



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 11, 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. **ORDINANCE: HENRY LAW PARKING**
SPONSORED BY COUNCILOR KAREN WESTON
- B. **RESOLUTION: REPROGRAMMING OF UNEXPENDED BOND PROCEEDS – CIP APPROPRIATIONS FROM FY2000 THROUGH FY 2008 PROJECTS**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
- C. **RESOLUTION: SUPPLEMENTAL APPROPRIATION FOR LIBRARY ROOF REPAIRS AND AUTHORIZATION FOR BONDING**
SPONSORED BY COUNCILOR RICHARD CALLAGHAN
- D. **RESOLUTION: REPROGRAMMING BOND PROCEEDS SEWER FUND FY99-FY06 CIP APPROPRIATION**
SPONSORED BY MAYOR MYERS BY REQUEST

8. **CITY MANAGER'S REPORT**

9. **MINUTES**

- A. **January 21, 2009**
- B. **January 28, 2009**

10. **MAYOR'S REPORT**



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11. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. **ORDINANCE: HENRY LAW PARKING**
SPONSORED BY COUNCILOR KAREN WESTON

B. RESOLUTIONS

1. **RESOLUTION: REPROGRAMMING OF UNEXPENDED BOND PROCEEDS – CIP APPROPRIATIONS FROM FY2000 THROUGH FY 2008 PROJECTS (REQUIRES A 2/3 VOTE)**
SPONSORED BY MAYOR SCOTT MYERS BY REQUEST
2. **RESOLUTION: REPROGRAMMING BOND PROCEEDS SEWER FUND FY99-FY06 CIP APPROPRIATION (REQUIRES A 2/3 VOTE)**
SPONSORED BY MAYOR MYERS BY REQUEST

12. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Seymour Osman Community Center and Youth Safe Haven**
2. **RESOLUTION: AWARD PURCHASE ORDER FOR RENTAL OF WORK UNIFORMS, LINENS, MATS ETC.**
SPONSORED BY MAYOR MYERS BY REQUEST
3. **RESOLUTION: SENIOR CENTER TRIP TO DAYTONA BEACH FLORIDA**
SPONSORED BY MAYOR MYERS BY REQUEST
4. **RESOLUTION: STATE OF NEW HAMPSHIRE FUELING DEPOT**
SPONSORED BY MAYOR MYERS BY REQUEST

COMMITTEE REPORTS

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



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B. RESOLUTIONS

- 1. RESOLUTION: PURCHASE OF GRUUMAN PLATFORM**
SPONSORED BY MAYOR MYERS BY REQUEST
- 2. RESOLUTION: DEADLINE FOR IMPLEMENTATION OF ACCEPTABLE USE POLICY**
SPONSORED BY COUNCILOR DEDE
- 3. RESOLUTION: WEBSITE/DIRECTORY OPEN GOVERNMENT POLICY**
SPONSORED BY COUNCILOR DEDE
- 4. RESOLUTION: RESTATEMENT OF COUNCIL COMMITMENT TO SERVING THE CITIZEN'S OF DOVER**
SPONSORED BY COUNCILOR DEDE

C. ORDINANCES IN 1ST READING – NONE

D. COUNCIL CORRESPONDENCE

- 1. LETTER FROM JOHN E. CARROLL, PH.D, PROFESSOR OF ENVIRONMENTAL CONSERVATION; dated January 23, 2009.**

13. COUNCIL MATTERS OF INTEREST

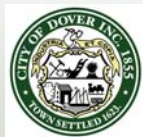
14. ADJOURN

City Manager's Report

February 11, 2009

"There are those who look at things the way they are, and ask why... and some who dream of things that never were, and ask why not?"

—Robert Francis Kennedy



Submitted by:

J. Michael Joyal, Jr.
City Manager

288 Central Avenue
Dover NH 03820
603.516.6023

STREETS, WATER, SEWER UPDATES

Utilities:

Water

During the month of January, crews responded to and repaired water breaks on Court Street, Horne Street and the intersection of Central Avenue and Hough Street. After a fire on Oak Street, the curb box was dug out so the water could be shut off to the building. Crews have remained busy clearing hydrants after each snow storm; this process takes about 3 days to complete. A report of "no water" was received from Tolend Road and it was discovered the service was frozen which crews worked on. Sheetrock has been replaced at the Isinglass recharge and the cleaning at Griffin Well is nearing completion and should be operational within the next 2 weeks.

Sewer

The 90% plans were received from Wright Pierce for the River Street Pump Station. A meeting took place with the engineers to go over the changes and the plans were sent to Building Inspection for review. Crews televised the sewer main on Whittier Street and Hampshire Circle and submitted a report to the Engineering Division to follow up with the contractor. The evaluation report for the Leighton Way Pump Station was received and will most likely be added into next year's CIP. After the heat went out on Wentworth Terrace, causing pipes to freeze and burst, the furnace was repaired but no damage to the pumps or motors was found. Crews cut the roots and televised the sewer main near Lowell Ave. The drain line on Washington Street was televised to identify the cross section and found the Robbin's Auto building in the drainage; crews will have to disconnect this in the spring. A sewer backup was reported at Whittier Street and after crews responded they discovered the actual backup to be on Sixth Street. Motors damaged from the ice storm were reinstalled at the Brickyard, Sullivan & Mast Road Pump Station and still pending is the motor for the Mt. Pleasant station. Crews have also been assisting in the hauling of compost from the Waste Water Treatment Plant to the Tolend Landfill.

Streets: The Highway Division plowed, sanded and salted through 5 snow events. The sidewalks were plowed by the 2 sidewalk plows running a 24x7 operation. The sidewalk plows ran for more than 22 days out of the month. In addition, the crews worked 4 overnight shifts hauling snow from the downtown and miracle mile areas. Snow was removed from Hanson St., George St. and Sonnett St. and these streets have been added as a new priority routes. In between storms, roadways were widened and snow drifts were cleared.

To support our winter snow efforts, sand and salt were mixed at the shed and supplied to residents at the Shaw's Lane Ball Fields and at area barrels. More salt was ordered, received and will be mixed for upcoming snow events.

Flooding reports were responded to and catch basins cleared to alleviate or minimize backups. The patch truck routinely filled potholes with cold patch.

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 in December, all remain under investigation.

During the month of January, ten 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 over-served, 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.

During January, five sex offenders were registered with the department.

Patrol Division: January was a busy month for the patrol division which handled 1,984 calls for service including 98 collisions, 66 arrests, and issued 24 criminal summonses. 577 warnings were given to drivers, as well as 79 summonses for a variety of motor vehicle violations. Eight drunk drivers were arrested.

As the result of resident input, the department conducted several directed patrols to target red light and crosswalk violations at the intersection of Arch and Silver Streets.

Enforcement of the winter parking ban continued this month. Third shift officers issued 460 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.

Community Service Program: The Community Service program tracked 29 active participants during the month of January. Of those in the program, 11 worked hours during the month, totaling 66 hours of work accomplished. Four of these participants completed their court ordered hours. Historically, participation wanes during the deep winter months. During 2008, 598 hours of community service was completed by a total of 66 individuals. Thirty-four of them completed their court ordered obligations.

Community Outreach Program:

Teen Center: The Dover Teen Center calendar for January consisted of continued superior educational and social programming for Dover's youth participants. For the month we had a total of 502 visits on 17 days of programming, which yielded an average of 30 participants per day.

This month, the Teen Center participants asked the staff to start a recreational basketball team for its members. Working with Dover Parks and Recreation, a small team was created and hopes to have its first game against youth from the Dover Housing Authority's Seymour Osman Community Center in February.

Some other program highlights for the month included:

- TC Tournament – “8-Ball Billiards” (1/8)
- TC Bingo Mania – (1/21)
- TC Tournament – “SCRABBLE” (1/29)

A special event that occurred at the Teen Center that was not added into the average attendance above; DoverPalooza – Teen Band Night on the January 30th had 65 attendees who enjoyed four bands and one solo artist.

Youth to Youth: During the month of January the Police Department was notified that it will be awarded a grant in the amount of \$72,000 from the United Way of the Greater Seacoast to support the activities of Dover Youth to Youth. The grant will fund programming that targets underage drinking while expanding the effectiveness of Y2Y to other area high schools. In addition, the Teen Center received a \$500 grant for food purchases from Hannaford Supermarkets.

A second member of Dover Youth to Youth, Molly Martuscello, has been selected by the National Underage Drinking Enforcement Training Center (UDETC) to be a member of its Youth Council. UDETC 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 UDETC'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 were the guests of the New Hampshire Buckle-Up Coalition as members of their youth advisory board on January 14th. 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.

Youth to Youth continued to be very active in January. One project was to create a video on underage drinking that was posted on YouTube as well as being entered into the Marn Institute's "Free the Bowl" Public Service Announcement (PSA) contest. The contest was designed to recognize PSAs that will balance the awareness of alcohol problems versus the promotion of alcohol during Super Bowl week.

A second project was spearheaded by Y2Y member Stephen Ross, who proposed to amend the Dover City Code and prohibit smoking at the Shaw's Lane athletic fields. Members also continued with their simulated tobacco project. "Simulated tobacco" is candy and other youth targeted products that are packaged to resemble tobacco products, such as candy cigarettes and Big League Chew. The members have spoken with representatives of ten area stores that were found to be selling simulated tobacco asking them to remove the product. Follow up letters are being mailed to managers and corporate headquarters.

Near the end of the month, nine members traveled to Vermont to present at the 2009 Vermont Tobacco Conference. They conducted three presentations; Working with the Media, Presentation Skill Building; and the History of Lies, which targets false claims by the tobacco industry over the last 50 years.

The Dover Police Department's Parents Program completed its classroom portion of the course in January with over 80 families finishing the program. This month's topics included: Music's Influence on Drug and Alcohol Use; Physical Signs of Impairment that Parents Can Detect; and Salvia, a non-controlled hallucinogen that is available at area tobacco shops and on the internet. The Parent Program is funded by an \$18,000 grant from the New Hampshire Department of Health and Human Services. A culmination event will be held in early February.

Recreation: Lil' Shots basketball for Kindergarten to 2nd graders began on January 3rd and continued every Saturday from 8:00 am to 10:00 am with two sessions being offered. The high school basketball teams volunteer their time to help with this program, which is held at the Woodman Park Elementary School.

Midget basketball for 3rd and 4th graders continued on Saturdays at the Garrison Elementary School Gymnasium and the Woodman Park School Gymnasium. This age group also practices once a week at their respective schools. Fifth and Sixth graders continued their games on Saturdays at the McConnell Center, and continued practices during the week at all the elementary schools. 5th & 6th graders will also be playing halftime games at DHS Varsity games.

The 7th & 8th grade basketball teams resumed games, playing both in-house and surrounding towns, including Portsmouth and Wakefield. Both High School boys teams began their schedules, competing against teams from Eliot, North Hampton, and Kittery. The two High School girls teams also have been playing games against teams from Portsmouth, North Hampton and Hampton.

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. One Sunday in January was cancelled due to the weather.

A new Parent/Toddler Open Gym program on Monday mornings from 8:30-10:30am has been extremely popular. It will continue to run through the winter and spring months.

Information and registrations are now out for our February Vacation camp to be held during school break. This year it will be based out of the McConnell Center and include daily trips and activities.

Attendance:

Parent/Toddler Open Gym: 91 (avg: 23 per week)

K-2nd grade basketball: 95 registrations

3rd & 4th grade basketball: 84 registrations

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

7th & 8th grade basketball: 36 registrations

NEL basketball: 27 registrations

HS Girls Basketball: 16 registrations

Pilates & BodySculpt: 27 registrations

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.

The Senior Book Club met on January 27th from 11 to noon in the Living Room of the Senior Center with 12 members present. The book discussed was "Rebecca" by Daphne DuMaurier.

On January 14th, 50 people traveled to Foxwoods.

The January Social was held on January 30th with 28 members in attendance. Paul Rousseau entertained the members with his keyboard/guitar and a sing-along. Martha Maynard spoke about the services provided by ServiceLink. Al Lobdell spoke about an upcoming trip with the Self-Guided Day Trip group and one member entertained everyone with a "Show and Tell".

Senior Mystery Luncheons	
2nd Tuesday, 1st Wednesday, 3rd Saturday	28
Monthly Social	28

Indoor Pool: Through the month of January, the Indoor Pool has seen its fair share of High School swimmers. During the week there have been many extra swimmers every day between Dover High, Oyster River, Berwick Academy, St. Thomas and Spaulding High School swim teams. Winter swim lessons have been very popular, with 90% of classes being filled to capacity. Seacoast Swimming continues its normal training schedule using about 20 hours of pool time every week. Hydrofitness continues with its success. Rec Swim will return in mid-February after the State High School Swim Meet. Adult Lap swimming remains the most popular.

The Dover Indoor Pool has also hosted three high school swim meets during the month of January, although it was very crowded both in the facility and in the parking lot, they were a great success for the teams involved. Great Bay Masters continues to use the facility.

Hydrofitness: 20-25 participants
Great Bay Masters: 100 swimmers per week
Lap Swim: 125 swimmers daily
Swim Teams: 200 swimmers daily

Ice Arena: Public skating continues to be busy especially each Sunday with well over 125 skaters. Rock night being held 4 Saturday's averaging 65 skaters has remained steady and successful; however our target is 85 skaters each Saturday. The DJ has helped encourage attendance. Sunday adult men's stick practice held 3 nights averaged 17 skaters and is going well. Sunday adult woman's program held 3 nights averaging 18 skaters per night is also going well. Learn to Skate program continues with 3 sessions. Co-Ed C league continues with 6 full teams.

Attendance for the Arena is as follows:

Coed C League:	6 teams
Chix with Stix	54 participants
Men's Adult Stick Practice	52 skaters
Learn to Skate	65 skaters

Public Library: 295 individuals attended programs at the library. (storytimes, movies, reading club)

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

The Information Technology Division now uses Share Point Portal Services to manage support requests and inventory.

On January 29, 2009, the City and SAU personnel met with Unifund representatives to see a demo of the company's financial software and ask technical questions regarding processes as well as expected need for use of subcontractors for the Motor Vehicle Registrations process and tax collection/tax billing.

At the Public Library, work begins on the Moose Plate Grant application for microfilming old Dover newspapers. The director is working to install Comcast CATV in library to allow public viewing space for important telecasts.

PARKING & TRANSPORTATION

Signs were newly installed or re-installed by Facilities crews as requested by the Police Department or as needed due to damage. Ongoing maintenance of street lights, traffic signals and signs were performed.

The Planning Department worked with the Finance and Police Departments to gather information for the review and implementation of the pay and display project. A full report should be completed in the early portion of February

The Transportation Advisory Commission met to elect officers and discuss parking issues on Durham Road and Young Street.

MASTER PLAN

The Recreation Chapter of the Master Plan was completed this month and was accepted by the Planning Board.

PLANNING & ZONING

The Planning Board continues to meet weekly in subcommittee to discuss changes to the City's Zoning regulations, Site Plan regulations and Subdivision regulations.

The Planning Department worked on a comprehensive sign violation policy. The goal of this program will be to educate the public on the regulations pertaining to signage in Dover and help residents and businesses maintain legal signage.

CITY GROUNDS – FACILITIES & PARKS

The City now owns the Armory Building on Oak Street. Various departments, to include Finance, Police, Planning and City Clerk are working together to identify specific space needs for their departments. Issues to solve also include securing separate areas, such as the police areas, which must be secured to allow access to police employees only.

Tree work, limbs and branches from the December ice storm and subsequent snow storms were cleared. Facility crews finished removing Christmas decorations from the downtown area. The crews also assisted the Highway Division with sanding, salting and snow removal and continued to remove trash from various areas throughout the City.

The Facilities Division repaired or replaced bulbs in several décor lights in the downtown area, replaced actuator control valves on baseboard heat for the School Department and continued to address heating issues in City Hall and the McConnell Center. Crews ran a temporary drain line for the HVAC unit at the transportation station as the original drain was frozen. The old Finance Office on the first floor of City hall was prepped for its new inhabitants by repairing several areas on the walls, then mudded, sanded, painted and moved furniture. Several leaks were identified in various buildings which have been scheduled for repair. The division installed steps for the sewer pump station at the indoor pool and made and installed stair molding at the Library. Crews also installed insulation at the Indoor Pool and at the Library to prevent future freeze ups

The Recreation Department is looking at an alternative location for docking facilities on the waterfront that would be closer to the area where reparation of the shoreline is underway.

The Recreation Department is working with the School Department and the local leagues to come up with a plan to renovate Bellamy field number 1 and are looking have it repaired before the fall season.

To this point, there are no leaks from the library's flat roof since December repairs were made. The new boiler has needed repeated adjustments but appears to be on track now. Two heating/blower units froze during mid-January and have been repaired and insulated. Repairs to emergency lighting fixtures were also made.

The Planning Department submitted a grant application to the State of New Hampshire for recreational trail development. The goal of the grant is to fund a connection across the Spaulding Turnpike for the community trail. Currently, the trail ends on either side and this connection will go under the turnpike and connect trail portions on Liberty Mutual's property (accessible from Watson Road) and the portion that ends on Whittier Falls Way.

GENERAL UPDATES

Police IT staff have now moved into the former Finance office along with City IT staff. Preparation is now underway to use the vacated space within the police facility for private interview space and for server and/or storage space.

The \$72,500 in grants received in January brings the total of new alternative funding for the Police Department during FY 09 to \$466,400. (Coverdell - Laboratory Improvements - \$95,000; Teen Center \$223,900 (3 yr funding); Wentworth-Douglass Hospital - \$75,000; United Way - \$72,000; and Hannaford - \$500.)

The Police Department continues to be a major resource for local sports programs and other non-profit organizations as they seek to comply with the complicated and sometimes overwhelming laws regulating non-profits. Just this past month, the Police Department assisted Dover Little Green Cheerleaders and the Dover Soccer Association to obtain their certificates of authorization from the Charitable Trusts Unit of the New Hampshire Attorney General's Office to receive public funds.

The Professional Standards Bureau of the Dover Police Department began a new relationship with Great Bay Community College to conduct entry level testing for police officers. Great Bay replaces McIntosh College as the coordinator of testing for dozens of area police departments.

The Library Director met with Thom Hindle and others to develop the Lincoln Bicentennial program at the Woodman Institute in May 2009 and was also recruited as a Children's Museum representative for the Oral History Committee. The director is beginning work with Dover Adult Learning Center on Poetry Month programs for April.

The Library Director recently joined the Chamber of Commerce Board of Directors.

The Planning Department worked to scan in minutes and agendas for past Planning Board meetings. To date, minutes and agendas for years 2000 forward are now online. Staff is working to get everything from 1989 forward online within the first two quarters of 2009.

Staff worked on developing a plan to scan and archive all Planning Board and Zoning Board approved plans and plats. The goal of this project is both to archive the materials but also to make it available to the public via the internet and the existing Treneo platform.

Fire and Rescue Administration met with and re-established a relationship with representatives of the local amateur radio operator's association. These volunteers provide a back-up radio communication methods throughout the state and are written into emergency response plans at all levels. Participation by amateur radio operators at Dover's Emergency Operations Center had fallen by the wayside in recent years as their membership changed and the Fire and Rescue Administration looks forward to renewed support and assistance during emergency operations.

The Fire Department handled an approximate 20% increase in calls for service over January of 2008. It is believed this increase is attributable to this year's colder and snowier January as compared to January of 2008.

Hydrant shoveling continues to be a priority of the Fire Department with the frequent snowstorms, in addition to daily response activities.

Assessing has moved into their new office location in the former Accounting Office. The plan is to have Tax Collection move into a temporary location for much of February while office renovations take place. Ongoing cross training has been taking place with City Clerk's office personnel learning some of Tax Collection operations.

NEIGHBORHOOD AREA SPOTLIGHTS

On January 9th, Planning employees attended a stakeholder meeting hosted by the NH Department of Environmental Services to discuss Willand Pond. At the meeting, SW Cole presented the premise of a solution to the high water levels at Willand Pond. This solution involves the creation of a "step-pool" between the existing wetlands area north of Willand Pond and Stackpole Pond.

A step-pool is an alteration of the habitat that recreates a wetland condition as well as changes the topography to stimulate water flow. Cobbles and boulders generally compose the steps, which alternate with finer sediments in pools to produce a repetitive, staircase-like longitudinal profile in the channel. Water from Willand Pond currently overflows into the wetlands to the north and would be encouraged to flow towards Stackpole Pond, which has an outflow to Peter's Marsh Brook. Currently, there is a blockage in the form of a rough woods road separating the wetlands and Stackpole pond and is impounding water. This woods road would need to be crossed with a culvert or bridge system.

The group also discussed the presence of beaver activity in the area and its affect on the water levels. Dover staff contacted the Division of Environmental Services to follow up on this item and hope to work with either DES or Fish and Game to remove the beaver dam in hopes of lowering water levels.

Furthermore, the group discussed what the attainable water level is. Two opportunities were discussed. Historically the water level was in the region of 188' above sea level. One opportunity would be to set that as the goal, and the second would be to determine what is actually attainable and strive for that goal. The group decided that SW Cole should work to identify what is a realistic elevation and then determine obstacles and opportunities for reaching that goal.

The Division of Environmental Services Wetlands Bureau did give support to the step-pool idea and SW Cole will continue to work that option out. The group will be meeting again in February to discuss progress.

ACKNOWLEDGEMENTS & EVENTS

A public information meeting to hear about the progress of the cleanup at the Dover Municipal Landfill Superfund Site will be held at the Dover Public Works building on Tuesday, February 10, 2009 at 7:00 pm. Representatives from the U.S. Environmental Protection Agency and the NH Department of Environmental Services will be in attendance.

Friends of the Library renewed passes for four popular museums (\$1265).

OPERATING STATISTICS

	January 2008	December 2008	January 2009
	31 Days	31 Days	31 Days
F&R Ambulance Revenue	\$51,161	\$66,372	\$71,957
F&R Total Calls for Service	410	737	497
F&R Calls for Fires	29	26	23
F&R Simultaneous Emergency Incidents	55	129	63
F&R 3/4 Simultaneous Emergency Incidents	14	117	17
F&R Emergency Medical Calls	217	255	255
F&R Patients Transported Area Hospitals	213	230	229
F&R Hazardous Condition Calls	5	148	8
F&R Service Calls - Miscellaneous	40	97	42
F&R Lock Outs	61	76	75
F&R False/Good Intent Calls	58	135	94
F&R Certificate of Occupancy Inspections	12	6	3
F&R Life Safety Inspections	6	4	2
F&R Business Inspections	97	15	31
F&R Sprinkler/Alarm Inspection	8	4	17
F&R Car Safety Seat Inspections	12	3	9
F&R Building Inspections	45	37	23
F&R Electrical Inspections	62	140	96
F&R Plumbing/Mechanical Inspections	42	67	77
F&R Health Inspections	12	38	38
F&R Housing Standards Inspections	16	5	18
F&R School/Daycare Inspections	9	10	2
F&R Oil Burner Inspections	6	4	1
F&R Woodstove/Fireplace Inspections	6	3	2
F&R Burning Permits Issued	84	14	14
F&R Building Permits Issued	28	21	17
F&R Blasting Permits Issued	0	2	0
Fire Loss Totals	\$183,900	\$601,500	\$107,000
Library-Circulation	23,201	21,790	23,988
Library-New Patrons	185	102	161
Library-Total Cardholders	25,988	27,590	27,779
Library-Public Meetings Held	61	22	27
Library-Audio Downloads	23	14	22
Library-Internet/PC Usage	2,494	2,221	2,448
Library-Museum Passes borrowed	43	54	42
Library-Circulation desk hold requests	1,567	1,182	1,319
Library-Remote online hold requests	1,109	860	1,102
Library-Attendance at Programs	354	43	295
Human Services-Number of Contacts	358	430	430
Human Services-Number of Cases	87	99	99
Human Services-Case Expenditures	\$42,385	\$46,133	\$46,133
F&G - Number of Burials - Traditional	3	0	4

F&G – Number of Cremations	-	0	2
F&G – Concrete Foundations for Monuments	-	0	0
F&G – Number of Work Orders Received	74	119	118
Total Visitors to Website	62,363	-	44,016
Average Visitors to Website Per Day	2,011	-	1,419
City Clerk – Total Revenue	\$3,214	\$6085	\$4,304
City Clerk – Death Certificates Issued	140	191	200
City Clerk – Marriage Licenses Issued	58	17	13
City Clerk – Birth Certificates Issued	179	164	238
City Clerk – Notary Public Requests	53	40	49
City Clerk – Marriage Certificates Issued	-	47	30
City Clerk – Justice of the Peace Requests	-	2	2
Vehicle Registrations	2,800	2,066	1,714
Police Dept Total Calls for Service	2,344	2,685	2,440
Police Dept Total Number of Offenses	192	156	131
Police Dept Motor Vehicle Stops	659	439	656
Police Dept Total Motor Vehicle Summonses	128	50	79
Police Dept MV Accidents Investigated	90	112	93
Police Dept – Arrests	*	-	66
Police Dept – Criminal Summonses	*	-	24
Police Dept – Warnings to Drivers	*	-	577
Police Dept – Drunk Drivers Arrested	*	-	8
Police Dept Parking Tickets Issued	1224	1294	800
Police Dispatch Total Phone Calls	12,820	12,413	9,589
Police Dispatch – 911 Calls	390	496	405
Police Dispatch – Radio Transmissions	10,597	11,477	10,177
Police Records Bureau Revenue	\$20,551	\$44,369	\$26,933
Police Reports/Criminal Record Requests	73	71	68
Police Case Reports Processed	975	812	653
Police Prosecution – Adult Arraignments	69	37	44
Police Prosecution – Adult Trials	1	4	11
Police Prosecution – Hearings	92	15	9
Teen Center Participants-Average Per Day	27	24	30
PD Com. Service Program –Juveniles Tracked	27	24	29
PD Community Service Hours	34.5	16	66
Public Works – Work Orders Resolved	52	78	67
Public Works – Work Orders Pending	16	30	27
PW – Water Gallons Pumped	64,315,000	65,318,000	66,223,000
PW – Average Water Gallons per Day	-	2,107,000	2,136,000
Total Tonnage of Trash Collected	442.37	375.67	289.99
Total Tonnage of Paper Collected	124.05	130.02	91.54
Total Tonnage of Commingles Collected	118.74	99.69	90.04
Arena Public Skate Attendance	1,314	943	1,208
Arena Rock Night Attendance	335	101	263
McConnell Center –‘Open Gym’ Participants	1,857	1,622	1,971
McConnell Center Common Area Reservations	49	60	57
Senior Center Membership Renewals	40	13	26

Senior Center New Memberships	22	0	8
Senior Center – Participants on Trips	82	15	50
Senior Center – Daily Game/Class Participants	847	295	356
Senior Center – Walk ins, no particular activity	364	393	422

* = new statistic added

HUMAN RESOURCE STATISTICS & UPDATES
January 2009

Average Number of Employees Paid by Department			
Department:	January 2008	December 2008	January 2009
	4 week	4 week	5 week
Community Services	71	72	72
Executive	13	15	15
Finance	16	16	16
Fire & Rescue	53	59	59
Human Services	3	3	3
Library	23	22	22
Planning	10	6	6
Police	88	83	83
Recreation	68	65	65
Average Number of Employees Total	343	341	341

Personnel Status		
New Hires for Month	5	1 – Fire, 4 – Recreation
Separations for Month	0	
New Hires – Fiscal Year to Date	32	7 – Community Services, 1 – Exec, 1 – Finance, 3 – Fire, 4 – Police, 16 – Recreation
Separations – Fiscal Year to Date	30	6 – Community Services, 3 – Fire, 5 – Police, 16 – Recreation

Gross Wages Paid		
January 2008	December 2008	January 2009
4 week	4 week	5 week
\$1,249,592	\$1,600,382	\$1,689,507

Employee Name	Position	Dept	Employee Type	Base Rate	Reason
Separations:					
New Hires:					
April, Andrew	Seasonal Maintenance Worker II	Rec	SPT	10.31/hr	
Farley, Shanon	Rec program Associate	Rec	SPT	8.90/hr	
Maloomian, Kevin	Seasonal Maintenance Worker II	Rec	SPT	10.31/hr	
Michaud, Matthew	Firefighter – Basic	Fire	RFT	16.19/hr	
Vanderlinde, Chelsea	Rec Program Associate	Rec	SPT	8.90/hr	

Total Permits Issued: JANUARY 2009

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
08-456	LAFRANCE BOWDEN HOSPITA	21	MEMBERS WAY	CONSTRUC/INSTALL STORAGE SHED	C	D	18-1	1700	45
08-466	DAVIS, BARTOL, ERICKSON, L	15	MEMBERS WAY	CREATE NEW OFFICE SPACE IN EXISTIN	C	D	17	5000	75
09-003	HABITAT FOR HUMANITY	15	FOURTH STREET	STAIRWAY TO BASEMENT	C	5	3	4000	65
09-004	ROBBINS	102	WASHINGTON STREET	INTERIOR RENOVATIONS TO OFFICE &	C	2	5	6200	95
08-458	CHURCH HILL MEDICAL	87	VENTURE DRIVE	EXPAND CLEAN ROOM	I	D	14-4	207000	2095
08-357	GLADIOLA LANE DEVELOPM	22	GLADIOLA WAY	SINGLE FAMILY DWELLING W/ATT. GAR	R	A	28-5	149500	1525
08-358	GLADIOLA LANE DEVELOPME	38	GLADIOLA WAY	GEOTHERMAL HEATING & COOLING	R	A	28-12	109000	1115
08-430	GLADIOLA LANE DEVELOPME	34	GLADIOLA WAY	SINGLE FAMILY W/ATT. GARAGE	R	A	28-10	139000	1415
08-453	CULLEN	41	BOSTON HARBOR ROAD	STORAGE SHED	R	7	15	600	35
08-463	DONAHUE BUILDERS	33	BASILS PLACE	CONSTRUCT A SINGLE FAMILY RESIDE	R	1	25C-5	188000	1905
08-465	KELLEY	2	CRESCENT AVENUE	KITCHEN REMODEL	R	37	65	49000	515
08-468	PAYETTE	158	BOXWOOD LANE	SINGLE FAMILY W/ ATT GARAGE	R	B	21-14	219000	2215
08-471	NICHOLAS	6	JAMES STREET	BASEMENT EGRESS	R	I	76-F	1500	55
09-001	DUBE	252	DOVER POINT ROAD	INTER. RENOV./ SINGLE FAMILY DWLIN	R	L	96L	107000	1095
09-002	GLOVINSKI	92	BELKNAP STREET	EXTERIOR RENOV. OF SINGLE FAMILY	R	12	88	15000	175
09-005	ST. LAURENT	243	DOVER POINT ROAD	RMVE/ RPLC/CONST. EGRESS BALCONY	R	L	40-2	2000	45
09-006	MARTEL	318	TOLEND ROAD	CONST. A SCREEN PORCH ON EXISTING	R	F00	A0000	5000	75

<u>Permit #</u>	<u>Owner's Last Name</u>	<u>Street #</u>	<u>Street</u>	<u>Description</u>	<u>Type</u>	<u>Map Lot</u>	<u>Construction Value</u>	<u>Fee</u>
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Total Permits Issued: 17

Total Construction Value: \$1,208,500.00

Total Fees Collected: \$12,545.00

Type of Permits Issued		Certificate of Occupancy's	
Apartment dwlg units	0	Apartment Units	0
Commercial	0	Commercial	0
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	0	Duplex Unit	0
Industrial	0	Industrial	0
Multi Family	0	Renovations	6
Manufactured Dwlg	0	Manufactured Dwlg	0
Single Family Dwelling	5	Single Family Dwellings	1
		Total	7

PROJECTS BEFORE DOVER PLANNING BOARD

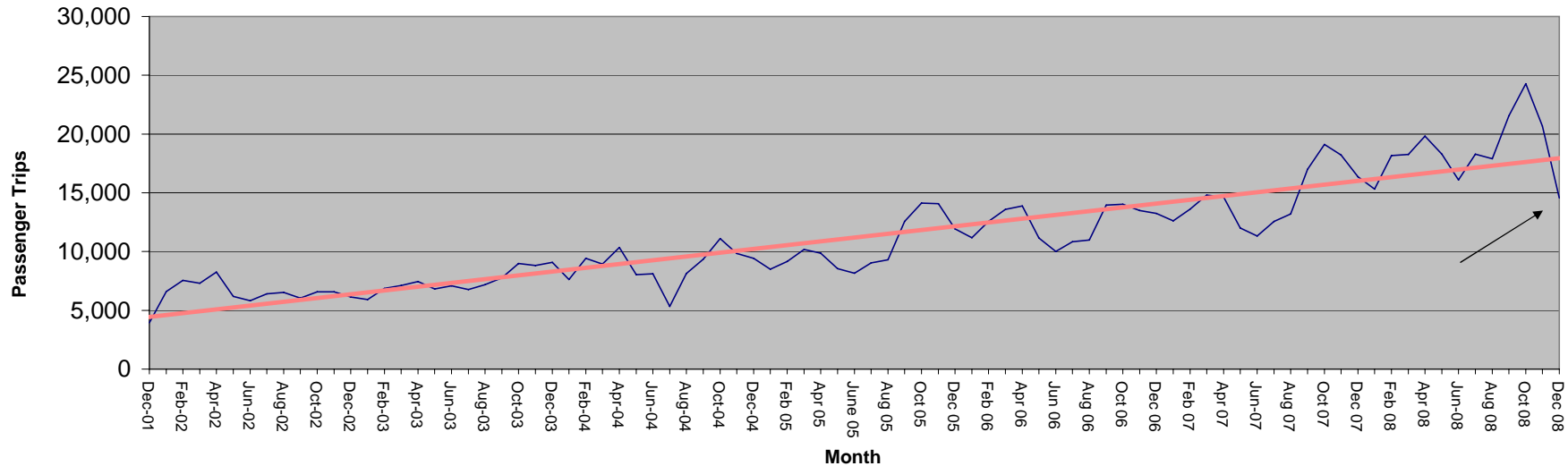
NAME	LOCATION		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes	A = Apts.	C = Condos											
Multi-Family:														
Paolini	54 Dover Point Road	C	12	0	12		7/22/2008		P08-15	K	20		G	3.96
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		10/23/2007							
						2/21/2008		2/21/2008	P07-43	N	8	2/21/2012	G	7.4
Long Meadow	Gladiola Way	H	20	8	12	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	1	20	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.77
Schooner Landing	Schooner Dr	H	10	2	8	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Upper Factory Rd	H	15	4	11	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Columbus Ave/Tolend	H	72	0	72	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
Stern Subdivision	Lika Dr	H	3	0	3	3/23/2006	2/28/2006	3/23/2006	P05-71	E	45	3/23/2010	W	1.11
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
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
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
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
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
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
Ayer	McKone Ln	H	2	1	1	6/5/2003	6/5/2003	6/5/2003	P02-67	N	18	6/5/2007	G	0.74
Total: Single Family			337	81	256									131
TOTAL APPROVED UNITS			454	150	284									163
Elderly:														
The Village at Thornwood	Middle Rd	H	48	2	46	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Mast Road	H	63	4	59	2/20/2007	1/9/2007	2/20/2007	P06-24	H	4	2/20/2011	W	
Dover Retirement Cottages	Back River Rd	C	48	0	48	8/4/2006	2/28/2006	Site	P05-48	I	56	8/4/2010	Living	
Dover Retirement	Back River Rd	A	115	115	0	8/4/2006	5/9/2005	Site	P05-49	I	56	8/4/2010	Assisted	
Total: Elderly			274	121	153									
APPROVED + ELDERLY			728	271	437									163

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS
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* Built or permit issued and unit under construction

Downeaster Monthly New Hampshire (Only) Ridership

NH Represents Approximately 41% of Downeaster Ridership



Calendar Year	Total Corridor	Dover	Durham	Exeter	NH Total
2001*	14,071	1,684	268	1,981	3,933
2002	291,794	29,446	8,128	42,388	79,962
2003	257,801	26,245	19,765	43,828	89,838
2004	248,571	25,584	31,531	48,576	105,691
2005	293,653	31,784	38,543	55,019	125,346
2006	284,008	38,413	50,086	60,333	148,832
2007	381,854	42,630	53,745	79,016	175,391
2008	480,940	57,611	68,444	97,106	223,161

20 days operation

Total **2,252,692** **253,397** **270,510** **428,247** **952,154**
 AVE MONTH (Past 2 Years) **4,177** **5,091** **7,338**

Excludes 6th Roundtrip Bus data - (estimate at 750 trips/month additional)

** YTD 2008

08 Project at mid year	519,415	62,220	73,920	104,874	241,014
with bus	522,915	64,720	76,420	107,374	248,514

Dover			Durham			Exeter			MONTH TOTALS			
Origin	Destination	Total	Origin	Destination	Total	Origin	Destination	Total	NH	System	NH %	
Dec-01	652	1,032	1,684	74	194	268	737	1,244	1,981	3,933		
Jan-02	1,060	1,582	2,642	219	290	509	1,343	2,116	3,459	6,610		
Feb-02	1,157	1,716	2,873	326	397	723	1,619	2,344	3,963	7,559		
Mar-02	1,185	1,678	2,863	282	413	695	1,506	2,230	3,736	7,294		
Apr-02	1,411	1,839	3,250	434	457	891	1,814	2,294	4,108	8,249		
May-02	1,177	1,260	2,437	205	245	450	1,483	1,808	3,291	6,178		
Jun-02	907	1,254	2,161	131	195	326	1,478	1,847	3,325	5,812		
Jul-02	1,130	1,369	2,499	137	140	277	1,627	2,009	3,636	6,412		
Aug-02	985	1,528	2,513	104	170	274	1,761	1,971	3,732	6,519		
Sep-02	941	1,055	1,996	491	507	998	1,427	1,630	3,057	6,051		
Oct-02	888	1,169	2,057	582	551	1,133	1,505	1,872	3,377	6,567		
Nov-02	874	1,165	2,039	643	556	1,199	1,519	1,821	3,340	6,578		
Dec-02	1,015	1,101	2,116	275	378	653	1,539	1,825	3,364	6,133		
Jan-03	927	1,103	2,030	178	216	394	1,624	1,862	3,486	5,910		
Feb-03	1,009	1,082	2,091	606	600	1,206	1,672	1,903	3,575	6,872		
Mar-03	1,154	1,273	2,427	592	703	1,295	1,629	1,756	3,385	7,107		
Apr-03	1,272	1,246	2,518	598	718	1,316	1,736	1,883	3,619	7,453		
May-03	968	1,015	1,983	690	579	1,269	1,723	1,839	3,562	6,814		
Jun-03	1,064	1,150	2,214	487	536	1,023	1,919	1,925	3,844	7,081		
Jul-03	1,145	1,242	2,387	395	467	862	1,695	1,834	3,529	6,778		
Aug-03	1,122	1,267	2,389	396	464	860	1,905	2,020	3,925	7,174		
Sep-03	860	981	1,841	1,272	1,236	2,508	1,625	1,791	3,416	7,765		
Oct-03	937	966	1,903	1,692	1,562	3,254	1,774	2,058	3,832	8,989		
Nov-03	886	897	1,783	1,783	1,648	3,431	1,754	1,853	3,607	8,821		
Dec-03	1,337	1,342	2,679	1,208	1,139	2,347	1,955	2,093	4,048	9,074		
Jan-04	1,049	1,026	2,075	982	925	1,907	1,791	1,859	3,650	7,632		
Feb-04	1,003	1,037	2,040	1,671	1,550	3,221	2,004	2,150	4,154	9,415		
Mar-04	1,043	1,027	2,070	1,308	1,352	2,660	2,094	2,112	4,206	8,936		
Apr-04	1,234	1,121	2,355	1,856	1,641	3,497	2,213	2,280	4,493	10,345		
May-04	982	876	1,858	1,143	1,131	2,274	1,861	2,035	3,896	8,028		
Jun-04	1,108	1,059	2,167	992	983	1,975	1,977	1,982	3,959	8,101		
Jul-04	886	1,177	2,063	448	719	1,167	1,469	640	2,109	5,339		
Aug-04	1,320	1,179	2,499	716	727	1,443	2,078	2,102	4,180	8,122		
Sep-04	992	942	1,934	1,878	1,599	3,477	1,997	1,951	3,948	9,359		
Oct-04	995	1,041	2,036	2,254	2,061	4,315	2,374	2,370	4,744	11,095		
Nov-04	1,003	1,034	2,037	1,885	1,583	3,468	2,197	2,130	4,327	9,832		
Dec-04	1,214	1,168	2,382	1,142	985	2,127	2,475	2,435	4,910	9,419		
Jan-05	926	1,050	1,976	1,114	1,081	2,195	2,129	2,188	4,317	8,488		
Feb-05	1,145	1,057	2,202	1,500	1,255	2,755	2,027	2,172	4,199	9,156		
Mar-05	1,349	1,279	2,628	1,423	1,363	2,786	2,374	2,396	4,770	10,184		
Apr-05	1,302	1,039	2,341	1,527	1,407	2,934	2,265	2,326	4,591	9,866		
May-05	1,145	1,134	2,279	1,133	1,156	2,289	1,986	1,995	3,981	8,549		
June 05	1,197	1,131	2,328	983	941	1,924	1,890	2,015	3,905	8,157		
July 05	1,323	1,284	2,607	971	904	1,875	2,220	2,327	4,547	9,029		
Aug 05	1,613	1,500	3,113	846	807	1,653	2,269	2,270	4,539	9,305	37,313	
Sep 05	1,362	1,292	2,654	2,843	2,257	5,100	2,392	2,415	4,807	12,561		
Oct 05	1,439	1,385	2,824	3,350	2,936	6,286	2,457	2,546	5,003	14,113		
Nov 05	1,733	1,656	3,389	2,965	2,564	5,529	2,540	2,618	5,158	14,076		
Dec 05	1,799	1,712	3,511	1,699	1,518	3,217	2,624	2,578	5,202	11,930		
Jan 06	1,526	1,526	3,052	1,698	1,625	3,323	2,369	2,434	4,803	11,178		
Feb 06	1,434	1,433	2,867	2,776	2,445	5,221	2,205	2,261	4,466	12,554		
Mar 06	1,789	1,771	3,560	2,714	2,268	4,982	2,474	2,565	5,039	13,581		
Apr 06	1,780	1,646	3,426	2,765	2,656	5,421	2,546	2,480	5,026	13,873		
May 06	1,595	1,558	3,153	1,675	1,550	3,225	2,347	2,423	4,770	11,148		
Jun 06	1,730	1,623	3,353	1,127	1,124	2,251	2,210	2,192	4,402	10,006		
Jul 06	1,790	1,730	3,520	1,100	1,141	2,241	2,514	2,552	5,066	10,827		
Aug 06	1,730	1,735	3,465	1,165	1,232	2,397	2,561	2,552	5,113	10,975		
Sept 06	1,486	1,474	2,960	3,362	2,800	6,162	2,391	2,433	4,824	13,946		
Oct 06	1,347	1,332	2,679	3,121	2,933	6,054	2,632	2,654	5,286	14,019	Track Outages/Major Sched	
Nov 06	1,386	1,219	2,605	3,136	2,431	5,567	2,664	2,645	5,309	13,481		
Dec 06	1,925	1,848	3,773	1,716	1,526	3,242	3,116	3,113	6,229	13,244		
Jan 07	1,551	1,501	3,052	1,796	1,752	3,548	3,000	3,007	6,007	12,607	24.219	
Feb 07	1,346	1,244	2,590	2,810	2,363	5,173	2,946	2,895	5,841	13,604	26.070	
Mar 07	1,666	1,675	3,341	2,741	2,236	4,977	3,211	3,266	6,477	14,795	29.258	
Apr 07	1,579	1,460	3,039	2,680	2,557	5,237	3,243	3,121	6,364	14,640	28.871	
May 07	1,585	1,529	3,114	1,467	1,475	2,942	2,930	3,017	5,947	12,003	26.624	
Jun-07	1,728	1,647	3,375	1,137	1,124	2,261	2,814	2,861	5,675	11,311	28,784	
Jul 07	2,014	1,896	3,910	1,178	1,113	2,291	3,195	3,157	6,352	12,553	36,248	
Aug 07	1,975	1,912	3,887	1,315	1,266	2,581	3,334	3,402	6,736	13,204	37,857	
Sep 07	2,020	1,976	3,996	3,131	2,826	5,957	3,453	3,579	7,032	16,985	36,447	
Oct 07	1,837	1,828	3,665	3,726	3,473	7,199	4,047	4,198	8,245	19,109	36,162	
Nov 07	2,021	1,940	3,961	3,684	3,355	7,039	3,574	3,646	7,220	18,220	35,074	
Dec 07	2,413	2,287	4,700	2,349	2,191	4,540	3,573	3,547	7,120	16,360	34,240	
Jan 08	2,101	2,098	4,199	1,901	1,908	3,809	3,578	3,737	7,315	15,323	29,869	
Feb 08	1,994	1,939	3,933	3,616	3,150	6,766	3,673	3,790	7,463	18,162	35,509	
Mar 08	2,238	2,228	4,466	3,081	2,923	6,004	3,885	3,902	7,787	18,257	36,773	
Apr 08	2,384	2,286	4,670	3,534	3,278	6,812	4,176	4,161	8,337	19,819	42,810	
May 08	2,578	2,452	5,030	2,750	2,517	5,267	4,024	3,956	7,980	18,277	39,118	
Jun-08	2,602	2,424	5,026	1,626	1,705	3,331	3,921	3,808	7,729	16,086	41,690	
Jul 08	2,915	2,731	5,646	1,860	1,800	3,660	4,511	4,460	8,971	18,277	46,438	
Aug 08	3,005	2,856	5,861	1,713	1,703	3,416	4,307	4,302	8,609	17,886	50,854	
Sept 08	2,476	2,410	4,886	4,302	4,028	8,330	4,161	4,183	8,344	21,560	43,955	
Oct 08	2,682	2,612	5,294	4,433	4,433	9,426	4,725	4,833	9,558	24,278	44,429	
Nov 08	2,321	2,253	4,574	4,262	3,811	8,073	4,041	3,992	8,033	20,680	39,818	
Dec 08	2,066	1,960	4,026	1,846	1,704	3,550	3,523	3,457	6,980	14,556	29,677	
To Date	125,840	127,557	253,397	140,282	130,228	270,510	209,946	218,301	428,247	952,154	1,302,382	
Monthly Average:			2,981			3,182			5,038			
NH Ridership to Date			952,154									
Service Ridership to Date			2,312,130			through December 2008 from NNEPRA						
Historically NH accounts for 41.2% of total system ridership												



Total	%	FY08	FY09	Total	%			
Dover	Jan - 2008	Jan - 2009	Increase	Increase	YTD	YTD	Increase	Increase
Route 1	1,291	1,339	48	3.7%	5,318	6,282	963	18.1%
Route 2	4,498	4,112	(385)	-8.6%	17,744	18,989	1,245	7.0%
Route 33	0	447	447	n/a	0	990	990	n/a
Comm. Rtes.	4,474	3,464	(1,010)	-22.6%	17,619	15,899	(1,720)	-9.8%
ADA trips	42	75	34	80.6%	514	901	387	75.3%
Total	10,304	9,438	(866)	-8.4%	41,195	43,060	1,865	4.5%
* Fiscal Year is Oct. 1 - Sept. 30								

Ridership in January was affected by the significant snowfalls we received (and resultant snowbanks that passengers are forced to negotiate and stand in), the continuing ripple effects of the economy (larger numbers of regular commuters are no longer employed or have had their hours scaled back) and we implemented our fare increase at the beginning of January.

Except in cases where a bus route operates entirely within one community we can only provide percentage breakout numbers of our ridership.

COMMUNITY SERVICES CAPITAL IMPROVEMENT PROJECTS Status as of January 2009

COCHECHO RIVER DREDGING

Current: The City staff is preparing a request for funding to complete the Cochecho River dredge project to the NH Congressional delegation for their consideration. The USACOE has prepared a cost estimate to dredge and dispose of the spoils, and have determined that an additional \$2.2 million dollars is needed.

Previous: 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.

TOLEND LANDFILL REMEDIATION

Current: An update of activities conducted in 2008 and the schedule of activities for 2009 will be presented at an informal meeting hosted by EPA on February 10th ; 7 PM at the Dover DPW facility on Mast Road.

Previous: 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.

WASHINGTON ST BRIDGE TO RIVER ST

Current: The contractor has started work. Nothing significant to report at this time.

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

WALLINGFORD ST SEWER REPLACEMENT

Current: The Consultant has started the design.

Previous: Consultant has started survey work for design.

SEWER INFLOW / INFILTRATION MITIGATION

Current: Final plans and specs have been advertised for bidding to construct the improvements. Bids are due back to the City late in February and it is expected that a resolution to award the bid will be on a March agenda following review of the proposals.

Previous: 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.

ROUTE 9 RR BRIDGE WATERMAIN REPLACEMENT

Current: The City has hired a consultant to design the watermain replacement for the DOT project.

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

BRIDGE PROGRAM

Current: The Washington Street Bridge deck has been placed in the CIP. The Whittier Street Bridge deck repairs have been completed.

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

BERRY BROOK WATERSHED MANAGEMENT

Current: Staff is preparing a grant application to NHDES for \$50,000 to implement the initial phase of implementation of the Watershed Management Plan.

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

COCHECO RIVER SHORELINE STABILIZATION PROJECT

Current: SUMCO has completed Phase I of the river work. NHDES has requested that the City file a Wetlands Permit application and receive approval prior to moving forward with Phase II of the project. Geolnsight has completed the application and it will be filed the first week of February.

Previous: 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.

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	21	5	3	3	32
February					
March					
April					
May					
June					
Totals:	191	63	32	35	321

City of Dover

Bid Solicitation Report

For January 2009

2/3/2009

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	

Police				Radar Speed Display Trailer	
B09040	01/20/2009	02/10/2009			

Community Services				Consulting Services for Water Main Relocation	
B09041	01/20/2009	02/03/2009			

Total for

22 Fire & Rescue

F& R Admin				Radio Controlled Emergency Beacons	
B09043	01/15/2009	02/23/2009			

F&R Buildings

Total for Fire & Rescue

30 Comm Serv PW

City of Dover

Bid Solicitation Report

For January 2009

2/3/2009

Department Bid Number	PO Date Bid Date	PO No Bid Due	Vendor CC Meeting	Description Item No	PO Notes Function/Division	PO Amount
		Approved By	Fund			
CS-Streets Q09-017	01/27/2009 01/12/2009	30-255757 01/15/2009	New England Barricade Co	48 X 48 BO HI MDO Bridge Closed Ahead		1,749.60
		PA	General Fund	CS - Streets		
Total for Comm Serv PW						1,749.60

35 Recreation

Recreation B09039	01/20/2009	02/09/2009	McConnell Center	Elevator Inspections / Maintenance	Gen Gov't Buildings	
Total for Recreation						
Grand Total All Departments						1,749.60

City of Dover

Purchase Order Report

For January 2009

2/4/2009

Department	PO Date Bid Number Approved By	PO No	Vendor Bid Date CC Meeting	Bid Due Fund	Item No Function/Division	Description PO Notes	PO Amount
	01/14/2009 B08021 REBID	15-255587	T & S Construction 06/30/2008	07/15/2008		18A Roberts Road Replacement of Water Svc	5,755.01
	PA						
						Total for	5,755.01
00 Other							
CS Admin	01/04/2009	30-255574	Stephen Franciosa			Maintenance Guarantee TR63455	6,500.00
	PA						
						Performance Deposit Fund	
CS Admin	01/05/2009	30-255480	Colson & Colson Gen Contracto			Performance Deposit TR#067433	30,000.00
	PA						
						Performance Deposit Fund	
Finance	01/27/2009	15-255830	Hannaford Bros.			Bond Deposit Return	100,000.00
	PA						
						Performance Deposit Fund	
						Total for Other	136,500.00
13 Executive							
CITY MANAGERS OFFICE	01/05/2009	13-255478	NH MUNICIPAL ASSOCIATIO			2009 MEMBER DUES	20,198.84
	PA						
						General Fund City Manager	
						Total for Executive	20,198.84

19 Misc General Gov't

City of Dover

Purchase Order Report

For January 2009

2/4/2009

Department	PO Date Bid Number Approved By	PO No Bid Date CC Meeting	Vendor Bid Due Fund	Description PO Notes Item No Function/Division	PO Amount
City Managers Office	01/15/2009	13-255589	Douglas, Leonard & Garvey, PC	Bleiler Litigation	21,500.00
	PA			General Fund Misc Gen Gov't	
Total for Misc General Gov't					21,500.00
21 Police					
Police Admin	01/07/2009 B09038	21-255415 12/18/2008	GovConnection, Inc 01/05/2009	5 ea Panasonic CF-30 Toughbook	18,786.45
	PA			General Fund Police Operations	
Total for Police					18,786.45
30 Comm Serv PW					
CS WWTP	01/05/2009	30-255417	APPLIED INDUSTRIAL TECHN	PLNGRPUMP DRIVE	5,091.41
	PA			Sewer Fund CS - Sewer	
CS-Admin	01/14/2009	30-255642	ATS Equipment	Reverse Plate Compactor	5,100.00
	PA			Water Fund CS - Water	
Community Services	01/21/2009	30-255133	SumCo Eco Contracting, LLC	Additional Construction Cocheco River Bank	62,922.50
	PA			CS - Engineering	
Total for Comm Serv PW					73,113.91

55 Other Financing Uses

City of Dover

Purchase Order Report

For January 2009

2/4/2009

Department	PO Date Bid Number Approved By	PO No Bid Date CC Meeting	Vendor Bid Date CC Meeting	Bid Due Item No Fund	Description PO Notes Function/Division	PO Amount
City Managers Office	01/27/2009	13-255768	Southern Computer Warehouse		Cisco Smartnet-sntp & nbd	7,860.09
	PA				DoverNet Fund Internal Service	
Total for Other Financing Uses						7,860.09
Grand Total All Departments						283,714.30

City of Dover

Expenditures of Major Funds

January 31, 2009

(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	30,291.33	119,211.34	57,276.48	19,161.18	9.79
Executive	979,026.00	981,828.00	103,582.93	558,021.60	2,025.00	421,781.40	42.96
Finance	1,167,001.00	1,174,742.28	86,591.32	675,879.32	75,744.06	423,118.90	36.02
Planning	445,954.00	476,359.00	48,640.41	312,682.33	2,540.67	161,136.00	33.83
Misc Gen Gov't	849,357.00	1,004,608.32	55,607.24	345,357.30	92,146.83	567,104.19	56.45
Police	6,422,037.00	6,464,842.06	527,442.52	3,886,424.69	35,251.65	2,543,165.72	39.34
Fire & Rescue	6,228,171.00	6,236,570.00	603,796.03	3,834,273.53	3,391.49	2,398,904.98	38.47
Comm Serv PW	5,322,246.00	5,954,374.13	572,565.21	2,794,277.84	286,240.67	2,873,855.62	48.26
Recreation	1,310,221.00	2,945,450.73	221,034.99	3,885,373.70	15,231.80	(955,154.77)	(32.43)
Public Library	1,074,129.00	1,083,739.74	92,606.36	638,392.46	2,183.68	443,163.60	40.89
Human Services	717,702.00	722,667.15	67,556.35	386,990.28	11,525.95	324,150.92	44.85
Debt Service	9,108,852.00	9,108,852.00	1,445,813.13	3,676,894.17	0.00	5,431,957.83	59.63
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	3,977,782.30	20,165,869.21	642.05	19,330,005.18	48.94
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	7,833,310.12	48,051,970.77	584,200.33	34,082,350.75	41.20
3320 Residential Solid Waste							
Comm Serv PW	1,113,486.00	1,188,053.37	12,989.79	525,029.50	533,845.17	129,178.70	10.87
Total for Residential Solid Waste	1,113,486.00	1,188,053.37	12,989.79	525,029.50	533,845.17	129,178.70	10.87
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	16,015.46	304,091.98	17,119.78	463,939.09	59.09
Total for McConnell Center	745,662.00	785,150.85	16,015.46	304,091.98	17,119.78	463,939.09	59.09

City of Dover

Expenditures of Major Funds

January 31, 2009

(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	282,899.47	2,097,813.67	56,472.31	2,101,285.05	49.38
Total for Water Fund	4,158,670.00	4,255,571.03	282,899.47	2,097,813.67	56,472.31	2,101,285.05	49.38
5320 Sewer Fund							
Comm Serv PW	5,575,072.00	5,588,830.29	490,713.67	3,070,070.94	36,557.96	2,482,201.39	44.41
Total for Sewer Fund	5,575,072.00	5,588,830.29	490,713.67	3,070,070.94	36,557.96	2,482,201.39	44.41

City of Dover

Revenues of Major Funds

January 31, 2009

(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	7,860.83	58,122,616.26	(186,615.63)	(0.32)
Licenses & Permits	4,467,223.00	4,467,223.00	331,187.00	2,495,746.09	1,971,476.91	44.13
Intergovernmental	2,594,315.00	2,594,285.00	96,114.91	2,383,305.23	210,979.77	8.13
Charges for Services	1,385,535.00	2,974,444.00	292,199.02	1,719,784.92	1,254,659.08	42.18
Misc. Revenue	1,125,128.00	1,155,392.00	27,933.91	724,028.24	431,363.76	37.33
Education	12,389,888.00	12,389,888.00	3,435,248.91	7,485,638.06	4,904,249.94	39.58
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	4,190,544.58	72,931,118.80	8,636,113.83	10.59
3320 Residential Solid Waste						
Charges for Services	1,113,486.00	1,113,486.00	84,341.40	673,312.33	440,173.67	39.53
Misc. Revenue	0.00	0.00	16.71	122.01	(122.01)	0.00
Total for Residential Solid Waste	1,113,486.00	1,113,486.00	84,358.11	673,434.34	440,051.66	39.52
3381 McConnell Center						
Misc. Revenue	731,096.00	731,096.00	18,865.73	139,335.72	591,760.28	80.94
Operating Transfers In	14,566.00	14,566.00	28,855.67	229,502.83	(214,936.83)	#####)
Total for McConnell Center	745,662.00	745,662.00	47,721.40	368,838.55	376,823.45	50.54
5300 Water Fund						
Charges for Services	4,137,670.00	4,137,670.00	784,568.75	2,236,114.82	1,901,555.18	45.96
Misc. Revenue	21,000.00	21,000.00	1,209.47	17,743.58	3,256.42	15.51
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	785,778.22	2,428,858.40	1,729,811.60	41.60

City of Dover

Revenues of Major Funds

January 31, 2009

(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						
Licenses & Permits	0.00	0.00	0.00	0.93	(0.93)	0.00
Intergovernmental	210,499.00	210,499.00	0.00	441,115.28	(230,616.28)	(109.56)
Charges for Services	4,262,654.00	4,262,654.00	800,062.70	2,227,296.76	2,035,357.24	47.75
Misc. Revenue	32,000.00	32,000.00	1,085.39	20,077.96	11,922.04	37.26
Other Financing Sources	1,069,919.00	1,069,919.00	0.00	1,250,000.00	(180,081.00)	(16.83)
Total for Sewer Fund	5,575,072.00	5,575,072.00	801,148.09	3,938,490.93	1,636,581.07	29.36

City of Dover

Arena - General Fund
Revenue & Expenditure Report
(Excludes Debt Service & Extraordinary Transfer to Enterprise)
January 31, 2009

	Original Budget	Adjusted Budget	Actuals This Period	Actuals Year To Date	Encumbrance	Under(Over) Budget	% Remain
Revenue	0.00	1,619,173.00	202,522.62	939,205.47	0.00	679,967.53	41.99
Expenditures	0.00	1,251,676.00	102,620.83	691,286.79	11,362.49	549,026.72	43.86
	0.00	367,497.00	99,901.79	247,918.68	(11,362.49)	130,940.81	(1.87)

2008 Main Street Annual Reinvestment Statistics Form

Community: Dover, NH
Population: 28,500
Contact Name: Michael A. Provost
Email: dovermainst@ci.dover.nh.us
Phone: 603-740-6435
Your program's annual operating budget: \$35,000.00

JOBS	01/01/08 - 12/31/08	<i>Comments or Explanation (optional)</i>
Total gain in jobs	310	AT & T Calling Center Expansion
Total losses in jobs	33	
Net of all gains and losses in jobs	277	
BUSINESSES		
01/01/08 - 12/31/08		
Total gain in new businesses	52	Picker Building, One Washington Center
Total losses in businesses	12	
Net of all gains and losses in businesses	40	
PHYSICAL IMPROVEMENTS		
01/01/08 - 12/31/08		
Number of building rehab projects	19	
Number of public improvement projects	5	
Number of new construction projects	1	Centrix Bank-538 Central Avenue
Number of housing units created (upper floor or other)	17	California Properties, Cartelli's
Monetary value (\$\$) of private investment in above projects (i.e., individuals or private sources of money spent on building rehabs, public improvements or new construction.)	\$7,164,878.00	California Properties Housing, Children's Museum of New Hampshire, and Centrix Bank as major projects
Monetary value (\$\$) of public investment in above projects (i.e., city, county state or federal money spent on building rehabs, public improvements or new construction.)	\$1,004,797.00	
Monetary value total of all investment, both public and private	\$8,169,675.00	



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 21, 2009**
Meeting Time: **7:00pm**

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

Absent: Councilors Cheney and DeDe.

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

Deputy Mayor Trefethen led the Pledge of Allegiance.

Mayor Myers discussed the topics for the Workshop. The first topic was the FY2010 Budget Development. He referred to the worksheet the City Manager sent to all Councilors, and said the City Manager was looking for guidance from the Council to assist him as he drafts the City's budget for the new fiscal year. The second topic deals with the legislative budget for both county and state.

1. FY2010 Budget Development Overview

Mayor Myers asked the City Manager to lead the Council in an analysis of how the tax cap will apply to the budget this coming year.

City Manager Joyal said this discussion gave him a chance to hear some feedback from the Council of what they wanted him to do with the budget, and find out what the Council wants to keep in the budget. He cautioned the Council that there are areas that can't be reduced, such as contractual agreements, labor contracts, and statutory requirements. He explained the handout that was provided to the Council. He asked the Council if they had any questions. Councilor Scott asked for clarification on the \$61,000 that the County was under budget, and asked if he understood correctly that it was being added to the City's budget as additional funds. City Manager Joyal said he was correct.

Councilor Scott said it didn't make sense that the effort that the County made to make cuts enables the City to spend the money.

City Manager Joyal said the City had to absorb more than \$300,000 last year because the County overspent.

Councilor Scott said he was thinking about this year. He discussed the recession and felt the City should be careful.

Mayor Myers said it will ultimately be the Council's decision on what amount will be spent, but the City Manager has authority to spend that amount by ordinance.

City Manager Joyal continued his discussion on his handout.

Deputy Mayor Trefethen said the City was looking at \$500,000 to \$1 million less in revenues brought into the City. This wipes out the proposed \$900,000 increase to the City's portion of the budget.

City Manager Joyal said that was correct. He continued with his discussion.

Deputy Mayor Trefethen referred to the comments made that the revenue from the Arena Fund would offset its expenses. He said the Dover Arena Commission met on January 20, 2009 to go over expenses, and projected revenues and expenses for the rest of the fiscal year indicate that there should be positive revenues over expenses, which included the debt service.

City Manager Joyal continued his discussion.

Deputy Mayor Trefethen said this presentation was not a spending plan, but a heads up if the City maintains the status quo. He said he didn't expect the Council to maintain the status quo.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 21, 2009**
Meeting Time: **7:00pm**

He said he would like to see the Council not use the 3.8% allowed with the tax cap, but something lower. He said he was looking for a significant fiscal restraint, including the school department. He referred to the last budget the Council worked on, and items that were put back in that some Councilors felt should not have been taken out. He said this was the Council's opportunity to guide the City Manager in preparing this year's budget. He said his goal was that those items from last year stay in the budget, but he recognized that priorities change from year to year. He suggested a possible cut in Police direct patrol services. He said they cannot touch the Human Services Department and Fire Department. He said the Council is going to make hard decisions that will upset people.

Mayor Myers said he felt the Council should look at a 1.8% to 1.9% increase in the budget. He referred to the County budget and the costs that pass to the Towns. He said the County would no longer be prosecuting domestic violence cases as of April 1, 2009.

City Manager Joyal said that was correct.

Mayor Myers said that would also impact the current budget from April 1, 2009 to June 30, 2009. He said the County has also cut funding for various service programs, and this responsibility will fall back on the City's Human Services Department immediately. He asked the City Manager if there was a projected cost for these increases.

City Manager Joyal said they have not calculated the increases for Human Services. He said in the past two years the City reduced the full-time police prosecutor to a part-time position, and that will have to be looked at. He referred to Councilor Scott's comment regarding the \$61,000 savings in the County's budget, and said the City may need that \$61,000 to pay for the additional prosecuting services.

Mayor Myers commented to the City Manager that he had several proposals:

- Do not propose to use any fund balance, because he felt next year's budget would be worse than this year's.
- Do not reduce cash for capital purposes in the operating budget, including capital reserves for future year projects.
- Do not reduce core services: public safety, education, and infrastructure.

Regarding specific departments:

- Does not see areas to cut in the Fire Department.
- Community Services has been cut for five years, while adding roads, sewers, and mandates by the EPA.

He said he agreed with the Deputy Mayor that it leaves the following areas to look at cutting expenses:

- Police Department
- Certain services and programs that the City offers
- City building hours

He said the Police Department would be the largest dollar amount of cuts.

Councilor Scott referred to the grants, and asked how many years the City was locked in with the staffing.

City Manager Joyal said the Fire Department personnel were locked in for five years.

Councilor Scott asked if after five years the City could cut personnel without paying back the grant to the federal government.

City Manager Joyal said that was correct.



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Councilor Scott asked if the same was true for the Police Department.

City Manager Joyal said there were a few programs with staffing commitments, but these were almost entirely funded by the grant.

Councilor Scott said he agreed with Mayor Myers that next year's budget is going to be worse than this year's, and felt the year after was going to be even worse. He congratulated the City Manager for his presentation and said it was very well done. He said he had a few comments about the report that were startling to him:

- \$820,000 for paving, which was twice as much as the prior year.
- \$450,000 for additional debt service.
- \$500,000 for health insurance. He suggested that the City look at other insurance providers.

Mayor Myers asked Councilor Scott if he had anything that he didn't want the City Manager to touch.

Councilor Scott said the 2% of the budget for Recreation affects a lot of people. He said the pools and the Teen Center should be left open.

Councilor Weston said she went to the County Public Hearing and felt that the Commissioners put a self-imposed tax cap on themselves. She saw residents get up to speak about their passions and ask for them not to be cut. She asked the City Manager to please take into consideration the taxpayers of Dover and how they will be affected by the proposed budget. She also asked the City Manager when the Council would get a finalized FY2008 budget, and said an unaudited version would still help the Council. She said the Council needs to know where the City wants to go next year in relation to the tax cap amount. She said she wanted the City Manager to show the Council what items are obligations and can't be cut in the new budget. She said from there the Council can build a budget.

Councilor Callaghan said he agreed with Councilor Weston that the Council needs to build a budget. He said the items he was concerned with last year were still important to him, but he didn't want to lock himself into that until they see where they were with the budget. He said he would like to learn the history of why Human Services were originally done by the County and why services were now provided by the towns and cities. He felt it should be looked into to see if it would be beneficial for the whole community if the County took it back.

Councilor McCusker referred to the presentation, speaking of reduced revenues, reduced staff for the past years, along with more residents and more children to be educating, and said the 3.8% increase might not be enough. He said trying to maintain a 2% increase when the City can have 3.8% would be difficult for him. He referred to the Police Department and asked if the City wanted to be proactive or reactive. He asked if the City was willing to take that risk. He said he didn't agree with trying to come in at a 2% increase.

Councilor Carrier said the City Manager did an excellent job. He said he is very nervous about cutting services. He felt the City was at bare bones already. He said he wanted to see the direction the City Manager was going to take.

Mayor Myers said the dialogue was a good start.

City Manager Joyal said the final audit report was expected next week, and a workshop will be scheduled with the auditors. He said a six-month turnaround for the audit report is not unusual. He thanked the Council for their input and wanted the Council to be assured that he will continue to look for cost savings, grant funds, and additional revenues.



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2. Legislative Budget Discussion

Mayor Myers said he was a member of the Government Affairs Committee and was appointed to the Municipal Advisory Committee, which meets monthly. He said they met on Friday, January 16, 2009 in Concord. He said State leadership is asking the Municipal Advisory Committee to give their positions on certain issues. Gas tax was one issue, and the Council said they would not support an increase in the gas tax last August. He went over other issues going on in Concord. He said the Governor has been very specific that he would not support a broad-based sales or income tax. He said other areas the State was considering were a gas tax, state gambling, and other revenue sources. The State was also talking about cutting the funding formulas on the revenues that the City gets from the State, downshifting to the local level. He referred to his button, which read "Don't downshift to property taxpayers." He offered buttons to anyone in the room. He said the State picks up 35% of the employer's share of retirement, and they may change the formula. He said the schools also have concerns, and they all have an impact on the City's budget. He passed out a handout he received from the meeting to the Council regarding the gas tax, and went over it. He said the past six months have brought around a lot of changes, and he wanted to make sure he represented the Council's wishes on this issue. He said the average car, getting 20 miles per gallon, going 15,000 miles per year, would see an increase of \$37.00 per year. He said the Municipal Advisory Committee is considering voting in favor of the gas tax, and he wanted to vote the will of the Council. He asked the Council if they have anything to discuss.

Councilor Callaghan asked what the increase was in 1991, and felt a 50% increase in 3 years was too much.

Mayor Myers said the Council wouldn't have control over what the State decides to do. He just wanted general comments from the Council.

Councilor Callaghan said it's too much right now, so his position was no.

Deputy Mayor Trefethen said he has 3 cars and pays the Hampton tolls every day going to work. He said the money does go to fixing Route 95, but also went towards Route 93, which was a free road. He said it irks him when the tolls get increased, and felt the gas tax is fairer. He said he supported the gas tax. He said it would be more expensive to him to raise the toll, and then have the money used on other roads.

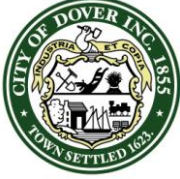
Councilor Scott said he agreed with Councilor Callaghan that the increase was too much. He disagreed with the Deputy Mayor, and noted that the Spaulding Turnpike tolls were paid mostly by tourists.

Councilor McCusker said the reason why the Council was originally against this issue last year was because the price of gasoline was over \$4.00 per gallon. He said he was in favor of this revenue initiative for the State.

Deputy Mayor Trefethen agrees with the idea of tourists paying the tolls. He said the Monday through Friday traffic is mostly New Hampshire residents.

Councilor Callaghan said the toll for New Hampshire residents should be less. He said the old tokens were a significant discount. He said there should also be a discussion for a toll booth on Route 93.

Mayor Myers said a toll on Route 93 was a federal decision, and Massachusetts was already considering it on the North bound side.



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Councilor Weston said she wouldn't support increasing the tolls, which would far exceed the \$37.00 average increase in the gas tax.

Mayor Myers said there seemed to be a consensus that there was support for a gas tax. He said he would draft a letter to the legislative council as soon as possible.

City Manager Joyal wanted to remind the citizens of the Dover Discussion meeting on Thursday, January 22, 2009, in the McConnell Center.

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

Vote: 7/0.



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1. MOMENT OF SILENCE

2. PLEDGE OF ALLEGIANCE

Councilor Weston led the Pledge of Allegiance.

3. ROLL CALL

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

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

4. PROCLAMATIONS – AWARDS – NONE.

5. APPROVAL OF AGENDA

Councilor Cheney made a motion to accept the agenda as presented; seconded by Councilor Weston.

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.

Mary Hebbard, 97 Spruce Lane: She spoke of her concerns regarding the January 14, 2009 City Council meeting minutes and the inaccuracies of her statements during Citizen's Forum. She asked the Council to have her written statement be substituted into the minutes in its entirety. She spoke again on her husband's term as Vice-Chairman of the Dover Utilities Commission (DUC), and his wish to be reappointed. She said he has been a member of the DUC for six years. She said he was the only member left that had practical experience in utilities, and that he knew what it took to dig a trench. She said he always came to meetings early and prepared. He asked a lot of questions, is not afraid to speak his mind, and does his utmost to stand up for the citizens of Dover fairly and impartially. She said Rick would like to be reappointed to the Dover Utilities Commission, and asked the Council to vote for his reappointment.

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

7. PUBLIC HEARINGS – NONE

8. CITY MANAGER'S REPORT

City Manager Joyal said he would like to take this time to have City Attorney Krans and Information Technology Director, Annie Dove, speak on the Acceptable Use Policy and what is expected in using the City's information systems.

Councilor Callaghan said this wasn't on the agenda and he wasn't prepared for it.



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Mayor Myers said the City Attorney was just speaking on the Acceptable Use Policy that was approved by the Council several months ago.

Councilor Scott asked what was the rule about discussing something that isn't on the agenda. Mayor Myers said it was part of the City Manager's Report.

City Attorney Krans spoke on the Acceptable Use Policy that was adopted several months ago by the City Council, and which specifically dealt with City emails. He said the City Manager asked him and Annie Dove to attend a meeting for every Board, Commission, and Committee in the City. They started in November of 2008, and this was 19 of 22. He said there were two main reasons why the City has an Acceptable Use Policy: 1. Volunteers, elected officials, and staff should use the City server to conduct City business, which contributes to the openness of our City government. The City is required by State statute to have an open government. 2. It creates a barrier between private lives and public lives. He handed out the Acceptable Use Policy to the Council and went over it with them. He said the most important part of the policy is the four words under Privacy: "no expectation of privacy." He asked Annie Dove to speak regarding the technical aspects of the Acceptable Use Policy.

Ms. Dove went over the procedure of what happens when the Acceptable Use Policy is signed. First it went to the City Clerk, who verifies that the person is on a board or commission, elected official or employee. Second it goes to the IT Office for an email account to be created. She went over the procedure for using the City email account.

Councilor Callaghan asked if there had been any changes made to the Acceptable Use Policy since he turned in a letter from his attorney saying the document was illegal.

City Attorney Krans said no.

City Manager Joyal said only a few board members have not signed the Acceptable Use Policy at this time, along with a few Councilors. He asked that it be done as soon as possible so the Acceptable Use Policy will be complied with. He said there was no enforcement of the policy, but if it is not signed then an email account will not be provided.

Councilor DeDe made a motion that a resolution be brought forward that anyone who has not signed the Acceptable Use Policy will be denied access to the City Server; seconded by Councilor McCusker.

Deputy Mayor Trefethen said there should have been a request for a workshop if there was an issue with the Acceptable Use Policy.

Councilor DeDe said the Acceptable Use Policy is a common practice.

Councilor Cheney said this was exactly what she wanted to avoid. This was the City Manager's Report and she felt it wasn't the appropriate time to discuss this matter. She said there were several facets that have to be discussed and clarified before access is denied because the Acceptable Use Policy wasn't signed. She suggested that the Council move on with the set agenda.

Mayor Myers said he didn't have a problem with the Acceptable Use Policy, because he only used the City server. He wanted to clarify that if someone forwards their emails from the City server to their personal accounts, they have to expect to comply with the order to turn over that information. He said they could put the emails in a special folder on their computers.

Councilor DeDe made a motion to make an amendment to make the Acceptable Use Policy effective February 1, 2009; seconded by Councilor McCusker.

Councilor Callaghan referred to the comment regarding a workshop, and said he requested one when he received instructions from his attorney saying that the Acceptable Use Policy was



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illegal and he should not sign it. He again said that this wasn't on the agenda, and he felt it was an inappropriate time to discuss this, and now there is a resolution being put forward. He said the Council should not vote on this without having the time to review this information. He said he would vote against it.

Councilor Cheney said she was concerned with formulating this off-the-cuff resolution, that this was the City Manager's Report and not the proper time or place for this discussion. She requested that this discussion be tabled until a proper resolution is provided.

Mayor Myers asked if the majority of the Council felt that a workshop was needed. The consensus was no. He said he felt it was perfectly acceptable to do this during the City Manager's Report, because the Council is not adopting a brand new policy. He said Councilor DeDe was just putting forth a motion to have a deadline. He asked Councilor DeDe and McCusker if they were willing to withdraw their motion, in order to put something in writing for the next agenda on February 11, 2009.

Councilor DeDe said he would withdraw his motion.

Councilor McCusker said he would withdraw his second to the motion. He said this was an administrative duty of the City Manager, and that was the reason it was brought up during the City Manager's Report. He said if you don't have anything to hide you wouldn't have a problem with the Acceptable Use Policy. He said if you're uncomfortable with something in your email, then you should censure what the email was being used for. He said he would vote for this, and people who refuse this should not have access to the City server.

Councilor Weston said City Attorney Krans and Annie Dove went to the Transportation Advisory Commission (TAC) meeting on Monday, January 26, 2009 to discuss the Acceptable Use Policy. She said the members were just told to sign it and hand it back to the Chairman. She said they weren't allowed time to review it and ask questions. She said she took offense to the suggestion that she had something to hide. She just had some questions that she wanted answered. She requested more time to let TAC review the information, before putting a deadline on when to sign the Acceptable Use Policy.

City Manager Joyal said the purpose of the presentation was to review the policy that the Council adopted, just as City Attorney Krans and Annie Dove have done with all the other boards and commissions. He said no one was being forced to sign it. He said he was requesting direction from the Council on what to do if somebody doesn't want to sign it. He said it was legal, because no one had to sign it.

Mayor Myers said Councilors Weston and DeDe will be putting a resolution together for the February 11, 2009 City Council Meeting. He asked if the Council had any further discussions regarding the City Manager's Report.

Councilor Callaghan said he had emailed a request to the City Manager to explain why he received an email from the City Manager citing that he was in violation of Charter C5-8. He said it was in response to his request for a DVD copy of the January 14, 2009 City Council meeting. He said he requested a copy due to allegations he heard about remarks said during the meeting. He said several emails followed his request, and then he received one that said he was in violation of Charter C5-8. He said he disagreed with that, and asked the City Manager if he was prepared to clarify why Charter C5-8 was cited.

City Manager Joyal said Charter C5-8 said: "Neither the Council nor any member thereof shall give orders to nor interfere with the performance of the duties of any of the administrative officers or employees, either publicly or privately." He said if an elected official is made aware



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of a potential liability to the City, he has a responsibility to make sure it was properly addressed to protect the interests of the citizens of Dover. He said that was the responsibility of the City Manager and not the City Council. He said the email showed an indication of the potential for a lawsuit, he couldn't ignore it, and he took appropriate action to follow up on it. He said he had received an email from Councilor Callaghan to the Council indicating that there wasn't a potential for a lawsuit, and he thanked him for it.

Councilor Callaghan said he felt the City Manager had jumped the gun a little bit, by misinterpreting what he said.

City Manager Joyal said to Councilor Callaghan that there is an obligation, and that he was absolutely incorrect in assuming that he doesn't have an obligation, to report. He said the City's insurance policy has a provision that says: "In the case of an occurrence, accident, wrongful act, loss, incident or other event that is a claim, or is likely to result in a claim, as a condition precedent to the property liability trust obligations under this agreement. The Claims Department of the Property Liability must receive notice of such claim or event that is likely to result in a claim as soon as practicable after the member has such notice." He said it went on to say: "Failure to provide proper notice to property liability trust was ample reason for them not providing liability coverage to the City." He said that creates direct financial exposure to the taxpayers of the City.

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

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

9. MINUTES

A. MINUTES

1. January 7, 2009
2. January 14, 2009

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

Councilor Callaghan made a motion to insert the text of Mary Hebbard's comments during Citizen's Forum of the City Council meeting on January 14, 2009; seconded by Councilor Scott.

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

Mayor Myers asked for a vote on accepting the Minutes as amended.

Vote: 9/0.

10. MAYOR'S REPORT

Mayor Myers said he spoke at the County Budget Hearing. He said he will be meeting with the Municipal Advisory Committee this Friday. He said he did several ribbon cuttings for the Dover Chamber of Commerce.

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

Vote: 9/0.



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11. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING-NONE

B. ORDINANCES IN THE 3rd READING

1. ORDINANCE: CHAPTER 3, ARTICLE IV, BOARDS AND COMMISSIONS – PARKING COMMISSION (TO BE SUBSTITUTED BY AMENDMENT) SPONSORED BY MAYOR MYERS

Deputy Mayor Trefethen made a motion to remove from the table and adopt; seconded by Councilor DeDe.

Mayor Myers explained the one housekeeping issue on Page 4.

Councilor Callaghan said he was a firm believer that all members should be residents.

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

C. ORDINANCES IN THE 5TH 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 adopt; seconded by Councilor Weston.

Mayor Myers asked for a vote on removing from the table.

Vote: 9/0.

Mayor Myers went over the changes with the Council.

Roll Call Vote: 9/0.

D. RESOLUTIONS

1. RESOLUTION: ESTABLISHMENT OF RECREATION FACILITIES CAPITAL RESERVE FUND SPONSORED BY MAYOR MYERS BY REQUEST

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

Vote: 9/0.

2. RESOLUTION: ESTABLISHMENT OF FIRE & RESCUE FACILITIES CAPITAL RESERVE FUND SPONSORED BY MAYOR MYERS BY REQUEST

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

Vote: 9/0.



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3. RESOLUTION: ESTABLISHMENT OF POLICE FACILITIES CAPITAL RESERVE FUND

SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor Callaghan.
Vote: 9/0.

4. RESOLUTION: SETTING OF PROPERTY TAX VETERANS' CREDIT FOR FY2010.

SPONSORED BY DEPUTY MAYOR TREFETHEN

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor Carrier.
Deputy Mayor Trefethen said several years ago a previous Council made the commitment to gradually increase the veterans' credit until it reached the state limit of \$500. He said this is the third year in a row that he has brought forth an additional \$50 credit for the veterans.

Councilor Callaghan asked if the formula was fixed, or if it could be raised \$100 to be at the \$500 limit.

Deputy Mayor Trefethen said the Council could do that, but everybody else would be picking that up that difference.

Councilor Callaghan said with the economy where it was he would feel good about raising it \$100.

Councilor Scott said he felt he should recuse himself.

Mayor Myers said he agreed with Councilor Callaghan's sentiment, but felt they would get to that limit in one more year.

Deputy Mayor Trefethen said he just wanted to clarify that the veterans' credit has State requirements to qualify, not City requirements.

Vote: 8/0. Councilor Scott was recused.

12. NEW BUSINESS

A. CONSENT CALENDAR

1. TAG – Dover Southside Little League

2. RAFFLE – Dover Main Street

3. ROAD RACE – Moms On The Run

4. RESOLUTION; CHANGE ORDER TO NORTH END FIRE STATION PO 22-249298
SPONSORED BY MAYOR MYERS BY REQUEST

5. RESOLUTION: B08039 ELECTRICAL SERVICES CONTRACTOR YEAR 2
RENEWAL SPONSORED BY MAYOR MYERS BY REQUEST



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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

Deputy Mayor Trefethen moved for the adoption of the Consent Calendar; seconded by Councilor Callaghan.

Mayor Myers said he would like to pull the Appointments Committee Report. He asked for a vote on the remaining items of the Consent Calendar.

Roll Call Vote: 9/0.

Deputy Mayor Trefethen moved for the adoption of 12. Committee Reports: 1. Appointments Committee; seconded by Councilor DeDe.

Mayor Myers went over the Appointments Committee Report with the Council. He said the Appointments Committee brings forth the following appointment recommendations:

- Shannon Hill to be appointed to the Dover Energy Advisory Committee.
- Edward Spuler to be appointed to a regular seat on the Dover Utilities Commission.
- Martin Coyle to be moved from an alternate seat to a regular seat on the Dover Utilities Commission.
- Ted Mortiner to be appointed to an alternate seat on the Dover Utilities Commission.

Councilor Callaghan made a motion to split the question; seconded by Councilor Scott.

Mayor Myers asked for a vote on splitting the question into four separate appointments.

Councilor McCusker asked why Councilor Callaghan wanted to split the question.

Councilor Callaghan said there was one individual who he felt was a stronger candidate on the Dover Utilities Commission than the other recommended individuals.

Councilor Cheney said she was in favor of splitting the vote.

Councilor Scott said he had received several phone calls expressing concern about two members of the Appointments Committee being able to purge a very valuable person on the Dover Utilities Commission who has served for several years.

Vote: 5/4. Mayor Myers, Deputy Mayor Trefethen, Councilor DeDe and Councilor Carrier were opposed.

Councilor Callaghan made a motion to appoint Shannon Hill to the Dover Energy Advisory Committee; seconded by Councilor Scott.

Vote: 9/0.

Councilor Callaghan made a motion not to appoint Ed Spuler to the Dover Utilities Commission; seconded by Councilor Scott.

Councilor Callaghan said he felt the regular seat being held by the Vice-Chair should stay intact. He didn't believe Ed Spuler would bring the same knowledge and



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experience as the current Vice-Chair. He said he would like to table Ed Spuler's appointment at this time.

Mayor Myers asked if that was a motion to table.

City Attorney Krans said it should be two questions: First, to appoint someone. Second, to table the motion. He said he felt that Councilor Callaghan shouldn't make the motion to appoint since he isn't for the appointment.

Councilor Callaghan withdrew his motion.

Councilor Scott withdrew his second to the motion.

Councilor McCusker made a motion to appoint Ed Spuler to a regular seat on the Dover Utilities Commission; seconded by Councilor Carrier.

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

Vote: 4/5; Failed. Councilors Callaghan, Cheney, Scott and Weston voted in favor.

Councilor Scott asked if the appointment of Ed Spuler removes Rick Hebbard.

Mayor Myers said Rick Hebbard's term has expired, and Ed Spuler will be filling in the vacancy on the Dover Utilities Commission.

Councilor Callaghan said if the Council approves the appointments as they are, then it would preclude Rick Hebbard from being reappointed. He said Ed Spuler only applied for appointment at the request of the Chairman of the Dover Utilities Commission, and didn't seem to have the enthusiasm needed to volunteer for the position. He read from Mary Hebbard's comments that were handed out to the Council during Citizen's Forum. He said he felt this wasn't being handled correctly. He said he didn't think Ed Spuler should be appointed.

Councilor Scott said it isn't about Ed Spuler, but about fairness.

Councilor Cheney said she wouldn't support the appointment of Ed Spuler, because the Council should support a citizen who wants to serve and was doing a good job. She said the only reason Ed Spuler applied was because someone asked him to.

Deputy Mayor Trefethen said when he was on the Zoning Board of Adjustment he applied to be on the Planning Board. He said the Council at that time voted in somebody who had just moved to Dover six months earlier and didn't have any experience at all. He said the Council has the right to vote in who they want. He said there have been a number of appointees who applied for the reason that someone else on the committee asked them to apply.

Councilor Carrier said he totally respects what the Appointments Committee does and the recommendations they make. He said he was torn. He didn't want to ax any kind of volunteerism. He said he ran against Ed Spuler for Ward 1 Councilor last August, and felt he was knowledgeable and would do a great job on the Dover Utilities Commission.

Mayor Myers asked for a vote on the appointment of Ed Spuler.

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

Councilor DeDe made a motion to move Martin Coyle from an alternate seat to a regular seat on the Dover Utilities Commission; seconded by Councilor Weston.

Councilor Callaghan said this was the last opportunity to have the current Vice-Chair reappointed. He made a motion to table this appointment; seconded by Councilor Scott.

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

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

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



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Mayor Myers asked for a vote on the appointment of Martin Coyle to a regular seat on the Dover Utilities Commission.

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

Deputy Mayor Trefethen made a motion to appoint Ted Mortiner to the alternate seat on the Dover Utilities Commission; seconded by Councilor DeDe.

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

B. RESOLUTIONS

1. RESOLUTION: LEGISLATIVE MESSAGE TO DISCOURAGE DOWNSHIFTING TO TAX PAYERS

SPONSORED BY MAYOR MYERS

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

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

2. RESOLUTION: SUPPLEMENTAL APPROPRIATION FOR LIBRARY ROOF REPAIRS AND AUTHORIZATION FOR BONDING (TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 11, 2009).

SPONSORED BY COUNCILOR CALLAGHAN

Deputy Mayor Trefethen moved to refer to a public hearing on February 11, 2009; seconded by Councilor Cheney.

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

3. RESOLUTION: REPROGRAMMING BOND PROCEEDS SEWER FUND FY99-FY06 CIP APPROPRIATION (TO BE REFERRED TO PUBLIC HEARING ON FEBRUARY 11, 2009)

SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved to refer to a public hearing on February 11, 2009; seconded by Councilor Cheney.

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

C. ORDINANCES IN 1ST READING

1. ORDINANCE: HENRY LAW PARKING (TO BE REFERRED TO PUBLIC HEARING ON FEBRUARY 11, 2009)

SPONSORED BY COUNCILOR WESTON

Councilor Weston moved to refer to a public hearing on February 11, 2009; seconded by Councilor Cheney.

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: Wednesday, January 28, 2009
Meeting Time: 7:00pm

D. COUNCIL CORRESPONDENCE

1. LETTER FROM DOVER PROFESSIONAL FIRE OFFICERS ASSOCIATION

Deputy Mayor Trefethen moved to place the correspondence on file; seconded by Councilor DeDe.

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

13. COUNCIL MATTERS OF INTEREST

Councilor DeDe referred to the discussion on Charter C5-8, and said had an example of a violation, a letter sent to all the members of the Planning Board by Councilor Callaghan. He said the City Manager has directed the City Attorney go to all the boards and commissions to explain to them the new Acceptable Use Policy. He went over the contents of the letter with the Council. He said members of the Planning Board were solicited by a City Councilor not to do what the City Manager has instructed the City Attorney and IT Director to accomplish in bringing the email usage into the 21st Century. He said this was in direct violation of C5-8. He said he will be preparing a resolution that will call for censure of Councilor Callaghan's actions. He said if it happens again, he will prepare a resolution that Councilor Callaghan be removed from the Council, because he is in violation of C5-8.

Councilor Cheney referred to the 91-A Commission, and the webcast of a lecture she tried to attend. She asked the Council if they could purchase a copy of the webcast, so the Council could view it as a body and learn about the updates to 91-A.

14. ADJOURN

Councilor DeDe made a motion to adjourn; seconded by Councilor McCusker.

Vote: 9/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

Ordinance Number: **O - 2009.01.28 - 2**
Ordinance Title: Henry Law Parking Restriction
Chapter: 166-57: Schedule I

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166 of the Revised Code of the City of Dover, 1983, entitled Vehicles and Traffic, by adding language to 166-56, Schedule I – No Parking At Any Time in order to formalize a parking restriction on the recently reconstructed portion of Henry Law Avenue.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by adding language to Section 166-56, “Schedule I – No Parking At Any Time”, as follows:

A. THE FOLLOWING LOCATION ARE ADDED:

STREET:

DIRECTION OF TRAVEL:

HENRY LAW AVENUE

WESTERLY SIDE, FROM THE INTERSECTION OF GEORGE STREET SOUTHERLY TO A POINT DIRECTLY ACROSS FROM THE MAGLARAS PARK ENTRANCE ROAD

HENRY LAW AVENUE

WESTERLY SIDE, FROM THE INTERSECTION OF BROWNING DRIVE NORTHERLY FOR A DISTANCE OF 75 FEET

HENRY LAW AVENUE

EASTERLY SIDE, FROM THE MAGLARAS PARK ENTRANCE ROAD TO BROWNING DRIVE

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

Ordinance Number: **O - 2009.01.28 - 2**
Ordinance Title: Henry Law Parking Restriction
Chapter: 166-57: Schedule I

Approved as to Funding: Daniel Lynch
Finance Director

Sponsored by: Councilor Karen Weston
Representative to the
Transportation Advisory
Commission

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor Dean Trefethen		
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:		
Ordinance does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

Ordinance Number: **O - 2009.01.28 - 2**
Ordinance Title: Henry Law Parking Restriction
Chapter: 166-57: Schedule I

ORDINANCE BACKGROUND MATERIAL:

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

The affected areas named in this ordinance are already posted with parking restrictions, as part of the recently completed phase of the Henry Law Avenue construction between River Street and Browning Drive. This ordinance revision will formalize the restriction to ensure that it is enforceable pursuant to Dover City Code. Based in part on limitations to the right-of-way and on other factors, this section of the roadway was designed to accommodate parking on one side (easterly side).

This restriction was vetted in a number of neighborhood meetings prior to the commencement of the Henry Law project and has recently been vetted through the TAC with affected property owners. The TAC held a special meeting to perform a site walk. The resulting ordinance revision reflects an attempt to meet minimum traffic engineering standards while making some accommodation for property owners who were adversely affected by the parking restriction.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.B.1.

Resolution Number: **R – 2009.01.28 - 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

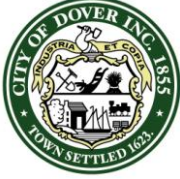
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

Document Created by: Finance Department
Document Posted on: February 6, 2009

2009.01.28_BOND PROCEEDS
Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.B.1.

Resolution Number: **R – 2009.01.28 - 10**

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

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#: 11.B.1.

Resolution Number: **R – 2009.01.28 - 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 Improvement	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)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.B.2.

Resolution Number: **R – 2009.01.28 - 16**
Resolution Re: Reprogramming of Unexpended Bond Proceeds – Sewer
CIP Appropriations FY1999 and FY2006 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 the Varney Brook Sewer Main FY06 project and Wastewater Treatment Plant Blower Building FY99 project; and

WHEREAS: The River Street Pump Station Upgrade project and Utility Systems Replacement projects are capital improvement projects as approved in the Capital Improvements Program, which are estimated to have insufficient funding to complete the projects; and

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

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

Account	Description	Current Budget	Adjustment	Adjusted Budget
5320-43250-4757-4542-06-30	Sewer - Varney Brook Forcemain	2,100,000	(973,000)	1,127,000
5320-43250-4741-4572-06-30	Sewer - Pump Station Upgrade	0	973,000	973,000
5320-43250-4720-4584-99-30	Sewer - WWTP Blower Building	450,000	(11,855)	438,145
5320-43250-4757-4551-99-30	Sewer - Roberts Road - Utility System	0	11,855	11,855

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.B.2.

Resolution Number: **R – 2009.01.28 - 16**
Resolution Re: Reprogramming of Unexpended Bond Proceeds – Sewer
CIP Appropriations FY1999 and FY2006 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.

In the Sewer Fund there are two CIP projects that have been completed, which have available unexpended bond proceeds due to the projects being completed under budget.

The River Street Pump Station Upgrade project is projected to cost \$2.4 million. In FY09, FY08, and FY07 the CIP has appropriated approximately \$500,000 - \$600,000 each year towards the River Street Pump Station Project. There is currently available funding of \$1.5 million. The Varney Brook Sewer Main project is completed and has available unexpended bond proceeds of \$973,000. Reprogramming the unexpended bond proceeds to the River Street Pump Station Upgrade project will provide the necessary funding estimated to complete the project.

The Utility Systems Replacement project is related to a situation on Roberts Road involving a sewer easement that goes under an existing water service to a residential property. Many years ago the city acquired the sewer easement and installed a sewer main under the existing water service. Over the years there have been sewer main breaks under the water service which has caused damage to the water service. Past repairs made to the water service, to repair damage caused from the sewer main breaks, have not been sufficient and have resulted in ongoing problems for the homeowner.

The homeowner on Roberts Road presented the situation to the Dover Utilities Commission (DUC). City personnel recommended that a new water service be pulled through the existing water line as the most effective way to resolve the problem. The DUC granted the homeowners requests and asked the City to install the new water line. The City solicited bids for the project, which resulted in a bid price of \$11,855. The Wastewater Treatment Plant Blower Building project is completed and has available unexpended bond proceeds of \$13,596. Reprogramming the unexpended bond proceeds to the Roberts Road project will provide the necessary funding required for the project.



RECEIVED
DOVER CITY CLERK
2009 MAR 27 P 2:30

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: Seymour Osman Community Center and Youth Safe Haven

Federal Tax ID number for Organization: 01-0694632

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

Contact Person: Thad Mandsager Day Time Telephone: 749-6692

Address: 40 Hampshire Circle Dover Email Address thad@doverhousingauthority.org

Purpose of Permit: Money calendar fundraiser

Date of Event: months of Feb. and March Specific Time: _____

Location of Event: Seymour Osman Community Center

(Raffle Permit only)
Prize (s) To Be Awarded: Cash

Amount of Donation: _____ Date of Drawing: daily in March Specific Time: _____

Place of Drawing: Seymour Osman Community Center

*** 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**

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: Thad Mandsager Date: 1-26-09

Licensing Board approval: [Signature] Date: 1/30/09

Revised 03/17/08

*OK
W/for*



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 12.A.2.

Bid Number: **R -2009.02.11 - 17**
 Bid Description: Award Purchase order for Rental of work uniforms, linens, mats etc.

WHEREAS: The City of Dover is contractually obligated to supply work uniforms to employees of various city unions to wear while performing their respective job related activities; and

WHEREAS: A committee was formed consisting of DPEA and AFSCME members with the task of bring a more uniformed and professional image to the general public, customers and fellow employees as it relates to clothing. As a public organization both serving and representing the City of Dover, the city must place strong emphasis on maintaining professional appearances as well as having city employees easily identifiable to the public; and

WHEREAS: The City previously awarded a four year contract with Altex Uniforms that expires in December 2010. The city is currently beginning year three of this agreement with G & K Services (formally Altex Uniforms) therefore, they were called in to discuss options of reaching said goals with the committee. A fifty (50) month proposal was drawn up and reviewed and is acceptable to the committee. See agreement attached.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY MANAGER THAT:

Per 3-40.I. The competitive Bid Procedure may be waived by a majority Vote of the City Council.

The Purchasing Agent is hereby authorized to issue a Group Purchase Order to G & K Services, as needed, given the rates provided February 1, 2009. The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
See Background	uniforms & bldg maint. (mats)	Various	Various

AND, FURTHER BE IT RESOLVED BY THE CITY MANAGER THAT:

Contingent upon future funding and satisfactory vendor performance, the Purchasing Agent is hereby authorized to issue a Group Purchase Order to G & K Services each year for the reaming contract term. The amount of this authorization shall be limited so as not to exceed available funding.



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 12.A.2.

Bid Number: **R -2009.02.11 - 17**
 Bid Description: Award Purchase order for Rental of work uniforms, linens, mats etc.

AUTHORIZATION

Approved as to Funding: Daniel R Lynch
 Finance Director

Sponsored by: Mayor Scott Myers
 By request

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

Recorded by: Karen Lavertu
 City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 12.A.2.

Bid Number: **R -2009.02.11 - 17**
 Bid Description: Award Purchase order for Rental of work uniforms, linens, mats etc.

BACKGROUND MATERIAL:

The City of Dover is contractually obligated to supply work uniforms to employees of various city unions to wear while performing their respective job related activities. A committee was formed consisting of DPEA and AFSCME members with the task of bring a more uniformed and professional image to the general public, customers and fellow employees as it relates to clothing. As a public organization both serving and representing the City of Dover, the city must place strong emphasis on maintaining professional appearances as well as having city employees easily identifiable to the public. The City previously awarded a four year contract with Altex Uniforms that expires in December 2010. The city is currently beginning year three of this agreement with G & K Services (formally Altex Uniforms) therefore, they were called in to discuss options to reach said goals with the committee. A proposal was drawn up and reviewed and agreed upon by the committee. A uniformed color (forest Green) was decided for all shirts. G&K is also offering embroidered shirts therefore making employees more recognizable to the public. This will eliminate the wearing of tank tops, tee shirts and or sweatshirts with other than City of Dover logos on them. G&K is also offering denim short that will eliminate the wearing of cut off shorts or inappropriate styles. G&K Services also offers some miscellaneous services such as cleaning of floor mats, linens and towels at very reasonable rates.

Account	Dept	appro	Balance
1000-41941-4651-0000-00-30	General Gov Bldg bldg maint	8,200	3,566
1000-41951-4615-0000-00-30	CS Cemetery uniforms	1,400	1,257
1000-42220-4423-0000-00-22	Fire Suppression cleaning	2,099	1,212
1000-43112-4615-0000-00-30	CS Eng uniforms	1,600	984
1000-43121-4615-0000-00-30	CS Streets uniforms	7,378	3,589
1000-43180-4615-0000-00-30	CS F & G uniforms	9,495	7,482
1000-43240-4615-0000-00-30	CS Recyl uniforms	2,100	934
1000-45121-4615-0000-00-35	Rec McConnell Uniforms	1,796	1,659
1000-45124-4615-0000-00-35	Rec Indoor Pool uniforms	1,500	692
1000-45124-4651-0000-00-35	Rec Indoor Pool bldg maint	5,151	2,065
1000-45149-4615-0000-00-35	Rec Arena uniforms	5,900	3,273
1000-45149-4651-0000-00-35	Rec arena bldg maint	9,000	4,167
1000-45500-4615-0000-00-39	library uniforms	300	153
1000-45500-4651-0000-00-39	library bldg maint	4,970	2,581
3381-41941-4651-0000-00-35	Mc Connell bldg maint	10,820	5,598
5300-43320-4615-0000-00-30	CS Water Uniforms	6,118	2,866
5320-43250-4615-0000-00-30	CS Sewer Uniforms	5,642	1,766
5320-43256-4615-0000-00-30	CS WWTP uniforms	6,500	3,729
6310-49200-4615-0000-00-55	CS Internal Svs Uniforms	3,500	407
		93,469	47,980



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 12.A.2.

Bid Number: **R -2009.02.11 - 17**
 Bid Description: Award Purchase order for Rental of work uniforms, linens, mats etc.

Item Description	COMPARISON	currently Pricing : weekly basis	new agreement	
basic 11 pants/11 shirts/6 tee shirts/2 jackets		4.75		
can add 5 more tees		1.10		
11 industrial pants or jeans			1.25	weekly
11 embroidered tee			1.25	weekly
11 embroidered sweatshirt			1.25	weekly
Lease only- 5 Denim Shorts		not currently offered	1.50	weekly
Flame resistant 11 pants/11 shirts/6 tees/2 jackets		6.25		
11 Flame resistant shirts			2.25	weekly
11 Flame resistant pants			2.25	weekly
executive dress pants		2.50	2.00	weekly
polo shirts and or oxford shirts		2.50	2.00	weekly
Miscellaneous items				
Sheets		9.00	0.38	ea
pillow cases		3.00	0.22	ea
towels bath		2.25	1.10	ea
towels kitchen			0.10	ea
Wet Mop head (city doesn't use any longer)		1.10		
Dry Mop head			2.50	ea
4x12 runner		4.32	4.32	ea
3x10 runner		2.70	2.70	ea
4x6 mat		2.16	2.16	ea
4x8 mat (city doesn't have any)		2.88		
3x4 mat		1.08	1.08	ea

Purchasing Information:

Type:	Purchase order	Advertised:	na
Invitations Mailed:	None	Number of Responses:	
Warranty:	As noted in terms	Terms:	FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	Contract length	Estimated Delivery:	Feb-Mar 2009
Recommended:	G&K Services	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for City Council Approval:	Waive bidding procedure



ALL LOCATIONS AND ACCOUNTS		
Customer Name:		
Address:		
Phone #:		

SERVICE & SUPPLY AGREEMENT. G&K Services (G&K) will supply, and Customer will accept exclusively from G&K, all of the Merchandise/Service Items (Items) listed on the Addendum(s) to this Agreement. Additional Items requested by Customer, verbally or in writing, will be covered by this Agreement. All rental Items supplied to Customer remain the property of G&K. Customer agrees to pay G&K for all rental Items lost or damaged beyond repair (excluding normal wear and tear), Items not returned to G&K upon termination of the Agreement, or upon termination of individual employees, as incurred at G&K's then current replacement values.

GARMENT QUALITY GUARANTEE. Every replacement garment will meet or exceed G&K's guaranteed garment quality standards or the nonconforming Item will be replaced by the following delivery at no cost to Customer for the replacement Item. Items requiring replacement due to normal wear and tear will be replaced with no unit replacement cost charges to Customer.

SERVICE GUARANTEE. G&K will:

- (a) return all Items picked up on the normal delivery day by the next scheduled delivery day
- (b) repair and return to Customer all Items in need of repair on the next scheduled delivery day
- (c) return all Items in a clean and useable condition (not applicable to a "LEASE" program)
- (d) deliver in one week, Items of a standard size and color ordered for all new employees provided such order was received on a regular delivery day.

If G&K fails to meet these guarantees, Customer will be entitled to a credit equal to the weekly charge for the nonconforming Item.

If Customer believes G&K has consistently failed to provide quality service as required under this Agreement, Customer may terminate this Agreement without penalty, provided that Customer first gives G&K written notice (sent by certified mail to address above) detailing such service deficiencies and G&K fails to resolve such deficiencies within sixty (60) days after G&K's receipt of such notice. Customer concerns shall be presumed resolved unless Customer gives G&K a second written notice detailing the continuing deficiencies within ten (10) days after the expiration of such sixty (60) day resolution period. Customer may then cancel this Agreement provided that all previous balances due to G&K are paid, rental Items are returned to G&K in good and usable condition and replacement value is paid for lost/damaged rental Items. Any interruption of G&K's usual operations, or delay or termination of the service provided for in this Agreement by reason of acts of God, fires, explosions, strikes or other industrial disturbances, or any other cause not within the control of G&K shall not be deemed a violation of the Service Guarantee set forth above.

TERM, RENEWAL. This Agreement is effective on the date of signing and continues for fifty (50) months after the first installation (for new Customers) or the date Customer signs a renewal Agreement. The agreement will be renewed automatically and continuously for successive periods of three (3) years unless Customer or G&K gives written notice (sent by certified mail) of non-renewal to the other at least ninety (90) days prior to the expiration date.

PRICES. Minimum or flat rate charges are based upon total inventory installed and may change if inventory is increased or decreased. Prices may be increased annually with notice to Customer. Within thirty (30) days of such notice, Customer may disapprove in writing to any price increase that exceeds the Consumer Price Index--all areas for the previous twelve (12) months or five percent (5%), whichever is greater. Charges will be made for preparation of additional orders, nametags, emblems, embroidery, seasonal changeovers, exchanges, outsizes, auto replacement, environmental, fuel and energy surcharges. Prices are based on fifty-two (52) weeks per year service. Payment terms are net ten (10) days of the month following delivery, or C.O.D. Invoices will include applicable sales tax. Unpaid invoices are subject to late and collection fees up to the maximum amount permitted by applicable law. Customer agrees to a minimum weekly service volume of \$____ or 75% of service volume indicated on the Agreement/Addendum(s). **Customer agrees to purchase, upon non-renewal, breach, or other termination of the Agreement all embroidery or specially purchased Items including Logo Mats in service or held in stock by G&K at G&K's then current replacement values. _____(Initial). *See Buy-Back Agreement***

CANCELLATION WITHOUT CAUSE. If Customer breaches or prematurely terminates this Agreement for any reason, except for reasons set forth in the Guarantee clause above and as listed on the addendum, Customer will pay G&K, as liquidated damages (not as a penalty) an amount equal to fifty percent (50%) of the average weekly amounts invoiced to Customer during the ninety (90) days preceding the breach or termination multiplied by the number of weeks remaining in the term of this Agreement, beginning with the date of breach. These damages will be in addition to all other amounts owed by Customer to G&K on the date of breach or wrongful termination, including any unreturned or damaged Items resulting from the breach. Customer agrees to pay G&K all costs, including reasonable attorney's fees, incurred by G&K to enforce Customer's obligations under this Agreement.

MISCELLANEOUS. (1) Unless specified, Items supplied under this Agreement are not "flame retardant" and are not designed for areas of flammability or recommended when contact with hazardous materials or ignition sources is possible, in which case burns or other serious injuries may result. G&K has advised Customer of availability of flame-retardant garments and recommended their use where employees may work in the above conditions. G&K may not be the maker of these garments and has not made and does not make any representation, warranty or covenant, express or implied, with respect to their quality, safety or suitability for Customer use. (2) Customer certifies that neither "lead nor blood borne pathogen-contaminated material" will be offered to G&K. Other heavy metals or materials that pose a health or environmental hazard have been disclosed to G&K prior to installation of account. (3) Customer agrees to "indemnify and/or hold harmless" G&K from and against any and all losses, claims, demands and injury to Customer and any other person or property arising from use of Items. G&K assumes no responsibility for Items serviced once they are in Customer's possession.

Customer expressly acknowledges that they have read and understand the contents of the Service Agreement and intend to be bound by it. Customer represents to G&K that the person signing the Service Agreement and Addendum(s) does so with the full authority to do so. This Agreement shall be binding and inure to the benefit of the parties, their respective successors and assigns.

CUSTOMER AUTHORIZATION		G&K SERVICES AUTHORIZATION	
CUSTOMER SIGNATURE	SALES PROFESSIONAL SIGNATURE	MGMT SUBMISSION DATE	
PRINTED NAME	PRINTED NAME	TITLE	
TITLE	G&K MGMT SIGNATURE	MGMT ACCEPTANCE DATE	
SERVICE AGREEMENT DATE	G&K MGMT PRINTED NAME	TITLE	



G&K SERVICES (G&K)		<small>SERVICE AGREEMENT NUMBER</small>
ADDENDUM TO SERVICE AGREEMENT		
City of Dover, NH/Community Services Department		
288 Central Avenue		
Dover, NH 03820		
		<small>PHONE NUMBER</small>

MERCHANDISE / SERVICE ITEMS (ITEMS)					
<small>ITEM DESCRIPTION</small>	<small>NUMBER OF PERSONS/QTY.</small>	<small>INVENTORY, PER PERSON/ITEM</small>	<small>CHARGE PER ITEM LISTED</small>	<small>SERVICE FREQUENCY</small>	<small>CURRENT, UNIT, REPLACEMENT OR LOSS/DAMAGE VALUE</small>
3x4 mats	Any	1	1.08	Weekly	33.00
4x6 mats	Any	1	2.16	Weekly	65.00
3x10 mats	Any	1	2.70	Weekly	72.00
4x12 mats	Any	1	4.32	Weekly	133.00
Dry mops	Any	1	2.50	Weekly	20.00
18x18 shop towels	400	1	\$.06	Weekly	.41
Industrial work pants -or- Jeans	Any	11	\$1.25	Weekly	18.50
Embroidered T-Shirt	Any	11	\$1.25	Weekly	12.00
Embroidered Sweatshirt	Any	11	\$1.25	Weekly	22.00
Lease Only - Denim Shorts	Any	5	\$1.50	Weekly	22.00
Polo shirt and/or Oxford Shirt	Any	11	\$2.00	Weekly	22.00
Executive Dress Pant	Any	11	\$2.00	Weekly	26.50
Flame Retardant Shirt	Any	11	\$2.25	Weekly	41.40
Flame Retardant Pant	Any	11	\$2.25	Weekly	41.40

	<small>CHARGE</small>
Prep	1.50
Nametag	.65
Emblem	2.35
Embroidery	3.00
Changeovers	n/a
Exchanges	n/a

	<small>CHARGE</small>
Outsizes	n/c
Special Cuts	n/c
Auto Replacement	2% @ .41
Enviro Charge	7.5%
Srvc/Energy Charge	7.5%

	<small>CHARGE</small>

Customer and G&K agree that Merchandise/Service Items listed above shall be governed by the provisions of the Service Agreement between Customer and G&K, which provisions are incorporated by reference into this Addendum.

<small>CUSTOMER AUTHORIZATION</small>		<small>G&K SERVICES AUTHORIZATION</small>	
<small>CUSTOMER SIGNATURE</small>		<small>PROFESSIONAL SALES SIGNATURE</small>	<small>MGMT SUBMISSION DATE</small>
<small>PRINTED NAME</small>		<small>PRINTED NAME</small>	<small>TITLE</small>
<small>TITLE</small>		<small>G&K MGMT SIGNATURE</small>	<small>MGMT ACCEPTANCE DATE</small>
<small>ADDENDUM DATE</small>		<small>G&K MGMT PRINTED NAME</small>	<small>TITLE</small>



G&K Services
324 Taylor Street
Manchester, NH 03104

SPECIALTY PRODUCTS
Purchase Agreement

Specialty Products are defined as products that have been specially manufactured, ordered, customized, or altered specifically for a customer. These products include but are not limited to "non-stocked" rental garments, embroidered shirts, and logo mats.

The customer agrees to purchase any specialty products that are removed from the rental program for any reason including unreturned/damaged merchandise, employee separations and term expiration.

The purchase price for these products will be the replacement cost identified in the service agreement unless otherwise stated.

This agreement is between (customer) _____
and G&K Services and is part of service agreement number _____
dated _____.

Customer

G&K Services

Business Name: _____

Customer (Print): _____ Sales Representative: _____

Customer Signature: _____ Manager: _____

Date: _____ Date: _____



G&K Services Buy-Back Pricing

Pricing below applies to all embroidered garments ordered by the City of Dover.

Within the 12 months of service	\$12.00 per garment
12-23 months	\$7.00 per garment
24-35 months	\$3.50 per garment
36-50 months	\$1.00 per garment

Customer

G&K Services

Business Name: _____

Customer (Print): _____

Sales Representative: _____

Customer Signature: _____

Manager: _____

Date: _____

Date: _____

324 Taylor Street
Manchester, NH 03103
603-625-9722
603-300-6797
603-625-5413 Fax
plauridsen@gkservices.com



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 12.A.3.

Bid Number: **R -2009.02.11 - 18**
Bid Description: Senior Center Trip to Daytona Beach Fl

WHEREAS: The Senior Center travel supervisor obtained pricing information for a trip to Daytona Beach Fl. scheduled for February 14 through March 1, 2009; and

WHEREAS: Revenue has been collected and deposited into the special revenue account and the Senior Center and Recreation Department is requesting payment to A Yankee Line Inc, 370 W First St, Boston MA for this trip in the amount of \$29,395.00

NOW, THEREFORE, BE IT RESOLVED BY THE CITY MANAGER THAT:

Per 3-40.I. The competitive Bid Procedure may be waived by a majority Vote of the City Council.

The Purchasing Agent is hereby authorized to issue a Purchase Order to A Yankee Line Inc for Travel Services in the amount of \$29,395.00 and corresponding rates provided 1/27/09 and charged to following account. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
3410-45126-4443-0000-00-35	McConnell Senior Programs	\$170,000.00	\$36,178.00

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.3.

Bid Number: **R -2009.02.11 - 18**
Bid Description: Senior Center Trip to Daytona Beach Fl

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.

Bid Number: **R -2009.02.11 - 18**
Bid Description: Senior Center Trip to Daytona Beach Fl

BACKGROUND MATERIAL:

The Senior Center travel supervisor obtained pricing information for a trip to Daytona Beach Florida scheduled for February 14 through March 1, 2009. Revenue has been collected and deposited into special revenue account and the Senior Center Travel Supervisor and the Recreation Department is requesting payment to A Yankee Line Inc in the amount of \$29,395.00.

PASSENGER COUNT	RATE	TOTAL DUE
13	\$1,849.00 EA	\$24,037.00
2	\$2,829.00 EA	\$5,658.00
TOTAL		\$29,695.00
LESS COMMISSION	-\$300.00	\$29,395.00 END TOTAL DUE

Purchasing Information:

Type:	Purchase order	Advertised:	na
Invitations Mailed:	None	Number of Responses:	
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	June 1, 2008	Estimated Delivery:	Feb-Mar
Recommended Award to:	A Yankee Line Inc	Fund:	3410
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for City Manager Approval:	Waive bidding procedure



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.4.

Resolution Number: **R – 2009-02-11 - 19**
Resolution Re: State of New Hampshire Fueling Depot

WHEREAS: Approximately (January 1996), after careful review of possible options due to the decommissioning of its own in-house fuel distribution system, the City of Dover, NH Began using the State of New Hampshire fueling depot adjacent to Exit #9 of the Spaulding Turnpike; and

WHEREAS: Periodic review of the pricing structure and the built-in controls to prevent misuse of the system confirms that it is to the City's financial advantage and best interest to continue using the State of NH fuel distribution system. In an effort to obtain pricing protection the State of NH has locked in unleaded gasoline pricing in the amount of \$1.94 and will remain fixed at that price for 18 months beginning February 1, 2009. The State of NH has locked in premium diesel fuel pricing in the amount of \$2.65 and will remain fixed at that price for 18 months beginning March 1, 2009.

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 for the continued use of the State of New Hampshire Department of Transportation Fuel Distribution System for the City of Dover Vehicular Gasoline/Diesel Fuel requirements at rates provided 1/7/09 and 1/21/09. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
See Background	Vehicle Fuels	Various	

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 – 2009-02-11 - 19**

Resolution Re: State of New Hampshire Fueling Depot

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 – 2009-02-11 - 19**

Resolution Re: State of New Hampshire Fueling Depot

RESOLUTION BACKGROUND MATERIAL:

In January 1996, after careful review of possible options due to the decommissioning of its own in-house fuel distribution system, the City of Dover, NH Begun using the State of New Hampshire fueling depot adjacent to Exit #9 of the Spaulding Turnpike. Periodic review of the pricing structure by the State of New Hampshire Bureau of Purchase and Property and the built-in controls by NHDOT, such as fuel and vehicle cards maintained by City of Dover to prevent misuse of the system, confirms that it is to the City's financial advantage and best interest to continue using the State of NH fuel distribution system. In an effort to obtain pricing protection the State of NH has locked in unleaded gasoline pricing in the amount of \$1.94 for 18 months beginning February 1, 2009. The State of NH has locked in premium diesel fuel pricing in the amount of \$2.65 and will remain fixed at that price for 18 months beginning March 1, 2009. Pricing reflects exemption from fuel tax surcharge. See attached letters from State NH.

Account fuel	Department	Appropriation	balance as of 1/31/09
1000-41513-4626-15	assessing	1,274	1,133
1000-41951-4626-30	cemetery	8,000	3,626
1000-42110-4626-21	police admin	760	479
1000-42120-4626-21	police ops	68,940	30,101
1000-42150-4626-21	police sup	9,370	4,516
1000-42220-4626-22	F&R Supp	29,900	3,247
1000-42250-4626-22	Inspections	2,500	1,352
1000-43111-4626-30	CS Admin	450	341
1000-43112-4626-30	CS Eng	2,400	1,565
1000-43121-4626-30	CS Street	28,600	8,262
1000-43180-4626-30	CS Facility	9,000	3,987
1000-43240-4626-30	CS Recycle	3,800	88
1000-45110-4626-35	Rec Admin	3,640	3,640
1000-45120-4626-35	Rec Programs	1,000	437
1000-45149-4626-35	Arena	10,500	9,956
3213-42130-4626-21	Police Traffic	2,505	1,209
3320-43230-4626-30	CS Waste Mgmt	1,000	1,000
5300-43320-4626-30	CS Water	24,750	10,525
5320-43250-4626-30	CS Sewer	15,000	168
5320-43256-4626-30	CS WWTP	7,000	644
6310-49200-4626-55	Internal services	5,000	4,367
		235,389	90,644

Bid Information:

None



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.4.

Resolution Number: **R – 2009-02-11 - 19**

Resolution Re: State of New Hampshire Fueling Depot

Award Information:

A blanket purchase order will be issued to the Treasurer of the State of NH Department of Transportation to authorize future expenditures as needed.

Purchasing Information:

Type:	Blanket Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	State of NH
Prices will hold for:	18 months	Estimated Delivery:	As needed
Recommended Award to:	State of NH Fuel Depot	Fund:	Various
Other Approvals Required:	State NH	References Checked:	Satisfactory
Previously Worked for City:	NA	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



GEORGE N. CAMPBELL, JR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

January 21, 2009

RE: Fixed Price Diesel Fuel Contract

Dear Valued Fuel Distribution Customer:

In a letter dated January 7, 2009, the Department notified our fuel customers that we would be offering ~~fixed prices for unleaded fuel effective February 1, 2009. This letter is to inform you of the fixed price~~ format for premium diesel fuel and its effective date being March 1, 2009. In the past year, we have endured price fluctuations for premium diesel of more than \$2.40 per gallon with the highest price charged per gallon this past year reaching \$4.36 and the lowest dropping to \$1.93. This trend has proven to be very difficult to predict and maintain a sensible budget.

Our efforts have been centralized to obtain price protection from our fuel vendors and pass this protection onto our customers. In an effort to take advantage of the current low fuel pricing, the Department of Transportation has entered into a fixed price contract for premium diesel fuel effective March 1, 2009. As of that date, the maximum total price our customers will be charged for premium diesel fuel at our underground storage tanks will not exceed \$2.65 per gallon and will remain fixed at that price for up to 18 months. All above-ground storage tanks will remain on the current index based pricing format. The enclosed fuel site listing provides the maximum price for each of our sites that offer premium diesel fuel. For budgetary purposes, you can plan on the listed price for the respective site(s) used by your organization as the maximum price you will eventually be charged as the sites receive deliveries at the stated fixed price.

The Department recognizes that these are challenging financial times and we want you to know that we are doing everything possible to continue to deliver the best product and service at the lowest possible cost to our customers.

The Department values your past and future patronage in using the State's Fuel Distribution System and ~~benefiting from the security that a fixed pricing program offers from a budgetary standpoint. If you have~~ any questions or concerns, please contact the Bureau of Fuel Distribution at 271-2056.

Sincerely,

Christopher D. Clement
Deputy Commissioner

cc: Lyle W. Knowlton, Director of Operations
Mike Pillsbury, Assist. Director of Operations
Tom Jelley, Administrator of Mechanical Services
Bill Dusavitch, Supervisor of Fuel Distribution

Site Name	District #	Fixed Price Per Gallon	Site Name	District #	Fixed Price Per Gallon
Columbia	1	\$2.65	Charlestown	4	\$2.65
Crawford (Carroll)	1	\$2.65	Greenfield	4	\$2.65
Erroll	1	\$2.65	Greenville	4	\$2.65
Franconia	1	\$2.65	Hancock	4	\$2.65
Glen (Bartlett)	1	\$2.65	Hillsboro	4	\$2.65
Gorham	1	\$2.65	Hinsdale (Winchester)	4	\$2.65
Jefferson	1	\$2.65	Marlborough	4	\$2.65
Lancaster	1	\$2.65	Marlborough (Troy)	4	\$2.65
Lincoln	1	\$2.65	Marlow	4	\$2.65
Lisbon	1	\$2.65	Rindge	4	\$2.65
Littleton	1	\$2.65	Swanzey	4	\$2.65
Milan	1	\$2.65	Westmoreland	4	\$2.65
Milan (West)	1	\$2.65	Allenstown	5	\$2.65
Northumberland (Groveton)	1	\$2.65	Alton PS315	5	\$2.65
Pinkham Notch	1	\$2.65	Bedford	5	\$2.65
Pittsburg-Lower	1	\$2.65	Candia	5	\$2.65
Pittsburg-Upper	1	\$2.65	Canterbury	5	\$2.65
Twin Mountain	1	\$2.65	Chester	5	\$2.65
Andover	2	\$2.65	Chichester	5	\$2.65
Bristol	2	\$2.65	Concord	5	\$2.65
Canaan	2	\$2.65	Derry	5	\$2.65
Cornish	2	\$2.65	Goffstown	5	\$2.65
Enfield	2	\$2.65	Henniker	5	\$2.65
Franklin	2	\$2.65	Hollis	5	\$2.65
Lempster	2	\$2.65	Hooksett	5	\$2.65
New London	2	*	Londonderry	5	\$2.65
Newbury	2	\$2.65	Londonderry	5	\$2.65
North Haverhill	2	\$2.65	Manchester	5	\$2.65
Orford	2	\$2.65	Merrimack	5	\$2.65
Rumney	2	\$2.65	Milford	5	\$2.65
Sunapee	2	\$2.65	Salem	5	\$2.65
Wentworth	2	\$2.65	Warner PS 501	5	\$2.65
Ashland	3	\$2.65	Warner PS 526	5	\$2.65
Conway	3	\$2.65	Dover	6	\$2.65
Freedom	3	\$2.65	Durham-UNH	6	\$2.65
Gilford	3	\$2.65	Epping	6	\$2.65
Loudon	3	\$2.65	Exeter	6	\$2.65
Meredith	3	\$2.65	Gonic/Rochester	6	\$2.65
Moultonboro	3	*	Hampton Maint.	6	\$2.65
New Hampton	3	\$2.65	Kingston (South)	6	\$2.65
Ossipee PS 399	3	\$2.65	Milton	6	\$2.65
Ossipee PS 307	3	*	Newfields	6	\$2.65
Tamworth	3	\$2.65	North Hampton	6	\$2.65
Thornton	3	\$2.65	Northwood	6	\$2.65
Tilton (Belmont)	3	\$2.65	Stratford	6	\$2.65
Tuftonboro	3	\$2.65			
Wakefield	3	\$2.65			

* indicates an above-ground fuel storage tank and will utilize index based pricing.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



GEORGE N. CAMPBELL, JR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

January 7, 2009

RE: Fixed Price Unleaded Fuel Contract

Dear Valued Fuel Distribution Customer:

As many of you are acutely aware, the cost for fuel has been very volatile for more than a year. We have endured price fluctuations for unleaded gasoline of more than \$2.40 per gallon with the highest price charged per gallon this past year reaching \$3.67 and the lowest dropping to \$1.24. This trend has proven to be very difficult in attempting to predict and maintain a sensible budget.

Our efforts have been centralized to obtain price protection from our fuel vendors and pass this protection onto our customers. In an effort to take advantage of the current low fuel pricing, the Department of Transportation has entered into a fixed price contract for unleaded gasoline effective February 1, 2009. As of this date, the total price our customers will be charged for unleaded gasoline will not exceed \$1.94 to \$2.09 per gallon and will remain capped at that price for up to 18 months. This is the maximum price with other fuel sites having a lower cap. The enclosed fuel site listing provides the maximum price for each of our sites that offer unleaded gasoline. For your budgetary purposes, please plan on the listed price for the respective site(s) used by your organization as that is the price that you will eventually be charged as the sites receive deliveries at the stated fixed price.

The Department recognizes that these are challenging financial times and we want you to know that we are doing everything possible to continue to deliver the best product and service at the lowest possible cost to our customers. It is also our intent to be able to offer this type of price protection for diesel fuel in the very near future.

The Department values your past and future patronage in using the State's Fuel Distribution System and benefiting from the security that a fixed pricing program offers from a budgetary standpoint. If you have any questions or concerns, please contact the Bureau of Fuel Distribution at 271-2056.

Sincerely,

Christopher D. Clement
Deputy Commissioner

cc: Lyle W. Knowlton, Director of Operations
Mike Pillsbury, Assist. Director of Operations
Tom Jelley, Administrator of Mechanical Services
Bill Dusavitch, Supervisor of Fuel Distribution

Site Name	District	Fixed Price
Columbia	1	\$2.09
Erroll	1	**
Gorham	1	\$2.09
Lancaster	1	\$2.09
Lincoln	1	\$2.09
Littleton	1	\$2.09
Twin Mountain (Carrol)	1	\$2.09
Enfield	2	\$2.09
North Haverhill	2	\$2.09
Sunapee	2	\$2.09
Wentworth	2	\$2.09
Alton	3	\$2.09
Conway	3	\$2.09
Gilford	3	\$2.09
New Hampton	3	\$2.09
Ossipee	3	\$2.09
Tamworth	3	\$2.09
Thornton	3	\$2.09
Wakefield	3	**
Charlestown	4	\$2.09
Hillsboro	4	\$2.04
Rindge	4	\$2.09
Swanzey	4	\$2.09
Concord	5	\$1.94
Derry	5	\$1.94
Hooksett	5	\$1.94
Manchester	5	\$1.94
Merrimack	5	\$1.94
Milford	5	\$1.94
Warner	5	\$1.94
Dover	6	\$1.94
Durham-UNH	6	\$1.94
Epping	6	\$1.94
Hampton Maint.	6	\$1.94
Milton	6	\$1.94
North Hampton	6	\$1.94

** Fixed price NOT available



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 12.B.1.

Bid Number: **R -2009.02.11 - 20**
Bid Description: Purchase of a Gruuman Platform

WHEREAS: In December 2008, the City Council approved CIP moneys for the replacement of the Fire Department’s 1988 Grumman Platform in the amount of \$950,000; and

WHEREAS: In an effort to reduce the expense of replacement, the fire department conducted a countrywide search to find an in stock or demo unit. The department found a unique situation that could immediately save the city \$115,000. Smeal Manufacturing had built a platform for a community and this community lost its funding and is now sitting on a million dollar ladder truck. The fire department was able to negotiate a selling price in the amount of \$804,000 plus \$17,000 in changes that would make this unit fully functional for the City of Dover; and

WHEREAS: The manufacture of this vehicle has a proven track record as the city has two fire trucks manufactured by Smeal. Smeal Manufacturing has been the low bidder on two of the last three fire trucks sent to bid by the City of Dover. Pursuant to the circumstances surrounding this vehicle it will be sold on a first come – first serve basis, no exceptions. With two other communities interested in this vehicle any delays would most likely eliminate the City from purchasing this vehicle.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY MANAGER THAT:

Per 3-40.I. The competitive Bid Procedure may be waived by a majority Vote of the City Council.

The Purchasing Agent is hereby authorized to issue a Purchase Order to Smeal Manufacturing in the amount of \$821,000.00 and charged to following account. The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
4010-42220-4743-2251-10-22	Fire & Rescue Vehicle	\$950,000.00	\$950,000.00

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.B.1.

Bid Number: **R -2009.02.11 - 20**
Bid Description: Purchase of a Gruuman Platform

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 12.B.1.

Bid Number: **R -2009.02.11 - 20**
Bid Description: Purchase of a Gruuman Platform

BACKGROUND MATERIAL:

In December, the City Council approved the replacement of the Fire Department's 1988 Grumman Platform in the amount of \$950,000. In an effort to reduce the expense of replacing this vehicle, the department conducted a search countrywide to find a stock/demo unit. During this search, the department found a unique situation that could immediately save the city \$115,000. Smeal Manufacturing had built a platform for a community, and then the community lost their funding. Therefore, the manufacturer is unexpectedly sitting on a million dollar ladder truck. If this same truck was spec'd and built today, the cost would be in excess of \$ 940,000. Due to this unexpected hardship on the manufacture, the department has been able to negotiate a selling price of \$804,000 plus \$17,000 in changes that are needed to make this vehicle fully functional for the City of Dover.

These changes include:

- Install existing Radio
- Add spot light unit
- Change power receptacles to Dover Fire compatible
- Change Hose Fittings to Dover Fire compatible
- Install Flashlight Chargers
- Mount existing Thermal Imager charger
- Change blue emergency lights to Red/White per State Law

Pursuant to the circumstances surrounding this vehicle it will be sold on a first come – first serve basis, no exceptions. With two other communities interested in this vehicle any delays would most likely eliminate the City from purchasing this vehicle.

The manufacture of this vehicle has a proven track record as the city has two fire trucks manufactured by Smeal. Smeal Manufacturing has been the low bidder on two of the last three fire trucks sent to bid by the City of Dover.

When you compare the cost of this vehicle compared to Rochester's recent purchase that was sent out to bid:

Rochester Fire Platform Cost \$ 918,000 Bid Date November 2007

When this project is complete there will be a \$115,000 decrease in the bond issuance amount which will translate to an estimated amortized savings of \$161,600.00



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 12.B.1.

Bid Number: **R -2009.02.11 - 20**
Bid Description: Purchase of a Gruuman Platform

Purchasing Information:

Type:	Purchase order	Advertised:	na
Invitations Mailed:	None	Number of Responses:	
Warranty:	Yes. Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	na	Estimated Delivery:	asap
Recommended Award to:	Smeal manufacturing	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for City Manager Approval:	Waive bidding procedure



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.2.

Resolution Number: **R – 2009.02.11 - 21**
Resolution Re: **DEADLINE FOR IMPLEMENTATION OF
ACCEPTABLE USE POLICY**

WHEREAS: On September 24, 2008, the Dover City Council adopted a revised Acceptable Use Policy regarding the use of the municipally owned information technology services and systems (hereinafter called “MITSS”) by staff, elected officials, vendors and volunteers on the boards, commissions and committees of the City of Dover ;

WHEREAS: The Acceptable Use Policy provides guidance to all users of MITSS regarding the terms and conditions upon which e-mail and other services and systems are used for performance of business of the City of Dover;

WHEREAS: Ample opportunity for reading, asking questions/ receiving answers, and voluntarily signing the Acceptable Use Policy has been provided to all staff, elected officials, and members of boards, commissions and committees;

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

Starting on March 1, 2009, the City Manager is directed to restrict the use of MITSS to users who sign the revised Acceptable Use Policy including the action of cutting off access to MITSS by current users who have refused or neglected to sign the revised Acceptable Use Policy.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Doug DeDe

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.2.

Resolution Number: **R – 2009.02.11 - 21**
Resolution Re: **DEADLINE FOR IMPLEMENTATION OF ACCEPTABLE USE POLICY**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.2.

Resolution Number: **R – 2009.02.11 - 21**
Resolution Re: **DEADLINE FOR IMPLEMENTATION OF
ACCEPTABLE USE POLICY**

RESOLUTION BACKGROUND MATERIAL:

The Dover City Council establishes policy for the City of Dover. On September 24, 2008, the Dover City Council exercised its authority to set policy by adopting a resolution regarding the acceptable use of city owned information technology services and systems.

The City Manager instructed the City Attorney and the Director of Information Technology to attend and present the revised Acceptable Use Policy to the volunteer members of all boards, commissions and committees of the City of Dover. Presentations were made during the months of November, December of 2008, and January and February of 2009 with an opportunity for all volunteers to ask questions/ receive answers and to sign the revised policy. Staff presenters provided an opportunity for each member to sign on the evening of each presentation and also instructions for signing at a later time and providing the paperwork to an appropriate person for processing. All presentations clearly indicated to all potential users that signing was voluntary.

Explanatory letters were provided to members of three (3) boards not meeting on a regular basis.

Utilizing staff, the City Manager presented the revised Acceptable Use Policy to all city staff with an opportunity for all staff to sign the revised policy.

On January 28, 2009, a presentation was made to the elected councilors on the Dover City Council with an opportunity to ask questions/receive answers and to sign the revised policy.

The revised Acceptable Use policy provides guidance to all users regarding the acceptable use of information technology owned and operated by the City of Dover. In addition, the policy provides a further opportunity to provide an open and transparent government for the citizens of Dover consistent with the United States and New Hampshire constitutions and state statutes.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.3.

Resolution Number: **R – 2009.02.11 - 22**
Resolution Re: WEBSITE /DIRECTORY OPEN
GOVERNMENT POLICY

WHEREAS: The Dover City Council embraces open and transparent government to fulfill its obligation to uphold the Constitution of the State of New Hampshire and state statutes;

WHEREAS: Free, open and robust discussion and communication about important issues is essential to promote reasoned decisions and policy development;

WHEREAS: Citizens are entitled to access to video and audio recordings of meetings, and e-mail communications of public boards, commissions and committees in order to learn how government works;

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

The City Manager is authorized to publish city provided e-mail addresses on the website of the City of Dover, the city directory and other written materials distributed to the public for all elected and appointed officials using the city server for e-mail communications. Private e-mail addresses shall be removed from the website, directory and published written materials.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Doug DeDe

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.3.

Resolution Number: **R – 2009.02.11 - 22**
Resolution Re: WEBSITE /DIRECTORY OPEN
GOVERNMENT POLICY

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.3.

Resolution Number: **R – 2009.02.11 - 22**
Resolution Re: WEBSITE /DIRECTORY OPEN
GOVERNMENT POLICY

RESOLUTION BACKGROUND MATERIAL:

Open and transparent government is essential to citizens of Dover. Private e-mail communication by elected and appointed officials removes the public from government and hides the workings of government officials from the public. Secrecy in government should be discouraged. Current interpretations of the Right-to-Know law provide that one-on-one communications by constituents with an elected official without distribution to a quorum are not required to be disclosed.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.4.

Resolution Number: **R – 2009.02.11 - 23**
Resolution Re: **RESTATEMENT OF COUNCIL COMMITMENT TO SERVING THE CITIZEN’S OF DOVER**

WHEREAS: City Councilors and other City officials take an oath upon assuming their respective office committing them to uphold the Constitution and laws of the United States and the State of New Hampshire and also the Dover City Charter as duly enacted by popular vote of Dover’s citizenry; and

WHEREAS: NH law and Dover’s City Charter establish the lawful and efficient operation of our local government as a City Council-City Manager form, thereby defining the dominant role, responsibility and authority of the City Council in policy making, the most important aspect of local government; and

WHEREAS: There are various examples of actions taken by individual City Councilors over the course of the past few months that potentially undermine and interfere with the efficient operations and inviolability of our citizen’s chosen form of local government:

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

The Mayor and City Councilors hereby re-state their commitment to serving the citizen’s of Dover, supporting and respecting the collective will of those citizen’s to be represented and served by a City Council-City Manager form of government.

AND FURTHER BE IT RESOLVED

The Mayor and City Councilors direct that a workshop session be scheduled prior to April 15, 2009 in order to review and affirm their exclusive responsibility for policy making as differentiated from that of City Manager responsible for administering the day to day operations of our local government in conformance with contractual and legal mandates including City Council policies.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Doug DeDe

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.4.

Resolution Number: **R – 2009.02.11 - 23**

Resolution Re: **RESTATEMENT OF COUNCIL COMMITMENT TO SERVING THE CITIZEN'S OF DOVER**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.4.

Resolution Number: **R – 2009.02.11 - 23**

Resolution Re: **RESTATEMENT OF COUNCIL COMMITMENT TO
SERVING THE CITIZEN'S OF DOVER**

RESOLUTION BACKGROUND MATERIAL:



Maya Myers

UNIVERSITY of NEW HAMPSHIRE

1/23/09

TO: ✓ Dover Mayor Myers, City Manager Joyal, and City Councillors
Durham Town Administrator Selig, Town Councillors, and Economic Development Committee
Newmarket Town Administrator Wojnowski, and Town Councillors
UNH Transportation Specialists Pesci and Timmons
COAST Executive Director

As a person who studies, teaches and does research on energy, environment and natural resources, I know how important it is to significantly reduce our oil dependency, for both climate change/carbon reduction and for energy security. And I know that, in our contracting economy, more and more families will lose the opportunity to operate a second or third vehicle in the household. One of the most important things we can do locally, therefore, is to bring in significant new public transportation.

Specifically, we can create a public transit corridor along Rte. 108 connecting Dover, Durham/UNH and Newmarket, building on UNH's present Wildcat Transit service, and establishing service at the level of a bus every thirty minutes, 6 A.M. to 12 Midnight, Monday through Saturday, at least September to May, with an hourly schedule in summer when UNH is out of session. In this way, we can not only transport UNH students, faculty and staff in goodly numbers (benefitting real estate values in and between the communities) but we will benefit businesses, eateries, etc., in each of these communities.

Such an intense Dover – Durham/UNH – Newmarket Transit Corridor can be the beginning of significant new and expanded bus service north and south (Rochester to Portsmouth, and Newmarket-Stratham-Exeter)) and, as well, the vitally needed east-west service, to Concord and Manchester. But it's going to take collaboration between the city, the two towns, and the university, and, as well, with COAST, to accomplish this intensive public transit route so that we can all develop a dependency on it and insure its success.

The key is in collaboration, and it's time to start in the interests of our communities.

Sincerely,

John E. Carroll
John E. Carroll, Ph.D
Professor of Environmental Conservation

cc: *Commissioner Campbell, NH DOT*

COLLEGE OF LIFE SCIENCES AND AGRICULTURE

DEPARTMENT OF NATURAL RESOURCES

215 James Hall • 56 College Road • Durham, New Hampshire 03824-3589 • 603-862-1020 • FAX: 603-862-4976