



**CITY OF DOVER**

## CITY COUNCIL - AGENDA

**REVISED**

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, February 10, 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. **CHAPTER 3, ADMINISTRATIVE CODE; 3-73 MCCONNELL CENTER ADVISORY COMMITTEE**  
SPONSORED BY MAYOR MYERS BY REQUEST
  - B. **ESTABLISHMENT OF PARKS IMPROVEMENT CAPITAL RESERVE FUND**  
SPONSORED BY COUNCILOR NEDELKA AND COUNCILOR CARRIER
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.*
9. **CITY MANAGER'S REPORT**
10. **APPROVAL OF MINUTES**
  - A. **January 13, 2010 – Regular Session – To be removed from Table**
  - B. **January 20, 2010 – Workshop**
  - C. **January 27, 2010 – Workshop**
  - D. **January 27, 2010 – Regular Session**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
  - A. **ORDINANCES IN THE 2<sup>nd</sup> READING**
    1. **CHAPTER 3, ADMINISTRATIVE CODE; 3-73 MCCONNELL CENTER ADVISORY COMMITTEE**  
SPONSORED BY MAYOR MYERS BY REQUEST



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### **2. ORDINANCES IN THE 3<sup>rd</sup> READING – None**

#### **B. RESOLUTIONS**

- 1. ESTABLISHMENT OF PARKS IMPROVEMENT CAPITAL RESERVE FUND  
SPONSORED BY COUNCILOR NEDELKA AND COUNCILOR CARRIER**

### **13. NEW BUSINESS**

#### **A. CONSENT CALENDAR**

- 1. RAFFLE – Dover Main Street**
- 2. RAFFLE – Portsmouth Christian Academy**
- 3. RAFFLE – Strafford Rivers Conservancy, Inc.**
- 4. TAG – Dover Youth Football, Inc.**
  
- 5. RESOLUTION: B08039 ELECTRICAL SERVICES CONTRACTOR FINAL  
YEAR #3  
SPONSORED BY MAYOR MYERS BY REQUEST**
- 6. RESOLUTION: B10036 HVAC SERVICES @ THE MCCONNELL CENTER  
SPONSORED BY MAYOR MYERS BY REQUEST**
- 7. RESOLUTION: EVALUATE ECONOMIC IMPACT OF PROPOSED  
WASTEWATER NUTRIENT REMOVAL STANDARDS  
SPONSORED BY MAYOR MYERS BY REQUEST**

#### **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. FACT-FINDING REPORT BETWEEN THE DOVER SCHOOL BOARD AND THE  
DOVER TEACHERS' UNION DATED DECEMBER 10, 2009  
SPONSORED BY MAYOR MYERS BY REQUEST**
- 2. ADOPTION OF 2010-2011 CITY COUNCIL OBJECTIVES AND GOALS WITH  
TIMELINE  
SPONSORED BY MAYOR MYERS**



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**3. FY2010 TRANSFER OF APPROPRIATION – MISCELLANEOUS GENERAL GOVERNMENT BUILDING IMPROVEMENTS CAPITAL OUTLAY  
SPONSORED BY MAYOR MYERS BY REQUEST**

**C. ORDINANCES IN 1ST READING**

**1. CHAPTER 152, STREETS AND SIDEWALKS  
(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 24, 2010)  
SPONSORED BY MAYOR MYERS**

- 14. COUNCIL CORRESPONDENCE – None**
- 15. COUNCIL MATTERS OF INTEREST**
- 16. ADJOURNMENT**

# City Manager's Report

February 10, 2010

*"Build for your team a feeling of oneness,  
of dependence on one another  
and of strength to be derived by unity."*

~ Vince Lombardi



Submitted by:

**J. Michael Joyal, Jr.**  
**City Manager**

288 Central Avenue  
Dover NH 03820  
603.516.6023

## STREETS, WATER, SEWER UPDATES

**Utilities:** During the month of January, the Utilities Division responded to a water break at the intersection of Washington and Water Streets. Water breaks were also reported in front of the South Side Getty on Central Avenue and on Back River Road; however both were only found to be service leaks. Crews replaced water service on Rutland Street after the resident reported no water. The leak was on the owner's side of the service and the work was billed out accordingly. The City of Dover experienced several recent fires, putting the system to the test, however, the hydrants performed as expected. Crews were called in to winterize the hydrants after the Fire Department completed their work.

The contractor has completed cleaning at Hughes and Calderwood Wells and both are now back in operation after approximately 2 months of being out of service. The State DOT is requesting the abandonment of a sewer main along the Spaulding Turnpike near the bridges crossing Great Bay. Utilities crews performed test pits and home investigations to relocate sewer services onto Dover Point Road and a surveyor will be hired to complete the investigation work. Crews also installed an under drain over a sewer easement behind 13 Middlebrook Road to correct issues with lawn flooding. The cold weather made work easier and will require fewer repairs to the lawn in the spring.

The sewer main running from Crosby Road to Knox Marsh Road was running slow. Jet and camera crews cleaned and TV inspected these mains and found root obstruction near the Knox Marsh Road side. The jet crew did remove a bulk of the roots but an excavation may be necessary to remove the remainder of the roots and repair the problem with the main. The two 600 hp motors at the River Street Pump Station were serviced. These pumps are used for high-flow events (over 5 mgd).

The City purchased new Asset Management Software, to be integrated with the GIS system. The sanitary sewer system is the first utility to be input into the system. GIS and Utilities staff did a complete review of the sewer collection system, identifying missing projects and errors between the GIS and the Asset Management System. The system is allowing city staff to apply work orders to sewer assets at this time. In conjunction with the asset management, crews have been out with GPS units collecting utility assets.

Two trench boxes have been repaired and a 12-ton low bed trailer was completely rebuilt. Crews also assisted the Highway Division with snow removal in a majority of the weekend and holiday events.

**Streets:** During the month of January, the Highway Division responded to 7 separate snow events. Crews performed sidewalk clearing and are in the process of training other divisions on using the sidewalk tractor, starting with the Facilities & Grounds employees. Snow was removed from various locations, such as the downtown area, several parking lots, dead end roads and churches. Salt and sand bins were restocked and mixed by the employees. Pre and post trip inspections and necessary maintenance were performed on the vehicles before and after each snow storm. The sanders were sent out on multiple occasions to check for ice and "spot sand" as needed. Several mailboxes damaged during the storms were repaired or replaced.

Brush cutting and roadside mowing were performed on Piscataqua Road, High Ridge Drive and Faraday Drive. The drainage swale on Cocheco Street was cleaned to prevent water and ice buildup. Due to the cold weather, the catch basin on Atlantic Avenue had to be raised approximately 1 foot to meet the expanded road. The patch truck continued to fill potholes throughout the city as well as filling in trenches for the Utilities Division. Crews made trips to the plant in Massachusetts for hot top; the hot top lasts longer than the cold patch and is therefore much more cost efficient.

## PROGRAMS AT CITY CENTERS/BUREAUS

**Police Special Investigations Bureau:** During the month of January, six 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 January, four sex offenders were processed by the Police 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.

Members of Special Investigations Unit continue to assist the Dover Fire Department to try and determine the cause of January 18th residential fire on Belknap Street.

**Field Operations Division:** In January, the Strafford County Regional Accident Investigation Team responded to two fatal collisions. One was in Dover and the second was in Lee.

On the 21st of January, the Commander of the Field Operations Division met with the Friends of Willand Pond at Strafford Farms Restaurant. The Friends of Willand Pond is made up of local residents, business owners, representatives from NH Department of Environmental Services and others concerned with the development of Willand Pond and its surrounding acreage as a public park. The group invited representatives of the Dover and Somersworth Police Departments to speak on security and safety issues concerning the area around Willand Pond. The officers provided some historical background on enforcement issues at Willand Pond and on adjacent private property. They clarified the type of behaviors that are easily enforceable including hours of operation, littering, and smoking. They are committed to making their presence known and enforcing what they can. The attendees asked questions related to the use of guns, all-terrain vehicles, and changing the hours of operation.

The Communications Center was kept very busy with 3 multiple alarm structure fires in a week. On the 17th, a 3-alarm fire at 33 Belknap Street brought fire apparatus from nearly a dozen area communities into the city to assist. Although no one was injured in the blaze, 6 families were displaced as a result of the fire and water damage. The cause of that fire remains under investigation, with members of the Special Investigation Bureau assisting in the investigation. The following evening, on the 18th, a two alarm fire was called in at 6 Grove Street, which houses several small businesses. Then on the 23rd, a third multiple alarm fire came in at 206 Central Avenue, a 4-story tenement home. That fire also displaced some of the tenants, and the fire was caused when a resident of the building fell asleep with a lit cigarette. In all three fires, the Communications Center called in an extra dispatcher to help handle the large volume of calls and radio transmissions generated during a large fire.

The Mounted Unit continued to spend a considerable amount of time in the Downtown Business area, despite the cold weather. During periods of snow or icy conditions, the officers in the Mounted Unit head to the Downtown on foot, as it's too dangerous for the horses. During long periods of inclement weather, the horses are taken to an indoor stable, where they can be exercised and continue their training. The officers in the Mounted Unit also continued to meet with the residents of the Durrell/Winter Streets neighborhood, as part of their on-going Neighborhood Watch Program.

**Community Service Program:** This program tracked 26 active participants during the month of January. Of those in the program, 7 worked hours during the month, totaling 42 hours of work

accomplished. One participant completed their court ordered hours. Participation traditionally wanes in the cold weather months.

**Diversion Program:** The Diversion Committee met on Thursday, January 21st to review one case in which the participant completed their requirements and was released from the program. One new case was also accepted.

**Community Outreach Program:** The Dover Coalition for Youth's Executive Board met on January 13th to discuss the implementation of the current Drug Free Communities Grant as well as the pending submission for year 2 funding. On January 14th, members of the Town Hall Meeting on Underage Drinking subcommittee met to plan the event which is tentatively scheduled for late March. The Town Hall Meeting will be an event to update community members on the current trends and progress on the issues related to underage drinking. The Prescription Drug Take Back Program and Dover Night Out sub committees are also actively planning for their events.

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. One area of concern that came to light was that the current 8th graders reported having a much higher substance use rate than what was reported on prior surveys. In response, a group of school, police and prevention personnel quickly started working on solutions to this problem.

**Dover Youth to Youth:** Dover Y2Y students gave a presentation to the entire 6th and 7th grades in Somersworth to introduce them to the Y2Y program. At the first meeting of the new Somersworth Middle School Y2Y team the following week, they had over 30 interested students show up.

Dover students continue to provide support and training to Youth to Youth groups in four surrounding high schools and two other middle schools that all started programs within the last year. On January 30th, Dover students hosted an all day training program on how to create radio Public Service Announcements (PSAs). During the day participants from Somersworth, Rochester, Rollinsford, Northwood, Dover and Farmington finished two radio PSAs on marijuana, three on underage drinking and one on prescription drug abuse.

The classroom portion of the Dover Police Department's Parents Program wrapped up in January with three final presentations. The topics included Music's Influence on Drug Use and Underage Drinking, the Risks of Hosting an Underage Drinking Party, Physical Signs of Impairment, and a presentation by members of Dover Youth to Youth. The Parents 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 \$17,000 grant from the New Hampshire Department of Health and Human Services. A culmination event will be conducted in February to wrap up the program. This was the first year in which parents from Portsmouth Christian Academy participated.

**Teen Center:** The Teen Center calendar for January consisted of superior educational and social programming for our youth participants. For the month, the Teen Center saw a total of 529 participants, on 19 days of programming, which yielded an average of 28 participants per day.

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

TC Challenge – "9-Ball Tournament" (1/6)  
TC Special Event – "Early Release Fun Day" (1/13)  
TC Movie Afternoon – "Lost Treasure of the Maya" (1/15)  
TC Bingo Mania (1/28)  
DoverPalooza teen band night had 65 attendees (1/29)

The first "TC After-Dark" on January 29th was also well attended with 29 youth enjoying a night of music and games. "TC After-Dark" provides a relaxed atmosphere for youth to try out their musical

talents with other teens, or just be a place to go without the pressures experienced at an unsupervised gathering.

**Recreation:** Lil' Shots basketball for K-2nd graders began on January 9th and continued every Saturday from 8am-10am with two sessions being offered. The high school basketball teams volunteer their time to help with this program, which is held at the Woodman Park Elementary School.

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

The 7th & 8th grade basketball teams resumed games, playing mostly in house, with some teams playing Portsmouth. All 4 high school boy's teams began their schedules, competing against teams from Eliot, North Hampton, and Hampton. The high school girl's teams also have been playing games against teams from Portsmouth, and Hampton.

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

The third session of Pilates, BodySculpt, Yoga and Tai Chi all began in January. Parent/Toddler Open Gym continued to run on Monday mornings from 8:30am – 10:30am. This open gym time allows parents for an indoor place to run around and play with their children.

Spring Sports Sign-up flyers were made and distributed to the schools, and the League Presidents Meeting was held on January 27th in preparation for the upcoming season.

**Senior Center:** The Dover Community Senior Center (DCSC) continues their recurring daily activities

In January, 52 seniors enjoyed a trip to Foxwoods, and 9 seniors attended an information session presented by Collette Tours about the Canadian Rockies trip in June.

The in-house ukulele band, The Silver Strummers, continue to practice at the center on Wednesday mornings. Gerry Smith has made a large group from his former students and they are currently actively seeking new members.

The Senior Advisory Committee meets the first Friday of each month. 12 seniors attended the January 8 meeting.

Forty-five people, both Senior Center members and members of the public, enjoyed the presentation "Aging Can & Should Be Fun" at the monthly social by Liz Pettiford, local author.

Senior Mystery Lunch: 43  
Senior Monthly Social: 45  
Senior Advisory Board Meeting: 12

**Indoor Pool:** Through the month of January, the Indoor Pool has seen its fair share of high school swimmers. During the week, there have been as many as 200 extra swimmers every day between Dover High, Oyster River, Berwick Academy, St. Thomas and Spaulding High School swim teams. The Winter Swim Lessons have been very popular, with 90% of classes being filled to capacity. Seacoast Swimming continues its normal training schedule using about 20 hours of pool time every week.

Hydrofitness continues with success. The return of Rec Swim will be starting in Mid-February after the State High School Swim Meet. Adult Lap swimming remains the most popular with around 125 members visiting the pool every day.

The Dover Indoor Pool was extremely crowded as it hosted three successful high school swim meets during the month of January.

Great Bay Masters continues to use the facility bringing in about 100 swimmers per week. To fight the winter weather, a kayaking club has been using the pool on Sunday nights preparing for the warm weather that lies ahead.

**Ice Arena:** It was another busy month at the Dover Arena. The high school hockey games are again in full swing. Many weekend days are seeing 3 or 4 games on both rinks. Over 40 high school games were played during the month of January at the Arena. That, added with excellent turnout for Recreational Public Skating, adds to a full house at the arena! The snack bar has also been in full swing offering tasty treats to all visitors.

The arena programs have all started up again after a holiday break and all have excellent registrations. Both the CO-ED adult hockey league and the Over 45 adult hockey leagues are full and running smoothly. The adult women's league has picked up and the last two weeks of January over 22 skaters participated on Sunday nights.

Recreational Public Skating continues to stay strong with 1,239 skaters for the month. Most Sundays, the arena is filled with families enjoying public skating with average attendance on Sundays at 142 skaters. The attendance at Recreational Public Skating was about evenly split between adults and youth skaters.

Rock nights have picked up a little with 164 attendees over 5 nights averaging about 33 per night. This event should improve as hockey season winds down in mid March.

The event of the month was Passionately Pink on Ice. This was a top level figure skating show supporting women and breast cancer research. The stands were full with over 650 attendees viewing some of the best figure skaters ever to skate in Dover.

## DEPARTMENTAL COLLABORATION & ENHANCEMENTS

The partnership with the Dover Schools on establishing a Fire and Emergency Services Vocational Program is now on hold at this time. It will be in the holding pattern until the School District budget is settled and if funding can be allocated for the program.

The Dover Public Library joined the State Library Cooperative Purchasing Group for the purchase of "Mango Languages" database at 30% discount (\$1,838 annually). The database offers online remote learning of 48 foreign languages. The cost of this program should decline even further in subsequent years as more libraries join the group.

The Library Director has set up interview with possible Senior Volunteer who could offer up to 20 hours/week at no cost through the SCSEP-NH National Able Network program..

The Department of Planning and Community Development continues to coordinate between City staff and JCI with the energy contracts. The Community Development Director is monitoring the work and overseeing the three JCI contracts. During the month of January, the water conservation measures were completed & any leaks found were repaired. Additionally, a cover was installed on the outdoor pool on January 29th. PSHN waked through the City facilities as part of the energy retrofit rebate process, and JCI is waiting for rebate approval from PSHN to start the lighting retrofits.

The City's Community Development Director continues to work with the Community Development Finance Authority on the application to for their loan program to augment the use of bonding. The Director is also is working with Community Services staff and the State Office of Energy and Planning

for the waste water turbine & other lighting grants under their supplemental Energy Efficiency Conservation Block Grant (EECBG) program.

Beginning January 7th, Planning and Community Development staff began holding voluntary conceptual Technical Review Commission meetings encouraging developers, land owners and their agents to meet with staff before developing final engineering plans. Three plans have been submitted for preliminary review. In addition, when there is no plan to review, staff have been meeting regarding plans and projects in the development stage to review any outstanding issues.

The Police Department's strategy to revamp our K-9 program is nearing completion. The elimination of two K-9 units this year, along with the purchase of a new K-9 this month will reduce costs and maintain a similar level of service. The reductions eliminate two take home vehicles which reduces fuel consumption, as well as replacement and maintenance costs. The new K-9 will be trained to conduct drug searches and function as a patrol dog. This "dual purpose" dog effectively replaces two of our retired dogs. Feeding, veterinarian services and officer training time is also reduced.

The Police Chief's Executive Secretary is leaving the City in March. The new Executive Secretary has been selected. This employee is currently a 20 hour per week dispatcher. To save funds, the part time dispatcher position will be eliminated. Since the new Executive Secretary is a trained dispatcher, she will still be able to fill vacant shifts when needed. This will save several thousand dollars per year.

We will be purchasing security cameras to replace the current cameras in February. These new cameras will be compatible with the city and school camera systems. In addition, the Police Department will be purchasing two large flat panel monitors for the Dispatch Center. All items are 100% grant funded.

The Information Technology Division has been handling the Import/consolidation of GIS data regarding sewer manholes into VUEWorks for Community Services.

The Information Technology Division coordinated City / School efforts and trainings related to roll-out of Unifund application.

IT met with Finance/Tax Clerk and Planning on January 12, 2010 to develop processes & Treeno workflow to allow Planning to upload Public Record documents that meet with City Clerk approval.

## **PARKING & TRANSPORTATION**

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

A focus of the Department of Planning and Community Development was the continued operation of the Pay and Display system operating nominally to include the following:

- ✦ Software package operating nominally with users gaining experience and skills
- ✦ Texting and emailing, to Staff from equipment, of meter alarms system set up
- ✦ Finance processes being developed for coin/credit card transaction records
- ✦ Refer to attached print outs from financial/supervisor software

Staff is also working on developing a workplan outlining Parking System Goals and Objectives. This document will layout the further phasing of the project throughout the area designated by the Parking Commission for future expansion.

## CITY GROUNDS – FACILITIES & PARKS

Facilities and Grounds employees continued to conduct daily maintenance, clean-up and ground maintenance of municipal buildings. Trash pick-up is still once a week. Tree work around the City has continued to keep up with the wind storms and heavy rains experienced this month. Mower maintenance was conducted and will be ongoing throughout the winter. Roof leaks were addressed at the McConnell Center and the Library. Crews assisted Public Works employees in snow removal and sand salt operations as needed. Employees also attended sidewalk tractor training as requested by the Community Services Director.

The stage area of the auditorium was painted and cleaned up. The City Hall attic was emptied of records and they were transported to the Armory, Recycling Center or the appropriate departments. Painting of the Second Floor Conference Room commenced and was completed.

Decorations from Christmas and the Inauguration were removed and stored. The décor lights in Henry Law Park were repaired from last summer's vandalism. Sign work for the metered parking program was completed, some on a temporary basis until the remainder can be finished in the spring. Sign work also continued in the posting of signs for new developments, replacement of existing signs as needed and in conjunction with the snow removal issues. The signal at Reservoir and Central was repaired after damage during a snow storm.

Water conservation measures were implemented at City Hall, the Library and the Arena, in the way of toilet bowl replacements and shower head replacements. Contractors from MPI Hansen / Fox are working for JCI on this portion of the project.

The Public Library's carpet tile recalibration early in the month was unsuccessful. The Installer is negotiating with Mohawk, the manufacturer, for new replacement tiles.

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

The Park Street Park Renovation Project is being supported by the Dover Rotary Club and area businesses. There was a meeting this month with neighborhood residents and landscape architect Norm Fracassa, to review the concept plans. The designs are being narrowed down and the equipment purchases should begin in the next month.

## GENERAL UPDATES

Fire & Rescue Personnel received training on the new State of NH Medical Protocols which governs emergency medical care delivery state wide. This will insure the medical treatments given to our citizen's and community guests are the latest approved.

In January, the Deputy Chief attended a federally provided class at the National Hurricane Center in Miami on Hurricane Preparedness. This class provided many insights and tools for managing the impact of a hurricane in Dover. Interestingly, there is a 17% chance every year that a hurricane may come up the coast and impact New Hampshire.

The Assistant Chief, also in January, attended the National Fire Academy class titled Executive Planning. This class focused on project management and efficiency, strategic planning and computer programs that assist in these areas.

Now that the quantity of other funding sources is known, quotes were solicited and received on finishing the establishment of an Emergency Operations Center at the North End Station in the training room. The current EOC in the City Council Chambers will remain as a backup location.

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 Police Communications and on the Department of Corrections.

Publicity blasts through print, online and social networking sites have resulted in record-high attendance (676 total) at library-sponsored programs, workshops and movies.

The Public Library has 192 Facebook fans and 84 Twitter followers.

All books-on-cassette have been withdrawn from the collection due to obsolescence. Staff is weeding in the adult fiction collections in anticipation of shifting areas and making space.

An area has been set up in the Public Library for the distribution of IRS forms.

Planning and Community Development finished the creation of a FaceBook page (<http://www.facebook.com/pages/Dover-NH/City-of-Dover-NH-Planning/446789895351> ) and a Twitter account for Planning (<http://twitter.com/DoverNHPlanning>). For parking updates, go to <http://twitter.com/DoverNHParking>.

Planning and Community Development worked on summarizing the 6 chapters of the City's Master Plan. This summary documents the status of the recommendations suggested in each chapter and lays out the recommendations in an easy to follow format. This summary was handed out to Planning Board members and will be presented to the City Council at an upcoming meeting.

Willand Pond remains a focus of the Department of Planning and Community Development. Staff worked with NH DES to refine the City's latest Watershed Assistance Grant. This grant will be used to retrofit the storm water management systems in place. The EPA is currently reviewing the application based upon NH DES' recommendation that it be awarded.

The Planning Department supported the Friends of Willand Pond group at its meeting January 21st. The Friends discussed permitted uses around Willand Pond and met with officials from the Dover and Somersworth Police Department to express concerns about illegal activities.

Planning and Community Development staff coordinated a meeting with a resident on Long Hill Road and Recreation staff on the development of the Dog Park to be located at Long Hill Memorial Park. Staff also attended the Park Street Park redevelopment meeting.

The Police Chief attended a risk management training session hosted by PRIMEX. PRIMEX, along with LGC, insures many New Hampshire municipalities. The training was reassuring in that many of the strategies recommended to reduce risk are implemented through the Police Department's accreditation process.

## **ACKNOWLEDGEMENTS & EVENTS**

The Teen Center was notified by Hannaford Supermarkets that they will be receiving \$750 in gift cards to support their after school efforts for Dover's at-risk teens.

The Friends of the Library will purchase a new DVD display case for the library (ca. \$400) and have agreed to establish a Tuition Reimbursement Program for library staff (\$3,000 annually). The Friends also renewed passes to the Museum of Fine Arts (\$400), the Children's Museum of Maine (\$150), and the McAuliffe-Shepard Discovery Center (\$250).

The Police Department received the CALEA assessors report from the December on site visit. They officially recommended us for reaccreditation.

City of Dover - Monthly Statistics	January	FY09	FY09	July	August	September	October	November	December	January	FY10	FY10 versus FY09
	2009	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	2010	YTD Totals	YTD +/-
Number of Days Represented	31	184	365	31	31	30	31	30	31	31	215	
<b>INFORMATION TECHNOLOGY</b>												
Info Tech - Total Visitors to Website	44,016	320,362	525,091	42,677	46,337	52,496	60,828	55,762	51,919	60,205	370,224	49,862
Info Tech - Average Visitors to Website Per Day	1,419	1,490	1,438	1,376	1,494	1,749	1,962	1,858	1,674	1,942	1,722	232
Info Tech - Number of Support Requests Processed	~	0	637	125	90	114	121	97	114	89	750	750
<b>Total Email Processed by Server</b>	~	<b>0</b>	<b>0</b>	~	<b>3,631,180</b>	<b>3,893,018</b>	<b>5,214,782</b>	<b>4,477,029</b>	<b>2,519,338</b>	<b>3,003,247</b>	<b>22,738,594</b>	<b>22,738,594</b>
- Detected as Virus	~	0	0	~	19,001	127,927	66,217	1,226	3,243	25,321	242,935	242,935
- Detected as SPAM	~	0	0	~	3,349,133	3,440,366	4,787,293	4,252,957	2,352,355	2,785,545	20,967,649	20,967,649
<b>CLERK/REGISTRY RECORDS &amp; ASSESSING</b>												
Clerk/Collector - Death Certificates Issued	209	1478	2,707	189	234	168	199	178	168	192	1,328	-150
Clerk/Collector - Marriage Licenses Issued	13	196	294	40	43	23	17	11	8	7	149	-47
Clerk/Collector - Birth Certificates Issued	238	1518	2,845	211	242	255	208	150	155	192	1,413	-105
Clerk/Collector - Notary Public Requests	49	391	616	59	70	38	28	27	48	36	306	-85
Clerk/Collector - Marriage Certificates/Copies Issued	30	310	310	58	73	63	56	31	26	21	328	18
Clerk/Collector - Justice of Peace Requests	7	35	35	8	8	2	6	6	3	5	38	3
<b>Clerk/Collector - Vehicle Registrations Total</b>	<b>1,714</b>	<b>16,022</b>	<b>27,464</b>	<b>2,508</b>	<b>2,275</b>	<b>2,495</b>	<b>2,415</b>	<b>1,979</b>	<b>2,200</b>	<b>2,119</b>	<b>15,991</b>	<b>-31</b>
- EREG - Online Registrations	~	0	0	123	154	191	183	182	169	153	1,155	1,155
- Mailed Registrations	~	0	0	314	103	325	311	200	254	197	1,704	1,704
- Office Registrations	~	0	0	2,071	2,018	1,979	1,921	1,597	1,777	1,769	13,132	13,132
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
<b>Assessing - Total Property Visits</b>	~	<b>0</b>	<b>0</b>	~	~	~	~	~	<b>166</b>	<b>166</b>	<b>166</b>	<b>332</b>
- Property Inspection Visits	~	0	0	~	~	~	~	~	161	160	161	321
- Property Non-Inspection Visits	~	0	0	~	~	~	~	~	5	6	5	11
<b>PURCHASING &amp; PAYABLE DATA</b>												
		0										
Finance-Purchase Orders \$1,000 - \$4,999.99	21	191	316	30	22	24	23	23	33	31	186	-5
Finance-Purchase Orders \$5,000 - \$9,999.99	5	63	94	11	3	6	9	9	3	0	41	-22
Finance-Purchase Orders \$10,000 - \$24,999.99	3	32	49	11	8	3	3	3	7	6	41	9
Finance-Purchase Orders \$25,000 - Over	3	35	57	14	5	8	7	1	4	1	40	5
Finance - Vendor Checks Produced	~	0	0	~	~	~	~	~	~	735	735	735
Finance - Accounts Payable Invoices Processed/Paid	~	0	0	~	~	~	~	~	~	1,204	1,204	1,204
<b>POLICE</b>												
<b>Police Non Motor Vehicle Bookings - Total</b>	<b>91</b>	<b>726</b>	<b>1,095</b>	<b>81</b>	<b>69</b>	<b>81</b>	<b>88</b>	<b>87</b>	<b>66</b>	<b>64</b>	<b>536</b>	<b>-190</b>
- Total Arrests	66	538	905	71	56	78	82	72	56	60	475	-63
- Total Summons	25	188	257	10	13	3	6	15	10	4	61	-127
- Adult Arrests/Summons	70	646	964	73	61	74	80	76	58	58	480	-166
- Juvenile Arrests/Summons	21	80	131	8	8	7	8	11	8	6	56	-24
- Male Arrests/Summons	64	500	770	62	50	61	64	64	53	48	402	-98
- Female Arrests/Summons	27	226	325	19	19	20	24	23	13	16	134	-92
<b>Police Motor Vehicle Stops - Total</b>	<b>822</b>	<b>6,306</b>	<b>8,942</b>	<b>780</b>	<b>476</b>	<b>772</b>	<b>748</b>	<b>649</b>	<b>377</b>	<b>609</b>	<b>4,411</b>	<b>-1,895</b>
- Total Summons	96	871	1,258	75	45	72	77	74	41	86	470	-401
- Total Warnings	726	5,435	7,683	705	431	700	671	575	336	523	3,941	-1,494
Police Total Speed Violations	222	1,880	2,649	351	208	307	272	270	126	193	1,727	-153
- Speed Summons	20	210	293	25	19	11	12	26	4	21	118	-92
- Speed Warnings	202	1,670	2,356	326	189	296	260	244	122	172	1,609	-61
Police Total All Other Violations	597	4,415	5,821	429	268	460	476	378	251	416	2,678	-1,737
- All Other Summons	75	656	882	50	27	60	65	47	37	65	351	-305



City of Dover - Monthly Statistics	January	FY09	FY09	July	August	September	October	November	December	January	FY10	FY10 versus FY09
	2009	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	2010	YTD Totals	YTD +/-
<b>Number of Days Represented</b>	31	184	365	31	31	30	31	30	31	31	215	
- Driving While Intoxicated	8	70	107	3	10	7	18	9	8	7	62	-8
- Liquor Laws	6	59	90	7	6	3	3	3	4	9	35	-24
- Disorderly Conduct	4	36	51	5	3	7	5	3	1	4	28	-8
- Vagrancy (Loitering)	0	0	3	0	0	0	0	0	0	0	0	0
- All Other Offenses	34	402	612	58	42	35	54	47	42	36	314	-88
- School Truancy	~	30	54	0	0	5	1	2	10	3	21	-9
<b>Accidents - Total</b>	<b>94</b>	<b>594</b>	<b>863</b>	<b>70</b>	<b>65</b>	<b>58</b>	<b>61</b>	<b>63</b>	<b>108</b>	<b>86</b>	<b>511</b>	<b>-83</b>
- Non Investigative	57	341	494	42	35	35	33	32	64	49	290	-51
- Property Damage	16	115	157	8	13	10	17	11	22	16	97	-18
- Injury	8	54	76	5	5	8	2	5	5	8	38	-16
- Fatal	0	0	0	0	0	0	0	0	0	1	1	1
- Hit & Run	13	75	121	15	12	5	9	15	17	12	85	10
<b>Non-Criminal Investigative Incidents:</b>	<b>254</b>	<b>979</b>	<b>1,482</b>	<b>157</b>	<b>185</b>	<b>166</b>	<b>138</b>	<b>110</b>	<b>153</b>	<b>136</b>	<b>1,045</b>	<b>66</b>
Disturbances	100	612	958	112	132	132	104	88	121	96	785	173
Missing Persons	5	35	59	3	5	5	6	4	6	13	42	7
Suspicious Activity	13	13	13	~	~	~	~	~	~	19	19	6
Death - Untimely, Suicide & Attempts	3	26	39	3	5	4	4	3	4	6	29	3
Police Information	29	29	29	~	~	~	~	~	~	34	34	5
Welfare Check	21	21	21	~	~	~	~	~	~	17	17	-4
Assist - Police Presence Needed	61	61	61	~	~	~	~	~	~	61	61	0
Animal Investigations - Animal Control Officer	22	182	302	39	43	25	24	15	22	21	189	7
<b>FIRE &amp; RESCUE</b>												
<b>Fire &amp; Rescue Total Calls for Service</b>	<b>497</b>	<b>3,157</b>	<b>5,018</b>	<b>403</b>	<b>453</b>	<b>380</b>	<b>413</b>	<b>420</b>	<b>546</b>	<b>466</b>	<b>3,081</b>	<b>-76</b>
- Calls for Fires	23	148	277	30	18	23	20	20	18	19	148	0
- Emergency Medical Calls	255	1,599	2,568	220	251	211	207	224	258	267	1,638	39
- Hazardous Condition Calls	8	203	233	10	5	9	7	6	11	7	55	-148
- Miscellaneous Service Calls	42	299	428	26	37	29	22	28	110	37	289	-10
- Lock Out Calls	75	345	672	73	58	54	71	74	75	62	467	0
- False/Good Intent Calls	94	563	840	44	84	55	86	68	74	74	485	-78
Fire Dept Average Response Time - Priority 1 Calls	~	0	0	~	~	6:31	6:16	6:53	7:25	7:17	6:52	6:52
Fire Dept Average Response Time - Priority 2 Calls	~	0	0	~	~	12:17	39:56	19:21	17:31	2:40	18:21	18:21
Fire Dept Average Response Time - Priority 3 Calls	~	0	0	~	~	11:00	9:50	10:11	10:02	12:07	10:38	10:38
Fire Dept Average Response Time - Priority 4 Calls	~	0	0	~	~	15:52	9:41	13:13	8:23	15:45	12:34	12:34
Simultaneous Emergency Incidents	63	463	778	61	58	62	61	66	62	81	451	-12
3 or 4 Simultaneous Emergency Incidents	17	201	265	13	19	19	16	12	17	21	117	-84
Patients Transported to Area Hospitals	229	1496	2,349	212	226	195	204	184	242	202	1,465	-31
Ambulance Revenue	\$71,957	\$570,867	\$950,211	\$53,209	\$96,817	\$78,892	\$60,673	\$87,960	\$75,037	\$100,383	\$552,971	-\$17,896
Fire Loss Totals	\$107,000	\$1,056,000	\$1,105,975	\$51,350	\$13,800	\$10,695	\$55,000	\$10,200	\$145,000	\$546,500	\$832,545	-\$223,455
<b>INSPECTION SERVICES</b>												
<b>Total Inspections</b>	<b>301</b>	<b>2,310</b>	<b>4,108</b>	<b>387</b>	<b>375</b>	<b>375</b>	<b>376</b>	<b>448</b>	<b>474</b>	<b>417</b>	<b>2,852</b>	<b>542</b>
- Life Safety Inspections	2	25	123	25	25	8	35	52	47	27	219	194
- Business Inspections	31	291	495	6	17	22	13	16	5	40	119	-172
- Sprinkler/Alarm Inspections	17	61	232	33	22	52	18	39	51	32	247	186
- Car Safety Seat Inspections	9	41	70	8	6	0	8	5	0	0	27	-14
- Building Inspections	23	380	647	84	74	83	89	94	85	53	562	182
- Electrical Inspections	96	611	995	94	76	94	105	116	110	100	695	84
- Plumbing/Mechanical Inspections	77	595	861	65	65	61	76	67	92	95	521	-74

City of Dover - Monthly Statistics	January	FY09	FY09	July	August	September	October	November	December	January	FY10	FY10 versus FY09
	2009	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	2010	YTD Totals	YTD +/-
Number of Days Represented	31	184	365	31	31	30	31	30	31	31	215	
- Blasting Inspections	~	0	0	~	~	~	~	~	5	~	5	5
- Health Inspections	38	299	505	56	70	39	13	46	60	54	338	39
- School/Daycare Inspections	2	20	39	3	18	12	7	7	11	8	66	46
- Oil Burner Inspections	1	18	39	1	2	4	11	6	6	4	34	16
- Woodstove/Fireplace Inspections	2	28	30	0	0	0	1	0	2	4	7	-21
<b>Fire Inspection Services - Total Permits</b>	<b>31</b>	<b>264</b>	<b>1,019</b>	<b>135</b>	<b>120</b>	<b>162</b>	<b>136</b>	<b>106</b>	<b>93</b>	<b>54</b>	<b>806</b>	<b>542</b>
- Burning Permits Issued	14	47	689	82	83	112	88	83	66	25	539	492
- Blasting Permits Issued	0	7	11	0	2	0	0	1	1	0	4	-3
- Building Permits Issued - Total	17	210	319	41	35	50	48	22	26	29	251	41
Some are - Apartment Dwelling Units	0	0	0	0	0	0	0	0	0	0	0	0
- Commercial	0	5	10	7	5	7	8	0	0	7	34	29
- Condo Units	0	0	0	0	0	0	0	0	0	6	6	6
- Congregate Care Facility	0	1	1	0	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	0
- Duplex Unit	0	2	2	0	0	0	0	0	0	0	0	-2
- Industrial	0	1	2	0	0	0	0	0	0	0	0	-1
- Multi-Family	0	0	1	0	0	8	0	0	0	1	9	9
- Manufactured Dwelling	0	4	4	0	0	0	0	0	0	0	0	-4
- Single Family Dwelling	5	16	27	4	5	9	5	3	9	4	39	23
- Certificate of Occupancy Permits - Total	7	70	120	12	10	31	11	9	10	31	114	44
- Apartment Dwelling Units	0	2	21	0	0	18	0	2	0	18	38	36
- Commercial	0	7	21	2	0	1	2	0	1	4	10	3
- Condo Units	0	14	15	1	0	0	0	0	0	0	1	-13
- Congregate Care Facility	0	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	0	-1
- Duplex Unit	0	0	0	0	0	0	0	0	1	0	1	1
- Industrial	0	0	0	0	0	0	1	0	0	0	1	1
- Renovations	6	19	23	4	3	0	4	2	0	1	14	-5
- Manufactured Dwelling	0	5	5	0	1	5	0	0	0	0	6	1
- Single Family Dwelling	1	22	34	5	5	7	4	5	8	8	42	20
Monthly Permit Construction Value - Total	\$12,545	\$10,190,403	\$17,754,046	\$3,413,100	\$2,602,700	\$3,355,900	\$2,171,215	\$1,017,400	\$7,077,400	\$2,328,500	\$21,966,215	\$11,775,812
<b>PLANNING &amp; ZONING</b>												
<b>Planning &amp; Zoning Applications - Total</b>	<b>~</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>4</b>	<b>13</b>	<b>11</b>	<b>12</b>	<b>8</b>	<b>6</b>	<b>63</b>	<b>63</b>
- Major Subdivision Applications	~	0	0	1	1	0	1	2	0	0	5	5
- Minor Subdivision Applications	~	0	0	2	0	3	2	0	1	1	9	9
- Minor Lot Line Adjustment Applications	~	0	0	1	0	1	1	0	0	0	3	3
- Site Plan Applications	~	0	0	0	0	0	1	1	1	1	4	4
- Conditional Use Permit Applications	~	0	0	3	0	1	2	2	1	1	10	10
- Zoning Variance Applications	~	0	0	2	0	4	0	3	1	0	10	10
- Zoning Special Exception Applications	~	0	0	0	0	0	0	0	0	0	0	0
- Zoning Appeal Applications	~	0	0	0	0	0	0	0	0	0	0	0
- Sign Permit Applications	~	0	0	0	3	4	4	4	4	3	22	22
Zoning Violations Investigated	~	0	0	15	10	15	25	15	13	15	108	108
<b>COMMUNITY SERVICES</b>												
<b>Comm Serv - PW - Total Incoming Service Calls</b>	<b>-</b>	<b>975</b>	<b>1,412</b>	<b>87</b>	<b>96</b>	<b>97</b>	<b>111</b>	<b>60</b>	<b>88</b>	<b>89</b>	<b>628</b>	<b>-347</b>
- Engineering Service Calls Total	-	6	25	0	0	5	3	0	0	0	8	2
- Engineering - Calls Resolved	-	2	172	0	0	2	1	0	0	0	3	1

City of Dover - Monthly Statistics	January	FY09	FY09	July	August	September	October	November	December	January	FY10	FY10 versus FY09
	2009	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	2010	YTD Totals	YTD +/-
<b>Number of Days Represented</b>	31	184	365	31	31	30	31	30	31	31	215	
- Engineering - Calls Unresolved	-	2	121	0	0	3	2	0	0	0	5	3
- Engineering - Calls Carried Over from Prev Month(s)	~	0	0	~	~	~	5	1	1	2	9	9
- Highway Service Calls Total	32	241	323	40	47	39	36	17	44	36	259	18
- Highway - Calls Resolved	19	127	127	27	29	37	36	13	42	36	220	93
- Highway - Calls Unresolved	13	69	69	13	18	2	0	4	2	0	39	-30
- Highway - Calls Carried Over from Prev Month(s)	~	0	0	~	~	~	2	6	2	3	13	13
- Solid Waste Service Calls Total	20	151	151	28	26	28	32	19	21	17	171	20
- Solid Waste - Calls Resolved	17	96	96	25	11	27	32	18	19	16	148	52
- Solid Waste - Calls Unresolved	3	36	36	3	15	1	0	1	2	1	23	-13
- Solid Waste - Calls Carried Over from Prev Month(s)	~	0	0	~	~	~	0	2	2	1	5	5
- Water/Sewer Service Calls Total	42	414	414	19	23	25	36	18	12	30	163	-251
- Water/Sewer - Calls Resolved	31	288	288	19	14	23	35	11	9	28	139	-149
- Water/Sewer - Calls Unresolved	11	58	58	0	9	2	1	7	3	2	24	-34
- Water/Sewer - Calls Carried Over from Prev Month(s)	~	0	0	~	~	~	1	7	4	5	17	17
- Facilities/Grounds/Cemetery Service Calls Total	~	257	257	~	~	~	4	6	11	6	21	-236
- F&G - Calls Resolved	~	0	0	~	~	~	1	4	11	4	16	16
- F&G - Calls Unresolved	~	0	0	~	~	~	3	2	0	2	5	5
- F&G - Calls Carried Over from Prev Month(s)	~	0	0	~	~	~	10	4	3	5	18	18
<b>Community Serv- PW - Total Work Orders Generated</b>	<b>212</b>	<b>1,235</b>	<b>2,495</b>	<b>183</b>	<b>262</b>	<b>346</b>	<b>249</b>	<b>196</b>	<b>608</b>	<b>365</b>	<b>2,209</b>	<b>974</b>
- Engineering Work Orders Total	0	1	20	0	0	0	1	0	1	1	3	2
- Engineering - Work Orders Closed	-	0	0	0	0	0	1	0	1	1	3	3
- Engineering - Work Orders Remaining Open	-	0	0	0	0	0	0	0	1	0	1	1
- Engineering - W/O Carried Over from Prev Month(s)	~	0	0	~	~	~	1	0	1	0	2	2
- Highway Work Orders	32	98	398	42	73	138	81	25	390	41	790	692
- Highway - Work Orders Closed	-	0	0	~	66	122	73	15	109	31	416	416
- Highway - Work Orders Remaining Open	-	0	0	~	7	16	8	10	281	10	332	332
- Highway - W/O Carried Over from Prev Month(s)	~	0	0	~	~	~	70	78	295	303	746	746
- Solid Waste Work Orders	20	102	133	0	0	0	0	5	12	147	164	62
- Solid Waste - Work Orders Closed	-	0	0	~	0	0	0	5	9	143	157	157
- Solid Waste - Work Orders Remaining Open	-	0	0	~	0	0	0	0	3	4	7	7
- Solid Waste - W/O Carried Over from Prev Month(s)	~	0	0	~	~	~	0	0	3	4	7	7
- Water/Sewer Work Orders	42	69	203	6	55	43	17	31	47	51	250	181
- Water/Sewer Work Orders Closed	-	0	0	~	30	21	15	18	30	29	143	143
- Water/Sewer Work Orders Remaining Open	-	0	0	~	25	22	2	13	17	22	101	101
- Water/Sewer - W/O Carried Over from Prev Month(s)	~	0	0	~	~	~	45	50	56	54	205	205
- Facilities/Grounds/Cemetery Work Orders	118	965	1,741	135	134	165	151	135	159	125	1,004	39
- F&G Work Orders Closed	~	0	0	~	~	~	100	69	145	107	421	421
- F&G Work Orders Remaining Open	~	0	0	~	~	~	51	66	14	18	149	149
- F&G Work Orders Carried Over from Prev Month(s)	~	0	0	~	~	~	239	222	95	68	624	624
Wastewater Work Orders	-	0	0	129	60	182	124	37	147	37	716	716
Comm Serv - Water Gallons Pumped	66,223,000	504,641,000	895,409,000	88,311,000	96,436,000	91,276,000	94,298,000	81,284,000	86,275,000	87,020,000	624,900,000	120,259,000
Comm Serv - Average Water Gallons per Day	2,136,000	2,381,167	2,453,667	2,849,000	3,111,000	3,043,000	3,042,000	2,709,000	2,783,000	2,807,000	2,906,286	525,119
Comm Serv - Dry Tons Biosolids Processed	-	0	0	62.10	55.40	47.40	53.70	58.3	63.9	58.3	399.10	399.1
Comm Serv - Gallons of Septage Received	-	0	0	15,950	19,700	30,250	39,500	15,200	21,000	15,200	156,800	156,800
Comm Serv - Million Gallons Wastewater Treated/Discharged	-	0	0	97.30	77.48	58.80	67.88	78.03	101.90	78.03	559.42	559.42
Comm. Serv - Million Gallons of Average Daily Flow Treated	-	0	0	3.10	2.49	1.96	2.18	2.60	3.2	2.6	2.59	2.59
Comm Serv - Highest Daily Flow MGD	-	0	0	5.50	3.67	7.20	2.96	5.79	5.45	5.79	5.19	5.19

City of Dover - Monthly Statistics	January	FY09	FY09	July	August	September	October	November	December	January	FY10	FY10 versus FY09
	2009	YTD Totals	Totals	2009	2009	2009	2009	2009	2009	2010	YTD Totals	YTD +/-
Number of Days Represented	31	184	365	31	31	30	31	30	31	31	215	
Comm Serv - Tonnage of Trash Collected	289.99	2743.98	4,455.78	410.07	307.42	319.22	319.58	301.52	346.05	308.53	2,312.39	-431.59
Comm Serv - Tonnage of Paper Collected	91.54	794.94	1,310.60	102.46	93.41	92.53	107.13	110.84	128.95	115.77	751.09	-43.85
Comm Serv - Tonnage of Commingles Collected	90.04	708.47	1,192.97	124.95	100.29	93.99	102.66	93.89	117.86	100.49	734.13	25.66
Comm Serv - F&G Number of Burials - Traditional	4	23	45	3	6	2	3	5	3	3	25	2
Comm Serv - F&G Number of Burials - Ash	2	16	30	1	3	4	4	2	1	1	16	0
Comm Serv - F&G Monument Concrete Foundations	0	16	43	0	0	0	11	4	0	0	15	-1
<b>COMMUNITY PROGRAMS</b>												
Rec - Arena Public Skate Attendance	1,208	4,818	7,418	478	318	288	449	772	1,250	1,239	4,794	-24
Rec - Arena Rock Night Attendance	263	895	1,330	58	97	91	75	156	80	164	721	-174
Rec - Arena - Total Number of Walk In Visits		0	0	~	~	~	~	25,472	28,538	32,000	86,010	86,010
Rec - McConnell Center - 'Open Gym' Participants	1,971	13,206	24,269	1,771	1,655	1,708	2,121	2,169	1,901	1,901	13,226	20
Rec - McConnell Center Common Area Reservations	57	468	934	68	81	86	98	94	85	86	598	130
Rec - McConnell Center - Total Number of Walk In Visits	~	0	0	~	~	~	~	5,944	7,072	8,992	22,008	22,008
Rec - Senior Center Membership Renewals	26	154	346	6	20	29	33	31	12	12	143	-11
Rec - Senior Center New Memberships	8	78	167	24	7	22	20	8	9	21	111	33
Rec - Senior Center - Participants on Trips	50	431	926	57	55	113	117	60	0	64	466	35
Rec - Senior Center - Daily Game/Class Participants	356	4,864	8,366	954	865	689	994	798	687	639	5,626	762
Rec - Senior Center - Walk ins, no particular activity	422	4,253	7,262	635	581	624	762	636	495	689	4,422	169
Rec - Senior Center - Total Number of Walk In Visits	~	0	0	~	~	~	~	1,501	1,140	1,376	4,017	4,017
Rec - Indoor Pool - Total Number of Walk In Visits	~	0	0	~	~	~	~	7,511	7,783	8,725	24,019	24,019
Teen Center - Participants	502	2,870	4,668	229	215	435	509	408	473	529	2,798	-72
Teen Center - Days of Programming	17	135	213	19	20	19	21	17	19	19	134	-1
Library-Circulation	23,988	174,001	296,536	30,677	26,283	23,273	24,288	25,341	20,810	22,297	172,969	-1,032
Library-New Patrons	161	1,117	1,891	237	180	165	161	103	104	188	1,138	21
Library-Total Cardholders	27,779	27,238	27,125	25,482	25,628	26,039	26,347	26,472	26,593	26,792	26,193	-1,045
Library-Public Meetings Held	27	187	376	26	22	28	30	30	28	36	200	13
Library-Audio Downloads	22	113	1,264	326	321	272	284	321	317	336	2,177	2,064
Library-Internet/PC Users	2,448	17,760	30,058	2,510	2,651	2,224	2,066	1,451	1,732	1,689	14,323	-3,437
Library-Museum Passes borrowed	42	386	676	86	84	47	43	51	65	65	441	55
Library-Holds Filled	1,319	9,908	16,926	1,574	1,582	1,444	1,438	1,140	1,403	1,462	10,043	135
Library-Remote online holds placed	1,102	7,384	12,983	1,319	1,235	978	1,102	966	1,019	1,179	7,798	414
Library-Online Catalog Remote Access Hits	2,473	9,445	17,598	2,906	2,769	2,301	2,549	2,231	2,482	2,738	17,976	8,531
Library-Attendance at Programs	295	2,389	4,558	292	118	258	343	346	388	676	2,421	32
Library-Website Visitors	31,301	219,859	323,890	31,280	33,101	32,344	35,961	32,406	29,664	23,343	218,099	-1,760
Library-Blog & Wiki Readers	2,514	18,942	23,757	1,422	1,351	1,458	1,509	1,554	1,495	1,405	10,194	-8,748
Library-Total Number of Walk In Visits	~	0	50,265	18,590	16,890	15,280	15,180	14,202	13,272	13,981	107,395	107,395
<b>ECONOMIC CONDITIONS</b>												
Dover Human Services - Number of Contacts	430	2,944	4,994	470	456	520	512	437	603	556	3,554	610
Dover Human Services - # of Cases	99	601	1,084	97	94	97	99	92	102	148	729	128
Dover Human Services - Case Expenditures	\$46,133	\$256,769	\$443,917	\$46,476	\$34,957	\$34,660	\$34,028	\$32,379	\$41,256	\$40,157	\$263,913	\$7,144
Dover Labor Force	17,430	17,457	17,485	17,340	17,190	17,240	17,460	17,590	17,350	~	17,362	-95
Dover Unemployment Rate	4.7			6.1	6.2	5.8	5.7	5.6	5.3	~		
Strafford County Unemployment Rate	5.6			6.9	7.0	6.7	6.5	6.1	6.1	~		
State of NH Unemployment Rate	5.7			6.6	6.9	6.7	6.1	6.5	6.7	~		
National Unemployment Rate	7.6			9.7	9.6	9.5	9.5	9.4	9.7	~		
<b>CITY EMPLOYMENT</b>												
# weeks represented	5	22	52	5	4	4	5	4	4	5	31	9
HR - Gross Wages Paid	\$1,689,507	\$10,066,647	\$16,534,898	\$1,641,684	\$1,257,762	\$1,295,097	\$1,587,682	\$1,301,489	\$1,612,248	\$1,654,473	\$10,350,435	\$283,788



# Total Permits Issued: January 2010

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
09-161	RIVER VALLEY DEV. CORP.	2	PATRIOT DRIVE	COMMERCIAL OFFICE SPACE	C	K	23	36000	360
09-161	RIVER VALLEY DEV. CORP.	1	PATRIOT DRIVE	COMMERCIAL OFFICE SPACE	C	K	23	36000	385
09-161	RIVER VALLEY DEV. CORP.	3	PATRIOT DRIVE	BLDG. 1, COMM. OFFE SPACE	C	K	23	36000	360
09-162	RIVER VALLEY DEVELOPMEN	9	PATRIOT DRIVE	BLDG. 2, COMM. OFFICE SPACE	C	K	23	36000	360
09-162	RIVER VALLEY DEVELOPMEN	8	PATRIOT DRIVE	BLD 2, COMM. OFFICE SPACE	C	K	23	36000	360
09-162	RIVER VALLEY DEV. CORP.	7	PATRIOT DRIVE	BLDG. 2, COMM. OFFICE SPACE	C	K	23	36000	385
09-341	HENRY	452	CENTRAL AVENUE	INT. RENO. OF RETAIL STORE	C	6	21-A	6000	85
09-356	BOWLINE PROPERTIES, LLC	19-21	CHESTNUT STREET	RENO./REPR. A FOUR-FMLY DWLLING	C	3301	44	81000	835
09-359	MOUZOURAKIS	14	CHESTNUT STREET	RENO. INT. OF OFFICE SPACE	C	5	1	4000	65
10-002	HARRIS	286	CENTRAL AVENUE	ALTER./RENO. TO RESTAURANT	C	9	114	10000	125
10-004	WIRELESS LINK, INC.	13	WEBB PLACE	RENOV. INTER. OF RETAIL SPACE	C	D	2-A	15000	175
10-007	JEWITT COMMERCIAL PARK, L	24	CROSBY ROAD	UNIT 6, 7 & 8, FIT UP FOR MARINE SALE	C	G	31-3	10000	195
10-012	WENTWORTH DOUGLAS HOSP	789	CENTRAL AVENUE	RENO. HYPER-BARIC CHAMBER	C	37	1	48000	505
09-329	GLOBAL INVENTORY MANGN	120	INDUSTRIAL PARK DRIVE	ALTER. TO OFFICE SPACE	I	G	4D	18000	205
08-149	THORNWOOD COMMONS, LLC	3	JACQUELINE DRIVE	CONST. SING. FAM. DWEL. W/ATT. GAR	R	M	4-11	200000	2025
08-330	COTTER	5	EZRAS WAY	FNSH PORT OF BSEMT FOR ADD. LIVING R	R	F	23A-1	11000	135
09-133	ESTES	83	BOXWOOD LANE	SINGLE FAMILY W ATT GARAGE	R	B	21-7	360000	3625
09-161	RIVER VALLEY DEV. CORP.	4	PATRIOT DRIVE	BLDG 1, SNGL FMLY DWLLG W/GAR. UN	R	K	23	75000	750
09-161	RIVER VALLEY DEV. CORP	6	PATRIOT DRIVE	SNGL FAM. DWLLNG W/GRGE UNDER	R	K	23	75000	750
09-161	RIVER VALLEY DEV. CORP.	5	PATRIOT DRIVE	SNGL FAM. DWLLNG W/GRG. UNDER	R	K	23	75000	750
09-162	RIVER VALLEY DEV. CORP.	10	PATRIOT DRIVE	BLDG 2, SIN. FAM. DWLG W/GAR. UNDR	R	K	23	75000	750
09-162	RIVER VALLEY DEVELOPMEN	11	PATRIOT DRIVE	BLD. 2, SNGL. FAM. DWLG. UNIT	R	K	23	75000	750

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
09-162	RIVER VALLEY DEVELOPMEN	12	PATRIOT DRIVE	BLD. 2, SGL. FMLY. DWLG UNIT	R	K	23	75000	750
09-209	KIMBALL	32	FOURTH STREET	CNST. FRN & REAR SHED DORMER ADD	R	31	32	14000	165
09-352	MPI DEVELOPMENT	15	PACIFIC DRIVE	FOUNDATION PERMIT	R	E	5-6	350000	3525
09-354	MALIA	17	HORNE STREET	INT. RENO. OF KTCHN & BTHRM	R	30	9A	9000	115
09-358	RANDOLPH	15	SUNSET DRIVE	RMDL BATHRM & CONST. WALKIN CLO	R	14	24	12500	155
09-360	CLARK	40	HILL STREET	REM. & RPLC./CONST. FRNT EXTER. STR	R	27	117	4000	65
09-382	GINA WAY DEVELOPMENT	29	LEATHERS LANE	SIN. FAM. DWL. W/GAR UNDER	R	I	3B	160000	1625
10-005	TORR	51	POLLY ANN TRAILER PAR	BEMO. STORAGE SHED	R	M-	47-C5	0	25
10-006	TORR	42	POLLY ANN TRAILER PAR	BEMO./RMV. MOBILE HOME & STRG SH	R	M-4	C	0	25
10-009	SIX HIGH STREET, LLC	19	SCHOONER DRIVE	CONST. SNGL-FAM. DWLNG W/ATT. GR	R	M	96A-9	350000	3525

<u>Permit #</u>	<u>Owner's Last Name</u>	<u>Street #</u>	<u>Street</u>	<u>Description</u>	<u>Type</u>	<u>Map Lot</u>	<u>Construction Value</u>	<u>Fee</u>
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*Total Permits Issued:* 32

*Total Construction Value:* \$2,328,500.00

*Total Fees Collected:* \$23,910.00

<b>Type of Permits Issued</b>		<b>Certificate of Occupancy's</b>	
Apartment dwlg units	0	Apartment Units	18
Commercial	7	Commercial	4
Condo Units	6	Condo Units	0
Congregate Care Facility	0	Congregate Care Facility	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Duplex Unit	0	Duplex Unit	0
Industrial	0	Industrial	0
Multi Family	1	Renovations	1
Manufactured Dwlg	0	Manufactured Dwlg	0
Single Family Dwelling	4	Single Family Dwellings	8
		<b>Total</b>	<b>31</b>

## 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											
<b>Multi-Family:</b>														
Market Square Condominiums	46 Dover Point Road	C	6	3	3	5/29/2009	5/12/2009	Site	P09-08	K	23	5/29/2016	G	1.98
Paolini	54 Dover Point Road	C	12	0	12		7/22/2008	Site	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	5/29/2014	W	20.46
Summit Land	Fifth St	A	8	8	0	4/7/2008	4/22/2008	Site	P08-10	5	16	4/7/2014	H	2.64
Temple Associates	Washington St	A	15	15	0	3/4/2008	10/23/2007	5/14/2008	P06-03	2	14	3/4/2014	W	4.95
Bamford	Third St	A	20	0	20	9/12/2007	8/14/2007	Site	P06-37	6	46	9/12/2013	H	2.2
New Meadows Inc	Knox Marsh Rd	A	120	48	72	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2011	W	13.2
PRPC	Roseanne Dr	H/C	18	18	0	2/2/2006	9/13/2005	5/23/2006	P04-46	I	3	2/2/2012	G	5.94
<b>Total: Multi-family</b>			<b>123</b>	<b>88</b>	<b>15</b>									<b>34</b>
<b>Subdivisions:</b>														
<b>McGlone Subdivision</b>	<b>Piscataqua Rd</b>	<b>H</b>	<b>5</b>	<b>0</b>	<b>5</b>		<b>9/22/2009</b>		<b>P09-16</b>	<b>I</b>	<b>24</b>		<b>G</b>	<b>1.85</b>
Beacon Circle	Henry Law Ave	H	9	0	9	10/13/2009	5/12/2009	11/13/2009	P08-25	21	5	10/13/2013	G	3.33
Hidden Valley Drive	Hidden Valley Dr	H	10	0	10	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	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	2/21/2014	G	7.4
Long Meadow	Gladiola Way	H	20	16	4	1/30/2008	8/28/2007	2/6/2008	P06-40	A	28	1/30/2014	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	10/31/2013	G	7.77
Schooner Landing	Schooner Dr	H	10	2	8	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2013	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	2/18/2013	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	10/5/2012	W	26.64
Stern Subdivision	Lika Dr	H	3	0	3	3/23/2006	2/28/2006	3/23/2006	P05-71	E	45	3/23/2012	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	1/31/2012	W	13.69
Narrows at Tidewater Farm	Wyseria Dr	H	5	3	2	12/16/2005	8/9/2005	12/21/2005	P05-38	N	8-3	12/16/2011	G	1.85
Duffy Drive	Middle Rd	H	3	3	0	10/24/2005	10/11/2005	10/25/2005	P05-24	M	101	10/24/2011	G	1.11
StoneCroft	Carriage Hill Ln	H	11	8	3	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2011	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	7/28/2011	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
<b>Total: Single Family</b>			<b>347</b>	<b>116</b>	<b>231</b>									<b>135</b>
<b>TOTAL APPROVED UNITS</b>			<b>470</b>	<b>204</b>	<b>246</b>									<b>169</b>
<b>Elderly:</b>														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	48	13	35	7/2/2008	3/13/2007		P06-55	M	4	7/2/2013	G	
Arbor Woods	Mast Road	H	63	14	49	2/20/2007	1/9/2007	2/20/2007	P06-24	H	4	2/20/2013	W	
Dover Retirement Cottages	Back River Rd	C	48	0	48	8/4/2006	2/28/2006	Site	P05-48	I	56	8/4/2012	Living	
<b>Total: Elderly</b>			<b>159</b>	<b>27</b>	<b>132</b>									
<b>APPROVED + ELDERLY</b>			<b>629</b>	<b>231</b>	<b>378</b>									<b>169</b>

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

\* Built or permit issued and unit under construction

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## **COMMUNITY SERVICES CAPITAL IMPROVEMENT PROJECTS Status as of January 2010**

### **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 the week of February 15th. The groundwater computer model has been constructed based on all available historical data and newly generated data from the geophysical testing completed by Emery and Garrett Groundwater, the project consultant.

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.

### **STORMWATER UTILITY FEASIBILITY STUDY**

Current: An RFP was issued in November for a consultant to conduct a feasibility study to assess the establishment of a Stormwater Utility in Dover. Five proposals were received on December 22nd 2009 and have been reviewed by City staff. Interviews are being setup for early February to further the selection process which is expected to be completed with a recommendation to the City Council by the end of February.

Previous: N/A



# City of Dover

## Bid Solicitation Report

### For January 2010

2/1/2010

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	
Planning					
B10039	01/12/2010	01/28/2010			Consulting Services for Conservation Lands Audit & Online Inventory
Police					
B10044	01/19/2010	02/02/2010			Police Cruiser Ballistic Vests Used in high level situations
Police					
Q10-016	01/15/2010	01/27/2010			Physical Fitness Equipment
CS-Engineering					
B10045	01/25/2010	02/22/2010			Engineering Services for Applevale Area Reconstruction

**City of Dover**  
**Bid Solicitation Report**  
**For January 2010**

2/1/2010

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	
Police				Evaluation of Drug Free Community Grant	
B10042	01/29/2010	02/17/2010			

**Total for**

**Grand Total All Departments**

# City of Dover

## Purchase Order Report

### For January 2010

2/1/2010

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	01/13/2010	13-261601	CCMSI			Third Party Claims administration	23,380.00
	PA						
<b>Total for</b>							<b>23,380.00</b>
<hr/>							
<b>00 Other</b>							
F&R Admin	01/26/2010	01/26/10	California Property Management,			Refund Performance Deposit - Dunn's Bridge	15,000.00
	PA						
					Performance Deposit Fund		
<b>Total for Other</b>							<b>15,000.00</b>
<hr/>							
<b>19 Misc General Gov't</b>							
Finance	01/29/2010	15-261881	Electric Light Co, Inc			Traffic Signal Mast Arm Pole	10,350.00
	PA						
					General Fund Misc Gen Gov't		
<b>Total for Misc General Gov't</b>							<b>10,350.00</b>
<hr/>							
<b>21 Police</b>							
Police Admin	01/20/2010	01/20/10	2 Way communications Service, I			Comparator Upgrad for Fire Primary Radio	11,050.00
	PA						
					General Fund Police Operations		
<b>Total for Police</b>							<b>11,050.00</b>
<hr/>							
<b>30 Comm Serv PW</b>							

# City of Dover

## Purchase Order Report

### For January 2010

2/1/2010

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
CS Admin	01/15/2010 B10033	30-261642	CMA Engineers Inc 11/10/2009	12/07/2009		Tolend Road & Watson Road Reconstruction Engineering  CS - Streets	189,207.00
CS Admin	01/28/2010	30-261883	Northern NE Passenger Rail			2009 Platform Liability Premium	16,959.00
	PA			General Fund	Gen Gov't Buildings		
<b>Total for Comm Serv PW</b>							<b>206,166.00</b>
<b>35 Recreation</b>							
Recreation Admin	01/19/2010	35-261773	A Yankee Line, Inc			Sr. Ctr Daytona Beach Tour Departing 2/13	22,851.00
	PA			Recreation Pgms			
<b>Total for Recreation</b>							<b>22,851.00</b>
<b>Grand Total All Departments</b>							<b>288,797.00</b>

# City of Dover

**Arena - General Fund**  
**Revenue & Expenditure Report**  
(Including Arena Debt Service attributed to the General Fund)  
**January 31, 2010**

	<b>Original Budget</b>	<b>Adjusted Budget</b>	<b>Actuals This Period</b>	<b>Actuals Year To Date</b>	<b>Encumbrance</b>	<b>Under(Over) Budget</b>	<b>% Remain</b>
<b>Revenue</b>	1,489,801.00	1,489,801.00	318,797.75	816,216.25	0.00	673,584.75	45.2
<b>Expenditures</b>	1,083,162.00	1,084,022.99	99,012.11	573,190.32	8,864.40	501,968.27	46.3
<b>Debt Service</b>							
<b>Principal</b>	233,490.00	233,490.00	0.00	0.00	0.00	233,490.00	100.0
<b>Interest</b>	118,970.62	118,970.62	0.00	49,950.00	0.00	69,020.62	58.0
	<b>54,178.38</b>	<b>53,317.39</b>	<b>219,785.64</b>	<b>193,075.93</b>	<b>(8,864.40)</b>	<b>(130,894.14)</b>	<b>(159.11)</b>

# City of Dover

## Expenditures of Major Funds

January 31, 2010

(General Fund Includes County, School and Debt Service)

Account	Original Budget	Adjusted Budget	Expenditures This Period	Expenditures Year to Date	Encumb	Budget Availability	Avail %
<b>1000 General Fund</b>							
City Council	301,884.00	330,155.75	8,706.02	131,944.27	97,901.79	100,309.69	30.38
Executive	780,347.00	782,462.00	69,357.90	491,560.23	0.00	290,901.77	37.18
Finance	1,411,996.00	1,416,654.29	105,467.04	802,426.46	91,525.47	522,702.36	36.90
Planning	381,875.00	386,755.00	35,588.36	227,851.05	2,600.00	156,303.95	40.41
Misc Gen Gov't	803,912.00	932,738.94	47,111.81	305,198.94	85,975.12	541,564.88	58.06
Police	6,341,897.00	6,374,069.64	533,865.06	3,481,010.67	143,318.38	2,749,740.59	43.14
Fire & Rescue	6,244,629.00	6,251,522.47	601,741.47	3,997,306.88	5,974.99	2,248,240.60	35.96
Comm Serv PW	5,377,105.00	6,448,643.42	337,151.35	3,135,472.29	423,807.70	2,889,363.43	44.81
Recreation	2,337,275.00	2,354,092.12	192,610.24	1,276,551.38	12,422.40	1,065,118.34	45.25
Public Library	1,063,736.00	1,084,612.43	83,102.58	637,471.16	4,490.12	442,651.15	40.81
Human Services	712,277.00	717,196.53	48,293.15	398,291.00	8,876.82	310,028.71	43.23
Debt Service	9,979,748.00	9,979,748.00	1,423,004.06	4,174,449.55	0.00	5,805,298.45	58.17
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	3,598,390.55	20,717,002.96	8,602.11	19,973,475.93	49.08
Intergovernmental	7,030,640.00	7,030,640.00	0.00	7,030,640.00	0.00	0.00	0.00
<b>Total for General Fund</b>	<b>83,591,402.00</b>	<b>84,913,371.59</b>	<b>7,084,389.59</b>	<b>46,807,176.84</b>	<b>885,494.90</b>	<b>37,220,699.85</b>	<b>43.83</b>
<b>3320 Residential Solid Waste</b>							
Comm Serv PW	1,077,465.00	1,152,299.46	10,402.25	527,133.11	514,335.13	110,831.22	9.62
<b>Total for Residential Solid Waste</b>	<b>1,077,465.00</b>	<b>1,152,299.46</b>	<b>10,402.25</b>	<b>527,133.11</b>	<b>514,335.13</b>	<b>110,831.22</b>	<b>9.62</b>
<b>3381 McConnell Center</b>							
Comm Serv PW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Recreation	774,724.00	780,026.54	16,598.96	285,575.33	8,782.44	485,668.77	62.26
<b>Total for McConnell Center</b>	<b>774,724.00</b>	<b>780,026.54</b>	<b>16,598.96</b>	<b>285,575.33</b>	<b>8,782.44</b>	<b>485,668.77</b>	<b>62.26</b>

# City of Dover

## Expenditures of Major Funds

January 31, 2010

(General Fund Includes County, School and Debt Service)

<u>Account</u>	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Expenditures This Period</u>	<u>Expenditures Year to Date</u>	<u>Encumb</u>	<u>Budget Availability</u>	<u>Avail %</u>
<b>5300</b> <b>Water Fund</b>							
<b>Comm Serv PW</b>	4,162,633.00	4,240,236.54	271,823.44	2,163,573.54	57,729.20	2,018,933.80	47.61
<b>Total for Water Fund</b>	<b>4,162,633.00</b>	<b>4,240,236.54</b>	<b>271,823.44</b>	<b>2,163,573.54</b>	<b>57,729.20</b>	<b>2,018,933.80</b>	<b>47.61</b>
<b>5320</b> <b>Sewer Fund</b>							
<b>Comm Serv PW</b>	5,750,387.00	5,838,764.36	462,209.05	3,116,493.71	36,368.51	2,685,902.14	46.00
<b>Total for Sewer Fund</b>	<b>5,750,387.00</b>	<b>5,838,764.36</b>	<b>462,209.05</b>	<b>3,116,493.71</b>	<b>36,368.51</b>	<b>2,685,902.14</b>	<b>46.00</b>

# City of Dover

## Revenues of Major Funds

January 31, 2010

(General Fund Includes Property Taxes and Education Revenues)

Account	Original Budget	Adjusted Budget	Revenues This Period	Revenues Year To Date	Revenue Due	Uncollected %
<b>1000 General Fund</b>						
Taxes	59,830,787.00	59,830,785.63	15,909.70	60,002,311.90	(171,526.27)	(0.29)
Licenses & Permits	4,315,000.00	4,315,000.00	288,236.00	2,296,835.15	2,018,164.85	46.77
Intergovernmental	2,010,066.00	2,015,255.00	8,410.76	1,806,712.05	208,542.95	10.35
Charges for Services	3,131,457.00	3,131,457.00	423,247.27	1,539,505.36	1,591,951.64	50.84
Misc. Revenue	575,163.00	575,163.00	31,637.13	206,718.88	368,444.12	64.06
Education	13,211,005.00	13,211,005.00	853,339.33	8,043,347.45	5,167,657.55	39.12
Operating Transfers In	517,924.00	517,924.00	0.00	0.00	517,924.00	100.00
<b>Total for General Fund</b>	<b>83,591,402.00</b>	<b>83,596,589.63</b>	<b>1,620,780.19</b>	<b>73,895,430.79</b>	<b>9,701,158.84</b>	<b>11.60</b>
<b>3320 Residential Solid Waste</b>						
Charges for Services	1,077,465.00	1,077,465.00	73,778.51	563,041.73	514,423.27	47.74
Misc. Revenue	0.00	0.00	1.20	407.18	(407.18)	0.00
<b>Total for Residential Solid Waste</b>	<b>1,077,465.00</b>	<b>1,077,465.00</b>	<b>73,779.71</b>	<b>563,448.91</b>	<b>514,016.09</b>	<b>47.71</b>
<b>3381 McConnell Center</b>						
Misc. Revenue	691,903.00	691,903.00	48,760.62	337,491.47	354,411.53	51.22
Operating Transfers In	82,821.00	82,821.00	5,687.92	39,815.44	43,005.56	51.93
<b>Total for McConnell Center</b>	<b>774,724.00</b>	<b>774,724.00</b>	<b>54,448.54</b>	<b>377,306.91</b>	<b>397,417.09</b>	<b>51.30</b>
<b>5300 Water Fund</b>						
Charges for Services	4,141,633.00	4,141,633.00	669,622.93	2,102,746.65	2,038,886.35	49.23
Misc. Revenue	21,000.00	21,000.00	1,281.23	21,405.81	(405.81)	(1.93)
<b>Total for Water Fund</b>	<b>4,162,633.00</b>	<b>4,162,633.00</b>	<b>670,904.16</b>	<b>2,124,152.46</b>	<b>2,038,480.54</b>	<b>48.97</b>
<b>5320 Sewer Fund</b>						
Intergovernmental	154,097.00	154,097.00	84,010.00	489,524.00	(335,427.00)	(217.67)
Charges for Services	4,579,371.00	4,579,371.00	663,660.23	2,087,145.69	2,492,225.31	54.42
Misc. Revenue	32,000.00	32,000.00	1,282.03	23,510.17	8,489.83	26.53
Other Financing Sources	984,919.00	984,919.00	0.00	0.00	984,919.00	100.00
<b>Total for Sewer Fund</b>	<b>5,750,387.00</b>	<b>5,750,387.00</b>	<b>748,952.26</b>	<b>2,600,179.86</b>	<b>3,150,207.14</b>	<b>54.78</b>



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Pledge of Allegiance was led by Councilor Cruikshank.

### 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. PROCLAMATIONS/AWARDS – None

### 6. APPROVAL OF AGENDA

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

Vote: 9/0.

### 7. PUBLIC HEARINGS

#### A. ORDINANCE: MORNINGSIDE DRIVE STOP SIGN SPONSORED BY COUNCILOR WESTON

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

#### B. ORDINANCE: SHAWS LANE PARKING SPONSORED BY COUNCILOR WESTON

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

#### C. RESOLUTION: ADOPTION OF FY 2011-2016 CAPITAL IMPROVEMENTS PROGRAM (TO BE VOTED ON JANUARY 27, 2010) SPONSORED BY MAYOR MYERS BY REQUEST

**John Scruton, 99 Sixth Street:** He asked if the Tolend Road reconstruction project was part of the CIP.

Mayor Myers answered that the CIP did include the reconstruction of Tolend Road and Watson Lane.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Mr. Scruton said they have all heard how great the roads would be if they all could be reconstructed. He said it costs \$1 million per mile to reconstruct a street and \$100,000 to resurface. He said Sixth Street was reconstructed. After six years it was breaking up and after eight years they were patching it. He asked what the lifespan was of a road reconstruction, because he didn't believe it should be breaking up already with the amount of money that was spent.

**Douglas DeDe, 143 Locust Street:** He agreed with the suggestions floating around that the Tolend Road project shouldn't go forward. He said the sewer still needs to be completed, and a mound may need to be built at some point, which means there will be a lot of truck travel on the road. This had to be a citywide issue and not just a Ward 6 issue, because it is a citywide expense. He said until all the variables are clearly known this project should wait.

**Harvey J. Lynch, 26B Lincoln Street:** He said he was surprised he agreed with Mr. DeDe's comments. He asked where the money was coming from with all the delinquencies on taxes. He felt Dover was going to be bonded into bankruptcy.

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

**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**

**John Scruton, 99 Sixth Street:** He said bonding in the past has gotten the City into a lot of trouble. He said there has been a nonstop tax increase in the City for more than 10 years. He stated his property tax increases from 1999 to present. He said he is topping \$6,000 and doesn't know where he's getting the money. He said there is plenty of money to run the City, and would like an independent audit conducted that shows where the money is going.

**Harvey J. Lynch, 26B Lincoln Street:** He said he felt the City was over bonding. He asked for an explanation about the City bonding an employee's salary.

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

**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**

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



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

**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

**Eric Steltzer, 103 Henry Law Avenue, Chairman of the Dover Energy Advisory Committee:** He wanted to show his support for this Resolution in making the City more energy efficient.

**Douglas DeDe, 143 Locust Street:** He said he was in favor of the Resolution. He said it will make a big difference for the City, most particularly at the Dover Arena and McConnell Center.

**Harvey J. Lynch, 26B Lincoln Street:** He didn't see why the City had to front all this money to Johnson Controls before they do anything. He didn't understand why results won't be seen for seven years. He said Dover doesn't have a lot of money, and he felt the Council was giving it away.

**Aviva Grasso, 1 Pebble Hill Drive:** She said spending a little money now to do things right will save money down the road. The sooner this gets done the sooner the City can start saving.

**Gary Green, 18 Footbridge Lane:** He said he still stands firmly behind it. He clarified that the City will start seeing savings immediately, and seven years was the time period to pay off the bonding on the project.

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

### 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.*

**Douglas DeDe, 143 Locust Street:** He complimented the Council on the rearrangement of the Agenda. He said people sometimes come to the podium with erroneous and negative information. He said he had something positive to say about the very impressive brochure that was created by the Economic Development Director. He said his approach is spectacular, and tells the story of Dover well. He has volunteered to work pro bono with the Economic Development Director, who is looking to establish an outreach program. He asked for citizens to contact the City Clerk's office if they are interested in making contacts with businesses and selling the story of Dover.

**Eric Steltzer, 103 Henry Law Avenue, Chairman of the Dover Energy Advisory Committee:** He congratulated the Council on their election. He introduced himself and explained the role of the Dover Energy Advisory Committee. He invited everyone to the Button Up New Hampshire



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Program, which is a two hour presentation on energy efficiencies that everyone can do to be more energy efficient. He said it will also be aired on Channel 22.

**Harvey J. Lynch, 26B Lincoln Street:** He said he hated to sound negative, but he doesn't like the amount of money that is wasted in the City. He said what the Council did to Councilor Cheney was breaking the law. He said he sees things happening behind the scenes. He said he will try to be positive, but he was going to be watching them. He said it was the people's money and the Council should watch what they do.

**David Montenegro, 55 Union Street:** He congratulated the new Councilors. He referred to the Resolution regarding the video camera, and asked why the City felt there was a need for video cameras in the halls of the city buildings. He was concerned about privacy, and asked the Council to withhold this Resolution until it can be addressed. He referred to John Scruton's comments on December 9, 2009, where he recommended turning off traffic lights to induce traffic calming. He said the Council listened and one Sunday all the lights were blinking yellow, and the traffic was running smoother. He referred to the new guidelines for Citizen's Forum and asked for clarification on what constitutes City business. He said there many things the citizens are concerned about that might not be on the Agenda, and they should be able to talk about them.

**Aviva Grasso, 1 Pebble Hill Drive:** She congratulated the new Councilors. She heard some story about the inauspicious start last week, and hoped the Council will move forward positively as they said they would while campaigning. She said she was excited that the Button Up New Hampshire Program will be broadcasted, and she is looking forward to the expansion of Channel 22.

**Gary Green, 18 Footbridge Lane:** He congratulated the Councilors. He referred to the video camera resolution. As a member of the McConnell Center Advisory Board, they have determined a need for them. He wouldn't discuss the incidents, but he hoped the Council would vote for it.

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

### 9. CITY MANAGER'S REPORT

City Manager Joyal referred Page 21, Storm Management Summary. He said there have been six recorded storm events, expending \$84,000 to date. He wanted the Council to know that the City has 3 sidewalk tractors, and only the oldest model, 1986, is working at this time. He referred to the energy project, and said the City qualified for a second round of funding, \$200,000 to \$400,000, from Energy Efficiency Community Block Program Grant (EECB.) He said the City has applied for a low interest loan from the Community Development Finance Authority, who was awarded funds through the regional greenhouse gas initiative. He said the workshop next Wednesday will be dealing with finance issues. He said he hoped to have the final tax cap numbers available, and the County budget figures that are expected to be released.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Councilor Weston made a correction that Tolend Road landfill is in Ward 5. She asked about the mound that was mentioned during the public hearing.

City Manager Joyal said he didn't know anything about it.

Deputy Mayor Trefethen moved to accept the City Manager's Report; seconded by Councilor Garrison.

Vote: 9/0.

### 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

Deputy Mayor Trefethen moved to accept the Minutes as presented; seconded by Councilor Carrier.

Vote: 9/0.

### 11. MAYOR'S REPORT

Mayor Myers said the County plans to publicly release their budget on Friday, with a public hearing to be held on January 27<sup>th</sup>. He thanked the City Manager, Department Heads and staff for their assistance with the Council Orientation Sessions. He thanked City Clerk Lavertu and Ms. Bessette for their work on the inauguration. He said he did a few ribbons cuttings for the Chamber of Commerce and he had more coming up this month, which was positive sign for Dover. He invited the citizens to his Coffee with the Mayor session at Café on the Corner on Saturday, January 30<sup>th</sup>, 9:00 to 11:00 am.

Deputy Mayor Trefethen moved to accept the Mayor's Report; seconded by Councilor Garrison.

Vote: 9/0.

### 12. UNFINISHED BUSINESS

#### A. ORDINANCES IN THE 2<sup>nd</sup> READING

##### 1. MORNINGSIDE DRIVE STOP SIGN SPONSORED BY COUNCILOR WESTON

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

Roll Call Vote: 9/0.

##### 2. SHAWS LANE PARKING SPONSORED BY COUNCILOR WESTON



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Councilor Weston moved for its adoption; seconded by Councilor Nedelka.  
 Roll Call Vote: 9/0.

### **B. ORDINANCES IN THE 3<sup>rd</sup> 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

### **COMMITTEE REPORTS**

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

Mayor Myers asked the Council if they had any items they would like removed for further discussion.

Councilor Garrison asked to remove Item 13.A.4.

Councilor Carrier asked to remove Item 13.A.5.

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

Roll Call Vote: 9/0.

Deputy Mayor Trefethen moved for the approval of Item 13.A.4; seconded by Councilor Garrison.

Councilor Garrison discussed the different bidders on the project, and asked about the scope of work presented to them. He noted that CMA was awarded the project and has worked for the City previously. He asked if any change orders have been put in for these other projects.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

City Manager Joyal explained the process that the City uses on large construction projects; a qualifications based bidding process.

Mayor Myers asked for the City Manager's recommendation if the project was pushed back one year in the CIP.

City Manager Joyal recommended that the Council go forward with this Resolution.

Roll Call Vote: 9/0.

Deputy Mayor Trefethen moved for the approval of Item 13.A.4; seconded by Councilor Cruikshank.

Councilor Carrier referred to the discussions on security at the McConnell Center.

City Manager Joyal said this system would address security concerns in all the City buildings listed.

Roll Call Vote: 9/0.

### **B. RESOLUTIONS**

#### **1. RESOLUTION: AD-HOC FINANCIAL POLICY REVIEW COMMITTEE SPONSORED BY MAYOR MYERS**

Mayor Myers moved for its adoption; seconded by Councilor Cheney.

Vote: 9/0.

#### **2. RESOLUTION: SETTING OF PROPERTY TAX CREDIT FOR VETERANS FOR FY2011 SPONSORED BY DEPUTY MAYOR TREFETHEN**

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

Roll Call Vote: 9/0.

#### **3. RESOLUTION: APPOINTMENTS TO JOINT BUILDING COMMITTEE WOODMAN PARK SCHOOL SPONSORED BY MAYOR MYERS**

Mayor Myers moved for its adoption; seconded by Councilor Weston.

Councilor Cheney submitted paperwork to the Council. She spoke about her discussions with several attorneys who all agree that the Council is in violation of the State statute. She said the Council still hasn't received a written opinion from City Attorney Krans. She said she would abstain from the vote.

Mayor Myers made a point of order that if a Councilor was planning to abstain from a vote it was supposed to be done at the earliest possible moment, and then they leave the Council dais. He asked Councilor Cheney to rethink her position on abstaining from the vote.

Councilor Cheney said she has read the rules and will still abstain from the vote.

Mayor Myers asked the City Manager and City Attorney for guidance on the rules.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

City Manager Joyal said the Council Rule, Section 5-K stated: "Council members should only abstain from voting on a matter before the Council in limited circumstances involving a conflict of interest or other potential Oath of Office, City Charter or ordinance violation. The Council Member shall inform the presiding officer of their intention and reason for abstaining immediately following the motion and seconding of the question pertaining to the matter, but prior to the start of the debate (the Council Member abstaining may not move or second the question to be considered.) Only the Council member may decide if there is a need for their abstention based on a conflict of interest or other potential Oath of Office, City Charter or ordinance violation. Compliance with Chapter 22 of the Dover ordinance is required. In the event of an abstention the abstainer in effect, "consents" that a majority of the Council Members may act for him or her. Council Members abstaining from consideration of a particular item shall leave the Council dais and join the public observing the proceedings until conclusion of action upon the item as determined by the presiding officer."

Mayor Myers asked Councilor Cheney to leave the Council dais if she planned to abstain from the vote. Mayor Myers said any written submissions from Councilor Cheney will not be part of the record. He asked the City Manager or City Attorney to answer about what can be done about somebody's comments on the issue before they choose to abstain

City Attorney Krans explain the two reasons to abstain. The reason is a conflict of interest, and the Councilor needs to declare the conflict of interest. The second reason for a Councilor to abstain is they just don't feel like voting. The Council Rules states that every Council has a duty to vote, but they won't be required to vote. He said the public has a right to know that is the position of the Councilor. He said Councilor Cheney has not stated why she is abstaining from the vote.

Mayor Myers asked Councilor Cheney return to the dais and state her reason for abstaining from the vote.

Councilor Cheney stated: "During the oath of office I swore to the regulations of the constitution and laws of the State of New Hampshire, the Charter and Ordinances of the City of Dover. In light of it all I feel there is a violation of the State statute, and therefore my oath of office, and I am abstaining from voting on this Resolution."

Mayor Myers suggested that the Council move on with the discussion and vote on the Resolution.

Roll Call Vote: 8/0. Councilor Cheney abstained.

### 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**

Deputy Mayor Trefethen moved to refer to a public hearing on January 27, 2010; seconded by Councilor Weston.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Deputy Mayor Trefethen said they have to update for some of the dates in this Resolution and they will be incorporated into a substituted version.

Vote: 9/0.

### 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**

Deputy Mayor Trefethen moved for the acceptance of Council Correspondence; seconded by Councilor Cruikshank.

Vote: 9/0.

### 15. COUNCIL MATTERS OF INTEREST

Councilor Weston said the Joint Building Committee does two reports monthly: progress and financial. She asked if the Council wanted copies of the full report or a brief summary.

Councilor Cheney said the full reports are available online.

The consensus was to receive a summary.

Councilor Cheney said the paperwork that she submitted was presented as a Councilor and should be submitted as such. She said she spoke with the City Attorney after the meeting last week and he asked her to have one of the attorneys call him, but then there was a misunderstanding that the City Attorney couldn't talk to her. She said she received an email last night at 8:30pm, and she decided to call the attorney to ask him to clarify this. He said he was authorizing you to talk to Catherine Cheney about any and all matters without exception, and she is to be treated no differently than any other Council member. She said she did expect her correspondence to be put into the meeting minutes.

Mayor Myers said the Council has already chosen not to accept the written submission, and the Council has already accepted the Council Correspondence. He asked the Council if someone wanted to put forward a motion to suspend the rules. He said he will not accept it, but that Councilor Cheney could put it on another Agenda.

### 16. ADJOURNMENT

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

Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, January 20, 2010**  
Meeting Time: **7:00 pm**

### 1. CALL TO ORDER

### 2. MOMENT OF SILENCE

### 3. PLEDGE OF ALLEGIANCE

Councilor Carrier led the Pledge of Allegiance.

### 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. PRELIMINARY BUDGET DISCUSSIONS

Mayor Myers thanked members of the School Board and School Administrators for being present.

City Manager Joyal gave a presentation on the preliminary budget, the need for prioritizing, and an overview of the concepts that the City will be employing.

Superintendent O'Connor discussed the handout regarding the budget impact on the schools.

City Manager Joyal went over a handout on an analysis of the tax cap.

Mayor Myers asked the Council if they had any direction to give to the City Manager and the School Board.

Councilor Carrier spoke about the \$5 million of proposed budget increases, and noted that there is only \$350,000 to work with because of the tax cap.

Discussion ensued on the tax cap and the budget.

Mayor Myers asked the public to come to the Council meetings and give specific advice to the Council.

Councilor Nedelka asked about the suggestion of changing the workweek to 4 days.

City Manager Joyal said there was some savings, but it required the cooperation of the unions that have scheduling contracts. He said the rationale was that the savings was minimal, but the impact would have been significant.

Mr. Appel, School Board Member, said the bottom line for the School Board of Ethics is that they will act in the best interests of the students in Dover. He said he will urge the School Board to bring a budget to the Council that reflects the needs of the students. He said the tax cap does give the Council the option to say that it is impossible to satisfy the needs of Dover without overriding.

Mayor Myers asked the Council to discuss areas that they don't want the City Manager to touch in the budget.

Councilor Cheney said she hoped the indoor swimming pool is left untouched, and she spoke about not adding any new positions.

Mayor Myers asked for a consensus on giving the City Manager direction on making the pools untouchable.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, January 20, 2010**  
Meeting Time: **7:00 pm**

There was no consensus.

Councilor Nedelka discussed waste collection and talked about raising the price of the bag and tag program.

Discussion ensued on the fee schedule and the process for updating it.

City Manager Joyal said it is looked at every year.

Councilor Carrier said \$5 million is a mountain to climb, and felt the citizens of Dover need to be prepared and ready to sacrifice and work with the City.

Mayor Myers said ultimately the Council is directing the City Manager to give his highest priority to public safety and infrastructure, and after that there is nothing untouchable.

### 6. GENERAL CIP DISCUSSIONS

Mayor Myers opened up discussion on the CIP.

Deputy Mayor Trefethen referred to Mayor Myers' proposed changes in the CIP, and asked for clarification on the delay in the Tolend Road/Watson Road project.

Mayor Myers said it was shifting the project and delaying the bonding by one year.

Deputy Mayor Trefethen discussed the out-years and asked if they should be discussed now.

Mayor Myers discussed his proposal of reducing the reserve fund allocation to \$150,000. He said after discussions with the City Manager, he was now recommending changing the heavy equipment line item that is presently coming out of the operating budget so that it would come out of the reserve account, and leave the reserve account allocation at \$300,000.

Councilor Nedelka said he would be interesting in seeing the Parks Improvements reduced to \$100,000 in 2015.

Mayor Myers discussed the reduction in the debt portion to \$1.3 million.

Councilor Cheney said the Tolend Road project was originally in the 2006 CIP, where it cost less. She said it was a safety hazard.

Mayor Myers discussed the water/sewer bonded projects.

Councilor Cheney asked for a list of the current projects that are bonded in the water fund, because she was concerned that it showed weakening.

Councilor Weston asked the City Manager for a date on the construction of the sewer main from the Willows to the Tolend Landfill.

City Manager Joyal said the construction will likely start at the end of the summer, and should be done by wintertime. He said there is a possibility of looking at alternatives routes, besides going through the Willows, which might reduce the costs. They're looking at going cross country from Tolend Road to County Farm, which would eliminate the need for a pumping station. They are also looking at going down Watson Road and tying into an existing pumping station.

Discussion ensued on moving CIP projects into future years.

Councilor Cheney referred to the City Manager's email regarding catch basins, and discussed moving out the engineering study.

Mayor Myers explained the new EPA regulations on cleaning the catch basins, and the proposed project of putting in a cement slab at the Tolend Landfill to store the sediment collected from the catch basins, saving money on Landfill tipping fees.

Councilor Cheney said they should wait for the actual mandates.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, January 20, 2010**  
Meeting Time: **7:00 pm**

Mayor Myers said the dredge cell will be closed in two years, and the City will be looking for a place to put this sediment to dry out before it goes to a landfill.

Mayor Myers asked for a consensus on removing this item from the CIP.

Councilor Cruikshank agreed that it should be removed.

Councilor Nedelka said it belonged in the CIP, because it was a plan.

Mayor Myers said the Council has a nonbinding consensus to move the Tolend Road/Watson Road project, removing the \$200,000 for heavy equipment in the operating budget, and reducing the Parks Improvements to \$100,000 in 2015.

City Manager Joyal said he will be preparing a draft of the CIP Resolution for the January 27<sup>th</sup> agenda.

Councilor Weston discussed her reasons for being against putting off the Tolend Road/Watson Road project.

### **7. CITIZEN'S FORUM**

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

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

### **8. ADJOURNMENT**

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

Vote: 9/0.

Handouts have been submitted with the minutes.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **6:30 pm**

### 1. CALL TO ORDER

### 2. MOMENT OF SILENCE

### 3. PLEDGE OF ALLEGIANCE

Deputy Mayor Trefethen led the Pledge of Allegiance.

### 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. DISCUSSION ON GOALS

Mayor Myers went over the seven objectives and their goals. He said the goals weren't prioritized in any particular order.

Objective #1 – Support open and respectful communication among Councilors, Department Heads, citizens, and the School Board.

- Appoint and establish guidelines for a legislative liaison
- Councilors will abide by Council rules of decorum
- Continue public outreach sessions

Mayor Myers asked about the timeframes on these items.

Deputy Mayor Trefethen said he felt they should appoint the legislative liaison soon, February 24<sup>th</sup> at the latest. He said guidelines would be ongoing as issues arise.

Mayor Myers asked the Council if they wanted to establish a deadline of February 24<sup>th</sup> to appoint someone, and have the guidelines be ongoing.

Consensus was yes.

Mayor Myers said abiding by the Council rules of decorum will be ongoing through December 31, 2011.

Consensus was yes.

Mayor Myers said continuing public outreach sessions will be ongoing through December 31, 2011.

Councilor Cheney discussed speak-out sessions. She said it would entail individual Councilors speaking to their constituents.

Mayor Myers asked if the consensus was to continue public outreach sessions through December 31, 2011.

Consensus was yes.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **6:30 pm**

### Objective #2 – Broaden revenue stream

- Maintain support and encourage economic development initiatives
- Identify and implement appropriate revenue sources

Mayor Myers asked the Council about a timeframe for these goals.

Councilor Hooper said most of these goals should be continuous.

Mayor Myers asked if there was consensus to start the first goal now and continue the length of their term.

Consensus was yes.

Mayor Myers asked if there was consensus to do the same for the second goal.

Consensus was yes.

### Objective #3 – Proactively educate the public regarding City services, policies, etc.

- Enhance the use of media and technology
- Continue to schedule public information sessions
- City Councilors will strive to provide accurate and factual information

Mayor Myers asked if there was consensus to start all these goals now and continue the length of their term.

Deputy Mayor Trefethen said the Media Specialist will be starting soon, and hoped to see a major thrust buy mid-summer in the first goal, and continue for the term.

Consensus was yes.

Mayor Myers asked the City Manager if the goals for the Media Specialist will be coming before the Council.

City Manager said that was correct. He said once the Council fully adopts these goals he will be coming before the Council with specific tactics they're going to undertake to achieve some of the objectives.

### Objective #4 – Maintain, improve, and manage infrastructure issues

- Review, implement, and update street and sidewalk policies
- Review, adopt, and manage the CIP
- Review, adopt, and manage the operational budget

Deputy Mayor Trefethen said the second and third items are ongoing, but the first item needed to be done before the Council adopts the budget, sometime in the Spring.

Discussion ensued about the timeframe and April 7<sup>th</sup> was the consensus.

Mayor Myers said the Council would be voting on the CIP this evening, but there will be another CIP next year, so the timeframe should be February 10<sup>th</sup> through December 31, 2011.

There was a consensus.

Mayor Myers asked the City Manager when he would be presenting the proposed budget to the Council.

City Manager Joyal said it will probably be April 14<sup>th</sup>.

Mayor Myers asked if there was consensus that managing the operational budget would start immediately and be ongoing.

There was a consensus.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **6:30 pm**

### Objective #5 – Promote citywide sustainability

- Create financially viable incentives to recycle
- Continue to review and update water sources and protections
- Explore opportunities to reduce commodity consumption
- Support appropriate conservation and open land initiatives

Councilor Cheney discussed the issue that the Tolend Superfund Site wasn't listed, and she felt it should be reviewed.

Mayor Myers said the site was being maintained by the EPA and was not part of Council goals.

He said the Council had no control of what was going to happen at the site.

Mayor Myers asked about timeframes on these goals.

Discussion ensued on the procedure and timeframe for the recycling goal.

City Manager Joyal said a good timeframe would be July 1<sup>st</sup>.

Mayor Myers asked for a consensus on the July 1<sup>st</sup> timeframe.

There was consensus.

Discussion ensued on the remaining three goals and there was a consensus that they would be ongoing.

### Objective #6 – Promote and maintain quality of life issues

- Prioritize and maintain an appropriate balance of municipal services
- Continue to support planning initiatives that relate to multimodal initiatives
- Promote volunteer activities
- Continue to be guided by the Master Plan

There was a consensus that all the goals be ongoing.

Deputy Mayor Trefethen said the first item is ongoing, but was talked about during the budget process. He felt it should have a June 1<sup>st</sup> date and then be ongoing after that.

Mayor Myers said he wanted to look into a new approach on promoting volunteer activities after the budget season, June 15<sup>th</sup> through September 1<sup>st</sup> timeframe. The staff could work on it over the summer.

Ms. Hooper said again that it should be ongoing.

There was a consensus that it was ongoing with a specific emphasis during the timeframe of June 15<sup>th</sup> through September 1<sup>st</sup>.

### Objective #7 – Plan and implement financial policies to promote the long term financial health of the City

- Appoint, review, and implement appropriate recommendations of the Financial Policy Review Committee
- Adopt a budget that follows City financial policies as adopted by the Council

There was a consensus to appoint members to the Financial Policy Review Committee by February 10<sup>th</sup>, then review and implement by the end of the year.

There was a consensus that the second goal would be ongoing.

Mayor Myers said they will draw a resolution to be voted on February 10, 2010.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **6:30 pm**

### 6. CITIZEN'S FORUM

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

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

### 7. ADJOURNMENT

Councilor Weston made a motion to adjourn; seconded by Councilor Garrison.

Vote: 9/0.

Meeting adjourned at 6:58 pm.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **7:00pm**

### 1. CALL TO ORDER

### 2. MOMENT OF SILENCE

Moment of Silence was observed during the Workshop.

### 3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was held during the Workshop.

### 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. PROCLAMATIONS/AWARDS – None

### 6. APPROVAL OF AGENDA

Councilor Cheney asked to remove Item 13.B.4.; seconded by Councilor Weston.

Vote: 9/0.

Councilor Hooper asked to add the School Board Report; seconded by Councilor Cruikshank.

Vote: 9/0.

Councilor Cruikshank made a motion to accept the amended Agenda; seconded by Councilor Nedelka.

Vote: 9/0.

### 7. PUBLIC HEARINGS

#### A. CHAPTER 3, ADMINISTRATIVE CODE, BOARDS AND COMMISSIONS – JOINT FISCAL COMMITTEE

SPONSORED BY DEPUTY MAYOR TREFETHEN AND COUNCILOR WESTON

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

### 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.*

**David Montenegro, 55 Union Street:** He stated that his comments were aimed at the experienced members of the Council. He said the City needed to learn to follow the laws, because they weren't just for citizens. He said there were laws that regulate how the City can



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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Meeting Time: **7:00pm**

operate, and he has seen over and over again City officials ignore the laws when it's convenient. He referred to RSA 91-A, the Right to Know Law, which allows citizens to gain access to public records. He said he expressed concern about the placement of surveillance cameras in City buildings, which passed at the last Council meeting, and filed an RSA 91-A Request for Information about this surveillance system. He said the City Attorney denied his request. He said he felt this should be public information, and the public has a right to know how the government of this City is spying on the people. He said this isn't the first time that the City has failed to comply with an RSA 91-A Request. He has had at least four requests denied. He found it appalling at the City's outright violation of the law. He said if he doesn't have the requested information in his hands tomorrow he will be suing the City of Dover. He already had the petition written. He said he was a patient man, but he was giving the City one last chance. He said it wasn't a threat, but a promise that he will be filing this suit bright and early Friday morning if the City doesn't reply or promise to reply to his requests. He said this flagrant violation of the law has to stop.

**Douglas DeDe, 143 Locust Street:** He commented on the weekly legislative report. He sent the Council an email regarding HB 1335, and said he is in opposition to the opinion of the City Manager and New Hampshire Local Government Center. It is their position that this will make real estate more fair, but adding the income that a property produces to the assessment formula. He didn't agree. He outlined to the Council and the press that income produced by a property is always a part of the process, and then that process determines the sale price. Therefore, the income is already a part of the assessment. He said to add this income in as a further element in this process is the same thing as taxing someone for the view that they have. He said it was a backdoor tax. He spoke about HB 1530, which he said probably wouldn't pass, because of pressure from the unions. He said it seeks to base retirement calculations only on regular pay. He said overtime, sick pay, car allowances, and calling allowances would no longer be a part of the calculation. He said if this passed it would go a long way to solve the insolvency of the New Hampshire retirement system. He said 7% of the people of New Hampshire are benefitting from the NH retirement system, which means that 93% are not being represented when the legislature does not support issues like this. He referred to HB 1128 and HB 1274, which reestablish some of the things that were taken away from the towns and cities: rooms and meals taxes and other revenue sharing. He said the public needs to hear what the towns and cities are being forced to pay by the State, and how the State is actually renegeing on what they promised to do. He referred to HB 1255, dealing with the principle of proportionality. He said he would submit to the City Clerk a letter he sent to the Judiciary Committee. He read a part of the letter into the record.

**William Hunt, 245 Back Road:** He spoke in favor of the conservation easement on Back Road. He said it was an important piece of land and should be preserved. He referred to the survey that was completed and people's comments to keep open lands.

**Donna Layton, 161 Back Road, Chairperson of Dover Open Lands Committee:** She was present to urge the Council's support for the resolution authorizing the Conservation Commission to purchase an interest in a 27.96 acre property on Back Road. She introduced Dwayne Hyde of the Nature's Conservancy.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **7:00pm**

**Dwayne Hyde, Director of Land Protection for the New Hampshire Chapter of the Nature's Conservancy:** He discussed the 28 acres of beautiful and ecologically significant property off Back Road, with 1900' frontage on the Cochecho River, and over 500' frontage on Back Road. He said the Nature's Conservancy is purchasing this property on behalf of the Great Bay Resource Protection Partnership for \$1.25 million, which is well under the appraised value of \$1.65 million. He said their funds were not adequate to cover the purchase price, and that is why they are asking the Council for \$250,000 from the City's Conservancy Fund, 20% of the purchase price. He said with a favorable vote from the Council, they will purchase the property in February, and then transfer ownership of the property to New Hampshire Fish & Game. The City will hold conservation restrictions on the property, but it would allow for wildlife habitat management, hiking trails, and even a parking lot.

**Ronald Huml, 199 Mast Road:** He spoke about the tax cap and how the City/School computed it. He said the -0.4% CPI number should be used. The base numbers 207.342 in 2007, and 215.303 in 2008 came up to 3.8%. In 2009 it decreased by .776. He asked what will happen next year if the City doesn't use the decrease this year. He asked if they will go back and count it towards an increase next year, because the base has gone down to 214.537. He said it should be recorded as a decrease, which amounts to \$113,843 for the City/County, and \$124,288 for the School. He said it wasn't fair to use zero, and he didn't read anywhere that it could be zero, and felt the City could be liable if it isn't corrected. He spoke about the Arena's budget, which has done a great job holding down costs. He noticed going through the budget that they had sufficient excess funds to cover the bonds and interest, but no funds were put in to cover the energy savings contract, which are 34%. He felt that it should have been either in the savings of the arena or as additional revenue to cover that part of the bond. He said they are trying to break even, but he would like to see the budget modified to include the energy savings contract. He said he received a few letters from concerned citizens, and one of their biggest concerns is the wages of the two top employees in the library, and felt \$235,000 for wages and benefits for two employees is too much money.

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

### 9. CITY MANAGER'S REPORT

City Manager Joyal discussed two items on the budget that he wanted the Council made aware of that he will continue to monitor: overtime and salaries that were not anticipated to continue. He said they have continued to hold the two police officers for the Downtown patrol, and the current budget does not have sufficient funds allocated to continue with those positions. He said they are looking at deferring a purchase of a police car, or trying to minimize or delay some expenditures elsewhere in the budget, which is something that he felt the City shouldn't do, but didn't have a choice. He said they were trying to keep the Downtown patrol intact, but they were still not aware if the City would be receiving the grant funds to cover the employ of these two officers. He didn't want to lose the officers and then find out shortly afterwards that they received the grant. He said the second issue had to do with overtime in the Fire Department. He said they have two employees who are being deployed overseas. He said Fire Chief Plummer is working on hiring a firefighter to help with coverage. He said it is the City's policy



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **7:00pm**

that the two employees continue to receive benefits while they are providing service to the country. He said this is something they will have to make accommodations for at year end. He wanted the public to be made aware that there will be a Dover Discussions meeting on February 11<sup>th</sup>, at 6:30 pm, in the cafeteria at the McConnell Center. He hopes to get some feedback about priorities as they pertain to the budget. He said he has invited citizens from Wards 1 & 2, but anyone was welcome.

Councilor Cheney asked the City Manager about the Citizen's Forum's comments regarding the 91-A requests.

City Manager Joyal said he was aware of threats of litigation, and he will not speak to that issue. He said the City is very conscientious about responding to all 91-A requests. He said there are certain governmental records that either do not exist and cannot be provided, or are related to confidential matters, which may include security of public facilities, legal opinions, and certain internal records that relate to personnel performance evaluations.

Councilor Cheney asked about Mr. Huml's comments about -0.4% versus zero.

City Manager Joyal explained that the tax cap was modeled after the City of Laconia's tax cap. He said no one expected the negative CPI number. He said that they have been informed that Laconia will be using 0% in their formula, and the language in the tax cap only discusses the increase. Therefore, they have decided to use 0% in the formula, which resulted in the City having \$38,000 allowed in their tax levy, and the School Department will be allowed \$180,000 in their tax levy.

Mayor Myers asked the City Manager to explain the energy efficiencies showing up in the Arena's budget.

City Manager Joyal said the Council chose to absorb the Arena Fund into the General Fund. As a result of that, all of the expenditures for the Arena Fund are part of the General Fund. The energy improvements are being made based on fund; the Sewer Fund and the General Fund are paying for their share. The improvements made at the Arena will see a savings that will be reflected in the budget for the Arena on the expense side of the equation. He said these savings will essentially be what pays for the costs of making the improvements over the next several years.

Councilor Garrison referred to the two employees being deployed overseas and continuing to pay for their benefits. He asked if that included wages and all benefits.

City Manager Joyal said they keep them whole, in terms of their wages, but one of them is actually making more in the service than with the City. He said the City will continue to pay their health and dental. He said the retirement is not paid.

Deputy Mayor Trefethen asked about the base numbers in the tax cap, and the fact that the City doesn't use them. He said there would be no "making up" as they go along.

City Manager Joyal said they only use the percentage number that the Department of Labor calculates.

Mayor Myers invited Economic Development Director Dan Barufaldi to speak to the Council. Mr. Barufaldi gave a presentation to the Council on the accomplishments of the Dover Business and Industrial Development Authority (DBIDA) for the past 10 months.

Councilor Garrison asked if the Enterprise Park Tenants Association was a financial obligation or a committee that oversees what happens in the park.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **7:00pm**

Mr. Barufaldi said the covenants for the park indicate that the tenants at some point will take on the landscaping of public areas. He said the Association, in combination with DBIDA, would govern the rules in the park, and DBIDA will have veto power for about 15 years.

Councilor Garrison asked if they pay maintenance fees for common areas.

Mr. Barufaldi said only on their property. He said this was the first year they had a landscaping crew in there to enhance the look of the public property. They also have three new signs.

Councilor Hooper asked about retail and empty stores..

Mr. Barufaldi said retail was suffering everywhere, but they have been able to help some companies improve their performance. He said there weren't many empty stores.

Mayor Myers said Mr. Barufaldi has done a tremendous job in a short period of time.

Deputy Mayor Trefethen moved to accept the City Manager's Report; seconded by Councilor Hooper.

Vote: 9/0.

### 10. APPROVAL OF MINUTES

#### A. January 6, 2010 – Workshop

#### B. January 13, 2010

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

Councilor Cheney referred to Page 7 of 9 of the January 13, 2010 and said she had a few corrections/additions. She referred to 13.B.3., the second sentence, "several" should be seven.

She wanted to add her quote after "Krans.": "She said, "I am submitting the two letters I have from the attorneys, past JBC appointment lists, with the supporting resolutions for the record.""

She referred to Page 8 of 9, after the Mayor asked her if she was planning to abstain. She wanted to add her quote: "If that resolution is currently the resolution on the floor it is a violation of my oath of office; yes." She referred to the bottom of the page, "During the oath of office," should be changed to "During my oath of office." She referred to "I swore to the regulations," and said it should be "I swore to the rules and regulations." The last change is between New Hampshire and the Charter, it should be "and the Charter."

Mayor Myers asked Councilor Cheney if she had these in writing to submit to the City Clerk.

Councilor Cheney said she would submit them to her.

Mayor Myers asked the Council if they had any objections to the changes. He went over the rules for minutes and the need for changes, which should be submitted to the City Clerk 24 hours prior to the meeting so there can be verification made. He said he was willing to look at these changes tonight. He also wanted to state that the minutes were not verbatim, but a summary for someone to get the gist of what occurred, because there are audio and video recordings available.

Deputy Mayor Trefethen said he will not be voting for these changes. He said he sees no reason to insert the language that could potentially be used in support of legal action. He said it doesn't need to be inserted because the exact wording is available on audio and video recordings.

Councilor Cheney said she did speak with the Clerk about not getting these changes to her sooner, but she felt as a courtesy and the only vote she has abstained to, that the record should reflect, and she quoted; "I respectfully request that the Council just update the minutes, and she will get the exact quotations from the record."



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **7:00pm**

Mayor Myers said he would be willing to support the change of several to seven if it was separated out, but he agreed with Deputy Mayor Trefethen's remarks.

Councilor Cheney said she is just asking for a few verbatim quotes to be included in the minutes. Mayor Myers said there were two options: separate out the changes and vote on them, or table the January 13, 2010 minutes.

Councilor Cheney said she would be in favor of tabling the minutes.

Mayor Myers said it would be up to Councilor Cheney to submit the changes to the City Clerk, and the Council will have an opportunity to review the exact submissions.

Councilor Nedelka made a motion to separate the two meeting minutes; seconded by Councilor Cruikshank.

Vote: 9/0.

Mayor Myers asked for a vote on the January 6, 2010 – Workshop minutes.

Vote: 9/0.

Councilor Cheney made a motion to table the January 13, 2010 minutes until the next meeting; seconded by Councilor Carrier.

Vote: 8/1; Passed. Deputy Mayor Trefethen was opposed.

### 11. MAYOR'S REPORT

Mayor Myers asked for volunteers to serve on the Skyhaven Airport Commission and Arts Commission. He also asked for a Council liaison for the Arts Commission. He asked citizens who are interested in serving to contact the City Clerk's office. He attended Elizabeth Bennett's 100<sup>th</sup> birthday party last week at Watson Fields. He attended the Goals Setting meeting with the Council, and felt a lot was accomplished. He was 1 of 9 judges at the Cochecho Arts and Technology Academy's Poetry Out Loud competition. He attended the annual Greater Dover Chamber of Commerce dinner/award ceremony. He congratulated Phil and Donna Rinaldi as citizens of the year, Dover Rotary as non-profit organization of the year, Jewelry Creations as small business of the year, and Liberty Mutual as large business of the year. He attended his first Municipal Advisory Committee meeting at the Local Government Center. He thanked Federal Savings Bank and the Chamber of Commerce for hosting yesterday's Economic Outlook Breakfast Forum. He did several ribbon cuttings for the Chamber of Commerce. He said he'll be having one of his Coffee with the Mayor sessions this Saturday, at 9:00 am, at Café on the Corner.

Deputy Mayor Trefethen moved to accept the Mayor's Report; seconded by Councilor Cheney.

Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **7:00pm**

### 12. UNFINISHED BUSINESS

#### A. ORDINANCES IN THE 2<sup>nd</sup> READING

##### 1. CHAPTER 3, ADMINISTRATIVE CODE, BOARDS AND COMMISSIONS – JOINT FISCAL COMMITTEE

SPONSORED BY DEPUTY MAYOR TREFETHEN AND COUNCILOR WESTON

Deputy Mayor Trefethen moved for its approval; seconded by Councilor Weston. Deputy Mayor Trefethen said this was a complete replacement for the previous ordinance. He said the dates have been changed from the original version to better meet the timeline for the School Board.

Roll Call Vote: 9/0.

Mayor Myers asked the Council if they wanted to suspend the rules to move Item 13.B.3., because he felt the citizens in the audience were waiting for it to be discussed and voted on. Councilor Cheney made a motion to suspend the rules to move Item 13.B.3. up to be discussed at this point; seconded by Councilor Hooper.

Roll Call Vote: 9/0.

Deputy Mayor Trefethen moved for the approval of Item 13.B.3.; seconded by Councilor Nedelka.

Deputy Mayor Trefethen clarified that the \$250,000 the City is contributing to this purchase does not come from property taxes, but from the fees collected from land that was taken out of current use and put into the Conservation Fund.

Roll Call Vote: 9/0.

#### B. ORDINANCES IN THE 3<sup>rd</sup> READING - None

#### C. RESOLUTIONS

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

SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved for its approval; seconded by Councilor Nedelka. Mayor Myers referred to the handouts on the Councilor's desks, which was a substitution based on the consensus that was reached last week. He said there was a consensus to take the \$200,000 under Community Services Heavy Equipment and change the funding source from Operating Budget to Reserve Finance. The second change was to push each segment of the Tolend Road/Watson Road project back a year. The third change was to reduce the amount to \$100,000 for the Amanda Howard Park under Culture and Recreation. The fourth change was anticipating adding a capital reserve sometime in the future for the parks under Culture and Recreation.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **7:00pm**

Councilor Cruikshank made a motion to substitute the changes as a whole; seconded by Deputy Mayor Trefethen.

Vote: 9/0.

Councilor Garrison submitted a letter from Richard Long, 11 Fairview Avenue, into the record, and discussed it with the Council. He made a motion to amend the line item to improve the Amanda Howard Park back to \$200,000 and move the year back to 2014; seconded by Councilor Weston.

Councilor Cheney asked Councilor Garrison if he would agree to a friendly amendment to change the amount to \$150,000, and keep it a year earlier.

Councilor Garrison said that would be fine. Councilor Weston also agreed.

Mayor Myers asked for a vote on the amendment.

Vote: 9/0.

Deputy Mayor Trefethen said the Planning Board recommended that the Council review all the School Projects in the out years. He said the Planning Board wanted to voice their concerns with the numbers and have a discussion about it.

Councilor Weston said she was against pushing out Tolend Road. She referred to the 2007-2012 CIP where Tolend Road/Watson Road was on it, and that due to increases in the price of asphalt the cost has gone up \$500,000. She felt the City would be saving a substantial amount by coordinating the sewer and road reconstruction project, which would mean not pushing out the reconstruction a year.

Mayor Myers said the engineering work has just started a few weeks ago on this project, and the costs will be refined.

Councilor Weston made a motion to amend and shift Tolend Road/Watson Road back to 2011-2012, and amend the dollar amount back to \$2.5 million from \$2 million; seconded by Councilor Cheney.

Councilor Hooper asked how the clean-up of the Tolend Road Landfill is going to affect the road.

City Manager Joyal said there wouldn't be any significant truck travel. He said the sewer is being done this summer, and the road construction wouldn't be done until after that. He said they ideally wanted to let the sewer line sit for a year and then construct the road in the next construction season.

Mayor Myers said he doesn't want to move this project because he realizes that it needs to be done, but this was moved to save the money.

Councilor Weston asked the City Manager if the City has changed their philosophy to coordinate sewer and reconstruction projects together. She said there were parts of the road that were disintegrating and won't be there in the spring. She officially wanted to mention a pothole in front of the Towle property that needed immediate attention.

City Manager Joyal said the City typically does a project in consecutive construction seasons, because it allows for settling of the sewer line. He said the City does fill potholes and does not want to give the impression that the City allows the roads to be dangerous.

Mayor Myers asked for a vote on the amendment.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **7:00pm**

Vote: 2/7; Failed. Councilors Cheney and Weston voted in favor.

Councilor Cheney made a motion to move the \$30,000 engineering study for catch basins to 2012, and the second piece for \$150,000 to 2013. There was not a second.

City Manager Joyal discussed the staff opinions on projects in the out years. He said the staff is comfortable with moving Broadway's reconstruction out one year; \$200,000 to 2013, and \$2.5 million to 2014. He said Broadway's water project for \$500,000 should also be moved to 2014.

Deputy Mayor Trefethen made a motion to amend the Broadway project; seconded by Councilor Hooper.

Vote: 9/0.

Councilor Nedelka made a motion to increase the amount to \$2.5 million for the Tolend Road/Watson Road project in 2012; seconded by Deputy Mayor Trefethen.

Vote: 9/0.

Councilor Hooper made a motion to adopt the Resolution as amended; seconded by Councilor Garrison.

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

### **2. RESOLUTION: APPROPRIATION FOR FY2011 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING** SPONSORED BY MAYOR MYERS BY REQUEST

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

Deputy Mayor Trefethen moved to remove Item #1, \$2 million for the Tolend Road/Watson Road project; seconded by Councilor Cruikshank.

Vote: 7/2; Passed. Councilors Cheney and Weston were opposed.

Deputy Mayor Trefethen moved to remove Item #2, \$200,000 for the Broadway project; seconded by Councilor Cruikshank.

Vote: 9/0.

Councilor Hooper made a motion to adopt the Resolution as amended; seconded by Councilor Garrison.

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

### **3. RESOLUTION: APPROPRIATION FOR FY2011 CAPITAL IMPROVEMENTS PROGRAM – NON-DEBT FINANCED PROJECTS** SPONSORED BY MAYOR MYERS BY REQUEST

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

Roll Call Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
 Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
 Meeting Date: **Wednesday, January 27, 2010**  
 Meeting Time: **7:00pm**

**4. RESOLUTION: REAUTHORIZATION OF GENERAL FUND CIP APPROPRIATION OF ENERGY EFFICIENCY PROJECTS AND AUTHORIZATION FOR BONDING SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor Weston. Mayor Myers said this was back before the Council because of a technicality. He said nothing has changed from what was voted on months ago.  
 Roll Call Vote: 8/1; Passed. Councilor Cheney was opposed.

**13. NEW BUSINESS**

**A. CONSENT CALENDAR**

- 1. RESOLUTION: AUTHORIZATION TO ENTER INTO AGREEMENT FOR DEPARTMENT OF JUSTICE GRANT SPONSORED BY MAYOR MYERS BY REQUEST**
- 2. RESOLUTION: B10023 CUSTODIAL SERVICES @ MCCONNELL CENTER SPONSORED BY MAYOR MYERS BY REQUEST**
- 3. RESOLUTION: COMPUTER EQUIPMENT STATE OF NH CONTRACT WITH DELL SPONSORED BY MAYOR MYERS BY REQUEST**

**COMMITTEE REPORTS**

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

Mayor Myers asked the Council if they had any items they would like removed for further discussion.

Councilor Garrison asked to remove Item 13.A.1.

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 to adopt item 13.A.1.; seconded by Councilor Garrison. Councilor Garrison discussed his conversation with Police Chief Colarusso. He said after receiving the Police Chief's assurances about this issue he fully supported this Resolution.  
 Roll Call Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **7:00pm**

### B. RESOLUTIONS

**1. ESTABLISHMENT OF PARKS IMPROVEMENT CAPITAL RESERVE FUND  
SPONSORED BY COUNCILOR NEDELKA AND COUNCILOR CARRIER**

Deputy Mayor Trefethen moved to refer to a Public Hearing on February 10, 2010; seconded by Councilor Cruikshank.

Vote: 9/0.

**2. INFILTRATION AND INFLOW REDUCTION DESIGN PROJECT SILVER STREET  
UNDER SPAULDING TURNPIKE AND UNDER ROUTE 155  
SPONSORED BY MAYOR MYERS BY REQUEST**

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

**3. RESOLUTION: AUTHORIZATION FOR THE PURCHASE OF AN INTEREST IN  
PROPERTY USING CONSERVATION FUNDS BY THE CITY OF DOVER  
CONSERVATION COMMISSION  
SPONSORED BY DEPUTY MAYOR TREFETHEN AND COUNCILOR NEDELKA**

Motion was made to suspend the rules and move up on the Agenda to after Item 12.A.1.

**4. RELEASE OF ATTORNEY OPINIONS DATED 9/4/2009, 12/21/2009 and  
12/24/2009  
SPONSORED BY COUNCILOR CHENEY**

Councilor Cheney withdrew Resolution.

### C. ORDINANCES IN 1ST READING

**1. CHAPTER 3, ADMINISTRATIVE CODE; 3-73 MCCONNELL CENTER ADVISORY  
COMMITTEE  
(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 10, 2010)  
SPONSORED BY MAYOR MYERS BY REQUEST**

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

Mayor Myers said the substitution change was to remove alternates on the committee.  
Deputy Mayor Trefethen moved to refer the substituted resolution to a Public Hearing on February 10, 2010; seconded by Councilor Weston.

Vote: 9/0.

### 14. COUNCIL CORRESPONDENCE – None



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, January 27, 2010**  
Meeting Time: **7:00pm**

### 15. COUNCIL MATTERS OF INTEREST

Councilor Cheney said a lot of the Councilors ran their elections indicating that they wanted to be independent, open and transparent, and civil. She said part of that is to disclose information that is circulated among the Council. She said she would like the Council to get a handle on what is covered and what is not covered under RSA 91-A. She referred to the New Hampshire Attorney General's memo and discussed how everything is open to the public, and every department is subject to RSA 91-A. She also discussed that if the City feels threatened by a lawsuit or claim, that those records have to be kept at the City Clerk's office for a minimum of ten years. She discussed confidential memos received from the City Attorney, an attempt to circumvent disclosure, and the following Resolutions to release them.

Mayor Myers reminded the Council of the February 6<sup>th</sup> orientation at the New Hampshire Local Government Center.

### 16. ADJOURNMENT

Deputy Mayor Trefethen moved to adjourn; seconded by Councilor Cheney.  
Vote: 9/0.



**CITY OF DOVER**

## CITY OF DOVER - ORDINANCE

**Agenda Item#: 12.A.1.**

Ordinance Number:

Ordinance Title: **O – 2010.01.27 – 2**

Chapter: Chapter 3, Administrative Code; 3-73 McConnell Center  
Advisory Committee

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 amending Section 3-73 entitled “McConnell Center Advisory Committee”

### 2. AMENDMENT

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

“3-73: McConnell Center Committee

**A. MEMBERSHIP:** The McConnell Center Committee shall consist of nine (9) regular members

(1). The membership shall include two (2) tenants, one (1) member of the Recreation Advisory Board, one (1) ex-officio representative of the City Council and five (5) other members. The ex-officio member shall have voting rights.

**B. TERMS OF MEMBERS:** Members shall be appointed for three (3) year terms to achieve a committee with staggered terms. The terms for initial member appointments shall be made to allow for subsequent appointments to occur on a staggered basis with three members appointed for three (3) year terms, two (2) members appointed for two (2) year terms and two (2) members appointed for one (1) year terms. Subsequent appointments of regular members shall be appointed consistent with staggered terms.

**C. AUTHORITY AND DUTIES:** The McConnell Center Committee shall serve in an advisory capacity to the City Council and City Manager for the following purposes:

1. Advocating the mission of the McConnell Community Center;
2. Reviewing the operations budget recommended to the City Manager;
3. Assisting in the creation and dissemination of publicity;
4. Fostering collaborative programming;
5. Reviewing and recommending policies; and
6. Reviewing the governance structure.

**D. RULES:** The Committee shall adopt operating rules subject to the approval of the City Council.

### 3. TAKES EFFECT

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

## AUTHORIZATION

Document Created by: Legal  
Document Posted on: February 5, 2010

O-2010.01.27 McConnell Center Advisory  
Page 1 of 4



**CITY OF DOVER**

## CITY OF DOVER - ORDINANCE

**Agenda Item#: 12.A.1.**

Ordinance Number:

Ordinance Title: **O – 2010.01.27 – 2**

Chapter:

Chapter 3, Administrative Code; 3-73 McConnell Center  
Advisory Committee

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Myers  
By Request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - ORDINANCE

**Agenda Item#: 12.A.1.**

Ordinance Number:  
 Ordinance Title: **O – 2010.01.27 – 2**  
 Chapter: Chapter 3, Administrative Code; 3-73 McConnell Center  
 Advisory 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 - ORDINANCE

**Agenda Item#: 12.A.1.**

Ordinance Number:  
Ordinance Title: **O – 2010.01.27 – 2**  
Chapter: Chapter 3, Administrative Code; 3-73 McConnell Center  
Advisory Committee

### **ORDINANCE BACKGROUND MATERIAL:**

The McConnell Center Advisory Committee was originally formed by the City Council with eleven (11) members. This was conceived as a way to adequately represent the various parties involved in the building's purpose and operation.

The original breakdown of positions was as follows:

- 5 Community Members
- 3 Representatives of the Buildings Tenants
- 1 City Council Representative
- 1 Recreation Advisory Board Member
- 1 Planning Board Member
- McConnell Center Administrator (Ex-Officio) Staff to Committee

After a year of operations it was determined that a Planning Board Member could no longer hold a seat as it was in conflict with their Planning Board duties as defined by law. That position was converted to a Community Member seat.

In the second year of meetings there were several situations that there was no quorum present as six (6) people were required to be in attendance and at the same time it was becoming more difficult to find people to fill vacant positions.

In the summer of 2009 it was suggested that the committee be reduced in number so it would be easier to have a quorum present and to have all of the same groups represented. The proposed change will allow for this to occur. The McConnell Center Advisory Committee voted to approve this change at their September 28, 2009 meeting.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.1.

Resolution Number: **R – 2010.01.27 – 14**

Resolution Re: Establishment of Parks Improvement Capital Reserve Fund

WHEREAS: The City Council annually adopts the City’s Capital Improvements Program (CIP); and

WHEREAS: The City Council adopts the City’s Annual Operating Budget, which may include appropriations for capital outlay; and

WHEREAS: The City Council desires to establish a capital reserve trust fund to hold and invest amounts designated for certain park related capital needs until such time as the funds are required;

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

In accordance with NH RSA 34, a capital reserve fund is established titled Parks Improvement Capital Reserve for the deposit of any funds appropriated through the City’s annual operating budget or other funding sources or contributions, with said funds to be held in custody by the Board of Trustees of the Trust Funds. The funds are to be used for the purpose of improvements and repairs to existing park facilities and equipment.

AND, FURTHER BE IT RESOLVED;

The City Manager is designated as the agent to carry out the purposes of the reserves, only after a vote by the City Council to expend such funds for each project as previously identified within the City’s Capital Improvements Program and/or annual operating budget.

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Councilor Jan Nedelka  
Ward 3  
Councilor Robert Carrier  
Ward 1

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

Recorded by: Karen Lavertu  
City Clerk

**NOTE: This resolution requires a majority favorable vote for passage after a public hearing.**





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.1.

Resolution Number: **R – 2010.01.27 – 14**

Resolution Re: Establishment of Parks Improvement Capital Reserve Fund

### RESOLUTION BACKGROUND MATERIAL:

In accordance with NH RSA 34, a City may establish a Capital Reserve Fund once a public hearing has been held on the proposal and the City Council votes to approve creating the Reserve.

The intent of a Capital Reserve Fund is to allow the community to set aside funds on an annual basis and allow them to accumulate for a designated purpose related to future capital projects. When adequate funding has been accumulated and the timing is appropriate, projects may be identified in the CIP and authorized by vote of the City Council to be funded from this fund.

The Parks Improvement Capital Reserve Fund is to be established for projects related to making capital improvements to existing park facilities. The reserve fund is explicitly for making facility improvements within existing parks and not to purchase land or create new parks. The reserve fund is NOT intended to take the place of budgeting funds for ongoing routine grounds maintenance (mowing, wood chips, etc), and occasional mechanical repairs. The funds may be used for the replacement of equipment (play sets, swing sets, etc.) which has met or exceeded its expected useful lifetime, or been irreparably damaged.

The Parks Improvement Capital Reserve Fund purpose is consistent with the recent master plan update in which the public identified the two greatest needs for Dover's parks and facilities as 'Improve what Dover has' (53.1% of respondents) and 'Maintenance' (39.3%). Only 4.0% of the public identified 'More parks' as a need. (p.14, Recreation Chapter, Dover Master Plan). In addition, the Parks Improvement Capital Reserve Fund responds to the 2009 Citizen Survey results that indicated a need for improving park facilities due to the "below benchmark" rating for City parks.

The Parks Improvement Capital Reserve fund will be financed from annual appropriations made by the City Council in adopting the operating budget; not debt. Other funding sources to be voted by the Council at a future date may include annual transfer from the gravel fund, and the addition of \$1.00 to the current \$5.00 per user fee charged to leagues and organizations that use public park facilities.

Following is an estimate of the relationship between annual appropriations for the Parks Improvement Capital Reserve and the time to make improvements to existing parks. The estimates are intended to help current and future councils understand the impact of such appropriations from a long-term planning perspective.

Chapter 4 of the 2009 Recreation Chapter of the Dover Master Plan divides the parks and facilities within Dover into ten categories. For the purposes of the Parks Improvement Capital Reserve, four are given consideration: pocket parks, tot-lots, neighborhood parks, and community parks, for a total of 25 parks. The remaining categories include items not as relevant to city funding, such as private facilities and state parks, or partnered facilities where maintenance funding is handled under different arrangements, such as city-owned ballfields and school parks. This does not exclude these other facilities from being improved with such funds, but merely simplifies the exercise of estimating the relationship between funding and a 'refresh cycle' on parks.

In this projection, an average approximation is used to represent each of the four categories of parks; this approximation is intended to represent the cost of replacing equipment or adding new equipment appropriate for the park. The following approximations were used (number of qualifying parks is noted parenthetically):



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.B.1.

Resolution Number: **R – 2010.01.27 – 14**

Resolution Re: Establishment of Parks Improvement Capital Reserve Fund

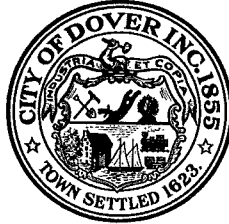
Pocket Park (4): \$4,000  
 Tot-lots (2): \$20,000  
 Neighborhood Park (6): \$25,000  
 Community Parks (13): \$25,000

These numbers are average approximations because not all parks serve the same needs or have the same costs; a direct comparison of the Dover Skate Park to Garrison Hill Park shows different user demographics, different equipment needs, and a different total cost.

The total cost to improve all included parks based on the respective approximations comes to \$531,000. The average lifetime of most playground equipment is 15-20 years. This lifetime can vary based on build quality, quality of maintenance, frequency of use and other factors - there are some pieces of playground equipment in Dover now which well exceed this lifetime, and are still quite serviceable. Others experience higher rates of appropriate use (or – unfortunately – vandalism) and require more frequent repair or replacement.

Annual contribution of Parks Improvement Capital Reserve	Cycle time to improve all parks (in years)
5000	106
10000	53
15000	35
20000	26
25000	21
30000	17

The funding for the Parks Improvement Capital Reserve will be appropriated annually by the City Council and will realistically vary from year to year; the above table is intended to provide a sense of the funding impact to the frequency of improvements to parks; not to set a bar for 'required' annual funding. These approximations will need to be adjusted over time for inflation or other factors.



APPLICATION  
CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: DOVER MAIN STREET

Federal Tax ID number for Organization: 002-9043

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

Contact Person: Cheryl Murphy Michelle Sawyer Day Time Telephone: 603-502-8455 603-866-1167

Address: 288 Central Ave, Dover Email Address: info@dovermainstreet.org

Purpose of Permit: TASTE OF DOVER EVENT - RAFFLE - DOOR PRICES - ENTERTAINING

Date of Event: THURSDAY MARCH 4<sup>th</sup>, 2010 Specific Time: 5-11 pm.

Location of Event: MILLWORKS CAFE, 383 CENTRAL AVE, DOVER

\*\*\*\*\*

(Raffle Permit only)

Prize (s) To Be Awarded: 50/50

Amount of Donation: 50/50 Date of Drawing: 3/4/10 Specific Time: 8:00pm

Place of Drawing: MILLWORKS CAFE, 383 CENTRAL AVE, DOVER

\* 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](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

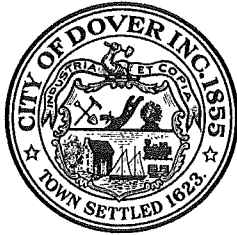
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.  
I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: [Signature] Date: 1/25/10

Licensing Board approval [Signature] Date: 2/3/10  
Revised 03/17/08

10 JAN 28 PM 1:48  
CITY OF DOVER

[Handwritten signature]



CITY OF DOVER  
10 JAN 28 PM 2:34

### APPLICATION CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Portsmouth Christian Academy

Federal Tax ID number for Organization: 02-0465448

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

Contact Person: Elizabeth Nanda Day Time Telephone: 603.742.3617 x142

Address: 20 Seaborne Drive Email Address enanda@pcaschool.org

Purpose of Permit: Raffle

Date of Event: March 13, 2010 Specific Time: 8:30 - 1:00

Location of Event: 20 Seaborne Drive, Dover, NH 03820

\*\*\*\*\*

(Raffle Permit only)  
Prize (s) To Be Awarded: Parking Space

Amount of Donation: \$10.00 Date of Drawing: March 13, 2010 Specific Time: 8:30 - 1:00

Place of Drawing: Portsmouth Christian Academy Seaborne Dr.

\* 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](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

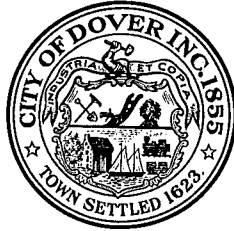
\*\*\*NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

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: E Nanda Date: Jan. 26, 2010

Licensing Board approval (Signature) Date: 1/28/10  
Revised 03/17/08

OK W / (Signature)



RECEIVED  
DOVER CITY CLERK  
DOVER, NH

2010 FEB -1 P 1:52

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: STRAFFORD RIVERS CONSERVANCY, INC

Federal Tax ID number for Organization: 02-0430387

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

Contact Person: ANNA BOUDREAU Day Time Telephone: 603-557-7561

Address: PO Box 623  
DOVER, NH 03821 Email Address ANNABOUDREAU@COMCAST.NET

Purpose of Permit: RAFFLE TO RAISE OPERATING FUNDS

Date of Event: 6/11/10 Specific Time: NONE

Location of Event: DOVER, NH

\*\*\*\*\*  
(Raffle Permit only) - 2 AIRLINE TICKETS OR \$1200 CASH  
Prize (s) To Be Awarded: - 2 SHOW / HOTEL TICKETS OR \$500 CASH

Amount of Donation: \$25<sup>00</sup> Date of Drawing: 6/11/10 Specific Time: N/A

Place of Drawing: DOVER, NH

\* 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](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

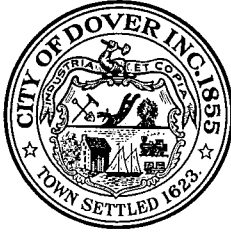
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I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.  
I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: Anna Boudreau Date: 2/1/10

Licensing Board approval [Signature] Date: 2/3/10  
Revised 03/17/08

OK  
W/f



CITY OF DOVER  
11 FEB -2 PM 3:35

APPLICATION  
CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: DOVER YOUTH FOOTBALL INC

Federal Tax ID number for Organization: 20-1507167

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

Contact Person: RICHARD JOHNSON Day Time Telephone: (603) 312-2997

Address: PO BOX 1638 DOVER, NH 03821 Email Address RICHARD JG28@COMCAST.NET

Purpose of Permit: ANNUAL FUND RAISING DRIVE

Date of Event: 9/9/10 through 9/11/10 Specific Time: 9/9 + 9/10 : 4 PM to 8 PM  
9/11/10 10AM to 2 PM

Location of Event: VARIOUS DOVER, NH MERCHANTS

\*\*\*\*\*

(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](http://doj.nh.gov/publications/charitable_forms.html).

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

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

Signature: [Signature] Date: 2/2/10

Licensing Board approval [Signature] Date: 2/3/10  
Revised 03/17/08

OK  
Wf



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R - 2010.02.10 – 18**

Resolution Re: B08039 Electrical Services Contractor Final year #3

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

WHEREAS: The bid response deemed most advantageous to the City was submitted by Ewing Electrical Company Inc with rates for services rendered as stated in the results section of this resolution. Award of this bid was approved by city council on January 9, 2008 resolution # 12A7; and on January 14, 2009 for second year of agreement; and

WHEREAS: The City of Dover has found the current arrangement to be mutually satisfactory and would like to extend the agreement for the third and final year at the same rates as submitted in Bid B08039 by Ewing Electrical Company.

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

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

### Financing

Account	Description	Appropriation	Balance
Various	See table in background		

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Scott Myers  
By request

Approved for Legal Compliance: 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 - 2010.02.10 – 18**

Resolution Re: B08039 Electrical Services Contractor Final year #3

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

<b>VOTING RECORD</b>		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
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 - 2010.02.10 – 18**

Resolution Re: B08039 Electrical Services Contractor Final year #3

## RESOLUTION BACKGROUND MATERIAL:

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

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

Ewing Electric has offered a final year (3) arrangement with no rate increase.

THE FOLLOWING TABLE IS A SUMMARY OF YEAR #2 EXPENSE AND ACCOUNTS USED. THESE MAY NOT BE SAME ACCOUNTS TO BE USED FOR YEAR #3 AS NEED IS UNKNOWN.

Spent 2009	account used	Appropriations 2010	balance 1.25.2010
126.00	1000-41941-4431-0000-00-30	13,500.00	4,954.73
11,785.05	1000-41991-4529-0000-00-19	reimbursed by Local Government Center	
128.99	1000-42150-4651-0000-00-21	6,800.00	4,174.94
692.16	1000-42280-4431-0000-00-22	7,900.00	1,807.43
200.64	1000-43160-4443-0000-00-30	3,000.00	1,956.90
713.03	1000-43180-4431-0000-00-30	80,154.00	76,853.49
207.12	1000-43180-4432-0000-00-30	83,000.00	63,184.16
596.83	1000-45500-4431-0000-00-39	3,800.00	1,769.24
2,099.96	3381-41941-4431-0000-00-30	73,200.00	35,530.00
339.04	4000-41941-4651-1101-00-30	-	-
1,144.00	4008-42280-4681-2202-08-22	-	-
8,340.54	4008-43180-4725-1101-08-30	-	-
25,482.72	5300-43320-4433-0000-00-30	31,250.00	-
4,882.04	5300-43320-4741-3511-07-30	-	-
2,775.03	5320-43250-4433-0000-00-30	11,200.00	-
48.38	6100-49200-4341-9100-00-55	17,500.00	11,292.82
<b>59,561.53</b>		<b>331,304.00</b>	<b>201,523.71</b>



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R - 2010.02.10 – 18**

Resolution Re: B08039 Electrical Services Contractor Final year #3

### Purchasing Information:

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

### Dec 2007 Vendor List

J & M Electric LLC  
39 Littleworth Rd  
Dover NH 03820

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

Skip Powell  
30 Lincoln Street  
Dover NH 03820

Ayer Electric  
3 Cherry Lane  
Madbury NH 03820

Kohlhase Electric  
121 Lafayette Road  
N. Hampton NH 03862

Martineau Electrical  
165 Industrial Park Drive  
Dover NH 03820

RMS Electric  
7 Stephen James Road  
Barrington NH 03825

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

Yates Electrical Service  
88A Dover Road  
Durham, NH 03824

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

Rick Rines Electric  
Main Street  
New Durham, NH 03855

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R - 2010.02.10 – 18**

Resolution Re: B08039 Electrical Services Contractor Final year #3

### BID Results

#### Electrical Services

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



**CITY OF DOVER**

# CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2010.02.10 - 19**  
Resolution Re: B10036 HVAC Services @ The McConnell Center

WHEREAS: A sealed Request for Proposal (RFP) B10036 was issued and received for HVAC Services at the Dover Children Center and the Strafford CAP rooms at the McConnell Center on January 11, 2009 at 2:00 PM; and

WHEREAS: On February December 29, 2009 a walk through of the McConnell Center building was conducted with (8) eight vendors attending, Two vendors submitted responses that were reviewed for necessary experience, organization, technical and professional qualifications, skills, project understanding, approach, ability to comply with proposed scope of services and required time of completion or performance, and possession of a satisfactory record of performance. Vendors were asked to submit a separate price for each suite listed in the bid; and

WHEREAS: It is the recommendation of the evaluating committee to award to low bid from Granite State Plumbing and Heating LLC of Weare NH in the amount of \$60,650.00 for the 1<sup>st</sup> floor Children Center and \$17,400 for the 3<sup>rd</sup> floor Strafford CAP for a total of \$78,050.00

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 Granite State Plumbing and Heating LLC given the bid amount \$78,050.00 and corresponding rates provided January 11, 2010 for HVAC services at the McConnell Center. The amount of this authorization shall be limited so as not to exceed available funding.

## Financing

Account	Description	Appropriation	Balance	Charge
2100-46341-4835-6335-10-18	CDBG Strafford CAP Grant	21,000.00	21,000.00	17,400.00
2100-46341-4835-1102-10-18	McConnell Blg Impr Grant	76,000.00	76,000.00	47,893.10
2101-46341-4725-1102-00-18	CDBG-R McConnell Impr	75,214.00	75,214.00	12,756.90
				78,050.00

## AUTHORIZATION

Approved as to Funding: Daniel R Lynch  
Finance Director

Sponsored by: Mayor Scott Myers  
By request

Approved for Legal Compliance: 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 - 2010.02.10 - 19**

Resolution Re: B10036 HVAC Services @ The McConnell Center

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
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 - 2010.02.10 - 19**

Resolution Re: B10036 HVAC Services @ The McConnell Center

### RESOLUTION BACKGROUND MATERIAL:

A sealed Request for Proposal (RFP) B10036 was issued and received for HVAC Services at the Dover McConnell Center on January 11, 2010 at 2:00 PM. On December 29, 2009 a walk through was conducted with eight (8) vendors attending. The city received 2 replies with vendors submitting responses that were reviewed for necessary experience, organization, technical and professional qualifications, skills, project understanding, approach, ability to comply with proposed scope of services and required time of completion or performance, and possession of a satisfactory record of performance.

The RFP requested HVAC design build services in order to upgrade heating and air conditioning service to two tenant suites in the McConnell Center 61 Locust St. Dover, NH. The areas that require the improvements and additions to the current systems are the Dover Children's Center on the 1<sup>st</sup> floor consisting of 3666 Square feet and the Community Action Program office on the third floor consisting of 939 square feet +/-.

The evaluating committee is recommending award to low bid from Granite State Plumbing and Heating LLC. The price for the 1<sup>st</sup> floor Children's Center in the amount of \$60,650.00 and the 3<sup>rd</sup> floor Strafford CAP for \$17,400.00 for a total of \$78,050.00.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes,
<b>Invitations Mailed:</b>	20	<b>Number of Responses:</b>	2
<b>Warranty:</b>	Na	<b>Terms:</b>	Net 30 FOB Dover
<b>Work Bonded:</b>	Yes	<b>Contract:</b>	yes
<b>Prices will hold for:</b>	Until Completion	<b>Estimated Delivery:</b>	Immediately
<b>Recommended Award to:</b>	Granite State Plumbing	<b>Fund:</b>	CDBG/CDBG R And Grant
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Highly Recommended
<b>Previously Worked for City:</b>	No	<b>Reason for Council Approval:</b>	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.6.

Resolution Number: **R - 2010.02.10 - 19**

Resolution Re: B10036 HVAC Services @ The McConnell Center

### Vendor Solicitation List:

#### Mailed Vendors

Martel Plumbing & Heating  
59 Old Rochester Road  
Dover NH 03820

Lamprey Brothers, Inc.  
P.O. Box 657  
North Hampton, NH 03862-0657

Cote & Son HVAC  
11 Commerce Way  
P. O. Box 105  
Barrington NH 03825

Strogen's HVAC  
113 Milton Road  
Rochester NH 03867

Johnson Controls  
920 Candia Road Suite 200  
Manchester NH 03109

Mechanical Solutions  
1513 Portland Road  
Arundel, ME 04046

Siemens Building Technologies  
131 Portsmouth Avenue  
Exeter, NH 03833

Palmer & Sicard, Inc.  
140 Epping Road  
Exeter, NH 03833

Blue Blazes LLC  
9A Court St  
Rochester NH 03867

#### Emailed vendors

Boarderline Fuels  
Careno Construction  
CHA Companies  
Woodard and Curran

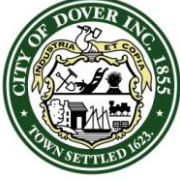
Eckhardt & Johnson  
Granite State Plumbing and Heating  
HVAC Unlimited  
DF Richard

AJ Martini Company  
Ricci Construction Comapny  
Webber Energy Company

### RFP Results

#### #B10036

<u>Vendor</u>	<u>1<sup>st</sup> Floor Children's Center</u>	<u>3<sup>rd</sup> Floor Action Program Office</u>
Oliver Mechanical Inc 991 Candia Road Unit #3 Manchester, NH 03109	65,800.00	19,600.00
Granite State Plumbing & Heating, LLC 10 North Riverdale Road Weare, NH 03281	60,650.00	17,400.00



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2010.02.10 - 19**

Resolution Re: B10036 HVAC Services @ The McConnell Center



**CITY OF DOVER**

# CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.7.**

Resolution Number: **R - 2010.01.27 - 20**  
Resolution Re: Evaluate Economic Impact of Proposed Wastewater Nutrient Removal Standards

WHEREAS: The NH Department of Environmental Services has established criteria and draft nitrogen waste load allocations for the Great Bay Estuary at the request of the EPA; and,

WHEREAS: The City of Dover met with representatives from five other communities that have waste water treatment plants along with the president of Applied Economic Research to develop a scope of work to prepare an economic analysis of the impacts to each community and the region as a whole that will result from new nitrogen limits at the wastewater treatment plants; and,

WHEREAS: A fee for this services offered is \$51,500.00 to be split amongst the six communities and each paying \$8,583.34. The city will contract with AER for the \$51,500 and the other five communities will forward their payment to us. The City of Dover is requesting waiving the bidding process and recommending joining the other communities in this award.

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 Applied Economic Research Group of Laconia NH in the amount not to exceed \$51,500.00. The amount to this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance	charge
5320-43250-4439-4587-04-30	WWTP consulting Svs	61,599.63	59,649.63	8,583.34
5320-00000-1180-0000-00-00	Unbilled Receivables.	-	-	42,916.66

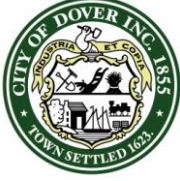
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Scott Myers  
By request

Approved for Legal Compliance: Allan B. Krans, Sr.  
City Attorney

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2010.01.27 - 20**  
Resolution Re: Evaluate Economic Impact of Proposed Wastewater  
Nutrient Removal Standards

### 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 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.7.

Resolution Number: **R - 2010.01.27 - 20**

Resolution Re: Evaluate Economic Impact of Proposed Wastewater  
Nutrient Removal Standards

### RESOLUTION BACKGROUND MATERIAL:

The NH Department of Environmental Services has established criteria and draft nitrogen Waste Load Allocation for the Great Bay estuary at the request of EPA. The studies have concluded that too much nitrogen is entering Great Bay and has degraded water quality in the estuary to the point where ecologic impacts are measurable. The sources of the nitrogen are primarily point sources where nitrogen enters streams through pipes from waste water treatment plants and non point sources which are from run off during rain events. The point sources account for 25 to 30% of the nitrogen and the non point sources account for 70 – 75% of the nitrogen. Non point sources come from septic systems, agricultural, recreational, and residential fertilizer use, and street run off.

Chesapeake Bay, Long Island Sound and Narragansett Bay are estuaries where the nutrient problem manifested itself sometime ago with severe consequences to the ecology of those water bodies. EPA and NHDES are determined to avert a similar fate for Great Bay and are insisting that corrective action be taken now to reduce nitrogen levels in Great Bay. Many of the wastewater treatment facilities in the Great Bay estuary are due to receive new discharge permits and it is expected that nitrogen limits will be included. The cost to comply with the nitrogen limits will depend on the limit set and could vary greatly. For example a limit of 8 mg/l is estimated to require a \$12 million dollar upgrade to the treatment plant. A limit of 5 mg/l is estimated to cost more than \$20 million for a plant upgrade to meet the limit. Six communities with waste water treatment plants face similar costs to upgrade their plants and are concerned about the impacts on sewer rates to comply with the nitrogen limits.

Six of the communities with wastewater treatment plants have developed a scope of work with AER of Laconia NH to prepare an economic analysis of the impacts to each community and the region as a whole that will result from new nitrogen limits at the wastewater treatment plants.

It is also clear that adopting the stricter limits at extraordinary costs have not solved the problem of nitrogen in Chesapeake Bay. There as is the case here non point nitrogen sources make up the biggest share of nitrogen entering the estuary. It is obvious that the solution to the problem must include significant reduction in non point sources. It is important for the communities to have documentation of the economic and social impacts associated with adopting strict nitrogen limits and to emphasize the need for a balanced approach which addresses point and non point nitrogen sources in the most effective affordable manner.

It is proposed that the City of Dover contract with AER to prepare the study and that the other five communities will reimburse the cost of their share of the study to Dover. All five communities have agreed to participate equally in sharing the cost.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2010.01.27 - 20**

Resolution Re: Evaluate Economic Impact of Proposed Wastewater Nutrient Removal Standards

### Tasks Include:

- Review of Prior Studies
- Data Collection
- Model development
- Initial Analysis
- Sensitivity Analysis
- Final Report
- Meeting with communities

### Bid Information:

It is the recommendation to waive the bidding process.

### Award Information:

A purchase order will be issued to AER to authorize future expenditures.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	No
<b>Invitations Mailed:</b>	NA	<b>Number of Responses:</b>	NA
<b>Warranty:</b>	Per manufacturer	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until Completion	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	AER	<b>Fund:</b>	
<b>Other Approvals Required:</b>	Yes Durham, Exeter, Rochester, Newmarket and Portsmouth	<b>References Checked:</b>	
<b>Previously Worked for City:</b>	No	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

## SCHOOL BOARD BUDGET WORKSHOP ---FEB. 2, 2010

The Dover School Board met to discuss their proposed budget for 2011-2012. Dr. O'Connor, Superintendent of Schools, did a brief recap of last week's power point presentation. Next years budget, under the tax cap, can only grow by \$180,900 which would result in a bottom line of about \$44,500,000. Prior to submitting his budget, the superintendent had already made cuts in travel, the Gifted and Talented Program, health, staff development, library supplies, Project More, sports equipment, legal fees, printing, and technical equipment for a total of \$116,000.

Meeting with his administrators, a possible list of cuts was prioritized with 1 meaning first to go and 3 meaning the last to go. Among those ranked 1 were: supplies, facility manager and improvements, athletic supplies, and high school busing. Those items ranked 2 included: DMS team reduction, Family Science at DMS, the Bio Tech program at the CTC (reduction), instrumental music, and curriculum (50% reduction). Those items ranked 3 included: 2 positions at DHS, Special Education placement, an elementary teacher, 3 kindergarten, and paraprofessionals.

School Board member Matt Mayberry presented a list of proposed cuts to the board that he was recommending. These cuts included staff development, travel, dues and fees, texts, supplies, roof repair, technical equipment, summer aides, library aides, lap tops (reduction), and AV aides at DHS. In his opinion, his list would have less impact on the students.

School Board member Ken Appel expressed his displeasure with having to make cuts that would impact student learning and leave some students behind for the rest of their educational experience. He proposed developing 2 budgets: 1) a "tax cap budget" and 2) a budget that would meet the needs of the school district.

Other discussion focused on Project More (2<sup>nd</sup> grade remedial program), Gifted and Talented, and the stipend given to teachers for doing curriculum work. Mrs.

Jean Briggs-Badger explained the need for such work in light of federal and state mandates (unfunded) that have kept us a DINI district. Cutting all curriculum monies would not allow us to address this.

Next week the School Board and the City Council will be meeting as the JFC to discuss finances. Board members felt this would give them a better idea as to what they need to accomplish. A question also arose as to whether or not the council would reconsider the \$300,000 adjustment they made to the school budget last year.

There was a question as to why there had been a steep rise in transportation, water/sewer, rent at the McConnell Center and computer maintenance at the SAU office.

Board members decided to study both Dr. O'Connor's proposal and Board Member Mayberry's proposal and be prepared to discuss them at the next School Board meeting.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2010.01.27 - 23**  
Resolution Re: **Fact-Finding Report between the Dover School Board and the Dover Teachers' Union dated December 10, 2009**

WHEREAS: The Dover School Board and representatives of the Dover Teachers' Union engaged in negotiations for a collective bargaining agreement to succeed the Agreement that expired on August 31, 2009; and

WHEREAS: The Dover School Board and the Dover Teachers' Union have been unable to reach a tentative agreement containing terms and conditions of a successor collective bargaining agreement; and

WHEREAS: Negotiations and presentations by the parties were conducted before a mediator at a Fact Finding session on October 15, 2009, and

WHEREAS: The Mediator issued a Fact Finding report on December 10, 2009, and

WHEREAS: During its Regular Meeting held on January 11, 2010, the Dover School Board unanimously voted not to accept the recommendations of this report,

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

**The recommendations and findings regarding cost items contained in the Fact Finders report dated December 10, 2009 are accepted by the Dover City Council.**

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Scott Myers  
By request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2010.01.27 - 23**  
Resolution Re: **Fact-Finding Report between the Dover School Board and the Dover Teachers' Union dated December 10, 2009**

### 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 – 2010.01.27 - 23**  
Resolution Re: **Fact-Finding Report between the Dover School Board and the Dover Teachers' Union dated December 10, 2009**

### RESOLUTION BACKGROUND MATERIAL:

The Dover School Board and the Dover Teachers' Union (DTU)/NEA held its first negotiation session on November 20, 2008. Five additional negotiating sessions were conducted. The DTU called an impasse and a mediation session was conducted on April 2, 2009. This, too, failed. Fact finding was held on October 15, 2009.

The overall cost of the fact finding report is as follows:

	<b>Salary</b>	
<b>Year 1</b>	\$155,333	
	<b>Salary Range</b>	<b>Co- and Extra-Curricular Salary</b>
<b>Year 2</b>	\$237,709 - \$475, 284	\$2,029
<b>Year 3</b>	\$326,429- 652,699	\$2,049
<b>Total 3-Year Cost:</b>	\$723,549 - \$1,287,394	



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2010.02.10 – 21**  
Resolution Re: **ADOPTION OF 2010-2011 CITY COUNCIL OBJECTIVES  
AND GOALS WITH TIMELINE**

**WHEREAS:** The Mayor and members of the City Council held a goal setting retreat to identify objectives and a series of goals to be accomplished in the next two years; and,

**WHEREAS:** The Mayor and City Council are committed to serving their Dover community in an open, positive, and respectful manner while working towards the long-term betterment of the Dover community; and,

**WHEREAS:** The Mayor and City council desire to articulate to the community, all City boards and commissions, the City Manager and the City's professional staff their collective aspirations and expectations for the term of their service;

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

The 2010-2011 Mayor and Dover City Council establish the mission statement, objectives and goals as identified and finalized in the attached February 2, 2008 Meeting Notes for the purpose of communicating aspirations, expectations and direction which the Mayor and members of the City Council intend to focus upon and pursue during the course of their current City Council terms.

### **AUTHORIZATION**

Approved as to Funding: Daniel 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.2.

Resolution Number: **R – 2010.02.10 – 21**  
Resolution Re: **ADOPTION OF 2010-2011 CITY COUNCIL OBJECTIVES AND GOALS WITH TIMELINE**

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

<b>VOTING RECORD</b>		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor Dean Trefethen	n/a	n/a
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorthea 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 Council Goal-Setting Retreat  
January 16, 2010**

*Meeting Notes*

**Opening remarks, overview of agenda and meeting orientation**

To begin, facilitator Bill O'Brien distributed a handout to council members:

*As an elected official, you play a fundamental role in the evolution of the goals, purposes and direction of your community... Your job as an elected official is to put in place policies, programs and facilities that will help make your mission statement come true.*

*... Remember, if each person has his or her own version of the mission statement, it is going to be very difficult to agree on next steps. You and your colleagues must start your administration together; the mission statement is the critical first step.*

*... If you and your fellow elected officials are not making decisions that support the mission statement, your community will never reach its objectives.*

International City/County Management Association (ICMA)  
Elected Officials Handbook, Setting Goals for Action

In view of the above, and to set the stage for the day's discussions, councilors were asked to review the Dover City Council's current mission statement:

*The mission of the Dover City Council is to provide leadership and vision for the City of Dover to ensure affordable, high quality services and to provide opportunities through responsive and accessible government.*

To reinforce the focus of the retreat's purpose, councilors were then provided with another passage from the same ICMA Elected Officials Handbook:

*Elected officials are also called on to make decisions about more narrow issues raised by constituents... fixing potholes in certain neighborhoods, the protection and replacement of old trees and the problem of minors hanging out in video arcades during school hours. These kinds of little issues can quickly eat up most of your time.*

*However, it is the big issues that deserve most of your time and attention.*

*City of Dover Council 2010 Goal-Setting Retreat  
Meeting Notes  
Page Two*

For this session, the facilitator suggested the terminology and definitions below to assure that all participants were using commonly-understood terms:

***Objectives***

These are *qualitative statements* of what the council would like to see accomplished in the next two years. (Example: "Beautify the downtown district.")

***Goals***

These consist of short and long-term *quantitative results* that directly support the objectives. They should be achievable, related to the key factors for success in the business, and consistent with the objectives. Goals describe specifically *what* we want to happen. (Example: "Develop a new downtown park to create more open space.")

***Tactics***

These encompass a number of separate, but related and reinforcing, steps for accomplishing the selected objectives and goals. Tactics address the *how* element of the process.

**Councilor/Department Head Interchange:**

To provide the councilors with some background information intended to serve them in their ensuing discussions today, each councilor met with each department head for three minutes to learn about department issues, priorities and concerns.

**Vital Issues Discussion Groups**

To begin to identify the council's primary objectives for the next two years, council members were divided into two groups to discuss the following question:

*What do you feel are the most vital issues this council should address over the next two years?*

Each group then reported back to the whole, listing their identified vital issues:

**Group #1:**

- Communication
- Education, public outreach, etc.
- Infrastructure issues
- Increase non-property tax revenues
- "Green City" (recycling, education, etc.)
- Maintain quality of life through education and recreation
- Support quality education in the city

Group #2:

- State liaison – state-level issues
- Finance software (*Note: This item was later deleted.*)
  - > public access
  - > efficiencies
- Street/sidewalk policies
  - > maintenance issues
  - > location
- Adding sidewalks to fill gaps (e.g., Mast Road and Spruce Lane)
- Private road going to public policy
- Traffic calming
- Maintain appropriate staffing (citizen expected level of service vs. citizen expected tax bill)
- Natural resource preservation
- Tolend Superfund Site
- More public forums/meetings/education
  - > informal citizen engagement
  - > opportunity for citizens to communicate with Council
- Public Safety
  - > maintain/improve
  - > staffing (get to appropriate levels)
  - > dispatch (regionalization?)
- Balance between Bag 'n Tag revenue to subsidize recycling center (opportunities to improve revenue)
- Financial policies (*Note: This item was later deleted.*)
- Economic development
  - > bringing jobs
  - > vibrancy
  - > sustaining business
  - > opportunity
  - > use colleges for partnerships

**Objectives**

With the most vital issues having been identified, councilors next consolidated these issues into seven major objectives. These objectives were not listed in any order of perceived priority or importance. Each is considered important on its own:

1. Support open and respectful communication among councilors, department heads, citizens and the school board.
2. Broaden revenue streams.
3. Proactively educate the public regarding city services, policies, etc.
4. Maintain, improve and manage infrastructure issues.
5. Promote city-wide sustainability.
6. Promote and maintain quality of life issues.
7. Plan and implement financial policies to promote the long term financial health of the city.

*City of Dover Council 2010 Goal-Setting Retreat  
Meeting Notes  
Page Four*

**Goals**

In order to support the seven major objectives, goals were then identified for each objective:

*Objective #1:*

*Support open and respectful communication among councilors, department heads, citizens and the school board.*

Goals:

- Appoint and establish guidelines for legislative liaison.-appoint 2/10, guidelines 2/24/2010
- Councilors will abide by council rules of decorum.- ongoing
- Continue public outreach sessions. - ongoing

*Objective #2:*

*Broaden revenue streams.*

Goals:

- Maintain, support and encourage economic development initiatives.- ongoing
- Identify and implement appropriate revenue sources - ongoing

*Objective #3:*

*Proactively educate the public regarding city services, policies, etc.*

- Enhance the use of media and technology - ongoing with enhancements by summer 2010
- Continue to schedule public information sessions.- ongoing
- City councilors will strive to provide accurate and factual information.- ongoing

*Objective #4:*

*Maintain, improve and manage infrastructure issues.*

- Review and implement updated street and sidewalk policies.- Workshop schedule 4/7/2010
- Review, adopt and manage the C.I.P. - ongoing
- Review, adopt and manage the operational budget.- ongoing

*Objective #5:*

*Promote city-wide sustainability*

Goals:

- Create financially-viable incentives to recycle.-7/1/2010
- Continue to review and update water sources and protections.- ongoing
- Explore opportunities to reduce commodity consumption.- ongoing
- Support appropriate conservation and open land initiatives.- ongoing

*Objective #6:*

*Promote and maintain quality of life issues.*

- Prioritize and maintain an appropriate balance if municipal services.- 6/1/2010 and ongoing
- Continue to support planning initiatives that relate to multi-modal initiatives.- ongoing
- Promote volunteer activities.- develop new program 6/14/2010 to 9/1/2010
- Continue to be guided by the Master Plan- ongoing

*City of Dover Council 2010 Goal-Setting Retreat  
Meeting Notes  
Page Five*

*Objective #7:*

*Plan and implement financial policies to promote the long term financial health of the city.*

Goals:

- Appoint, review and implement appropriate recommendations of the Financial Policy Review Committee.- appoint 2/10/2010, review and implement 12/31/2010
- Adopt a budget that follows city financial policies, as adopted by the Council. - prior to 6/15/2011

Before adjourning, several final points were suggested:

- The Mayor made the point that each goal should be accompanied by an "achieved by" date, and that councilors will establish these in the near future.
- As explained in the terminology on page two of these notes, *goals* are *what* we want to happen, while *tactics* are the *how*, the specific steps to be implemented in order to achieve the goals. The purpose of this session was not to get down to the tactical level, but these will need to be established in the near future.
- The Council was also reminded that progress toward the major objectives and their supporting goals should be reviewed routinely, no less than quarterly, in order to keep these important matters fresh in the minds of councilors.



**CITY OF DOVER**

# CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2010.02.10 – 22**  
Resolution Re: FY10 Transfer of Appropriation – Misc General Govt  
Building Improvements Capital Outlay – General Fund  
Operating Budget

WHEREAS: The City has resolved a litigation matter involving the remediation of the Butterfield Building foundation; and

WHEREAS: The City Council adopted the FY10 Operating Budget on June 3, 2009; and

WHEREAS: Unspent appropriations will exist within the FY 10 General Fund budget account for Debt Service City – Interest Payments; and

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

Pursuant to C6-8 of the City Charter, the City Manager is authorized to transfer unspent FY10 appropriations from non-school departments within the General Fund in an amount up to \$86,682 (Eighty Six Thousand Six Hundred and Eighty-two Dollars) into Misc. General Government (Function 41991) Building Improvements Capital Outlay from Debt Service City (Function 47100) Interest Payments Bonds as note in the table below.

Account Number	Description	Adopted Budget	Available Balance	Budget Adjustment	Revised Budget
1000-47100-4921-0000-00-50	Debt Service City - Interest Bonds	1,968,610	150,370	(86,682)	1,881,928
1000-41991-4725-0000-00-19	Misc. General Govt - Building Improvement	-	-	86,682	86,682

## 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

Document Created by: Finance	2010_02_10_fy10_transfers_of_appropriation_-
Department	_misc_gen_govt_building_improvements_capital_outlay_city_attorney_added_language_2_4_10
Document Posted on: February 8, 2010	Page 1 of 4





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2010.02.10 – 22**  
Resolution Re: FY10 Transfer of Appropriation – Misc General Govt  
Building Improvements Capital Outlay – General Fund  
Operating Budget

**RESOLUTION BACKGROUND MATERIAL:**

Unspent appropriations exist within Debt Service City – Interest Payments for FY 10 because the City has not issued bonds at this time for FY10. In the FY10 adopted budget there is an amount estimated for interest on the anticipated bond sale to be done during FY10 of \$150,370. Since the bond sale will occur on or about March 1, 2010, the first interest payment on the bond issue will be in September 2010, which is in FY11. This means that the anticipated bond interest amount of \$150,370 will be unexpended in FY10.

This resolution will have no impact on FY10 tax levy.

This resolution is not a budget amendment per C6-6 as there is no appropriation being made that results in an increase in the FY10 adopted budget.

The City entered into a Settlement Agreement with Horne Construction Company to resolve the litigation matter for the sum of One Hundred Twenty five thousand (\$125,000) dollars with the following language:

**WHEREAS**, in the fall of 2007, Horne submitted a bid to perform work on the foundation of the Butterfield building to remediate foundation settling resulting from unstable subsurface conditions caused by brick and granite debris left after the demolition of the former Print Works factory in 1913 and exacerbated by flooding conditions in 2006-07. Work began in late November of 2007 and continued through April 2008.

**WHEREAS**, Dover recognizes Horne encountered substantially more difficult construction conditions not reasonably anticipated based upon the subsurface geotechnical sampling results known by the parties prior to the start of construction. Both parties knew of foundation rubble prior to the start of remediation. However, Horne encountered subsurface obstructions, including portions of old foundations, of a magnitude not known or reasonably anticipated by the parties prior to the start of construction which made the construction methods Horne agreed with Dover to perform impossible in certain areas. As the result, an alternative and more expensive deep foundation remediation system was used for a portion of the project to achieve the desired foundation support and subsurface stability. Cost-saving measures and re-design techniques were employed by the parties during the course of the remediation to mitigate newly discovered conditions and cost escalation. However, extra effort was expended and extra costs were incurred. Dover recognizes that Horne diligently and responsibly persisted to complete the project on schedule and in a manner resulting in a solid foundation for the future use of the building; and

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on: February 8,  
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2010\_02\_10\_fy10\_transfers\_of\_appropriation\_  
\_misc\_gen\_govt\_building\_improvements\_capital\_outlay\_city\_attorney\_added\_language\_2\_4\_10  
Page 3 of 4



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2010.02.10 – 22**  
 Resolution Re: FY10 Transfer of Appropriation – Misc General Govt  
 Building Improvements Capital Outlay – General Fund  
 Operating Budget

**WHEREAS**, a reasonable and legitimate dispute arose between Horne and Dover regarding the appropriate amount of money payable to Horne as the result of additional, provable, hard costs incurred by Horne and associated with the Butterfield building project and said dispute resulted in Superior Court litigation; and

**WHEREAS**, Horne recognizes that Dover proceeded with this project under a limited budget to provide a safe, secure and appropriate facility for the continued use of the Butterfield building for a public purpose pursuant to the provisions of the Henry Law Trust in downtown Dover. In addition, Horne recognizes that substantial additional funds were not readily available to fully compensate Horne for the extra required work.

**NOW, THEREFORE**, in recognition of these budget constraints and the community benefit imparted by a solid foundation to support the activities of the Children’s Museum, Horne Construction and the City of Dover reach a mutually agreeable compromise whereby the City of Dover agrees to compensate Horne the sum of \$125,000.00 for additional work for the remediation of the foundation of the Butterfield building. The parties recognize this as a compromise figure and an amount inadequate to fully pay for all of Horne’s financial contributions to the project. Horne considers the remainder of the amount owed to be a charitable contribution to the children of Dover and the region. A General Release is attached to this Agreement and made a part hereof by reference.

Document Created

by: Finance

Department

Document Posted

on: February 8,

2010

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Page 4 of 4



**CITY OF DOVER**

## CITY OF DOVER - ORDINANCE

**Agenda Item#: 13.C.1.**

Ordinance Number:  
Ordinance Title: **O – 2010.02.10 - 3**  
Chapter: Chapter 152, Streets and Sidewalks

The City of Dover Ordains:

**1. PURPOSE**

The purpose of this ordinance is to amend Chapter 152, entitled “Streets and Sidewalks” of the Code of the City of Dover, 1983.

**2. AMENDMENT**

Chapter 152 entitled “Streets and Sidewalks” is hereby amended by adding a new Article XII, entitled “Sidewalk Obstructions” as follows:

### **ARTICLE XII SIDEWALK OBSTRUCTIONS**

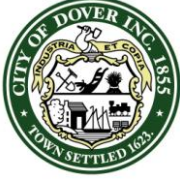
#### **152-22 DEFINITIONS**

As used in this ordinance, the following terms shall have the following meanings, unless the context clearly indicates that a different meaning is intended:

- A. "City" means the City of Dover
- B. "Newspaper or news periodical" means a daily or weekly publication containing all of the following: current news, editorials, feature articles and advertising.
- C. "News rack" means any self-service or coin-operated box, container, storage unit or other dispenser installed, used, or maintained for the display and sale of newspapers or news periodicals.
- D. "Public Way Obstruction" means any object, not including sandwich board signs governed by the provisions of Chapter 170-32 which in any way obstructs the free passage of pedestrians, wheelchairs or vehicles on the streets, sidewalks, or roadways.

#### **152-23: CERTAIN PUBLIC WAY OBSTRUCTIONS PROHIBITED**

- A. No person shall install, use, attach or maintain any public way obstruction which projects onto, into, or over any part of the roadway of any public street.
- B. No person shall install, use, attach or maintain any public way obstruction which, in whole or in part, rests upon, in, or over any public sidewalk, when such installation, use or maintenance results in one or more of the following:
  - 1) endangers the safety of persons or property, or
  - 2) when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or
  - 3) when such public way obstruction unreasonably interferes with, or impedes the flow of, pedestrian or vehicular traffic, including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, or the use of poles, posts, traffic signs or signals, hydrants, mailboxes, or other objects permitted at or near said location.



**CITY OF DOVER**

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Chapter: Chapter 152, Streets and Sidewalks

### **152-24 LICENSING OF LOCATION - NEWSRACK LIMITED EXCEPTION**

- A. No person shall install or maintain any public way obstruction which, in whole or in part, rests upon, in or over any public sidewalk, except news racks, without first applying for and obtaining a license from the Dover Licensing Board. The license application shall include the following:
1. The physical dimensions of the public way obstruction;
  2. The name, address and telephone number of the person or company responsible for the obstruction;
  3. A diagram showing the location of the obstruction and the dimensions of the sidewalk upon which it is to be located.

News racks shall require the submission of a license application, but the license shall be granted by the City Clerk on a ministerial basis without the requirement of Licensing Board approval. News racks must comply with the remaining provisions of this ordinance.

### **152-25 STANDARDS FOR INSTALLATION, MAINTENANCE AND OPERATION**

Any public way obstruction which, in whole or in part, rests upon, in, or over any public sidewalk or parkway shall comply with the following standards:

- A. No public way obstruction shall be placed, installed, used or maintained in any location whereby the clear space for the passageway of pedestrians is reduced to less than sixty (60) inches; or would otherwise interfere with the free passage of a wheelchair.
- B. Every public way obstruction shall be maintained in compliance with any conditions attached to the issuance of the license.

### **152-26 PUBLIC WAY OBSTRUCTION IDENTIFICATION REQUIRED**

Every person, or other entity, which places or maintains a public way obstruction on the streets of the City including news racks shall have his/her, or its name, address and telephone number displayed in a place where such information may be easily seen.

- A. Public way obstructions shall be licensed individually by location.
- B. The City shall issue a proof of license to be displayed to the public by the licensee in a prominent location
- C. Fees for licenses for public way obstructions shall be adopted by the City Council on an annual basis, for each table, chair, or other public way obstruction except that there shall be no fee for a News rack license.
- D. All licenses must be renewed annually prior to July 1st.



**CITY OF DOVER**

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- E. Unlicensed News racks or public way obstructions will be considered abandoned and subject to removal without notice.
- F. All licenses are non-transferable.
- G. Members of the public shall be permitted to use outdoor seating and tables installed by licensees irrespective of whether there is a purchase of products or services from the licensee.
- H. A License shall only be issued for locations in front of, or on the side of, businesses or properties owned by the licensee.

### **152-27 HOLD HARMLESS AND INSURANCE**

Every person or other entity which places or maintains a public way obstruction on a public sidewalk, parkway, roadway or street in the City shall file a written statement with the City Clerk satisfactory to the City Attorney, whereby he/she, or it agrees to indemnify and hold harmless the City, its officers, City Council Members and employees, from any loss or liability or damage, including expenses and costs, for bodily or personal injury, and for property damage sustained by any person as a result of the installation, use, or maintenance of the public way obstruction within the City. A Certificate of Insurance in a form approved by the City Attorney indicating no less than one million dollars (\$1,000,000) in general liability insurance coverage and naming the City as an additional insured shall be maintained on file with the City Clerk by each such person or entity.

### **152-28 REMOVAL OF NEWSRACK OR PUBLIC WAY OBSTRUCTION**

The City Manager or his/her designee shall remove any public way obstruction placed on any street, sidewalk, parkway or roadway in violation of this ordinance.

### **152-29 SEVERABILITY**

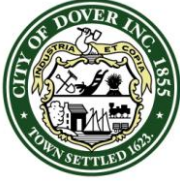
The provisions of this ordinance are severable. If any provision of this ordinance or its application to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provisions or application.

### **152-30 INJUNCTION**

Any violation of this ordinance is hereby declared to be a nuisance. In addition to any other relief provided by this ordinance, the City may apply to a Court of competent jurisdiction for an injunction to prohibit the continuation of any violation of this ordinance. Such application for relief may include seeking a temporary restraining order, preliminary injunction and permanent injunction.

### **152-31 DAMAGE TO PUBLIC WAY OBSTRUCTIONS**

Any damage to public way obstructions, whether or not properly licensed, by any cause whatsoever, including snowplowing and removal, will be at the sole expense of the owner.



**CITY OF DOVER**

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### **152-32 PENALTY**

Any person, firm or corporation violating any provision of this ordinance shall be fined \$100.00 for each offense, and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

The City Clerk shall properly alphabetize and/or re-number the ordinance as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

### **3. TAKES EFFECT**

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

### **NOTE: A PUBLIC HEARING IS REQUIRED**

#### **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**

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### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

<b>VOTING RECORD</b>		
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.		



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### **ORDINANCE BACKGROUND MATERIAL:**

This is a new ordinance to regulate sidewalk obstructions with licensing.