



CITY OF DOVER

CITY COUNCIL - AGENDA

AMENDED-3/6/09 1:00 pm

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, March 11, 2009**
Meeting Time: **7:00pm**

1. **MOMENT OF SILENCE**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PROCLAMATIONS – American Red Cross**
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: CHAPTER 3,ARTICLE 73,ADMINISTRATIVE CODE, MCCONNELL CENTER ADVISORY COMMITTEE**
SPONSORED BY COUNCILOR MAYOR MYERS BY REQUEST
 - B. **ORDINANCE: CHAPTER 131,OFFENSES**
SPONSORED BY COUNCILOR CHENEY
 - C. **ORDINANCE: CHAPTER 166-56, VEHICLES & TRAFFIC, SCHEDULE I, NO PARKING AT ANY TIME ON WASHINGTON STREET**
SPONSORED BY COUNCILOR WESTON
 - D **RESOLUTION: SUPPLEMENTAL APPROPRIATION FOR LIBRARY ROOF REPAIRS AND AUTHORIZATION FOR BONDING**
SPONSORED BY COUNCILOR RICHARD CALLAGHAN
8. **CITY MANAGER'S REPORT**
9. **MINUTES**
 - A. **February 25, 2009**
10. **MAYOR'S REPORT**
11. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING**



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SPONSORED BY COUNCILOR WESTON

B. RESOLUTIONS

1. **RESOLUTION: SUPPLEMENTAL APPROPRIATION FOR LIBRARY ROOF REPAIRS AND AUTHORIZATION FOR BONDING**
SPONSORED BY COUNCILOR CALLAGHAN AND COUNCILOR WESTON
2. **RESOLUTION: AMENDMENT TO COUNCIL RULES – RULE 2 CITIZEN FORUM WORKSHOP SESSIONS**
SPONSORED BY COUNCILOR CHENEY

12. NEW BUSINESS

A. CONSENT CALENDAR

1. TAG- Strafford County Stars
2. TAG- Dover youth Football
3. PARADE-Rochester Runners Club
4. PARADE-Alzheimers Association memory walk 2009
5. **RESOLUTION: RFP B07044 MOWING/MAINTENANCE ATHLETIC FIELDS**
SPONSORED BY MAYOR MYERS BY REQUEST
6. **RESOLUTION: ACCEPTANCE OF NYE LANE**
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- |
| 3. Arts Commission | 10. Transportation Advisory Committee |
| 4. McConnell Center Committee | 11. Joint Building Committee |
| 5. Planning Board | 12. Legislative Liaison |
| 6. Cable Franchise Negotiations Committee | 13. Coast Bus |



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7. School Board Liaison

B. RESOLUTIONS

- 1. RESOLUTION: NORTH END PRESSURE AND WATER MAIN DESIGN AMENDMENT #4**
SPONSORED BY MAYOR MYERS BY REQUEST
- 2. RESOLUTION: COLLECTIVE BARGAINING AGREEMENT AFSME LOCAL #572**
SPONSORED BY MAYOR MYERS BY REQUEST

C. ORDINANCES IN 1ST READING

- 1. ORDINANCE: CHAPTER 166, VEHICLES AND TRAFFIC, YOUNG STREET NO PARKING (TO BE REFERRED TO PUBLIC HEARING APRIL 8, 2009)**
SPONSORED BY COUNCILOR WESTON
- 2. ORDINANCE: CHAPTER 166, VEHICLES AND TRAFFIC, DURHAM ROAD NO PARKING (TO BE REFERRED TO PUBLIC HEARING APRIL 8, 2009)**
SPONSORED BY COUNCILOR WESTON

D. COUNCIL CORRESPONDENCE

13. COUNCIL MATTERS OF INTEREST

14. ADJOURN

City Manager's Report

February 11, 2009

No amount of ability is of the slightest avail without honor.

~ Andrew Carnegie



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 February, the Water Division completed upgrades to the water service on Bellamy Road from West Knox Marsh Road to Old Littleworth Road. The water portion of this upgrade needed to be performed before the sewer repairs could be made. Sewer repairs are slated to begin this spring. The Abatement Review Team met and reviewed two abatement applications. There was a water break on Hough Street due to a ring crack, a hydrant was repaired at 1 Grove Street and a service was thawed on 100 Fourth Street. The cleaning of the Griffin Well was completed and the Cummings Well is currently being cleaned.

Sewer

The City experienced a major sewer backup at Horne Court when the sewer main on Ash Street collapsed. The City was forced to hire an outside contractor to perform these repairs. The crew camera viewed the sewer main on Sixth Street to determine the cause of the blockage that occurred in this vicinity last month. We also used the TV camera to check the sewer on Willand Road. Minor repairs were made to a sewer on Old Rochester Road. The SCADA Panel bids went out for the Children's Museum. A final review was performed of the River Street Pump Station plans and a repair was made to the high flow meter at the River Street Pump Station. The crew conducted a smoke test on Henry Law Avenue to remedy an odor problem. Interviews were held for the open Utilities Laborer position and a candidate was selected.

Streets: The Highway Division plowed, sanded and salted roadways through four snow events. The sidewalks were plowed, often one sidewalk at a time, while repairs were made to the other sidewalk tractor. In addition, the crews worked one overnight hauling snow from the downtown and miracle mile areas as well as parking lots throughout the City. In between storms, roadways were widened, snow drifts were cleared and mailbox repairs were made. Icy conditions created by daytime melting were frequently addressed. Facility and Grounds crews assisted the Highway Division with snow plowing and snow removal operations, as well as cleaning up downed limbs and branches as a result of the ice storm and subsequent snow storms.

To support 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 mixed for upcoming storm events.

Pothole reports were addressed on a daily basis. The constant fluctuations in temperatures created the need to patch routinely; cold patch was often used as a temporary fix with hot patch being hauled from Watertown MA as often as possible. The hot patch is required for a more permanent fix and for patching larger holes. Twenty tons of hot top were applied to roadways in the month of February.

PROGRAMS AT CITY CENTERS/BUREAUS

Police Special Investigations Bureau: Two lengthy investigations conducted by the Special Investigations Unit that were prosecuted by the US Attorney's Office were publicized during the month of February. One was the announcement of indictments against three defendants who robbed the Hannaford store on the Miracle Mile at gunpoint last September. The other was the conviction and sentence of a defendant who stole approximately \$125,000 from another Dover business.

During the month of February, nine letters were generated by the Special Investigations Unit and sent to on-site liquor establishments in Dover. "On-site" liquor establishments are bars or restaurants versus "off-site" which are stores that sell alcohol for consumption elsewhere. These letters were the result of the analysis of police reports involving overly intoxicated persons. When it is determined that an intoxicated person had been 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, nine sex offenders were registered with the department. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration. It can also include a change of address or other information that must be updated. Additionally, two sex offenders were arrested this month for failure to properly register.

Patrol Division: February was a busy month for the Patrol Division which handled 1,734 calls for service including 92 collisions, 67 arrests, and issued 17 criminal summonses. 371 warnings were given to drivers, as well as 59 summonses for a variety of motor vehicle violations. 12 drunk drivers were arrested.

The Police Department received approval for a grant from the NH Highway Safety Agency for the purchase of a Speed Display Trailer. This trailer will be set up throughout the city to help reduce speeding violations by displaying vehicle speeds and alerting the driver if they are exceeding the posted speed limit.

With the offset winter school vacation schedules between New Hampshire and the bordering states of Maine and Massachusetts, there was a significant increase in activity at the New Hampshire Children's Museum for the period of February 15th through the 28th. The Police Department increased visible patrols in the downtown area using existing Mounted Patrol resources. The Parking Bureau also increased patrols in the area to ensure that the parking lots were being used appropriately.

As the result of resident input, the department conducted several directed patrols to target Restricted Truck Travel on Atlantic Avenue. A new City ordinance was enacted last summer, prohibiting trucks over a certain weight from using Atlantic Avenue, except for a local delivery.

Enforcement of the Winter Parking Ban continued in February. Third shift officers issued 328 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 23 active participants during the month of February. Of those in the program, 12 worked hours during the month, totaling 62.5 hours of work accomplished. So far during 2009, 128.5 hours of community service have been conducted and four individuals have completed their court ordered obligations.

Diversion Program: The Diversion Committee met on Thursday, February 19th to hear three cases. One student was released after completing their contract and two updates were heard. The next meeting will be on March 19th.

School Support: The DHS School Resource Officer had a busy month with ten in-custody arrests and 11 summonses for truancy or possession of tobacco. Six of the arrests were for fighting, one for criminal mischief and three for theft. In addition, he assisted school administration with two Child in Need of Services (CHINS) petitions. These actions are taken when a child is deemed to be in need of court sanctioned counseling or guidance to deal with habitual truancy or other behavioral problems.

Teen Center: The Dover Teen Center calendar for February consisted of continued superior educational and social programming for our youth participants. For the month, a total of 507 visits on 18 days of programming took place, which yielded an average of 28 participants per day.

Program highlights for the month included:

- TC Tournament – “8-Ball Billiards” (2/5)
- TC Bingo Mania – (2/10)
- Valentine’s Day Candy Making – (2/12)
- TC Guitar Hero Tournament – (2/18)
- Vacation week programming – (2/23-2/27)

There was one special event that occurred at that Teen Center that was not added into the average attendance above; DoverPalooza – Teen Band Night on February 26th had 70 attendees who enjoyed five youth bands.

DARE Program: In February, DARE officers transitioned between classrooms at Dover Middle School. The final four classes will run until late May at which time DARE graduation will be held for all 5th graders.

Youth to Youth: Youth to Youth continued to be very active in February due to the desire of area schools to start their own programs. On February 3rd, Dover Y2Y members presented an underage alcohol presentation and a Y2Y recruiting program for the 8th grade at the Strafford (NH) Middle School. The Strafford students will be eligible to join their own Y2Y-style program next year at Coe Brown Academy.

Members also spent a day last month presenting to a leader from a Wisconsin youth program who flew out to see “how we do what we do” in hopes of duplicating the program in her city. Y2Y also conducted a unique presentation on underage drinking on February 19th for several youth groups in Kansas. The presentation was “broadcast” from the McConnell Center and watched by the Kansas students over the internet through a software program that allows synchronized use of computer based cameras and microphones, combined with video and PowerPoint.

On February 13th, three presentations were conducted at Dover Middle School of the "Lyndsey" program. In conjunction with a presentation by Youth to Youth members on alcohol industry tactics and advertising, Lyndsey Kadziauskas, who was the victim of a sexual assault when she was in 9th grade, discussed the danger of being vulnerable and unable to protect yourself while drinking underage. This is a yearly presentation given to all Dover 8th graders.

On February 19th, three Y2Y members testified in the NH House of Representatives on two proposed pieces of state legislation.

Closer to home, one team of sixth and seventh grade Youth to Youth students continued its simulated tobacco project. "Simulated tobacco" is candy and gum designed and 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. The students then held a press conference just before school vacation week to highlight their actions and already three stores have pulled the product from their shelves. Follow up letters are being mailed to managers and corporate headquarters.

Parents Program: The Dover Police Department's Parents Program concluded with a culmination event for 80 students and their families on February 6th. Part of the final assignment was for the parent and student to create a public service advertisement with a prevention theme. Gift certificates provided by Dover Police Charities were given to five outstanding submissions. The Parent Program was funded by an \$18,000 grant from the New Hampshire Department of Health and Human Services.

Recreation: Lil' Shots basketball program ended on 2/21/09 for the season.

Midget basketball for 3rd and 4th graders also ended on 2/21/09. Fifth and Sixth graders continued their games on Saturdays at the McConnell Center, and continued practices during the week. Each team was able to play a halftime game at one of the Dover High Varsity Games for either the boys or girls. Games ended for this league on 2/14/09. All-star teams were formed for both girls and boys. The girls and boys competed in the Rollinsford/Somersworth "Frosty" Tournament over February vacation and the boys competed in the Kittery tournament. These teams will compete in local tournaments during March as well.

The 7th & 8th grade basketball teams finished out their seasons, playing both in-house and surrounding towns. Both Northeast League teams, which are HS boys, entered the second half of their schedules, competing against teams from Eliot, North Hampton, and Kittery. The High School finished undefeated, playing 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. All three men's leagues will wrap up their regular seasons soon and enter the playoffs in March. The Seacoast Women's Basketball League began playoffs on Sunday afternoons at the McConnell Center, and will wrap up their season on March 8th.

Registrations are on-going for Indoor Soccer program for 6-8 year olds which begins on March 7th. The Lil' Kickers soccer program for 4 & 5 year olds also begins March 7th and is already full. Parent/Toddler Open Gym on Mondays has been extremely popular and will continue on Mondays in March.

Spring Sports Signups were held in the McConnell Center cafeteria on three dates this month. Signups will continue for three more dates in March. Sport leagues field requests have started to come in, as well as Pavilion, Stage, and Park requests for the spring, summer and fall.

Attendance:

Parent/Toddler Open Gym: 133 (avg: 33 per session)

Senior Center: The center continues their recurring daily activities of Bingo, Bridge, Canasta, Cribbage, Poker, Scat, Scrabble, Skip-Bo, Kitty Whist, Pay Me, and Whist.

The Senior Book Club met 11a-12p the last Tuesday of the month. The Visiting Nurse is now visiting the center twice a month for blood pressure checks.

Seniors continue to use all fitness areas at Dover Recreation. Senior exercise classes are held Monday through Thursday mornings with classes full.

The Dover Community Senior Center (DCSC) had a 16-day trip to Daytona Beach for a Winter Activity and Show Tour. This has been a long running popular trip with the seniors. They also had a casino trip to Mohegan Sun.

The in-house ukulele band, The Silver Strummers, continue to practice at the center on Wednesday mornings. Gerry Smith had originally taught lessons at the center and had such a big group, that he stopped the lessons and created a band out of the students; they have performed at various events.

Senior Mystery Lunch 47

Senior Monthly Social 33

Indoor Pool: High School swimming came to an end at the beginning of February and Rec Swim has returned with above average attendance, especially during vacation week. There have been as many as 120 in the pool during vacation week. Adult Lap Swims have also been heavily attended. Hydrofitness continues to draw in a great crowd with different people coming in every day. Winter swim lessons ended on a great note, the entire session was well attended and ran flawlessly.

Seacoast Swimming continues to use our facility and will continue through the beginning of March. Pool rentals have been heavy this month with 12 parties using the facility during the weekends.

Hydrofitness: 20 participants at each class

Lap Swim: 150-200 swimmers daily

Rec Swim: 10-120 swimmers daily

Ice Arena: The winter programs, Co-ed C League, Chix with Stix, and Learn to Skate are running with excellent registrations. There has been good signup activity for the spring programs. Rock Night was held 3 times this month.

Attendance for the Arena is as follows:

Coed C League: 6 teams

Chix with Stix 54 participants

Stick Practice 356 skaters

Learn to Skate 10 to 12 skaters per session

Library Programs: 359 individuals in attendance at storytimes, movies, reading club, lectures, Teddy Bear sleepover, and author visit.

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

The Planning Department is drafting grant applications for energy efficiency programs and the development of an implementation plan for the energy audit that Johnson Controls has completed. Grant applications are due the end of March. Additionally, Planning staff worked with Community Services staff to review opportunities to capture some of the federal stimulus monies for use in energy related projects in Dover.

Various City departments viewed the Armory which resulted in a general consensus as to which space will be used for each department. An inspection was done by the Fire Department resulting in a recommendation to alarm the building for fire protection. Estimates for security and fire alarms are in progress.

PARKING & TRANSPORTATION

Staff continued to develop an implementation and development plan for the Pay and Display Project. A report outlining preliminary selection recommendations was delivered to the City Manager's office in February where further refinement was undertaken, with the goal of ensuring that the proper system is selected and implemented in the spring of 2009.

Staff continued to coordinate with COAST on refining route 33 (FasTrans) and develop the sister route 34. Route 34 serves downtown Dover, the Portland Avenue corridor, the Arena Park & Ride at the intersection of Portland Avenue and Oak Street, Grimes parking lot near downtown and the Dover Recreation facilities at Guppey Park. The Route is set to begin in early March, 2009.

The Transportation Advisory Commission met to elect officers and discuss a crosswalk policy and parking issues on Durham and Garrison Roads.

Police staff continues to be involved in the bid process for the Pay and Display System. Sgt. Speidel and other city staff are studying the system used by Portsmouth and Manchester. The goal is to have the first phase of the system completed by the end of spring.

CITY GROUNDS – FACILITIES & PARKS

The Facilities, Grounds and Cemetery Division stayed busy with normal day-to-day maintenance, such as clean-up and trash removal for the cemetery, grounds and public areas and the ongoing maintenance of street lights, traffic signals and signs. Crews repaired the Opticom at Hotel Drive, repaired the damaged signal at Oak Street and Central Avenue which had resulted from an accident, and replaced a cable for the signal at Central Avenue and Broadway. The deco light at 1 Washington Street was repaired and a trash container was removed at 233 Central Avenue, both were hit during a storm. Several décor lights in the downtown area were repaired and bulbs replaced. Crews made and installed 3 new signs for the downtown area. Per the request of the Police Department, several other signs, whether newly installed or reinstalled, were erected throughout the City as a result of traffic damage.

Facilities and Grounds worked hard preparing the old Assessor's office for new inhabitants; furniture was moved out and several areas on the walls were fixed, mudded, sanded and painted. The CO and NO2 sensors were checked at the Public Works Facility and generators were load tested at City Hall for the Police Department. The actuator control valves on the baseboard heat in the library were replaced and the heating issues in City Hall and the McConnell Center continued to be addressed. The gas burners at the Griffin Well Treatment Plant and the Indoor Pool were cleaned as well as the oil burners at City Hall.

The Recreation Director is meeting every 2 weeks with a committee of volunteers to develop a plan to improve the Bellamy 1 field.

NEIGHBORHOOD AREA SPOTLIGHTS

SW Cole continued to work with the Department of Environmental Services to review potential levels of elevation for Willand Pond. SW Cole, unfortunately, had some setbacks due to weather and staffing and has been delayed on generating this final number. The City has been assured that there will be progress in the month of March.

The Friends of Willand Pond group is still awaiting further activities. Staff has worked with the consultant to postpone work until the SW Cole work is further along.

ACKNOWLEDGEMENTS & EVENTS

The Police Department received 75,000 from Wentworth-Douglass Hospital. The funding will be used for Youth to Youth. The contribution is now being tracked in grant account set up through Finance.

GENERAL UPDATES

- ✦ The Library Director joined Chamber of Commerce Board of Directors and also continued participation on Lincoln event planning at Woodman Institute. She met with the Oral History Committee and worked with schools on Dover Reads activities.
- ✦ Cable TV has been installed in library's Lecture Hall. This free connection from Comcast will enable a place for the public to gather to see important events and this new service will add additional programming opportunities.
- ✦ Permit fees were reviewed and an updated proposal for budget considerations was drafted for various inspection categories. Planning is continuing the research on grant opportunities to assist with funding for inspection services and conformity with new and upcoming code changes.

- ✦ Fire and Rescue Administration met with Amateur Radio representatives. These volunteers provide a back up radio communication method throughout the State and are written into emergency response plans at all levels. One Fire & Rescue Captain became licensed as an Amateur Radio Operator after attending a free, multi-evening preparation class given at Wentworth-Douglass Hospital by the local Amateur Radio organization. Fire and Rescue Administration looks forward to this renewed support and assistance during EOC operations.
- ✦ Difficult winters continue to challenge the Fire Department's resources. The area has seen a tremendous amount of fires that required the response of Dover Fire and the expenditure of overtime. On a side note, the Fire Chief, who is the Emergency Management Director, has been meeting with representatives of FEMA and spending considerable time compiling the required paperwork and data to support the City's request for funding reimbursement due to storm costs from the December 2008 Ice Storm.
- ✦ The City Clerk and Tax Collection offices merger has been completed with minor work pending. The Tax Collection space was rehabilitated to allow for the extra space needed by the Clerk's. New work station/counter space has been installed and new entryways have been completed. There are still some smaller items that need to be fleshed out over the months of March and April.
- ✦ The Planning reception and secretarial staff area relocated to the former Assessing space, and the Planners relocated to the former reception space on February 27th, 2009. The relocation places all of the planning functions within the same front door, which should increase efficiency with the administrative staff.
- ✦ The Planning Department welcomed a new volunteer to assist with the development of the City's Community Facilities and Utilities Master Plan. The volunteer is a recent graduate of UNH's Environmental Sciences Program and assists the department for 4 hours a week.
- ✦ The Planning Board continues to meet weekly in subcommittee format to discuss changes to the City's Zoning regulations, Site Plan regulations and Subdivision regulations. The first of 4 workshops was held on February 24th to review progress on code updates. Two more will be held in March and 1 will be held in April.
- ✦ Jeff Taylor and Associates continued to work on the Form Based Code Project drafting language and working with staff to interpret results of public input. A workshop was held with the Planning Board on February 24th to review the work complete and to discuss revised tables for the code.
- ✦ The Planning Department developed an outreach and education program on signage. Staff has collected illegal signs and attempted to fine businesses in violation of the zoning ordinance.

FISCAL YEAR 2009 CITY COUNCIL EXPECTATIONS OF CITY MANAGER

FEBRUARY:

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

Provided information to the City Council via email relative to positions in the AFSCME Contract.

A list of benefits associated with the NRRRA resolution provided to City Council in response to Councilor Scott's request.

Legislative Bulletins have been provided to City Council on a weekly basis.

Forwarded media release on the expansion of the FasTrans Service Expansion.

New Hampshire Governor's proposed budget provided to City Council.

Notification on the appointment of DBIDA's new Economic Development Director.

An electronic copy of both the FY2008 Comprehensive Annual Financial Report with the Annual Independent Auditor's Report (CAFR) and the independent auditor's FY08 Management Letter and Management's Response forwarded to Council.

Resolution notification to Council on the Fire Department's Platform Ladder Truck.

Notification to Council on Comcast's build-out delay to Dover residents.

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

F&R Administration met with Amateur Radio representatives. These volunteers provide a back up radio communication method throughout the State and are written into emergency response plans at all levels. One Fire & Rescue Captain became licensed as a Radio Amateur Radio Operator after attending a free, multi-evening preparation class given at Wentworth-Douglass Hospital by the local Amateur Radio organization.

Several meetings with various City Councilors occurred on several topics including amateur radio operator integration into EOC operations and the purchase of the demo ladder platform saving the City approximately \$100,000.

Legal division provided timely response to three (3) requests for information made pursuant to RSA 91-A

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

Planning is continuing to research grant opportunities to assist with funding for inspection services and conformity with new and upcoming code changes.

4. Handles emergencies and crises effectively.

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

This information is currently being assembled.

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

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

Discussions with Department Heads have taken place and goals for each are currently being assembled.

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

9. Host quarterly public information sessions. Topics may include roads and sidewalks, parking/traffic/crosswalks along with other pertinent topics that may arise during the course of the year. (other informational meetings are being included below)

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

Chapter 131-19 was reviewed which pertains to smoking on library grounds.

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

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

The City Clerk and Tax Collection offices merger has been completed. The Tax Collection space was rehabilitated to allow for the extra space needed by the Clerk's. New work station/counter space has been installed and new entryways have been completed. The merger took place on February 25th. There are still some smaller items that need to be fleshed out over the months of March and April.

The Planning reception area relocated to the former Assessing space, and the professional planning staff relocated to the former reception space, on February 27th, 2009. The relocation places all of the planning functions within the same front door, which should increase efficiency with the administrative staff. The former planning offices will be utilized for economic development and parking/transportation functions.

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

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

OPERATING STATISTICS

	February 2008	January 2009	February 2009	CY09 Totals
	28 Days	31 Days	28 Days	
F&R Ambulance Revenue	\$65,625	\$71,957	\$101,428	\$173,385
F&R Total Calls for Service	462	497	365	862
F&R Calls for Fires	19	23	30	53
F&R Simultaneous Emergency Incidents	62	63	71	134
F&R 3/4 Simultaneous Emergency Incidents	19	17	16	33
F&R Emergency Medical Calls	253	255	204	459
F&R Patients Transported Area Hospitals	240	229	193	422
F&R Hazardous Condition Calls	20	8	6	14
F&R Service Calls - Miscellaneous	37	42	22	64
F&R Lock Out Calls	76	75	60	135
F&R False/Good Intent Calls	57	94	43	137
F&R Certificate of Occupancy Inspections	12	3	74	77
F&R Life Safety Inspections	6	2	28	30
F&R Business Inspections	97	31	74	105
F&R Sprinkler/Alarm Inspection	8	17	22	39
F&R Car Safety Seat Inspections	12	9	6	15
F&R Building Inspections	43	23	37	60
F&R Electrical Inspections	46	96	65	161
F&R Plumbing/Mechanical Inspections	43	77	49	126
F&R Health Inspections	6	38	47	85
F&R Housing Standards Inspections	7	18	9	27
F&R School/Daycare Inspections	9	2	2	4
F&R Oil Burner Inspections	6	1	5	6
F&R Woodstove/Fireplace Inspections	0	2	2	4

F&R Burning Permits Issued	65	14	23	37
F&R Building Permits Issued	16	17	15	32
F&R Blasting Permits Issued	5	0	1	1
Fire Loss Totals	\$3,500	\$107,000	\$8,375	\$115,375
Library-Circulation	24,678	23,988	23,423	47,411
Library-New Patrons	133	161	141	302
Library-Total Cardholders	26,008	27,779	27,906	-
Library-Public Meetings Held	58	27	36	63
Library-Audio Downloads	19	22	19	41
Library-Internet/PC Usage	2,455	2,448	2,243	4,691
Library-Museum Passes borrowed	48	42	71	113
Library-Circulation desk hold requests	1,632	1,319	1,269	2,588
Library-Remote online hold requests	1,122	1,102	948	2,050
Library-Attendance at Programs	312	295	359	654
Human Services-Number of Contacts	310	430	351	781
Human Services-Number of Cases	71	99	85	184
Human Services-Case Expenditures	\$28,351	\$46,133	\$34,771	\$80,904
F&G – Number of Burials - Traditional	2	4	3	7
F&G – Number of Burials - Ash	-	2	2	4
F&G – Concrete Foundations for Monuments	-	0	0	0
F&G – Number of Work Orders Received	68	118	102	120
IT - Total Visitors to Website	57,525	44,016	39,858	83,874
IT - Average Visitors to Website Per Day	1,983	1,419	1,423	2,842
IT – Number of Support Requests Processed	-	-	78	78
Clerk/Collector – Total Revenue	4288	\$4,304	3,209	\$7,513
Clerk/Collector – Death Certificates Issued	130	200	238	438
Clerk/Collector – Marriage Licenses Issued	7	13	9	22
Clerk/Collector – Birth Certificates Issued	179	238	253	491
Clerk/Collector – Notary Public Requests	83	49	27	76
Clerk/Collector – Marriage Certificates Issued	-	30	40	70

Clerk/Collector – Justice of Peace Requests	-	2	2	4
Clerk/Collector - Vehicle Registrations	2,474	1,714	1,918	3,632
Police Dept Total Calls for Service	2,334	2,440	2,031	4,471
Police Dept Total Number of Offenses	192	131	130	261
Police Dept Motor Vehicle Stops	564	656	430	1,086
Police Dept Total Motor Vehicle Summonses	104	79	59	138
Police Dept MV Accidents Investigated	90	93	92	185
Police Dept Parking Tickets Issued	1,224	800	771	1,571
Police Dept – Arrests	-	66	67	133
Police Dept – Criminal Summonses	-	24	17	41
Police Dept – Motor Vehicle Summonses	-	79	59	138
Police Dept – Warnings to Drivers	-	577	371	948
Police Dept – Drunk Drivers Arrested	-	8	12	20
Police Dispatch Total Phone Calls	12,310	9,589	8,436	18,025
Police Dispatch – 911 Calls	385	405	321	726
Police Dispatch – Radio Transmissions	11,081	10,177	7,853	18,030
Police Records Bureau Revenue	\$15,081	\$26,933	\$29,020	\$55,953
Police Reports/Criminal Record Requests	79	68	83	151
Police Case Reports Processed	703	653	752	1,405
Police Prosecution – Adult Arraignments	69	44	67	111
Police Prosecution – Adult Trials	1	11	7	18
Police Prosecution – Hearings	92	9	15	24
Teen Center Participants-Average Per Day	23	30	28	58
PD Com. Service Program –Juveniles Tracked	28	29	23	52
PD Community Service Hours	45	66	62.5	128.5
Public Works – Work Orders Resolved	42	67	138	205
Public Works – Work Orders Pending	48	27	18	-
PW – Water Gallons Pumped	64,201,000	66,223,000	61,741,000	127,964,000
PW – Average Water Gallons per Day	-	2,136,000	2,205,000	-

Total Tonnage of Trash Collected	346.14	289.99	300.03	590.02
Total Tonnage of Paper Collected	88.54	91.54	82.95	174.49
Total Tonnage of Commingles Collected	83.05	90.04	95.11	185.15
Arena Public Skate Attendance	814	1,208	1,378	2,586
Arena Rock Night Attendance	76	263	234	497
McConnell Center –‘Open Gym’ Participants	1883	1,971	2,451	4,422
McConnell Center Common Area Reservations	86	57	81	138
Senior Center Membership Renewals	15	26	23	49
Senior Center New Memberships	16	8	19	27
Senior Center – Participants on Trips	28	50	69	119
Senior Center – Daily Game/Class Participants	610	356	560	916
Senior Center – Walk ins, no particular activity	314	422	555	977

HUMAN RESOURCE STATISTICS & UPDATES
February 2009

Average Number of Employees Paid by Department			
Department:	January 2008	December 2008	January 2009
	5 week	5 week	4 week
Community Services	70	72	68
Executive	13	15	15
Finance	15	16	16
Fire & Rescue	53	59	59
Human Services	3	3	3
Library	23	22	22
Planning	9	6	6
Police	88	83	85
Recreation	72	65	73
Average Number of Employees Total	346	341	347

Personnel Status		
New Hires for Month	5	1 – Executive, 1 – Fire, 1 – Police, 2 – Recreation
Separations for Month	4	4 – Recreation
New Hires – Fiscal Year to Date	37	7 – Community Services, 2 – Executive, 1 – Finance, 4 – Fire, 5 – Police, 18 – Recreation
Separations – Fiscal Year to Date	34	6 – Community Services, 3 – Fire, 5 – Police, 20 – Recreation

Gross Wages Paid		
January 2008	December 2008	January 2009
5 week	5 week	4 week
\$1,571,755	\$1,689,507	\$1,245,171

Employee Name	Position	Dept	Employee Type	Base Rate	Reason
Separations:					
Heath, Lila	Rec Program Specialist	Rec	SPT	12.53/hr	Voluntary
Koster, Katherine	Rec Program Specialist IV	Rec	SPT	30.00/per diem	Voluntary
LoConte, John	Rec Program Specialist IV	Rec	SPT	30.00/per diem	Voluntary
Trott, Harry	Rec Program Specialist	Rec	Spt	12.53/hr	Voluntary
Heath, Lila	Rec Program Specialist	Rec	SPT	12.53/hr	Voluntary
New Hires:					
Ambrose, Joshua	Firefighter	Fire	RFT	17.01/hr	
Jerard, Jason	Parking Enforcement Officer	Police	RFT	13.51/hr	
Krans, Adam	Camera Operator	Exec	Temp	40.00/per diem	
Shaffer, Alexander	Rec Program Specialist IV	Rec	SPT	30.00/per diem	
Tessitore, Heleigh	Rec Program Specialist IV	Rec	SPT	30.00/per diem	

Total Permits Issued: FEBRUARY 2009

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
08-469	INDONESIAN FOURSQUARE C	47	FOURTH STREET	CHANGE OF USE TO CHURCH	C	31	39	0	25
09-007	DOVER AUTO WORLD	125	STARK AVENUE	DEMO RETAIL BLDG	C	K	40A	0	50
09-014	GREATER DOVER CHAMBER	550	CENTRAL AVENUE	RENOVATIONS TO CONVERT BLDG. TO	C	5	17	120000	1225
08-139	THORNWOOD COMMONS LLC	2	JACQUELINE DRIVE	CONSTRUCT A SINGLE FAMILY DWELLI	R	M	4-1	136000	1385
08-146	THORNWOOD COMMONS, LLC	17	JACQUELINE DRIVE	CONST. SGLE FAMILY DWLG W/ATT. GA	R	M	4-8	136000	1385
08-449	WOODWIND FARMS LLC/GOR	26	SADDLE TRAIL DRIVE	2 STORY ADD. ONTO SINGLE FAMILY D	R	N	8-1-1	200000	2025
08-460	DROUIN	164	DURHAM ROAD	INSTALL SOLAR PANELS ON GARAGE	R	I	20C	5000	75
08-473	MCNALLY	7	JAMES STREET	CONST. REAR ADD. FOR RENOV. OF SN	R	I	76L	70000	725
09-009	PETRUZELLI	95A	FOURTH STREET	SINGLE FAMILY W/ ATT GARAGE	R	32	36C	180000	1825
09-010	PICNIC RIVER PARTNERS OF D	14	PICNIC ROCK DRIVE	CONST. A SNGL FMLY DWLG. W/ATT. G	R	16	20-1	120000	1225
09-013	FOGARTY	410	DOVER POINT ROAD	CONVERT SINGLE FAMILY TO TWO FA	R	8	44	13000	142
09-016	TEACH A MAN TO FISH, INC.	11	SECOND STREET	REPAIR/REPLACE DAMAGED BY VECHI	R	6	35	8000	105
09-017	WEEDEN	47	CATARACT AVENUE	DEMOLISH & REMOVE SINGLE FAMILY	R	14	9	50	50
09-018	SHERMAN	26	FALCON DRIVE	FINISH BASEMENT FOR ADD. LIVING AR	R	N	19-3	20000	225
09-022	HYNES	2	WOODMAN PARK DRIVE	REPLACE BASEMENT ENTRANCE	R	12	141B	10000	125

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map Lot	Construction Value	Fee
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Total Permits Issued: 15

Total Construction Value: \$1,018,050.00

Total Fees Collected: \$10,592.00

Type of Permits Issued		Certificate of Occupancy's	
Apartment dwlg units	0	Apartment Units	0
Commercial	0	Commercial	1
Condo Units	0	Condo Units	0
Congregate Care Facility	0	Congregate Care Facility	0
Convert 1 to 2 Fmly Dwlg	1	Convert 1 to 2 Fmly Dwlg	0
Duplex Unit	0	Duplex Unit	0
Industrial	0	Industrial	0
Multi Family	0	Renovations	0
Manufactured Dwlg	0	Manufactured Dwlg	0
Single Family Dwelling	4	Single Family Dwellings	3
		Total	4

COMMUNITY SERVICES CAPITAL IMPROVEMENT PROJECTS Status as of February 2009

STREET IMPROVEMENTS

Current: Paving bid has been rewritten to include escalation clauses; bid will go out this March and paving will begin this spring.

Previous: Revising cost estimates and work list to come inline with proposed budget.

BROADWAY/RR CULVERT (formerly NY St Drainage)

Current: The project was submitted to NHDES for stimulus funding which if awarded funding is expected to begin construction during 2009. Attorney is working on resolution with the railroad.

Previous: Meeting with outside attorney to assist in coming to a resolution with the railroad regarding easement issue.

COCHECHO RIVER DREDGING

Current: The USACOE has notified the City that the ACOE will receive stimulus funding to use for ongoing projects. The Cochecho dredge project may be one of the projects selected by the ACOE to utilize the funds to complete. The current cost estimate to dredge and dispose of the spoils remaining in the navigation channel requires that an additional \$2.2 million dollars is allocated to the project. We remain hopeful that the ACOE will select the Cochecho dredge project to utilize stimulus funds.

Previous: 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.

RIVER ST PUMP STATION UPGRADE

Current: Plans and specifications are being finalized and the project should go out to bid in March.

Previous: Comments have been made on the 50% plans. Design engineer is working on 90% plans.

WALLINGFORD ST SEWER REPLACEMENT

Current: The Consultant has started the design. A neighborhood meeting was held in February to present preliminary plans with residents.

Previous: Consultant has started survey work for design.

SEWER INFLOW / INFILTRATION MITIGATION

Current: Proposals were received from about a dozen contractors to construct the improvements identified in this years I&I sewer work. City staff and the design engineers are reviewing the proposals to determine the most advantageous proposal. It is expected that a resolution to award the bid will be on a March agenda. An application for stimulus funds has been submitted to NHDES. The schedule for awarding the stimulus funds is unclear at this point and may delay the start of the project if it is determined that the I&I project is eligible and a likely candidate to receive the stimulus funds. We are awaiting a response to this question from NHDES.

Previous: 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.

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.

COCHECO RIVER SHORELINE STABILIZATION PROJECT

Current: A NHDES wetlands permit application was submitted and we are waiting for the application to be reviewed and hopefully approved. The application covers the work completed under an emergency authorization as well as the second phase of work recently authorized by the City council to complete. Once the permit is approved SUMCO stands ready to complete the second phase of work.

Previous: 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. GeoInsight has completed the application and it will be filed the first week of February.



Dover	Feb - 2008	Feb - 2009	Total Increase	% Increase	FY08 YTD	FY09 YTD	Total Increase	% Increase
Route 1 FasTrans	1,368	1,305	(63)	-4.6%	6,686	7,587	901	13.5%
Route 2	4,145	4,094	(51)	-1.2%	21,889	23,083	1,193	5.5%
Route 33 FasTrans	0	558	558	n/a	0	1,548	1,548	n/a
Comm. Rtes.	3,590	3,305	(285)	-7.9%	21,209	19,204	(2,005)	-9.5%
ADA trips	45	96	51	114.7%	559	997	438	78.5%
Total	9,148	9,358	210	2.3%	50,343	52,419	2,076	4.1%

* Fiscal Year is Oct. 1 - Sept. 30

Dover FastTrans Improvements on the Way

Portland Ave. / Arena Park & Ride / Guppey Park / Lower Square / Children's Museum

Monday, February 19, 2009

Contact: Rad Nichols, Executive Director, COAST

603-743-5777

Dover, NH –The Cooperative Alliance for Seacoast Transportation (COAST) announced today that a new bus route serving the city of Dover, New Hampshire is on schedule to start March 2. The new Dover FastTrans - Route 34 is the second piece of the FastTrans bus system to be implemented. The route serves downtown Dover, the Portland Avenue corridor, the Arena Park & Ride at the intersection of Portland Ave. & Oak St., Grimes parking lot near downtown and the Dover Recreation facilities at Guppey Park.

At the same time, service changes will be made to two other bus routes within Dover, COAST Route 1 and FastTrans Route 33. COAST Route 1 service will be increased to hourly frequency and one extra evening trip will be added at 6:10 pm. Route 1 serves Dover, including Washington and Whittier Streets, Somersworth and Berwick. Additionally, Route 1 and the new FastTrans Route 34 will be paired together, providing an easy single bus ride through Dover, to the Shaw's Plaza and beyond.

Dover FastTrans - Route 33 will undergo improvements based on the first three months of service. New, on-call service will be added to the McConnell Center via St. Thomas Street. A new express run will be added at 6:35 am to provide earlier connections for travelers wishing to use C&J services at the NHDOT Exit 9 Park & Ride lot and employees working at Measured Progress on Education Way. All other service on Education Way and all service on Venture Drive will be transitioned to on-call to improve on-time service on the route.

Rad Nichols, COAST Executive Director, expressed his considerable enthusiasm for the new bus route. "We find ourselves once again tremendously excited about expanding public transit services within the City of Dover."

Bruce Woodruff, Dover City Planner, further stated, "This service, similar to the recently implemented Route 33 service, will also connect parking lots just outside of the downtown with quick and convenient bus service into and out of the downtown. It significantly enhances the attractiveness of working,

dining, and shopping in Dover by encouraging parking in the periphery of the City and promoting less congestion. Downtown in-fill development, like the Children's Museum, is complemented tremendously by this great addition."

The Dover FastTrans Route 34 bus will operate hourly Monday through Friday with 13 trips out Portland Avenue and 13 trips returning back into downtown daily. The first bus will head out Portland Avenue at 6:11 am. The last inbound bus for the evening will depart the Arena Park & Ride at 6:34 pm.

The route will begin at the Dover Transportation Center in downtown. It will proceed through downtown via Chestnut, Washington and Main Streets before heading out Portland Avenue to the Arena Park & Ride and Guppey Park. The same route will be followed when returning back into downtown. In downtown, the bus will use Main Street, Central Avenue and Washington Street before returning to the Transportation Center via Chestnut Street.

Passengers will be able to board the bus at stops located approximately every ¼ mile along the route. Unique to the Dover FastTrans service concept, there is one designated area through which the bus may divert off the main route to service "on-call" stops. Diversions will enable residents in neighborhoods a few blocks from the mainline route to more easily access the bus. The streets on which the bus will divert include Oak Street, between Portland and Atlantic Avenues, and Atlantic Avenue, between Oak Street and Portland Avenue.

Passengers boarding the bus along the route will pay just \$1.50 per trip. Passengers boarding or exiting the bus at an on-call stop will pay \$2.00 per trip. Seniors, disabled and passengers with a valid Medicare card can ride for half the cash fare. COAST tickets and passes will be recognized as valid fare media as well.

COAST is operating the new service for the City of Dover under a federal Congestion Mitigation/Air Quality (CMAQ) grant. Under this program the federal government will subsidize 80% of the project costs (less farebox revenues) for up to three (3) years. The City of Dover, through the \$3.50 vehicle registration fee residents pay at City Hall, will subsidize the majority of the remaining 20% of the project costs.

The Cooperative Alliance for Seacoast Transportation (COAST) has provided public transit service to the Seacoast New Hampshire region for over 26 years. COAST is a public, non-profit transit system that relies primarily on federal and local government support to operate. For more information on COAST and/or the new Dover FastTrans Route 34 bus service, visit www.coastbus.org or call the friendly staff at COAST at (603) 743-5777.

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	21	4	2	2	29
March					
April					
May					
June					
Totals:	212	67	34	37	350

City of Dover

Bid Solicitation Report

For February 2009

3/4/2009

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	
CS-Environmental				2008 Infiltration & Inflow Reduction	
B09042	02/02/2009	02/25/2009			
Fire and Rescue				Medical Supplies Dover Fire	
B09044	02/19/2009	03/16/2009			
CS-Engineering				Surveying Services-128 Henry Law Ave	
Q09-020	02/20/2009	03/04/2009			
Total for					

30 Comm Serv PW

City of Dover

Bid Solicitation Report

For February 2009

3/4/2009

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	
CS Admin				Short Line/Hand Painting	
B09049	02/18/2009	03/10/2009			
			General Fund	CS - Streets	
CS Admin				Center Line Painting	
B09050	02/18/2009	03/10/2009			
			General Fund	CS - Streets	
CS Admin				Constuction Equipment Rental	
B09047	02/23/2009	03/12/2009			
CS Admin			Tri-City Masonry	Masonry Supplies	
B09046	02/13/2009	03/03/2009			
CS Admin				Sand & Gravel	
B09045	02/23/2009	03/11/2009			

City of Dover

Bid Solicitation Report

For February 2009

3/4/2009

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	

Total for Comm Serv PW

35 Recreation

Recreation Admin				Summer Brochure	
Q09-019	02/18/2009	03/18/2009			
<hr/>					
Recreation Admin	02/26/2009	35-256286	Accu-Grind of New England	Zamboni Blade Sharpening	0.00
Q09-018	02/06/2009	02/19/2009			
	PA		General Fund	Arena	

Total for Recreation 0.00

55 Other Financing Uses

CS Admin				2009 Ford Fusion	
B09048	02/13/2009	03/09/2009			
			Fleet Maintenance Fund	Internal Service	

Total for Other Financing Uses

City of Dover

Bid Solicitation Report

For February 2009

3/4/2009

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		
Grand Total All Departments						0.00

City of Dover

Purchase Order Report

For February 2009

3/4/2009

Department	PO Date Bid Number Approved By	PO No Bid Date CC Meeting	Vendor Bid Due CC Meeting	Item No Fund	Description PO Notes Function/Division	PO Amount
15 Finance						
Finance	02/23/2009	R15-108081	Treasurer, State of NH		2nd Injury Fund Prorata Share	6,566.25
	PA				Workers Compensation Fund Internal Service	
Total for Finance						6,566.25
19 Misc General Gov't						
Fire	02/11/2009	15-256040	Valley Transportation Inc		Repairs to Engine 5	8,550.78
	PA				General Fund Misc Gen Gov't	
Total for Misc General Gov't						8,550.78
21 Police						
Finance	02/10/2009	15-256038	LGC Healthtrust		Powers July 07-Jan 08	8,891.75
	PA				General Fund Police Operations	
Police Admin	02/10/2009	21-256133	Larry Ryan Builder		Bathroom Renovations	7,391.00
	Q09-012		12/19/2008	01/06/2009		
	PA				General Fund Police Support	
Total for Police						16,282.75
22 Fire & Rescue						
F&R Suppression	02/12/2009	15-256070	Smeal Fire Apparatus Co.		Smeal Aerial Demo with Trade in	817,353.96
	PA				F&R Suppression	

City of Dover

Purchase Order Report

For February 2009

3/4/2009

Department	PO Date Bid Number Approved By	PO No Bid Date CC Meeting	Vendor Bid Due Fund	Item No	Description PO Notes Function/Division	PO Amount
Total for Fire & Rescue						817,353.96
30 Comm Serv PW						
CS Admin	02/03/2009	30-255956	Northern NE Passenger Rail		2008 Platform Liability Premium	17,140.80
	PA				General Fund Gen Gov't Buildings	
Total for Comm Serv PW						17,140.80
35 Recreation						
Recreation Admin	02/20/2009	35-256173	Busy Bee Janitorial Services, LLC		McConnell Cleaning	21,235.25
	PA				McConnell Center Gen Gov't Buildings	
Recreation Admin	02/12/2009	35-256078	A Yankee Line, Inc		Senior Centr Trip -Daytona Beach Tour -2009	25,737.00
	PA				Recreation Pgms	
Total for Recreation						46,972.25
Grand Total All Departments						912,866.79

City of Dover

Expenditures of Major Funds

February 28, 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	1,635.34	120,908.52	56,543.50	18,196.98	9.30
Executive	979,026.00	981,828.00	63,194.26	631,832.84	2,176.58	347,818.58	35.43
Finance	1,167,001.00	1,174,742.28	82,514.17	762,851.55	64,803.14	347,087.59	29.55
Planning	445,954.00	476,359.00	35,265.25	349,058.90	1,128.76	126,171.34	26.49
Misc Gen Gov't	849,357.00	1,004,608.32	62,943.94	411,517.64	61,080.49	532,010.19	52.96
Police	6,422,037.00	6,464,842.06	430,597.57	4,356,067.79	24,108.27	2,084,666.00	32.25
Fire & Rescue	6,228,171.00	6,236,570.00	507,455.16	4,353,327.95	3,314.63	1,879,927.42	30.14
Comm Serv PW	5,322,246.00	5,954,374.13	270,379.94	3,191,677.18	254,621.45	2,508,075.50	42.12
Recreation	1,310,221.00	2,945,450.73	181,644.15	4,090,945.01	12,704.34	(1,158,198.62)	(39.32)
Public Library	1,074,129.00	1,083,739.74	72,506.68	715,200.89	2,328.88	366,209.97	33.79
Human Services	717,702.00	722,667.15	58,041.31	450,125.80	6,471.08	266,070.27	36.82
Debt Service	9,108,852.00	9,108,852.00	31,322.50	3,708,216.67	0.00	5,400,635.33	59.29
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	3,073,956.08	23,234,855.92	0.00	16,261,660.52	41.17
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	4,871,456.35	53,148,909.66	489,281.12	29,080,331.07	35.16
3320 Residential Solid Waste							
Comm Serv PW	1,113,486.00	1,188,053.37	10,002.23	613,228.20	454,239.72	120,585.45	10.15
Total for Residential Solid Waste	1,113,486.00	1,188,053.37	10,002.23	613,228.20	454,239.72	120,585.45	10.15
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	23,094.14	358,396.64	28,910.20	397,844.01	50.67
Total for McConnell Center	745,662.00	785,150.85	23,094.14	358,396.64	28,910.20	397,844.01	50.67

City of Dover

Expenditures of Major Funds

February 28, 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	231,924.25	2,366,718.57	40,036.20	1,848,816.26	43.44
Total for Water Fund	4,158,670.00	4,255,571.03	231,924.25	2,366,718.57	40,036.20	1,848,816.26	43.44
5320 Sewer Fund							
Comm Serv PW	5,575,072.00	5,588,830.29	329,582.39	3,423,429.38	33,535.88	2,131,865.03	38.15
Total for Sewer Fund	5,575,072.00	5,588,830.29	329,582.39	3,423,429.38	33,535.88	2,131,865.03	38.15

City of Dover

Revenues of Major Funds

February 28, 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	11,340.74	58,134,379.27	(198,378.64)	(0.34)
Licenses & Permits	4,467,223.00	4,467,223.00	281,288.14	2,777,034.23	1,690,188.77	37.84
Intergovernmental	2,594,315.00	2,594,285.00	37.40	2,383,342.63	210,942.37	8.13
Charges for Services	1,385,535.00	2,974,444.00	240,134.56	1,949,604.16	1,024,839.84	34.45
Misc. Revenue	1,125,128.00	1,155,392.00	44,823.02	780,355.99	375,036.01	32.46
Education	12,389,888.00	12,389,888.00	598,413.32	8,084,051.38	4,305,836.62	34.75
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	1,176,037.18	74,108,767.66	7,458,464.97	9.14
3320 Residential Solid Waste						
Charges for Services	1,113,486.00	1,113,486.00	74,568.96	747,881.29	365,604.71	32.83
Misc. Revenue	0.00	0.00	14.04	136.05	(136.05)	0.00
Total for Residential Solid Waste	1,113,486.00	1,113,486.00	74,583.00	748,017.34	365,468.66	32.82
3381 McConnell Center						
Misc. Revenue	731,096.00	731,096.00	19,858.23	159,193.95	571,902.05	78.23
Operating Transfers In	14,566.00	14,566.00	31,013.49	260,516.32	(245,950.32)	#####)
Total for McConnell Center	745,662.00	745,662.00	50,871.72	419,710.27	325,951.73	43.71
5300 Water Fund						
Charges for Services	4,137,670.00	4,137,670.00	109,152.03	2,345,266.85	1,792,403.15	43.32
Misc. Revenue	21,000.00	21,000.00	1,879.17	19,693.68	1,306.32	6.22
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	111,031.20	2,539,960.53	1,618,709.47	38.92

City of Dover

Revenues of Major Funds

February 28, 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	122,820.29	2,350,117.05	1,912,536.95	44.87
Misc. Revenue	32,000.00	32,000.00	1,908.47	22,081.59	9,918.41	31.00
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	124,728.76	4,063,314.85	1,511,757.15	27.12

City of Dover

Arena - General Fund
Revenue & Expenditure Report
 (Excludes Debt Service & Extraordinary Transfer to Enterprise)
February 28, 2009

	Original Budget	Adjusted Budget	Actuals This Period	Actuals Year To Date	Encumbrance	Under(Over) Budget	% Remain
Revenue	0.00	1,619,173.00	169,083.27	1,108,288.74	0.00	510,884.26	31.55
Expenditures	0.00	1,251,676.00	95,865.69	796,801.38	10,544.66	444,329.96	35.50
	0.00	367,497.00	73,217.58	311,487.36	(10,544.66)	66,554.30	(3.95)

FY09 Storm Management Summary Report

Date	Condition	Accumulation in "s	Total O/T hrs	Total O/T Cost	Contractor Cost	Salt Ton	Salt Cost	Sand Yard	Sand Cost	Salt Brine	Brine Cost	Total Storm Cost
11/26/2008	Icy Roads		0	\$ -	\$ 550.00	0	\$ -	41	\$ 848.70	\$ -	\$ -	\$ 1,398.70
11/28/2009	Icy Roads		39.2	\$ 1,017.53		19	\$ 1,198.33	101.5	\$ 2,101.05	\$ -	\$ -	\$ 4,316.91
12/9/2008	Dry Snow	0.25	11.3	\$ 369.26	\$ 220.00	104.5	\$ 6,590.82	21.5	\$ 445.05	\$ -	\$ -	\$ 7,625.13
12/11/2008	Icy Roads	0	59.9	\$ 1,885.82	\$ 110.00	70	\$ 4,414.90	132.5	\$ 2,742.75	\$ -	\$ -	\$ 9,153.47
12/12/2008	Rain/ Freezing Rain/Ice*	0	128.45	\$ 4,073.85	\$ 220.00	10.5	\$ 662.24	56	\$ 1,159.20	\$ -	\$ -	\$ 6,115.29
12/17/2008	Wet Snow	4	111.2	\$ 3,244.54	\$ 1,745.00	160.5	\$ 10,122.74	236	\$ 4,885.20	\$ -	\$ -	\$ 19,997.48
12/19/2008	Dry Snow	12	757.65	\$ 20,117.58	\$ 4,048.00	200	\$ 12,614.00	190	\$ 3,933.00	2850	\$ 171.00	\$ 40,883.58
12/22/2008	Dry Snow	16	766.15	\$ 22,064.62	\$ 12,099.50	167	\$ 10,532.69	285	\$ 5,899.50	\$ -	\$ -	\$ 50,596.31
12/24/2008	Sleet	0	32.8	\$ 1,092.76	\$ 280.00	78.5	\$ 4,951.00	45	\$ 931.50	\$ -	\$ -	\$ 7,255.26
12/26/2008	Icy Roads Weekend Call	0	0	\$ -	\$ 415.00	0	\$ -	3.5	\$ 72.45	\$ -	\$ -	\$ 487.45
12/30/2008	Wet Snow	1	44	\$ 1,254.30	\$ 220.00	110	\$ 6,937.70	126.5	\$ 2,618.55	\$ -	\$ -	\$ 11,030.55
12/31/2008	Wet Snow	2	239.55	\$ 6,839.06	\$ 2,065.00	182	\$ 11,478.74	249.5	\$ 5,164.65	\$ -	\$ -	\$ 25,547.45
1/2/2009	Icy Roads Weekend Call	0	0	\$ -	\$ -	24.5	\$ 1,545.22	0	\$ -	\$ -	\$ -	\$ 1,545.22
1/5/2009	Icy Roads	0.5	53.5	\$ 1,616.71	\$ 1,525.00	114.25	\$ 7,205.75	19	\$ 393.30	\$ -	\$ -	\$ 10,740.76
1/8/2009	Rain/ Freezing Rain/Ice*	4	301.55	\$ 8,756.45	\$ 1,919.00	395.5	\$ 24,944.19	382.5	\$ 7,917.75	3000	\$ 180.00	\$ 43,717.39
1/9-10/09	Weekend Call material only	0	131.4	\$ 3,821.87	\$ 4,425.00	0	\$ -	10	\$ 207.00	\$ -	\$ -	\$ 8,453.87
1/11/2009	Wet Snow	9	118	\$ 3,248.05	\$ 3,983.00	83	\$ 5,234.81	264	\$ 5,464.80	\$ -	\$ -	\$ 17,930.66
1/14/2009	Snow Removal	0	105.3	\$ 2,968.54	\$ 5,840.00	0	\$ -	6	\$ 124.20	\$ -	\$ -	\$ 8,932.74
1/18/2009	Dry Snow	15	816.45	\$ 23,573.58	\$ 4,640.00	218	\$ 13,749.26	269.5	\$ 5,578.65	\$ -	\$ -	\$ 47,541.49
1/20/2009	Snow Removal	0	131.4	\$ 3,821.87	\$ 4,425.00	0	\$ -	12	\$ 248.40	\$ -	\$ -	\$ 8,495.27
1/28/2009	Wet Snow/Sleet/Rain	6	517.05	\$ 15,181.78	\$ 3,156.00	205	\$ 12,929.35	210	\$ 4,347.00	\$ -	\$ -	\$ 35,614.13
1/29/2009	Snow Removal	0	55.8	\$ 1,735.50	\$ 1,650.00	0	\$ -	14	\$ 289.80	\$ -	\$ -	\$ 3,675.30
2/4/2009	Dry Snow	2.5	94	\$ 2,685.89	\$ 415.00	193	\$ 12,172.51	16	\$ 331.20	\$ -	\$ -	\$ 15,604.60
2/13/2009	Snow Removal	0	49	\$ 1,398.95	\$ -	0	\$ -	3	\$ 62.10	\$ -	\$ -	\$ 1,461.05
2/19/2009	Wet Snow/Rain	5	199.6	\$ 5,912.82	\$ 1,340.00	181	\$ 11,415.67	0	\$ -	\$ -	\$ -	\$ 18,668.49
2/20/2009	Snow	3	126.25	\$ 3,495.34	\$ -	94	\$ 5,928.58	212	\$ 4,388.40	\$ -	\$ -	\$ 13,812.32
2/23/2009	Wet Snow/Rain	6	332.8	\$ 9,830.17	\$ 2,103.00	166.5	\$ 10,501.16	231	\$ 4,781.70	\$ -	\$ -	\$ 27,216.03
2/23/2009	Snow Removal	0	8	\$ 248.05	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 248.05
2/25/2009	Snow Removal	0	28.5	\$ 810.88	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 810.88
				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		82.25	5219.6	\$ 150,048.24	\$ 57,393.50	2757.75	\$ 173,931.29	2394.5	\$ 61,986.15	5850	\$ 351.00	\$ 443,160.18

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

Total FY09 **\$ 443,160.18**



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 25, 2009**
Meeting Time: **7:00pm**

Audio was recorded with only one microphone in back of Council Chambers.

1. MOMENT OF SILENCE

2. PLEDGE OF ALLEGIANCE

Councilor Callaghan led the Pledge of Allegiance

3. ROLL CALL

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

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

4. PROCLAMATIONS – AWARDS – None

5. APPROVAL OF AGENDA

Councilor Callaghan asked to substitute 11.B.1. Resolution regarding the Library Roof Repair. He also asked to remove the 12.B.3. Resolution regarding City Attorney Correspondence. Deputy Mayor Trefethen said he would like to add the Legislative Liaison Report from Councilor DeDe.

Councilor Weston made a motion to accept the Agenda as amended; seconded by Councilor DeDe.

Vote: 9/0.

6. CITIZEN'S FORUM

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

Edward Bleiler, 28 Isaac Lucas Circle: He referred to the USA Today article from February 22, 2009. He said Dover, NH was mentioned as the worst case scenario in the country for management of its pension plan. He referred to the audit report and how the public now knows that the McConnell Center operated in the red by nearly \$30,000 per month in fiscal year 2007. In the last 18 months the McConnell Center has lost nearly \$500,000. He asked why the City Manager wasn't telling the Council about this. He asked why there have been no committee reports from the McConnell Center Advisory Board. He asked how the McConnell Center has been doing for the past eight months since the audit report. He says he has repeatedly asked the City Manager for the amount of the Butterfield Gym repairs, and has not received this information. He said he sent a letter to the City's accountants, which he handed out to the Council.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Norman Champagne, 13 Church Street: He said it would be nice to be able to speak at a City Council Workshop. He said the Council needs to spend less money this year than was spent last year, because all of us have less money this year than we did last year. He said the Council shouldn't even raise taxes the 2% - 3% allowed by the spending cap. He said property values have gone down and property taxes should be cut. He said the Council needs to stop the bickering on things that the taxpayers don't care about and work on the budget.

Timothy Dargan, 5 Hawthorn Road, Chairman for Dover Business and Industrial Development Authority: He introduced the Economic Development Director, Dan Balducci, to the Council.

Dan Barufaldi, Economic Development Director: He said he was very excited to be the new Economic Development Director. He said these were challenging economic times, but he sees a lot of potential for the City of Dover. He said he would be reporting to the Council on a frequent and regular basis. He said he would like to meet with each of the Councilors to go over their priorities.

Martin Coyle, 22 Grove Street, Representative for the New England Carpenters Union: He said he represented about 60 carpenters that live in the community. He spoke on the upcoming projects. He said these were challenging times and there are a lot of irresponsible contractors out there undercutting other contractors. He referred to the Washington Street Bridge project, which had a \$20 million difference between bids. He said a Maine company was chosen over New Hampshire companies.

Don Medbery, 3 Covered Bridge Lane: He welcomed Mr. Barufaldi to the City of Dover war zone. He said Dover has a form of government that does not give the Mayor the power he sometimes thinks he has. He referred to the article in Foster's Daily Democrat regarding the Mayor's speaking with the Governor, deciding about projects to spend stimulus money on. He said the Mayor has one vote, but is otherwise powerless. He asked why he went to meet with Foster's Daily Democrat to discuss how the stimulus will work. He said those decisions will be made by the School Board, Superintendent of Schools and City Manager. He said the Mayor needs to cut ribbons. He referred to the members of the Council that believed that all email correspondence between two members of the Council, and a constituent and their representative on the Council, should go through the City server. He said those same members gather at the local watering hole after these meetings, where they have no minutes, no tape recording, no video, and no archives. He said the City should all know what the Councilors are saying, and the Mayor should announce at which local watering hole they are gathering. He asked what else the Councilors had in common other than to talk about City business. He spoke on the conditions of the roads and how they destroy an automobile undercarriage, shock absorbers, and tires. He spoke of the projects that are sinking Dover into high debts, resulting from the incompetence of the City Manager and the City Council buying into these money pit projects, such as the McConnell Center, the Children's Museum, and being overgenerous with the employees' retirement benefits. He referred to Mr. Bleiler's comments regarding the article in USA Today. He spoke freely when he said that it was your money, his money, all of our



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money. He told the audience to talk to their Councilor and City Manager, and get involved in the City's business.

H. Jerry Lynch, 26B Lincoln Street: He spoke of his previous issues with the Economic Development Director going to DBIDA. He asked if the Dover Chamber of Commerce was trying to advertise Dover, or if they were just a social organization. He said the Local Government Center doesn't represent the people, but the city employees. He said there were foxes watching the henhouse. He said the City got the same "BS" last time, with the same accounting firm. He said he didn't approve of it.

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 they were still waiting on the impact of the Governor's budget proposals. He said they will build a budget based on Meals and Rooms revenue staying in place. He referred to the gentlemen's request for information regarding the Butterfield Building, and said he has answered the questions every time. He said the project is complete, and the City is working through the contractor's disputes.

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

Vote: 9/0.

9. MINUTES

A. MINUTES

- 1. February 4, 2009 – Workshop**
- 2. February 11, 2009 – Workshop**
- 3. February 11, 2009 – Regular Meeting**

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

Mayor Myers asked the Council if they had any additions, deletions or corrections.

Councilor Scott referred to February 11, 2009 – Workshop, Page 3. He said his request to the auditor to provide the worksheet showing the disposition of funds was not included in the minutes.

Mayor Myers asked the Council if they had a problem with that change.

Councilor Scott referred to a section on the same page, "Councilor Scott asked Mr. McIntyre to create a worksheet explaining this." He asked that the word create be changed to provide.

Mayor Myers asked the Council if they had a problem with that change. He asked for a vote on the approval of the minutes with the two changes.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Meeting Time: **7:00pm**

10. MAYOR'S REPORT

Mayor Myers said it had been a couple of busy weeks on a number of fronts. He said he pulled out the big scissors for a few new businesses for ribbon cuttings. He attended the annual kickoff of the Dover Reads Program, with the book *Marley and Me*. He mentioned two Dover Chamber of Commerce events that he attended to raise money for the Chamber's Capital Campaign to purchase the "Unicel" building on Central Avenue, which they hope to move into in the spring. He said he did have a very informative telephone call with the Governor on Friday. He said they were still waiting for specific numbers as to what the Governor's proposal is going to do. He said they were aware that there are some federal dollars coming to the State, and are expected to flow into the communities, mostly for education projects or specifically targeted projects. He said the Governor has indicated in his budget proposal that he is suspending the Rooms and Meals Tax revenue sharing for the cities and towns across the State, suspending some of the highway money that was coming to Dover, and he is looking for the State to only contribute 30% to the retirement system costs as opposed to the current 35% share. He said the amount for these items is in the area of \$1.8 to \$1.9 million. He said there are some strings attached to the federal funds coming in, and where they can be applied between the school budget and the municipal budget. He said he did discuss this information with the City Manager and the Superintendent of Schools. He wanted to remind the public of his Coffee with the Mayor Session, hosted by the Café on the Corner on Saturday, February 28, 2009, 9:00 – 11:00 am. He also wanted the public to know there are vacancies on several City Boards and Commissions: Arts Commission, Cemetery Board, Conservation Commission, Energy Advisory Board, Ethics Commission, McConnell Center Advisory Board, Open Lands Committee, Planning Board, Recreation Advisory Board, Zoning Board of Adjustment, Transportation Advisory Commission, and the new Parking Commission. He encouraged the community to get involved and to go to the City Clerk/Tax Collection Office or go online to get an application. He mentioned that the Municipal Advisory Committee (MAC), of which he is a member, has a full membership meeting coming up. He went over the issues that the Council had discussed at the Special Meeting and how the Council wanted to be represented.

- Rooms and Meal Tax – MAC position is to support the increase in tax, as long as the entire tax is shared, using the current revenue sharing formula with city and towns.
- 1% increase in communication services tax – MAC position is to support.
- Reestablishing the Legacy Tax – no position.
- Retirement System – oppose any change that would increase the municipal costs, and oppose the matching share with police and fire. He said they support that the State pay their 35% share to the retirement system.
- Gambling – no position.
- Internal study for Cooperative Services within Counties – support.
- Suspension of revenue sharing funds – opposed.

Mayor Myers asked the Council if they had any questions or comments.

Councilor Scott asked if there was any discussion of where the money was coming from for the federal stimulus package.

Mayor Myers said that was a question for the federal or state delegation.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Councilor Scott said that some of the governors are questioning about the strings attached, that may cost more later on.

He said he actually discussed that during his conference call with the Governor. The federal money from the stimulus package will come in into the Governor's two-year budget, and at the end of the two years the money goes away. He said it was used to pay one time purchases or one time capital-only needs, which would be an appropriate use for it. He said it was meant to retain or add jobs. He said the City does run the risk of having programs for which the money would dry up in two years. He said he felt the money should be applied at the State level, and the State should not cut revenue-sharing. He said he will update the Council on his Monday meeting with the Municipal Advisory Committee.

Deputy Mayor Trefethen moved to accept the Mayor's Report; seconded by Councilor Carrier.
Vote: 9/0.

11. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING - None

B. RESOLUTIONS

1. RESOLUTION: SUPPLEMENTAL APPROPRIATION FOR LIBRARY ROOF REPAIRS AND AUTHORIZATION FOR BONDING (REQUIRES 2/3 MAJORITY VOTE)

SPONSORED BY COUNCILORS CALLAGHAN AND WESTON

Resolution was substituted as a whole.

Councilor Callaghan moved for its adoption; seconded by Councilor Weston.

Councilor Callaghan went over the changes with the Council; the funding and the co-sponsorship by Councilor Weston.

Councilor Weston said during the CIP process she was apprehensive about repairing the rugs without first repairing the roof. She said she asked the City Manager to come up with other possibilities for funding the Library roof repairs. She asked that the substituted Resolution go to Public Hearing on March 11, 2009.

City Manager Joyal went over background information on the City Council's policy that relate to when it is appropriate for the Council to use debt financing. He said debt financing is generally used for projects over \$100,000, and the library roof would not be a candidate. He said fund balance is an area where the Council can go to access funds that the City currently has available. He said he would recommend that the Council only use fund balance for emergency situations. He reminded the Council that the auditor highlighted that fund balance should be higher. He said there other places to get the funds that the Council could consider: Sand and Gravel Fund, Capital Outlay Funds in the existing budget, and Capital Reserve Funds. He said his recommendation is that the Council can do one of two things: Use the funding that has been allocated for the carpet replacement to repair the roof first, and come back and address the carpet replacement. He said another option he would recommend is to use the Sand and Gravel Fund, to be able to do this immediately, and then



CITY OF DOVER

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address the replenishment of the Revenue Funds when it comes time to deal with constructing the Jenny Thompson Pool Bathhouse.

Mayor Myers asked for clarification from Councilor Weston that this Resolution was being referred to a Public Hearing on March 11, 2009.

Councilor Weston said it was required.

Mayor Myers said it has been changed from debt financing to fund balance and wouldn't require a Public Hearing.

City Manager Joyal said the Council has allocated approximately \$70,000 in this year's budget to repair the roof.

Mayor Myers asked if it needed to go to Public Hearing.

Councilor Weston asked the City Manager for guidance.

City Manager Joyal said he provided all the options available for funding. He said if this was the direction that the Council wanted to take, then it should go to Public Hearing and be voted on at the next regular meeting on March 11, 2009 using the different funding source. Mayor Myers said during the CIP discussions the Council voted to wait on the roof repairs, because the safety issue for the carpet was more important. He discussed the substituted Resolution and the options for funding.

Councilor Callaghan said he strongly believed that the roof needs to be replaced, and he wasn't concerned where the money came from. He said he was concerned about what might be sacrificed if the funds were taken from the operating balance. He said the fund balance should be used for an emergency, but he didn't want to wait until this is an emergency, when it will cost even more.

Deputy Mayor Trefethen said he would support the expenditure to repair the roof and carpet. He said he was concerned about where the funds came from, and didn't agree with some of the scenarios from the City Manager.

Mayor Myers said he was also concerned about the source of the funds. He said he would not support debt financing or using the fund balance. He felt the funds could be found in the existing capital or gravel money. He said the Council knows the City has already gone \$200,000 over budget on snow removal, and he is not very optimistic that there will be money to use out of the budget. He said the Council needed to set the priority that a leaking roof is more important than a bathhouse.

Councilor Scott said the auditors confirmed that the City has a surplus of \$1.5 million last year and apparently much of that went into fund balance. He said he would support taking it out of fund balance, because he felt it was a necessary project.

Mayor Myers asked the City Manager for the correct amount in fund balance.

City Manager Joyal said there was \$500,000, not \$1.5 million.

Councilor Weston asked to make an amendment to the Resolution to take the money out of the Sand and Gravel Fund; seconded by Councilor Callaghan.

Councilor Carrier said he agrees with fixing the roof. He said he would hate to see the bathhouse pushed back, but we need to look at the checkbook. He said he was leaning towards the Sand and Gravel Fund.

Councilor DeDe said he would support it if the money comes from the Sand and Gravel Fund.

Councilor Weston made a motion to amend the Resolution to say that the funds will come from the Sand and Gravel Fund; seconded by Councilor Callaghan.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Councilor McCusker asked the City Manager what the balance was in the Sand and Gravel Fund.

City Manager Joyal said the balance is a little over \$100,000 right now.

Councilor Cheney said she would support this Resolution, but asked that money not come from the Sand and Gravel Fund, because she felt the bathhouse was needed.

Mayor Myers asked for a vote on the amendment to the Resolution to have the money come from the Sand and Gravel Fund.

Vote: 9/0.

Councilor Weston made a motion to refer this amended Resolution to a Public Hearing on March 11, 2009; seconded by Councilor Callaghan.

Vote: 9/0.

12. NEW BUSINESS

A. CONSENT CALENDAR

1. **GATHERING – Dover Main Street**
2. **RAFFLE – St. Thomas Aquinas High School**
3. **RAFFLE – Maine Coast Runners Flyball Team**

4. **RESOLUTION: TIRE AND ELECTRONICS RECYCLING SERVICES TRUST FUNDS**
SPONSORED BY MAYOR MYERS BY REQUEST

5. **RESOLUTION: ACCEPTANCE OF WATERLOO CIRCLE AS A CITY STREET**
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 |
| 3. Arts Commission | 10. Transportation Advisory Committee |
| 4. McConnell Center Advisory Board | 11. Joint Building Committee |
| 5. Planning Board | 12. Legislative Liaison |
| 6. Cable Franchise Negotiations Committee | 13. Coast Bus |
| 7. School Board Liaison | |

Deputy Mayor Trefethen moved for the acceptance of the Consent Calendar; seconded by Councilor DeDe.

Mayor Myers asked the Council if they had any items they wish to pull for further discussion.

Councilor Scott asked to pull Item 12.A.5.

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

Roll Call Vote: 9/0.

Deputy Mayor Trefethen moved for the approval of 12.A.5.; seconded by Councilor Scott.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 25, 2009**
Meeting Time: **7:00pm**

Councilor Scott said he asked to have this Resolution pulled for several reasons. First, he felt this major item shouldn't have been put on the Consent Calendar. Second, he wanted to compliment the Planning Board for their work on this. He said it was a very nice area. He said the developer went bankrupt and lawsuits were pending. He referred to the bonding that was required by the Planning Department for the road. He said the question has been raised that the City should require roads to meet City specs or keep it a private road. He referred to Constitution Way, and said the people there thought they were going to get City services, such as trash pickup, which they didn't get. He asked the City Manager what the cost would be to maintain the City road.

City Manager Joyal discussed the different variables in figuring out the operational costs. He said then they would have to figure in the replacement and maintenance costs.

Councilor Scott asked the City Manager if he had any rough figures for what it would cost for each house.

City Manager Joyal said he did not.

Councilor Scott said he would support this Resolution.

City Manager Joyal said this was an ongoing complicated issue. He still needed to confirm some information with the City's Engineering Department. He asked that this Resolution be tabled until he could get back to the Council with that information.

Deputy Mayor Trefethen said the bonding for this road is not unusual, but the Planning Board requires it. He discussed the Planning Board's ongoing debate on private versus public roads, and developers' need to address these with the buyers and subsequent buyers. He felt the City should encourage as many private roads as possible, because of the expense issue.

Councilor Cheney said she wanted to make sure all roads, private or public, be built to the standard of public roads.

Councilor Scott made a motion to Table the Resolution; seconded by Councilor DeDe.

Vote: 9/0.

B. RESOLUTIONS

1. RESOLUTION: FORMATION OF HORNE STREET SCHOOL JOINT BUILDING COMMITTEE SPONSORED BY COUNCILOR CHENEY

Councilor Cheney moved for its adoption; seconded by Councilor Weston.

Councilor Cheney said the Joint Building Committee (JBC) is equally formed by School Board members and City members. She said the School Department side has already built their members for their side of the JBC or the Horne Street School. She said this Resolution will compliment that. She said the City side will consist of herself as Chairman of the JBC, Ray Bardwell, as citizens' representative, and Councilor Weston as the other City representative. She asked for the Council's support on this Resolution. Mayor Myers said he had a concern on the process. He said it definitely had nothing to do with the members listed on the Resolution. He was concerned that there was no public notice on the formation of this Committee, which would allow citizens to apply to serve.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 25, 2009**
Meeting Time: **7:00pm**

Councilor Weston said she wanted this Resolution voted on tonight, because their first meeting is next week.

Mayor Myers asked the City Attorney if the meeting can be rescheduled, until after a time period in which the public can be notified. He said if no other names come in, then he would support this Resolution. He reiterated that it was the process that he was concerned with, not the members listed in the Resolution.

Councilor DeDe said he wouldn't support this Resolution because the process was violated.

Councilor Cheney said it was the exact same process that was used when the Joint Building Committee was formed for the Garrison School. She said it was a state committee, and not the City's. She said it was just a formality for the Joint Building Committee to start a new project.

Mayor Myers said he wasn't disputing the Resolution, but that citizens and Councilors didn't know they could have an opportunity to serve on this Committee. He didn't agree that it was a continuation of the JBC, but a brand new project.

Deputy Mayor Trefethen said there has been no opportunity for someone to come forward, and that was the only problem.

Councilor DeDe asked to move the question. It was not seconded.

Councilor Callaghan said if the current members, who have done a good job, wanted to stay, they should have the opportunity to say that. He felt it was giving people false hope to apply for the openings.

Councilor Cheney said the current members bring a lot to the table, make the meetings, work hard, and make a good team.

Councilor Carrier said the current Councilors did a great job, but he wanted to make sure it went out to the public.

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

Mayor Myers asked anyone that was interested in becoming a member of the Horne Street School Joint Building Committee to go to the City Clerk/Tax Collection Office to pick up an application. He said he wanted to see this on the next agenda. He asked if there was a consensus to have the City Manager notify the Superintendent of School that the Council is planning on appointing representatives for the JBC on March 11, 2009.

2. RESOLUTION: AMENDMENT TO COUNCIL RULES – RULE 2 CITIZEN FORUM WORKSHOP SESSIONS SPONSORED BY COUNCILOR CHENEY

Councilor Cheney made a motion to referred this Resolution to March 11, 2009.

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

3. RESOLUTION: RELEASE OF CITY ATTORNEY CORRESPONDENCE SPONSORED BY COUNCILOR CALLAGHAN



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 25, 2009**
Meeting Time: **7:00pm**

Councilor Callaghan removed this Resolution from the Agenda.

C. ORDINANCES IN 1ST READING

- 1. ORDINANCE: CHAPTER 3, ARTICLE 73, ADMINISTRATIVE CODE, MCCONNELL CENTER ADVISORY COMMITTEE (TO BE REFERRED TO PUBLIC HEARING ON MARCH 11, 2009) SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved to refer to a Public Hearing on March 11, 2009; seconded by Councilor DeDe.

Vote: 9/0.

- 2. ORDINANCE: CHAPTER 131 - OFFENSES (TO BE REFERRED TO PUBLIC HEARING ON MARCH 11, 2009) SPONSORED BY COUNCILOR CHENEY**

Councilor Cheney moved to refer to a Public Hearing on March 11, 2009; seconded by Councilor Callaghan.

Vote: 9/0.

- 3. ORDINANCE: CHAPTER 166-56, VEHICLES & TRAFFIC, SCHEDULE I, NO PARKING AT ANY TIME ON WASHINGTON STREET (TO BE REFERRED TO PUBLIC HEARING ON MARCH 11, 2009) SPONSORED BY COUNCILOR WESTON**

Councilor Weston moved to refer to a Public Hearing on March 11, 2009; seconded by Councilor DeDe.

Vote: 9/0.

D. COUNCIL CORRESPONDENCE - None

13. COUNCIL MATTERS OF INTEREST

Councilor Cheney made a motion to have Mr. Bleiler's questions added as Council Correspondence; seconded by Councilor Scott.

Vote: 9/0.

Councilor Callaghan explained why he pulled his Resolution to release the City Attorney's correspondence. He asked about the DBIDA report that he requested. City Manager Joyal said he would get it for him.

Councilor Weston spoke about the Library and the usage of the computers, and said she was amazed at the amount of usage. She said if anyone ever wanted to donate a Dell computer it would be greatly appreciated. She also spoke about donating DVDs and books to the Library.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 25, 2009**
Meeting Time: **7:00pm**

Councilor Cheney spoke about her Resolution that she referred to March 11, 2009. She said she would need a 2/3 vote from the Council. She said it would allow the public to speak to the Council at a Workshop. Councilor Scott said he would be supporting that Resolution.

14. ADJOURN

Deputy Mayor Trefethen made a motion to adjourn; seconded by Councilor Weston.
Vote: 9/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 3**
Chapter: Chapter 3, Administrative Code

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 3, entitled “Administrative Regulations” of the Code of the City of Dover, 1983, by amending language in Section 3-73.

2. AMENDMENT

Chapter 3 entitled “Administrative Regulations, is hereby amended by revising Article 3-73 "McConnell Center Advisory Committee" as follows:

“3-73 McConnell Center Advisory Committee

A. MEMBERSHIP: The McConnell Center Advisory Committee shall consist of eleven (11) members appointed by the City Council, with representation as follows:

- i.** Two (2) City Representatives
- ii.** Three (3) tenant representatives
- iii.** Six (6) community members

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

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

ii. City representatives shall be appointed as needed by the City Council. The term of a City Council representative and Recreation Advisory Board shall expire when the term of office for the appointment expires.

C. AUTHORITY AND DUTIES: The McConnell Center Advisory Committee shall serve in an advisory capacity to the City Council and the City Manager. The major responsibilities of the Advisory Board include the following:

- i.** Advocate for achieving the mission of the McConnell Community Center.
- ii.** Review the operations budget recommended to City Manager.
- iii.** Seek and recommend tenants to the City of Dover.
- iv.** Assist in the creation and dissemination of publicity related to the McConnell Community Center.
- v.** Foster collaborative programming between tenants of the McConnell Community Center and other agencies.
- vi.** Recommend and review the policies covering the following:

a Use of shared space



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 3**
Chapter: Chapter 3, Administrative Code

- b. Use of tenant space
 - c. Conflict and grievance resolution
 - d. Subletting of leased space
 - e. Parking
 - f. Finances
 - g. Security
 - h. Safety
 - i. Use of cafeteria services and kitchen
 - j. Signage plans and requirements
 - k. Cleanliness of the McConnell Community Center
- vii. Review the governance structure periodically.
- B. The Committee shall establish its own operating rules subject to approval of the City Council and shall appoint a Chairperson annually.
- C. The Committee shall meet at least once quarterly and report to the City Council periodically.

3. TAKES EFFECT

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

4. RECOMMENDATION

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

AUTHORIZATION

Approved as to Funding: Daniel 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

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		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 3**
Chapter: Chapter 3, Administrative Code

Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.1.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 3**
Chapter: Chapter 3, Administrative Code

ORDINANCE BACKGROUND MATERIAL:

The McConnell Center Advisory Committee is an existing committee. The substantive change is the deletion of the Planning Board representative to conform to State law.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 131, entitled “Offenses” of the Code of the City of Dover 1983.

2. AMENDMENT

Chapter 131 entitled “Offenses” is hereby amended by changing the entire Chapter 131.

SEE ATTACHED ORDINANCE IN ITS ENTIRETY

NOTE: THIS ORDINANCE REQUIRES A PUBLIC HEARING

3. TAKES EFFECT

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Catherine Cheney

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

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:		
Ordinance does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

ORDINANCE BACKGROUND MATERIAL:

OFFENSES CHAPTER 131

- 131-1. ~~Loitering and obstruction.~~ Reserved
- 131-2. Benches.
- 131-3. Prohibited weapons.
- 131-3.1. Safe Storage of Firearms.
- 131-4. ~~Fishing in restricted areas.~~ Reserved
- 131-5. Identification of certain workers.
- 131-6. Consumption and possession of alcoholic beverages.
- 131-7. Park hours.
- 131-8. Consumption, sale and dispensing of alcoholic beverages in city-owned buildings.
- 131-9. Motor vehicles on school property and park grounds.
- 131-10. Private property rights.
- 131-11. Public peace.
- 131-12. Interference with law enforcement officers.
- 131-13. ~~Keeping controlled drugs.~~ Reserved
- 131-13.1. Fireworks.
- 131-13.2. Operation of boats and vehicles on Willand Pond restricted.
- 131-14. Violations and penalties.
- 131-15. Sale of rolling papers to minors.
- 131-16. School Truancy.
- 131-17. Facilitation of a Drug of Underage Alcohol Party.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

- 131-18. Use of tobacco products in Henry Law Skate Park , School grounds, and athletic fields
- 131-19. Use of tobacco products on the grounds of the McConnell Center and Dover Public Library
- 131-20. Registered Sex Offender Restrictions

[HISTORY: Adopted by the City Council of the City of Dover 10-28-81 as Ord. No. 7-81. Amendments noted where applicable.]

131-1. ~~Loitering and Obstruction.~~ [Amended 10-28-81 by Ord. No. 19-81] Reserved

~~A. No person shall sit, stand or lounge on any public way or sidewalk in or about any doors, windows or passageways, except the owners or occupants of the premises, after having been requested by the owners or occupants or any police officer to depart therefrom.~~

~~B. Three (3) or more persons shall not stand or remain in a group or near each other on any sidewalk or crosswalk or in any street or public way in such a manner as to obstruct a free passage thereon or therein after request has been made by any person to move on.~~

~~C. Three (3) or more persons standing or remaining in a group or near each other on a sidewalk or crosswalk or in any street or public way in such a manner as to obstruct or potentially obstruct vehicular or pedestrian traffic shall move on immediately after a request is made by any police officer; and no person to whom such a request has been made by a police officer shall again become a member of any group of three (3) or more persons standing near each other on a sidewalk or crosswalk or in any street or public way in close proximity in time and place to the initial request to move on and in such a manner as to obstruct or potentially obstruct vehicular or pedestrian traffic.~~

131-2. Benches. [Amended 10-28-81 by Ord. 19-81]

~~A. No person shall sit or stand upon the back or stand upon the seat of any municipally owned bench.~~

~~B. No person shall continue to sit or stand or lounge in the area immediately adjacent to any municipally owned bench after having been requested to move on by any police officer, and at no time after such a request has been made by a police officer shall any person to whom such a request is made return and sit or stand or lounge in the area immediately adjacent to any municipally owned bench.~~

131-3. Prohibited weapons. [Amended 2-11-87 by Ord. No. 2-87]

~~A. It shall be unlawful for any person, persons, firm or corporation to sell or possess any slingshot, slungshot, metallic knuckles, switch knife or dagger.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

B. No person shall display or possess any dangerous weapon in a threatening manner or under any circumstances which is designed or likely to cause alarm or concern where no legitimate purpose for such a display exists.

C. Definitions. As used in this section, the following terms shall have the meanings indicated:

DAGGER means any knife whose blade is sharpened on two (2) edges.

DANGEROUS WEAPON means any firearm, knife or other instrument which, in the manner it is used or displayed or intended to be used or threatened to be used, is known to be capable of producing death or bodily injury.

METALLIC KNUCKLES means any hand-held device that is designed to provide a hardened striking surface to the outer hand, fingers or knuckles when a fist is formed by the hand.

SLINGSHOT means a forked stick with an elastic band attached for shooting small stones or the like.

SLUNGSHOT means a small mass of metal or stone fixed on a flexible handle, strap or the like and used as a weapon.

SWITCH KNIFE means any knife whose blade is driven by spring action.

D. Any weapon or device seized by the Police Department pursuant to a violation of this section shall be forfeited to the use of or disposed of by the Police Department as is deemed appropriate by the Chief of Police.

E. Any person violating any of the provisions of this section shall be guilty of a violation.

131-3.1. Safe Storage of Firearms. [Added 01-17-96 by Ord. No. 22-95]

A. DEFINITIONS

1. **Safe Storage of Firearms means** keeping the firearm in the immediate possession or under the immediate control of the owner, or:
 - a. Keeping the firearm in a securely locked box or container; or,
 - b. Securing the firearm with a trigger lock; or,
 - c. Keeping the firearm in a location or manner which a reasonable person would believe to be secure and reasonable likely to prevent access to a child **age 18** or under.
2. **Minor Defined.** ~~As used in this Ordinance, means the term minor means~~ any person age **eighteen (18)** ~~seventeen (17)~~ or under.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

3. Firearm ~~means Defined.~~ ~~As used in this Ordinance, a firearm is defined as~~ any rifle, pistol, revolver, or shotgun capable of discharging a projectile. A firearm is presumed to be loaded if ammunition for the firearm is contained in the firearm's magazine cylinder, chamber or clip, or in close proximity to the firearm, to exclude B.B. guns.

B. SAFE STORAGE REQUIRED

1. Any person leaving or storing a loaded firearm on a premises knowing, or where he should have known, that a minor is able to gain access to the firearm without the lawful permission of the minor's parent or guardian, shall safely store the firearm as described in Section A.
2. Any person violating the requirements of this Ordinance shall be guilty of a violation only if any minor gains access to the firearm and possesses or exhibits it; and any one of the following conditions exists:
 - a. The firearm is displayed or brought into any public place, except where the firearm is being used for legitimate hunting purposes consistent with state law;
 - b. The firearm is used or displayed in a reckless or threatening manner;
 - c. The firearm is used during the commission of any misdemeanor or felony;
 - d. When the firearm is negligently or recklessly discharged.
3. This sub-section does not apply if the minor obtains the firearm as a result of an unlawful entry by any person.

C. PENALTIES.

1. Any person violating the provisions of this section shall be subject to a fine of up to one thousand dollars (\$1,000).
2. Any firearms seized by the Police Department pursuant to a violation of this Ordinance shall upon conviction, be ordered forfeited by the Court and turned over to the Police Department for destruction.

~~131-4. Fishing in restricted areas.~~

~~No person over fifteen (15) years of age shall fish in the posted area of Bellamy Road and Cold Springs. This section shall not apply to any adjoining landowner or member of his immediate family.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

131-5. Identification of certain workers.

Every person, whether in the employ of the city or any private corporation, ~~whose duty it shall be to~~ **who enters private property** visits private residences or buildings for the purposes of examining electric, gas and water meters or pipes or ~~for the purpose of inspecting drains or chimneys shall wear~~ **during the entry,** while making such a visit, a **clearly visible and** suitable badge or other distinctive mark, indicating his/her employment or authority.

131-6. Consumption and possession of alcoholic beverages. [Amended 05-19-93 by Ord. No. 09-93; amended 10-16-02 by Ord. No. 32-2002]

A. No person shall consume or possess in an open can, bottle or other container any alcoholic liquor or beverage as defined by Chapter 175 of the New Hampshire Revised Statutes Annotated, while upon or in a motor vehicle upon any public way, as defined by Chapter 259:125 of the New Hampshire Revised Statutes Annotated, or any public sidewalk or municipal parking lot ~~within the limits of the City of Dover~~ except as provided in Chapter 99 of this Code.

B. No person shall consume or possess **in an open can, bottle or other container** any alcoholic liquor or beverages, as defined by Chapter 175 of the New Hampshire Revised Statutes Annotated, in any park, recreation or rest area ~~within the limits of the City of Dover,~~ except **upon the written consent of the City Manager.** ~~when expressed written consent shall have been given by the City Manager.~~

C. No person shall ~~possess or consume~~ **consume or possess in an open can, bottle or other container** any alcoholic **liquor or** beverages in Hilton Park ~~in the City of Dover,~~ except when **upon the** written consent ~~of shall have been given by the New Hampshire Commissioner of the Department of Public Works and Highways or his or~~ authorized representative.

131-7. Park hours.

A. No person shall remain in or enter ~~upon the confines of~~ any park or recreation area in the City of Dover during the hours set forth in the table below, except by written consent of the public official who has authority and control over said publicly owned parks and recreation areas and except as provided in Subsection B.

Months	Hours
April 1 - September 30	9:30 p.m. - 7:00 a.m.
October 1 - March 31	7:00 p.m. - 7:00 a.m.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

B. Exceptions.

(1) Park Street Park. No person shall remain in or enter ~~upon the confines of the Park Street Park, so called, in the City of Dover,~~ during the hours of 8:30 p.m. to 7:00 a.m. during the period of April 1 through September 30, ~~or during the hours of 7:00 p.m. through 7:00 a.m. during the period October 1 through March 31.~~

(2) Hilton Park. No person shall remain in or enter ~~upon the confines of Hilton Park, so called, in the City of Dover,~~ during the hours of 8:00 p.m. to 6:00 a.m., except ~~by expressed~~ **upon the** written consent of the New Hampshire Commissioner of Public Works and Highways, **or authorized representative. [Amended 7-23-86 by Ord. No. 9-86]**

(3) Henry Law Park. Henry Law Park shall not be restricted.

131-8. Consumption, sale and dispensing of alcoholic beverages in City-owned buildings. [Amended 2-22-84 by Ord. No. 3-84; amended 10-27-04 by Ord. No. 18-2004]

No person shall consume, sell or dispense any alcoholic beverages in any city-owned building unless waived by the City Manager **in writing** ~~and under the policies and rules established by State RSA and City Ordinance as approved by the City Council.~~

131-9. Motor vehicles on school property and park grounds.

No automobiles, trucks, motorcycles, mopeds, trail bikes or any other motorized vehicles shall be permitted on the grounds of Bellamy Park, Woodman Park, Garrison Hill Park, Varney Hill Park, Mt. Pleasant Park, Guppy Park, Henry Law Park, Applevale Park, Mineral Park, Longhill Memorial Park, all school playgrounds and athletic fields or any yet unnamed city park or recreation area. Vehicular travel shall be restricted to paved roadways and paved or otherwise designated parking areas.

Any person violating the provisions of this section shall be subject to a minimum fine of up to \$250.00. If the person causes damage to City property, the person will also be subjected to a criminal mischief charge pursuant to RSA 634:2. **[Added 03-20-2002 by Ord. No. 13-02]**

131-10. Private property rights. [Amended 10-28-81 by Ord. No. 19-81]

A. ~~No person shall enter or remain upon the property of another if such a person knows he is not licensed and privileged to do so.~~

B. ~~No person shall purposely damage the property of another if such a person has no right to do so.~~

C. ~~No person shall willfully conceal the goods of any store while still upon the premises of such store unless such person is authorized to do so.~~

D. ~~No person shall possess the property of another with intent to deprive the owner thereof, knowing that such property is stolen.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

~~E. No person shall retain or possess the property of another with the intent to deprive the owner thereof under circumstances that would cause a reasonable and prudent person to believe such property was probably stolen.~~

~~F. No person shall steal or exercise control over the property of another with the intent to deprive the owner thereof unless such a person is authorized to do so.~~

~~G. No person shall enter a building or structure with the purpose to commit a crime therein, if such building or structure is not open to the public and such person is not authorized to enter.~~

H. No person shall enter upon private or public property and look, by means of an overt act which serves no legitimate purpose, into the window of a private home, apartment or other domicile for the purpose of watching the occupant(s) therein, without permission of said occupant(s), thereby causing affront or alarm to said occupant(s). **[Added 2-11-87 by Ord. No. 4-87]**

131-11. Public Peace. [Added 10-28-81 by Ord. No. 19-81; Amended 10-19-94 by Ord. No. 19-94]

A. No person shall knowingly create a condition which is physically offensive or hazardous to that person or another in a public place by any act which serves no legitimate purpose. Physically offensive specifically includes the following:

1. Urinating or defecating in a public place which can be viewed by a member of the public.

B. No person shall recklessly create a risk of breaching the peace by:

(1) Making loud or unreasonable noises in a public place or making loud or unreasonable noises in a private place that can be heard in a public place or other private places, any such noises would disturb a person of average sensibility. For the purposes of this Section, persons shall include the owner, tenant, or other person in control of a private residence who permits or allows guests to engage in loud and unreasonable noises that can be heard in a public or other private place.

(2) A person in control of a parked or moving motor vehicle shall not operate or permit to be operated, a stereo sound system supplemented or enhanced by speakers or amplifiers not originally installed by the vehicle manufacturer, so as to be heard from a distance a 100 feet or more. **[Added 09-20-2000 by Ord. No. 12-2000]**

C. As used in this section, "public" means likely to affect persons in a place to which the public or a substantial group has access, including but not limited to schools, government facilities and the lobbies or hallways of apartment buildings.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

D. No person shall lure or attempt to lure a child under the age of sixteen (16) into a motor vehicle **for other than a lawful purpose** without the consent of the parent or legal guardian of the child. ~~for other than a lawful purpose.~~

131-12. Interference with law enforcement officers. [Added 10-28-81 by Ord. No. 19-81; Amended 07-18-90 by Ord. No. 5-90]

A. No person shall physically erase or obscure a time recorded chalk mark from the tire of a parked vehicle with a purpose to interfere with the enforcement of the City of Dover parking ordinances.

B. No person shall give to any law enforcement officer a false name, address, date of birth, social security number, or other identifying information with a purpose to hinder the arrest or subsequent prosecution of that person for any offense or violation.

131-13. ~~Keeping controlled drugs.~~ Reserved

~~No person shall knowingly be present where a controlled drug as defined by New Hampshire RSA 318-B:1 is illegally kept when such person is in control of the premises where said controlled drug is kept or deposited.~~

131-13.1. Fireworks. [Added 10-9-85 by Ord. No. 12-85]

No person or organization of any kind, public or private, shall have in its possession and under its control any fireworks as defined by Chapter 160 of the New Hampshire Revised Statutes Annotated within the City of Dover unless said person first obtains written permission from the Chief of Police to ~~so~~ possess and/or use said fireworks.

131-13.2. Operation of boats and vehicles on Willand Pond restricted. [Added 8-10-88 by Ord. No. 14-88]

No person shall operate a vehicle or boat which has as its primary or backup source of power, an engine fueled by motor fuel, as defined by RSA 259:58, on Willand Pond within the City of Dover. Any person violating the provisions of this section shall be guilty of a violation and shall, upon conviction, be subject to a fine of up to one thousand dollars (\$1,000.).

131-14. Violations and Penalties. [Amended 8-10-88 by Ord. No. 14-88]

Any person violating the provisions of this chapter for which specific penalties are not otherwise provided shall be guilty of a violation ~~and shall, upon conviction, be fined one hundred dollars (\$100.).~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

131-15. Sale of rolling papers to minors. [Added 07/22/99 by Ord. No. 09-99]

A. Definitions.

1. Rolling Papers ~~mean shall be defined as~~ any paper product that is designed to encase or wrap tobacco or similar products and marketed for the purpose of smoking or manufacturing hand-rolled cigarettes.

~~A Minor means shall be defined as~~ any person who is under the age of 18.

B. Sales and Possession.

1. No person or place of business shall sell, give or furnish rolling papers to minors.
2. It shall be unlawful for any minor to possess or attempt to purchase rolling papers.

C. Penalties.

1. Any person violating the provisions of this section shall be subject to a fine of up to one hundred dollars (\$100).

131-16. School Truancy. [Added 07/22/99 by Ord. No. 09-99; amended 10/17/01 by Ord. No. 26-2001]

- A. Any student that is enrolled in a city of Dover public school shall attend school each day that school is in session, for the full length of the official school day, unless that student has been excused pursuant to the rules or procedures established by the district and distributed in a student handbook.
- B. Any student that is enrolled in a City of Dover public school who has been suspended from attending school for any period of time shall, while serving that out of school suspension, remain at home for the full length of the official school day unless they are directly under the supervision of a parent or legal guardian, or are being directly supervised by an adult that has been selected by their parent or guardian to be responsible for the student.
- C. Any truant officer or police officer may issue a summons to appear in court pursuant to this section. If the child is **under** age 18 ~~47 or under~~, the officer shall notify the parent or guardian of the summonsed child and advise the parent or guardian of the summons, the court date, and of the requirement that they accompany the child to court.
- D. A parent or guardian shall accompany the student at any required court appearance related to a violation of this section if the student is age 17 or under at the time of the offense.
- E. Any student found in violation of paragraph A shall pay a fine not to exceed \$25 for a first offense or \$100 for subsequent offense. At its discretion, the court may suspend the fine, or any portion thereof, upon completion of 60 days truancy-free school attendance. A violation of any other provision of this ordinance shall result in a fine not to exceed \$100.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

- F. If within 48 hours a student charged under paragraph A can provide satisfactory written verification to the police or truant officer that the absence was authorized by a parent, guardian, or school or work official, then no prosecution shall go forward under this ordinance.

131-17. Facilitation of a Drug or Underage Alcohol Party. [*Added 12-17-03*

by ord. No. 22-2003]

I. A person shall be guilty of the offense of facilitation of a drug or underage alcohol party if such person owns or has control of the dwelling or curtilage of that dwelling, as defined in RSA 627:9, where a drug or underage alcohol party is held and such person permits the drug or underage alcohol party to take place or to continue after becoming aware that it was taking place.

II. Where a person becomes aware of a drug or underage alcohol party that is in progress, it is an affirmative defense to prosecution under this section if that person takes immediate action to terminate the drug or underage alcohol party upon becoming aware of its existence and, in so doing, exercises due care to ensure the safety of individuals involved.

III. In this section, "drug or underage alcohol party" means a gathering of three or more people under the age of 21 at any dwelling or curtilage of that dwelling, as defined in RSA 627:9, who unlawfully possesses or consumes an alcoholic beverage or controlled drug.

IV. The provisions of this section shall not apply to the use of alcoholic beverages at legally protected religious observances or activities, or to those persons using a controlled drug under a physician's care where the use of the drug is consistent with the directions of a physician.

V. For the purposes of demonstrating that 3 or more individuals under the age of 21 were consuming alcohol or a controlled drug at a location, testimony by a law enforcement officer of the steps taken to determine the age of individuals at the party and testimony of the steps taken to determine that they had been consuming an alcoholic beverage shall be sufficient.

VI. Any person who violates section I above shall be guilty of a violation and shall be fined a minimum of \$300 for the first offense and \$500 for any second or subsequent violation.

No portion of these mandatory minimum fines shall be waived, continued for sentencing, or suspended by the court.

Nothing in this section shall be construed so as to limit the civil liability of a homeowner, host or person in control of a residence, in any civil action that arises from the consumption of an alcoholic beverage or illegal drug at a location under their control.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

131-18. Use of tobacco products in Henry Law Skate Park, School grounds, and athletic fields. *[Added 02-18-04 by Ord. No. 01-2004]*

- A. No person shall smoke or use a tobacco product within Henry Law Skate Park, **on the grounds of all recreational facilities, areas or athletic fields associated with the Woodman Park, Horne Street or Garrison elementary schools, within two hundred (200) feet of the playing surfaces at Shaw's Lane athletic field. A designated smoking area may or may not be provided at the discretion of city or school staff.**
- B. The Henry Law Skate Park shall be defined as the improved recreational area on the East side of River Street; to include: the rink, designed ramps and jumps, all contiguous paved areas, and shall include a **twenty five (25) foot buffer zone immediately surrounding the recreational area and rink.**
- C. Any person violating the provisions of the City Ordinance shall be subject to a fine of up to \$50.00 for a 1st offense and up to \$100.00 for a 2nd or subsequent offense.

131-19. Use of tobacco products on the grounds of the McConnell Center and Dover Public Library *[Added 03-16-05 by Ord. No. 05-2005]*

- A. No person shall smoke or use a tobacco product upon the grounds of the McConnell Center **and the Dover Public Library. A designated smoking area may or may not be provided at the discretion of city staff.**
- B. The grounds of the McConnell Center **and Dover Public Library shall be all areas surrounding the buildings including the adjoining parking lot, driveway, monument area, bench areas and lawn area in front of both buildings to the inner edge of the sidewalks on Locust and St. Thomas streets.** ~~be inclusive of all property within the following perimeter and excludes any privately owned property.~~
 - ~~1. The perimeter shall be defined as the inside edge of the sidewalk on Locust Street and; the edge of the sidewalk on Saint Thomas Street; the entire surface of the paved access way that runs the length of the easterly side (rear) of the building; and the northerly edge of the Dover Public Library driveway and parking lot.~~
 - ~~2. No part of the Public Library driveway, parking lot to the rear of the Public Library or any sidewalk described above shall be considered within the perimeter.~~
 - ~~3. In any circumstance where construction or other condition causes the location of the sidewalk, or any other part of this perimeter, to become not discernible, that portion of the perimeter shall still be considered to be 30 feet from the closest point of the McConnell Center building.~~
- C. Any person violating the provisions of the City Ordinance shall be subject to a fine of up to \$50.00 for a 1st offense and up to \$100.00 for a 2nd or subsequent offense.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 11.A.2.

Ordinance Number:
Ordinance Title: **O – 2009.02.25 – 4**
Chapter: Chapter 131 - Offenses

131-20. Registered Sex Offender Restrictions. [Added 10-19-05 by Ord. No. 18-2005]

A. Definitions.

1. Registered Sex Offender – This Chapter shall only apply to offenders who have been convicted of the crime against a person under the age of 18 and as a result, is required to register for life pursuant to RSA 651-B:6 I. [Amended 01-17-2007 by Ord. No. 15-2006]
2. School/Day Care – Any public or private educational facility that provides services to children in grades K-12_or licensed day care facility that is clearly marked.
3. Premises – Shall mean the building structure or curtilage surrounding the building, playground area or playing field, or courts.
4. Radius – Distance shall be measured from the outer property lines.

B. Restrictions

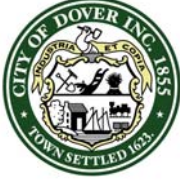
1. Any person who is a convicted sex offender involving a minor, and is required to register for life, shall not reside within a 2500 foot radius of the property line of a school or day care center.
2. Any person who is a convicted sex offender involving a minor, and is required to register for life, is prohibited from entering upon the premises of a school or day care center, unless specifically authorized by the school administration or day care center owner.

C. Exceptions.

A registered sex offender residing within 2500 feet of a school or day care is not in violation if the residency was established prior to the date of passage.

D. Penalties

Any person violating the provisions of this Chapter shall be subject to a fine of not less than \$500 for the first offense, and \$1000 for any subsequent offense.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#:

Ordinance Number: **O – 2009.02.25**
Ordinance Title: Washington @ Morrison parking
Chapter: Chapter 166, Vehicles and Traffic

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by adding a new locations to the list of streets in 166-56 “Schedule I: No Parking at Any Time”.

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 is added:

STREET:

Washington Street

LOCATION:

Westerly side, from the intersection of Morrison Lane northerly for a distance of 150 feet.

3. TAKES EFFECT

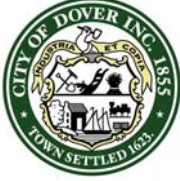
This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

AUTHORIZATION

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

Sponsored by: Councilor Karen Weston
Transportation Advisory
Commission

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#:

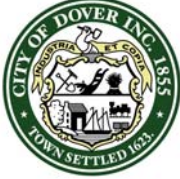
Ordinance Number: **O – 2009.02.25**
Ordinance Title: Washington @ Morrison parking
Chapter: Chapter 166, Vehicles and Traffic

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#:

Ordinance Number: **O – 2009.02.25**
Ordinance Title: Washington @ Morrison parking
Chapter: Chapter 166, Vehicles and Traffic

ORDINANCE BACKGROUND MATERIAL:

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

Residents of Morrison Lane, also known as the Washington Highlands subdivision, petitioned the TAC for relief on an issue of public safety. Motorists attempting to exit Morrison Lane onto Washington Street have severely limited sight lines to the left (northerly direction) when vehicles are parked on Washington Street near the intersection.

Staff representatives of the Police, Planning and Engineering Departments conducted a site review. Because of the design of Washington Street (a downgrade to the immediate north of Morrison Lane) City staff has determined that any vehicle parked along Washington Street within a distance of 150' poses a hazard by interfering with necessary sight lines. City staff discussed the problem informally with the Washington Street property owner abutting Morrison Lane. There is ample parking within the driveway of this property.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.B.1.

Resolution Number: **R - 2009.02.25 - 24**

Resolution Re: Supplemental Appropriation for Library Roof Repairs
FISCAL YEAR 2009 BUDGET AMENDMENT #2

WHEREAS: The Dover Public Library 1988 addition has roof leaks during special storm conditions which require the placement of buckets in various locations; and

WHEREAS: The City Council approved the Fiscal Year 2009 City Budget on June 4, 2008 and desires to have repairs made to the library roof; and

WHEREAS: The City of Dover annually generates proceeds from the sale of Sand and Gravel; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The sum of \$40,000 is hereby appropriated within the General Fund for Library building improvements as follows:

Account	Description	Budget	Amendment	Revised
Appropriations				
4510-45500-4725-1109-09-39	Library Flat EPDM Roof Repair	0	40,000	40,000
Revenues				
4510-45500-3621-1109-09-39	Sale of City Property	0	40,000	40,000

NOTE: Per City Charter C6-6 this resolution requires a public hearing and a 2/3 favorable vote for passage. Resolution is to be referred to Public Hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Richard Callaghan,
Councilor Ward 6

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

Karen Weston
At-Large Councilor

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

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

r-2009.02.25_library_roof_repairs_fy09_budget_amend__2
Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.B.1.

Resolution Number: **R - 2009.02.25 - 24**

Resolution Re: Supplemental Appropriation for Library Roof Repairs
FISCAL YEAR 2009 BUDGET AMENDMENT #2

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.B.1.

Resolution Number: **R - 2009.02.25 - 24**

Resolution Re: Supplemental Appropriation for Library Roof Repairs
FISCAL YEAR 2009 BUDGET AMENDMENT #2

RESOLUTION BACKGROUND MATERIAL:

Passing this resolution will not exceed the City Charter Budget Limitation provisions since the expenditure is proposed to be financed by proceeds from the sale of Sand and Gravel.

Passing this resolution will remove \$40,000.00 in Capital Reserve financed capital improvements in FY 2012.

The Dover Public Library is scheduled for new carpeting throughout as approved by the City Council in the FY 2010 CIP and repairing the roof will be preventative to damages to the new carpet.

The random placement of buckets in the Dover Public Library is a safety hazard and will create trip and fall hazards for normal traffic and emergency egress. The water from the roof leak is a health hazard due to the increased potential for mold. The water from the roof leak can greatly increase the deterioration of the structural integrity of the building.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.B.2.

Resolution Number: **R – 2009.02.25 - 28**
Resolution Re: **AMENDMENT TO COUNCIL RULES – RULE 2
CITIZEN FORUM WORKSHOP SESSIONS**

WHEREAS: The Dover City Council adopted Council Rules for the conduct of business of the City Council; and

WHEREAS: The efficient conduct of City Council business will be enhanced with an amendment to the Council Rules.

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

Rule 2 C of the Dover City Council Rules 2008-2009 is amended to allow citizens to address the Council during Workshop sessions as shown in the Background of this resolution.

NOTE: This requires a 2/3 majority vote.

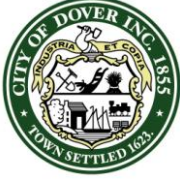
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Catherine Cheney

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 – 2009.02.25 - 28**

Resolution Re: **AMENDMENT TO COUNCIL RULES – RULE 2
CITIZEN FORUM WORKSHOP SESSIONS**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 11.B.2.

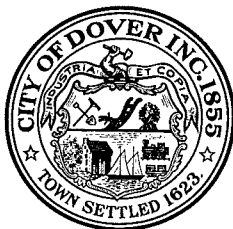
Resolution Number: **R – 2009.02.25 - 28**

Resolution Re: AMENDMENT TO COUNCIL RULES – RULE 2
CITIZEN FORUM WORKSHOP SESSIONS

RESOLUTION BACKGROUND MATERIAL:

Rule 2 C.

. The Council may meet for informational workshop sessions on the 1st Wednesday of every month and on an as needed basis. The place of meeting shall be the Council Chambers in the City Hall, except as otherwise designated. Workshop sessions shall not be used for business that may be referred to standing or other committees of the Council. **Citizens may address the Council at the beginning of and at the end of each workshop session subject to the time limit of Rule 12 (F).**



RECEIVED
DOVER CITY CLERK
DOVER, NH

2009 FEB 24 A 10:18

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: Alzheimer's Association Memory Walk 2009

Federal Tax ID number for Organization: 04-2731194

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

Contact Person: Jessica Slattery Day Time Telephone: 603-772-5251

Address: 17 Hampton Rd. Exeter, NH 03833 Email Address: Jessica.Slattery@sunh.com

Purpose of Permit: walk to benefit Alzheimer's Association

Date of Event: 9/12/09 Specific Time: walk to begin at 10:00 am

Location of Event: start & finish at Phillick's Sports Dues, NH (see route on back)

(Raffle Permit only)
Prize (s) To Be Awarded: 20

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

Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way 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

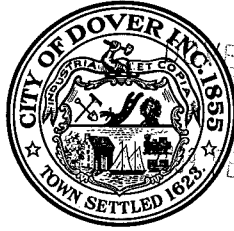
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.
I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: Jessica Slattery Date: 2/23/09

Licensing Board approval _____ Date: _____

Revised 03/17/08

OK to sign
(Mec)



RECEIVED
CITY CLERK
DOVER, NH

EB 26 P 3:31

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: Rochester Runners Club

Federal Tax ID number for Organization: 02-0453677

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

Contact Person: Chuck Zerbinopoulos Day Time Telephone: 603-334-0731

Address: 12 Longmeadow Rd, Dover NH Email Address HMMZERB@COMCAST.NET

Purpose of Permit: REDS RACE (THE FORMER RED'S SHOE BARN 5 mile Road Race)

Date of Event: 4/26/2009 Specific Time: 10:00 AM

Location of Event: START AT CITY HALL - FINISH DOVER INDOOR POOL

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

*** NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS:** Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way 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**

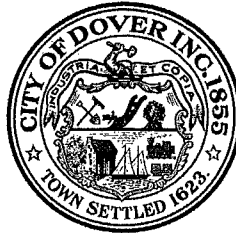
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.
I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: Charles Zerbinopoulos Date: 2/26/09

Licensing Board approval [Signature] Date: 3/4/09
Revised 03/17/08

OK
W [Signature]

1st one submitted
2/20 - date's did
on 2nd



RECEIVED
DOVER CITY CLERK
DOVER, NH

2009 FEB 24 A 10: 54

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: STRAFFORD County STARS - MAU

Federal Tax ID number for Organization: 20-3543481

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

Contact Person: DANA DUBE Day Time Telephone: 343-4220 / 767-1577

Address: 56 Durham Road, Unit 57 Dover Email Address DANAREDSOX@aol.com

Purpose of Permit: TAGGING

Date of Event: 4/10 - 4/11/09 Specific Time: 4/10 11:00 - 7:00 PM / 4/11 11:00 - 5:00 PM

Location of Event: BUSINESSES THROUGHOUT DOVER

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way 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

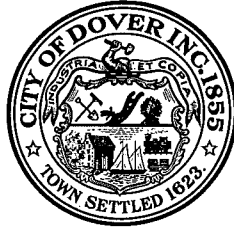
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.

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: Dana Dube Date: 2/24/09

Licensing Board approval [Signature] Date: 2/2/09
Revised 03/17/08

OK
w/k



REC'D
DOVER CITY CLERK
DOVER, NH

2009 FEB 24 P 3:23

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: Dover Youth Football

Federal Tax ID number for Organization: _____

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

Contact Person: Greg Nesman Day Time Telephone: 742-7930

Address: 14 Bellamy Woods Dover Email Address: nesm9@comcast.net

Purpose of Permit: Fund Raising TAG

Date of Event: Sept 10, 11, 12 Specific Time: 9-10 4 9-11 5-8 9-2 9-noon

Location of Event: _____

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

*** NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS:** Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way 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: [Signature] Date: 2-24-09

Licensing Board approval [Signature] Date: 3/2/09
Revised 03/17/08

OK
W



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.5.

Resolution Number: **R - 2009.03.11 - 30**

Resolution Re: Mowing / Maintenance of Athletic Fields in Dover

WHEREAS: A sealed Request for Proposal (RFP) B07044 was issued and received for a three (3) year agreement for mowing and maintenance services for the athletic fields on March 28, 2007 at 2:00 PM. Nine vendors replied with low bid being Bob Meserve Maintenance offering a fixed one year price of \$24,519.00 with option to renew at negotiate pricing for year two and three; and

WHEREAS: In April 2008 council approved year two negotiated price in the amount of \$26,664.00 beginning spring of 2008; and

WHEREAS: Bob Meserve Maintenance is offering a year three (3) price of \$26,664.00, (zero increase from last year). The arrangement with this vendor has been extremely successful and the city would like to renew for year three with Bob Meserve Maintenance.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order not to exceed the amount of \$26,664.00 to Bob Meserve Maintenance, at 2 Elmwood Ave, Dover NH 03820 for 2009 mowing/maintenance services at the athletic fields in Dover.

Financing

Account	Description	Appropriation	Balance
1000-43180-4432-0000-00-30	F & G Maintenance	\$83,000.00	\$57,231.00

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.5.

Resolution Number: **R - 2009.03.11 - 30**

Resolution Re: Mowing / Maintenance of Athletic Fields in 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.A.5.

Resolution Number: **R - 2009.03.11 - 30**

Resolution Re: Mowing / Maintenance of Athletic Fields in Dover

RESOLUTION BACKGROUND MATERIAL:

A sealed Request for Proposal (RFP) B07044 was issued and received for Mowing / Maintenance Services at the athletic fields in Dover on March 28, 2007 at 2:00 PM. Nine vendors responded offering a one year contract with option to renew for each two subsequent years at negotiated and agreed upon rates. Locations are:

Group "A"

- *Woodman Park (including area next to tennis courts)*
- *Maglaras Park (2 ballfields plus entrance road)*
- *Horne Street School (ballfield and adjacent playground to Crescent Rd.)*
- *Garrison School (ballfields and playground area including around tennis courts)*

Group "B"

- *Guppy Park (softball field, arena, pool and pavilion area)*
- *Sullivan Drive ballfield*
- *Longhill Park multi-purpose field*

Year two was approved by city council in 2008 at the rate of \$26,664.00. It is the recommendation of the Community Service Department and purchasing agent to continue the agreement with Bob Meserve Maintenance at 2 Elmwood Ave, Dover for year three at a zero increase in the annual amount of \$26,664.00.

Award Information:

A purchase order will be issued to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes, Fosters, DD/CH 22
Invitations Mailed:	22	Number of Responses:	9
Warranty:	Na	Terms:	1 year
Work Bonded:	No	Contract:	
Prices will hold for:	1 yr hold- 2 & 3 to be negotiated as needed	Estimated Delivery:	weekly
Recommended Award to:	Bob Meserve Maintenance	Fund:	F & G GF
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.5.

Resolution Number: **R - 2009.03.11 - 30**

Resolution Re: Mowing / Maintenance of Athletic Fields in Dover

Vendor Solicitation List:

True Green Chemlawn
P. O. Box 8100
Manchester, NH 03108
Attn: Mark Vallaincourt

Urban Tree Service
119A Walnut Street
P. O. Box 1631
Rochester, NH 03866-1631

Green Grass Lawn Care
12 Lafayette Road Unit 1
No. Hampton, NH 03862

Suntree Corp.
P. O. Box 1895
Dover, NH 03821-1895
Attn: Chris Kemp

LandCare Associates, Inc.
282 Knox Marsh Road
Madbury, NH 03820

Municipal Pest Management
P. O. Box 316
York, ME 03909
Attn: Mike Morrison

Scott's Lawn Care
170 West Road, Suite 7
Portsmouth, NH 03801
Attn: Andy Walker

Allegro Lawn Care
282 Knox Marsh Road
Madbury, NH 03820

Lawn Dawg
121 Lafayette Road
North Hampton, NH 03862

Henderson's Landscaping
and Maintenance
Rte 202
Barrington, NH 03825

Phipp's Landscaping
589 Silver Street
Rollinsford, NH 03869
Attn: Ralph Phipps

Bob Sherwood Landscape
Company
55 Knox Marsh Road
Dover, NH 03820
Attn: Bob Sherwood

Salmon Falls Nursery and
Landscaping
511 Portland Avenue
Berwick, ME 03901

Hale's Turf Management
Middleton Road
Wolfeboro, NH 03894

C & R Perennial Lawn Care
348 Bayside Road
Greenland, NH 03840

Arbor Pro
10 Lyons Street
Rochester, NH 03867

Shamrock Landscaping
RR 109
Mirror Lake, NH 03833

The Lawn Doctors LLC
63 Prospect Street
Dover, NH 03820

Greenside Up
P. O. Box 447
Greenland, NH 03840

True Green
PO Box 8100
Manchester NH 03108

Salmon Falls Nursery
211 Route 4
Berwick, ME 03901

Tom Rowell
6 Danbury Ln
Dover NH 03820



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.5.

Resolution Number: **R - 2009.03.11 - 30**

Resolution Re: Mowing / Maintenance of Athletic Fields in Dover

RFP B07044 / 2007Results

Vendor Name	Group A	Group B	Total A & B
Phipps Landscape 589 Silver St. Rollinsford NH			WITHDREW BID Total Season \$10,567.42 For both groups
Lawnsapes LLC 1 Page Ave Dover NH 03820	26 weeks @ 683.08 per total season \$17,760.00	26 weeks @ \$324.62 per total season \$8,440.00	26 weeks @ \$1007.70 for total season of \$26,200.00
LaFountain Landscape 9 Drew Rd Somersworth NH 03878	27 weeks @ \$1,105.00 total season \$29,835.00	27 weeks @ \$960.00 total season \$25,920.00	27 weeks @ \$2,065.00 for total season of \$55,755.00
Bob Meserve Maintenance 2 Elmwood Ave Dover NH 03820	25 weeks @ 622.00 per total season \$15,550.00	25 weeks @ 358.76 per total season \$8,969.00	25 weeks @ \$980.76 total season \$24,519.00
Piscataqua Landscaping 26 Maclellan Ln Eliot ME 03903	24 weeks @ \$1,011.17 total season \$24,268.00	24 weeks @ \$508.96 total season \$12,215.00	24 weeks @ \$1,520.13 total season \$36,483.00
Elf's Landscaping Inc PO Box 7266 Rochester NH 03839	24 weeks @ \$763.33 total season \$18,320.00	24 weeks @ 470.83 total season \$11,300.00	24 weeks @ \$1,234.17 total season \$29,620.00
Bob Sherwood Landscape 55 Knox Marsh Rd Dover NH 03820	24 weeks @ \$1,037.50 total season \$24,900.00	24 weeks @ 589.58 total season \$ 14,149.92	24 weeks @ 1,627.08 total season \$39,049.92
The Lawn Doctors LLC 82 Broadway Dover NH 03820	25 weeks @ \$1,001.15 total season \$25,028.64	25 weeks @ \$667.43 total season \$16,685.76	25 weeks @ 1,668.58 total season \$ 41,714.40
Green Grass Landscape 12Lafayette rd No Hampton NH	\$1,200.00 Aeration Services Only	\$1,075.00 Aeration Services Only	\$2,275.00 Aeration Services Only



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R -2009.02.11 - 32**
Resolution Re: ACCEPTANCE OF NYE LANE

- WHEREAS: Nye Lane is ready for acceptance as a City street; and
- WHEREAS: The Engineering Division has reviewed this street determined it meets City standards and specifications for street acceptance and has received a 2-year maintenance guarantee; and
- WHEREAS: Nye Lane was dedicated by the developer by the filing and recording of an approved subdivision plan identified as Plan 89-34 in the Strafford County Registry of Deeds.

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

Nye Lane is accepted as a City Street according to the metes and bounds description contained in the background of this resolution.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Scott Myers By request
Approved as to Legal Form:	Allan B. Krans, Sr. City Attorney		
Recorded by:	Karen Lavertu City Clerk		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R -2009.02.11 - 32**
Resolution Re: ACCEPTANCE OF NYE LANE

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R -2009.02.11 - 32**
Resolution Re: ACCEPTANCE OF NYE LANE

RESOLUTION BACKGROUND MATERIAL:

A street is created as an official public way in one of 4 ways as follows:

- Highway layout
- Prescription
- Dedication and acceptance
- Deed

Creation of this street as an official highway by dedication and acceptance will be accomplished with this resolution. The vast majority of highways in the modern age are created by dedication and acceptance.

The process is a two-step process. The most common act of dedication is the filing and recording of an approved subdivision. The second and final step is a formal vote of acceptance by the City Council.

The City of Dover maintains and provides services for city streets. Only streets meeting city specifications are accepted.

The legal description is:

Beginning at a granite bound set in the ground on the easterly sideline of Upper Factory Road and the westerly sideline of Map E, Lot 57-1; thence running northerly along the easterly sideline of Upper Factory Road for a distance of 112.5 feet to a granite bound on the westerly sideline of Map E, lot 49-1; thence turning and running on a reverse arc to the left with a radius of 30 feet for a distance of 50.28 feet to a granite bound on the northerly sideline of Nye Lane; thence turning and running along the northerly and easterly sideline of Nye Lane on the following courses and distances: S 64° 14' 10" E for a distance of 89.53 feet to an iron pipe; S 64° 14' 10" E a distance of 125 feet to an iron pipe; thence running S 64° 14' 10" E for a distance of 10.61 feet to an granite bound; thence on a reverse arc to the right with a radius of 175 feet for a distance of 115.98 feet to an iron pipe; thence continuing on an arc to the right with a radius of 175 feet for a distance of 72.06 feet to an granite bound; thence S 02° 40' 11" E for a distance of 52.94 feet to a iron pipe, thence S 02° 40' 11" E for a distance of 77.79 feet to a granite bound; thence continuing on a reverse arc to the right with a radius of 175 feet for a distance of 103.93 feet to a granite bound; thence continuing S 31° 21' 24" W a distance of 8.92 feet to an iron pipe; thence running S 31° 21' 24" E for a distance of 159.57 feet to a iron pipe, thence continuing S 31° 21' 24" E a distance of 83.25 feet to a granite bound; thence turning and running on a reverse arc to the left with a radius of 30.00 feet for a distance of 42.37 feet to a granite bound set on the northerly side of a cul-de-sac; thence turning and running on a reverse arc to the right with a radius of 65 feet for a distance of 76.04 feet to an iron pipe; thence continuing on a reverse arc to the right with a radius of 65 feet for a distance of 81.26 feet to an iron pipe; thence continuing on a reverse arc to the right with a radius of 65 feet for a distance of 138.69 feet to an iron pipe on the westerly sideline of Nye Lane and the easterly sideline of Map E Lot 49-10; thence turning and running along the westerly and northerly sideline



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.7.

Resolution Number: **R -2009.02.11 - 32**

Resolution Re: ACCEPTANCE OF NYE LANE

of Nye Lane on the following courses and distances N 31° 21' 24" E a distance of 204.88 feet to an iron pipe; thence continuing N 31° 21' 24" E a distance of 140.67 feet to a granite bound; thence continuing on a reverse arc to the left with a radius of 125 feet for a distance of 18.94 feet to an iron pipe; thence continuing on a reverse arc to the left with a radius of 125 feet for a distance of 55.29 feet to a granite bound; thence continuing N 02° 40' 11" W a distance of 123.8 feet to a granite bound; thence running on a reverse arc to the left with a radius of 125 feet for a distance of 134.32 feet to a granite bound; thence turning and running N 64° 14' 10" W for a distance of 235.01 feet to a granite bound; thence running on a reverse arc to the left with a radius of 30 feet for a distance of 46.32 feet to the point of beginning.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.6.

Resolution Number: **R - 2009.03.11 - 31**

Resolution Re: Amendment #4 North End Pressure and Water main Design.

WHEREAS: On May 10, 2006 City of Dover Council awarded Earth Tech the bid B06069 for engineering services regarding replacement of Water Main on Old Rochester and Longhill Road and North End pressure study in the amount of \$49,900.00; and

WHEREAS: The City of Dover received and approved the following amendments to the original agreement of May 2006:
Amendment #1 In the amount of \$145,000.00 Design Phase Service
Amendment #2 No \$ change, only wording change to Invoice Procedures
Amendment #3 In the amount of \$19,768.61 for continued oversight services

WHEREAS: (AECOM) formerly Earth Tech has submitted an amendment #4 in the amount of \$13,000.00 to provide additional study and report phase services to evaluate the potential for locating a new water storage tank on a parcel of land located between Sixth St and Longhill Road. This tank would be part of the new north end high service zone as described in the 2006 North End Water Pressure Study Report by Earth Tech Inc.

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

The Purchasing Agent is hereby authorized to issue a change order #4 to Purchase Order #30-238407 in the amount of \$13,000.00 to be charge to the following account. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5300-43320-4757-3531-08-30	Water Main Replacement	\$295,000.00	\$145,000.00

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.A.6.

Resolution Number: **R - 2009.03.11 - 31**

Resolution Re: Amendment #4 North End Pressure and Water main Design.

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.A.6.

Resolution Number: **R - 2009.03.11 - 31**
Resolution Re: Amendment #4 North End Pressure and Water main Design.

RESOLUTION BACKGROUND MATERIAL:

The City of Dover is requesting from Dover City Council approval to issue a change order to the original purchase order 30-238407 to (AECOM) formerly Earth Tech Inc.

In May 2006, City of Dover Council awarded Earth Tech the bid B06069 for engineering services regarding replacement of Water Main on Old Rochester and Longhill Road in the amount of \$49,900.00. The City of Dover previously received and approved the following amendments to the original agreement May 2006:

- Amendment #1 In the amount of \$145,000.00 Design Phase Service
- Amendment #2 No \$ change, only wording change to Invoice Procedures
- Amendment #3 In the amount of \$19,768.61 for continued oversight services

(AECOM) formerly Earth Tech has submitted amendment #4 in the amount of \$13,000.00 to provide additional study and report services to evaluate the potential for locating a new water storage tank on a parcel of land located between Sixth St and Longhill Road. This tank would be part of the new north end high service zone as described in the 2006 North End Water Pressure Study Report by Earth Tech Inc. Earth Tech Inc is very familiar with this ongoing project and this would be most advantageous to the city.

Award Information:

A purchase order will be issued to authorize this expenditure.

Purchasing Information:

Type:	Change order	Advertised:	no
Invitations Mailed:	na	Number of Responses:	na
Warranty:	Meets Specifications	Terms:	Net 30, FOB Dover
Work Bonded:		Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	As needed
Recommended Award to:	(AECOM) Formally Earth Tech Inc	Fund:	Water CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Cost estimated at \$25,000 or greater



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.1.

Resolution Number: **R – 2009.03.04 - 33**
Collective Bargaining Agreement
Resolution Re: AFSCME Local #572

WHEREAS: The City of Dover and representatives of the American Federation of State, County, & Municipal Employees, AFSCME Local #572, have been involved in negotiations for a collective bargaining agreement to supersede the Agreement which expired on June 30, 2008; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Council accepts the tentative agreement and the City Manager is hereby directed to execute a three (3) year Collective Bargaining Agreement between the City of Dover and the American Federation of State, County, & Municipal Employees, AFSCME Local #572.

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.B.1.

Resolution Number: **R – 2009.03.04 - 33**
Collective Bargaining Agreement
 Resolution Re: AFSCME Local #572

RESOLUTION BACKGROUND MATERIAL:

The City participated in negotiations with AFSCME Local #572. Discussions started on September 27, 2007 bringing the contract to this point.

The summary of costs is as follows:

City of Dover

Summary of Change - AFSCME (Public Works) Tentative Agreement Cost Summary

Summary By Union	Wage Amount	Dental	Medical	Retire	Other Fringe	Total Fringe	Wage & Fringe		
							<u>Change from FY09 Budget</u>		
FY09 Estimate								\$	
AFSCME	1,716,862	25,873	541,410	149,591	126,970	843,844	2,560,706	15,952.00	0.99%
							<u>Change from FY09 Estimate</u>		<u>Change from FY10 SQ</u>
FY10 Estimate								\$	\$
AFSCME	1,782,138	27,271	619,758	161,996	130,514	939,539	2,721,677	160,971.00	6.29%
							<u>Change from FY10 Estimate</u>		<u>Change from FY11 SQ</u>
FY11 Estimate								\$	\$
AFSCME	1,825,827	27,985	655,317	165,968	133,441	982,711	2,808,538	86,861.00	3.19%
Totals	5,324,827	81,129	1,816,485	477,555	390,925	2,766,094	8,090,921		

Other estimated potential liability associated with NHRS 125% Rule \$99,758.00



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.C.1.

Ordinance Number: **O – 2009.03.11 - 6**
Ordinance Title: Young Street parking
Chapter: Chapter 166, Vehicles and Traffic

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by adding a new location to the list of streets in 166-56 “Schedule I: No Parking at Any Time”.

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 is added:

STREET:

Young Street

LOCATION:

Southerly side, from the intersection of Main Street easterly to the Cochecho River, between December 1 and April 1

3. TAKES EFFECT

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

AUTHORIZATION

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

Sponsored by: Councilor Karen Weston

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.C.1.

Ordinance Number: **O – 2009.03.11 - 6**
Ordinance Title: Young Street parking
Chapter: Chapter 166, Vehicles and Traffic

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.C.1.

Ordinance Number: **O – 2009.03.11 - 6**
Ordinance Title: Young Street parking
Chapter: Chapter 166, Vehicles and Traffic

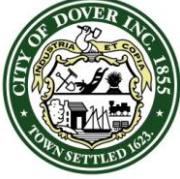
ORDINANCE BACKGROUND MATERIAL:

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

Young Street is a relatively narrow, short street extending from the intersection of Main and Portland to end at the Cochecho River. Parking is presently restricted on the north side and is not restricted on the south side.

Young Street intersects with the former Water Street near the Cochecho River, which was conveyed by the City in 2008 to a private property owner. With the onset of snow in the 2008-2009 winter season, it became apparent that the Water Street parcel would not necessarily be maintained for public travel. Young Street effectively became a dead-end street. Concern has been expressed about the difficulty of delivery trucks entering and exiting the rear of 7-11 Main Street (Smiley's Beverage, etc.), becoming stuck on the Young Street grade or driving on the property at #14 Young Street in negotiating turns. Additional concerns were expressed about the ability of waste and recycling trucks to service properties on Young Street.

The residents of Young Street petitioned the Transportation Advisory Commission to further restrict on street parking. The TAC has acknowledged the value of Young Street, which has up to six on street spaces on its southerly side, in the City's downtown parking inventory. A seasonal parking restriction, which is similar to what is currently in place on Nelson Street, should enhance safety during the winter months (when snow banks reduce the road width) while still maintaining some available parking for eight months of the year. The TAC has also acknowledged that downtown parking will be subject to further review by the newly formed Parking Commission and that future waterfront development may necessitate further improvements or adjustments to Young Street.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.C.2.

Ordinance Number: **O – 2009.03.11 - 7**
Ordinance Title: Durham Road parking
Chapter: Chapter 166, Vehicles and Traffic

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by adding amending a location in the list of streets in 166-56 “Schedule I: No Parking at Any Time”.

2. AMENDMENT

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

a. The following is added:

Durham Road

Both sides, from the intersection of Back River Road to the intersection of Mast Road

3. TAKES EFFECT

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

AUTHORIZATION

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

Sponsored by: Councilor Karen Weston

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.C.2.

Ordinance Number: **O – 2009.03.11 - 7**
Ordinance Title: Durham Road parking
Chapter: Chapter 166, Vehicles and Traffic

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.C.2.

Ordinance Number: **O – 2009.03.11 - 7**
Ordinance Title: Durham Road parking
Chapter: Chapter 166, Vehicles and Traffic

ORDINANCE BACKGROUND MATERIAL:

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

In 2003, the Dover High School adopted a paid parking permit program to help manage student parking on school grounds. Since then, student parking has increased on neighborhood streets near the high school. A certain percentage of the student population will choose not to pay for a permit or will not be eligible for one, even though in practice it appears that school parking lots are underutilized during school hours. The school department has claimed that it cannot control the parking behaviors of its students who park off site.

Neighborhood parking by DHS students brings a number of associated public safety hazards. Residents have expressed concerns regarding littering, excessive noise, and excessive speed. There are imminent public safety concerns associated with increased student pedestrian traffic on Route 108 (Durham Road). This increases the potential for collisions when drivers stop suddenly for pedestrians walking along the road.

The City Council recently adopted parking restrictions on many of the neighborhood streets within proximity to the high school. This improved the situation in the neighborhoods, but predictably the off-campus student parking migrated to other non-posted areas. At the start of the 2008 school year, a few students began parking on Durham Road to the west of the high school and as more and more students followed suit, safety concerns increased.

To the immediate south of Alumni Drive is the Garrison City Early Childcare Center. With parked cars along Durham Road blocking the view of approaching vehicles, parents and staff of the daycare center have experienced more and more difficulty in safely entering traffic. Durham Road residents have complained about partially obstructed driveways and postal delivery interruptions due to mailboxes being blocked. Following a series of winter storms that increased the size of snow banks, the Chief of Police imposed a temporary parking restriction under authority of Chapter 166-3.

At the request of several Durham Road property owners and other Dover residents, the Transportation Advisory Commission has attempted to find a more permanent solution.

Representatives of the Planning and Engineering Departments have determined that Durham Road, which was originally constructed by the NH Department of Transportation, was not designed with the appropriate base course materials along its shoulders to accommodate long term parking. Research of the existing Durham Road ordinances in Chapter 166 shows that parking restrictions in the vicinity of the high school date back many years. Additionally there is some ambiguity in the present language, which references only utility pole numbers. The Police Department has determined that at least one of these utility poles no longer exists, which makes the proper posting of the existing ordinance impossible.

It is noted that aside from the DHS student parking, there is little demand for Durham Road parking except for the occasional large-scale event such as DHS graduation, Fireworks, or political rallies occurring at the high school. Accordingly, there should not be a need to post a large number of no parking signs. Committee members have expressed the hope that as off-campus parking options for DHS students are eliminated, more pressure will be put on the school department to make more efficient utilization of school parking lots.