

MINUTES
SPECIAL MEETING/WORKSHOP
DOVER CITY COUNCIL
COUNCIL CHAMBERS
SEPTEMBER 29, 1999
7:00 PM

1. Roll Call: Councilor Reese, Councilor Schmidt, Mayor Boc, Councilor Berry, Councilor Johnson, and Councilor Landry were present.

Absent: Councilor Rawding, Councilor Wilson, and Mayor Pro Tem Perry

2. Resolution RE: Increase of the Elderly Exemption Criteria. Sponsored by Councilor Bill Wilson and Councilor David Landry.

The Mayor called the special meeting to order.

Landry moved to adopt, seconded by Berry and Schmidt.

Landry described the Elderly Exemption criteria saying Wilson is an ardent supporter of the resolution and co-sponsor. The resolution acknowledges that the economy has not been great for everyone. It will allow some of the older people to stay in their homes and be on their own for a longer period of time. Our seniors have already paid their way in the City of Dover. It is only a small break for senior citizens.

Reese has questions about the maximum assets of \$80,000. He asked does that include the value of the home?

Landry says, no, the value is not added in.

Mayor Boc asked about the impact on the tax rate.

Landry stated his best guess on the model is that there is an application process that must be adhered to.

Jeff Harrington says based on the model, it would have a 12¢ increase on the tax base.

Reese asked what degree of detail do people have to list their assets?

Wil Corcoran, the City Assessor, stated that under penalty of perjury, there are a number of items that must be answered on the forms. After determining if they do or do not qualify, this information is disposed of.

The Mayor commented about the \$120,000 that would be lost to the city.

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Schmidt supports this concept and resolution. He was formerly a sponsor, but had to withdraw because of time constraints.

Motion passed on a roll call vote of 6-0.

3. Tag Permit – Dover Little Green Cheerleaders

Mayor Boc moved to grant the tag permit, seconded by Reese. Motion passed on a vote of 6-0.

Other Business

4. Adjournment

Schmidt moved to adjourn, seconded by Reese.

Adjourned at 7:19 p.m.

**AFTER SPECIAL MEETING
COUNCIL WORKSHOP**

1. Current Use

Tom Fargo – Chairman of the Conservation Commission stated everyone should have read a packet that was distributed. He started by saying a number of people got together last night for a revision of the Dover Master Plan. Most of the past Master Plans have recommended open space. Most large tracts of land have been donated to the city. Consequently, there is not that much open space. There is very little in terms of active conservation in the city. There are two (2) large parcels of open space he is aware of. One is known as Gabriel's property off County Farm Cross Road and the other large parcel is off Rabbit Road and these are the only two large parcels of open space he is aware of.

The Mayor asked Tom Fargo to spread out Geographic Information System (GIS) maps that show the land attributes in the City of Dover.

The Phase I map shows public and private land parcels that are protected. These parcels are very limited in Dover.

On the Phase III map Johnson asked about the Bellamy property. Tom Fargo says the State Fish and Game owns it, but we have an easement.

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Johnson stated the Environmental Concerns Committee has discussed this and feels it is long overdue. It amounts to \$50,000 per year and is not a major strain on the budget.

The Mayor asked if it would be any different by doing it out of the general fund?

Tom Fargo says they could identify the parcel and the council could act on it in a more timely manner. The reason current use fees are imposed is to give the Conservation Commission the mechanism to purchase easements.

Landry states they all attended a number of meetings on rezoning in Dover, but that had not been successful. The Steering Committee that he is on met last night regarding open space and the Conservation Commission Trust Fund. There is an enabling legislation in place. A number of towns already have adopted it. Jack Mettee's company, Appledore Engineering, is doing the Master Plan update.

If we can purchase land as opposed to borrowing money, then we should. Landry credits the Conservation Commission for taking this issue on. Legislation has been in place for over 10 years and this current Conservation Commission has tackled this and presented it well.

Schmidt states there is a growing theme all over the state, that open space is being built up.

Reese agrees with Landry on not putting this into the CIP and he feels there is a mechanism that allows them to purchase the land in a quick turnaround time. He feels this is a good approach.

Johnson says use of the General Fund may fly, but a specific fund should be established that enables them to purchase. He asked would it keep accumulating if it is not used and should they cap the fund?

Berry doesn't feel we would need to worry about putting a cap on it, he feels this is a well thought out plan.

The Mayor says the idea is a good one. Our goal is to preserve land and keep it away from the developers. This is another way we can conserve the land. We may want to add some start up money.

Johnson states we are talking about land that is not valued at \$50,000 per ¼ acre.

Tom Fargo says if we are going to use any parcel for recreation, we will want to purchase the land.

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Landry states regarding the years when a boom is in effect, \$50,000 per year can go further, as we would then qualify for federal funds and matching money if we had a special fund.

Schmidt says maybe some seed money could be put in initially, then it could pay back city funds as the fund builds up.

Jeff Harrington has information from a financial standpoint. He passed out numbers. Over the past six (6) years, we have received over \$500,000 in revenue. It has been used to fund various projects. There are needs from an operational standpoint. He likes how the proposal avoids debt by not bonding. He does have a concern though and asks that they share the money between the General Fund and the Reserve Fund. You could share on a 50/50 basis between funds; anything over a certain amount would go into General Fund. That would control the fund.

He has another concern. That is, any tax can be abated in court. He wants to be assured any court costs would also come out of the fund. What triggers and who controls the money. That's pretty much it.

Tom Fargo states these points are well taken. Funds might need to be reallocated.

Those dark areas on the maps represent limited resources. When they are gone, there is no more unless, of course, someone dedicates their farmland to conservation.

Berry understands Jeff's points.

Johnson agrees with Tom Fargo on the current use fees.

2. Public Works Facility

Schmidt read the Steering Committee Report. The committee has met and voted on a resolution. Schmidt was not in favor.

Schmidt read the recommendation and time line suggested.

Earle Goodwin then read his statement for the record. (See folder of 9/29/99)

Schmidt stated the vote was not a final vote, but essentially it would have been 4-2 in favor, with Schmidt and Earle Goodwin opposed.

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Landry asks why did all six (6) firms wait to go through the design/building selection process.

Schmidt stated it is a well-known fact that there is a bidding process that goes on with subcontractors (i.e., concrete, plumbing, electrical, etc.) which could affect the design and the price. That is why the current process was chosen.

Landry stated we did not go through this process on the Dover Middle School (DMS).

Berry clarified on the DMS, they interviewed six (6) firms and found a firm they were most comfortable with. Then started with the Guaranteed Maximum Price (GMP) design.

Landry asked is a Clerk of the Works employed in both situations?

Schmidt says the committee asked a lot of questions on how to best proceed. Some firms were quite willing to participate in the process with six (6) competitors. DMS is a highly sophisticated building, the public works facility is not as sophisticated. Dana Lynch had proposed a time line.

Landry feels he knows what we are hoping to do and he questions whether the current council will be addressing this.

Schmidt clarified one member of the original seven (7) dropped out leaving six (6) voting members. Schmidt says everyone who participated in the deliberations voted.

Johnson applauds the Steering Committee. He feels they have gone far beyond their charge and he likes the design/build better than construction/manager approach. He feels it would be most appropriate to have the council decide if they want to go forward at this time, then let a building committee go from there. He wants to move forward as soon as possible.

The Mayor did not feel the charge was vague. He stated number one was what are you going to house there and second, what will be the cost. Now they should follow through with the best qualified firm and get their GMP and make recommendations to the council.

Johnson would prefer to have the building committee appoint this firm.

The Mayor stated the Steering committee would make a recommendation.

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Schmidt says some of the people are not available for a long-term building committee. He asked how big is the building going to be and what technical basis is there for making it a smaller design other than the initial cost?

Reese agrees with Johnson on having the building committee make recommendations to the council. Reese questions the design/build process. When we get a recommendation and select a firm, do we still have the authority to stop the process if it is too much money?

Johnson says the difference between design/build is they hire the architect. In construction/management you hire the architect.

The Mayor states the committee was charged with recommending services, operation, and equipment. What will be housed in the new facility and what the estimated cost will be.

Schmidt states the committee didn't really understand the charge. One of the ideas was to ask the contractors to come back with different designs and concepts, which he feels was too open ended for the contractor to guess what the council was looking for.

The Mayor thought the Steering Committee had the expertise to make a recommendation and could wrestle with the amount (size) of warm storage space and where recycling would be, there or elsewhere, and if the Police impound was going to be there or elsewhere.

Berry feels the Steering Committee was well put together. He wants the building committee to be as well put together with the amount of work they have to do.

Landry comments he agrees with Berry and wants to deal with it in context of the entire CIP.

Johnson understands, but asks what has a higher priority in the CIP at this moment? If we don't address this, it will be delayed again and again. This is not a major tax impact in the long run. He wants to move ahead with the project.

Reese says the process of the CIP involves the Planning Board and they (the Planning Board) have not even seen the CIP and the Planning Board wouldn't be voting on it until December at the earliest.

Berry says the best time for prices are January and February. Prices will drop if you can line them up then. Berry does not support having our people in that building another year. It is an unsafe building and we all know it.

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The Mayor thanked the Steering Committee and at the next meeting, he stated they will pick a building committee.

Schmidt agrees about forming a building committee and about the issue of the old council and new one coming in. He also commented about the current location of the public works facility and how when trucks are coming off Henry Law Avenue there is virtually no visibility and you must turn right and go around the rotary. The quicker we can get out of that "central" location, the better it will be. We should not be concerned about spending an extra \$200,000 or less as if this was going to benefit the City. The old location is really hazardous.

The Mayor states the Steering Committee is asking for direction:

- 1) At our October meeting, we ought to form a building committee
- 2) We ought to state a price we are comfortable with, and within 3.2 million, no more, as low as we possibly can come in
- 3) Have the steering committee recommend to us who they think the design/builder firm is.

The question here before us would be a majority or simple vote, we can't do that with six people voting. Do we want them to go through the process with all six people or do we want them to act on what they have done so far. They have interviewed people. I think we should stop there, tell us which is the most qualified company. Let them make their recommendation to us, on Oct 12th. Berry clarified Oct 13th. If we accept it we have done the duty of team/design and we have a proposal.

Johnson states there is no problem with them setting the price, as long as the council can come back and adjust the price. This is what they did at the middle school. He wants the building committee to look at maybe 3 finalists recommended by the Steering Committee but it would be the Council's final decision.

The Mayor stated 1 - 3 firms at the discretion of the committee.

Landry states point of order. If the Steering Committee comes back with a recommendation of XYZ firm and, if they are not selected, do we have any issues? The Mayor stated no. Landry asks that members of the Planning Board be included on the building committee.

Johnson asks about legal requirements of the proposed building committee and that they be resolved before the next meeting with George Wattendorf.

Joyal states he will look into it.

The Mayor thanked the Steering Committee for their work and looks forward to their final report.

The Mayor moved to adjourn, seconded by Reese. All in favor.

Judy Gaouette, City Clerk