HAS BEEN PLACED AND PROPERLY COMPACTED, IT WILL MAKE A SUITABLE DENSE, STABLE FILL.
6. FROZEN MATERIAL SHALL NOT BE USED AS BACKFILL, AND BACKFILL SHALL NOT BE PLACED ON FROZEN MATERIAL. IN GENERAL, PLACEMENT OF MATERIALS DURING FREEZING CONDITIONS SHALL BE PERFORMED AS DIRECTED BY THE ENGINEER.
7. EXCAVATIONS SHALL BE TRUE TO THE LINES AND GRADES SHOWN HEREIN. FINAL GRADING SHALL BE DONE IN SUCH A MANNER AS TO NOT TO DISTURB THE ON-GRADE MATERIAL.
8. THE CONTRACTOR SHALL MAKE MINOR ADJUSTMENTS OR REVISIONS IN LINES OR GRADES IF FOUND NECESSARY AS THE WORK PROGRESSES AND AS PERMITTED AND DIRECTED BY THE ENGINEER.
9. ALL EXCAVATED MATERIALS PILED ADJACENT TO EXCAVATIONS SHALL BE PILED IN A MANNER THAT WILL NOT ENDANGER THE PROJECT AREA AND THAT WILL AVOID OBSTRUCTING OTHER ACTIVITIES.
10. THE CONTRACTOR SHALL USE TEMPORARY ROADS, AS NECESSARY, TO DELIVER MATERIALS TO PLACEMENT AREAS.
11. SUFFICIENT LEVELING AND COMPACTION EQUIPMENT SHALL BE PROVIDED TO DO THE WORK OF PROPERLY SPREADING AND COMPACTING THE MATERIAL AFTER IT HAS BEEN PLACED.
12. GRADE BACKFILL TO PROVIDE A SMOOTH SURFACE THAT WILL READILY SHED WATER AND PROVIDE POSITIVE DRAINAGE. THE PROPOSED UTILITY ACCESS PATH SHALL BE CONSTRUCTED WITH A 2 PERCENT CROWN.
13. ALL SUBGRADES AND FINAL GRADES SHALL BE INSPECTED BY THE ENGINEER PRIOR TO PROCEEDING WITH WORK.
14. AFTER THE WORK IS COMPLETELY TESTED, INSPECTED, AND APPROVED, THE CONTRACTOR SHALL MAKE ALL REPAIRS AND REPLACEMENTS NECESSARY TO RESTORE THE WORK AREA AND SUPPORTING AREAS TO A CONDITION SIMILAR TO CONDITIONS PRIOR TO THE START OF WORK.

CONSTRUCTION SEQUENCE

THE PROJECT WORK INCLUDES THE FOLLOWING ITEMS AND ACTIVITIES THAT ARE TO BE PERFORMED BY THE CONTRACTOR IN ACCORDANCE WITH THE RESTORATION PLAN.

1. SELECTIVELY CLEAR EXISTING VEGETATION IN THE PROJECT AREA AND REMOVE EXPOSED WASTE MATERIALS TO FACILITATE EQUIPMENT ACCESS AND OPERATION.
2. INSTALL A TURBIDITY CURTAIN WITHIN TIDAL CHANNEL AND AT MINIMUM 10 FEET BEYOND THE LIMITS OF THE PROJECT.
3. EXCAVATE A 15 FOOT WIDE SECTION OF TIDAL RIVER CHANNEL (I.E., MUD FLAT) ADJACENT TO ERODED RIVER BANK, TO 12 INCHES BELOW THE EXISTING SURFACE. SEE FIGURE 7 FOR DETAILS AND PROFILE OF ARMOR STONE STABILIZATION.
4. PLACE 15 FOOT WIDE LAYER OF A BIAXIAL GEOGRID UNDERLAIN BY A 6-OZ. NON-WOVEN GEOTEXTILE. COVER GEOTEXTILE WITH 12 INCHES OF 4-INCH MINUS RIP RAP. SEE FIGURE 7 FOR LIMITS AND SPECIFICATIONS OF GEOTEXTILE AND RIP RAP.
5. PLACE 12 INCH LAYER OF COMMON FILL TO A 1:1.5 MAXIMUM GRADE OVER THE EXISTING ERODED RIVER BANK. COMMON FILL SHALL BE USED TO FILL VOIDS AND UNDERCUT AREAS ALONG ERODED RIVER BANK. APPLY GENERAL COMPACTION EFFORT TO FORM STABLE BASE FOR PLACEMENT OF ARMOR STONE. COVER COMMON FILL WITH 6-OZ. NON-WOVEN GEOTEXTILE PRIOR TO PLACEMENT OF ARMOR STONE.
6. PLACE ANGULAR 24-INCH DIA. MINUS ARMOR STONE AT THICKNESS INDICATED ON FIGURE 8 AND KEY INTO RIVER BED AND TOP OF BANK. PLACE LAYER OF 4-INCH DIA. RIP RAP AS A LOCKING COURSE LAYER WITHIN TOP 6-INCHES OF THE ARMOR STONE, AS SHOWN ON FIGURE 7.
7. CONSTRUCT GRANULAR AGGREGATE 8-FOOT WIDE UTILITY ACCESS PATH. PLACE 6-OZ NON-WOVEN GEOTEXTILE TO LIMITS SHOWN ON FIGURE 7. COVER GEOTEXTILE WITH 6-INCH LAYER OF 1.5-MINUS GRANULAR AGGREGATE. APPLY COMPACTION EFFORT TO FORM STABLE BASE FOR UTILITY ACCESS.
8. PLACE A 6-INCH LAYER OF COMPOST MULCH TERRASEEDED WITH CONSERVATION GRASS SEED MIX AS SHOWN. SEE FIGURE 7 FOR SPECIFICATIONS.



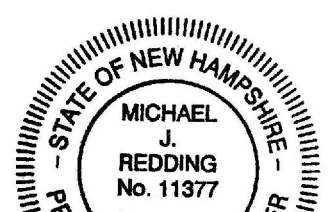
NOTES:

1. TOPOGRAPHIC CONTOURS AND SITE FEATURES BASED MAY 2007 TOPOGRAPHIC AND BOUNDARY SURVEYS PERFORMED BY VERMONT SURVEY AND ENGINEERING (VSE) AND SEPTEMBER 2008 TOPOGRAPHIC SURVEY PERFORMED BY GEOINSIGHT, INC.
2. REFER TO FIGURE 7 FOR CROSS SECTION DETAILS A-A' AND B-B'.

LEGEND:

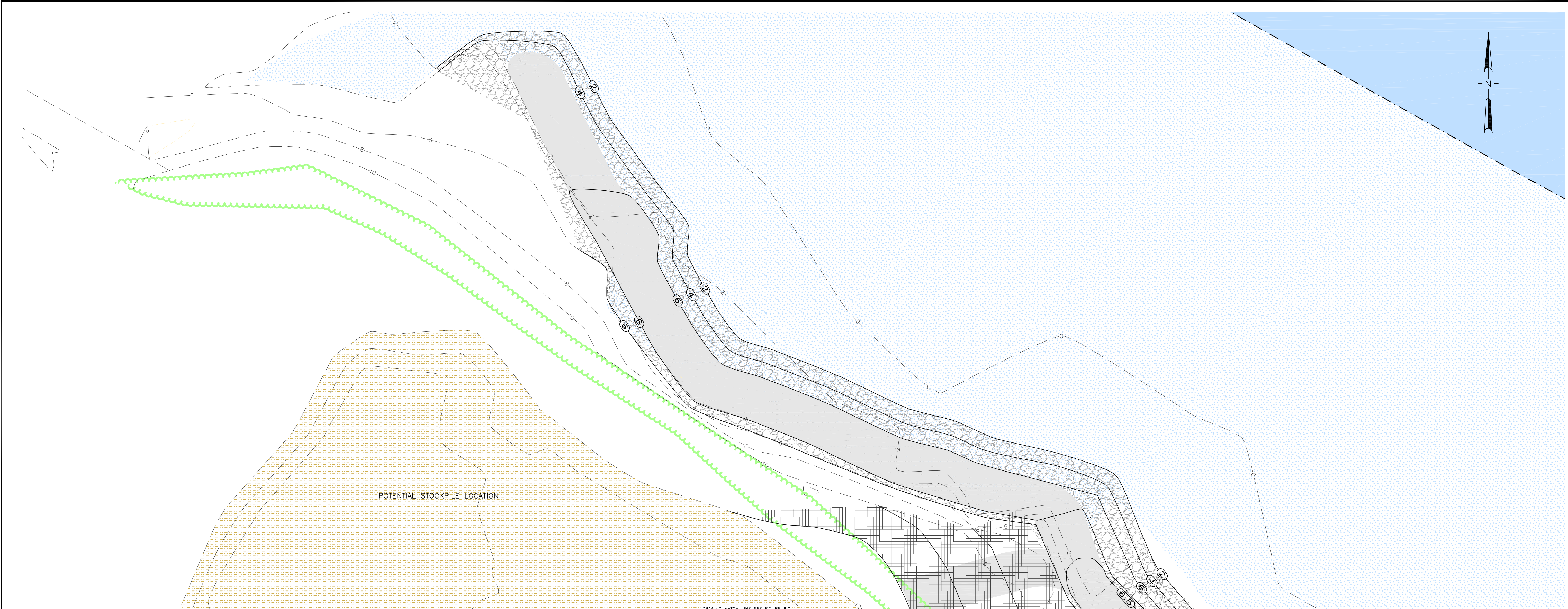
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- (40) --- PROPOSED TOPOGRAPHIC CONTOURS
- (40) --- APPROXIMATE LOCATION OF TREE LINE
- (40) --- APPROXIMATE TIDALLY INFLUENCED AREA OF RIVER CHANNEL
- (40) --- APPROXIMATE LIMITS OF FALL 2006 EXCAVATION OF OTHER WASTE MATERIALS (SEE NOTE 4 ON FIGURE 3)
- (40) --- APPROXIMATE LIMITS OF WETLAND AREA DELINEATED IN SEPTEMBER 2008 BY NEW ENGLAND ENVIRONMENTAL, INC.

- (40) --- LIMITS OF PROPOSED COMPOST MULCH RESTORED RIVER BANK
- (40) --- LIMITS OF PROPOSED ARMOR STONE BANK STABILIZATION
- (40) --- LIMITS OF PROPOSED UTILITY ACCESS PATH



CLIENT: CITY OF DOVER			
PROJECT: COCHECO RIVER BANK RESTORATION DOVER, NEW HAMPSHIRE			
TITLE: PROPOSED CONDITIONS GRADING PLAN			
DESIGNED: LWS	DRAWN: NMT	CHECKED: MJR	APPROVED: MCP
SCALE: 1" = 10'	DATE: 11/26/08	FILE NO.: 2844d072	PROJECT NO.: 2844-005





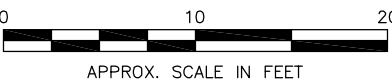
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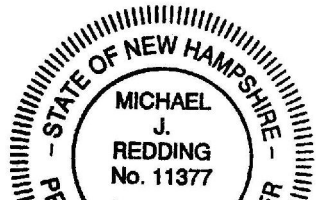
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2. REFER TO FIGURE 7 FOR CROSS SECTION DETAILS A-A' AND B-B'.

LEGEND:

- 40 --- EXISTING TOPOGRAPHIC CONTOUR FROM MAY 2007 AND SEPTEMBER 2008 SURVEYS
- 40 --- PROPOSED TOPOGRAPHIC CONTOURS
- ~ ~ ~ ~ ~ APPROXIMATE LOCATION OF TREE LINE
- ~ ~ ~ ~ ~ APPROXIMATE TIDALLY INFLUENCED AREA OF RIVER CHANNEL
- ~ ~ ~ ~ ~ APPROXIMATE LIMITS OF FALL 2006 EXCAVATION OF OTHER WASTE MATERIALS (SEE NOTE 4 ON FIGURE 3)
- ~ ~ ~ ~ ~ APPROXIMATE LIMITS OF WETLAND AREA DELINEATED IN SEPTEMBER 2008 BY NEW ENGLAND ENVIRONMENTAL, INC.

- ~ ~ ~ ~ ~ LIMITS OF PROPOSED COMPOST MULCH RESTORED RIVER BANK
- ~ ~ ~ ~ ~ LIMITS OF PROPOSED ARMOR STONE BANK STABILIZATION
- ~ ~ ~ ~ ~ LIMITS OF PROPOSED UTILITY ACCESS PATH



27.12

CLIENT: CITY OF DOVER			
PROJECT: COCHECO RIVER BANK RESTORATION DOVER, NEW HAMPSHIRE			
TITLE: PROPOSED CONDITIONS GRADING PLAN			
DESIGNED: LWS	DRAWN: NMT	CHECKED: MJR	APPROVED: MCP
SCALE: 1" = 10'	DATE: 11/26/08	FILE NO.: 2844d072	PROJECT NO.: 2844-005



FIGURE NO.: 6.1

Insert Bidder's Name : SumCo Eco-Contracting, LLC

 Richard Sumner, Manager

BID ESTIMATE
COCHECO RIVER BANK RESTORATION PHASE 2
DOVER, NEW HAMPSHIRE

No.	Description	Quantity	Units	Unit Price	Total
MOBILIZATION					
1	Equipment Mobilization	1	LS	\$6,900.00	\$6,900.00
2	Vegetation Clearing and Temporary Construction Access to River Bank	2000	SF	\$0.60	\$1,200.00
3	Erosion and Sediment Controls	1	LS	\$5,500.00	\$5,500.00
4	Selective Tree Removal (6-inch dia. or larger)	4	EA	\$415.00	\$1,660.00
ARMOR STONE ABUTMENT					
5	Excavate Base for Armor Stone Abutment and Relocate Unsuitable Material	90	CY	\$6.00	\$540.00
6	Furnish and Place 12-inch Base Layer (Rip Rap A)	90	CY	\$48.00	\$4,320.00
7	Furnish and Place 12-inch Common Fill Layer	40	CY	\$1.00	\$40.00
8	Place City-supplied 6-oz. Non-woven Geotextile	5,200	SF	\$0.10	\$520.00
9	Furnish and Place Biaxial Geogrid Geotextile	2,500	SF	\$0.75	\$1,875.00
10	Furnish and Place 24-inch Armor Stone (Rip Rap C)	400	CY	\$82.00	\$32,800.00
11	Furnish and Place Crushed Stone Utility Access Path	25	CY	\$84.00	\$2,100.00
12	Furnish and Place 6-inch Compost Mulch Layer with Grass Seed Mix	3,000	SF	\$1.60	\$4,800.00
13	Furnish and Place 12-inch Dia. Compost Wattle	160	LF	\$7.00	\$1,120.00
DEMOBILIZATION					
14	Project Closeout	1	LS	\$1,100.00	\$1,100.00
15	Project Cost Contingency (10%)	1	LS	\$6,447.50	\$6,447.50
TOTAL					\$70,922.50

ALTERNATES	Quantity	Units	Unit Price	Total

Notes:

LF=LINEAR FOOT, CY=CUBIC YARD, SF=SQUARE FOOT, EA=EACH, LS=LUMP SUM



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R – 2009.01.14 – 8**

Resolution Re: **AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH EASTER SEALS ADULT DAY PROGRAM AT THE MCCONNELL CENTER**

WHEREAS: The Easter Seals Adult Day Program will be occupying space in the McConnell Center as specified in the attached agreement; and

WHEREAS: The McConnell Center Advisory Committee voted to recommend entering into the attached agreement with Easter Seals at its regularly scheduled meeting on November 24, 2008.

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

The City Manager be authorized to enter into the attached agreement with the Easter Seals Adult Day Program for space at the McConnell Center.

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 - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R – 2009.01.14 – 8**
Resolution Re: **AUTHORIZING THE CITY MANAGER TO ENTER
INTO A LEASE AGREEMENT WITH EASTER SEALS
ADULT DAY PROGRAM AT THE MCCONNELL
CENTER**

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.A.7.

Resolution Number: **R – 2009.01.14 – 8**
Resolution Re: **AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH EASTER SEALS ADULT DAY PROGRAM AT THE MCCONNELL CENTER**

RESOLUTION BACKGROUND MATERIAL: THIS IS A STANDARD LEASE AGREEMENT FOR ALL TENANTS IN THE MCCONNELL CENTER.

THIS LEASE made this 1st day of December, 2008, by and between Easter Seals Adult Day Program of _____ and _____, Dover, New Hampshire 03820 (hereinafter referred to as “LESSEE”), and The City of Dover, New Hampshire, of 288 Central Ave., Dover, County of Strafford and State of New Hampshire (hereinafter referred to as “LESSOR”).

WITNESSETH:

That IN CONSIDERATION of the mutual promises contained herein, and FOR OTHER GOOD AND VALUABLE CONSIDERATION contained herein, the sufficiency of which is hereby acknowledged, in compliance with that certain Letter of Intent between LESSEE and LESSOR dated _____, 200__, the parties agree as follows:

1. Description and Term.

That the LESSOR does hereby demise and lease to the LESSEE the space within the City’s McConnell Center located at 30 St. Thomas Street, Dover, NH, which space is intended to contain 3,199 square feet and more particularly identified on the McConnell Center Plans dated February 6th, 2006 as rooms **236, 237, 238 and 239**.

In conjunction with the use of the Space, LESSEE shall have the right to use eight (8) parking spaces for its employees in the adjacent City Parking lot to the rear of the Public Library during LESSEE’s normal operations between the hours of 8 am and 4 pm Monday through Friday. Additionally, visitor spaces are available in a parking lot created adjacent to the building on St. Thomas Street. It is agreed the spaces will not be reserved and used on a first come first served basis with no signage designating spaces to the LESSEE. The parking spaces may be subject to relocation within the entire parking lot at the sole discretion of the City of Dover.

The term of LESSEE’s Lease shall be for **five (5)** years beginning on **February 1, 2009**. There shall be an option to renew for three(3) additional five (5) year terms at the LESSEE’S request pursuant to Paragraph 7. Each additional term shall be separately negotiated.

Monthly rent shall be paid the first of each month to the City of Dover. Your first year’s rent charges are based upon space allocation of **3,199** square feet and calculated using the following components:

Component	Rate	Assessment	
		Annual	Monthly
Fixed Rent	\$6.50	\$20,793.50	\$1,732.79
Capital Reserve	\$0.40	\$401.20	\$33.43



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R – 2009.01.14 – 8**
Resolution Re: **AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH EASTER SEALS ADULT DAY PROGRAM AT THE MCCONNELL CENTER**

Utilities (*)	\$5.64	\$5,656.92	\$471.41
Other as agreed	0	0	0
Total Rent Assessment	\$12.54	\$38,835.86	\$3,236.32

(*) Utility costs are variable based upon actual costs as outlined in section 2.

Rent payments in the beginning of this lease shall be waived for a period of a maximum of six (6) months to allow the LESSEE to complete the renovations to the space and to obtain all State approvals. If the LESSEE obtains a Certificate of Occupancy from the City of Dover and obtains State approvals prior to the end of the six (6) month rent waiver period, the rent payments shall commence sooner on a pro rata basis for any portion of a month when the LESSEE occupies the space. If renovations or state approvals are delayed, the parties will negotiate in good faith to extend the rent waiver period for a reasonable period of time.

2. Utilities and Maintenance.

The LESSEE shall be responsible for payment of all operations and maintenance costs associated with the Space, including utilities (electricity, water, gas, heat) and shared custodial, snow removal and associated supplies. Operations and Maintenance costs of this lease is established at \$5.64/sf. Thereafter these costs shall be revised annually and prorated per square foot based upon the previous years actual cost of operating and maintaining the building. The total square footage of leased space in the McConnell Center is 54,081 square feet. The annual revision of operation and maintenance costs shall occur in February and take effect the following July 1st.

3. Condition of Premises.

The LESSOR leases the Space “as is”. LESSEE shall be solely responsible for all associated costs for desired original and future build out of the Space; and plans for such build out must be reviewed for potential approval by LESSOR. LESSEE shall be solely responsible for insuring all improvements and contents of the Space, and shall name LESSOR as an additional insured. .

LESSOR shall, at its own expense, maintain and keep the building in good structural order and repair including, but not limited to, all partitions, doors, windows, fixtures and equipment. In addition, LESSOR shall, at its own expense, make normal repairs and maintain performance of the leased Premises, as needed, including, without limitation, the replacement of broken glass, interior repainting, the repair of floors, and the keeping of windows and doors watertight. LESSOR shall also, at its expense, maintain in good operating condition all plumbing, electrical, heating, sprinkling, air conditioning and other utility systems. All items herein mentioned shall be maintained in as good order and repair as they are at the date of the commencement of the term of this lease, reasonable wear and damage by accident, fire or other insured against casualty excepted. LESSEE and LESSOR will perform a walk through to evaluate condition of the Premises prior to occupancy.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R – 2009.01.14 – 8**

Resolution Re: **AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH EASTER SEALS ADULT DAY PROGRAM AT THE MCCONNELL CENTER**

LESSOR agrees to maintain the Premises in condition fit for their intended use and to make all necessary repairs of which LESSOR is aware, including adequate heat and water, and a sound physical structure. Furthermore, LESSOR will maintain the grounds and remove the common area rubbish, and maintain and keep reasonably free from snow and ice the parking areas, sidewalks and entrances/exits to building.

4. Access to Premises.

The LESSOR shall also have the right to enter upon the premises at all reasonable times to inspect same and to expel the LESSEE if the LESSEE shall fail to comply with or breach in any way this Lease. The LESSOR shall provide the LESSEE with reasonable notice of any inspections of or visits to the premises.

5. Unavoidable Casualty and Eminent Domain.

In the event of an unavoidable casualty including fire not arising as a result of the negligence or intentional conduct of the LESSEE whereby the premises or any portion of them are destroyed or damaged so as to be unfit for use or occupancy, the LESSOR specifically reserves the option of terminating this Lease. However, that in the event of total destruction or damage which is equivalent of total destruction, this Lease shall automatically terminate.

In the event these premises shall be taken either under threat of eminent domain or by eminent domain proceedings in whole then this Lease shall be terminated and the rent shall be pro-rated and returned to the LESSEE as of the date of such taking. A condemnation award shall belong exclusively to the LESSOR.

6. Use.

The LESSEE shall only use the Space in compliance with the City's McConnell Center Reuse Steering Committee Report dated December 2004, and all applicable amendments thereto, all applicable City ordinances, rules and regulations. Additionally, the Space shall be used for non-profit purposes only. No residential use shall be permitted.

7. Renewal of Lease.

At least sixty (60) days but no earlier than one hundred twenty (120) days prior to the expiration of the initial term of this Lease or the expiration of an additional term, the LESSEE shall notify the LESSOR in writing of the LESSEE's intention to exercise its option to extend the term of the Lease for an additional period and seek to continue its Lease upon such terms and conditions as the parties may then agree.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R – 2009.01.14 – 8**

Resolution Re: **AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH EASTER SEALS ADULT DAY PROGRAM AT THE MCCONNELL CENTER**

8. Subletting and Assignment.

LESSEE shall neither sublet nor assign the Space or the associated parking spaces under any circumstances without prior written consent by the LESSOR.

9. Personal Property.

In the event that at the end of the term or upon any earlier termination of this Lease, including, but not limited to, termination for failure of the LESSEE to perform as required hereunder, there remains personal property of the LESSEE in the Space, the LESSOR is authorized to dispose of said property after giving written notice of its intent to do so to the LESSEE at the last known address of the LESSEE.

10. Default/Early Termination.

In the event the LESSEE fails to perform its obligations under this Lease, this Lease is defaulted and the LESSOR is entitled to immediate occupation and possession of the Space and the associated parking spaces. If the LESSEE shall default in the observance or performance of any conditions or covenants on LESSEE's part to be observed or performed, under or by virtue of any provisions of this lease, the LESSOR, without being under any obligation to do so and without thereby waiving such default, may remedy such default at the expenses of the LESSEE. If the LESSOR makes any expenditure or incurs any obligations for payment in connection therewith including, but not limited to, attorney's fees, such sums paid or obligations incurred shall be paid to the LESSOR as additional rent. In the event that there is damage to the Space due to the LESSEE's actions or inactions, or the LESSEE fails to make any utility payments when due, the Lease may be immediately terminated at the option of the LESSOR.

The LESSOR and the LESSEE shall give a six (6) month written notice to the opposing party of an intent to terminate the lease prior to the stated term of the lease.

11. Indemnification.

LESSEE agrees to pay, and to protect, defend, indemnify and save harmless LESSOR from and against any and all liabilities, losses, damages, costs, expenses, including all reasonable attorney's fees and expenses, causes of action, suits, claims, demands or judgments of any nature whatsoever arising from:

- (i) any injury to, or the death of, any person or any damage to property or to the Space;
- (ii) any act or omission of LESSEE or its agents, officers or employees;



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R – 2009.01.14 – 8**

Resolution Re: **AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH EASTER SEALS ADULT DAY PROGRAM AT THE MCCONNELL CENTER**

(iii) violation by LESSEE of any agreement or condition of this Lease; or

(iv) violation by LESSEE of any law, ordinance or regulation affecting the Space or any part thereof or the ownership, occupancy or thereof.

12. Insurance.

Casualty and property insurance shall continue to be maintained on the subject property by the LESSOR. LESSEE shall procure and maintain in force, at its expense, during the term of this lease agreement, and any extensions of such term, liability and property damage insurance including insurance on the contents for the LESSEE's leased space to be considered primary coverage. LESSOR has no obligation for any loss to personal property. Proof of insurance shall be supplied to the LESSOR at the time of occupancy. The City of Dover shall be listed as 'Additional Insured' on the policy and proof of insurance certificate.

13. Liens and Encumbrances.

LESSEE will not create or allow any lien, encumbrance or charge on the LESSEE Space or on the McConnell Center or on the rents or income there from which may be superior to the LESSOR's rights hereunder.

14. Parties Bound.

This Lease and its addendums is binding upon the heirs, executors, administrators and assigns of the parties hereto and constitutes the entire agreement between the parties.

15. Notice.

All notices by either party to be given with respect to this Lease shall be in writing and shall be given by first class mail to the addresses stated above.

16. Modification of Lease.

This Lease contains the entire agreement between the parties and shall not be modified in any manner except by an instrument in writing executed by the both parties.

17. Section Headings.

The section headings throughout this instrument are for convenience and reference only, and the words contained herein shall in no way be held to explain, modify or amplify, or aid in the interpretation, construction or meaning of the provisions of the Lease Agreement.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R – 2009.01.14 – 8**

Resolution Re: **AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH EASTER SEALS ADULT DAY PROGRAM AT THE MCCONNELL CENTER**

18. Severability.

Any determination that any provision of this Agreement or any application thereof is invalid, illegal or unenforceable in any respect in any instance shall not affect the validity, legality or enforceability of such provision in any other instance or the validity, legality or enforceability of any other provision of this Agreement.

19. Laws Governing.

The parties agree that the laws of the State of New Hampshire will govern all disputes under this Lease and determine all rights hereunder.

20. Security Deposit.

Upon execution of this Lease, LESSEE deposits with LESSOR _____ \$0____, as security for the performance by LESSEE of the terms of this Lease to be returned to LESSEE, with interest, following the full and faithful performance by LESSEE of this Lease. In the event of damage to the House caused by LESSEE or LESSEE 's agents or visitors, LESSOR may use funds from the deposit to repair, but is not limited to this fund and LESSEE remains liable.

21. Merger.

This Lease contains all terms and conditions agreed upon by the parties hereto and not other agreements or representations, oral or otherwise, regarding the subject matter of this Lease shall be deemed to exist, provided, however, that any subsequent modifications or agreements affecting this Lease shall be in writing and signed by the parties hereto.

22. Amendment.

This Lease amends and supersedes in its entirety the lease entered into by the Parties on

_____.

IN WITNESS WHEREOF, the parties have hereunto executed this Lease agreement this _____ day of _____, 200____.

LESSEE [print name and name of signator]
Duly Authorized

Witness

Date



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

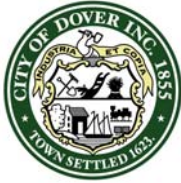
Resolution Number: **R – 2009.01.14 – 8**

Resolution Re: AUTHORIZING THE CITY MANAGER TO ENTER
INTO A LEASE AGREEMENT WITH EASTER SEALS
ADULT DAY PROGRAM AT THE MCCONNELL
CENTER

The City of Dover,
By J. Michael Joyal,
Duly Authorized

Witness

Date



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#:

Resolution Number: R - 2009.01.14
Resolution Re: Setting of Property Tax Veterans Credit for FY10

- WHEREAS: The City Council adopted new property tax exemption and credit levels and qualifying criteria for FY2008 and
- WHEREAS: Due to the changing market values of properties, the levels of exemptions and credits and the qualifying criteria need to be reviewed periodically; and
- WHEREAS: The City Council desires to continue increases in tax relief to veterans through higher tax credits.

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

Under the provisions of RSA 72:27- the amount of tax credited for veterans are changed as follows:

Description	Type	Current	Proposed	Change
Veteran	Tax Credit	\$ 400	\$ 450	\$ 50

The intent of the previous City Council was that each year the Veteran Tax Credit would be increased an additional \$50 until the Veteran Tax Credit reaches \$500. The level of credit is effective for the property tax amounts due for Fiscal Year 2010 (due in December 2009 and June 2010).

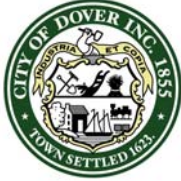
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Deputy Mayor Dean
Trefethen
Ward 4

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#:

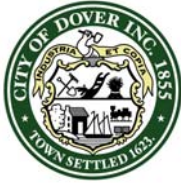
Resolution Number: R - 2009.01.14
Resolution Re: Setting of Property Tax Veterans Credit for FY10

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#:

Resolution Number: R – 2009.01.14
Resolution Re: Setting of Property Tax Veterans Credit for FY10

RESOLUTION BACKGROUND MATERIAL:

The resolution increases the amount of the tax credit received for veterans by \$50.00. State law allows for veteran credits up to \$500. The previous City Council voted to increase the veteran credit \$50 per year until it reaches \$500.

In order to become effective for the taxes due in December 2009, this resolution must be passed before April 1, 2009.

Credit Application Filing

All applications for credits must be made to the local assessing officials by April 15th, prior to the setting of the tax rates in October 2009.

TAX CREDITS:

Tax Credit for Veterans

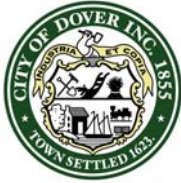
RSA 72:28 To qualify for a tax credit for a veteran a person must have provided the necessary documents to prove they served not less than 90 days in the armed forces of the US or its allies in any qualifying war or armed conflict and was honorably discharged or an officer honorably separated or the spouse or surviving spouse of such a resident. Also eligible are residents who were terminated because of service-connected disability, or the spouse of such a resident, or the surviving spouse of any resident who suffered a service connected death.

Tax Credit for Surviving Spouse

RSA 72:29-a To qualify for a tax credit for a surviving spouse a person's spouse must have died while on active duty in the armed forces of the US or its allies in conflicts delineated for veteran's credits. The credit can apply to residential or non-residential property in the municipality where the surviving spouse lives.

Tax Credit for Service-Connected Total Disability

RSA 72:35 To qualify for a tax credit for service connected disability a person must be honorably separated from the military service of the US and who has been totally and permanently disabled or a double amputee or a paraplegic because of a service connected injury. The surviving spouse of such a person is also eligible to receive this credit. The credit applies to the person's residential property.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#:

Resolution Number: R – 2009.01.14

Resolution Re: Setting of Property Tax Veterans Credit for FY10

Current and Proposed Tax Credit Levels

Veterans Credits

Level	Current			Proposed			Change
	Act #	Levels	Total	Act #	Levels	Total	
Veterans	938	400	375,200	938	450	422,100	46,900
Veterans - Spouse	65	400	26,000	65	450	29,250	3,250
Veterans - Surv Spouse	212	400	84,800	212	450	95,400	10,600
Veterans - 1/2 Owner	10	200	2,000	10	225	2,250	250
Veterans - 1/2 Owner Surv Spouse	6	200	1,200	6	225	1,350	150
Veterans - 1/4 Owner Surv Spouse	1	100	100	1	113	113	13
Veterans - 1/3 Owner	4	134	536	4	151	604	68
Veterans - 1/3 Spouse	1	134	134	1	151	151	17
Veterans - 1/7 Owner	1	57	57	1	65	65	8
Total	1,238		490,027	1,238		551,283	61,256

Estimated Tax Rate Impact 0.177 0.199 0.022

It is estimated that the tax increase in the Veteran Tax Credit will be \$61,256 and would have an effect on the tax rate by about \$.02.

Taxpayer Impact

The effect of granting credits is that the taxpayer receiving the credit has a reduction in taxes; however, the taxes are paid by other taxpayers. The following table reflects the tax impact to taxpayers at varying levels of assessment for the FY10 proposed tax credit levels based on the FY09 estimated assessed valuation.

Assessed Value	Impact from Credits	
\$ 100,000	\$ 19.90	
\$ 200,000	\$ 39.80	
\$ 300,000	\$ 59.70	Total Impact
\$ 400,000	\$ 79.60	
\$ 500,000	\$ 99.50	
\$ 1,000,000	\$ 199.00	

The following table reflects the estimated incremental increase to taxpayers in FY10 from tax credits due to the proposed changes.

Assessed Value	Impact from Credits	
\$ 100,000	\$ 2.20	
\$ 200,000	\$ 4.40	
\$ 300,000	\$ 6.60	Impact of Change
\$ 400,000	\$ 8.80	
\$ 500,000	\$ 11.00	
\$ 1,000,000	\$ 22.00	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.2.

Resolution Number: **R – 2009.01.14 - 10**

Resolution Re: Reprogramming of Unexpended Bond Proceeds - CIP
Appropriations from FY2000 through FY2008 Projects

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

WHEREAS: There is unexpended bond proceeds available from various CIP FY2000 through FY2008 bonded project appropriations; and

WHEREAS: On December 17, 2008 the City Council approved the FY2010 CIP and Authorization for Bonding with an understanding that based upon the December 10, 2008 CIP Project Status Report that at a future date a resolution would come before the City Council to reprogram unexpended bond proceeds as presented in the Report; and

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

The City Council approves reprogramming unexpended bond proceeds as detailed in the December 10, 2008 CIP Project Status Report to include \$241,772 reprogrammed to General Streets & Sidewalk Improvements. The December 10, 2008 CIP Project Status Report is provided as background to this resolution.

In accordance with the NH Municipal Finance Act, RSA 33 and 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.

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: Finance Department
Document Posted on: January 9, 2009

2009.01.14_setting_of_property_tax_exemptions_for_elderly_blind_and_disabled_for_fy10

Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.2.

Resolution Number: **R – 2009.01.14 - 10**

Resolution Re: Reprogramming of Unexpended Bond Proceeds - CIP
Appropriations from FY2000 through FY2008 Projects

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEA	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.2.

Resolution Number: **R – 2009.01.14 - 10**

Resolution Re: Reprogramming of Unexpended Bond Proceeds - CIP
Appropriations from FY2000 through FY2008 Projects

RESOLUTION BACKGROUND MATERIAL:

Annually, in accordance with City Charter, the City Manager shall prepare and submit for approval to the City Council a six-year capital improvements program (CIP). Annually the City Council has approved the CIP and an Authorization for Bonding to finance certain projects contained within the CIP. Since FY2000 through FY2008 CIP bonded projects have been completed, some projects under budget resulting in unexpended bond proceeds.

Prior to December 2008 the City Manager requested that the Finance Department review the CIP project accounts for FY2000 through FY2008 to determine if any unexpended bond proceeds existed. On December 10, 2008 a CIP Project Status Report was prepared that showed a listing of CIP projects, some over expended and others under expended. The net result of the Report showed that unexpended bond proceeds needed to be reprogrammed to fund shortfalls in some CIP projects. However, after accounting for reprogramming unexpended bond proceeds to address the shortfalls in some CIP projects there still existed a balance of \$241,772 in unexpended bond proceeds.

On December 17, 2008 the City Council approved the FY2010 CIP and Authorization for Bonding with an understanding that based upon the December 10, 2008 CIP Project Status Report that at a future date a resolution would come before the City Council to reprogram unexpended bond proceeds as presented in the Report and that the balance of \$241,772 would be reprogrammed to be used for General Streets & Sidewalk Improvements.

City of Dover
CIP Project Status Report

GENERAL FUND
As of December 10, 2008

Pjt No.	Dept.	Project Title	Balance	Project Status	REPROGRAM FUNDS?	
					Yes	Amount
2008-1101	CS F&G	City Hall Improvements	75,112.44	Project ongoing, Specs being developed for IT server work		
2006-1109	CS F&G	General Building Improvemnt	0.50	100% Completed	Yes	0.50
2004-1101	CS F&G	City Hall Improvements	5,682.60	Funding available for current City hall renovations project		
2000-1101	CS F&G	City Hall Improvements	11,147.10	Funding being utilized for Police Lab Improvements		
						0.50
2008-3141	CS PW	Paul/Wallingford Reconstrc	350,000.00	Amount bonded Nov 2008; Work to be performed in 2009		
2008-3121	CS PW	General Street Improvemnts	540,447.83	Bid Specs being developed for Spring 2009 work		
2007-3140	CS PW	Broadway Improvements	200,000.00	Funding to be utilized in combination with Other Broadway Improvement funding		
2007-3139	CS PW	Sixth St/Indian Brook Drive	77,862.13	Project significantly completed	Yes	77,862.13
2007-3138	CS PW	Glenwood Ave Improvement	175,060.54	Project significantly completed	Yes	175,060.54
2007-3121	CS PW	General Street Improvement	243,495.80	Bid Specs being developed for 2009 work		
2007-3110	CS PW	Vehicles & Equipment	70,000.00	Snow Removal equipment being purchased for Winter 2008-2009		
2006-3138	CS PW	Glenwood Ave Improvement	(1,822.22)	100% Completed	yes	(1,822.22)
2006-3128	CS PW	Lincoln Street Reconstr	(648.22)	100% Completed	yes	(648.22)
2006-3121	CS PW	General Street Improvement	(3,661.59)	100% Completed	yes	(3,661.59)
2006-3115	CS PW	Sixth St/Venture Signals	14,880.46	100% Completed	Yes	14,880.46
2006-3110	CS PW	Vehicles & Equipment	200.00	100% Completed	Yes	200.00
2005-3180	CS PW	Storm Drainage System Study	97,145.64	Funding to be utilized to implement Study Report recommendations		
2005-3138	CS PW	Glenwood Ave Improvement	(2,220.55)	100% Completed	yes	(2,220.55)
2005-3126	CS PW	Henry Law Ave Reconstruct	22,192.50	Project work in progress		
2005-3124	CS PW	Sidewalk Improvements	0.51	100% Completed	Yes	0.51
2005-3121	CS PW	General Street Improvement	(31,123.32)	100% Completed	yes	(31,123.32)
2005-3110	CS PW	Vehicles & Equipment	1,664.00	Snow Removal Equipment purchase pending		
2004-3185	CS PW	Broadway Drainage Improve	898,027.64	Improve drainage at Railroad bridge crossing, consulting firm hired		
2004-3137	CS PW	Bellamy Road Improvements	11,326.29	Phase I completed; Phase II Durham Rd - funding to purchase easement		
2003-3121	CS PW	General Street Improvements	0.48	100% Completed	Yes	0.48
2003-3104	CS PW	Demolish Old PW Facility	39.43	100% Completed	Yes	39.43
2002-3135	CS PW	Fourth St Improvements	10,211.61	100% Completed	Yes	10,211.61
2002-3126	CS PW	Henry Law Ave reconstruction	(0.05)	Work in-progress	yes	(0.05)
2002-3121	CS PW	General Street Improvements	748.00	100% Completed	Yes	748.00
2001-3185	CS PW	Broadway Drainage	95,475.15	Funding to be utilized with other CIP funding for Broadway Drainage		
2000-3135	CS PW	Fourth St Reconstruction	45.63	100% Completed	Yes	45.63
2000-3134	CS PW	New York St reconstruction	2,200.00	100% Completed	Yes	2,200.00
						241,772.84
2008-2251	Fire	Apparatus	10,546.65	Vehicle is in service, equipment being purchased, funds expended Dec 2008		
2008-2202	Fire	North End Station	160,431.97	Station is open, finishing items being purchased, funds expended Dec 2008		
2006-2202	Fire	North End Station Land	0.44	Project 100% Completed	Yes	0.44
2006-2201	Fire	South End Bay Addition	(100.00)	Project 100% Completed	yes	(100.00)
2005-2252	Fire	Ambulance Purchase	3,384.04	Vehicle is in Service, additional piece of equipment currently being purchased		
2004-2251	Fire	Apparatus	(572.50)	Project 100% Completed	yes	(572.50)
2002-2251	Fire	Apparatus	850.87	Project 100% Completed	Yes	850.87
						178.81
2007-2503	Planning	Open Space Land Acquisition	1,000,000.00	Project bonding authorized but unissued		
						0.00
2008-5228	Rec	Bellamy Park Improvements	100,000.00	Bid Specs being developed work done Spring 2009	Yes	6,710.21
2008-5227	Rec	Shaws Lane Building	(381.10)	100% Completed	yes	(381.10)
2008-5226	Rec	Woodman Park Tennis Court	72,044.00	Courts completed, Parking and drainage work Spring 2009	Yes	2,000.00
2006-5201	Rec	Park Improvements	2,522.66	Hancock Park work Spring 2009		
2006-5110	Rec	Butterfield Gym Improvmt	0.63	Project 100% Completed	Yes	0.63
2005-5223	Rec	Henry Law Park Band Shell	(125.09)	100% Completed	yes	(125.09)
2005-5116	Rec	Indoor Pool Lobby Improv	(10,653.87)	100% Completed	yes	(10,653.87)
2004-5201	Rec	Park Improvements	7,046.17	A few smaller projects to completed Spring 2009	Yes	1,800.00
2004-5110	Rec	Butterfield Gym Improvem	2,600.00	100% Completed	Yes	2,600.00
2003-5116	Rec	Indoor Pool Lobby Improve	(1,150.00)	100% Completed	yes	(1,150.00)
2003-5110	Rec	Butterfield Gym Improvem	360.00	100% Completed	Yes	360.00
2002-5223	Rec	Henry Law Park Band Shell	(951.64)	100% Completed	yes	(951.64)
2002-5121	Rec	Thompson Pool Facilities	324.33	100% Completed	Yes	324.33
2002-5120	Rec	Thompson Pool Filtration	481.18	100% Completed	Yes	481.18
2000-5223	Rec	Henry Law Park Band Shell	(1,014.65)	100% Completed	yes	(1,014.65)
						(0.00)