



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 13, 2010**
Meeting Time: **7:00pm**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL ATTENDANCE**
5. **PROCLAMATIONS/AWARDS**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
 - A. **ORDINANCE: MORNINGSIDE DRIVE STOP SIGN**
SPONSORED BY COUNCILOR WESTON
 - B. **ORDINANCE: SHAWS LANE PARKING**
SPONSORED BY COUNCILOR WESTON
 - C. **RESOLUTION: ADOPTION OF FY 2011-2016 CAPITAL IMPROVEMENTS PROGRAM**
(TO BE VOTED ON JANUARY 27, 2010)
SPONSORED BY MAYOR MYERS BY REQUEST
 - D. **RESOLUTION: APPROPRIATION FOR FY2011 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING**
(TO BE VOTED ON JANUARY 27, 2010)
SPONSORED BY MAYOR MYERS BY REQUEST
 - E. **RESOLUTION: APPROPRIATION FOR FY2011 CAPITAL IMPROVEMENTS PROGRAM – NON-DEBT FINANCED PROJECTS**
(TO BE VOTED ON JANUARY 27, 2010)
SPONSORED BY MAYOR MYERS BY REQUEST
 - F. **RESOLUTION: REAUTHORIZATION OF GENERAL FUND CIP APPROPRIATION FOR ENERGY EFFICIENCY PROJECTS AND AUTHORIZATION FOR BONDING**
(TO BE VOTED ON JANUARY 27, 2010)
SPONSORED BY MAYOR MYERS BY REQUEST
8. **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.



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9. CITY MANAGER'S REPORT

10. APPROVAL OF MINUTES

- A. December 2, 2009
- B. December 9, 2009
- C. December 11, 2009
- D. December 16, 2009
- E. January 4, 2010
- F. January 6, 2010 – Special Meeting

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

- 1. **MORNINGSIDE DRIVE STOP SIGN**
SPONSORED BY COUNCILOR WESTON
- 2. **SHAWS LANE PARKING**
SPONSORED BY COUNCILOR WESTON

B. ORDINANCES IN THE 3rd READING - None

C. RESOLUTIONS - None

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. **RAFFLE – City of Dover, Community Services Employees**
- 2. **RAFFLE – St. Mary's Academy**
- 3. **TAG – Dover Baseball, Inc.**
- 4. **RESOLUTION: B10033 TOLEND AND WATSON RD ENGINEERING SERVICES**
SPONSORED BY MAYOR MYERS BY REQUEST
- 5. **RESOLUTION: B09100 VIDEO SECURITY SYSTEM**
SPONSORED BY MAYOR MYERS BY REQUEST
- 6. **RESOLUTION: TOTAL STATION FOR DOVER POLICE DEPARTMENT**
SPONSORED BY MAYOR MYERS BY REQUEST



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COMMITTEE REPORTS

1. School Board Liaison
2. Planning Board
3. Appointments Committee
4. Recreation Advisory Committee
5. McConnell Center Advisory Committee
6. Arts Commission
7. Solid Waste Advisory Commission
8. Transportation Advisory Commission
9. Joint Building Committee – Horne Street
10. Joint Building Committee – Woodman Park

B. RESOLUTIONS

1. **RESOLUTION: AD-HOC FINANCIAL POLICY REVIEW COMMITTEE**
SPONSORED BY MAYOR MYERS
2. **RESOLUTION: SETTING OF PROPERTY TAX CREDIT FOR VETERANS FOR FY2011**
SPONSORED BY DEPUTY MAYOR TREFETHEN
3. **RESOLUTION: APPOINTMENTS TO JOINT BUILDING COMMITTEE WOODMAN PARK SCHOOL**
SPONSORED BY MAYOR MYERS

C. ORDINANCES IN 1ST READING

1. **CHAPTER 3, ADMINISTRATIVE CODE, BOARDS AND COMMISSIONS – JOINT FISCAL COMMITTEE**
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 27, 2010.)
SPONSORED BY DEPUTY MAYOR TREFETHEN AND COUNCILOR WESTON

14. COUNCIL CORRESPONDENCE

- A. Letter from Commissioner Thomas S. Burack to Ms. Loretta B. Chase
- B. Letter from Commissioner Thomas S. Burack to Mr. Jonathan Mitchell
- C. Letter from Commissioner Thomas S. Burack to Mr. Thomas Fargo

15. COUNCIL MATTERS OF INTEREST

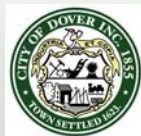
16. ADJOURNMENT

City Manager's Report

January 13, 2010

*"Coming together is a beginning.
Keeping together is progress.
Working together is success."*

Henry Ford



Submitted by:

J. Michael Joyal, Jr.
City Manager

288 Central Avenue
Dover NH 03820
603.516.6023

STREETS, WATER, SEWER UPDATES

Utilities: The Water Division spent the majority of their time this month on hydrant pumping and in making repairs to leaking hydrants. In addition to this, the crews repaired a water leak on Durham Road and replaced curb boxes on Dover Point Road and also on Hill Street. The 2" service line feeding the City outdoor pool was replaced as the old line had deteriorated and continued to break. Crews repaired a failed water line at the French Cross Road Water Treatment Plant and installed conduit to the well so the transducer line can be replaced for the level control. Well cleaning is underway at both the Campbell and Hughes Wells.

SUR Construction completed utility upgrades on Oak Street and Redden Street and applied a base coat of pavement to these roadways. The River Street Pump Station Project is progressing on schedule with the installation of foundation and floors for the new pump house. Demolition of the old mechanical screen and grit system is complete and crews are waiting on steel and masonry work. The Public Works and Utilities Supervisor attended the pre-construction meeting for the NHDOT Route 9 Bridge Replacement Project.

Utility and Facilities crews assisted the Highway Division during two winter storm events.

Streets: In the month of December, the Highway Division responded to two major winter storm events. Roads were pre-treated, plowed and salt and sand applied. Sidewalks were plowed. More brine solution was made, more salt ordered and the sand/salt mixture was restocked. Resident sand and salt bins were topped off. Snow was removed from the downtown business district and churches for the holiday weekend. Snow was also hauled from City parking lots in anticipation of the next snow event. Repairs were made to any mailboxes damaged by snow removal operations.

Highway personnel attended sidewalk training. This was a week long process involving each operator running through the plow routes in a sidewalk tractor, applying sand and salt as needed. This exercise was conducted to assure their familiarity with the route and to navigate any problem areas which may not be as visible under winter storm conditions.

Crews installed concrete slabs to allow for installation of the donated blue crab sculpture which is now on display in front of the Children's Museum. The River Street ditch line was cleaned by the Skate Park. Clogged catch basins were cleared during the rain event as flooding occurred. A catch basin was replaced and the road repaired on Birchwood Place. Repairs were made to pipes around a manhole on Locust Street. A berm and swale were installed on Whittier Street. Street striping was performed on Atlantic Avenue. The sidewalk on Green Street, which was causing a trip hazard, was repaired. Potholes were monitored and filled on a weekly basis. The Highway Division also oversaw contract work which included trim and shim on Middle Road, cut and patch on Bellamy Road, sidewalk repairs on Fairfield Drive and Green Street and re-grading and paving of Birchwood Place.

PROGRAMS AT CITY CENTERS/BUREAUS

Police Special Investigations Bureau: During the month of December, five 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.

Also during December, 11 sex offenders were processed by 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.

Police Support Services Division: The Professional Standards Bureau completed its extensive preparation for the Commission on Accreditation for Law Enforcement Agencies (CALEA) reaccreditation. The actual on-site evaluation occurred from December 12th through the 15th. Two CALEA assessors visited the department to review our policies to ensure we were in compliance with over 450 nationally recognized standards on police policy and procedure. To meet the stringent guidelines, CALEA requires police agencies to develop a comprehensive, well thought out, uniform set of written directives to meet administrative and operational goals while providing direction to personnel.

Part of the evaluation included the assessors randomly interviewing several community leaders to include Jack Buckley at the Dover Housing Authority, Dover High School Principal Deb Migneault and City of Dover Director of Finance Dan Lynch about their experiences working with the Dover Police Department. Assessors also spent a significant amount of time riding with officers and interviewing department personnel to further their evaluation beyond the supporting documents provided to them. Finally, the assessors conducted an open citizen's forum and a call-in session for members of the public to provide their input.

Prior to leaving, the assessors gave Chief Colarusso and his staff a very positive overview of their observations and evaluation. It is anticipated that the department will be officially reaccredited at the CALEA conference in March.

Field Operations Division: Overall, the Patrol Division was very busy during December. Officers handled 1,809 calls for service. This included 108 collisions, 12 assaults, 44 thefts, 121 disturbance calls, 56 arrests, and 10 criminal summonses being issued. 336 warnings were given to drivers, as well as 42 summonses for a variety of motor vehicle violations. Eight drunk drivers were arrested.

The city's winter parking ban went into effect on Dec. 1st. During the first month of enforcement 1,004 tickets were issued.

In December, the Strafford County Regional Accident Investigation Team responded to one fatal collision, which occurred in Lee on the 13th.

The Downtown Liaison Officers met with the residents of the Winter/Durrell Streets neighborhood on December 3rd to kick off a Neighborhood Watch Program.

A new radio transmitter went on line from the Mast Road Tower located behind the Community Services building. This greatly enhanced portable radio communications between officers in the field and the Communications Center. It has virtually eliminated the dead spots in the Littleworth Rd, Knox Marsh Rd, Durham Rd and surrounding areas.

Each month, the Police Department mails out random, anonymous surveys to citizens who had contact with the department. This month, six of the 20 surveys were returned. In rating the officers, four of the respondents rated the officer's "attitude and helpfulness" as "excellent"; one as "good", and one "fair". The results on the respondent's opinion of the officer's "skills and abilities" were: three as "excellent"; two "good"; and one "fair".

In rating the dispatchers, four respondents rated the dispatcher's "attitude and helpfulness" as "excellent"; one "good"; and one "fair". In rating the dispatcher's "skills and abilities", three noted "excellent"; two "good" and one "fair".

The Police Explorers program currently has eight cadets and due to strong recruiting activities at Dover High School, is processing applications from five additional students. This past month included training on the physical fitness requirements for law enforcement officers and the value of community service by assisting with the annual Dover Police Charities Christmas Basket Program.

Community Service Program: The Community Service program tracked 25 active participants during the month of December. Of those in the program, 14 worked hours during the month, totaling 67.5 hours of work accomplished. Three participants completed their court ordered hours. For 2009, a total of 462 hours of community service work was accomplished and 23 individuals completed their court ordered obligations.

Diversion Program: The Diversion Committee met on Thursday, December 17th to review one current case. The next meeting will be on January 21st.

Community Outreach Program: The Police Department was notified by Wentworth-Douglass Hospital that they would be renewing their funding in the amount of \$75,000 to support the effort: Using Student Empowerment to Achieve Healthier Youth and Families. This program puts a strong emphasis on sustaining Dover Youth to Youth in our community as well as supporting new efforts at Barrington Middle School and other neighboring towns.

Dover Youth to Youth had another busy month in December. At the end of the month, they learned that they were selected to be Foster's Daily Democrat "Newsmakers of the Year". This recognition, in a full page story, detailed the successes of the program over the years as well as its current activities. The lead-in for the story was the following: "Editor's Note: Foster's has picked Dover Youth to Youth as the Newsmakers of the Year for 2009. This group, made up of student volunteers and adult coordinators, is dedicated to educating the public about the dangers of alcohol and tobacco abuse and preventing underage access to those products. The organization's impact has been felt nationwide and its efforts have garnered numerous awards."

Several Y2Y students presented to three Parent Program classes on the topic of underage drinking and alcohol industry deceptions. This included a presentation on Channel 22.

Dover Youth to Youth continues to provide training and technical assistance to surrounding communities who want to start a similar program. This has been made possible through a grant provided by the One Voice for Southeastern NH Coalition and Wentworth-Douglass Hospital. We have assisted in the starting up of groups at Spaulding High School; Coe Brown Academy; Farmington High School, and Somersworth High School. We will receive funding this year to sustain that assistance and to expand the program to include support for 6-8 middle schools in the region – with Farmington and Somersworth Middle Schools already committing to starting their own programs this year.

The Dover Police Department's Parents Program continued in December with over 100 families participating. The program is an early intervention course for the parents of Dover's 5th grade DARE students. The course increases parental knowledge of alcohol and drug abuse issues and trends during six hours of in-class training conducted by certified DARE officers spread out over three two-hour sessions. The Parent Program is funded by a \$15,000 grant from the New Hampshire Department of Health and Human Services.

The Dover Coalition for Youth's Executive Board met on December 11th and the Coalition's general membership had a meeting on December 16th. Members are currently forming three workgroups to help implement upcoming projects. The group's current projects are; Dover Night Out in August, an Underage Drinking Town Hall Meeting that will be held in the spring and a Prescription Drug Take Back Program for March.

The Coalition coordinated the Student Risk Behavior Survey at Dover Middle School, Dover High School and St. Thomas Aquinas in early December. The results are being processed and the Coalition is working with the Dover Survey Committee to determine how to share the results.

Teen Center: The Teen Center calendar for December consisted of superior educational and social programming for our youth participants. For the month, the Teen Center saw a total of 473 participants, on 19 days of programming, which yielded an average of 25 participants per day.

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

TC Snack Special – "Mini-Corn Dogs" (12/3)
TC Bingo Mania (12/7)
TC Special Event – "Holiday Fun Day" w/ UNH Lord Hall Council (12/10)
TC Crafts Day – "Holiday Ornaments and Cards" (12/16)
TC Winter Vacation Programming – "Movies, FunSpot & Wii" (12/28-12/30)

DoverPalooza teen band night had 75 attendees on December 30th.

This coming January, the Teen Center will expand its programming with the addition of "TC After-Dark", a drug and alcohol free alternative event for area youth to attend one weekend night each month. TC After-Dark will provide a relaxed atmosphere for youth to try out their musical talents with other teens, or just have a place to go without the pressures experienced at unsupervised gatherings.

Recreation: Midget basketball for 3rd and 4th graders began on Saturday, December 5th. There are four boys' teams and three girls teams.

Both the 7th & 8th grade leagues as well as the High School basketball leagues had their workouts and teams formed. There are four 7th & 8th grade boys' teams. There are four Northeast League teams (HS Boys) and one HS Girls team. The junior high teams were able to have their first games before the holidays. The high school teams all begin their games after the holidays.

Signups for Lil' Shots (K-2nd grade basketball) are ongoing; this program begins January 9, 2010.

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

All of our adult fitness classes wrapped up Session II and began sign-ups for Session III. We offer Pilates, BodySculpt, Tai Chi and Yoga throughout the week.

Additional Youth Open gym times were scheduled for vacation week at the McConnell Center basketball court. In addition, several birthday parties rent the gym on Sundays and additional rentals occur for indoor soccer on Friday nights and during vacation.

Senior Center: There were no trips scheduled in December due to the holidays. The Senior Advisory Committee meets the first Friday of each month. 10 seniors attended the December 4 meeting.

Visiting Nurses were at the Senior Center on December 10th to perform blood pressure checks.

On Friday, December 11th, the annual Christmas party was held at Great Bay Catering. 101 of our members enjoyed this event.

Senior Mystery Lunch: 23
Senior Monthly Social: 101 (Christmas Party)

Indoor Pool: Early Bird seems to be the largest attended swim at the DIP, seeing as many as 75 swimmers every morning. Hydrofitness usually has 20-25 attendees and the Great Bay Masters program usually has 25-30 swimmers.

High School swimming is in full swing with Dover High, St. Thomas, Spaulding and Berwick Academy using our pool on a daily basis as well as Oyster River during vacation and early release days. Dover High School hosted a dual swim meet on December 16th that was very well attended.

Seacoast Swimming also has seen its usual swim time over the past month. Overall, we see an average of 100-150 lap/rec swimmers per day with as many as 250-300 swim team members each day during the week.

Five birthday parties were held at the pool during the month of December.

Dover Fire came in to practice their ice/cold water rescue skills throughout the month.

Ice Arena: The arena has seen some excellent activity over the month of December. High School hockey is in full swing with high school varsity and junior varsity games from Dover High School, Berwick Academy, St Thomas High Academy, York High School and Marshwood High School. For most of these schools the arena hosts both boys and girls teams. These high school games attract many spectators to the arena which could translate into future skaters, snack bar customers or guests at future events. Many weekends the parking lot is full with three high school games scheduled in the same day!

The arena skating and hockey programs ended just before the holidays and will pick up on or about January 3rd for the second session for the winter season. The largest program is the CO-ED adult league which has 84 participants and is full with a waiting list. New this year is the Over 45 adult hockey league and that looks to be another very successful program.

General public skating activities have picked up considerably during the holiday break. The arena had 1,250 skaters at public skating with 546 adults and 704 youth skaters. Just in the last week of December the arena had 782 participants in public skating with the top day at 234 skaters.

Stick Practice: 438

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

The IT Division has been assisting the Finance Director in the beginning phase of switching the City over to Unifund, the new financial system.

This month Recreation held the Annual Lighting of the Living Christmas Tree in Henry Law Park. There was a record number of attendees, with close to 250 people in attendance. This year it was held in conjunction with activities coordinated by the Chamber of Commerce and the Children's Museum of NH which drew in a larger crowd.

The Fire Department has been working with Dover High School to expand their very successful Career Education Program. This two-year program is in collaboration with Dover High School, the State of New Hampshire's Department of Safety, and our Fire Department. The program starts in the students' junior year with the NH Fire Standards and Training Commission Firefighter I Certification. This first year follows a public safety core where the student gains experience and knowledge of the firefighter's responsibilities. The senior year consists of over 150 hours of Emergency Medical Technician (EMT) training, testing and clinical experience that makes the student eligible to take the EMT Certification Exam at age 18. The remainder of the year covers a variety of career modules that include Fire Inspection; Fire and Arson Investigation; Fire Prevention and Public Education; Airport Rescue and Fire Fighting; Incident Command Systems; Firefighter Safety and Survival; the laws governing emergency services, policies and procedures, and a survey of careers related to fire service. Students who successfully complete years 1 and 2 of the Academy are eligible for 9 college credits (6 credits for Firefighting I and 3 credits for EMT Certification) at participating community colleges. The department will host the program at the North End Fire Station.

PARKING & TRANSPORTATION

The Department of Planning and Community Development developed multiple printed and web based information outlets for the implementation of the multi-space parking meter system. Additionally, the department updated its blog <http://dovernhplanning.blogspot.com/>.

A further focus of the Planning Department has been coordinating the installation of the above parking meters on Henry Law Avenue, in the Orchard Street parking lot and the Belknap parking lot (located off Central Avenue). The public parking and transportation city planner has been coordinating with the vendor (Parkeon), the Parking Commission, and other city staff.

During the month of December, the multi-space meters were installed and in-house training was accomplished. The meters were tested and made operational, this included the web based back office software, credit card processing and ordering of signage.

The Department of Planning and Community Development developed a multi faceted public education program, including a web site with information about the program, brochures, pamphlets and flyers which were prepared and distributed to businesses and placed on parked cars. Meetings were also coordinated with the Chamber of Commerce, Children's Museum of New Hampshire and Main Street, and display boards were developed for City Hall.

PLANNING & ZONING

Planning and Community Development staff presented to the Planning Board its Developer's Handbook. This roadmap for development in Dover was created to assist property owners, developers and their agents, as well as abutters to projects to understand the development process. Planning and Community Development staff sent letters to local development professionals outlining improvements to the process which will begin in January. These improvements include increased use of electronic transmissions of plans and an increase on public visibility.

CITY GROUNDS – FACILITIES & PARKS

The repairs to the steps at City Hall and the library were completed by masons Harold Clark and Rodney Brown.

Maintenance completed in municipal buildings included painting in the auditorium and maintenance closets at the Public Works Facility. Crews worked with the City Manager's Office in preparing the auditorium for inauguration activities.

Granite State Plumbing & Heating worked at the McConnell Center to replace a cracked boiler section that was covered under warranty. A portion of the piping was re-plumbed to meet the recommendation made by the manufacturer's representative. Work continues on this project.

Leaf pick up continued during the first week of December until the snow fell. The flower barrels were picked up and cleaned for winter storage.

Work continued on the Christmas decorations to resolve problems in the Waldron Court and downtown areas. Numerous bulbs were replaced in the décor lights and two lights had additional necessary maintenance needed.

Sign work for the metered parking program began with making up signs and ordering those that needed to be specially made. Sign work also continued in the posting of signs for new developments, replacement of existing signs as needed and in conjunction with the sidewalk replacement program. Employees removed Amtrak signs for the Downeaster so they could be refurbished.

Plans for the construction of a Dog Park at Longhill Park are moving along with a layout and budget being developed. Recreation will continue to meet with neighbors and area residents through the winter to get more ideas and to help continue with the project planning for spring construction.

The carpet installation is on hold at the Dover Public Library due to a manufacturing problem in the carpet tiles noticed by the installers. Installation to commence once again in mid January.

The Public Library composed 24 blog posts, 67 tweets and added content on the library's Facebook wall. The Library has 173 Facebook fans and 66 Twitter followers. These avenues are a few which are used for various press releases.

The Public Library received a complete set of reels of historic Dover newspapers microfilmed with the \$5,189 Moose Plate Grant.

Various donations were received at the library to purchase Civil War Materials and also audiobooks on CD.

The Dover Public Library now has 6 Kill A Watt Energy Detectors available for check out which are very easy to use--just plug it in at your home or office, and find out exactly how much electricity all your appliances and electronic devices are using. It's the first step to lower electric bills and to a smaller carbon footprint! The Detectors were made available by nhsaves.

GENERAL UPDATES

The IT Division assisted with background operations in getting the new City Councilors set up with new email accounts and also closed out accounts for the Councilors stepping down.

The Fire Department is in the process of rewriting their comprehensive five year strategic plan. This will take many hours of research, forecasting and brainstorming from the department. A final product should be presented to the City Council in June.

December's safety training was a Fire-Ground Accountability system update. This system used by command staff to account for where the firefighting teams are in a building during a fire is extremely important in the event of a building collapse, or sudden issue where those team members become trapped and need rescue. Since the building is normally on fire when something like this happens, having a crew available to mobilize instantly and knowing exactly where the trapped team is located is not only important to our employees for their well being, but is also a requirement of several national standards. Knowing where crews are in a building at any time is the purpose of the accountability system. Many seacoast area fire departments including Dover, recently adopted the same system since communities routinely respond to assist each other during fires, and this training updated the suppression shifts on the changes.

The Fire Department's focal point for December was the highly successful Toy Bank project. In all, the program helped provide over 80 children with a happy Christmas. This takes hundreds and hundreds of off-duty hours by the department members and volunteers throughout the entire city. The result is always worth the tireless efforts.

The department conducted a Fire Extinguisher Program as well as 2 CPR programs to citizens and businesses.

ACKNOWLEDGEMENTS & EVENTS

City departments came together to compete in their goal of helping those citizens less fortunate with a city wide food drive. The seven departments competed against each other to bring in the most canned goods. City employees were able to collect over 8,000 non-perishable food items, along with over \$2,000 in cash donations, and distributed it all between three Dover food pantries. This was a huge success and benefited greatly Dover residents in need.

City of Dover - Monthly Statistics	December	FY09	FY09	July	August	September	October	November	December	FY10	FY10 versus FY09
	2008	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	YTD Totals	YTD +/-
Number of Days Represented	31	184	365	31	31	30	31	30	31	184	
INFORMATION TECHNOLOGY											
Info Tech - Total Visitors to Website	40,609	276,346	525,091	42,677	46,337	52,496	60,828	55,762	51,919	310,019	33,673
Info Tech - Average Visitors to Website Per Day	1,309	1,502	1,438	1,376	1,494	1,749	1,962	1,858	1,674	1,686	184
Info Tech - Number of Support Requests Processed	~	0	637	125	90	114	121	97	114	661	661
Total Email Processed by Server	~	0	0	~	3,631,180	3,893,018	5,214,782	4,477,029	2,519,338	19,735,347	19,735,347
- Detected as Virus	~	0	0	~	19,001	127,927	66,217	1,226	3,243	217,614	217,614
- Detected as SPAM	~	0	0	~	3,349,133	3,440,366	4,787,293	4,252,957	2,352,355	18,182,104	18,182,104
CLERK/REGISTRY RECORDS & ASSESSING											
Clerk/Collector - Death Certificates Issued	191	1269	2,698	189	234	168	199	178	168	1,136	-133
Clerk/Collector - Marriage Licenses Issued	17	183	294	40	43	23	17	11	8	142	-41
Clerk/Collector - Birth Certificates Issued	164	1280	2,845	211	242	255	208	150	155	1,221	-59
Clerk/Collector - Notary Public Requests	40	342	616	59	70	38	28	27	48	270	-72
Clerk/Collector - Marriage Certificates/Copies Issued	24	280	280	58	73	63	56	31	26	307	27
Clerk/Collector - Justice of Peace Requests	1	28	28	8	8	2	6	6	3	33	5
Clerk/Collector - Vehicle Registrations Total	2,066	14,308	27,464	2,508	2,275	2,495	2,415	1,979	2,200	13,872	-436
- EREG - Online Registrations	~	0	0	123	154	191	183	182	169	1,002	1,002
- Mailed Registrations	~	0	0	314	103	325	311	200	254	1,507	1,507
- Office Registrations	~	0	0	2,071	2,018	1,979	1,921	1,597	1,777	11,363	11,363
Registry - Deeds	~	0	0	89	69	50	54	73	54	389	389
Registry - Mortgages	~	0	0	114	116	94	98	97	92	611	611
Registry - Foreclosures	~	0	0	3	8	4	5	5	5	30	30
Assessing - Total Property Visits	~	0	0	~	~	~	~	~	166	166	166
- Property Inspection Visits	~	0	0	~	~	~	~	~	161	161	161
- Property Non-Inspection Visits	~	0	0	~	~	~	~	~	5	5	5
PURCHASING DATA											
Finance-Purchase Orders \$1,000 - \$4,999.99	22	170	316	30	22	24	23	23	33	155	-15
Finance-Purchase Orders \$5,000 - \$9,999.99	8	58	94	11	3	6	9	9	3	41	-17
Finance-Purchase Orders \$10,000 - \$24,999.99	2	29	49	11	8	3	3	3	7	35	6
Finance-Purchase Orders \$25,000 - Over	6	32	57	14	5	8	7	1	4	39	7
POLICE											
Police Non Motor Vehicle Bookings - Total	78	635	1,004	81	69	81	88	87	66	472	-163
- Total Arrests	59	472	905	71	56	78	82	72	56	415	-57
- Total Summons	19	163	232	10	13	3	6	15	10	57	-106
- Adult Arrests/Summons	60	576	894	73	61	74	80	76	58	422	-154
- Juvenile Arrests/Summons	18	59	110	8	8	7	8	11	8	50	-9
- Male Arrests/Summons	56	436	706	62	50	61	64	64	53	354	-82
- Female Arrests/Summons	22	199	298	19	19	20	24	23	13	118	-81
Police Motor Vehicle Stops - Total	456	5,484	8,776	780	476	772	748	649	377	3,802	-1,682
- Total Summons	60	775	1,241	75	45	72	77	74	41	384	-391
- Total Warnings	396	4,709	7,534	705	431	700	671	575	336	3,418	-1,291
Police Total Speed Violations	137	1,658	2,427	351	208	307	272	270	126	1,534	-124
- Speed Summons	9	190	273	25	19	11	12	26	4	97	-93
- Speed Warnings	128	1,468	2,154	326	189	296	260	244	122	1,437	-31
Police Total All Other Violations	319	3,818	5,224	429	268	460	476	378	251	2,262	-1,556
- All Other Summons	51	581	807	50	27	60	65	47	37	286	-295
- All Other Warnings	268	3,237	4,417	379	241	400	411	331	214	1,976	-1,261
Police Parking Tickets Issued	1,302	3,628	7,664	725	499	545	596	503	1,365	4,233	605

City of Dover - Monthly Statistics	December	FY09	FY09	July	August	September	October	November	December	FY10	FY10 versus FY09
	2008	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	YTD Totals	YTD +/-
Number of Days Represented	31	184	365	31	31	30	31	30	31	184	
- Winter Restriction Tickets	816	816	1,058	0	0	0	0	0	1,004	1,004	188
- Handicapped Violation Tickets	16	67	128	16	9	5	9	7	15	61	-6
Police Dispatch Telephone Calls - Total	12,413	61,514	119,882	10,434	11,056	10,183	10,492	9,431	10,139	61,735	221
- 911 Calls	496	2,352	4,517	347	440	329	345	381	408	2,250	-102
Police Calls for Service - Total	2,685	16,005	30,260	2,942	2,704	2,568	2,489	2,275	2,238	15,216	-789
- Police Only	~	0	11,695	2,509	2,194	2,147	2,024	1,805	1,743	12,422	12422
- Fire Only	~	0	2,038	353	399	308	353	381	487	2,281	2281
- Police & Fire	~	0	346	51	69	75	74	41	66	376	376
- Other - Unassigned	~	0	176	29	42	38	38	48	42	237	237
Police Average Response Time - Priority 1 Calls	~	0	0	~	4:44	5:07	5:25	5:28	5:40	5:16	5:16
Police Average Response Time - Priority 2 Calls	~	0	0	~	14:49	12:03	13:11	13:10	12:35	13:09	13:09
Police Average Response Time - Priority 3 Calls	~	0	0	~	19:04	21:55	20:46	17:49	15:00	18:54	18:54
Police Average Response Time - Priority 4 Calls	~	0	0	~	65:56	71:46	9:11	37:02	35:10	48:37	0:37
Dispatch Radio Transmissions - Total	11,477	60,017	113,109	9,227	10,144	8,753	9,018	8,499	9,184	54,825	-5,192
Adult Arraignments	37	440	874	52	61	54	62	54	65	348	-92
Adult Trials	4	25	79	1	8	6	3	3	4	25	0
Hearings	15	113	190	4	4	4	5	5	3	25	-88
Criminal Record Requests	71	498	1,001	63	59	79	107	98	95	501	3
Police Case Reports Processed	812	5,030	9,410	421	1,073	1,346	1,172	302	1,102	5,416	386
Community Service Program-Juveniles Tracked	24	154	324	27	20	21	23	21	25	137	-17
Community Service Hours	16	234	595	25	11	26	24	50	68	204	-30
Police Total Crimes Handled	167	1,119	1,871	217	223	172	195	164	158	1,129	10
- Part I Crimes - Total	56	401	657	83	90	59	63	56	61	412	11
- Murder	0	2	2	0	0	0	0	0	0	0	-2
- Rape	0	0	1	0	2	2	3	0	0	7	7
- Robbery	1	4	6	2	3	0	1	0	1	7	3
- Assault	10	81	133	20	24	19	14	17	12	106	25
- Burglary	10	42	60	3	6	4	5	1	4	23	-19
- Residence	4	30	42	3	6	3	5	0	3	20	-10
- Non-Residence	6	12	18	0	0	1	0	1	1	3	-9
- Larceny/Theft	34	263	438	56	55	32	38	36	42	259	-4
- Auto Theft	1	4	7	1	0	2	2	2	2	9	5
- Arson	0	1	1	1	0	0	0	0	0	1	0
- Part II Crimes - Total	111	820	1,321	134	133	113	132	108	97	717	-103
- Forgery/Counterfeiting	1	10	14	1	0	2	2	3	0	8	-2
- Fraud	10	29	45	15	7	5	8	1	4	40	11
- Embezzlement	0	2	5	0	0	0	1	0	0	1	-1
- Stolen Property (Buy/Sell/Receive)	3	8	14	0	0	0	1	1	1	3	-5
- Criminal Mischief	40	178	299	33	49	42	23	36	22	205	27
- Weapons Possession	2	3	5	0	0	0	0	0	0	0	-3
- Prostitution	0	0	0	0	0	0	0	0	0	0	0
- Sex Offenses	2	13	24	2	4	2	3	0	1	12	-1
- Drug Offenses	10	60	101	6	12	10	14	5	14	61	1
- Gambling & Bookmaking	0	0	0	0	0	0	0	0	0	0	0
- Offenses Against Family	0	2	3	2	0	0	0	0	0	2	0
- Driving While Intoxicated	5	62	99	3	10	7	18	9	8	55	-7
- Liquor Laws	2	53	84	7	6	3	3	3	4	26	-27

City of Dover - Monthly Statistics	December	FY09	FY09	July	August	September	October	November	December	FY10	FY10 versus FY09
	2008	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	YTD Totals	YTD +/-
Number of Days Represented	31	184	365	31	31	30	31	30	31	184	
- Disorderly Conduct	6	32	47	5	3	7	5	3	1	24	-8
- Vagrancy (Loitering)	0	0	3	0	0	0	0	0	0	0	0
- All Other Offenses	30	368	578	58	42	35	54	47	42	278	-90
- School Truancy	6	30	54	0	0	5	1	2	10	18	-12
Accidents - Total	113	500	769	70	65	58	61	63	108	425	-75
- Non Investigative	69	284	437	42	35	35	33	32	64	241	-43
- Property Damage	23	99	141	8	13	10	17	11	22	81	-18
- Injury	8	46	68	5	5	8	2	5	5	30	-16
- Fatal	0	0	0	0	0	0	0	0	0	0	0
- Hit & Run	13	62	108	15	12	5	9	15	17	73	11
- DWI Accident	0	9	15	0	0	0	0	0	0	0	-9
Disturbances - Investigative	93	512	858	112	132	132	104	88	121	689	177
Missing Persons - Investigative	5	30	54	3	5	5	6	4	6	29	-1
Death - Untimely, Suicide & Attempts	3	23	36	3	5	4	4	3	4	23	0
Animal Investigations - Animal Control Officer	20	160	280	39	43	25	24	15	22	168	8
FIRE & RESCUE											
Fire & Rescue Total Calls for Service	737	2,660	5,018	403	453	380	413	420	546	2,615	-45
- Calls for Fires	26	125	277	30	18	23	20	20	18	129	4
- Emergency Medical Calls	255	1,344	2,568	220	251	211	207	224	258	1,371	27
- Hazardous Condition Calls	148	195	233	10	5	9	7	6	11	48	-147
- Miscellaneous Service Calls	97	257	428	26	37	29	22	28	110	252	-5
- Lock Out Calls	76	270	672	73	58	54	71	74	75	405	0
- False/Good Intent Calls	135	469	840	44	84	55	86	68	74	411	-58
Fire Dept Average Response Time - Priority 1 Calls	~	0	0	~	~	6:31	6:16	6:53	7:25	6:46	6:46
Fire Dept Average Response Time - Priority 2 Calls	~	0	0	~	~	12:17	39:56	19:21	17:31	22:16	22:16
Fire Dept Average Response Time - Priority 3 Calls	~	0	0	~	~	11:00	9:50	10:11	10:02	10:15	10:15
Fire Dept Average Response Time - Priority 4 Calls	~	0	0	~	~	15:52	9:41	13:13	8:23	11:47	11:47
Simultaneous Emergency Incidents	129	400	778	61	58	62	61	66	62	370	-30
3 or 4 Simultaneous Emergency Incidents	117	184	265	13	19	19	16	12	17	96	-88
Patients Transported to Area Hospitals	230	1,267	2,349	212	226	195	204	184	242	1,263	-4
Ambulance Revenue	\$66,372	\$498,910	\$950,211	\$53,209	\$96,817	\$78,892	\$60,673	\$87,960	\$75,037	\$452,588	-\$46,322
Fire Loss Totals	\$601,500	\$949,000	\$1,105,975	\$51,350	\$13,800	\$10,695	\$55,000	\$10,200	\$145,000	\$286,045	-\$662,955
INSPECTION SERVICES											
Total Inspections	331	2,009	4,108	387	375	375	376	448	474	2,435	426
- Life Safety Inspections	4	23	123	25	25	8	35	52	47	192	169
- Business Inspections	15	260	495	6	17	22	13	16	5	79	-181
- Sprinkler/Alarm Inspections	4	44	232	33	22	52	18	39	51	215	171
- Car Safety Seat Inspections	3	32	70	8	6	0	8	5	0	27	-5
- Building Inspections	37	357	647	84	74	83	89	94	85	509	152
- Electrical Inspections	140	515	995	94	76	94	105	116	110	595	80
- Plumbing/Mechanical Inspections	67	518	861	65	65	61	76	67	92	426	-92
- Blasting Inspections	~	0	0	~	~	~	~	~	~	5	5
- Health Inspections	38	261	505	56	70	39	13	46	60	284	23
- School/Daycare Inspections	10	18	39	3	18	12	7	7	11	58	40
- Oil Burner Inspections	4	17	39	1	2	4	11	6	6	30	13
- Woodstove/Fireplace Inspections	3	26	30	0	0	0	1	0	2	3	-23
Fire Inspection Services - Total Permits	37	233	1,019	135	120	162	136	106	93	752	519

City of Dover - Monthly Statistics	December	FY09	FY09	July	August	September	October	November	December	FY10	FY10 versus FY09
	2008	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	YTD Totals	YTD +/-
Number of Days Represented	31	184	365	31	31	30	31	30	31	184	
- Burning Permits Issued	14	33	689	82	83	112	88	83	66	514	481
- Blasting Permits Issued	2	7	11	0	2	0	0	1	1	4	-3
- Building Permits Issued - Total	21	193	319	41	35	50	48	22	26	222	29
Some are - Apartment Dwelling Units	0	0	0	0	0	0	0	0	0	0	0
- Commercial	0	5	10	7	5	7	8	0	0	27	22
- Condo Units	0	0	0	0	0	0	0	0	0	0	0
- Congregate Care Facility	0	1	1	0	0	0	0	0	0	0	-1
- Convert 1 to 2 Family Dwelling	0	0	1	0	0	0	0	0	0	0	0
- Duplex Unit	1	2	2	0	0	0	0	0	0	0	-2
- Industrial	0	1	2	0	0	0	0	0	0	0	-1
- Multi-Family	0	0	1	0	0	8	0	0	0	8	8
- Manufactured Dwelling	0	4	4	0	0	0	0	0	0	0	-4
- Single Family Dwelling	0	11	27	4	5	9	5	3	9	35	24
- Certificate of Occupancy Permits - Total	6	63	120	12	10	31	11	9	10	83	20
- Apartment Dwelling Units	0	2	21	0	0	18	0	2	0	20	18
- Commercial	1	7	21	2	0	1	2	0	1	6	-1
- Condo Units	0	14	15	1	0	0	0	0	0	1	-13
- Congregate Care Facility	0	0	0	0	0	0	0	0	0	0	0
- Convert 1 to 2 Family Dwelling	0	1	1	0	0	0	0	0	0	0	-1
- Duplex Unit	0	0	0	0	0	0	0	0	1	1	1
- Industrial	0	0	0	0	0	0	1	0	0	1	1
- Renovations	0	13	23	4	3	0	4	2	0	13	0
- Manufactured Dwelling	0	5	5	0	1	5	0	0	0	6	1
- Single Family Dwelling	5	21	34	5	5	7	4	5	8	34	13
Monthly Permit Construction Value - Total	\$28,477	\$10,177,858	\$17,754,046	\$3,413,100	\$2,602,700	\$3,355,900	\$2,171,215	\$1,017,400	\$7,077,400	\$19,637,715	\$9,459,857
PLANNING & ZONING											
Planning & Zoning Applications - Total	~	0	0	9	4	13	11	12	8	57	57
- Major Subdivision Applications	~	0	0	1	1	0	1	2	0	5	5
- Minor Subdivision Applications	~	0	0	2	0	3	2	0	1	8	8
- Minor Lot Line Adjustment Applications	~	0	0	1	0	1	1	0	0	3	3
- Site Plan Applications	~	0	0	0	0	0	1	1	1	3	3
- Conditional Use Permit Applications	~	0	0	3	0	1	2	2	1	9	9
- Zoning Variance Applications	~	0	0	2	0	4	0	3	1	10	10
- Zoning Special Exception Applications	~	0	0	0	0	0	0	0	0	0	0
- Zoning Appeal Applications	~	0	0	0	0	0	0	0	0	0	0
- Sign Permit Applications	~	0	0	0	3	4	4	4	4	19	19
Zoning Violations Investigated	~	0	0	15	10	15	25	15	13	93	93
COMMUNITY SERVICES											
Comm Serv - PW - Total Incoming Service Calls	227	975	1,412	87	96	97	111	60	88	539	-436
- Engineering Service Calls Total	0	6	25	0	0	5	3	0	0	8	2
- Engineering - Calls Resolved	0	2	172	0	0	2	1	0	0	3	1
- Engineering - Calls Unresolved	0	2	121	0	0	3	2	0	0	5	3
- Engineering - Calls Carried Over from Prev Month(s)	~	0	0	~	~	~	5	1	1	7	7
- Highway Service Calls Total	51	209	291	40	47	39	36	17	44	223	14
- Highway - Calls Resolved	33	108	108	27	29	37	36	13	42	184	76
- Highway - Calls Unresolved	18	56	56	13	18	2	0	4	2	39	-17
- Highway - Calls Carried Over from Prev Month(s)	~	0	0	~	~	~	2	6	2	10	10

City of Dover - Monthly Statistics	December	FY09	FY09	July	August	September	October	November	December	FY10	FY10 versus FY09
	2008	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	YTD Totals	YTD +/-
Number of Days Represented	31	184	365	31	31	30	31	30	31	184	
- Solid Waste Service Calls Total	13	131	131	28	26	28	32	19	21	154	23
- Solid Waste - Calls Resolved	8	79	79	25	11	27	32	18	19	132	53
- Solid Waste - Calls Unresolved	5	33	33	3	15	1	0	1	2	22	-11
- Solid Waste - Calls Carried Over from Prev Month(s)	~	0	0	~	~	~	0	2	2	4	4
- Water/Sewer Service Calls Total	44	372	372	19	23	25	36	18	12	133	-239
- Water/Sewer - Calls Resolved	37	257	257	19	14	23	35	11	9	111	-146
- Water/Sewer - Calls Unresolved	7	47	47	0	9	2	1	7	3	22	-25
- Water/Sewer - Calls Carried Over from Prev Month(s)	~	0	0	~	~	~	1	7	4	12	12
- Facilities/Grounds/Cemetery Service Calls Total	119	257	257	~	~	~	4	6	11	15	-242
- F&G - Calls Resolved	~	0	0	~	~	~	1	4	11	12	12
- F&G - Calls Unresolved	~	0	0	~	~	~	3	2	0	3	3
- F&G - Calls Carried Over from Prev Month(s)	~	0	0	~	~	~	10	4	3	13	13
Community Serv- PW - Total Work Orders Generated	227	1,023	2,495	183	262	346	249	196	608	1844	821
- Engineering Work Orders Total	0	1	20	0	0	0	1	0	1	2	1
- Engineering - Work Orders Closed	-	0	0	0	0	0	1	0	1	2	2
- Engineering - Work Orders Remaining Open	-	0	0	0	0	0	0	0	1	1	1
- Engineering - W/O Carried Over from Prev Month(s)	~	0	0	~	~	~	1	0	1	2	2
- Highway Work Orders	51	66	398	42	73	138	81	25	390	749	683
- Highway - Work Orders Closed	-	0	0	~	66	122	73	15	109	385	385
- Highway - Work Orders Remaining Open	-	0	0	~	7	16	8	10	281	322	322
- Highway - W/O Carried Over from Prev Month(s)	~	0	0	~	~	~	70	78	295	443	443
- Solid Waste Work Orders	44	82	133	0	0	0	0	5	12	17	-65
- Solid Waste - Work Orders Closed	-	0	0	~	0	0	0	5	9	14	14
- Solid Waste - Work Orders Remaining Open	-	0	0	~	0	0	0	0	3	3	3
- Solid Waste - W/O Carried Over from Prev Month(s)	~	0	0	~	~	~	0	0	3	3	3
- Water/Sewer Work Orders	13	27	203	6	55	43	17	31	47	199	172
- Water/Sewer Work Orders Closed	-	0	0	~	30	21	15	18	30	114	114
- Water/Sewer Work Orders Remaining Open	-	0	0	~	25	22	2	13	17	79	79
- Water/Sewer - W/O Carried Over from Prev Month(s)	~	0	0	~	~	~	45	50	56	151	151
- Facilities/Grounds/Cemetery Work Orders	119	847	1,741	135	134	165	151	135	159	879	32
- F&G Work Orders Closed	~	0	0	~	~	~	100	69	145	314	314
- F&G Work Orders Remaining Open	~	0	0	~	~	~	51	66	14	131	131
- F&G Work Orders Carried Over from Prev Month(s)	~	0	0	~	~	~	239	222	95	556	556
Wastewater Work Orders	-	0	0	129	60	182	124	37	147	679	679
Comm Serv - Water Gallons Pumped	65,318,000	438,418,000	895,409,000	88,311,000	96,436,000	91,276,000	94,298,000	81,284,000	86,275,000	537,880,000	99,462,000
Comm Serv - Average Water Gallons per Day	2,107,000	2,381,167	2,453,667	2,849,000	3,111,000	3,043,000	3,042,000	2,709,000	2,783,000	2,922,833	541,667
Comm Serv - Dry Tons Biosolids Processed	-	0	0	62.10	55.40	47.40	53.70	58.3	63.9	340.80	340.8
Comm Serv - Gallons of Septage Received	-	0	0	15,950	19,700	30,250	39,500	15,200	21,000	141,600	141,600
Comm Serv - Million Gallons Wastewater Treated/Discharged	-	0	0	97.30	77.48	58.80	67.88	78.03	101.9	481.39	481.39
Comm. Serv - Million Gallons of Average Daily Flow Treated	-	0	0	3.10	2.49	1.96	2.18	2.60	3.2	2.59	2.59
Comm Serv - Highest Daily Flow MGD	-	0	0	5.50	3.67	7.20	2.96	5.79	5.45	5.10	5.10
Comm Serv - Tonnage of Trash Collected	375.67	2453.99	4,455.78	410.07	307.42	319.22	319.58	301.52	346.05	2,003.86	-450.13
Comm Serv - Tonnage of Paper Collected	130.02	703.4	1,310.60	102.46	93.41	92.53	107.13	110.84	128.95	635.32	-68.08
Comm Serv - Tonnage of Commingles Collected	99.69	618.43	1,192.97	124.95	100.29	93.99	102.66	93.89	117.86	633.64	15.21
Comm Serv - F&G Number of Burials - Traditional	0	19	45	3	6	2	3	5	3	22	3
Comm Serv - F&G Number of Burials - Ash	0	14	30	1	3	4	4	2	1	15	1
Comm Serv - F&G Monument Concrete Foundations	0	16	43	0	0	0	11	4	0	15	-1

City of Dover - Monthly Statistics	December	FY09	FY09	July	August	September	October	November	December	FY10	FY10 versus FY09
	2008	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	YTD Totals	YTD +/-
Number of Days Represented	31	184	365	31	31	30	31	30	31	184	
COMMUNITY PROGRAMS											
Rec - Arena Public Skate Attendance	943	3,610	7,418	478	318	288	449	772	1,250	3,555	-55
Rec - Arena Rock Night Attendance	101	632	1,330	58	97	91	75	156	80	557	-75
Rec - Arena - Total Number of Walk In Visits		0	0	~	~	~	~	25,472	28,538	54,010	54,010
Rec - McConnell Center - 'Open Gym' Participants	1,622	11,235	24,269	1,771	1,655	1,708	2,121	2,169	1,901	11,325	90
Rec - McConnell Center Common Area Reservations	60	411	934	68	81	86	98	94	85	512	101
Rec - McConnell Center - Total Number of Walk In Visits	~	0	0	~	~	~	~	5,944	7,072	13,016	13,016
Rec - Senior Center Membership Renewals	13	128	346	6	20	29	33	31	12	131	3
Rec - Senior Center New Memberships	0	70	167	24	7	22	20	8	9	90	20
Rec - Senior Center - Participants on Trips	15	381	926	57	55	113	117	60	0	402	21
Rec - Senior Center - Daily Game/Class Participants	295	4,508	8,366	954	865	689	994	798	687	4,987	479
Rec - Senior Center - Walk ins, no particular activity	393	3,831	7,262	635	581	624	762	636	495	3,733	-98
Rec - Senior Center - Total Number of Walk In Visits	~	0	0	~	~	~	~	1,501	1,140	2,641	2,641
Rec - Indoor Pool - Total Number of Walk In Visits	~	0	0	~	~	~	~	7,511	7,783	15,294	15,294
Teen Center - Participants	432	2,368	4,668	229	215	435	509	408	473	2,269	-99
Teen Center - Days of Programming	18	118	213	19	20	19	21	17	19	115	-3
Library-Circulation	21,790	150,013	296,536	30,677	26,283	23,273	24,288	25,341	20,810	150,672	659
Library-New Patrons	102	956	1,891	237	180	165	161	103	104	950	-6
Library-Total Cardholders	27,590	162,889	325,503	25,482	25,628	26,039	26,347	26,472	26,593	26,094	-136,796
Library-Public Meetings Held	22	160	376	26	22	28	30	30	28	164	4
Library-Audio Downloads	14	91	1,264	326	321	272	284	321	317	1,841	1,750
Library-Internet/PC Users	2,221	15,312	30,058	2,510	2,651	2,224	2,066	1,451	1,732	12,634	-2,678
Library-Museum Passes borrowed	54	344	676	86	84	47	43	51	65	376	32
Library-Holds Filled	1,182	8,589	16,926	1,574	1,582	1,444	1,438	1,140	1,403	8,581	-8
Library-Remote online holds placed	862	6,282	12,983	1,319	1,235	978	1,102	966	1,019	6,619	337
Library-Online Catalog Remote Access Hits	-	6,972	15,125	2,906	2,769	2,301	2,549	2,231	2,482	15,238	8,266
Library-Attendance at Programs	43	2,094	4,558	292	118	258	343	346	388	1,745	-349
Library-Website Visitors	27,362	188,558	292,589	31,280	33,101	32,344	35,961	32,406	29,664	194,756	6,198
Library-Blog & Wiki Readers	2,776	16,428	21,243	1,422	1,351	1,458	1,509	1,554	1,495	8,789	-7,639
Library-Total Number of Walk In Visits	~	0	50,265	18,590	16,890	15,280	15,180	14,202	13,272	93,414	93,414
ECONOMIC CONDITIONS											
Dover Human Services - Number of Contacts	430	2,514	4,994	470	456	520	512	437	603	2,998	484
Dover Human Services - # of Cases	99	502	1,084	97	94	97	99	92	102	581	79
Dover Human Services - Case Expenditures	\$46,133	\$210,636	\$443,917	\$46,476	\$34,957	\$34,660	\$34,028	\$32,379	\$41,256	\$223,756	\$13,120
Dover Labor Force	17,350	17,462	17,485	17,340	17,190	17,240	17,460	17,590	~	17,364	-97.666667
Dover Unemployment Rate	3.3			6.1	6.2	5.8	5.7	5.6	~		
Strafford County Unemployment Rate	4.1			6.9	7.0	6.7	6.5	6.1	~		
State of NH Unemployment Rate	4.3			6.6	6.9	6.7	6.1	6.5	~		
National Unemployment Rate	7.2			9.7	9.6	9.5	9.5	9.4	~		
CITY EMPLOYMENT											
# weeks represented	4	22	52	5	4	4	5	4	4	26	4
HR - Gross Wages Paid	\$1,600,382	\$8,377,140	\$16,534,898	\$1,641,684	\$1,257,762	\$1,295,097	\$1,587,682	\$1,301,489	\$1,612,248	\$8,695,962	\$318,822
HR - Total Average Number of Employees Paid	341	349	344.25	348	354	325	332	336	338	339	-10
- Community Services	72	72	71	76	78	73	72	72	73	74	2
- Executive	15	15	15	12	10	11	10	10	10	11	-4
- Finance	16	16	16	20	20	20	20	21	21	20	4
- Fire & Rescue	59	60	60	59	59	59	59	59	59	59	-1
- Human Services	3	3	3	3	3	3	3	3	3	3	0

City of Dover - Monthly Statistics	December	FY09	FY09	July	August	September	October	November	December	FY10	FY10 versus FY09
	2008	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	YTD Totals	YTD +/-
Number of Days Represented	31	184	365	31	31	30	31	30	31	184	
- Library	22	23	22	22	22	22	23	23	23	23	0
- Planning	6	6	6	6	6	6	6	5	5	6	-1
- Police	83	83	83	81	81	79	78	78	78	79	-3
- Recreation	65	72	68	69	75	52	61	65	66	65	-7
HR - Total New Hires	1	27	48	7	0	12	8	2	2	31	4
- Seasonal Part-Time	1	11	25	3	0	9	6	2	0	20	9
- Seasonal Full-Time	0	4	5	3	0	1	0	0	0	4	0
- Regular Part-Time	0	4	6	0	0	1	1	0	1	3	-1
- Regular Full-Time	0	5	8	0	0	1	0	0	1	2	-3
- Temporary	0	3	4	1	0	0	1	0	0	2	-1
HR - Total Separations	3	30	58	1	2	2	21	5	1	32	2
- Seasonal Part-Time	0	18	43	0	0	1	18	0	0	19	1
- Seasonal Full-Time	0	3	4	0	0	0	3	5	0	8	5
- Regular Part-Time	0	1	1	0	0	0	0	0	0	0	-1
- Regular Full-Time	2	6	8	1	2	1	0	0	1	5	-1
- Temporary	1	2	2	0	0	0	0	0	0	0	-2
PUBLIC TRANSIT											
Dover Downeaster Total Commuters	~	0	0	4,175	4,976	4,839	4,921	~	~	18,911	18911
- Total Boardings	~	0	0	2,054	2,499	2,452	2,437	~	~	9,442	9442
- Total Alightings	~	0	0	2,121	2,477	2,387	2,484	~	~	9,469	9469
Dover COAST Routes Total Commuters	10153	45,553	45,553	7,832	7,216	12,290	13,389	12,458	13,382	66,567	21014
Regional Bus Routes	6191	26,874	26,874	6,942	6,453	6,600	6,924	6,055	6,532	39,506	12632
- Route 1- Dover, Somersworth, Berwick	1643	6,510	6,510	2,105	1,780	1,940	2,135	1,650	1,927	11,537	5027
- Route 2 - Rochester,Somersworth,Dover,Newington,Portsmouth	4548	20,364	20,364	4,837	4,673	4,660	4,789	4,405	4,605	27,969	7605
Dover Community Routes	3330	17,794	17,794	0	0	4,824	5,145	4,071	4,001	18,041	247
- Route 30 - North, DHS, Transportation Center	1248	2,583	2,583	~	~	~	~	1,395	1,380	2,775	192
- Route 31 - West, DHS, Transportation Center	995	2,127	2,127	~	~	~	~	1,311	1,305	2,616	489
- Route 32 - South, DHS, Transportation Center	1087	2,281	2,281	~	~	~	~	1,365	1,316	2,681	400
Dover FastTrans Total Commuters	543	543	543	807	683	776	1,233	2,225	2,743	8,467	7924
- Route 33 - 6th,Park & Ride,Strafford County Complex	543	543	543	724	603	686	907	1,081	1,207	5,208	4665
- Route 34 - 155, Silver, Broadway	~	0	0	~	~	~	~	509	582	1,091	1091
- Route 35 - 108,DHS,DMS,Lib,McConnell, Central,WDH,ParkRide,Indian Bk	~	0	0	~	~	~	326	635	954	1,915	1915
Demand Response Services- ADA-unable to use fixed route bus system	89	342	342	83	80	90	87	107	106	553	211
Totals may/may not include all months, depending on when stat was started.											

COMMUNITY SERVICES CAPITAL IMPROVEMENT PROJECTS Status as of December 2009

WASHINGTON ST BRIDGE TO RIVER ST

Current: The contractor has shut down for the winter.

Previous: The contractor is working on installing new utilities on the approaches on Washington Street and River Street.

SEWER INFLOW / INFILTRATION MITIGATION

Current: Wright Pierce Engineers has submitted a proposal for the design of the next phase of I&I remediation, which will include a Turnpike crossing and portions of Silver Street. NHDES has reviewed and approved the design scope proposal for this work. A resolution will be prepared for approval of the City Council in January.

Previous: The results of the flow monitoring completed by Wright Pierce Engineers show an improvement during precipitation events as a result of the I&I work that has been done over the few years on the sewer collection system. The Community Services Department asked Wright Pierce Engineers to submit a proposal for the design of the next phase of I&I remediation, which will include a Turnpike crossing and portions of Silver Street. NHDES has reviewed and approved the design scope proposal for this work. A resolution will be prepared for approval of the City Council in December.

RIVER ST PUMP STATION UPGRADE

Current: T Buck Construction, the contractor for the River St. pump station upgrade, continues to make progress. The new addition should be closed in prior to winter settling in. Work is expected to continue for approximately 12 months.

Previous: T Buck Construction was approved by the City Council as the contractor for the River St. pump station upgrade. Work is expected to commence by the end of September following contract signing.

REDDEN/ASH STREET SEWER REPLACEMENT

Current: Ash and Redden have been base paved and the contractor has shut down for the winter.

Previous: Ash Street has been base paved for the winter. The drainage and sewer have been completed on Redden Street and the contractor has started on the water main installation. Redden Street will be base paved for the winter by mid December.

RE-ESTABLISHMENT OF WILLAND POND WELL

Current: The Phase I Fatal flaw Report discovered no conditions from the available existing data and field review that would prevent the re-establishment of Willand Pond well. The down well camera inspection showed the well screen to be in good condition. The geophysical field work was completed and being analyzed for use in the groundwater model of the aquifer. A step pump test is scheduled to be performed on the well in January.

Previous: The 12 inch former water supply well was cleaned and appears to be in good condition. A down hole camera inspection will be conducted to look at the condition of the well screen and a step pump test will be conducted on the well in December to determine the capability of the well. The consultant will also perform geophysical testing on the City property and consenting abutters in early December before the ground freezes

BRIDGE PROGRAM

Current: The specifications for the repair and redecking of the Washington and Fourth St bridges are being reviewed.

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

TOLEND LANDFILL REMEDIATION

Current: The AS/SVE system which has operated for the last 5 months to remove contaminants from the identified hot spot in the landfill will be shut down for the winter in December. The system has removed a significant amount of VOC contaminants we are pleased to report. The Southern Plume extraction wells will also be decommissioned for the winter in the coming weeks. Finally the source control remediation system will be designed over the winter and construction is planned for next spring and summer. It is hoped to have the extraction system operational by the fall of 2010.

Previous: EPA issued an Explanation of Significant Difference (ESD) document on June 30, 2010. The modified remedy proposes to establish hydraulic control of the contaminants leaving the landfill using a groundwater extraction system and conveyance system to the Dover WWTP. A copy of the ESD was previously transmitted to the City Council by the City Manager. The remedy will be effective and cost \$14 million less than the sparging trench. The remedy will be able to be fully implemented and operational by the end of 2010.

COCHECHO RIVER DREDGING

Current: The City has been notified that the US Senate FY 2010 budget was approved with \$2 million for the Cocheco Dredge project. Unfortunately the timing of the budget approval and contracting for the upcoming dredging do not coincide well. The ACOE needs 4 months to issue a contract and be certain that funding is approved prior to beginning the contracting process. It is now October and leaves less than 1 month before the dredge window begins. Consequently dredging will not resume until November 2010.

Previous: The City has been notified that the House Committee has included \$1.2 million for the Cocheco Dredge project in the FY 2010 budget and the US Senate Committee has included \$2.0 million in its budget for the dredge. A conference committee will now reconcile the differences and hopefully include the greater amount of \$2.0 million in the 2010 Congressional budget. The USACOE has notified the City that the Cocheco dredge project will not be dredge during the upcoming dredge window this winter despite the good news on the potential funding from Congress. Unfortunately the timing of the budget approval and contracting for the upcoming dredging do not coincide well. The ACOE needs 4 months to issue a contract and be certain that funding is approved prior to beginning the contracting process. It is now nearly August and leaves only 3 months before the dredge window begins. Consequently it appears that dredging will not resume until November 2010. The City has asked the Congressional delegation for assistance in asking the ACOE to modify the process to allow dredging to move forward in November 2009.

ROUTE 9 RR BRIDGE WATERMAIN REPLACEMENT

Current: There was a DOT pre-construction meeting on December 9th.

Previous: The state is advertising for construction.

Total Permits Issued: December 2009

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
09-278	GYNOCOLGY & INFERTILITY	15	OLD ROLLINSFORD ROAD	INT. RENO. MED. OFF. STE 102	C	28	37-10	30000	325
09-333	CRICKET BROOK CONDOS	93	HENRY LAW AVENUE	REM./RPLCE PUBLIC INGRND SWMING P	C	20	13	45000	475
09-340	NP DOVER, LLC	881	CENTRAL AVENUE	INT. TENANT FIT-UP FOR COMM. REC.	C	38	6A	130000	1325
09-355	VICTORY CHAPEL	90	NEW ROCHESTER ROAD	INT. RENO. TO CONVERT SPACE TO A	C	40	21B	13000	155
09-319	CITY OF DOVER SCHOOL DEP	78	HORNE STREET	ADDITION AND RENOVATION	E	36	30	5400000	0
09-343	CITY OF DOVER	288	CENTRAL AVENUE	RMV, RPR & RPLC FRONT STRWY	M	2	1	7000	0
09-343	CITY OF DOVER	73	LOCUST STREET	RMVE, REPR & RPLCE FRNT STRWY	M	9	57	4000	0
08-142	THORNWOOD COMMONS LLC	14	JACQUELINE DRIVE	CONST. SNGL FMLY DWLG W/ATT. GAR	R	M	4-4	160000	1625
08-154	THORNWOOD COMMONS LLC	2	SONIA DRIVE	CONST. SGL FMLY DWLNG W/ATT. GAR.	R	M	4-13	160000	1625
08-155	THORNWOOD COMMONS LLC	4	SONIA DRIVE	CONST. A SNGL FMLY DWLNG W/ATT. G	R	M	4-14	160000	1625
08-156	THORNWOOD COMMONS LLC	6	SONIA DRIVE	CNST. SGL FMLY DWLG W/ATT. GARGE	R	M	4-15	160000	1625
09-203	GRAYSTONE BUILDERS	49	COLUMBUS AVENUE	CONST. SNGL FMLY DWLG W/GAR UND	R	F	1H	146000	1485
09-312	OUELLETTE	65	POLLY ANN TRAILER PARK	CONST/INSTL A METAL PITCHD ROOF O	R	M	47C	3000	55
09-315	GLADIOLA LANE DEVELOPME	16	GLADIOLA WAY	CNST. SGLE FMLY DWLLNG W/ATT. GR	R	A	28C-2	125000	1275
09-316	GLADIOLA DEV. LLC	36	GLADIOLA WAY	CNST. SGLE FMLY DWLLNG W/ATT. GR	R	A	28C-1	148000	1505
09-328	ALLARD	17	ROGERS STREET	CONST. AN ATT.GAR. & MDRM ADD'N	R	24	126	61500	635
09-330	COY	5	KELLEY DRIVE	RMV. & RPLC/CONST. AN ATT. GAR W/	R	I	113	37000	395
09-331	BEAN	8	WINGATE LANE	FIN. BSMNT FOR ADD. LIVING AREA	R	I	5	12400	155
09-332	ROCHESTER LOT 5 LLC	98	SPRUCE LANE	DEMO. SNGL FMLY DWLLNG	R	I	83	0	50
09-344	KELLEHER	27	COTE DRIVE	RMV & RPLC/CONST. RESID. DOCK (PIE	R	1	584	12000	145
09-345	LARIVIER	22	NEW ROCHESTER ROAD	RMV & RPLC/CONST. REAR ENTRANCE	R	39	96	30000	325
09-346	DOVER VOCATIONAL TRUST	55	ASH STREET	RENOV. & ADD. ONTO A SNGL FMLY D	R	35	24	60000	0

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
09-347	BUSBY	5	AUTUMN STREET	CONST. AN ACC. STRCT. (DET. GAR.)	R	34	21A	30000	325
09-348	CIANO	21	CONSTITUTION WAY	CONST. SCR N PRCH ON EXTNG DCK	R	K	21	6500	95
09-349	DIROM	22	RIVERDALE AVENUE	NEW BATH, KITCHEN, LAUNDRY	R	I	79Y	12000	145
09-351	GLADIOLA LANE DEVELOPME	37	GLADIOLA WAY	SNGL FAM. DWLNG W/ATT. GAR.	R	A	28C-1	125000	1275

Total Permits Issued: 26

Total Construction Value: \$7,077,400.00

Total Fees Collected: \$16,645.00

Type of Permits Issued		Certificate of Occupancy's	
Apartment dwlg units	0	Apartment Units	0
Commercial	0	Commercial	1
Condo Units	0	Condo Units	0
Congregate Care Facility	0	Congregate Care Facility	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Duplex Unit	0	Duplex Unit	1
Industrial	0	Industrial	0
Multi Family	0	Renovations	0
Manufactured Dwlg	0	Manufactured Dwlg	0
Single Family Dwelling	9	Single Family Dwellings	8
		Total	13

PROJECTS BEFORE DOVER PLANNING BOARD

NAME	LOCATION		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	L0T	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes	A = Apts.	C = Condos											
Multi-Family:														
Market Square Condominiums	46 Dover Point Road	C	6	3	3	5/29/2009	5/12/2009		P09-08	K	23	5/29/2013	G	1.98
Paolini	54 Dover Point Road	C	12	0	12		7/22/2008		P08-15	K	20		G	3.96
Cedar Cove	Regent Dr	A	62	62	0	5/29/2008	4/22/2008	6/19/2008	P07-64	E	66	5/29/2012	W	20.46
Summit Land	Fifth St	A	8	8	0	4/7/2008	4/22/2008	Site	P08-10	5	16	4/7/2012	H	2.64
Temple Associates	Washington St	A	15	15	0	3/4/2008	10/23/2007	5/14/2008	P06-03	2	14	3/4/2012	W	4.95
Bamford	Third St	A	20	0	20	9/12/2007	8/14/2007	Site	P06-37	6	46	9/12/2011	H	2.2
New Meadows Inc	Knox Marsh Rd	A	120	48	72	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
PRPC	Roseanne Dr	H/C	18	18	0	2/2/2006	9/13/2005	5/23/2006	P04-46	I	3	2/2/2010	G	5.94
Total: Multi-family			123	88	15									34
Subdivisions:														
Scott Subdivision	Back Road	H	3	0	3		7/28/2009		P09-18	M	1		G	1.11
Beacon Circle	Henry Law Ave	H	9	0	9		5/12/2009		P08-25	21	5		G	3.33
Hidden Valley Drive	Hidden Valley Dr	H	10	0	10		3/24/2009		P09-03	I	94C		G	3.7
Harbor Hills	Dover Point Rd	H	14	0	14	4/2/2008	10/23/2007		P07-39	L	89G		G	5.18
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	1	8	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	G	7.4
Long Meadow	Gladiola Way	H	20	16	4	1/30/2008	8/28/2007	2/6/2008	P06-40	A	28	1/30/2012	H	7.4
Picnic Rock	Back River Rd	H	21	4	17	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.77
Schooner Landing	Schooner Dr	H	10	2	8	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Upper Factory Rd	H	15	5	10	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Columbus Ave/Tolend	H	72	2	70	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
Stern Subdivision	Lika Dr	H	3	0	3	3/23/2006	2/28/2006	3/23/2006	P05-71	E	45	3/23/2010	W	1.11
Emerald Woods III	Emerald Ln/Viridian Ln	H	37	0	37	1/31/2006	6/14/2005	2/1/2006	P05-10	F	15	1/31/2010	W	13.69
Narrows at Tidewater Farm	Wysteria Dr	H	5	3	2	12/16/2005	8/9/2005	12/21/2005	P05-38	N	8-3	12/16/2009	G	1.85
Duffy Drive	Middle Rd	H	3	3	0	10/24/2005	10/11/2005	10/25/2005	P05-24	M	101	10/24/2009	G	1.11
StoneCroft	Carriage Hill Ln	H	11	8	3	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	4.07
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	22	10	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.84
Ayer	Falcon Dr	H	5	4	1	5/24/2005	2/22/2005	6/8/2005	P04-61	N	21	5/24/2009	G	1.85
Waldron Falls	Watson Rd	H	10	3	7	3/30/2005	1/11/2005	4/7/2005	P04-59	E	37	3/30/2009	W	6.29
White Tail	Picard Ln	H	17	8	9	1/10/2005	11/10/2004	1/10/2005	P04-47	A	19	1/10/2010	H	6.29
Emerald Woods I & II	Emerald Ln	H	25	17	8	12/6/2004	9/28/2004	12/10/2004	P02-01	F	27	12/6/2008	W	9.25
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.48
Cornerstone Crossing III	Conerstone Dr	H	18	12	6	7/28/2005	4/12/2005	8/1/2005	P05-13	B	18	7/28/2009	H	6.66
Lionheart	Littleworth Rd.	H	4	2	2	2/24/2004	2/24/2004	3/8/2004	P03-66	G	28-1	2/24/2008	W	1.48
Ayer	McKone Ln	H	2	1	1	6/5/2003	6/5/2003	6/5/2003	P02-67	N	18	6/5/2007	G	0.74
Total: Single Family			347	116	231									135
TOTAL APPROVED UNITS			470	204	246									169
Elderly:														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	48	13	35	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Mast Road	H	63	14	49	2/20/2007	1/9/2007	2/20/2007	P06-24	H	4	2/20/2011	W	
Dover Retirement Cottages	Back River Rd	C	48	0	48	8/4/2006	2/28/2006	Site	P05-48	I	56	8/4/2010	Living	
Total: Elderly			159	27	132									
APPROVED + ELDERLY			629	231	378									169

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

* Built or permit issued and unit under construction

City of Dover

Bid Solicitation Report

For December 2009

1/6/2010

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	
B10035	12/14/2009	12/23/2009		Solid Waste Disposal Services	
B10036	12/17/2009	01/11/2010		Design Build of HVAC for 2 Suites @ McConnell Center	
Q10-015	12/04/2009	12/17/2009		McConnell Center Door @ Childrens Center	
Police B10037	12/11/2009	12/28/2009		Concealable Ballistic Vests	

Total for

City of Dover

Bid Solicitation Report

For December 2009

1/6/2010

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	
21 Police					
Police Admin				6 Protech DN 5701 Vest	
B10041	12/29/2009	01/12/2010			
			DOJ - Drug Ed & Enforce	Police Support	

Total for Police

Grand Total All Departments

City of Dover

Purchase Order Report

For December 2009

1/6/2010

Department	PO Date Bid Number Approved By	PO No Bid Date CC Meeting	Vendor Bid Date CC Meeting	Bid Due Fund	Item No Function/Division	Description PO Notes	PO Amount
City Managers Office	12/10/2009 B10029 PA	13-261208	Foy Insurance Group Inc 10/27/2009	11/22/2009		Excess Workers Comp	46,042.00
Gen Govt Buildings	12/01/2009 PA	15-260915	Strogens HVAC Inc			Boiler Cleaning	7,277.00
City Managers Office	12/08/2009 PA	13-261080	Dell Marketing LP			1 Dell Latitude-CS 2 Dell Latitudes - Finance	6,460.80
Total for							59,779.80
13 Executive							
City Managers Office	12/28/2009 PA	13-261347	LGC			2010 Membership Dues	19,488.84
General Fund City Manager							
Total for Executive							19,488.84
19 Misc General Gov't							
Finance	12/15/2009 PA	15-261142	Electric Light Co			Damages to Central Ave Lights	7,463.00
General Fund Misc Gen Gov't							
Total for Misc General Gov't							7,463.00

21 Police

City of Dover

Purchase Order Report

For December 2009

1/6/2010

Department	PO Date Bid Number Approved By	PO No Bid Date CC Meeting	Vendor Bid Date CC Meeting	Bid Due Item No Fund	Description PO Notes Function/Division	PO Amount
Police Admin	12/22/2009	21-261279	Queues Enforth Development inc		QED Software Maintenance	19,611.00
	PA				General Fund Police Support	
Total for Police						19,611.00
 30 Comm Serv PW						
CS-Admin	12/15/2009	30-261144	Hoyle, Tanner & Assoc		N End Sewer Design Evaluation	50,000.00
	PA				Sewer Fund CS - Sewer	
CS Admin	12/15/2009	30-261143	State of NH-NH DOT		Water Main Route 9 Bridge Replacement	150,032.51
	PA				Water Fund CS - Water	
CS Admin	12/03/2009	30-259473	Layne Christensen Co.		Repairs to Hughs Well	12,069.93
	PA				Water Fund CS - Water	
CS Admin	12/03/2009	30-261042	Water Industries, Inc		Pump Parts Brickyard Pump Station	18,466.00
	PA				Sewer Fund CS - Sewer	
CS Admin	12/07/2009	30-250566	Wright Pierce		Change Order Design Services	19,900.00
	PA				Sewer Fund CS - Sewer	
CS-Admin	12/28/2009	30-261349	Suzanne Melhorne & Brian Seaw		Land Purchase Dover Map Lot A-43D	120,000.00
	PA				Water Fund CS - Water	

City of Dover

Purchase Order Report

For December 2009

1/6/2010

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 Comm Serv PW						370,468.44
40 Human Services						
Human Services	12/01/2009	40-260909	Strafford Cap		Grant Subsidy	11,000.00
	PA				General Fund Human Serv - Admin	
Total for Human Services						11,000.00
55 Other Financing Uses						
City Managers Office	12/15/2009	13-261219	PC Mall/Gov		Symantec Antispam Appliance	10,041.72
	PA				DoverNet Fund Internal Service	
Total for Other Financing Uses						10,041.72
Grand Total All Departments						497,852.80

City of Dover

Expenditures of Major Funds December 31, 2009

(General Fund Includes County, School and Debt Service)

Account	Original Budget	Adjusted Budget	Expenditures This Period	Expenditures Year to Date	Encumb	Budget Availability	Avail %
1000 General Fund							
City Council	301,884.00	330,155.75	6,772.55	78,108.27	194,419.03	57,628.45	17.45
Executive	780,347.00	782,462.00	48,033.74	376,824.81	24,837.46	380,799.73	48.67
Finance	1,411,996.00	1,416,654.29	97,916.74	603,431.73	185,622.67	627,599.89	44.30
Planning	381,875.00	386,755.00	29,960.22	160,820.89	5,565.20	220,368.91	56.98
Misc Gen Gov't	803,912.00	932,738.94	47,736.00	220,955.30	178,531.84	533,251.80	57.17
Police	6,341,897.00	6,374,069.64	489,533.60	2,534,130.70	284,258.32	3,555,680.62	55.78
Fire & Rescue	6,244,629.00	6,251,522.47	649,182.36	2,917,113.67	7,072.91	3,327,335.89	53.22
Comm Serv PW	5,377,105.00	6,448,643.42	436,638.21	2,416,997.25	1,042,151.94	2,989,494.23	46.36
Recreation	2,337,275.00	2,354,092.12	163,144.23	958,552.03	36,579.92	1,358,960.17	57.73
Public Library	1,063,736.00	1,084,612.43	87,474.57	472,568.48	8,356.02	603,687.93	55.66
Human Services	712,277.00	717,196.53	57,177.00	281,382.18	21,453.91	414,360.44	57.78
Debt Service	9,979,748.00	9,979,748.00	1,769,754.43	2,214,122.99	0.00	7,765,625.01	77.81
Other Financing Sources/Uses	125,000.00	125,000.00	0.00	0.00	0.00	125,000.00	100.00
School	40,699,081.00	40,699,081.00	3,305,396.22	15,746,071.37	17,204.22	24,935,805.41	61.27
Intergovernmental	7,030,640.00	7,030,640.00	0.00	7,030,640.00	0.00	0.00	0.00
Total for General Fund	83,591,402.00	84,913,371.59	7,188,719.87	36,011,719.67	2,006,053.44	46,895,598.48	55.23
3320 Residential Solid Waste							
Comm Serv PW	1,077,465.00	1,152,299.46	9,573.72	448,232.02	580,280.61	123,786.83	10.74
Total for Residential Solid Waste	1,077,465.00	1,152,299.46	9,573.72	448,232.02	580,280.61	123,786.83	10.74
3381 McConnell Center							
Comm Serv PW	0.00	0.00	337.05	0.00	0.00	0.00	0.00
Recreation	774,724.00	780,026.54	118,644.40	255,512.89	21,110.29	503,403.36	64.54
Total for McConnell Center	774,724.00	780,026.54	118,981.45	255,512.89	21,110.29	503,403.36	64.54

City of Dover

Expenditures of Major Funds

December 31, 2009

(General Fund Includes County, School and Debt Service)

Account	Original Budget	Adjusted Budget	Expenditures This Period	Expenditures Year to Date	Encumb	Budget Availability	Avail %
5300 Water Fund							
Comm Serv PW	4,162,633.00	4,240,236.54	472,805.29	1,748,076.88	202,481.90	2,289,677.76	54.00
Total for Water Fund	4,162,633.00	4,240,236.54	472,805.29	1,748,076.88	202,481.90	2,289,677.76	54.00
5320 Sewer Fund							
Comm Serv PW	5,750,387.00	5,838,764.36	521,674.03	2,452,933.21	92,283.20	3,293,547.95	56.41
Total for Sewer Fund	5,750,387.00	5,838,764.36	521,674.03	2,452,933.21	92,283.20	3,293,547.95	56.41

City of Dover

General Fund Expenditure Report December 31, 2009

Account		Original Budget	Adjusted Budget	Expenditures This Period	Expenditures Year To Date	Encumbrances	Budget Availability	Avail %
1000	General Fund							
	Recreation							
	45149 Arena							
	Personal Services							
	4110 Regular Salaried Employees	94,236.00	94,236.00	7,297.92	38,947.01	0.00	55,288.99	58.67
	4115 Regular Hourly Employees	83,165.00	83,165.00	6,404.80	34,946.62	0.00	48,218.38	57.98
	4120 Temporary Employees	165,980.00	165,980.00	14,914.50	67,849.17	0.00	98,130.83	59.12
	4130 Overtime Pay	10,000.00	10,000.00	394.12	1,787.39	0.00	8,212.61	82.13
	4170 Longevity Pay	2,400.00	2,400.00	2,400.00	2,400.00	0.00	0.00	0.00
	4211 Health Insurance	68,651.00	68,651.00	4,930.07	25,005.92	0.00	43,645.08	63.58
	4212 Dental Insurance	2,937.00	2,937.00	278.72	1,393.60	0.00	1,543.40	52.55
	4213 Life Insurance	461.00	461.00	38.20	188.44	0.00	272.56	59.12
	4220 FICA	21,298.00	21,298.00	1,887.55	8,647.51	0.00	12,650.49	59.40
	4225 Medicare	4,981.00	4,981.00	441.45	2,022.47	0.00	2,958.53	59.40
	4230 Retirement	17,427.00	17,427.00	1,504.78	7,173.48	0.00	10,253.52	58.84
	4240 Staff Development	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	100.00
	4260 Workers Comp Insurance	2,155.00	2,155.00	179.58	1,077.48	0.00	1,077.52	50.00
	4295 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total Personal Services	475,191.00	475,191.00	40,671.69	191,439.09	0.00	283,751.91	59.71
	Purchased Services							
	4335 Auditing Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	4336 Medical Services	2,180.00	2,180.00	0.00	570.00	0.00	1,610.00	73.85
	4411 Water & Sewer Expense	18,500.00	18,500.00	0.00	7,053.39	0.00	11,446.61	61.87
	4431 Maint Chrgs - Buildings	47,250.00	47,250.00	0.00	6,912.50	24,185.00	16,152.50	34.19
	4432 Maint Chrgs - Impr o/t Buildings	6,500.00	6,500.00	0.00	0.00	0.00	6,500.00	100.00
	4433 Maint Chrgs - Equipment	9,200.00	10,045.00	338.73	3,396.58	4,620.00	2,028.42	20.19
	4435 Maint Chrgs - Office Equipment	4,009.00	4,009.00	260.37	1,582.42	849.75	1,576.83	39.33
	4443 Rental of Equipment	1,000.00	1,000.00	0.00	885.54	0.00	114.46	11.45
	4521 Property Insurance	4,583.00	4,583.00	0.00	4,583.10	0.00	(0.10)	0.00
	4522 Vehicle & Equip Insurance	399.00	399.00	0.00	399.00	0.00	0.00	0.00
	4524 Public Liab Insurance	7,370.00	7,370.00	0.00	7,369.76	0.00	0.24	0.00
	4531 Telecommunications	9,330.00	9,330.00	666.68	3,342.89	0.00	5,987.11	64.17
	4534 Postage	500.00	500.00	0.00	226.36	0.00	273.64	54.73
	4540 Advertising	2,500.00	2,500.00	0.00	211.75	0.00	2,288.25	91.53
	4550 Printing & Binding	2,500.00	2,500.00	0.00	356.40	0.00	2,143.60	85.74
	4580 Travel Expense	500.00	500.00	0.00	0.00	0.00	500.00	100.00
	Total Purchased Services	116,321.00	117,166.00	1,265.78	36,889.69	29,654.75	50,621.56	43.20
	Supplies							

City of Dover

General Fund Expenditure Report December 31, 2009

Account	Original Budget	Adjusted Budget	Expenditures This Period	Expenditures Year To Date	Encumbrances	Budget Availability	Avail %
1000 General Fund							
4611 Office Supplies	2,000.00	2,000.00	170.59	592.32	0.00	1,407.68	70.38
4612 Operating Supplies	10,500.00	10,515.99	139.44	3,433.45	123.71	6,958.83	66.17
4615 Clothing & Uniforms	5,500.00	5,500.00	0.00	1,504.43	680.85	3,314.72	60.27
4621 Natural Gas	182,200.00	182,200.00	0.00	73,715.92	0.00	108,484.08	59.54
4622 Electricity	192,000.00	192,000.00	20,192.67	84,009.27	0.00	107,990.73	56.25
4623 Propane	0.00	0.00	187.74	1,705.06	0.00	(1,705.06)	0.00
4626 Vehicle Fuels	8,500.00	8,500.00	0.00	50.03	0.00	8,449.97	99.41
4635 Medicinal Supplies	200.00	200.00	0.00	237.48	0.00	(37.48)	(18.74)
4640 Publications	150.00	150.00	0.00	0.00	0.00	150.00	100.00
4651 Maint Supplies - Buildings	10,000.00	10,000.00	512.26	3,762.60	0.00	6,237.40	62.37
4652 Maint Supplies - Impr o/t Building	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	100.00
4653 Maint Supplies - Equipment	5,000.00	5,000.00	0.00	3,524.22	0.00	1,475.78	29.52
4654 Maint Supplies - Vehicles	2,800.00	2,800.00	109.36	1,087.86	737.22	974.92	34.82
4661 Fleet Maint Charge	8,700.00	8,700.00	725.00	4,350.00	0.00	4,350.00	50.00
4681 Minor Equip, Furniture & Fxtrs	1,500.00	1,500.00	0.00	949.99	0.00	550.01	36.67
Total Supplies	431,550.00	431,565.99	22,037.06	178,922.63	1,541.78	251,101.58	58.18
Other Expenses							
4810 Membership Dues	600.00	600.00	0.00	0.00	0.00	600.00	100.00
4895 Cost of Sales	1,500.00	1,500.00	25.32	57.19	26.29	1,416.52	94.43
4896 Cost of Sales - Food	35,000.00	35,000.00	4,286.18	12,547.50	0.00	22,452.50	64.15
4897 Cost of Sales - Misc	23,000.00	23,000.00	1,451.97	5,747.47	0.00	17,252.53	75.01
Total Other Expenses	60,100.00	60,100.00	5,763.47	18,352.16	26.29	41,721.55	69.42
Total Arena	1,083,162.00	1,084,022.99	69,738.00	425,603.57	31,222.82	627,196.60	57.86
Total Recreation	1,083,162.00	1,084,022.99	69,738.00	425,603.57	31,222.82	627,196.60	57.86
Total for General Fund	1,083,162.00	1,084,022.99	69,738.00	425,603.57	31,222.82	627,196.60	57.86

City of Dover

Revenues of Major Funds

December 31, 2009

(General Fund Includes Property Taxes and Education Revenues)

Account	Original Budget	Adjusted Budget	Revenues This Period	Revenues Year To Date	Revenue Due	Uncollected %
1000 General Fund						
Taxes	59,830,787.00	59,830,785.63	19,600.57	59,875,834.33	(45,048.70)	(0.08)
Licenses & Permits	4,315,000.00	4,315,000.00	299,728.60	1,792,609.03	2,522,390.97	58.46
Intergovernmental	2,010,066.00	2,015,255.00	720.39	327,729.40	1,687,525.60	83.74
Charges for Services	3,131,457.00	3,131,457.00	172,201.61	1,001,390.60	2,130,066.40	68.02
Misc. Revenue	575,163.00	575,163.00	4,654.65	163,311.76	411,851.24	71.61
Education	13,211,005.00	13,211,005.00	1,179,161.32	5,328,608.15	7,882,396.85	59.67
Operating Transfers In	517,924.00	517,924.00	0.00	0.00	517,924.00	100.00
Total for General Fund	83,591,402.00	83,596,589.63	1,676,067.14	68,489,483.27	15,107,106.36	18.07
3320 Residential Solid Waste						
Charges for Services	1,077,465.00	1,077,465.00	73,206.05	489,263.22	588,201.78	54.59
Misc. Revenue	0.00	0.00	278.13	405.98	(405.98)	0.00
Total for Residential Solid Waste	1,077,465.00	1,077,465.00	73,484.18	489,669.20	587,795.80	54.55
3381 McConnell Center						
Misc. Revenue	691,903.00	691,903.00	48,650.62	266,297.35	425,605.65	61.51
Operating Transfers In	82,821.00	82,821.00	5,687.92	34,127.52	48,693.48	58.79
Total for McConnell Center	774,724.00	774,724.00	54,338.54	300,424.87	474,299.13	61.22
5300 Water Fund						
Charges for Services	4,141,633.00	4,141,633.00	126,765.72	1,306,989.70	2,834,643.30	68.44
Misc. Revenue	21,000.00	21,000.00	1,773.03	18,158.44	2,841.56	13.53
Total for Water Fund	4,162,633.00	4,162,633.00	128,538.75	1,325,148.14	2,837,484.86	68.17
5320 Sewer Fund						
Intergovernmental	154,097.00	154,097.00	0.00	(6,939.00)	161,036.00	104.50
Charges for Services	4,579,371.00	4,579,371.00	151,145.47	1,285,412.70	3,293,958.30	71.93
Misc. Revenue	32,000.00	32,000.00	2,122.04	20,106.88	11,893.12	37.17
Other Financing Sources	984,919.00	984,919.00	0.00	0.00	984,919.00	100.00
Total for Sewer Fund	5,750,387.00	5,750,387.00	153,267.51	1,298,580.58	4,451,806.42	77.42



CITY OF DOVER

CITY COUNCIL/PLANNING BOARD - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 2, 2009**
Meeting Time: **7:00 pm**

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

Planning Board Members Present: Chairperson Ronald Cole, Marcia Gasses, Linda Merullo, Lee Skinner, Frank Torr, Fire Chief Perry Plummer, and Community Service Director Doug Steele.

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

Councilor McCusker led the Pledge of Allegiance.

1. SCHOOL BOARD CAPITAL IMPROVEMENT PROGRAM (CIP) PRESENTATION

Mayor Myers thanked Superintendent John O'Connor and the School Board for being present. He invited Superintendent O'Connor to give his presentation on the School's portion of the CIP. Superintendent O'Connor introduced the School Board members who were present: Doris Grady, Dorothea Hooper, Carolyn Mebert, Beth Setear, and Audra Lurvey. He gave a Powerpoint presentation to the Council and Planning Board on the Dover School District Capital Improvement Plan.

Mayor Myers asked Superintendent O'Connor to explain State building aid and how it will affect these projects.

Superintendent O'Connor said that yesterday Ed Murdo, Administrator for the Bureau of School Approval and Facility Management, sent an email to all school superintendents. He said Mr. Murdo has been keeping them apprised of the ongoing legislative actions. He said it is his understanding that there is a committee that is looking at building aid. He said the State has been bonding building aid, and that it does not come out of the State budget. He said they are at a point where the legislature is concerned about the overall health of the State, and feel they are bonding too much money. He said the committee will be recommending to the legislature that the State put a moratorium on building aid, which will have an impact on future projects. He said it wouldn't affect the Horne Street Elementary School Project, but could impact the Garrison Elementary School and Dover High School projects. He said building aid is a statutory responsibility of the State. He said the retirement system has a statutory obligation for the State to contribute, but that law has been changed so the State contributes less to the retirement system. He felt the State could do the same for building aid for schools across the State. Councilor DeDe asked if the estimates predicted for the High School were based on a preliminary engineering study.

Superintendent O'Connor said the numbers are strictly for renovations and do not include additions. He said they scaled back on a number of recommendations.

Councilor DeDe said he has heard of concerns that some of the classrooms do not have exterior windows, and asked if that has been addressed in the proposals.

Superintendent O'Connor said it was not. He said he believes 14 rooms and the library do not have exterior windows, because they are built into the core of the facility. He said the plan does call for a complete air exchange or climate control system to keep those rooms at a reasonable temperature all year round.

Councilor Weston said in the last ten years the High School has replaced the roof, rehabilitated the administration area, repaired the electrical service, resurfaced the gym floors, replaced or



CITY OF DOVER

CITY COUNCIL/PLANNING BOARD - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 2, 2009**
Meeting Time: **7:00 pm**

put in a second boiler. She asked if those figures were included in the amount proposed for the High School.

Superintendent O'Connor said the amount for the roof was subtracted out. He said the boilers were in there for possible replacement. He said the gym floors were resurfaced and they were recommending that the floors be replaced. He said the auditorium is dated, and he felt it could be the showplace for the City of Dover for community events. He said the remodeling of the administrative offices was nothing more than moving offices from one area to another.

Councilor Weston asked him if the electrical wiring was updated in the administrative offices.

Superintendent O'Connor said he believed a new intercom system was put in, but wasn't certain the electrical system was redone in that area.

Councilor Carrier asked if they used the numbers of the Woodman Park renovation as an indicator for the other renovations.

Superintendent O'Connor said they have done that and they are not that far off. He said the renovations for Woodman Park were about \$120 per square foot. He said there was a significant difference between renovating an elementary school and the High School, which has 12 science labs that need roof exhausts. He said they did receive donated equipment from McIntosh College so that they could update two labs.

Councilor Carrier asked if there were plans to enhance some of the fields.

Superintendent O'Connor said work on the fields was included. He said it included artificial turf for the football field, but that they should also look into working on another field to lower the combined cost, instead of waiting to do it another year.

Mr. Cole spoke about piggybacking the work on the fields with St. Thomas Aquinas School. He said \$60 million was a lot of money, and the Red Sox could get a pretty good left fielder for five years. He said the High School has about 1700 students, 28% of which are from Barrington and Nottingham. He said the contract with Barrington expires in 2014, and they are supposed to have a vote in 2011 as to whether they want to build their own high school. He said if Barrington were to build a high school, most likely Nottingham students would go there, based on what he has read in the newspaper. He said there are also comments that they are being "romanced" by Coe-Brown Academy to take the students now. He asked Superintendent O'Connor how the loss of 500 students would affect the \$60 million projection.

Superintendent O'Connor addressed the issue of the fields, and St. Thomas Aquinas Academy using Dunaway Field. He said an artificial field could be used from sunrise to sunset, and later with sufficient lighting. He said the Barrington situation is very complex. He said Dover has a similar question of whether or not they want to continue the agreement. He said if Barrington were to build a high school in 2014, then Dover would lose half of the Barrington students, the incoming freshmen and current freshmen class. He said the Juniors and Seniors would stay in Dover, and by the 2016-2017 school year the High School would be down by 350 students. He said Nottingham's commitment expires in 2016, and the same scenario will occur. He said there is a committee that is made up of two representatives from Barrington School Committee, three representatives from the Dover School Committee, high school administrators, himself, and three parents of middle school students, whose children will be at the high school when the changes are going to happen. He said they are looking at issues relative to these questions. He said they are also looking at Manchester High School, which went through this situation when Bedford decided to build a high school. He said the committee will eventually recommend whether or not to continue the agreement with Barrington to the School Board. He said it was



CITY OF DOVER

CITY COUNCIL/PLANNING BOARD - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 2, 2009**
Meeting Time: **7:00 pm**

true that Coe-Brown was wooing Barrington, and that would be a significant loss to Dover High School. He said not only would it be a loss of \$5 million in revenue, but a significant blow to the fabric of Dover High School.

Mr. Skinner asked about the proposed debt versus retired debt. He used the analogy that if he just paid off his mortgage that he couldn't expect to finance another mortgage for the same amount. He said the terms for borrowing have changed.

Superintendent O'Connor said the money that the School is asking to bond, \$2.2 million, will have no impact on the taxpayer. He said the School is paying that back as part of their budget now, so they will be able to borrow that money, and it will not impact the taxpayer.

Deputy Mayor Trefethen spoke about performing year-to-year maintenance, as opposed to waiting. He said it doesn't appear that the present or past few budgets have accounted for periodic maintenance.

Superintendent O'Connor said he agreed with Deputy Mayor Trefethen's statement. He said he wouldn't have included the roof replacement for \$1.25 million in the operating budget. He said they have done things through the operating budget, such as replaced windows and sliding doors. He said Dover High School is 250,000 square feet, and Unico has the entire building on a preventative maintenance schedule. He said a lot of the periodic maintenance items are expensive, such as a \$250,000 furnace replacement at an elementary school.

Deputy Mayor Trefethen said the City side of the budget has capital reserve funds for heavy equipment purchases and things of that nature. He asked if the School considered having capital reserve funds to pay for these types of things. He agreed that the roof wasn't a good example, but paying for boilers and lockers were good examples.

Superintendent O'Connor said locker replacements have come out of their operating budget. He said a capital reserve fund has been talked about over the years, but it isn't the School Board that makes that final decision. He believed the authority to create that fund would be from the Council, and he didn't think there was a lot of support for that. He said it would be something that they could talk about at a Joint Fiscal Committee meeting.

Ms. Gasses asked if there were any operational standards as to what can and cannot be done in a classroom. She said her personal observation was that the state of some of the classrooms was unprofessional; painting on the ceiling in the science room and bookcases up against heating vents.

Superintendent O'Connor said they do have a standard. He said the painting on the ceiling is in a science room, but he couldn't say it was a science room a few years ago. He said he believed they were from a social studies class.

Ms. Gasses said she was appalled at the electrical service with outlets hanging from the ceiling or outlets mounted on the floor. She said the school looks beat up. She said repairs should be completed so they will last, and not with the idea that it will be ripped out in five years.

Superintendent O'Connor said he didn't agree that the schools look beat up, but that they are showing their age. He said the Garrison Elementary School was built on a low bid municipal construction project, with nothing endearing about it. He said the Woodman Park Elementary School was built more to match the mill community of Dover, but also had a staggering price tag at the time, and that is no different than the \$60 million price tag to renovate the High School today.

Councilor DeDe spoke about the proposed debt versus retired debt, and said there would be a huge jump in 2014 that will impact the taxpayers.



CITY OF DOVER

CITY COUNCIL/PLANNING BOARD - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 2, 2009**
Meeting Time: **7:00 pm**

Councilor Cheney said she really wished there was a way for the City to take advantage of the 30% financing that will be still guaranteed next year from the State, even by moving the High School renovation up. She said, as a member of the Joint Building Committee, she knows that the Horne Street Elementary School project is seeing a lot of savings from lower costs, because of the poor economy. She said they are picking materials that will last a long time, and reusing materials that are solid and in good condition.

Mr. Torr asked about priorities, and asked if there was a breakout.

Superintendent O'Connor said the breakout was done by the architectural firm and was separated by mechanical, electrical, and site work. He said they consolidated the numbers and separated it into five years.

Mr. Torr said he would have wanted to see the breakout by building; such as the vocational center versus a section of the main building.

Superintendent O'Connor said he doesn't have that breakout immediately, but he can get some figures together for them.

Mr. Torr said he felt it could be stretched out over a longer period of time.

Superintendent O'Connor said there are many factors that are working against them. He said the career centers throughout the State are on a 20-year cycle, and Dover is scheduled for renovations in 2014. He said they are looking at the State helping the City with up to 70% of the renovation costs for the existing career center footprint. He estimates that \$20 million of the \$60 million is for the career center, because they are thinking of adding space to the career center in 2014, which is only covered by 30% from the State. He said in the last four years they had added a biomedicine program, licensed nurse program, equine science, and an upgraded animal science with a small animal barn on the campus. He said they would like to add a firefighter academy next year.

Ms. Merullo said she was thinking along the lines of Mr. Torr's comments. She referred to the newspaper article and wondered if the City should swallow the \$60 million all at once in order to take advantage of the State funding. She spoke about doing the most critical areas, such as the career center, and backing off on the things that he would like to do. She asked which scenario is better.

Superintendent O'Connor said he can't answer that question, but said they are looking for the answer. He said he will be recommending to the new School Board that they engage the services of NESDEC, along with an architectural firm, to make sure the numbers being predicted are accurate.

Fire Chief Plummer asked how much of the \$60 million would be State aid.

Superintendent O'Connor said the City would bond the \$60 million and then be reimbursed 30% of that over a 20 year period. He said the career center is approximately 70% over a shorter period of time.

Fire Chief Plummer said he felt that if the renovations were stretched out it would affect the quality of education. He asked if the renovations included taking care of athletic fields and parking issues.

Superintendent O'Connor said that was correct.

Mr. Plummer asked how the engineering studies were budgeted.

Superintendent O'Connor said there were a number of ways to finance it. He said they did come in with money left over from the Woodman Park Elementary School and Horne Street



CITY OF DOVER

CITY COUNCIL/PLANNING BOARD - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 2, 2009**
Meeting Time: **7:00 pm**

Elementary School Project, and with School Board and City Council approval it could be reassigned to cover the cost of the engineering studies.

Councilor Scott asked how much of the \$60 million would still be needed if Barrington and Nottingham withdrew their students.

Superintendent O'Connor said a majority of it will still be needed, because the number of students is not the only issue affecting the renovations. He said they are trying to take a 50 year old building and give it 25 to 35 years of additional life.

Councilor Scott asked if Barrington and Nottingham could take a portion of these bonds.

Superintendent O'Connor said it will be factored in during negotiations with them. He said right now there is a building use fee that is part of the tuition agreement.

Mayor Myers referred to proposed debt versus retired debt. He said he felt there is always some impact to the taxpayer. He said the \$2.2 million debt that is being retired paid for more than the new \$2.2 million that is being bonded. He said he knew the School Department was required to, but asked the Superintendent if he went before the Planning Board to review any of the School projects.

Superintendent O'Connor said they have on some and have not on others. He said they were backtracking a little bit and meeting with other boards. He said it isn't required by law.

Ms. Gasses clarified that she was satisfied with the quality of the new work at the Garrison Elementary School.

Mayor Myers thanked the Superintendent and School Board members for their presentation and participation.

2. MASTER PLAN OVERVIEW

Mr. Chris Parker, Planning Director, went over his presentation for the Master Plan Overview.

Ms. Merullo said the High School was a low priority on the Master Plan, but from the site walk she felt it should be a high priority. She asked who did the recommendations for the ratings.

Mr. Parker said it was based on the criteria of all the projects in the Master Plan, and that doesn't mean it can't be changed by information brought forward by the School Board. He said they are continually updating the Master Plan with fresh data.

Mr. Cole said the Master Plan is a living document, and involves as many people as can possibly be involved. He said it was based on the feelings from Dover citizens.

3. GENERAL CIP DISCUSSION

Deputy Mayor Trefethen said he has heard discussions about the total amount being proposed, and wanting to ease some people's minds, he felt that when the CIP is approved that the final dollar figure will be much less.

Mayor Myers also clarified that some projects are paid from various sources. He said looking at the total for six years the number is scary, but the Council is only focusing on the current year. He said the Planning Board will be holding a public hearing on Tuesday, December 8th, and the City Council will be having a public hearing after the first of the year.

Councilor Weston asked the City Manager about Tolend Road and the sewer line project, and if he had been able to come up with an estimate on doing part of the road, from the Willows to the landfill.



CITY OF DOVER

CITY COUNCIL/PLANNING BOARD - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 2, 2009**
Meeting Time: **7:00 pm**

City Manager Joyal said he didn't have a number, because they have just gone out to bid for the design services on the project. He said it was his intent that they will design the project, and present to the Council the most advantageous way to phase the project. He said they will be able to tell the City what the different cost segments may be, and how they can be phased.

Councilor Weston asked what that timeframe would be.

City Manager Joyal said he believed the bids were due early next week, and the design would take six months. He said they will have some preliminary information before June or July.

Ms. Merullo said the joint meetings were very helpful.

4. CITIZEN'S FORUM

Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

Edward Bleiler, 28 Isaac Lucas Circle: He said before the City decides to spend any money on anything they should add up what was collected as of the first of the month. He said since there was a pretty good shortfall in June that there will be an enormous shortfall in December. He said the City should find out if they have enough funds to pay for whatever was voted on already. He referred to an article in the Union Leader, by Tom Fahey, regarding retiree hikes that hit with a thud. He said the State is going to whack another 25 to 35 percent increase in pension costs. He said the City should get those figures first. He said people were moving out of Dover to places with lower taxes, such as Maine, Newington, and places with fewer students in the schools. He referred to the Tolend Road Landfill and said the City Council signed an agreement with the people of Dover to close the landfill. He said it is being used now and no one was notified. He felt it should be looked into. He said it should be cleaned up.

Donald Medbery, 3 Covered Bridge Lane: He said Superintendent O'Connor did a great job with his presentation. He addressed the reuse of the Tolend Road Landfill for the product that comes out of the waste treatment plant, and the product being taken out of the catch basins. He said he talked with the EPA in Boston. He said the people wanted the landfill closed, and the Council at that time closed it. He said the resolution language is very specific that not any waste material of any kind shall be deposited on that site. He advised the Council to take a better look at this, because the citizens will fight it. He said he will get the EPA here. He referred to Mr. Peschel's agreement with Casello, which still had a year to go on statute of limitations. He said it was an illegal agreement that didn't get the blessing from any Council. He felt that Mr. Peschel didn't do this on his own. He said they could take that to a different level, creating a significant force to bring the Council to its senses. He said they were not going to stand their properties being devalued. He said the City will also lose its tax base. He said the land has to be given to Open Lands or Conservation to let the land go green.

Martin Coyle, 22 Grove Street, Business Representative for the New England Regional Council of Carpenters: He spoke about his concern about the upcoming School projects. He said he has been a carpenter for 15 years. He said he worked on a high school 10 years ago as a 1099 independent contractor. He said he worked 10 hours a day, \$100 per day cash. He said he was living with his parents and he felt it was good money. He said they were avoiding



CITY OF DOVER

CITY COUNCIL/PLANNING BOARD - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 2, 2009**
Meeting Time: **7:00 pm**

paying overtime, avoiding payroll taxes, and avoiding workmen's compensation premiums. He said there were a lot of avoidances so that the company could come in with the low bid. He was fortunate to be offered an opportunity to get into the New York Carpenters Apprenticeship School, where he learned his trade for four years. He said the carpenters are still being paid cash on some jobs today. He said part of his responsibility is to go to these sites. He said vans of Latino workers are being paid cash, and sleeping in tents behind the building. He said he felt it was the duty of the Clerk of the Works for a project to make sure this isn't happening. He referred to SB78, which requires that all subcontractors be listed on the State's website. He said the City taxpayers' money should not go to dishonest contractors.

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

5. ADJOURN

Councilor Weston made a motion to adjourn; seconded by Planning Board Chairman Cole.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

1. MOMENT OF SILENCE

2. PLEDGE OF ALLEGIANCE

Councilor DeDe led the Pledge of Allegiance.

3. ROLL CALL

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

Also Present: City Manager Joyal and City Clerk Lavertu.

4. PROCLAMATIONS – None

5. APPROVAL OF AGENDA

Mayor Myers asked the Council if they had any items they wished to add, remove, or change the location of on the Agenda as presented.

Mayor Myers said he wished to add the Appointments Committee Report; seconded by Deputy Mayor Trefethen.

Vote: 9/0.

Councilor Cheney said she would like to substitute as a whole Agenda Item 12.B.6.; seconded by Councilor Callaghan.

Vote: 8/0; Councilor DeDe did not vote.

Councilor Weston made a motion to accept the amended Agenda; 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.

Otis Perry, 91 Court Street, Chairman for the McConnell Center Advisory Committee: He referred to the Resolution for the subsidy for the Children's Center. He said the Committee supports the idea. He said the Children's Center is a valuable addition to the McConnell Center and to the City. He said it is actually not a subsidy for the McConnell Center, but is actually a subsidy for the Children's Center. He referred to credit cards being used for the parking meters. He said it was a good idea and he hoped it will be expanded for other uses, such as paying taxes, automobile registration, and those sorts of things. He referred to the purchase of the land for the water tower, and said that this was the very first step on a very important issue. He said he supported the changes to the Zoning Ordinance, because they were more responsive and flexible. He referred to the election of officers on Boards and Commissions, and respectfully asked that they be elected at the first calendar meeting of the year, instead of in January. He thanked the Councilors, especially those who were leaving. He appreciated their time and effort.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

Daniel Brigandi, 306 Long Hill Road: He spoke about the proposed water tower. He said he understood why the land being considered was chosen, it being a high point in the area and landlocked. He said he was concerned about easements going to the property, and wondered if there was a construction plan for the project. He said he would like to know the height of the water tower. He asked when the project was going to start. He asked if any other sites have been considered or explored. He was also concerned about his property value, as his property right now is surrounded by woods, with turkey, deer, and other wildlife around.

John Leggett, 128 Dover Point Road: He said he wanted to recognize the City Manager and Department Heads who put the CIP document together. He said it had excellent analyses of the City's financial position. He said he wanted to show his support for two Resolutions on the Agenda: limiting the FY2011 debt service to the amount approved in the FY2010 budget, and the resolution to increase the School debt ceiling. He said these resolutions represent a good starting point for putting Dover's long term financial planning on track. He thanked the retiring Councilors, who were leaving with his utmost respect and thanks for their efforts.

Edward Bleiler, 28 Isaac Lucas Circle: He said he is usually not a fan of the School Department, but when he observed the Council taking \$200,000 from the School Department he responded with his speech from several weeks ago. He said he believed that the City of Dover has been misappropriating funds that should have been part of the School's budget to educate our children. He said this is more appropriate than money spent on the bridge to nowhere, the McConnell Center, the Butterfield Gym, the Arena, and the recent energy audit. He said in most municipalities the School Department receives between 65% and 70% of the budget, but Dover's School Department only gets 54%. He said he believed that the School Department should get 62% of the total budget, leaving 38% for the City. He said the City owes the children of the City an excellent education. He thanked Councilor David Scott and Councilor Rick Callaghan for their service to the City of Dover.

John Scruton, 99 Sixth Street: He spoke about the zoning changes. He referred to the Strafford Regional Planners and their design principles, where it states that residential streets should be designed to accommodate speeds of less than 25 mph. He said he was on the Transportation Advisory Commission, where they get people coming to their meetings every month to talk about people cutting through their neighborhoods to avoid traffic lights. He said the City needs to look into traffic calming. He said it was also important for the City to pay attention to its green space, and look into increasing it. He referred to last year's ice storm when the City didn't have traffic lights, but traffic was still moving. He said the City should try something different and turn the traffic lights off.

Marcia Gasses, 114 Garrison Road, Member of Planning Board, Conservation Commission, and Open Lands Committee: She said she wanted to clarify the article that was written in the Foster's Daily Democrat, "Dover approves lifting conservation easement on land owned by a Councilor." She said there was a fear that people will think they can go before the Planning Board to have a conservation easement lifted. She said that is not the case. She said the easement in question was an agreement between two individuals, and was used as part of the condition for approval of a subdivision. She said two parcels from the subdivision are being purchased by Mr.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

Dan Philbrick in order to sell them, in addition to a third parcel, to the Nature's Conservancy. She said Mr. Philbrick cannot legally hold the easement on his own land, and therefore the condition of approval was removed in order to facilitate the sale. She said the land will be protected from future development, and turned over to New Hampshire Fish and Game, with non-motorized public access allowed. She said the Open Lands Committee and Conservation Commission fully endorsed this project, and it will come before the Council in January.

Christine Rockefeller, Business address 255 Washington Street: She said she was here to speak in support of Item 12.B.2., and referred to the attachment to the Resolution. She said they were asking for a short-term breathing time, to allow them to have more lengthy meetings to address a long-term solution, and a renegotiation of the lease with the intent to get back to full participation under the original lease agreement. She said they have discussed a timetable and their plan with the City Manager and Recreation Director Bannon. She said the economy was the major reason why they were in this position. She said their discussions have come up with a plan that should get them back on track within 8 to 18 months. She asked for the Council's support of this Resolution.

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 the City employee's are engaged in a food drive to benefit the local food banks in Dover, and they are encouraging the public to donate as well.

Councilor Scott asked the City Manager when they can see the results for FY2009.

City Manager Joyal said he provided the Council the financial statements in October.

Councilor Scott asked when they will see the final report.

City Manager Joyal said he expects the audited financial statement to be completed this month.

Councilor Callaghan referred to Page 25 of 30 of the City Manager's Report, the expense line for Christmas lights for \$5,104. He asked if it was an annual expense.

City Manager Joyal said that was for the purchase of Christmas lights for the living tree in Downtown. The Rotary provided a donation of \$5,000 to fund that purchase.

Mayor Myers asked for a vote on accepting the City Manager's Report.

Vote: 9/0.

9. MINUTES

A. November 4, 2009 – Joint Workshop with Planning Board

B. November 4, 2009 – Special Meeting

Deputy Mayor Trefethen moved for the approval of the Minutes; seconded by Councilor DeDe.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

10. MAYOR'S REPORT

Mayor Myers said he attended the 100 year celebration for the Wentworth Hospice and Home Healthcare. He attended the Veterans Day Celebration in the City Hall Auditorium. He said he has been working together with the City Manager on the Council Orientation program, which starts on Friday, has a facilities tour on Saturday, and finishes up next Wednesday. He said he has had several ribbon cuttings with the Greater Dover Chamber of Commerce. He said the Cochecho River Waterfront Development Committee met to discuss the location of the pedestrian bridge. He attended the annual conference for the Local Government Center, where he attended several workshops and was elected to the Board of Directors. He thanked Superintendent O'Connor and Principal Grey for hosting the school tours with the Councilors and Councilors-Elect. He said there was a great community turnout for the Blood Drive. He said there was a great Thanksgiving meal held for those less fortunate, and it was the first of hopefully many annual events. He referred to the City being the host for the USS Oklahoma, and thanked the families who invited sailors to their home for Thanksgiving dinner. He attended the alumni basketball game, which included Councilor McCusker. He said the Holiday parade was a great success, and thanked St. Mary's Academy for all their hard work on it. He said the Dover Business and Industrial Development Authority (DBIDA) met last week and received an update about the business handout being used as a marketing tool. He said the Blue Crab has arrived at the Children's Museum. He attended the Christmas tree lighting. He thanked Recreation Director Bannon and his staff for setting it up, and the Rotary for donating the lights. He attended the annual Fire Department Soup/Chowder Cookoff fundraiser for the Lieutenant Chris DeWolfe Scholarship Fund. He wanted to recognize two young athletes in the community: Councilor McCusker's daughter Anna McCusker and Peyton Aubin, who went to Augusta, Maine to compete in the Junior Olympics Regional for cross-country running. He said each of them qualified for the Nationals in Reno, Nevada.

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

11. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. UPDATING THE DOVER ZONING ORDINANCES (TO BE REMOVED FROM THE TABLE)

SPONSORED BY DEPUTY MAYOR TREFETHEN

Deputy Mayor Trefethen moved to remove from the table for its approval; seconded by Councilor DeDe.

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

Deputy Mayor Trefethen said they have had several public hearings, and he believed they were at the point for the Council to approve the Ordinance. He hoped there was unanimous support from the Council.

Councilor DeDe said the proposal for form-based zoning will help preserve the integrity of our New England town. He said it has his support, and said the Planning Department has done a great job.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

Councilor Callaghan explained why he was opposed to this Ordinance. He does feel it is an extreme improvement over what the City had. He said there are a few changes that he has expressed his opinion on since July, and expressed his opinion on two that he felt were extremely important. He said there isn't a provision that meets the statutory requirements for disabled people. He said the process the City has now could put the City in a position of forcing these people to provide their health information in a public domain. He said he felt that was wrong, and presents a liability to the City. He said the build-to line is very unreasonable, and he wouldn't be surprised if someone changed that at some point. He didn't see fairness in the conversion of residential land to non-residential land, as opposed to non-residential land being made residential land. He said form-based code is a good thing, but felt that everything needed to be fixed. Councilor Scott seconded Councilor Callaghan's comments. He referred to another item that he felt hasn't been changed, an apartment for a live-in relative. He said he will vote no on this Ordinance.

Councilor Cheney said there are still things in the Ordinance that she doesn't like. She feels that the City shouldn't require bike racks for every development. She said she doesn't agree with people getting things that don't agree with the makeup of Downtown. She said she had attended the numerous meetings, public hearings, and met with the Planning Director, really looking for a reason why she could vote against this, and she can't find one that warrants not going ahead with all the positive changes in here. She said she was going to support this Ordinance, knowing that there is a plan to tweak some of the concerns that have come forward.

Councilor McCusker said he felt this was a well thought out plan, and felt it was a long time coming. He said he supported the Ordinance.

Deputy Mayor Trefethen asked Councilor Callaghan about his issue with revealing personal health information, and if he was referring to in-law apartments.

Councilor Callaghan said that was correct.

Deputy Mayor Trefethen asked if Planning Director Parker could address this issue.

Mr. Parker said the City doesn't recognize in-law apartments. He said the State law says that a variance can be issued for a health hardship, and administratively that cannot be done by the City. He said he discussed this with the City Attorney, and they came up with a possible alternative for the Zoning Board of Adjustment to meet with the individual in a non-public session to learn about the medical hardship, and then vote on the variance request during the regular session after the public hearing. He said the abutters would still have the ability to speak about their concerns on the variance request, but the privacy of the individual would still be protected.

Councilor Cheney asked about the parking requirements.

Mr. Parker said they looked to remove areas of redundancies. He said they were taking it out of the Zoning Code, and making it easier for residents to go to the Planning Board for a waiver.

Councilor Scott asked Mr. Parker if there was some way to address medical privacy so it doesn't become an issue.

Mayor Myers said that that question has been asked and just answered by Mr. Parker.

Councilor Callaghan said he has spoken with Mr. Parker about this and he feels it is still not complete. He felt it should state up front in this book that if they are a person with a disability that the City has a method to keep their medical history private. He said he saw an extremely emotional event, which he will always remember, and it was wrong.

Councilor Weston asked if HIPPA would have something to do with this.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

City Manager Joyal said this was an administrative issue. He said when someone files an application for a variance, the staff will advise them that they have certain privacy rights. He said it will be asked on the application if they wish it to remain private and confidential under RSA 91-A, and the applicant will have the option of choosing that.

Deputy Mayor Trefethen said a provision for medical privacy is not in the current zoning ordinance. He said a "no" vote on this Ordinance doesn't solve the problem.

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

B. RESOLUTIONS – None

12. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Cochecho Park Preservation Associates**
2. **RAFFLE – Dover High School Girls Basketball Boosters**
3. **RAFFLE – Great Bay Figure Skating Club**
4. **RAFFLE – Sons of American Legion, Post 8, Dover**
5. **TAG – Dover High School Girls Basketball Boosters**

6. **RESOLUTION: B10028 THIRD PARTY WORKERS COMPENSATION CLAIMS ADMINISTRATION AND LOSS PREVENTION**
SPONSORED BY MAYOR MYERS BY REQUEST

7. **RESOLUTION: B10029 EXCESS WORKERS COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE**
SPONSORED BY MAYOR MYERS BY REQUEST

8. **RESOLUTION: CONTINUATION OF AGREEMENT FOR WORK BOOTS/FOOTWEAR. SOLE SOURCE VENDOR REDS SHOE BARN**
SPONSORED BY MAYOR MYERS BY REQUEST

9. **RESOLUTION: ACCEPTANCE OF ELECTRONIC PAYMENTS FOR PARKING METER PROGRAM**
SPONSORED BY MAYOR MYERS BY REQUEST

10. **RESOLUTION: ROUTE 9 BRIDGE STATE NH PROJECT 13042 REPLACEMENT OVER B&M RAILROAD 109/106**
SPONSORED BY MAYOR MYERS BY REQUEST

11. **RESOLUTION: REYNER'S BROOK INTERCEPTOR AND COLLECTOR SEWERS**
SPONSORED BY MAYOR MYERS BY REQUEST

COMMITTEE REPORTS



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

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

Deputy Mayor Trefethen moved for the approval of the Consent Calendar; seconded by Councilor Weston.

Mayor Myers asked if there were any items the Council would like pulled for further discussion.

Councilor Scott asked to pull Item 12.A.8.

Councilor Callaghan asked to pull Item 12.A.9.

Mayor Myers said he was going to pull the Appointments Committee Report.

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.8.; seconded by Councilor DeDe.

Mayor Myers said he has to recuse himself on this resolution, because he has a conflict, with a family member in employment at Reds Shoe Barn.

Councilor Scott asked the City Manager to explain Page 4 of the Resolution, which showed \$111,000 in appropriations, in which there is a balance of \$73,000.

City Manager Joyal said Line 46:15 is Clothing and Uniforms, which boots would fall under.

Councilor Scott asked if the boots were a small portion of that.

City Manager Joyal said that was correct. He said in the background information it shows that the total amount spent last year was \$15,000.

Councilor Scott asked if the balance was the amount budgeted for FY2010 and not spent, or is that a rollover from several years.

City Manager Joyal said this was the annual appropriation for FY2010, and \$73,000 is the balance as of November 17th.

Roll Call Vote: 8/0.

Deputy Mayor Trefethen moved for the approval of 12.A.9.; seconded by Councilor Callaghan.

Councilor Callaghan said there was no cost associated with this, and it is just adding the ability to use credit cards. He asked if the City is committing to some volume of usage and if there was a penalty from the credit card company if that isn't met.

City Manager Joyal said there was no penalty, and they weren't committing to any of volume of business with the bank. He said they are paying the standard credit card fee.

Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

Mayor Myers said the Appointments Committee met earlier this evening, and has the following appointment recommendations for approval by the Council:

Thomas Parks – Ethics Commission
John Flick – Transportation Advisory Commission
Richard Johnson – Recreation Advisory Board
Gary Green – Alternate for the Zoning Board of Adjustment
Nicholas Skaltsis – McConnell Center Advisory Board
James Sorbello – Conservation Commission
Lawrence Pilla – Open Lands Committee
Christopher Hunt - Reappointed to the Conservation Commission
Samuel Reid – Reappointed to the Zoning Board of Adjustment
Otis Perry – Regular Member of the Zoning Board of Adjustment, from an Alternate Member

Councilor Callaghan asked to have the three Zoning Board of Adjustment (ZBA) appointments voted on separately from the other recommendations.

Mayor Myers asked the Council if they had any objections. There were no objections.

Mayor Myers asked for a vote on the remaining recommendations for appointment.

Vote: 9/0.

Councilor Callaghan said the Appointments Committee had applications for two reappointments to the ZBA. He said one was William Colbath, who was Vice Chair, and a member of the ZBA for 24 years. He said Mr. Colbath has attended countless training sessions, and has a wealth of knowledge to contribute to the Board. He said he hardly ever missed a meeting. He said the ZBA is a group of people that needs to work with history, and it is important to keep that knowledge. He said he didn't have a single reason why the Appointments Committee didn't reappoint Mr. Colbath, and felt it was another slam in the face to another dedicated civil servant. He said this is the second time the Appointments Committee has done this. He asked the Council not to accept the nominations as presented. He said Otis Perry and Sam Reid can stay in their positions, but Gary Green already serves on two other committees. He said Mr. Colbath should be reappointed. He asked, if the Council will do this to Ron Cole, and if they should have done it to Tom Fargo. He asked when their terms have expired, do they say they're too old and not reappoint them? He made a motion to reappoint Mr. Colbath and Sam Reid, and leave Otis Perry as an alternate; seconded by Councilor Cheney.

Mayor Myers said there was already a motion on the floor, and another motion couldn't be made at this time. He said if the motion fails, another motion can be brought forth at that time. He also wanted it on the record that someone being too old was never mentioned, and Councilor Callaghan's statements were incorrect and could open up age discrimination concerns.

Councilor Callaghan said he didn't mean it that way.

Councilor Scott said he was disturbed when Rick Hebbard was not reappointed to the Utilities Commission, and feels this is the same situation for Mr. Colbath.

Councilor McCusker said he appreciated the citizen's time and energy working on these committees. He said a term appointment doesn't mean you get to serve forever. He said someone else applied and asked to be considered. He said it wasn't a case of trying to railroad someone out of the position. He said if it's true that they serve forever, then get rid of the municipal elections and the Council can serve until they don't want to serve anymore. He said he



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
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Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

felt Mr. Colbath was competent and could look into the opportunity and challenge of serving on another board.

Councilor Weston said she attended the Appointments Committee meeting. She said she asked why Mr. Colbath wasn't reappointed, and didn't get a valid answer. She said the only thing put to her was that they needed new blood. She said she will be voting no on the recommendations of the Appointments Committee.

Councilor Cheney said Councilor Callaghan served on the ZBA, and has told her about the level of training that is needed and the history behind it. She said when someone comes to the ZBA they want someone with experience, history, and training. She said she disagreed with the Appointments Committee findings in not reappointing Mr. Colbath.

Councilor Carrier said this was a tough decision. He said he served on the Recreation Advisory Board for 15 years, and said he felt it was time to move on. He said he understood Councilor Callaghan's comments about the training and experience needed for the ZBA. He also believed that the decision was not made just to oust someone. He said he was being honest in saying that this will be a tough decision for him.

Deputy Mayor Trefethen said he served on the ZBA for 16 years, and agreed that the training and experience is important. He said he obviously resigned when he became Councilor, but he also knew it was time for him to go. He said he was becoming jaded and knew it was time to do something different. He said the average length of time is 3 to 5 years for the members on Boards. He knows of one member with at least 8 years, and said that was enough experience. He said he felt it was time to have some new blood, and hoped that Mr. Colbath will put his talents to use somewhere else in the City.

Councilor Callaghan said he agreed with Deputy Mayor Trefethen and Councilor Carrier. He also considered leaving the ZBA when he was elected as Councilor. He said the difference was that it was his choice, and not someone else saying goodbye. He felt the message was a poor one to send.

Mayor Myers asked for a roll call vote on the Appointments Committee recommendations for the ZBA.

Roll Call Vote: 4/5; Failed. Mayor Myers, Deputy Mayor Trefethen, Councilors DeDe and McCusker voted in favor.

Councilor Callaghan made a motion to reappoint Mr. Colbath and Mr. Reid to the ZBA; seconded by Councilor Scott.

Roll Call Vote: 8/1; Passed. Mayor Myers was opposed.

B. RESOLUTIONS

1. CHAIR AND VICE CHAIR POSITIONS ON BOARDS, COMMISSIONS AND COMMITTEES

SPONSORED BY DEPUTY MAYOR TREFETHEN

Deputy Mayor Trefethen moved for its approval; seconded by Councilor McCusker. Deputy Mayor Trefethen said he had heard from most of the Council that there should be some sort of turnover of Chairpersons and Vice Chairpersons on the Boards and Commissions. He said this Resolution basically says that a Chairperson or Vice Chairperson cannot serve more than seven consecutive years. He said the second



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

provision will be to elect officers through an Australian ballot, and not through a show of hands. He said it was felt by several board members that a vote by a show of hands is very intimidating, and that a written ballot would be less intimidating. He said there was an exception to the seven year provision. He said it is RSA 673:9, which exempts the land use boards, Planning and Zoning Board of Adjustments. He wanted to amend the first Therefore from "in January" to "their first meeting in the calendar year;" seconded by Councilor McCusker.

Vote: 9/0.

Councilor DeDe asked if the balloting would be applied to all boards.

Deputy Mayor Trefethen said that was correct.

Councilor Callaghan said he thought this was going to be a workshop. He asked if Vice Chairperson had to be included in this Resolution, because he felt everyone strived for the Chairperson position.

Deputy Mayor Trefethen said he didn't think that was true.

Councilor DeDe said a secret ballot will make it much easier, and is more appropriate.

Councilor Cheney said she would support this Resolution.

Councilor Weston asked to make a friendly amendment for clarification purposes. She asked to amend the first sentence, "This Resolution limits the members of a board, commission, or committee," adding, "with the exception of land use boards under provision RSA 673:9," and then continue with the same wording. She said the last sentence can actually be stricken from the Resolution.

Deputy Mayor Trefethen said he just mentioned the RSA, and the new wording will have to be fixed if the RSA ever changes.

Councilor Weston asked if ":9" could be added to "RSA 673" in the background materials, Page 3.

Deputy Mayor Trefethen said an amendment isn't needed to change the background materials.

Vote: 9/0.

2. MCCONNELL CENTER DOVER CHILDREN'S CENTER SUBSIDY SPONSORED BY MAYOR MYERS BY REQUEST

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

Mayor Myers asked the City Manager to give the Council the background on this Resolution.

City Manager Joyal said the McConnell Center has a tenant, Dover Children's Center, which provided daycare services to very low and low income families. He said the City entered into a lease agreement with them approximately two years ago that included provisions to subsidize their rent to allow them to get established in the McConnell Center and make improvements to their space. He said various issues have caused some financial shortfalls, and as a result they are behind on the current rent that is due. He said the new rent rate was supposed to go into effect on July 1st, with less of a subsidy, and they have been unable to meet the rental payments at that amount. He said they are making a request to the Council to consider extending their subsidy at last year's rate through this current fiscal year.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

Councilor DeDe said he serves on the McConnell Center Oversight Committee and he has been asked to address the Council regarding this matter. He said if the Dover Children's Center wants to renegotiate their lease, they would like them to come back to the McConnell Center Oversight Committee to renegotiate. He said there are some factors they are not sure have been completed according to the plans that they outlined when they first applied to become a tenant. He said he would like to make a motion to table this Resolution until the Dover Children's Center has met with the McConnell Center Oversight Committee to renegotiate a lease, and then they will bring back a recommendation to the Council for approval; seconded by Councilor Weston.

Vote: 6/3; Passed. Deputy Mayor Trefethen, Councilors Cheney and McCusker were opposed.

3. PURCHASE OF LAND FOR SECOND WATER TOWER SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved for its approval; seconded by Councilor Weston. Mayor Myers said this Resolution only commits the City to the purchase of the land, and not to building the water tower. He asked the City Manager to address the questions brought up during Citizen's Forum.

City Manager Joyal asked Community Services Director Steele to speak to the Council. Mr. Steele said the size of the tower is preliminary right now, but the engineers have proposed 65 feet for the height of the tower, with a diameter of 58 feet, to provide the water pressure that will be needed. He said the need for easements is unknown at this point, because no engineering work has been completed. He said if this Resolution is approved tonight, then next week they will begin doing some borings, soil analysis, and determine that there are no environmental problems with the property prior to the final purchase of the land. He said as part of the CIP process, the Council will decide whether they will go forward with this project.

Councilor Callaghan said this Resolution is committing the City to the water tower. He said he felt the wording, "for the purpose of locating a second water tower," should be taken out, so that the land could be used for something else if the City decides not to build the water tower there.

Mayor Myers said it's telling the neighbors the intent of the City with the purchase of this land.

Councilor Scott said he was against this Resolution for several reasons. He said the price of the water tower is \$4 million, and he felt it needed a detailed discussion. He said since 2005 the cost of water has increased 7% per year. He said he didn't think the City was ready to commit to a second water tower.

Mayor Myers asked the Councilor to consider that until the City knows where the tower might be going, they can't determine the size and height of the tower.

Councilor Scott said the Mayor was assuming that the water tower was going to be approved.

Mayor Myers said that was why he started this discussion, that it was just for the land purchase and not committing the City to building a water tower.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

Councilor DeDe said this had been discussed at length four years ago, that a water tower was the most efficient way to deal with the water pressure problem. He said they increased the water rates two years ago to build up a reserve account, so the City would not exceed the statutory debt limitation that they placed on the water department. He said the City is looking at this piece of land at a very attractive price, because it's the highest piece in the area. He said for the Council not to take advantage of these opportunity just flies in the face of logic.

Councilor McCusker said they have to buy land to address the water pressure issue in the north end. He said it was unfortunate that the neighbors don't want it used this way. He said he has been through this himself, and he didn't like it either. He said he preferred it to stay the same. He said that Councilor DeDe was correct in saying that this was a four, five, or six year old issue. He also asked, what if something should happen to the Garrison Hill Water Tower, the primary water supply? He said this has to happen for the whole region, and he is sorry it will ruin the neighbors' views. He said the City will write easements that are good for everyone and will be a good neighbor.

Councilor Callaghan asked Mr. Steele what the height was for the cell tower.

Mr. Steele said he doesn't know.

Councilor Callaghan said there is a cell tower and a water tower on Garrison Hill, and he has been going there for years. He said this is a pretty big piece of land and it could be a park, and therefore increase property values. He said he was going to support this, because he felt buying land is always a good deal.

Deputy Mayor Trefethen said this land is available and has been deemed perfect for this application. He said they have been planning for this for a number of years, and it was important to have a back up for the Garrison Tower. He gave as a point of reference that Portsmouth has four towers, even though they have 1/3 less land and population than the City of Dover. He said it gives the City back up and options in case something happens. He said it also provides equalized pressure throughout the City. He said this has been talked about long enough, and they need to get the ball rolling. He said this was just for the purchase of the land, and the City has bought land before that hasn't been used for the purpose it was originally bought for.

Councilor Scott asked the City Manager if the neighbor, who spoke during Citizen's Forum, was correct when he stated that the land didn't have any public access.

City Manager Joyal said there were access easements to the lot.

Councilor Carrier said he liked Councilor Callaghan's idea that it could be turned into an area above and beyond a water tower. He said he is in support of this Resolution.

Mayor Myers said again this is just for the purchase of the land, and didn't like the other ideas floating around.

Roll Call Vote: 7/2; Passed. Councilors Cheney and Scott were opposed.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

4. COLLECTIVE BARGAINING AGREEMENT BETWEEN CITY OF DOVER AND DPA SPONSORED BY MAYOR MYERS BY REQUEST

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

Roll Call Vote: 9/0.

Mayor Myers said this was a 3 year agreement with the Dover Police Association that started July 1, 2008 and ends June 30, 2011.

5. FY2011 DEBT FINANCING LIMITATION SPONSORED BY COUNCILOR CALLAGHAN

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

Councilor Callaghan said the intention behind this Resolution is to make a formal statement that we do not want to exceed debt financing from the previous year.

Councilor Scott said debt service is a big portion of the budget. He said each tax payer is carrying \$1,000/parcel.

Councilor DeDe said the present bonding level was passed by the Council on a 6/3 vote.

He said not all bonding has been issued. He said the bottom line is that this Councilor is attempting to dictate to the new Council. He said he would not support this Resolution.

He said this Resolution will die with this Council, and the new Council will not have to take a vote to overturn it.

Councilor Cheney said she would support this, because she felt it made a statement. She did agree that it isn't binding on the new Council.

Councilor Callaghan said he understood that it was not binding on a new Council. He said it was just making a request.

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

6. AMEND CITY COUNCIL ADOPTED FINANCIAL POLICIES DEBT POLICY – GOAL 5 SPONSORED BY COUNCILOR CHENEY

This Resolution was substituted as a whole.

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

Councilor Cheney tried to give a Powerpoint presentation to explain this Resolution, but had technical difficulties.

Councilor Callaghan asked to suspend the rules to go to the next Resolution and come back to this Resolution when the technical difficulties were resolved; seconded by Councilor Weston.

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

7. RESTRICTION ON DEBT FINANCING OF EMPLOYEE WAGES SPONSORED BY COUNCILOR CHENEY

Councilor Cheney moved for its adoption; seconded by Councilor Callaghan. Councilor Cheney said during the budget season the Council discussed an item that included a position that is paid with debt financing. She said this Resolution is a policy that salaries are not paid with debt financing.

Mayor Myers said he would support this Resolution.

Councilor DeDe said he would not support it. He said the State dictates the level of staffing on certain CIP projects. He said the City could pay someone to do it, or have someone in-house working on it. He said part of the Tolend Road Landfill project is being paid for with CIP money. He said it wasn't really getting a loan to pay for these employees. He said work will be charged against this account. He said employees are paid out of the operating account, water, sewer, or some other enterprise fund. He said if the City had a big project and we don't use our own employees, then the company we hire will mark up on the labor. Deputy Mayor Trefethen asked the City Manager what would happen if this Resolution is passed.

City Manager Joyal said the City will have to find approximately \$40,000 to \$50,000 in the existing budget to transfer existing employee's costs.

Councilor Weston said she wouldn't support this Resolution. She said the Clerk of the Works working on the Joint Building Committees also is paid from debt financing.

Councilor Cheney said the Clerk of the Works is a part-time position with no benefits.

Councilor McCusker said if they do not pay someone in-house with the bonded money, then the City would have to hire someone to do the job with bonded money.

Councilor DeDe said the Clerk of the Works is a School employee working on School projects.

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

Returned to Item 12.B.6.

Councilor Cheney gave her Powerpoint presentation to explain this Resolution. She said this Resolution did one thing: brought the School's current limit up to date with the original intent of the Financial Planning Committee.

Mayor Myers said the City Manager has been saying for the last six months that the Council needs to update the Financial Policies. He said he didn't want to be doing this on the fly, and felt it should be done comprehensively. He said a new committee should be formed to go over the Financial Policies, consisting of three Councilors and three members of the public. He said this Resolution should be withdrawn until after the Council gets a comprehensive report from the committee.

Councilor Cheney said the School Department would support a table and not a total withdrawal. She made a motion to table this Resolution pending the motions of the Financial Committee; seconded by Councilor Weston.

Vote: 5/4; Passed. Mayor Myers, Deputy Mayor Trefethen, Councilors DeDe and Scott were opposed.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

8. CITY COUNCIL ORGANIZATIONAL MEETINGS SPONSORED BY COUNCILOR CHENEY

Councilor Cheney moved for its adoption; seconded by Councilor Scott. Councilor Cheney said the Resolution just states that the Organizational Meeting will be held in the Council Chambers. Councilor DeDe said it was actually for adopting Council rules. He said only the Council-Elect should be making this decision. He said he would not support this Resolution. Deputy Mayor Trefethen said he wouldn't support this Resolution. He said the Resolution states that it will be held in the Council Chambers, be broadcasted and recorded. Mayor Myers said he wouldn't support this Resolution. Councilor Callaghan said he can see both sides. He said people didn't realize they were welcomed. He said he would support this Resolution, or support a different venue. Vote: 3/6; Failed. Councilors Callaghan, Cheney and Scott voted in favor.

C. ORDINANCES IN 1ST READING

1. MORNINGSIDE DRIVE STOP SIGN (TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 13, 2010) SPONSORED BY COUNCILOR WESTON

Deputy Mayor Trefethen moved to referred this Ordinance to a Public Hearing on January 13, 2010; seconded by Councilor Weston. Vote: 9/0.

2. SHAWS LANE PARKING (TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 13, 2010) SPONSORED BY COUNCILOR WESTON

Deputy Mayor Trefethen moved to referred this Ordinance to a Public Hearing on January 13, 2010; seconded by Councilor Weston. Vote: 9/0.

D. COUNCIL CORRESPONDENCE – None

13. COUNCIL MATTERS OF INTEREST

Councilor Cheney said Mr. Scruton talked again about traffic. She said he is right about the traffic lights, because where there are lights there are people cutting across roads. She said she would have liked the CIP to be on the Agenda. She thanked the exiting Councilors for serving.

Councilor Weston said she does have a formal Transportation Advisory Commission Report, but it was something that will come forward with the next Council. She said they were approached by the Dover Housing Authority. They want to take the Pleasantview Circle area and put in speed tables, which will be paid for by the Dover Housing Authority. She referred to the Dover Children's Center,



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

and said there were a few things she would ask of the McConnell Center Advisory Board. She said she heard that one of the problems was that the School Department was not transporting kids to the center. She said she spoke with Superintendent O'Connor, who told her that parents need to appeal to the School Department to have their kids dropped off at the center. She said she asked the City Manager for an aging report for the McConnell Center. She said she is apprehensive about subsidies for the Children's Center, because there were a number of people that have lease agreements that are in arrears, and felt this was setting precedent. She said it was a pleasure to serve with everyone, even though there were some contentious debates.

Mayor Myers asked if other tenants were in arrears at the McConnell Center. City Manager Joyal said the only one in arrears was the Children's Center.

Councilor Scott complimented Councilor Cheney for bringing the School's limits to the Council's attention. He thanked Councilors Weston and Cheney for their kinds statements. He said he has been happy to serve Ward 3. He wished the new Council good luck.

Deputy Mayor Trefethen also wanted to recognize the Councilors that won't be returning.

Councilor Callaghan thanked the people at home for watching and sharing. He thanked all of his supporters.

Councilor DeDe said he wasn't going away. He said he won't be voting, but he will still have a voice. He said he still has a lot of phone numbers for a lot of people in the City. He said he will be applying for and hopes to be appointed to the McConnell Center Oversight Committee. He said he is on the Solid Waste Advisory Committee, and he will be working pro bono with the Economic Development Director, Daniel Barufaldi,

Councilor Carrier said he was the new guy on the block. He said he has total respect for the whole Council.

Mayor Myers said he had some presentations for the Councilors who will not be coming back. He thanked the Councilors for serving and representing residents. He said they each will receive certificates of appreciation, City of Dover denim shirts, and a nice City of Dover mirror. He said he gave each one a little something special from him, based on things said. He said there was so much material to work with from the past two years.

He read Councilor DeDe's certificate of appreciation. He gave Councilor DeDe something to wear at the Senior Center or at the Council podium, a T-shirt that said: "Sarcasm is just one of my many talents."

He read Councilor Scott's certificate of appreciation. He said Councilor Scott was always looking for specific financial reports, and that we should be able to push a button and get it. He said Councilor Scott worked on getting the new financial system that the City is getting. He said Councilor Scott has been provided with his own workstation to get all the numbers he wants. He gave Councilor Scott an abacus.

He read Councilor McCusker's certificate of appreciation. He said Councilor McCusker was the biggest challenge. He explained his gift of the Game of Life, the Councilor McCusker version.



CITY OF DOVER

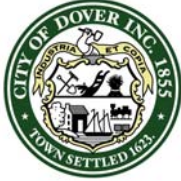
CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 9, 2009**
Meeting Time: **7:00 pm**

He read Councilor Callaghan's certificate of appreciation. He gave Councilor Callaghan a book entitled, "I Know My City Manager Loves Me." He read a few pages to the Council.

14. ADJOURN

Councilors DeDe, Callaghan, McCusker, and Scott made a motion to adjourn; seconded by everyone else.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Council Orientation, Session I
Meeting Location: North End Fire Station
Meeting Date: **Friday, December 11, 2009**
Meeting Time: **4:30 pm**

ORIENTATION FOR INCOMING COUNCIL.

Present: Robert Carrier, Catherine Cheney, Gina Cruinkshank, William Garrison, Dorothea Hooper, Scott Myers, Jan Nedelka, Dena Trefethen, Karen Weston.

Also present: City Manager Joyal, City Attorney Krans, City Clerk Lavertu, Kenneth Appell (School Board elect).

Department Heads present: Cathy Beaudoin (Library), Chris Parker (Planning), Garry Bannon (Recreation), Tony Colarusso (Police). Daniel Lynch (Finance), Perry Plummer (Fire), Annie Dove (IT), Daniel Barufaldi (Economic Development), Doug Steele (Community Services), Alison Rendinaro (Intern)

- 1. The Local Leadership Team**
- 2. Policy Making and Strategic Planning**
- 3. Making Meetings Work**
- 4. Communicating with the Public**
- 5. Working with the City Manager**
- 6. Democratic Governance**
- 7. Ethical Leadership**
- 8. Working with Other Governments**



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Council Orientation, Session III
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 16, 2009**
Meeting Time: **7:00 pm**

ORIENTATION FOR INCOMING COUNCIL.

Present: Robert Carrier, Catherine Cheney, Gina Cruinkshank, William Garrison, Dorothea Hooper, Scott Myers, Jan Nedelka, Dena Trefethen, Karen Weston.

Also present: City Manager Joyal, City Attorney Krans, City Clerk Lavertu, Kenneth Appell (School Board elect).

Department Heads present: Cathy Beaudoin (Library), Chris Parker (Planning), Garry Bannon (Recreation), Tony Colarusso (Police), Daniel Lynch (Finance), Perry Plummer (Fire), Annie Dove (IT), Daniel Barufaldi (Economic Development), Doug Steele (Community Services), Alison Rendinaro (Intern)

- 1. Labor Relations**
- 2. Finance and Budgeting**
- 3. Council Meeting Procedures**
- 4. Organizational Items**



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Organizational Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Monday, January 4, 2010**
Meeting Time: **5:30 pm**

The meeting was called to order at 5:33 pm.

1. OATH OF OFFICE-

The Oath of Office was given to:

Mayor Myers, Councilor Carrier, Councilor Cheney, Councilor Cruikshank, Councilor Garrison, Councilor Hooper, Councilor Nedelka, Councilor Trefethen, Councilor Weston.

2. ELECTION OF DEPUTY MAYOR

Councilor Carrier nominated Councilor Trefethen for Deputy Mayor seconded by Councilor Weston- passed 9/0.

3. 2010-2011 COUNCIL RULES AND REGULATIONS

Deputy Mayor Trefethen moved to approve draft as starting point of discussion seconded by Councilor Cruikshank- passed 9/0. a compilation of suggested amendments was handed out to work off of:

- 1. Pg 4 II:B(i) Motion to approve by Councilor Cheney; seconded by Councilor Weston- passed 9/0**
- 2. Pg 4 II:B(iv) Motion to approve by Councilor Weston; seconded by Councilor Hooper-passed 9/0**
- 3. Pg 5 V:C(i) Motion by Councilor Nedelka to choose # 22 instead; seconded by Councilor Cruikshank passed 9/0**
- 4. Pg 5 V:C(i) Withdrawn**
- 5. Pg 7 V:H(iii) Motion to approve by Councilor Cheney- no second**
- 6. Pg 9 VI:A(i) Motion to approve by Councilor Weston; seconded by Councilor Cruikshank –passed 8/1 with Councilor Hooper opposed (City Clerk left room to Swear in School Board)**
- 7. Pg 9 VI:A9j) Motion to approve by Councilor Cheney; seconded by Councilor Weston-failed 2/7 with Councilor Cheney and Councilor Weston in favor**
- 8. Pg 9 VI:C(i) Motion to approve by Councilor Cheney; seconded by Councilor Weston- failed 3/6 with Councilor Carrier, Councilor Cheney and Deputy Mayor Trefethen in favor (City Clerk returned)**
- 9. Pg 9 VI:C(i) Withdrawn**



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Organizational Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: Monday, January 4, 2010
Meeting Time: 5:30 pm

10. **Pg 9 VI:F Motion to approve by Councilor Hooper; seconded by Councilor Weston –passed 9/0**
11. **Pg 10 VII:B Motion to approve by Councilor Nedelka; seconded by Deputy Mayor Trefethen –passed 9/0**
12. **Pg 10 VII:B9(iv) Motion to approve by Deputy Mayor Trefethen; seconded by Councilor Weston-passed 9/0**
13. **Pg 11 VII:B(ix) Motion to approve by Councilor Cheney; seconded by Councilor Hooper-passed 5/4 with Deputy Mayor Trefethen, Mayor Myers, Councilor Cruikshank and Councilor Carrier opposed**
14. **Pg 11 VII:B(xiii-a) Motion to approve by Councilor Cheney- no second**
15. **Pg 12 VII:B(xiv) Motion to approve by Councilor Cheney; seconded by Councilor Weston –failed 1/8 with Councilor Cheney in favor**
16. **Pg 13 VIII:B Motion to approve by Councilor Cheney –no second**
17. **Pg 14 IX:B a Motion to approve change from 3-5 by Councilor Cheney had no second**
 - b. **Motion to approve change to add residents by Councilor Cheney; seconded by Councilor Weston-failed 2/7 with Councilor Cheney and Councilor Weston in favor**
 - c. **Motion to approve wording Council notified by Councilor Cheney; seconded by Councilor Weston-failed 3/6 with Councilor Cheney, Councilor Hooper and Councilor Weston in favor**
City Clerk shall send Appointments Committee agenda to all City Council-passed 9/0
18. **Pg 14 IX:C Motion to eliminate 18 and use 19 by Councilor Weston; seconded by Councilor Cheney with language change from may to shall-passed 9/0**
20. **New XII Motion to add the first time by Councilor Cheney; seconded by Councilor Nedelka- passed 8/1 with Deputy Mayor Trefethen opposed (City Clerk left room to swear in late School Board member)**
21. **New Motion to approve by Councilor Cheney; seconded by Councilor Hooper –failed 4/5 with Councilor Cheney, Councilor Carrier, Councilor Hooper and Deputy Mayor Trefethen in favor**



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Organizational Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Monday, January 4, 2010**
Meeting Time: **5:30 pm**

- 24. Pg 19 Motion to accept # 24 instead of #23 by Councilor Nedelka; seconded by Councilor Cruikshank-passed 9/0**
 - 25. Pg 20 Motion to approve by Councilor Cheney –no second**
 - 26. Pg 21 Motion to leave it as respect the work of the Council standing committee by Councilor Cheney; seconded by Deputy Mayor Trefethen-Passed 7/2 with Councilor Nedelka and Councilor Garrison opposed**
- Motion to adopt rules and amended by Deputy Mayor Trefethen seconded by Councilor Weston passed 8/1 with Councilor Cheney opposed**

4. APPOINTMENTS TO COMMITTEES

Motion to accept by Deputy Mayor Trefethen seconded by Councilor Carrier-passed 9/0

5. ADJOURN

Motion to adjourn by Councilor Weston seconded by Councilor Carrier –passed 9/0



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 6, 2010**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Councilor Nedelka

4. ROLL CALL ATTENDANCE

Present: Mayor Myers, Deputy Mayor Trefethen, Councilor Carrier, Councilor Cheney, Councilor Cruikshank, Councilor Garrison, Councilor Hooper, Councilor Nedelka, Councilor Weston.

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

5. PUBLIC HEARINGS -NONE

6. CITIZEN'S FORUM

Citizens are invited to comment on the subject matter of the Special Meeting. Statements shall be limited to five minutes.

Edward Bleiler, 28 Isaac Lucas Circle: It is my understanding that you are going to remove Councilor Cheney from the Joint Building Committee. I certainly hope that you will reconsider this resolution and let her remain in her seat because I believe this resolution is illegal. You should do unto others as you would have them do unto you. This is the first time this action has been done in the history of Dover to my knowledge. I If you go ahead with this resolution I believe you will have to answer to it in the future. This is not the way to do things and is a miscarriage.

Ray Bardwell, Spur Road: Would like to reintroduce myself to this current City Council. Resident member of the Joint Building Committee. Would request that you put a line item in to reimburse me for the patent on the parking lot- I will look for my bonus.

Don Medbury, 3 Cover Bridge Lane: Good evening; I was distressed that a move was made to replace Councilor of Ward 5 as Chair of JBC. I was impressed with the Monday night meeting and they are all qualified people. Councilor Cheney's resume was very diversified. She is competent. If move is on way to remove my Councilor is there a reason? Is she incompetent? I don't think so. Small towns/small cities should leave out the politics. Run City with logic and common sense. Don't replace good people. We need good people. If no real good reason, which I would like to know what the reason is, how did this evolve? Councilor Cheney is a high vote getter, is in her third term. And ran a good clean campaign. My New Years resolution is to be more calm, mild, and positive about the City coming together. Ward 5 will stand behind Councilor Cheney.

Doug DeDe, 143 Locust St: What has escaped some: there are no vested positions that we hold. The Councilor picked by straw poll has a great deal of construction experience. I believe



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 6, 2010**
Meeting Time: **7:00 pm**

that is why the choice was made. The 2 people picked are very well qualified. Pick the best person for the job and vote your conscience.

Suzanne Medbury, 3 Cover Bridge Lane: We are well served by Ward 5 Councilor Cheney. She is thoughtful, has children in the schools, and does her research. Will served having her on any committee. She is always responsive.

Jerry Lynch, Lincoln Street: I watched the process of choosing people. Know how you select people: not by qualifications.

Richard Callaghan, 32 Horne Street: Do not believe it is in the purviews of the City Council to make this change. This could be an issue without the authority to do so.

7. UNFINISHED BUSINESS-NONE

8. NEW BUSINESS

a. RESOLUTION: APPOINTMENTS TO JOINT BUILDING COMMITTEE- HORNE STREET SCHOOL

Sponsored by Mayor Myers

Motion to adopt by Deputy Mayor Trefethen; seconded by Councilor Weston. Mayor Myers explained that the two names were brought forward and placed on resolution based on general consensus. Councilor Cheney stated that she gave a legal opinion to the City Council and City Attorney and read the following into the record:

To whom it may concern: This office represents Catherine Cheney, a Dover City Councilor who is a duly appointed member of the joint Building Committee established pursuant to RSA 199:3. I am informed that there is a plan to remove my client from the Joint Building Committee and replace her with one or more so called ex officio members. In my opinion this would be a violation of state law and could subject the City of Dover to civil liability. As a general rule, any person appointed to any office or position established by statute in New Hampshire serves until his or her term ends, unless he or she resigns or is removed in strict compliance with applicable law. See *Williams v. Dover*, 130 N.H. 527 (1988). Otherwise, it is a violation of law to remove an appointed person before the end of that persons term. See *Silvia v. Botch*, 120 N.H. 600 (1980). Wrongful removal entitles the aggrieved person to bring suit for reinstatement and to recover attorneys fees. *Silva v. Botsch*, 121 N.H. 1041 (1981). RSA 199:3 provides for the filling of vacancies on a joint Building committee, but does not provide for removal and does not establish a limit to members term. However, RSA 199:4-a provides for the dissolution of a Joint Building Committee. The clear import of these statutes is that, once appointed, a members term continues until the committee is dissolved upon completion of the tasks specified in RSA 199:4-a. In other words, members of a Joint Building Committee are not political appointees who serve at the pleasure of elected officials. There is not provision in RS Ach 199 for elected or appointed municipal officials to serve as ex officio of a Joint Building Committee-mark A. Stull. A second legal opinion was read into the record:

Dear Catherine: you have asked me whether the City may oust you from you position on the Joint Building Committee before the Committee dissolves upon completion of construction of the



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 6, 2010**
Meeting Time: **7:00 pm**

school. The Joint Building Committee has been established pursuant to RSA 199:3. Once the committee is established, the statute does not provide for the removal of members. The City Council may only appoint a new member to an already established committee if a vacancy arises on the committee, pursuant to RSA 199:3,II9(c). Because there is no vacancy now, the Council should not appoint a new member. Moreover, the conditions that must be present for the City Council to remove you from office have not been met here. Pursuant to section C11-5 of the Dover City Charter, the Council could only vote to remove you from your office on the Committee if the Ethics Commission had sent the Council a recommendation for your removal. The Ethics Commission has not done this, so the Council has no authority to remove you. It is therefore my opinion that the City should not remove you from the Joint Building Committee and should only appoint a new member if a representative of the Council vacates a position on the Committee- Benjamin King.

Motion by Councilor Nedelka to recess for legal consultation ;seconded by Councilor Cruikshank-passed 8/1 with Councilor Cheney opposed. *7:24 pm/reconvened 7:45 pm.*

Motion by Councilor Weston to have another recess; seconded by Councilor Nedelka-passed 6/3 with Mayor Myers, Councilor Hooper and Councilor Cheney opposed. *7:45pm/reconvened 8:17pm.*

Resolution passed 8/1 roll call vote with Councilor Cheney opposed.

b. RESOLUTION: ADOPTION OF FY 2011-2016 CAPITAL IMPROVEMENTS PROGRAM

(To be referred to public hearing on January 13, 2010)

Sponsored by Mayor Myers by request

Motion to move to public hearing by Deputy Mayor Trefethen, seconded by Councilor Hooper – passed 9/0

c. RESOLUTION: APPROPRIATION FOR FY2011 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING

(To be referred to public hearing on January 13, 2010)

Sponsored by Mayor Myers by request

Motion to move to public hearing by Deputy Mayor Trefethen, seconded by Councilor Garrison – passed 9/0

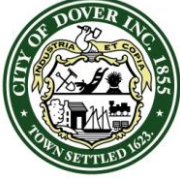
d. RESOLUTION: APPROPRIATION FOR 2011 CAPITAL IMPROVEMENTS PROGRAM-NON-DEBT FINANCED PROJECTS

(To be referred to public hearing on January 13, 2010)

Sponsored by Mayor Myers by request

Motion to move to public hearing by Deputy Mayor Trefethen, seconded by Councilor Weston – passed 9/0

e. RESOLUTION: REAUTHORIZATION OF GENERAL FUND CIP APPROPRIATION FOR ENERGY EFFICIENCY PROJECTS AND AUTHORIZATION FOR BONDING



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 6, 2010**
Meeting Time: **7:00 pm**

(To be referred to public hearing on January 13, 2010)

Sponsored by Mayor Myers by request

Motion to move to public hearing by Deputy Mayor Trefethen, seconded by Councilor Garrison—
passed 9/0

9. ADJOURNMENT

Motion to adjourn by Deputy Mayor Trefethen; seconded by Councilor Weston—passed 9/0



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2009.12.09 - 16**
Ordinance Title: Morningside Drive Stop Sign
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 location to the list of streets in 166-50 “Schedule C: Stop Intersections”.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by adding language to Section 166-50, “Schedule C: Stop Intersections” as follows:

a. The following is added:

STOP SIGN ON:

Morningside Drive (southerly)

AT INTERSECTION OF:

Riverdale Avenue

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.A.1.

Ordinance Number: **O – 2009.12.09 - 16**
Ordinance Title: Morningside Drive Stop Sign
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.A.1.

Ordinance Number: **O – 2009.12.09 - 16**
Ordinance Title: Morningside Drive Stop Sign
Chapter: Chapter 166, Vehicles and Traffic

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision was recommended by the Transportation Advisory Commission by motion at its November 23, 2009 meeting, after hearing resident concerns about confusion over the right-of-way at this intersection. This intersection is configured in such a manner that Morningside Drive approaches from two directions at 90 degrees, with Riverdale Avenue intersecting from the east. Youth sporting events at nearby Morningside Park add increased traffic through the neighborhood. Neighborhood residents in proximity to the intersection were invited to give input to the TAC and all were in favor of a stop sign installation.

This ordinance calls for the installation of one stop sign at the “T” approach, which would be positioned at the corner of #12 Morningside Drive. The resident at #12 also supported the installation.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number: **O – 2009.12.09**
Ordinance Title: Shaws Lane Parking – 17
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 location to the list of streets in 166-57 “Schedule J: Limited Time Parking”, to restrict parking during school hours only on a segment of Shaws Lane.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by adding language to Section 166-57, “Schedule J: Limited Time Parking (Section H)” as follows:

H. In accordance with the provisions of **166-21**, no person shall park, place or leave or cause to be parked, placed or left, any motor vehicle in the following described locations between the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday, between September 1st and June 30th.

a. The following is added:

STREET:

Shaws Lane

LOCATION:

Westerly side, from the intersection of Garrison Road northerly for a distance of 180’

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.A.2.

Ordinance Number: **O – 2009.12.09**
Ordinance Title: Shaws Lane Parking – 17
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

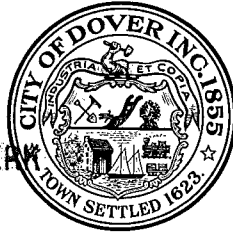
Agenda Item#: 12.A.2.

Ordinance Number: **O – 2009.12.09**
Ordinance Title: Shaws Lane Parking – 17
Chapter: Chapter 166, Vehicles and Traffic

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision was recommended both by the Parking Commission at its November 13, 2009 meeting and by the Transportation Advisory Commission at its November 23, 2009 meeting. This will ensure the smooth flow of traffic in the mornings and afternoons adjacent to the Garrison Elementary School, where the parent pick-up and drop-off at the rear of the school creates a queue onto the easterly side of Shaws Lane. Shaws Lane is not wide enough to accommodate two-way traffic simultaneously with parked cars on both sides. Restricting this short segment of Shaws Lane during school hours only will allow the traffic to flow more smoothly, and the parking will still be available for sporting events at the Shaws Lane ballfields and for other special events at the Garrison Elementary School.

RECEIVED
DOVER CITY CLERK
DOVER, NH



2009 DEC 14 A APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Community Services Employees
Federal Tax ID number for Organization: _____
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political
Contact Person: Meghan Moisan Day Time Telephone: 516-6072
Address: 271 Mast Road Email Address M.Moisan@dover.nh.gov
Purpose of Permit: Raffle for canned food drive
Date of Event: 12/3/09-12/18/09 Specific Time: 3 PM
Location of Event: Community Services Dept.

(Raffle Permit only)
Prize (s) To Be Awarded: lobsters, bus tickets & gift card
Amount of Donation: approx. \$175. Date of Drawing: 12/18/09 Specific Time: 3 PM
Place of Drawing: Lunch room @ Community Services Dept.

* 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: Meghan Moisan Date: 12/9/09

Licensing Board approval [Signature] Date: 12/14/09
Revised 03/17/08



RECEIVED
DOVER CITY CLERK
DOVER, NH

2009 DEC -8 P 1:47

APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

RAFFLE*~~X~~...TAG*.....PARADE**..... BLOCK PARTY**..... ROAD TOLL***.....

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

Organization Name: St. Mary Academy
Federal Tax ID number for Organization: _____
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

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

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

Purpose of Permit: Calendar raffle as part of fundraising effort

Date of Event: February 2010 Specific Time: during school hours

Location of Event: St. Mary Academy

(Raffle Permit only)
Prize (s) To Be Awarded: \$2600 per attached calendar

Amount of Donation: \$5⁰⁰ Date of Drawing: each day in Feb. 2010 Specific Time: during school hrs. 8:30-2:30

Place of Drawing: St. Mary Academy

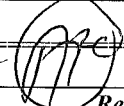
*** NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS:** Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain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

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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: Brenda Foster Date: 12/2/09

Licensing Board approval  Date: 12/10/09
Revised 03/17/08

St. Mary Academy

February 2010

NO XXXX

St. Mary Academy

February 2010

NO XXXX

	1	2	3	4	5	6
	\$250	\$50	\$50	\$50	\$50	\$50
7	\$100	\$50	\$50	\$50	\$50	\$50
14	Valentine's Day \$250	16	17	18	19	20
	Presidents' Day \$100	\$50	Ash Wednesday \$250	\$50	\$50	\$50
21	\$100	23	24	25	26	27
	\$50	\$50	\$50	\$50	\$50	\$50
28	\$500					

Thank you for purchasing this calendar. You are now eligible to win some of the \$2,600 in prizes. A drawing will be held each day during the month of February at St. Mary Academy.

All proceeds from the fundraiser will be used to benefit St. Mary Academy. If you have any questions, please call the school at 603-742-3299.

All winners will be posted on our website at www.saintmaryacademy.org.

No xxxx

COST \$5 DONATION

YOUR NUMBER WILL BE REGISTERED FOR ALL DAILY DRAWINGS

NAME _____ PHONE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

SOLD BY: _____

	1	2	3	4	5	6
	\$250	\$50	\$50	\$50	\$50	\$50
7	\$100	\$50	\$50	\$50	\$50	\$50
14	Valentine's Day \$250	16	17	18	19	20
	Presidents' Day \$100	\$50	Ash Wednesday \$250	\$50	\$50	\$50
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No xxxx

COST \$5 DONATION

YOUR NUMBER WILL BE REGISTERED FOR ALL DAILY DRAWINGS

NAME _____ PHONE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

SOLD BY: _____



**APPLICATION
CITY OF DOVER, NEW HAMPSHIRE**

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

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

**Organization Name: Dover Baseball, Inc
Federal Tax ID number for Organization: 02-0514051
Nature of Organization: Sports
Contact Person: Dennis Shanahan Day Time Telephone: 207-451-8953**

**Address: 508 Tolend Rd (Dennis) PO Box 443 (League) Dover, NH 03820
Email Address: DMShanahan@DoverNHBaseball.org**

Purpose of Permit: Annual tagging for fundraising

Date of Event: May 6th, 7th and 8th, 2010 Specific Time: Weekdays 4 pm to 8 pm Saturday 8 am to 4 pm

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

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

*** NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way 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: 12/20/09

**Licensing Board approval [Signature] Date: 12/21/09
Revised 03/17/08**

ok w/level



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2010.01.13 - 1**

Resolution Re: B10033 Tolend Rd and Watson Rd Engineering Services

WHEREAS: Sealed bid B10033 was requested and received for engineering and design services for the re-construction of Tolend and Watson Roads on December 7, 2009 at 2:00pm; and

WHEREAS: The city received proposals from eighteen (18) vendors with cost proposals being submitted in a separate sealed envelope. The evaluation committee made up of the City of Dover Engineering Department members and the Dover Purchasing Agent, reviewed all 18 and came up with a short list of the top seven (7) vendors based on the proposal criteria and those seven (7) cost proposals were then opened; and

WHEREAS: An interview with the low bidder, CMA Engineers Inc of Portsmouth NH was conducted on December 28, 2009 @ 10:00am with the evaluating committee @ Mast Rd in Dover. It is the recommendation to award the project to CMA Engineers Inc of Portsmouth in the amount of \$189,207.00.

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

The purchasing agent is hereby authorized to issue a purchase order to CMA Engineers Inc of Portsmouth NH given the bid amount of \$189,207.00 and corresponding labor rates provided 12/7/09. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance 12.22.09
4009-43121-4751-3142-09-30	Tolend & Watson Roadway	100,000.00	100,000.00
4010-43121-4751-3142-10-30	Tolend & Watson Roadway	400,000.00	400,000.00

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#: 13.A.4.

Resolution Number: **R - 2010.01.13 - 1**

Resolution Re: B10033 Tolend Rd and Watson Rd Engineering Services

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2010.01.13 - 1**

Resolution Re: B10033 Tolend Rd and Watson Rd Engineering Services

RESOLUTION BACKGROUND MATERIAL:

Sealed bid B10033 was requested and received for engineering and design services for the re-construction of Tolend and Watson Roads on December 7, 2009 at 2:00pm. The city received proposals from eighteen (18) vendors with cost proposals being submitted in a separate sealed envelope. The evaluation committee made up of the City of Dover Engineering Department members and the Dover Purchasing Agent, reviewed all 18 and came up with a short list of the top seven (7) vendors based on the proposal criteria and those seven (7) cost proposals were opened on 12/15/09.

An interview with the low bidder, CMA Engineers Inc of Portsmouth NH was conducted on December 28, 2009 @ 10:00am with the evaluating committee @ Mast Rd in Dover. It is the recommendation to award the project to CMA Engineers Inc of Portsmouth in the amount of \$189,207.00.

Bid Information:

Sealed bid B10033 Tolend and Watson Road Reconstruction Engineering Services

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	80	Number of Responses:	18
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	As needed
Recommended Award to:	CMA Engineers Inc	Fund:	CIP Tolend and Watson Rds
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#: 13.A.4.

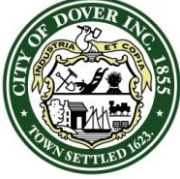
Resolution Number: **R - 2010.01.13 - 1**

Resolution Re: B10033 Tolend Rd and Watson Rd Engineering Services

Vendor Solicitation List:

Class Code 15 Engineering services

AECOM formerly Earth Tech	Lynnfield Engineering
Allan and Major Associates	Louis Berger Group
Appledore Engineering	Maguire Group
Aries Engineering	AJ Martini
ATC Associates	Milone & MacBroom Inc
Bedford Design Services	MSC Engineers
Berry Surveying Engineering	New England Enviro
Careno Construction	Nobis Engineering
CHA Inc	Norway Plains Associates
Civil Consultants	Oak Point Associates
Civil Works	Ocean and Coastal Consultants
CLD Engineering	Provan and Lorber Associates
CAM Engineering	Quantum Construction
Comprehensive Environmental Inc	Ransom Environmental
Corporate Environmental Advisors	Resource Labs
Dubios and King Associates	Resource Systems Group
Eagle Brook Engineering	RI Analytical Group
Eastern Analytical Inc	Ricci Construction
Emery & Garrett Groundwater Inc	SEA Consultants
ESC Consultants	SW Cole
EnviroSense Inc	Sheerr McCrystal Palson
Fay Spofford & Thorndike	Siemens Technology
Geo Insight	Stantec Consultants
GM2 Associates Inc	Stephens Associates
Golder Associates	StoneHill Environmental
Greenman and Pederson Inc	Tata and Howard Inc
GZA Inc	Terracon Inc
Haley & Aldrich Inc	TF Moran Inc
Harriman Associates	HL Turner Associates
Holden Engineering	Louis Berger Group
Horsely Witten Inc	Scott Lawson Group
Howard Stein – Hudson Associates	Tidewater Environmental
Hoyle Tanner Associates	Tighe and Bond Inc
Interstate Electrical	Turgeon Construction
Jacobs Engineering	Tylin International
Jeffrey Taylor	Underwood Engineering
Johnson Controls	Vanasse Hangen Brusstin Inc
Kaestle Boos Associates	Weston and Sampson Inc
Leggett Brashears and Graham Inc	Woodard and Curran
Loureiro Engineering Associates	Wright Pierce



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2010.01.13 - 1**

Resolution Re: B10033 Tolend Rd and Watson Rd Engineering Services

Bid Results

<i>Vendors submitting RFP's</i>	<i>Short Listed With Fees</i>
CLD Engineers Park Place Corp Center 316 US Rt 1 ste D York ME 03909	\$265,500.00
Greenman_Pederson Inc 61 Spit Brook Rd Ste 110, Nashua NH 03060	
CMA Engineers Inc 35 Bow St, Portsmouth NH 03801	\$189,207.00
Tighe & Bond 53 Southhampton Rd Westfield MA 01085	
Underwood Engineers Inc 25 Vaughan Mall Ut 1 Portsmouth NH 03801	
Sebago Technics PO Box 1339 Westbrook ME 04098	\$259,036.00
Tri Tech Engineering 755 Central Ave Dover NH 03820	
Dubois & King Inc 28 No Main St Randolf VT 05060	\$424,900.00
The Louis Berger Group 1001 Elm St Ste 203 Manchester NH 03101	\$298,730.00
McFarland Johnson 53 Regional Dr Concord NH 03301	\$417,861.63
Wright Pierce Engineering 230 Commerce Way Portsmouth NH 030801	
GM2 Associates Inc 197 Loudon Rd Concord NH 03301	
TY Lin International 20 Foundry St Ste 2 Concord NH 03301	
Holden Engineering PO Box 480 Concord NH 03302	
Hoyle Tanner Associates Inc 150 Dow St Manchester NH 03101	\$261,069.00
McGuire Group Inc 110 Corporate Dr Ste 6 Portsmouth NH 03801	
TF Moran Inc 48 Constitution Dr Bedford NH 03110	
Jones & Beach Engineers Inc PO Box 219 Statham NH 03885	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2010.01.13 – 2**
Resolution Re: **B09100 Video Security System**

WHEREAS: Sealed bid B09100 was requested and received for Video Security Systems on July 16, 2009 at 2:00pm; and

WHEREAS: The city is looking to install seven cameras at City Hall, two cameras at the Transportation Center and fourteen cameras at the McConnell Center. Ten bid replies were received with one being non compliant, four being no bids and five offering varying equipment and costs; and

WHEREAS: The bid reply deemed most advantageous was submitted by DM Burns of Dover NH in the total amount of \$67,425.00. A grant awarded to the McConnell Tenants Collaborative in the amount of \$5,000 will be use to offset some of the costs.

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

The Purchasing Agent is hereby authorized to issue a purchase order to DM Burns of Dover NH in the amount of \$67,425.00 and corresponding rates provided 7/16/09. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000-41991-4840-0000-00-19	Misc Gen Gov Contingency	100,000.00	89,200.00
3381-41941-4725-0000-00-35	McConnell Building Imp.	5,000.00	5,000.00

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#: 13.A.5.

Resolution Number: **R – 2010.01.13 – 2**
Resolution Re: **B09100 Video Security System**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2010.01.13 – 2**
Resolution Re: **B09100 Video Security System**

RESOLUTION BACKGROUND MATERIAL:

The City of Dover created bid request, B09100, titled Video Security System in June 2009. The bid request stated the following. “The City of Dover has various video security systems. It is our goal to unify and standardize these systems as much as possible. The primary video security system solution installed and used within the municipality at this time is from Bosch.”

Five (5) compliant responses were received. One bid response was immediately ruled out as its cost was significantly higher than the others. Of the four remaining bids, two were Bosch solutions and two were IP-based solutions. A follow-up e-mail was sent to all bidders on September 30, 2009 requesting more information related to topology, wiring, user access, warranty, travel expenses and integration with existing systems. Four bidders responded to this follow up request. No response was received from Surveillance Specialists.

During November 2009, the City of Dover and Dover Public Schools took the opportunity to test and use remote access to current Bosch security systems in place. These tests were successful. A meeting was held with Burns Security, City of Dover and Dover Public Schools on November 24, 2009. The meeting offered a hands-on opportunity to view how the final solution will work for the end user. The end result is that D. M. Burns Security, Inc. has been selected the bid winner.

Here is a review of the reasons for this selection.

1. The price was in the middle of bid pricing received.
2. Burns Security has worked with the City of Dover and Dover Public Schools for many years. Those contacted at the City of Dover and Dover Public Schools have been very happy with the reliability of past projects implemented as well as reliability and responsiveness of the company. D.M. Burns has installed solutions at Dover High School, Dover Middle School, Woodman Park Elementary School, Horne Street School and North End Fire Station.
3. Burns’ solution offers a hybrid head-end that will support existing infrastructure as well as implementation of IP-cameras where needed.
4. The solution does not rely on nor will it impede performance on existing cabling infrastructure within each facility.
5. Burns’ solution offers industry-leading H.264 compression of video data.
6. Bosch Security offers a new application interface which allows access to both existing and new head-end devices to be installed at no extra cost. Note, this application does not interface with ALL Bosch head-end devices implemented at this time.
7. Burns Security is located in Dover, NH. This close proximity will reduce costs for support calls and well as ensure a rapid response time when needed.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2010.01.13 – 2**
Resolution Re: **B09100 Video Security System**

Bid Information:

B09100 dated July 16, 2009

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	21	Number of Responses:	10
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Not with the City but with the State of NH
Prices will hold for:	Until Complete	Estimated Delivery:	As needed
Recommended Award to:	DM Burns	Fund:	Contingency &
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#: 13.A.5.

Resolution Number: **R – 2010.01.13 – 2**
Resolution Re: **B09100 Video Security System**

Vendor Solicitation List:

Centronics, Inc.
25 Summer Avenue
Waltham MA 02452-5634

T.H. Grogan & Assoc., Inc.
12 Woodchester Drive
Acton MA 01720

Eastern Security Systems
4 Bud Way
Nashua NH 03063

Eastern Video Systems
2 Sterling Road
Billerica MA 01862

D.M. Burns Security, Inc.
100 Central Avenue
Dover NH03820

Alarm Guard
536 Riverside Street
Portland ME 04107

Setronics Corp.
5 Executive Park Drive
Billerica MA 01862-1318

Ossipee Mountain Electronics
RR#1, Box 396
Ossipee Mountain Road
Moultonboro NH 03254

Guardian Technologies
77 Court Street, Ste. 1039
Laconia NH 03246

Security Cameras Direct
P. O. Box 1327
Loomis, CA 95650

Sentry Systems, Inc.
500 Market Street
Portsmouth, NH 03801
603-431-8700

Fortress Security
63 Depot St
Somersworth NH 03878

Seacoast Security
173 Dover Point Road
Dover, NH 03820

Rochester Security Systems
169 Milton Road
Rochester, NH 03861

BK Systems, Inc.
4 Cote Avenue
Goffstown, NH 03045

American Alarm
22 Havehill St
Windham NH 03087

Interstate Electrical
15 Cote Ln
Bedford NH 03110

Signet Electronics
153 US Rte 1
Scarborough ME 04074

Surveillance Specialties Ltd
Lyndsay McGaime
600 Research Dr
Wilmington MA 01887

Red River
gary.smith@redriver.com

Howard Systems
10 Commerce Way
Barrington NH 03825



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2010.01.13 – 2**
 Resolution Re: **B09100 Video Security System**

Bid Results

<i>Vendor</i>	<i>American Alarm</i>	<i>Surveillance Specialist</i>	<i>Viscom System</i>	<i>Sullivan & McLaughlin With Red River Co</i>	<i>DM Burns</i>
City Hall	\$14,345.00	\$24,147.24		\$25,000.00	\$22,000.00
McConnell Center Base	\$25,415.00	\$36,112.96		\$55,575.50	\$35,800.00
McConnell Center Intermediate	\$38,467.00				\$66,500.00
McConnell Center Complete	\$40,487.00	\$68,521.84		\$84,665.50	\$96,780.00
Rail Station Bid	\$4,279.00			\$9,675.00	\$9,625.00
Rail Station Alternate					\$8,125.00
Base bid all location			\$61,426.69		
Intermediate bid all location			\$72,776.47		
Complete bid all locations			\$90,865.53		
Master base bid	\$15,275.00				
Master Intermediate	\$20,678.87				
Master Complete	\$27,016.00				
Transportation Complete		\$11,326.24			

Advanced Technologies No Bid Bond – Non Conforming
 Norris Inc – No bid
 Interstate Electric – No Bid
 Central Signal – No Bid
 BK Systems – No Bid

Revise to integrate with existing systems	D.M. Burns	Surveillance Specialists	American Alarm	Viscom Systems	Sullivan & McLaughlin
McConnell Center Base (14)	\$ 35,800.00	\$ 36,112.96	\$ 25,415.00	\$ 44,771.35	\$ 55,575.00
City Hall (7)	\$ 22,000.00	\$ 24,147.24	\$ 14,345.00	\$ 12,913.72	\$ 25,000.00
Transportation Center (2)	\$ 9,625.00	\$ 11,326.24	\$ 4,279.00	\$ 3,741.62	\$ 9,675.00
			\$ 15,275.00	\$ 4,444.31	
Total	\$ 67,425.00	\$ 71,586.44	\$ 59,314.00	\$ 65,871.00	\$ 90,250.00
Total w integrate existing			\$ 61,141.00	\$ 71,685.36	

B09100 - Video Security System Responses

	D.M. Burns	Surveillance Specialists	American Alarm	Viscom Systems	Sullivan & McLaughlin
McConnell Center Base (14)	\$ 35,800.00	\$ 36,112.96	\$ 25,415.00	\$ 44,771.35	\$ 55,575.00
City Hall (7)	\$ 22,000.00	\$ 24,147.24	\$ 14,345.00	\$ 12,913.72	\$ 25,000.00
Transportation Center (2)	\$ 9,625.00	\$ 11,326.24	\$ 4,279.00	\$ 3,741.62	\$ 9,675.00
			\$ 15,275.00	\$ 4,444.31	
Total	\$ 67,425.00	\$ 71,586.44	\$ 59,314.00	\$ 65,871.00	\$ 90,250.00
Total w integrate existing			\$ 61,141.00	\$ 71,685.36	

Primary Camera	Bosch VDN-495V03-20S	Bosch VDN-495V03-20S	Axis Comm 375401 OR Axis Comm 0290-004	Optelecom FD20/US Dome Fixed Camera POE	Cisco
Primary Cabling	RG59/U coax and 18/2 power	Bosch KBE620V1420	Axis Comm 307000 Bertek CAT6, Ortronics	Cat5E with 2 Cisco switches; 1 Server w 4TB	CAT6 Plenum
McConnell Head-End	DHR-1600A-150A; Bosch Divar XF, 16 audio ch, no dvd-rw, 1500GB Bosch 17" monitor Altronics ALTC248, 8 camera pwr supply	DB18C3200R2; Bosch Dibos RackMount, 18 Ch (6 audio, 16 IP ch), 2TB, dvd-rw, 270 IPS Dell 17" Monitor (2) Pelco Pwr Supply, 8 & 16 output.	Network Video Recorder, 80GB OS, 320GB HD NVR On-Net Net DVMS-1C	Optelecom S-54 E/SA 36" LCD Display w Mount Optelecom S-54 E/SA, Optelecom PSA 12 DC-25/USA	Cisco
City Hall Head-End	DHR-1600A-150A; Bosch Divar XF, 16 audio ch, no dvd-rw, 1500GB Bosch 17" monitor Altronics ALTC248, 8 camera pwr supply	DB18C3200R2; Bosch Dibos RackMount, 18 Ch (6 audio, 16 IP ch), 2TB, dvd-rw, 270 IPS Dell 17" Monitor (1) Pelco Pwr Supply, 16 output.	Network Video Recorder two 80GB HD On-Net Net DVMS-1C	19" LCD Display w Mount	Cisco
Transportation Ctr Head-End	DHR-0800A-025; Bosch Divar XF, 8 audio ch, no dvd-rw, 250GB Bosch 17" monitor Altronics ALTV244, 4 camera pwr supply	DB06C1075R2; Bosch Dibos RackMount, 6ch (2 Audio, 16 IP Ch). 750GB. dvd-rw. 90 IPS Dell 17" Monitor (1) Pelco Pwr Supply, 4 output.	Network Video Recorder two 80GB HD On-Net Net DVMS-1C	19" LCD Display w Mount	Cisco
HW Warranty Hourly Rate	\$ 3 year 99.00	\$ 3 year 108.00	\$ 3 year 85.00	\$ 3 year 80.00	\$ 1 year 87.00
Existing Cameras			\$ 261.00	1359.18 \$ 3,096.00	
			\$ 1,827.00	\$ 5,814.36 plus server	
			Additional license cost for each existing camera is \$261.00.	Qty 2 of Optelecom S-54 E/SA, qty 1 of Cisco switch	
Headquarters	Dover, NH	Wilmington, MA	Windham, NH	Watertown, MA	Boston, MA Claremont, NH



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2010.01.13 – 3**

Resolution Re: Total Station for Dover Police Department

WHEREAS: The Dover Police Department is seeking to purchase a Total Station package & associated peripheral equipment that will allow the department to forensically map and analyze crash scenes for use in reconstruction. A quote in the amount of \$11,610.00 for the equipment and \$6,150.00 for certified training was received by the City of Rochester NH. The vendor, Collision Forensic Solutions LLC is offering the same package to the City of Dover.

WHEREAS: It is the recommendation of the Strafford County Regional Accident Reconstruction Team (SCRART) to standardize as this will allow cities to assist each other in this field; and

WHEREAS: The complete Total Station & Associated Peripheral Equipment and pricing is described in the attachment to this resolution.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Collision Forensic Solutions LLC given the quoted amount of \$18,120.00 and corresponding rates provided on 12/29/09. The amount of this authorization shall be limited so as not to exceed the available funding.

Financing

Account	Description	Appropriation	Balance 1/5/10
2210-42150-4745-2351-10-21	CSA Computers & Equipment	102,382.00	102,382.00

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#: 13.A.6.

Resolution Number: **R - 2010.01.13 – 3**

Resolution Re: Total Station for Dover Police Department

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2010.01.13 – 3**

Resolution Re: Total Station for Dover Police Department

RESOLUTION BACKGROUND MATERIAL:

Equipment: Leica TS02Power, 7" R400 Total Station Package/MicroSurvey Archer Package (EVR6.0) software, MapScenes Software/Certified MapScenes Training and Certified Total Station with EVR Training.

The Total Station specifications are broken down into four primary systems that when used together allow for us to forensically map and analyze crash scenes for use in our reconstructions as follows:

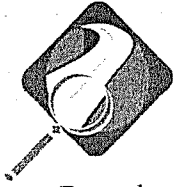
- The total station and the associated peripheral equipment which actually measures the scene,
- The evidence collector and the associated software which captures the measurements and stores them in a format that can be read and downloaded into the reconstruction software,
- The reconstruction software that allows us to use the information from the evidence collector to recreate and analyze the scene,
- The associated training needed for the above systems.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	yes
Prices will hold for:	180	Estimated Delivery:	As needed
Recommended Award to:	Collision Forensic Solutions LLC	Fund:	CSA
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Sole Source vendor requiring Council approval subsequent to a bid solicitation



COLLISION FORENSIC SOLUTIONS LLC

Serving and providing certified law enforcement training since 1988

December 29, 2009

Dover Police Department
Field Operations Division
46 Locust Street
Dover, NH 03820

Attn.: Lieutenant Carey Beaulieu

RE: QUOTE: / Leica TSO2Power, 7" R400-Total Station Package / MircoSurvey Archer Package (EVR 6.0) Software, MapScenes Software / Certified MapScenes Training & Certified Total Station with EVR Training

Lt. Beaulieu;

- | | | |
|-----|---|-------------|
| (1) | Leica TSO2power, 7" R400-(2mgon) Reflectorless Total Station, complete with:
TSO2power,7" R400 Total Station, 1 Keyboard, with laser plummet, onboard memory, carrying case containing screwdriver, shade-adjusting pins, hex key & rain cover. Bluetooth unit with USB port.
TPS400 User Manual, English / CD-ROM TPS User Documentation
GDF111 BASIC Tribrach, w/o plummet, Red & Green
GEB 211, Lithium-Ion battery, 2Ah, rechargeable
GKL211-Charger BASIC, for Li_Ion batteries GEB221 & GEB 211
car adapter cable & adapter included | \$ 6,195.00 |
| (1) | GEB 211, Lithium-Ion battery (<i>Additional battery for the Leica</i>) | \$No Charge |
| (1) | Tripod (wood & fiberglass) (<i>Including free carrying bag & steel tape</i>) | \$ 150.00 |
| (2) | 2 - 12' Pole with Bipod thumb releases (<i>Including free carrying</i>) | \$ 500.00 |
| (1) | 360 Data Turntable Holder | \$ 180.00 |
| (2) | 2 - Seco heads up pole levels | \$ 115.00 |
| (2) | 2 - Seco Strobe Prism & Seco / 6416-00-BLK & Holder Plate | \$ 480.00 |
| (1) | MicroSurvey Archer Field PC comes with:
Microsoft® Windows Mobile Version 5.0, Intel® XScale® PXA270, 520 MHz
64 MB low-power RAM, Internal solid-state 512 MB Flash disk
Bluetooth Supported , IP 67 Rating, with Evidence Recorder 6.0 software
Serial cable (Archer to computer)
Trauma Carrying Bag- <i>included in price of Archer</i>
Archer to Leica Cable- <i>included in price of Archer</i>
Tripod Brackets for Archer Data Collector- <i>included in price of Archer</i> | \$ 2,495.00 |
| (1) | Map Scenes Forensic CAD 2010 Software | \$ 1,495.00 |
| (1) | MapScenes Software & Support Subscription (One Year-\$339.00) | \$No Charge |
| (1) | Certified Map Scenes 2010 Software Training (40 Hours)
(24 hour phone support / includes travel / 7 students) | \$ 3,255.00 |
| (1) | Certified Total Station Training with EVR 6.0 Software (40 Hours)
(24 hour phone support / includes travel / 7 students) | \$ 3,255.00 |

Shipping & Handling included in Total Quote

Total Quote \$18,120.00

Quotation Valid for 180 days

ACTAR Accredited Courses for Crime & Crash Scenes

Equipment prices are only valid with the certified training / no spilt bid

Quote not to be disseminated/ Dover Police Department only

Sincerely,

Michael L. Selves
CFS



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R -2010.01.13 - 4**
Resolution Re: **Resolution to Establish Ad Hoc Financial Policy
Review Committee**

WHEREAS: The City Council has an ongoing fiduciary obligation to ensure the long term financial health of the municipal corporation which in turn contributes to sustaining the overall quality of life throughout the Dover community for current and future generations; and,

WHEREAS: The City of Dover, as a municipal corporation, currently has assets exceeding \$240 million, outstanding liabilities approaching \$130 million and budgeted annual revenues and expenditures of \$105 million; and,

WHEREAS: The City of Dover previously recognized the need for and established a comprehensive series of financial policies in 1996 and has since achieved strong, above average credit ratings through prudent fiscal management; and,

WHEREAS: A periodic review of the City's financial policies will identify necessary updates due to changing circumstances and allow for implementation of best practices affording the greatest opportunity for sustaining and improving upon the municipal corporation's financial position and overall well-being of the Dover community.

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

An Ad Hoc Financial Policy Review Committee is hereby established. Said committee shall consist of seven (7) members; membership to be comprised as follows: two (2) city councilors and two (2) citizens with relevant financial planning expertise to be nominated by the Mayor and appointed by vote of the City Council, one (1) School representative with relevant financial planning expertise designated by vote of the School Board, the City Manager and Finance Director as ex-officio members. The City Councilors appointed shall be the Chair and Vice Chair as designated by the Council.

The purpose of the committee shall be to consider and recommend to the City Council revisions to the City's existing financial policies. The committee shall prepare and deliver a report with recommendations for adoption to the City Council by no later than October 6, 2010

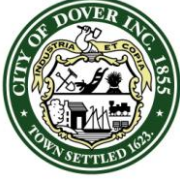
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R -2010.01.13 - 4**
Resolution Re: **Resolution to Establish Ad Hoc Financial Policy Review Committee**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothy Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R -2010.01.13 - 4**

Resolution Re: **Resolution to Establish Ad Hoc Financial Policy
Review Committee**

RESOLUTION BACKGROUND MATERIAL:

In the spring of 1996, the City Council unanimously created a committee to review, revise and recommend the adoption of financial policies to guide the City in achieving long term financial health. The committee developed recommended policies regarding maintenance of fund reserves, development of a Capital Improvement Program, debt management, cash flow, enterprise fund operations and budgeting practices. The City Council adopted the policies recommended by the ad hoc committee in December 1996 after a Workshop, public hearing and public discussion.

The financial policies adopted in 1996 have served to guide the financial management practices of the City contributing to improvements in the City's financial position and subsequent credit rating increases. The policies have remained unchanged and have not undergone an extensive review since being adopted in 1996. Various operational, financial and economic conditions have changed over the course of the past 14 years necessitating the need to review and update the financial policies to ensure a continuing improvement and sustaining of the City's financial health over the long term.

This resolution establishes an ad-hoc committee charged with reviewing the current financial policies and developing recommendations for needed changes and additions that will ultimately be considered and adopted by the City Council. The committee is required to complete their study and report their recommendations to the City Council by no later than October 6, 2010.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2010.01.13 – 5**

Resolution Re: Setting of Property Tax Credit for Veterans for FY11

WHEREAS: The City Council adopted new property tax exemption levels and qualifying criteria for FY2008 and

WHEREAS: Due to the changing market values of properties, the levels of exemptions and the criteria need to be reviewed annually; and

WHEREAS: The City Council desires to provide continued tax relief to veterans through higher tax credits.

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

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

Description	Type	Current	Proposed	Change
Veteran	Tax Credit	\$ 450	\$ 500	\$ 50

The intent of the previous City Council was that each year the Veteran Tax Credit would be increased an additional \$50 until the Veteran Tax Credit reaches \$500.00 The level of credit is effective for the property tax amounts due for Fiscal Year 2011 (due in December 2010 and June 2011).

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Deputy Mayor Dean Trefethen

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

Recorded by: Karen Lavertu
City Clerk

Document Created
by: Finance
Department
Document Posted
on: January 8, 2010

2010_01_13_setting_of_property_tax_exemptions_for_elderly__blind_and_disabled_for_fy11

R-
Page 1 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2010.01.13 – 5**

Resolution Re: Setting of Property Tax Credit for Veterans for FY11

RESOLUTION BACKGROUND MATERIAL:

The resolution increases the amount of the tax credit received for veterans by \$50.00.

In order to become effective for the taxes due in December 2010, this resolution must be passed before April 1, 2010.

Credit Application Filing

All applications for credits must be made to the local assessing officials by April 15th, prior to the setting of the tax rates in October 2010.

TAX CREDITS:

Tax Credit for Veterans

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

Tax Credit for Surviving Spouse

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

Tax Credit for Service-Connected Total Disability

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

Document Created

by: Finance

Department

Document Posted

on: January 8, 2010

2010_01_13_setting_of_property_tax_exemptions_for_elderly__blind_and_disabled_for_fy11

R-

Page 3 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2010.01.13 – 5**

Resolution Re: Setting of Property Tax Credit for Veterans for FY11

Tax Credits

State law allows for veteran credits up to \$500. The previous City Council voted to increase the veteran credit \$50 per year until it reaches \$500.

Current and Proposed Tax Credit Levels

Level	Current			Proposed			Change
	Act #	Levels	Total	Act #	Levels	Total	
Veterans	916	450	412,200	916	500	458,000	45,800
Veterans - Spouse	52	450	23,400	52	500	26,000	2,600
Veterans - Surv Spouse	218	450	98,100	218	500	109,000	10,900
Veterans - 1/2 Owner	18	225	4,050	18	250	4,500	450
Veterans - 1/2 Spouse	1	225	225	1	250	250	25
Veterans - 1/2 Owner Surv Spouse	10	225	2,250	10	250	2,500	250
Veterans - 1/4 Owner Surv Spouse	1	112.5	112.5	1	125	125	13
Veterans - 1/3 Owner	7	150	1,050	7	166.7	1,167	117
Veterans - 1/3 Spouse	1	150	150	1	166.7	167	17
Veterans - 1/7 Owner	1	64.3	64.3	1	71.4	71	7
Total	1,225		541,602	1,225		601,780	60,178
Estimated Tax Rate Impact			0.210			0.233	0.023

It is estimated that the tax increase in the Veteran Tax Credit will be \$60,178 and would have an effect on the tax rate by about \$.02.

Taxpayer Impact

The effect of granting credits is that the taxpayer receiving the credit has a reduction in taxes; however, the taxes are paid by other taxpayers. The following table reflects the tax impact to taxpayers at varying levels of assessment for the FY11 proposed credit levels based on the FY10 estimated assessed valuation.

Assessed Value	Impact from Credits
\$ 100,000	\$ 2.30
\$ 200,000	\$ 4.60
\$ 300,000	\$ 6.90
\$ 400,000	\$ 9.20
\$ 500,000	\$ 11.50
\$ 1,000,000	\$ 23.00

Document Created
by: Finance
Department
Document Posted
on: January 8, 2010

2010_01_13_setting_of_property_tax_exemptions_for_elderly__blind_and_disabled_for_fy11

R-
Page 4 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2010.01.13 – 6**
Resolution Re: **Appointments to Joint Building Committee
Woodman Park School**

WHEREAS: The City Council is authorized to appoint members to the Joint Building Committee (JBC) for the construction/renovation of the Woodman Park School. A Final Report pursuant to RSA 199:4 is nearing completion.

WHEREAS: The City Council seeks to appoint elected councilors to the Joint Building Committee as *ex-officio* members with full voting rights and obligations.

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

The City Council appoints Councilor Karen Weston and Councilor Catherine Cheney to the Joint Building Committee for the construction/renovation of the Woodman Park School.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2010.01.13 – 6**
Resolution Re: **Appointments to Joint Building Committee
Woodman Park School**

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, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nadelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2010.01.13 – 6**
Resolution Re: **Appointments to Joint Building Committee
Woodman Park School**

RESOLUTION BACKGROUND MATERIAL:

RSA 199:3 authorizes City Council to appoint members to the Joint Building Committee in equal numbers as appointments made by the Dover School Board. City Councilors appointed to serve on a Joint Building Committee do so until new appointments are made by the City Council, or the end of their terms of office, whichever is later.

Two City Councilors and one citizen representative were previously appointed by the City Council. With the end of the term of office for all members of the 2008-2009 City Council and the subsequent inauguration of a new City Council on January 4, 2010, the 2010-2011 City Council seeks to appoint two Councilors from its membership to serve along with the previously appointed citizen representative on the Joint Building Committee for the Woodman Park School project thereby maintaining the required equal number of appointments as those made by the Dover School Board. In addition to completing all final details of construction, the committee will be proceeding to prepare the Final Report, return unexpended funds and to turn over the project to the School Board.

Members of the Joint Building committee are authorized to engage in administrative decisions/functions for the construction/renovation of the school. In addition, members of the Joint Building Committee are required to file monthly status and financial reports of their activities to the Dover City Council. *RSA 199:3.*

Upon completion of the project, the Joint Building Committee shall vote to accept the building and transfer care and control of the building to the School Board. *RSA 199:4.*

The Joint Building Committee is obligated to prepare a Final Report to the City Council and to return any unexpended funds. *RSA 199:4-a.*

Members of the Joint Building Committee are not authorized to spend money beyond the authorized appropriation. *RSA 199:6.*



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O-2010.01.13 – 1**
Ordinance Title: Boards and Commissions
Chapter: Chapter 3, Administrative Code

The City of Dover Ordains:

1. Purpose

The purpose of this ordinance is to amend Chapter 3, Article IV entitled “Boards and Commissions” of the City of Dover, 1983, by generally amending Section 3-71 entitled “Joint Fiscal Committee”

2. Amendment

Chapter 3, Article IV entitled “Boards and Commissions” of the City of Dover, 1983, is hereby amended by generally amending Section 3-71, entitled “Joint Fiscal Committee” as follows:

“3-71. Joint Fiscal Committee

A. **MEMBERSHIP:** The Joint Fiscal Committee shall consist of all elected members of the Dover School Board and the Dover City Council.

B. **TERMS OF MEMBERS:** The members shall serve for the length of their respective terms on the Dover School Board and the Dover City Council.

C. **MEETINGS AND AGENDAS:** The Joint Fiscal Committee shall meet at dates and time mutually agreeable to the Chair of the School Board and the Mayor, but at least three times per year.

1. The first regular meeting of the year shall be called to discuss the formulation of the annual budget and shall occur prior to February 15th.
2. The second regular meeting shall be called to discuss the general fund budget and shall occur prior to May 15th.
3. The third regular meeting of the year shall be called to discuss the Capital Improvements Plan (CIP) and shall occur prior to November 1st.
4. Other subjects may be discussed at any meeting pursuant to an advance agenda prepared by mutual agreement of the Chair of the School Board and the Mayor in consultation with their respective bodies.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O-2010.01.13 – 1**
Ordinance Title: Boards and Commissions
Chapter: Chapter 3, Administrative Code

5. In addition, either the Chair of the School Board or the Mayor may initiate additional special meetings throughout the year by contacting his or her counterpart. An agenda for special meetings shall be prepared in advance by mutual agreement of the Chair of the School Board and the Mayor in consultation with their respective bodies.
6. The location of meetings and seating arrangements shall be selected to promote effective communication, to enhance collegiality, and to honor the elected status of the members of each body on an equal basis.
7. The Chair of the School Board and the Mayor shall alternate presiding over the meetings on a meeting by meeting basis.

NOTE: A PUBLIC HEARING IS REQUIRED

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: Deputy Mayor Dean Trefethen
Councilor Karen Weston

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#: 13.C.1.

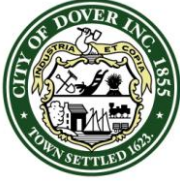
Ordinance Number: **O-2010.01.13 – 1**
Ordinance Title: Boards and Commissions
Chapter: Chapter 3, Administrative Code

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 William Garrison, III, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothy Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O-2010.01.13 – 1**
Ordinance Title: Boards and Commissions
Chapter: Chapter 3, Administrative Code

ORDINANCE BACKGROUND MATERIAL:

The purpose of this ordinance is to establish a framework for communication between the Dover School Board and the Dover City Council.

The members of the Dover School Board are elected by the citizens of Dover to serve together as the governing body for the Dover School District. As a governing body, the School Board establishes policies, plans for and manages the overall operations of Dover's public educational system ensuring excellence in meeting the needs and expectations of students, educators and citizens of the City of Dover.

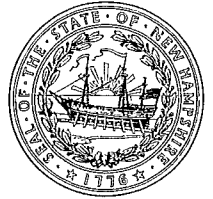
The members of the Dover City Council are elected by the citizens of Dover to serve together as both a local legislative and governing body for the City of Dover. As the overall legislative body for the community, the City Council adopts ordinances, authorizes annual budgetary appropriations for all municipal departments, including the School Department, and has responsibility for ensuring the fiscal well being of the overall municipal corporation. As governing body, the City Council formulates policies, establishes strategic plans and approves matters pertaining solely to operations of the municipal services of the City of Dover exclusive of the schools.

In their respective roles, both the School Board and the City Council seek to better communicate and work cooperatively in achieving the highest level of public services in the most efficient and affordable manner needed and expected by Dover's citizens.

Opportunities for the School Board and City Council to meet and discuss issues important to each body and the city as a whole will foster communication and enhance a working relationship to meet the challenges confronted by students, educators, councilors and citizens of Dover moving forward.



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

December 4, 2009

RECEIVED

DEC 08 2009

CITY MANAGER

Loretta B. Chase
268 County Farm Road
Dover, New Hampshire 03820

Dear Ms. Chase:

I am pleased to appoint you to a three-year term on the Cochecho River Local Advisory Committee. The success of the NH Rivers Management and Protection Program relies heavily on the commitment of citizen volunteers like yourself, and we sincerely appreciate your willingness to serve on the committee.

As a member of the Cochecho River Local Advisory Committee, your responsibilities are to: 1) advise the Commissioner of this Department, the statewide Rivers Management Advisory Committee, and the municipalities through which the Cochecho River flows, on matters pertaining to the management of the river; 2) consider and comment on any federal, state, or local governmental plans to approve, license, fund, or construct facilities that would alter the resource values and characteristics for which the river was designated; 3) develop or assist in the development and local adoption of a local river corridor management plan under RSA 483:10; and 4) report annually to the Rivers Management Advisory Committee and the Commissioner on the status of compliance with relevant federal and state laws and regulations, local ordinances, and plans. I have attached a copy of RSA 483, the Rivers Management and Protection Act, a fact sheet about the Program and the Cochecho River, as well as a copy of *Meanderings: The Newsletter of the NH Rivers Program*, for your information.

You may wish to contact Laura Weit, Acting Rivers Coordinator, to answer any questions you may have about the Rivers Program or your responsibilities. You may reach Laura at 271-8811.

Congratulations on your appointment and thank you for your dedication to the rivers of New Hampshire.

Sincerely,

Thomas S. Burack
Commissioner

Thank you
for serving!

Enclosures

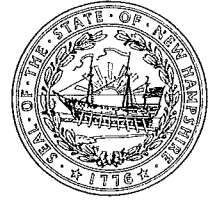
cc: Dover City Council

Cynthia Copeland, Director, Strafford Regional Planning Commission (via e-mail)

Laura Weit, Acting Rivers Coordinator, DES Watershed Bureau (via e-mail)



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

December 11, 2009

Jonathan Mitchell
243 Washington Street
Dover, New Hampshire 03820

Dear Mr. Mitchell:

I am pleased to appoint you to a three-year term on the Cochecho River Local Advisory Committee. The success of the NH Rivers Management and Protection Program relies heavily on the commitment of citizen volunteers like yourself, and we sincerely appreciate your willingness to serve on the committee.

As a member of the Cochecho River Local Advisory Committee, your responsibilities are to: 1) advise the Commissioner of this Department, the statewide Rivers Management Advisory Committee, and the municipalities through which the Cochecho River flows, on matters pertaining to the management of the river; 2) consider and comment on any federal, state, or local governmental plans to approve, license, fund, or construct facilities that would alter the resource values and characteristics for which the river was designated; 3) develop or assist in the development and local adoption of a local river corridor management plan under RSA 483:10; and 4) report annually to the Rivers Management Advisory Committee and the Commissioner on the status of compliance with relevant federal and state laws and regulations, local ordinances, and plans. I have attached a copy of RSA 483, the Rivers Management and Protection Act, a fact sheet about the Program and the Cochecho River, as well as a copy of *Meanderings: The Newsletter of the NH Rivers Program*, for your information.

You may wish to contact Laura Weit, Acting Rivers Coordinator, to answer any questions you may have about the Rivers Program or your responsibilities. You may reach Laura at 271-8811.

Congratulations on your appointment and thank you for your dedication to the rivers of New Hampshire.

Sincerely,

Thomas S. Burack
Commissioner

Thank you
for serving!

Enclosures

cc: Dover City Council ✓

Cynthia Copeland, Director, Strafford Regional Planning Commission (via e-mail)

Laura Weit, Acting Rivers Coordinator, DES Watershed Bureau (via e-mail)

SC/IfH:ARMPP/LACs/Designated Rivers/COCHECO/LAC Nomination/Mitchell, Jonathan\20091204 JMitchell_Nom_Ltr.doc

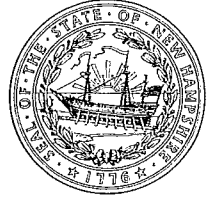
DES Web site: www.des.nh.gov

P.O. Box 95, 29 Hazen Drive, Concord, New Hampshire 03302-0095

Telephone: (603) 271-2457 • Fax: (603) 271-7894 • TDD Access: Relay NH 1-800-735-2964



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

December 11, 2009

Thomas Fargo
14 Cobblehill Drive
Dover, New Hampshire 03820

RECEIVED

DEC 15 2009

CITY MANAGER
DOVER, NH

Dear Mr. Fargo:

I am pleased to appoint you to a three-year term on the Cocheco River Local Advisory Committee. The success of the NH Rivers Management and Protection Program relies heavily on the commitment of citizen volunteers like yourself, and we sincerely appreciate your willingness to serve on the committee.

As a member of the Cocheco River Local Advisory Committee, your responsibilities are to: 1) advise the Commissioner of this Department, the statewide Rivers Management Advisory Committee, and the municipalities through which the Cocheco River flows, on matters pertaining to the management of the river; 2) consider and comment on any federal, state, or local governmental plans to approve, license, fund, or construct facilities that would alter the resource values and characteristics for which the river was designated; 3) develop or assist in the development and local adoption of a local river corridor management plan under RSA 483:10; and 4) report annually to the Rivers Management Advisory Committee and the Commissioner on the status of compliance with relevant federal and state laws and regulations, local ordinances, and plans. I have attached a copy of RSA 483, the Rivers Management and Protection Act, a fact sheet about the Program and the Cocheco River, as well as a copy of *Meanderings: The Newsletter of the NH Rivers Program*, for your information.

You may wish to contact Laura Weit, Acting Rivers Coordinator, to answer any questions you may have about the Rivers Program or your responsibilities. You may reach Laura at 271-8811.

Congratulations on your appointment and thank you for your dedication to the rivers of New Hampshire.

Sincerely,

Thomas S. Burack
Commissioner

Thank you
for serving!

Enclosures

cc: Dover City Council ✓
Lorie Chase, Cocheco River Watershed Coalition (via e-mail)
Cynthia Copeland, Director, Strafford Regional Planning Commission (via e-mail)
Laura Weit, Acting Rivers Coordinator, DES Watershed Bureau (via e-mail)