



CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, May 12, 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. **RESOLUTION: ACCEPTANCE OF THE CONSOLIDATED PLAN FY2011-FY2015, AND ACTION PLAN FOR FISCAL YEAR 2011 CDBG ENTITLEMENT FUNDS**
SPONSORED BY MAYOR MYERS BY REQUEST
 - B. **RESOLUTION: AMENDMENT OF 2010 FEE SCHEDULE FOR PARKING PERMIT RATES**
SPONSORED BY MAYOR MYERS BY REQUEST
8. **CITIZEN'S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
9. **CITY MANAGER'S REPORT**
10. **APPROVAL OF MINUTES**
 - A. **April 21, 2010 – Workshop**
 - B. **April 28, 2010 – Workshop**
 - C. **April 28, 2010 – Regular Session**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING – None**
 - B. **ORDINANCES IN THE 3rd READING – None**



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C. RESOLUTIONS

- 1. ACCEPTANCE OF THE CONSOLIDATED PLAN FY2011-FY2015, AND ACTION PLAN FOR FISCAL YEAR 2011 CDBG ENTITLEMENT FUNDS**
SPONSORED BY MAYOR MYERS BY REQUEST
- 2. AMENDMENT OF 2010 FEE SCHEDULE FOR PARKING PERMIT RATES**
SPONSORED BY MAYOR MYERS BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. PARADE – Dover Knights of Columbus**
- 2. PARADE – Garrison Elementary School Boot Camp**
- 3. PARADE – Seacoast Swim Association**
- 4. TAG – Great Bay Figure Skate Club**
- 5. TAG – Prime Time All Stars Boosters**
- 6. RESOLUTION: B09071 DOVER TRASH BAGS**
SPONSORED BY MAYOR MYERS BY REQUEST
- 7. RESOLUTION: B10064 ASPHALT TRENCH PATCHING SERVICES**
SPONSORED BY MAYOR MYERS BY REQUEST
- 8. RESOLUTION: B10004 CHANGE ORDER II HYDROGEOLOGICAL SERVICES FOR THE WILLAND POND WELL**
SPONSORED BY MAYOR MYERS BY REQUEST

COMMITTEE REPORTS

- | | |
|--|---|
| 1. School Board Liaison | 7. Solid Waste Advisory Commission |
| 2. Planning Board | 8. Transportation Advisory Commission |
| 3. Appointments Committee | 9. Joint Building Committee – Horne Street |
| 4. Recreation Advisory Committee | 10. Joint Building Committee – Woodman Park |
| 5. McConnell Center Advisory Committee | 11. Legislative Liaison |
| 6. Arts Commission | |

B. RESOLUTIONS

- 1. CROSSWALK POLICY AND STANDARDS FOR THE CITY OF DOVER**
SPONSORED BY COUNCILOR WESTON



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2. **AUTHORIZATION TO ENTER INTO AGREEMENT WITH STATE OF NEW HAMPSHIRE FOR THE NEWINGTON/DOVER PROJECT**
SPONSORED BY MAYOR MYERS BY REQUEST
3. **COLLECTIVE BARGAINING AGREEMENT BETWEEN DOVER SCHOOL DISTRICT AND DOVER EDUCATIONAL OFFICE PERSONNEL (DEOP)**
SPONSORED BY MAYOR MYERS BY REQUEST
4. **DISCONTINUANCE OF OLD ROLLINSFORD ROAD AND ACCEPTANCE OF DEVELOPMENT AGREEMENT**
(TO BE REFERRED TO A PUBLIC HEARING ON MAY 26, 2010.)
SPONSORED BY MAYOR MYERS BY REQUEST

C. ORDINANCES IN 1ST READING – None

14. COUNCIL CORRESPONDENCE

- A. Letter from Elizabeth Hagner, dated April 28, 2010
- B. Letter from Steven Tate, dated April 28, 2010
- C. Letter from Dona Layton, Open Lands Committee Chairperson

15. COUNCIL MATTERS OF INTEREST

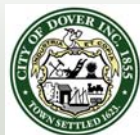
16. ADJOURNMENT

City Manager's Report

May 12, 2010

"When obstacles arise, you change your direction to reach your goal, you do not change your decision to get there."

Zig Ziglar



Submitted by:

J. Michael Joyal, Jr.
City Manager

288 Central Avenue
Dover NH 03820
603.516.6023

STREETS, WATER, SEWER UPDATES

Utilities: The Utilities Division is still cleaning up from the heavy rain events in March. Repairs were made to the roof and siding at the Watson Road Pump Station after tree damage from the storm.

The construction of the River Street Pump Station has left the station with no grit removal which caused the primary tank at the Waste Water Treatment Facility to fail after an overload of grit. Crews are working with the Facility staff to clean out the tank. The grit will be removed using the jet truck and dumped into a container for removal. Once the Waste Water Treatment Facility is clean, the staff will be moving into the pump station to clean grit out of the wet wells.

The sewer service relocation on Dover Point Road is still continuing. All taps have been completed with road crossing ongoing.

As a part of general maintenance activities, crews have started to clean the sewer on Central Avenue from Glenwood Avenue to the railroad tracks. Electrical upgrades were completed at the Cranbrook Pump Station because the electrical line coming into the station was failing. PSNH replaced most of the wiring but the City had to bring the service entrance up to code.

The division had one sewer backup at on Strafford Road and a TV inspection was used to determine the cause. Utility crews repaired a leak on McKenna Drive. Hydrants were replaced on Glenhill Road and Pleasant View Circle. Crews will continue to work on paving water break trenches that occurred during the winter. Leaks were discovered on Center Drive and Hamilton Street and a water break was repaired in front of Horne Street School.

Streets: Crews continued cleaning up remnants from the latest rain and wind storm. Stumps were removed from Mt Vernon and Redden Streets where trees had fallen. Brush was picked up throughout the City, most as a result of missed pick-ups from the curbside cleanup.

Crews cleaned catch basins and jet cleaned culvert lines using the jet truck. An old drain manhole on Hill Street was raised to provide for drainage as it has been buried under the lawn for some time. Catch basins were reconstructed on Pearl Street and Park Street and a collapsed culvert on County Farm Road was repaired. A culvert was expanded on Spruce Lane and the pipe extended to provide more of a shoulder to the steep incline. Rip rap was also placed in the area to help prevent erosion. The ditch lines and catch basins at Conifer Commons were cleaned to alleviate flooding problems and a collapsed box culvert at the horse stables was repaired and cleaned up.

Dirt roads were graded on Old Garrison, Bay View, Spruce Lane Ext, McKone Lane, South Watson and Thompson Road, as well as the triangle between Piscataqua, Back River and Drew Roads. City-wide street sweeping operations have begun. The streets requiring striping have been swept and crews are now working on secondary roads.

Crews continued patching numerous potholes throughout the City as needed or requested and lawns damaged from winter plowing continued to be repaired. All sanders have been cleaned and stored away for the summer.

PROGRAMS AT CITY CENTERS/BUREAUS

Police Special Investigations Bureau: During the week of April 12th, members of the Special Investigations Unit worked to solve a bank robbery in Dover which resulted in the apprehension of five suspects in a total of five bank robberies in New Hampshire and Maine.

During the month of April, seven 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 April, eight 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.

Community Service Program: The Community Service program tracked 25 active participants during the past two months. Of those in the program, 13 worked hours during the March and April, totaling 96 hours of work accomplished. Seven participants completed their court ordered hours. For 2010, a total of 192 hours of community service work was accomplished and 11 individuals completed their court ordered obligations.

Diversion Program: The Diversion Committee met on Thursday, April 29th to review one current case in which the juvenile completed the requirements of Diversion and was released from their program. There are currently no other active cases in the Diversion Program.

Police Explorer Program: The Police Explorers Program currently has 11 cadets and three active applications being processed. This past month included training on motor vehicle stops and preparation for a statewide Explorers competition.

Community Outreach Program: The Community Outreach Bureau also conducted four tours/presentations during the month for local Boy Scout, Girl Scout and other community groups.

Coalition for Youth: On April 5th the Dover Coalition for Youth, along with the Dover Police Department, hosted a Town Hall Meeting on underage drinking. The event included Kevin Brown sharing his experience with underage drinking while a student at Dover High School and the negative outcomes resulting from his addiction. The 65 attendees at the meeting were broken in to small groups of parents, coaches, youth and community

partners. Each group came up with ways that they can help reduce underage drinking. As a result of the discussions, two workgroups have been formed to implement the ideas.

On April 13th the Coalition hosted training provided by the NH Liquor Commission. The training attracted 35 local alcohol servers and covered topics ranging from liquor laws, to identifying a fake ID, to confronting an underage buyer.

The Coalition has partnered with the Dover Police Department and started planning for a prescription drug take back program to be held in conjunction with Dover Night Out. The take back program is just one piece of the prescription drug abuse campaign that is being conducted. Other components include posters at Dover High School, a "Got-info" campaign, radio Public Service Announcements, educational brochures, and training for senior service providers.

Teen Center: The Teen Center calendar for April consisted of superior educational and social programming for our youth participants. For the month, the Teen Center saw a total of 603 visits, on 22 days of programming, which yielded an average of 27 participants per day.

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

TC Challenge – "Whiffle Ball Home Run Derby" (4/6)
TC Sports Event – "Disc Golf" (4/14)
TC April Vacation Week (4/19-23)
Fisher Cats Baseball Game
FunSpot Arcade
"The UNH Experience"
TC Music Event – "DoverPalooza Show" (3/26)
TC Tournament – "8-Ball Challenge" (4/29)
TC Special Trip – "UNH Rock Wall Climbing Trip" (4/30)

Recreation: Indoor Soccer for ages 6-8 wrapped up on April 10th with the annual parent-child soccer game. This program is offered every spring and is held on Saturday mornings at the McConnell Center.

All adult fitness classes (yoga, tai chi, pilates and bodysculpt) wrapped up Session IV and began Session V.

The McConnell Center Gym hosted several rentals throughout the month, including AAU practices and birthday parties.

All field scheduling for youth leagues was completed and facilitated getting outdoor practices and games going once the fields were ready.

Registrations are currently being taken for the On-Track program, which prepares participants for the Hershey Regional and State meets. Tennis registrations are available as well for all summer programs. The Summer Brochure came out on April 30th and the Recreation Department is now taking registrations for all summer camps.

Senior Center: The Senior Advisory Board has recently voted to allow reservations for special events in the Senior Center to help with fundraising efforts. Reservations began in April. Approximately 60 people attended a memorial service (non-member) on April 3 for which the Senior Center received \$180.

The Dover Community Senior Center continues their recurring daily activities of Bingo, Bridge, Cribbage, Duplicate Bridge, Crafts, Scrabble, Kitty Whist, Pay Me, and Whist. The Senior Book club meets on the last Tuesday of the month. The craft group meets in the activity room of the center every Monday. Spanish Class is on hiatus for the summer and will resume in fall.

In February, 52 seniors went to Foxwoods.

The in-house ukulele band, The Silver Strummers, continue to practice at the center on Wednesday mornings. This month they performed at Langdon Place and have received permission to practice in Henry Law Park, weather-permitting.

Mystery Luncheons are held the 1st Wednesday, 2nd Tuesday, and 3rd Saturday of every month, with three groups attending on Saturdays. It remains a popular program.

The Senior Advisory Committee meets the first Friday of each month. 10 seniors attended the April 9 meeting.

8 seniors attended a writing seminar on April 23rd to learn about writing their memoirs.

Visiting Nurses were at the Senior Center on April 8th and April 22nd to perform blood pressure checks.

26 seniors came to the April 30th social which featured antiques appraisals by Dan Olmstead, who donated his services. The Senior Center charged \$2 per item and made \$103 from this activity. The winning 50/50 ticket drawn at the April social said "Senior Center Donation" and earned the center \$99!

Senior Mystery Lunch: 57
Senior Monthly Social: 26
Senior Advisory Board Meeting: 10

Indoor Pool: The month of April brought on two sessions of Spring Swim Lessons and the beginning of the season for Seacoast Swimming. Lessons have been successful with 90% of all classes being full.

The Special Olympics swim meet occurred at the Dover Indoor Pool on April 17th and was a huge success. Volunteers from the Seacoast Swimming Association really make this event possible with their hard work.

Pool attendance has been steady, lap swimming continues to be crowded on a daily basis and Rec swim has seen an increase in swimmers.

The Jenny Thompson Pool was cleared to open and work is being done to open the facility by May 5th.

Attendance for the pool is as follows:
Adult Lap Swim: 75-100 swimmers daily
Pool Rentals: 5 pool rentals
Rec Swim: 10 swimmers daily
Great Bay Masters: 30 swimmers daily

Ice Arena: With the end of the youth and high school hockey season, the arena focus is on arena leagues, public skating events and stick practices.

The area of focus is on off ice events on the Foster Rink since the ice was out at the end of March. The first off ice event was the Flyball Dog Competition for two days. This was a bit larger than last year with 48 teams competing. Following that event was the Dover Home Show which was sold out for exhibitors, but did have limited traffic. However, both of these shows offer different opportunities for the arena and of course the snack bar was open for business.

On the skating side, activities have still held strong with stick and puck programs having 435 skaters for stick practices. Of that number, 128 were youth skaters. Public recreational skating has stayed steady with 376 skaters for the month and Rock Night remains a bit slow, but steady with 45 skaters. Arena staff has introduced some Rock Night promotions in the month of May to stimulate that event. The arena leagues such as Over 45 league and CO-ED league are all full and the youth 3 on 3 program is almost full. May looks to be very exciting with some new events visiting the Foster Rink.

Public Library: 48 shoe box dioramas entered in the 2nd annual "Peeps Contest" @ the Public Library. 315 students entered poems in 8th annual "Poetry Contest". Twenty children attended the 2nd annual "Teddy Bear Sleepover" in the Children's Room. AARP concluded another successful Tax Assistance program with 288 clients served.

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

The Police Department's video/audio monitoring system was replaced using funds from the Congressionally Selected Grant. Most of the monitoring systems were more than 20 years old and in need of replacement.

Planning and Community Development staff assisted the Community Services and Inspection staff with a review of outstanding issues on several projects and took the lead on reaching out to the developers. The plans/projects are as follows:

Picard Lane
279 Locust Street
Naser Jewlers
Impact fee assessment for three projects
54 Dover Point Road
Tolend Road properties
Cornerstone Commons phase III

Planning and Community Development staff worked with the Legal Division and Fire Department with revising the Streets and Sidewalks Ordinance and Blasting Ordinance

PLANNING & ZONING

Planning and Community Development staff coordinated Technical Review meetings on the following plans:

Gas station at the intersection of Thornwood and Dover Point Road
Major subdivision on Long Hill Road
Commercial project on Central Avenue
Major Subdivision on Arch Street

The final focus of the month for the Planning Department has been developing a work plan for the Community Trail Project. This work plan, developed by an intern and the Community Trail committee, analyzes the needs of the whole project and breaks the total trail system into manageable sections. These sections will be integrated as standalone units into the total trail.

CITY GROUNDS – FACILITIES & PARKS

Plans for the construction of a Dog Park at Longhill Park are moving along. The park layout is being fine tuned and the prices for the equipment that must be purchased are being collected. The work necessary to get the park built will begin this spring and hopefully be completed by the early summer.

The Park Street Park renovation project is being supported by the Dover Rotary Club and area businesses. The demolition of some fencing and the old picnic structure has begun so the new recreation features can be built. The plan is to have this park renovation completed by early summer.

The Facilities, Grounds and Cemeteries employees continued to deal with numerous situations and leaks caused by the unprecedented rain and wind storms experienced during March and April. Crews are still working on locating the leaks in the Library; Steve Burns and Skyline Roofing are going to assist but have not come onsite as of yet.

The entry door at the Public Works Facility needed attention and was repaired by Overhead Door. Crews also conducted daily ground maintenance of municipal buildings. Trash pick-up is still once a week on the fall schedule and will go to twice weekly on the 1st of May.

The clock tower was inspected and the following issues noted: the joints between the pieces of copper that make up the roofing on different levels are separating and need attention, the sheeting on the walls had some issues but largely look to be in good condition. Estimates for this work have yet to be received.

Signs for "Video Surveillance Cameras in Use" were posted at municipal buildings on public entry doors. 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. Some traffic signals received new lenses and others were redirected after the wind storm.

The Jenny Thompson Pool received a bath of muriatic acid, was washed down thoroughly and filled with water. As of April 30th, the water was up to temperature.

The brick walkway along the River Walk in Henry Law Park was repaired and the bricks reset. The Overlook stage was removed so the drainage problem can be resolved. Mick Construction is working on this project.

Tree work around the City and in the cemetery has continued in an effort to keep up with the wind and heavy rains experienced this month. Early mowing has started around municipal buildings as well as along areas in Pine Hill Cemetery and in some of the parks.

The athletic fields were prepped for use - they were cleaned up, mowed, groomed and lined which will continue on a regular basis through the season.

A sugar maple was planted in Henry Law Park by Urban Tree for Arbor Day and a group of Birch trees was planted by Norm Fracassa for Earth Day.

Employees assisted during Dover Pride Clean-Up Day.

The trash barrels and picnic tables were put out in the parks.

Seasonal water services were turned on in public areas.

GENERAL UPDATES

Planning staff continued to work on documenting standard operating procedures for the Planning Department. This documentation effort has staff reviewing all aspects of the organization to first document, and then review for streamlining our processes. This work will lead to an increased awareness of resources needed to complete a project and the operational costs that are incurred through tasks.

Work has begun on developing a new Emergency/Disaster Plan for the Dover Public Library.

The Library Director attended the Chamber of Commerce "Downtown Walking Tours" 2010 planning session.

The public library has 282 Facebook fans and 127 Twitter followers to whom services and policy announcements are marketed regularly.

The department goal at the library is to move all biographies and all fiction genres to make room on left hand side of stacks and to begin to weed adult non-fiction.

The public library will prepare the public for shorter Saturday hours, and change in movie times with signs and publicity.

NEIGHBORHOOD AREA SPOTLIGHT

A presentation was made to residents of the Tideview Condominium complex by the Dover Police Department in response to their inquiry about starting up a Neighborhood Crime Watch group. These groups allow residents to actively participate in preventing crime in their neighborhood.

ENERGY EFFICIENCY

The Recreation Department is working with the Johnson Controls staff to plan on the continued implementation of the energy improvement programs. The plans are in place for the replacement of the dehumidification/heating system at the Indoor Pool and the electric chiller at the Ice Arena.

ACKNOWLEDGEMENTS & EVENTS

On March 27th, Chief Colarusso went before a hearing board of the Commission on Accreditation for Law Enforcement Agencies (CALEA) as part of the reaccreditation process. After careful review, the Dover Police Department was again recognized as a Flag Ship Agency with its 7th Accreditation award.

The CALEA Flagship Agency Program is designed to acknowledge CALEA Accredited public safety agencies that have demonstrated exceptional achievement in Accreditation. Only 32 other law enforcement agencies in the country have been re-accredited for their 7th time. The actual on-site evaluation occurred in December when two CALEA assessors visited the department to review our policies to ensure we were in compliance with over 450 nationally recognized standards on police policy and procedure. To meet the stringent guidelines, CALEA requires police agencies to develop a comprehensive, well thought out, uniform set of written directives to meet administrative and operational goals while providing direction to personnel.

The Teen Center also received a donation of \$240 from the Target store in Somersworth to purchase wall art for the new senior high room.

Donations continue to come in at the public library in memory of Peg Boucher. The total amount is now over \$1500 to the Friends of the Library.

Mildred Parks of Dover has donated \$250 for magazine subscriptions for the library.

The library received a \$2600 Gates Opportunity Online Grant (Year 2) for public computers. This will be more than matched by a \$6000 Friends of the Library donation for a print management system for public printing.

COMMUNITY SERVICES CAPITAL IMPROVEMENT PROJECTS Status as of April 2010

RIVER ST PUMP STATION UPGRADE

Current: The Screen Channel was cleaned and modified for the installation of the new screen, the old odor control room was demolished and the masonry work started.

Previous: The Screen Channel was cleaned and modified for the installation of the new screen, the old odor control room was demolished and the masonry work started.

BERRY BROOK WATERSHED MANAGEMENT

Current: A workscope is under development which will include upgrades to the Horne Street school drainage during the current construction project, and working with the neighborhood residents to begin implement stormwater improvements. The \$50,000 NHDES grant requires a match of \$33,400 which will be a combination of drainage work which is part of the school upgrade, in kind services of Community Services staff and drainage improvement funds.

Previous: We are meeting with the NHDES the first week of January to discuss a \$50,000 funding opportunity for improvements in the Berry Brook watershed.

STORMWATER UTILITY FEASIBILITY STUDY

Current: Stearns and Wheler / GHD has been selected as consultant to conduct the Stormwater Feasibility Study. The contract is being developed and expected to be complete in early April followed by a kick off meeting later in the month. A Stakeholder Group appointed by the City Council will be formed to participate in the Feasibility Study process and make a final report and recommendation to the City Council. The facilitated process is anticipated to take five to six months.

Previous: Interviews with four firms were conducted during the last week of February. A consultant will be selected the first week of March and a Resolution is expected to be presented to the City Council at the March 10th meeting for approval.

SIDEWALK IMPROVEMENTS

Current: The contractor has returned and completed Bellamy and Main St sidewalks and will install the speed table on Lexington in May.

Previous: Work has wrapped up for the winter.

COCHECHO RIVER DREDGING

Current: The US Army Corps of Engineers is updating the specifications in preparation to begin contract negotiations with dredge contractors. The third and final year of dredging will begin in November 2010 and conclude in March of 2011. The dredge cell will be ready for capping and closure in the fall of 2011.

Previous: 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.

HENRY LAW AVE RECONSTRUCTION

Current: Currently in litigation by the contractor.

Previous: A final punch list has been generated and the contractor is working on those items.

TOLEND LANDFILL REMEDIATION

Current: The AS/SVE system and the Southern Plume pump and treat system which were shut down for the winter in December were turned back on in April. Both will operate this year which the final source control remedy is being designed. The system AS/SVE system removed a significant amount of VOC contaminants last year and is expected to remove more this year. A Public Meeting was held at the Community Services facility on April 26th to update the public on accomplishments at the landfill during 2009 and inform them on what will be happening in 2010.

Previous: EPA 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.

WASHINGTON ST BRIDGE TO RIVER ST

Current: The contractor has started the reconstruction work at the end of Washington St.

Previous: The contractor has shut down for the winter.

SEWER INFLOW / INFILTRATION MITIGATION

Current: Wright Pierce Engineers, who are performing Inflow and Infiltration work on the sewer system, will be asked to perform an inspection of the 21 inch and 30 inch sewer lines in Henry Law Ave. that extend from Washington Street to the River Street pump station. It is important to complete this work prior to the design of the Henry Law street improvements should any upgrades be needed on these sewer lines.

Previous: Wright Pierce Engineers has begun the design of the next phase of I&I remediation, which will include a Turnpike crossing and portions of Silver Street. The design is expected to be completed in early spring followed by construction this summer.

ROUTE 9 RR BRIDGE WATERMAIN REPLACEMENT

Current: Construction is underway.

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

COCHECO RIVER SHORELINE STABILIZATION PROJECT

Current: : NHDES has requested another site visit with staff from Concord to assist in resolving objections lodged by NH Fish and Game with respect to the width of the structure that has been constructed. We expect the meeting will take place in May 2010.

Previous: A site walk was conducted in mid June at which NHDES Wetlands Bureau, NH Fish and Game, NH Heritage Inventory, and US Marine Fisheries attended in addition to the city staff, city engineering consultants and construction contractor. At the meeting NH Fish and Game representatives objected to the magnitude of the impact to the shoreline and requested modifications to the work despite the City having received an emergency permit from NHDES to construct the work based on an approved planned. We are awaiting a letter from the NHDES Wetlands Bureau summarizing the findings of the meeting.

REDDEN/ASH STREET SEWER REPLACEMENT

Current: The final top coat of pavement will be done in June.

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

RE-ESTABLISHMENT OF WILLAND POND WELL

Current: The Phase II and III Willand Pond Investigation Hydrogeologic Assessment Report was received on April 25th from Emery and Garrett Groundwater, the project consultant. The report summarizes the work involved in the development of the computer groundwater models and conclusions which can be drawn from that work as well as identify additional effort needed to obtain the answers needed to help the City decide if reestablishing a water supply facility at Willand Pond can provide sufficient water economically and at the same time regulate the water levels at Willand Pond within an acceptable range to the community. An update on the Willand Pond work was given at a City Council workshop on April 7th.

Previous: 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.

Total Permits Issued: April 2010

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
10-093	DIENGOTT	35	RUTLAND STREET	REMODEL BATHROOMS			12 140	31000	335
10-085	LAM	914	CENTRAL AVENUE	RENO. TO RESTAURANT	C	38	20	2000	45
10-076	COGEBI, INC.	14	FARADAY DRIVE	INSTALL OFFICE AREA	I	G	1F	3400	65
10-013	MCLEAN	9	PALMER DRIVE	CNST. SNGL FMLY DWLNG W/GRGE UN	R	F	16J	200000	2025
10-036	DENNISON	282	DOVER POINT ROAD	RPAR/RPLC DMGED CAUSED BY WTR	R	L	105-A	60000	625
10-037	DENNISON	282	DOVER POINT ROAD	CNST. REAR SHED DRMR, INS. A BTHR	R	L	105-A	30000	325
10-044	GLADIOLA LANE DEVELOPME	30	GLADIOLA WAY	CONST. A SNGL FMLY DWLNG W/ATT.G	R	28-A	8	125000	1275
10-045	GLADIOLA LANE DEVELOPME	27	GLADIOLA WAY	CONST. A SNGL FMLY DWLNG W/ATT. G	R	28-A	17	125000	1275
10-053	MOSLEY	84	LITTLEWORTH ROAD	REPAIR HOME AFTER FIRE	R	F	34G	100000	1025
10-054	SONOMA BUILDERSKAB REAL	31-33	BELKNAP STREET	RNV/RPR FIRE DMGD SIX FMLY DWLNG	R	10	96	262000	2645
10-055	GLADIOLA LANE DEVELOPME	37	GLADIOLA WAY	FNSH 3RD FLR 4 ADD. LVNG SPCE	R	A	28C-1	12500	150
10-056	LILYPAD TRUST	47	COURT STREET	CNST. 2ND CNNCTR B'TWN HSE & BRN	R	19	23	7500	105
10-057	MCGUIRE	40	AYERS LANE	FNSH AREA OVER GRGE FOR ADD. LVN	R	L	73-4	55000	575
10-059	GRAYSTONE BUILDERS, INC.	14	COUNTY FARM CROSS ROAD	CNST. SNGL FMLY DWLG W/ATT. GRGE	R	B	6A-1	140000	1425
10-060	O'NEIL	311	TOLEND ROAD	REPLACE DECK	R	E	40-3	16500	195
10-061	GUY	206	CENTRAL AVENUE	RPR/RSTRE FRE DMGE MULT- FIMLY D	R	12	28	95000	975
10-062	BARRETT	13	LANDING WAY	CONST. SHED ADD., FT. ENTRY PORTIC	R	L	95-1M	10000	125
10-064	BELL	25-27	PROSPECT STREET	RMDL/RNVOTE A KITCHEN	R	10	05	30000	325
10-065	CASSIDY	216	DOVER POINT ROAD	RENO./RMDL SGLE FMLY DWLLNG	R	L	94E	130000	1325
10-066	ARNOLD	8	ALDER LANE	CNST. REAR 1 STRY ADDTN	R	D	18-1	25400	285
10-067	COOPER, JR.	56	DOVER POINT ROAD	RPR/RPLC FIRE DAMAGED BARN	R	M	6	22000	275
10-068	GROEN	13	HIGH RIDGE DRIVE	CNST. A REAR DECK ADDITION	R	28	26A	7000	95

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
10-069	DARRAH	20	BALDWIN WAY	INGROUND POOL	R	L	40-11	18200	205
10-071	KEY	15	HILLCREST DRIVE	UNIT A, RPR TO ROOF DAMAGE	R	35	57A	7500	205
10-072	COUTURE	15	GLADIOLA WAY	CONST. REAR DECK ADD.	R	A	28-18	4400	75
10-073	DECKER	16	QUAIL DRIVE	FIN. ATTIC SPACE FOR ADD. LIVING AR	R	A	49-8	19500	225
10-074	TOLEND ROAD PROPERTIES	3	STOCKLAN CIRCLE	SGL FMLY DWLLNG W/ATT. GRGE	R	G	24J-2	144000	1465
10-075	EMERALD LANE DEV. LLC	72	EMERALD LANE	SNGL FMLY DWLLNG W/ATT. GRGE	R	F	22A-7	243000	2455
10-077	WELCH	13	COUNTRY CLUB ESTATE	RMDL/RENOV. KITCHEN	R	N	12F	36000	385
10-081	O'NEIL	128	HENRY LAW AVENUE	RMV / RPLC SHED	R	22	29	2800	55
10-082	NICHOLS	15	SHAWNEE LANE	CONST. SIDE & REAR DECK ADD.	R	A	14A-1	4000	65
10-086	IRREVOCABLE TRUST	9	SEABORNE DRIVE	CONST. A REAR DECK ADD./EXP.	R	J	2-9	4000	65
10-090	TOLEND ROAD PROPERTIES, L	5	STOCKLAN CIRCLE	SNGE FMLY DWLNG W/ATT. GRGE	R	G	24J-3	143000	1455
10-091	SHEEHAN	16	TOFTREE LANE	INSTALL ABOVE GROUND POOL	R	M	147	4500	70

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map Lot	Construction Value	Fee
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Total Permits Issued: 34

Total Construction Value: \$2,120,200.00

Total Fees Collected: \$22,220.00

Type of Permits Issued		Certificate of Occupancy's	
Apartment dwlg units	0	Apartment Units	0
Commercial	0	Commercial	1
Condo Units	0	Condo Units	0
Congregate Care Facility	0	Congregate Care Facility	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Duplex Unit	0	Duplex Unit	0
Industrial	0	Industrial	0
Multi Family	0	Renovations	0
Manufactured Dwlg	0	Manufactured Dwlg	1
Single Family Dwelling	7	Single Family Dwellings	3
		Total	0

PROJECTS BEFORE DOVER PLANNING BOARD

NAME	LOCATION		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes	A = Apts.	C = Condos											
Multi-Family:														
Market Square Condominiums	46 Dover Point Road	C	6	6	0	5/29/2009	5/12/2009		P09-08	K	23	5/29/2013	G	1.98
Paolini	54 Dover Point Road	C	12	5	7		7/22/2008		P08-15	K	20		G	3.96
Cedar Cove	Regent Dr	A	62	62	0	5/29/2008	4/22/2008	6/19/2008	P07-64	E	66	5/29/2012	W	20.46
Summit Land	Fifth St	A	8	8	0	4/7/2008	4/22/2008	Site	P08-10	5	16	4/7/2012	H	2.64
Temple Associates	Washington St	A	15	15	0	3/4/2008	10/23/2007	5/14/2008	P06-03	2	14	3/4/2012	W	4.95
Bamford	Third St	A	20	0	20	9/12/2007	8/14/2007	Site	P06-37	6	46	9/12/2011	H	2.2
New Meadows Inc	Knox Marsh Rd	A	120	48	72	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
PRPC	Roseanne Dr	H/C	18	18	0	2/2/2006	9/13/2005	5/23/2006	P04-46	I	3	2/2/2010	G	5.94
Total: Multi-family			123	96	7									34
Subdivisions:														
Beacon Circle	Henry Law Ave	H	9	0	9		5/12/2009		P08-25	21	5		G	3.33
Hidden Valley Drive	Hidden Valley Dr	H	10	0	10		3/24/2009		P09-03	I	94C		G	3.7
Harbor Hills	Shore Rd	H	14	0	14	4/2/2008	10/23/2007		P07-39	L	89G		G	5.18
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	1	8	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	G	7.4
Long Meadow	Gladiola Way	H	20	18	2	1/30/2008	8/28/2007	2/6/2008	P06-40	A	28	1/30/2012	H	7.4
Picnic Rock	Back River Rd	H	21	4	17	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.77
Schooner Landing	Schooner Dr	H	10	2	8	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Upper Factory Rd	H	15	7	8	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Columbus Ave/Tolend	H	72	3	69	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
Stern Subdivision	Lika Dr	H	3	0	3	3/23/2006	2/28/2006	3/23/2006	P05-71	E	45	3/23/2010	W	1.11
Emerald Woods III	Emerald Ln/Viridian Ln	H	37	0	37	1/31/2006	6/14/2005	2/1/2006	P05-10	F	15	1/31/2010	W	13.69
Narrows at Tidewater Farm	Wysteria Dr	H	5	3	2	12/16/2005	8/9/2005	12/21/2005	P05-38	N	8-3	12/16/2009	G	1.85
Duffy Drive	Middle Rd	H	3	3	0	10/24/2005	10/11/2005	10/25/2005	P05-24	M	101	10/24/2009	G	1.11
StoneCroft	Carriage Hill Ln	H	11	8	3	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	4.07
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	22	10	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.84
Ayer	Falcon Dr	H	5	4	1	5/24/2005	2/22/2005	6/8/2005	P04-61	N	21	5/24/2009	G	1.85
Waldron Falls	Watson Rd	H	10	3	7	3/30/2005	1/11/2005	4/7/2005	P04-59	E	37	3/30/2009	W	6.29
White Tail	Picard Ln	H	17	8	9	1/10/2005	11/10/2004	1/10/2005	P04-47	A	19	1/10/2010	H	6.29
Emerald Woods I & II	Emerald Ln	H	25	18	7	12/6/2004	9/28/2004	12/10/2004	P02-01	F	27	12/6/2008	W	9.25
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.48
Cornerstone Crossing III	Conerstone Dr	H	18	12	6	7/28/2005	4/12/2005	8/1/2005	P05-13	B	18	7/28/2009	H	6.66
Lionheart	Littleworth Rd.	H	4	2	2	2/24/2004	2/24/2004	3/8/2004	P03-66	G	28-1	2/24/2008	W	1.48
Ayer	McKone Ln	H	2	1	1	6/5/2003	6/5/2003	6/5/2003	P02-67	N	18	6/5/2007	G	0.74
Total: Single Family			347	122	225									135
TOTAL APPROVED UNITS			470	218	232									169
Elderly:														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	48	16	32	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Cielo Dr	H	63	17	46	2/20/2007	1/9/2007	2/20/2007	P06-24	H	4	2/20/2011	W	
Dover Retirement Cottages	Back River Rd	C	48	0	48	8/4/2006	2/28/2006	Site	P05-48	I	56	8/4/2010	Living	
Total: Elderly			159	33	126									
APPROVED + ELDERLY			629	251	358									169

* Built or permit issued and unit under construction

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS
C:\Documents and Settings\bessettec\Local Settings\Temporary Internet Files\OLK46\Subdivisions updated.xls

City of Dover

Bid Solicitation Report

For April 2010

5/5/2010

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	
Fire				Medical Supplies	
B10053	04/12/2010	04/27/2010			
Community Services-F&G				Cemetery Flowers	
Q10-025	04/12/2010	04/29/2010			
Fire				Fire Truck	
B10068	04/15/2010	05/13/2010			
Community Services				Asphalt Trench Patching	
B10064	04/20/2010	05/03/2010			

City of Dover
Bid Solicitation Report
For April 2010

5/5/2010

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	
C/S F&G				Turf Treatment Services	
B10063	04/27/2010	05/11/2010			
C/S F&G				Catch Basin Cleaning Services	
B10070	04/27/2010	05/12/2010			
C/S F&G				Crack Sealing Services	
B10071	04/27/2010	05/10/2010			
Police				TASER Equipment and Accessories	
B10073	04/28/2010	05/13/2010			

Total for

Grand Total All Departments

April 2010 Purchase orders

PO Date	PO No.	Vendor Name	Amount	DAC
4/29/2010	20102639	SEACOAST REDICARE	\$1,006.97	Executive
4/27/2010	20102518	TI-SALES, INC.	\$1,024.28	Community Services Department
4/6/2010	20101892	NORTHEAST RESOURCE RECOVERY ASSOCIATION	\$1,035.75	Community Services Department
4/26/2010	20102502	BODY ARMOR OUTLET	\$1,038.00	Police
4/6/2010	20101865	THE COACH COMPANY	\$1,040.00	Recreation
4/29/2010	20102640	WENTWORTH DOUGLASS HOSPITAL-WORKERS COM	\$1,040.25	Executive
4/8/2010	20102001	STATE OF NH-UC	\$1,044.59	City Finance Office
4/21/2010	20102389	AMERICAN FLAGGING AND TRAFFIC	\$1,054.00	Community Services Department
4/16/2010	20102229	SIEMENS INDUSTRY, INC.	\$1,057.00	Recreation
4/29/2010	20102641	DURHAM CHIROPRACTIC	\$1,067.00	Executive
4/22/2010	20102395	CITIZENS BANK-CREDIT CARD PAYMENT	\$1,116.87	Planning
4/23/2010	20102461	DELL MARKETING L.P.	\$1,151.64	Executive
4/8/2010	20101996	OLDE MADBURY LANE APTS., INC.	\$1,320.00	Human Services
4/20/2010	20102304	SEACOAST REDICARE	\$1,363.84	Executive
4/27/2010	20102519	WOODARD & CURRAN INC.	\$1,366.00	Community Services Department
4/29/2010	20102638	SEACOAST ORTHOPEDICS&SPORTS MEDICINE, PA	\$1,396.50	Executive
4/21/2010	20102358	PORTSMOUTH FORD	\$1,429.52	Community Services Department
4/6/2010	20101864	NORTHEAST RESOURCE RECOVERY ASSOCIATION	\$1,439.43	Community Services Department
4/6/2010	20101862	HAMPSHIRE FIRE PROTECTION CO., INC.	\$1,450.00	Recreation
4/6/2010	20101861	DEVINE, MILLIMET & BRANCH, PA	\$1,488.90	Executive
4/16/2010	20102227	SEACOAST REDICARE	\$1,507.60	Executive
4/21/2010	20102357	MIDDLETON BUILDING SUPPLY INC	\$1,557.50	Community Services Department
4/9/2010	20102027	HAYES PUMP, INC	\$1,564.96	Community Services Department
4/14/2010	20102168	L & B ASSOCIATES, INC.	\$1,575.00	Community Services Department
4/19/2010	20102273	RITE AID CORP-60361 / HS USE ONLY	\$1,604.86	Human Services
4/27/2010	20102515	AMERICAN FLAGGING AND TRAFFIC	\$1,618.50	Community Services Department
4/20/2010	20102302	GEORGE R. ROBERTS COMPANY	\$1,623.00	Community Services Department
4/7/2010	20101982	REDIMIX COMPANIES, INC./SEACOAST REDIMIX	\$1,732.50	Community Services Department
4/21/2010	20102392	SPRINT COMMUNICATIONS	\$1,753.22	City Finance Office
4/7/2010	20101981	HAMPSHIRE FIRE PROTECTION CO., INC.	\$1,866.00	Public Library
4/21/2010	20102359	PORTSMOUTH FORD	\$1,867.70	Community Services Department
4/7/2010	20101980	ELIOT SMALL ENGINE REPAIR	\$1,896.41	Community Services Department
4/23/2010	20102428	DENNIS MUNSON PLUMBING HEATING	\$1,954.90	Recreation
4/16/2010	20102228	SHEEHAN, PHINNEY, BASS & GREEN	\$2,024.86	Executive
4/6/2010	20101863	HANSCOM'S TRUCK STOP, INC.	\$2,037.16	Community Services Department
4/23/2010	20102462	DELL MARKETING L.P.	\$2,178.96	Executive
4/15/2010	20102206	UNITIL NH	\$2,317.12	City Finance Office

April 2010 Purchase orders

PO Date	PO No.	Vendor Name	Amount	DAC
4/6/2010	20101893	SULLIVAN TIRE COMPANY	\$2,444.07	Community Services Department
4/23/2010	20102450	MCINTIRE BUSINESS PRODUCTS, INC.	\$2,449.00	Police
4/6/2010	20101891	JCI JONES CHEMICALS INC	\$2,517.26	Community Services Department
4/16/2010	20102224	CAPRONI, JOSEPH	\$2,557.38	Executive
4/27/2010	20102516	JCI JONES CHEMICALS INC	\$2,603.43	Community Services Department
4/28/2010	20102591	UNITIL NH	\$2,619.33	City Finance Office
4/23/2010	20102460	DELL MARKETING L.P.	\$2,840.40	Executive
4/13/2010	20102142	STATE OF NH-DOT	\$3,001.69	Fire and Rescue
4/14/2010	20102178	G & K SERVICES	\$3,196.37	Community Services Department
4/20/2010	20102306	O'DAY LAW OFFICE, P.L.L.C.	\$3,310.31	Executive
4/16/2010	20102226	MITCHELL MUNICIPAL GROUP, P.A.	\$3,346.55	Executive
4/26/2010	20102500	BAKER & TAYLOR, INC.	\$3,381.30	Public Library
4/20/2010	20102303	NATIONAL EMPLOYMENT SERVICE CORP	\$3,603.60	Human Services
4/14/2010	20102179	STATE OF NH-DOT	\$3,646.82	Community Services Department
4/26/2010	20102501	NEW MEADOWS, INC. THE	\$3,698.00	Human Services
4/20/2010	20102308	EXXON MOBIL FLEET SERVICES	\$3,910.46	Fire and Rescue
4/16/2010	20102235	CALEA	\$3,915.00	Police
4/26/2010	20102499	BAKER & TAYLOR, INC.	\$3,971.01	Public Library
4/14/2010	20102167	EXXON MOBIL FLEET SERVICES	\$4,065.75	Community Services Department
4/23/2010	20102451	RESOURCE MANAGEMENT INC	\$4,320.00	Community Services Department
4/9/2010	20102039	KIDDER CONCRETE CUTTING & CORING, INC.	\$4,350.00	Community Services Department
4/7/2010	20101983	RESOURCE MANAGEMENT INC	\$4,440.00	Community Services Department
4/8/2010	20101995	W.B. MASON CO., INC	\$4,749.51	City Finance Office
4/16/2010	20102225	HULTGREN, MICHAEL D.	\$4,978.43	Executive
4/15/2010	20102208	STATE OF NH-DOT	\$5,174.04	Police
4/5/2010	20101820	PUBLIC SERVICE CO OF NH-CITY	\$5,474.98	City Finance Office
4/8/2010	20101992	FISHER AUTO PARTS 451 / FED. AUTO PARTS	\$6,434.64	City Finance Office
4/29/2010	20102610	PUBLIC SERVICE CO OF NH-CITY	\$6,725.19	City Finance Office
4/14/2010	20102204	D.M. BURNS SECURITY, INC	\$7,171.40	Recreation
4/12/2010	20102066	ESRI CORP.	\$7,200.00	City Finance Office
4/28/2010	20102588	PUBLIC SERVICE CO OF NH-CITY	\$7,999.33	City Finance Office
4/14/2010	20102203	ADAM REEVES	\$8,000.16	Recreation
4/28/2010	20102589	SANTA BUCKLEY ENERGY-CITY	\$8,437.95	City Finance Office
4/28/2010	20102587	TRI-STATE SEALING & PAVING, INC.	\$8,987.50	Community Services Department
4/29/2010	20102637	PUBLIC SERVICE CO OF NH-CITY	\$9,181.57	City Finance Office
4/20/2010	20102305	CONSTANCE DESCHUYTNER	\$10,000.00	Planning
4/21/2010	20102365	PUBLIC SERVICE CO OF NH-CITY	\$10,494.77	City Finance Office

April 2010 Purchase orders

PO Date	PO No.	Vendor Name	Amount	DAC
4/8/2010	20101994	PUBLIC SERVICE CO OF NH-CITY	\$11,127.36	City Finance Office
4/8/2010	20101991	BAYRING COMMUNICATIONS	\$12,023.94	City Finance Office
4/5/2010	20101821	PUBLIC SERVICE CO OF NH-CITY	\$14,199.44	City Finance Office
4/5/2010	20101822	COCHECO FALLS JANITORIAL SERVICES, LLC	\$14,950.00	Recreation
4/7/2010	20101979	D.M. BURNS SECURITY, INC	\$15,263.00	Public Library
4/27/2010	20102521	JP TOWLE CONSTRUCTION CORP	\$18,552.50	Community Services Department
4/21/2010	20102366	SANTA BUCKLEY ENERGY-CITY	\$23,775.20	City Finance Office
4/22/2010	20102396	LILAC CITY LAWN CARE, LLC	\$25,573.21	Community Services Department
4/21/2010	20102394	MARKINGS INC.	\$32,327.50	Community Services Department
4/8/2010	20101993	PUBLIC SERVICE CO OF NH-CITY	\$35,953.47	City Finance Office
4/23/2010	20102463	STEARNS & WHEELER, LLC	\$49,738.00	Community Services Department
4/16/2010	20102230	HI-WAY SAFETY SYSTEMS, INC	\$51,697.00	Community Services Department
4/27/2010	20102517	STANTEC CONSULTING SERVICES, INC.	\$115,996.00	Community Services Department
4/21/2010	20102393	DOVER LANDFILL BELLAMY TRUST	\$244,300.00	Community Services Department
4/21/2010	20102391	DOVER LANDFILL REMEDIAL ACTION TRUST	\$426,800.00	Community Services Department

City of Dover - Monthly Statistics	April	FYTD09	FY09	April	FY10	FY10 versus FY09
	2009	Totals	Totals	2010	Totals	FYTD +/-
	Number of Days Represented	30	274	365	30	304
INFORMATION TECHNOLOGY						
Info Tech - Total Visitors to Website	40,445	443,278	525,091	59,963	547,999	104,721
Info Tech - Average Visitors to Website Per Day	1,348	1,470	1,438	1,998	1,804	334
Info Tech - Number of Support Requests Processed	175	417	637	59	1,033	616
Total Email Processed by Server	~	0	0	97,226	25,337,267	25,337,267
- Detected as Virus	~	0	0	659	266,899	266,899
- Detected as SPAM	~	0	0	53,115	23,327,112	23,327,112
CLERK/REGISTRY RECORDS & ASSESSING						
Clerk/Collector - Death Certificates Issued	307	2323	2,707	250	2,015	-308
Clerk/Collector - Marriage Licenses Issued	18	239	294	22	205	-34
Clerk/Collector - Birth Certificates Issued	276	2392	2,845	232	2,097	-295
Clerk/Collector - Notary Public Requests	56	506	616	48	451	-55
Clerk/Collector - Marriage Certificates/Copies Issued	43	397	397	35	427	30
Clerk/Collector - Justice of Peace Requests	8	46	46	6	58	12
Clerk/Collector - Vehicle Registrations Total	2,769	23,357	27,464	2,559	23,199	-158
- EREG - Online Registrations	~	0	0	202	1,805	1,805
- Mailed Registrations	~	0	0	217	2,483	2,483
- Office Registrations	~	0	0	2,140	18,911	18,911
Registry - Deeds	~	0	0	~	555	555
Registry - Mortgages	~	0	0	~	863	863
Registry - Foreclosures	~	0	0	~	54	54
Assessing - Total Property Visits	~	0	0	~	616	616
- Property Inspection Visits	~	0	0	~	561	561
- Property Non-Inspection Visits	~	0	0	~	55	55
PURCHASING & PAYABLE DATA						
Finance-Purchase Orders \$1,000 - \$4,999.99	21	258	316	61	547	289
Finance-Purchase Orders \$5,000 - \$9,999.99	10	84	94	11	118	34
Finance-Purchase Orders \$10,000 - \$24,999.99	3	43	49	10	114	71
Finance-Purchase Orders \$25,000 - Over	4	46	57	7	100	54
Finance - Vendor Checks Produced	~	0	0	685	1,901	1,901
Finance - Accounts Payable Invoices Processed/Paid	~	0	0	2,125	4,123	4,123
POLICE						
Police Non Motor Vehicle Bookings - Total	92	1,007	1,180	70	749	-258

City of Dover - Monthly Statistics	April	FYTD09	FY09	April	FY10	FY10 versus FY09
	2009	Totals	Totals	2010	Totals	FYTD +/-
	Number of Days Represented	30	274	365	30	304
- Total Arrests	70	758	905	65	655	-103
- Total Summons	22	249	275	5	94	-155
- Adult Arrests/Summons	76	896	1,044	63	674	-222
- Juvenile Arrests/Summons	16	111	136	7	75	-36
- Male Arrests/Summons	70	696	828	52	560	-136
- Female Arrests/Summons	22	311	352	18	189	-122
Police Motor Vehicle Stops - Total	568	8,063	9,121	271	5,662	-2,401
- Total Summons	108	1,124	1,277	78	764	-360
- Total Warnings	460	6,939	7,843	193	4,898	-2,041
Police Total Speed Violations	211	2,466	2,846	82	2,109	-357
- Speed Summons	31	268	311	16	197	-71
- Speed Warnings	180	2,198	2,535	66	1,912	-286
Police Total All Other Violations	351	5,578	6,233	189	3,547	-2,031
- All Other Summons	74	848	942	62	566	-282
- All Other Warnings	277	4,730	5,291	127	2,981	-1,749
Police Parking Tickets Issued	579	6,712	7,671	472	6,754	42
- Winter Restriction Tickets	0	1,853	1,853	0	1,783	-70
- Handicapped Violation Tickets	11	128	146	6	92	-36
Police Dispatch Telephone Calls - Total	9,544	98,488	119,882	10,955	103,429	4,941
- 911 Calls	335	3,771	4,517	344	4,365	594
Public Safety Calls for Service - Total	2,468	25,190	30,260	2,224	24,831	-359
- Police Only	2,063	7,452	11,695	1,789	19,657	12,205
- Fire Only	328	1,386	2,038	317	4,017	2,631
- Police & Fire	45	235	346	68	658	423
- Other - Unassigned	32	112	176	50	499	387
Police Average Response Time - Priority 1 Calls	~	0	0	5:53	5:46	5:46
Police Average Response Time - Priority 2 Calls	~	0	0	15:29	12:24	12:24
Police Average Response Time - Priority 3 Calls	~	0	0	19:46	17:50	17:50
Police Average Response Time - Priority 4 Calls	~	0	0	41:37	40:50	40:50
Dispatch Radio Transmissions - Total	8,826	95,338	113,109	8,155	93,068	-2,270
Adult Arraignments	76	702	874	78	642	-60
Adult Trials	9	61	79	5	40	-21
Hearings	10	165	190	4	51	-114

City of Dover - Monthly Statistics	April	FYTD09	FY09	April	FY10	FY10 versus FY09
	2009	Totals	Totals	2010	Totals	FYTD +/-
	Number of Days Represented	30	274	365	30	304
Criminal Record Requests	114	856	1,001	74	807	-49
Police Case Reports Processed	999	8,213	9,410	674	8,171	-42
Community Service Program-Juveniles Tracked	28	259	324	25	242	-17
Community Service Hours	52	480	595	10	396	-84
Police Total Crimes Handled	201	1,756	2,115	221	1,790	34
- Part I Crimes - Total	64	596	735	76	631	35
- Murder	0	2	2	0	0	-2
- Rape	0	1	1	1	8	7
- Robbery	0	6	7	1	12	6
- Assault	14	125	151	21	166	41
- Burglary	6	58	65	4	36	-22
- Residence	4	41	44	3	30	-11
- Non-Residence	2	17	21	1	6	-11
- Larceny/Theft	43	385	490	47	394	9
- Auto Theft	1	8	8	1	13	5
- Arson	0	2	2	1	2	0
- Part II Crimes - Total	137	1,267	1,487	145	1,159	-108
- Forgery/Counterfeiting	1	14	16	1	12	-2
- Fraud	5	49	57	5	61	12
- Embezzlement	0	3	6	0	4	1
- Stolen Property (Buy/Sell/Receive)	0	12	16	0	4	-8
- Criminal Mischief	23	273	330	72	357	84
- Weapons Possession	0	3	5	0	0	-3
- Prostitution	0	0	0	0	0	0
- Sex Offenses	3	23	28	2	19	-4
- Drug Offenses	17	99	110	16	98	-1
- Gambling & Bookmaking	0	0	0	0	0	0
- Offenses Against Family	0	3	3	1	4	1
- Driving While Intoxicated	10	104	119	9	80	-24
- Liquor Laws	8	86	98	3	53	-33
- Disorderly Conduct	2	44	54	3	39	-5
- Vagrancy (Loitering)	0	2	3	0	0	-2
- All Other Offenses	68	552	642	33	426	-126

City of Dover - Monthly Statistics	April	FYTD09	FY09	April	FY10	FY10 versus FY09
	2009	Totals	Totals	2010	Totals	FYTD +/-
Number of Days Represented	30	274	365	30	304	
- School Truancy	10	48	56	8	34	-14
Accidents - Total	55	816	954	55	672	-144
- Non Investigative	32	477	551	31	375	-102
- Property Damage	5	150	174	11	128	-22
- Injury	5	67	80	5	52	-15
- Fatal	0	0	0	0	1	1
- Hit & Run	9	107	134	8	116	9
Non-Criminal Investigative Incidents:	149	1,499	1,713	340	2,060	561
Disturbances	108	907	1,038	130	1,113	206
Missing Persons	10	51	63	7	61	10
Suspicious Activity	30	79	79	31	104	25
Death - Untimely, Suicide & Attempts	5	36	41	7	50	14
Police Information	40	162	162	35	122	-40
Welfare Check	30	80	80	20	73	-7
Assist - Police Presence Needed	57	248	248	78	280	32
Animal Investigations - Animal Control Officer	26	262	328	32	257	-5
FIRE & RESCUE						
Fire & Rescue Total Calls for Service	362	4,254	5,018	382	4,616	362
- Calls for Fires	31	230	277	21	272	42
- Emergency Medical Calls	197	2,194	2,568	195	2,345	151
- Hazardous Condition Calls	4	216	233	7	88	-128
- Miscellaneous Service Calls	17	369	428	20	535	166
- Lock Out Calls	68	532	672	68	676	0
- False/Good Intent Calls	45	713	840	71	701	-12
Fire Dept Average Response Time - Priority 1 Calls	~	0	0	7:24	7:08	7:08
Fire Dept Average Response Time - Priority 2 Calls	~	0	0	12:22	15:22	15:22
Fire Dept Average Response Time - Priority 3 Calls	~	0	0	12:50	12:00	12:00
Fire Dept Average Response Time - Priority 4 Calls	~	0	0	14:04	13:07	13:07
Simultaneous Emergency Incidents	63	668	778	64	780	112
3 or 4 Simultaneous Emergency Incidents	12	247	265	14	245	-2
Patients Transported to Area Hospitals	145	2019	2,349	139	1,885	-134
Ambulance Revenue	\$83,378	\$802,165	\$950,211	\$92,224	\$829,704	\$27,539
Fire Loss Totals	\$11,650	\$1,083,225	\$1,105,975	\$21,262	\$914,557	-\$168,668

City of Dover - Monthly Statistics	April	FYTD09	FY09	April	FY10	FY10 versus FY09
	2009	Totals	Totals	2010	Totals	FYTD +/-
Number of Days Represented	30	274	365	30	304	
INSPECTION SERVICES						
Total Inspections	373	3,392	4,108	399	4,028	636
- Life Safety Inspections	8	79	123	25	355	276
- Sprinkler/Alarm Inspections	32	115	232	80	396	281
- Car Safety Seat Inspections	4	56	70	0	27	-29
- Building Inspections	72	546	647	67	750	204
- Electrical Inspections	112	867	995	106	993	126
- Plumbing/Mechanical Inspections	78	761	861	73	752	-9
- Blasting Inspections	~	1	0	0	5	4
- Health Inspections	22	413	505	32	453	40
- School/Daycare Inspections	6	30	39	9	100	70
- Oil Burner Inspections	6	35	39	7	58	23
- Woodstove/Fireplace Inspections	0	30	30	0	8	-22
Fire Inspection Services - Total Permits	259	667	1,019	226	1,309	642
- Burning Permits Issued	241	404	689	185	936	532
- Blasting Permits Issued	0	8	11	1	5	-3
- Building Permits Issued	18	255	319	34	326	71
- Certificate of Occupancy Permits	4	78	120	6	144	66
Monthly Permit Construction Value - Total	\$3,330	\$10,252,821	\$17,754,046	\$2,120,200.00	\$26,252,315	\$15,999,494
PLANNING & ZONING						
Planning & Zoning Applications - Total	~	0	0	11	86	86
- Major Subdivision Applications	~	0	0	1	8	8
- Minor Subdivision Applications	~	0	0	0	10	10
- Minor Lot Line Adjustment Applications	~	0	0	1	4	4
- Site Plan Applications	~	0	0	0	6	6
- Conditional Use Permit Applications	~	0	0	4	17	17
- Zoning Variance Applications	~	0	0	0	10	10
- Zoning Special Exception Applications	~	0	0	0	1	1
- Zoning Appeal Applications	~	0	0	1	1	1
- Sign Permit Applications	~	0	0	4	29	29
Zoning Violations Investigated	~	0	0	13	161	161
COMMUNITY SERVICES						
Comm Serv - PW - Total Incoming Service Calls	123	1,475	1,662	102	882	-593

City of Dover - Monthly Statistics	April	FYTD09	FY09	April	FY10	FY10 versus FY09
	2009	Totals	Totals	2010	Totals	FYTD +/-
	Number of Days Represented	30	274	365	30	304
- Engineering Service Calls Total	2	21	25	3	11	-10
- Engineering - Calls Resolved	72	133	172	0	3	-130
- Engineering - Calls Unresolved	27	65	121	3	8	-57
- Engineering - Calls Carried Over from Prev Month(s)	~	0	0	4	14	14
- Highway Service Calls Total	72	452	493	60	371	-81
- Highway - Calls Resolved	~	249	249	49	314	65
- Highway - Calls Unresolved	-	74	74	11	57	-17
- Highway - Calls Carried Over from Prev Month(s)	~	0	0	15	44	44
- Solid Waste Service Calls Total	27	214	214	18	212	-2
- Solid Waste - Calls Resolved	-	162	162	15	185	23
- Solid Waste - Calls Unresolved	-	37	37	3	27	-10
- Solid Waste - Calls Carried Over from Prev Month(s)	~	0	0	3	11	11
- Water/Sewer Service Calls Total	22	455	455	19	212	-243
- Water/Sewer - Calls Resolved	-	305	305	15	178	-127
- Water/Sewer - Calls Unresolved	-	66	66	4	34	-32
- Water/Sewer - Calls Carried Over from Prev Month(s)	~	0	0	13	47	47
- Facilities/Grounds/Cemetery Service Calls Total	~	257	257	2	224	-33
- F&G - Calls Resolved	~	0	0	1	177	177
- F&G - Calls Unresolved	~	0	0	1	47	47
- F&G - Calls Carried Over from Prev Month(s)	~	0	0	6	126	126
Community Serv- PW - Total Work Orders Generated	233	1,968	2,495	282	3,000	1032
- Engineering Work Orders Total	5	20	20	0	3	-17
- Engineering - Work Orders Closed	-	0	0	0	3	3
- Engineering - Work Orders Remaining Open	-	0	0	0	1	1
- Engineering - W/O Carried Over from Prev Month(s)	~	0	0	0	2	2
- Highway Work Orders	51	272	398	80	938	666
- Highway - Work Orders Closed	-	0	0	68	524	524
- Highway - Work Orders Remaining Open	-	0	0	12	372	372
- Highway - W/O Carried Over from Prev Month(s)	~	0	0	318	1712	1712
- Solid Waste Work Orders	0	133	133	11	248	115
- Solid Waste - Work Orders Closed	-	0	0	10	235	235
- Solid Waste - Work Orders Remaining Open	-	0	0	1	13	13
- Solid Waste - W/O Carried Over from Prev Month(s)	~	0	0	1	15	15

City of Dover - Monthly Statistics	April	FYTD09	FY09	April	FY10	FY10 versus FY09
	2009	Totals	Totals	2010	Totals	FYTD +/-
Number of Days Represented	30	274	365	30	304	
- Water/Sewer Work Orders	28	174	203	19	334	160
- Water/Sewer Work Orders Closed	-	0	0	11	184	184
- Water/Sewer Work Orders Remaining Open	-	0	0	8	144	144
- Water/Sewer - W/O Carried Over from Prev Month(s)	~	0	0	53	378	378
- Facilities/Grounds/Cemetery Work Orders	149	1,369	1,741	172	1,479	110
- F&G Work Orders Closed	~	0	0	131	797	797
- F&G Work Orders Remaining Open	~	0	0	41	248	248
- F&G Work Orders Carried Over from Prev Month(s)	~	0	0	106	907	907
Wastewater Work Orders	-	0	0	205	1291	1291
Comm Serv - Water Gallons Pumped	76,091,000	718,595,000	895,409,000	84,752,000	842,314,000	123,719,000
Comm Serv - Average Water Gallons per Day	2,536,000	2,362,000	2,453,667	2,825,000	2,765,800	403,800
Comm Serv - Dry Tons Biosolids Processed	-	0	0	86.7	603.40	603.4
Comm Serv - Gallons of Septage Received	-	0	0	11,750	191,050	191,050
Comm Serv - Million Gallons Wastewater Treated/Discharged	-	0	0	110.41	979.80	979.80
Comm. Serv - Million Gallons of Average Daily Flow Treated	-	0	0	3.6	3.20	3.20
Comm Serv - Highest Daily Flow MGD	-	0	0	7.46	7.74	7.74
Comm Serv - Tonnage of Trash Collected	357.63	3754.55	4,455.78	334.95	3,276.55	-478
Comm Serv - Tonnage of Paper Collected	122.05	1105.46	1,310.60	103.41	1,049.66	-55.8
Comm Serv - Tonnage of Commingles Collected	99.49	1002.91	1,192.97	100.23	1,024.86	21.95
Comm Serv - F&G Number of Burials - Traditional	4	32	45	5	38	6
Comm Serv - F&G Number of Burials - Ash	3	21	30	6	23	2
COMMUNITY PROGRAMS						
Rec - Arena Public Skate Attendance	393	7,181	7,418	376	6,764	-417
Rec - Arena Rock Night Attendance	40	1262	1,330	45	986	-276
Rec - Arena - Total Number of Walk In Visits	~	0	0	11,495	146,713	146,713
Rec - McConnell Center - 'Open Gym' Participants	2,071	20,421	24,269	2,333	20,306	-115
Rec - McConnell Center Common Area Reservations	120	763	934	106	903	140
Rec - McConnell Center - Total Number of Walk In Visits	~	0	0	5,125	42,776	42,776
Rec - Senior Center Membership Renewals	38	252	346	32	212	-40
Rec - Senior Center New Memberships	5	125	167	20	170	45
Rec - Senior Center - Participants on Trips	97	695	926	52	711	16
Rec - Senior Center - Daily Game/Class Participants	698	6,754	8,366	832	8,027	1273
Rec - Senior Center - Walk ins, no particular activity	749	6,128	7,262	789	6,578	450

City of Dover - Monthly Statistics	April	FYTD09	FY09	April	FY10	FY10 versus FY09
	2009	Totals	Totals	2010	Totals	FYTD +/-
	Number of Days Represented	30	274	365	30	304
Rec - Senior Center - Total Number of Walk In Visits	~	0	0	2,039	8,832	8,832
Rec - Indoor Pool - Total Number of Walk In Visits	~	0	0	9,146	47,458	47,458
Teen Center - Participants	527	3,914	4,668	603	4,559	645
Teen Center - Days of Programming	23	176	213	22	197	21
Library-Circulation	24,170	248,086	296,536	22,972	242,249	-5,837
Library-New Patrons	138	1,524	1,891	134	1,568	44
Library-Total Cardholders	27,405	27,402	27,125	27,285	26,478	-924
Library-Public Meetings Held	40	312	376	56	357	45
Library-Audio Downloads	289	671	1,264	326	3,132	2,461
Library-Internet/PC Users	2,748	25,261	30,058	1,836	19,487	-5,774
Library-Museum Passes borrowed	57	566	676	84	671	105
Library-Holds Filled	1,379	14,103	16,926	1,398	14,444	341
Library-Remote online holds placed	1,129	10,646	12,983	1,083	11,218	572
Library-Online Catalog Remote Access Hits	2,825	14,764	20,092	2,532	25,451	10,687
Library-Attendance at Programs	618	3,828	4,558	677	4,340	512
Library-Website Visitors	35,109	284,563	353,485	29,153	308,339	23,776
Library-Blog & Wiki Readers	1,883	23,474	26,406	2,333	16,608	-6,866
Library-Total Number of Walk In Visits	17,207	17,207	50,265	15,422	155,787	138,580
Library - Average Visitors Per Day	593	593	606	593	629	36
Library - Days of Operation	29	279	333	26	248	-31
ECONOMIC CONDITIONS						
Dover Human Services - Number of Contacts	425	4,182	4,994	503	5,216	1034
Dover Human Services - # of Cases	117	891	1,084	142	1,144	253
Dover Human Services - Case Expenditures	\$39,418	\$368,542	\$443,917	\$41,660	\$379,569	\$11,027
Dover Labor Force	17,500	174,680	17,485	~	17,411	-157,269
Dover Unemployment Rate	5.3			~		
Strafford County Unemployment Rate	6.2			~		
State of NH Unemployment Rate	6.4			~		
National Unemployment Rate	8.9			~		
CITY EMPLOYMENT						
Number of Weeks Represented	4	31	52	5	44	13
HR - Gross Wages Paid	\$1,189,047	\$13,743,079	\$16,534,898	\$1,524,582	\$14,396,882	\$653,803
HR - Total Average Number of Employees Paid	339	346	344.25	337	340	-7

City of Dover - Monthly Statistics	April	FYTD09	FY09	April	FY10	FY10 versus FY09
	2009	Totals	Totals	2010	Totals	FYTD +/-
	Number of Days Represented	30	274	365	30	304
- Community Services	70	71	71	71	73	2
- Executive	16	15	15	12	11	-4
- Finance	16	16	16	21	21	5
- Fire & Rescue	59	60	60	60	59	0
- Human Services	3	3	3	2	3	0
- Library	22	22	22	23	23	0
- Planning	6	6	6	6	6	0
- Police	83	83	83	79	79	-4
- Recreation	64	70	68	63	66	-4
HR - Total New Hires	1	38	48	4	39	1
- Seasonal Part-Time	0	17	25	1	21	4
- Seasonal Full-Time	1	5	5	0	6	1
- Regular Part-Time	0	4	6	1	4	0
- Regular Full-Time	0	8	8	2	6	-2
- Temporary	0	4	4	0	2	-2
HR - Total Separations	7	42	58	6	44	2
- Seasonal Part-Time	6	29	43	4	26	-3
- Seasonal Full-Time	1	4	4	0	8	4
- Regular Part-Time	0	1	1	2	2	1
- Regular Full-Time	0	6	8	0	8	2
- Temporary	0	2	2	0	0	-2
PUBLIC TRANSIT						
Dover Downeaster Total Commuter Circulation	~	0	0	~	42,785	42,785
- Total Boardings	~	0	0	~	21,499	21,499
- Total Alightings	~	0	0	~	21,286	21,286
Dover COAST Routes Total Commuters	~	75,424	75,424	~	108,391	32,967
Regional Bus Routes	~	43,553	43,553	~	58,037	14,484
- Route 1- Dover, Somersworth, Berwick	~	10,779	10,779	~	16,655	5,876
- Route 2 - Rochester, Somersworth, Dover, Newington, Portsmouth	~	32,774	32,774	~	41,382	8,608
Dover Community Routes	~	28,878	28,878	~	31,318	2,440
- Route 30 - North, DHS, Transportation Center	~	6,606	6,606	~	7,658	1,052
- Route 31 - West, DHS, Transportation Center	~	5,369	5,369	~	6,680	1,311
- Route 32 - South, DHS, Transportation Center	~	6,100	6,100	~	7,011	911

City of Dover - Monthly Statistics	April	FYTD09	FY09	April	FY10	FY10 versus FY09
	2009	Totals	Totals	2010	Totals	FYTD +/-
Number of Days Represented	30	274	365	30	304	
Dover FastTrans Total Commuters	~	2,322	2,322	~	18,020	15,698
- Route 33 - 6th,Park & Ride,Strafford County Complex	~	2,169	2,169	~	8,885	6,716
- Route 34 - 155, Silver, Broadway	~	153	153	~	3,133	2,980
- Route 35 - 108,DHS,DMS,Lib,McConnell, Central,WDH,ParkRide,Indian Bk	~	0	0	~	5,749	5,749
Demand Response Services- ADA-unable to use fixed route bus system	~	671	671	~	1,016	345
Totals may/may not include all months, depending on when stat was started.						



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 21, 2010**
Meeting Time: **To follow Special Meeting**

1. CALL TO ORDER

2. MOMENT OF SILENCE

Moment of Silence was held during the Special Meeting.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was held during the Special Meeting.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Garrison

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

5. BUDGET OVERVIEW

A. PERSONNEL OVERVIEW

City Manager Joyal passed out the following documents to the Council: Administrative Service Chart for FY2010, Administrative Service Chart Proposed for FY2011, Budget Adjustments to Maintain Existing Service Levels and Related Options, and Summary by Union. He referred the Council to the Budget Book, Page 38, and went over the proposed personnel changes. He referred to the Budget Book Page 101, and went over the summary of expenditures.

B. POLICE

Police Chief Colarusso gave a PowerPoint presentation to the Council regarding the Police Department's proposed budget.

The Council discussed the importance of maintaining the police department to be proactive. Police Chief Colarusso discussed grants the City has received to offset equipment expenditures, training and overtime. He spoke about the President Obama's proposal to fund 50,000 police officers, and his hope that Dover will be able to get some funds from that.

C. FIRE

Fire Chief Plummer gave a PowerPoint presentation to the Council regarding the Fire Department's proposed budget.

Deputy Mayor Trefethen asked about ambulance services and the fees charged, and started a discussion that compared Dover to other towns.

Councilor Cheney started a discussion on purchasing a fire truck.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
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Meeting Date: **Wednesday, April 21, 2010**
Meeting Time: **To follow Special Meeting**

Fire Chief Plummer discussed the importance of maintaining the fire department with a minimum 12 firefighters per shift.

Councilor Weston started a discussion on fire doubling, and how quickly a little fire can become a big fire.

Fire Chief Plummer discussed the overtime costs, and how approximately \$150,000 is reimbursed.

Councilor Cruikshank started a discussion about the ladder truck and its usefulness if it's not first on the scene.

Councilor Nedelka asked about the changes in response time if the North End Fire Station is closed.

Fire Chief Plummer said the North End Fire Station has a 8 to 9 minute response time, but adding that closing the station would affect all areas of the City, because there would be less personnel coverage.

Mayor Myers started a general discussion on issues discussed during the presentations.

Councilor Cheney felt the Downtown Patrol and Teen Center Officer needed to be restored, and asked how much was in the City's contingency fund.

City Manager Joyal said there was \$100,000 in General Government, and \$500 in the City Council's budget.

Deputy Mayor Trefethen said the contingency fund was for an unexpected event, and the City has used it every year. He didn't recommend it be used for anything else.

Mayor Myers asked for direction to give the City Manager. He recommended that the Council review possibly using the Sand & Gravel Fund for road maintenance or the purchase of a piece of major equipment, instead of keeping it for recreation projects. He recommended the Council have a workshop that looked at the Current Use Fund, which is currently being used for Open Land purchases.

The Council came to a consensus to direct the City Manager to look at any and all revenue sources that can be used.

Councilor Weston spoke about restoring the Fire Department to 12 firefighters per shift. She said public safety was the number one concern from the public survey.

Councilor Hooper asked about City-owned property that is not being used.

City Manager Joyal said properties are reviewed every year, and they sell the property that the City is not using.

Mayor Myers discussed the need for response time, the need to be proactive, and the need for a ladder truck. He asked where the residents were willing to make cuts. He said the reality is that nothing can be taken off the table at this time.

Councilor Hooper asked what the effect on the tax rate would be if the money is restored.

Mayor Myers said for a \$1 million override the average taxpayer would pay an additional \$88.

City Manager Joyal said to restore the most significant parts to the City's budget would require \$2.1 million.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 21, 2010**
Meeting Time: **To follow Special Meeting**

6. CITIZEN'S FORUM

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

Gary Green, 18 Footbridge Lane: He spoke about the proactive approach of the Police Department. He said something needs to be done about public safety. He agreed with looking at all revenue sources. He said the Council needed to consider overriding the tax cap. He said the City doesn't have any control over the County budget or the State budget shortfalls, and he would support an override that was kept within the constraints of the shortfalls.

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

7. ADJOURNMENT

Deputy Mayor Trefethen moved to adjourn; seconded by Councilor Weston.
Vote: 8/0.

All handouts and PowerPoint presentations have been archived with the Minutes.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 28, 2010**
Meeting Time: **5:30 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Garrison 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: School Board Member Kenneth Appel, City Manager Joyal, City Attorney Krans, and City Clerk Lavertu.

5. BUDGET OVERVIEW

A. SCHOOL

Superintendent O'Connor gave a PowerPoint presentation to the Council regarding the proposed FY2011 School Budget.

Deputy Mayor Trefethen asked about the summer school program being completely cut. Superintendent O'Connor talked about the summer school program continuing by passing the whole cost to the participants, which would double the fee.

Councilor Carrier started a discussion about increased class sizes.

Mayor Myers started a discussion regarding the variance in revenues.

Councilor Garrison referred to Slide 22 and asked about the curriculum.

Deputy Mayor Trefethen referred to Slide 13, Office Staff contract, and asked about the \$25,000 not reflected in the budget. He referred to Slide 16, enrollment, and asked about people choosing between public and private.

Councilor Weston started a discussion about there being no money for raises, and asked how the School Board was addressing this with the contracts.

Mayor Myers said there were no COLA raises, but there were STEP increases. He asked the City Manager, if the Council approved a contract, does it automatically mean an override of the tax cap.

City Manager Joyal said the Council can approve the additional funds, or tell the School Board to find the additional funds within their existing budget.

Mayor Myers referred to \$1.2 million in cuts, and asked if the School Board has prioritized what the School really needs.

Superintendent O'Connor said the School Board has determined that all the items are important. He said the School Board can come up with a list.

Mayor Myers said it will help, if the Council decides to override, to explain to the citizens why they decided to override.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
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Superintendent O'Connor went over a few more slides showing the cost per student, which showed Dover as the lowest in the State.

B. DOVER CHILDREN'S CENTER LEASE

Mayor Myers referred the Council to the copy of an amended lease for the Dover Children's Center.

City Manager Joyal spoke about the tenants at the McConnell Center, and how some of them receive subsidies from the City because of their contribution to the community. He said the Dover Children's Center has fallen behind on their lease payments due to some tough times. He said the revised lease agreement formalizes the continuation of some subsidies. He asked Recreation Department Director Gary Bannon to address the Council regarding this recommendation.

Mr. Bannon discussed the new lease agreement for the Dover Children's Center.

City Manager Joyal said the Dover Children's Center provides a service for low to moderate income families. He said there was no one in the wings that was looking to rent the space, which would create a larger expense if they were evicted.

Councilor Hooper asked about current enrollment.

Mr. Bannon asked Christina Rockefeller, Member of the Board for the Dover Children's Center, to speak to the Council.

Ms. Rockefeller said current enrollment was 42 children. She said the new bus contract didn't allow children to be dropped off at the center, and that has had a significant impact on enrollment. She said they have resolved that problem, which has already resulted in three new enrollments. They have also started a "drop-in" program, which has resulted in some full-time enrollment.

Councilor Weston asked about the break-even number.

Ms. Rockefeller said they would need 5 more children to be sustainable for this year.

Councilor Weston asked about the current budget and the rent that hasn't been paid.

Mr. Bannon said there is a shortfall in this year's budget. He spoke about the tenant paying back the deficit over time.

Mr. Otis Perry, McConnell Center Advisory Board Chairman, spoke about their negotiations with the Dover Children's Center. He said there was no viable alternative if they were to be evicted. He said the Dover Children's Center seems to have a viable plan, but they will be held accountable.

Deputy Mayor Trefethen started a discussion about empty space in the McConnell Center.

6. CITIZEN'S FORUM

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

Edward Bleiler, 22 Isaac Lucas Circle: He referred to Superintendent O'Connor's comments regarding costs per student, and asked for test scores or SAT scores versus the cost to educate the children. He said money does not educate children, but rather it is motivated teachers who



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educate children. He said the School Board should be negotiating with the unions about not receiving raises, including STEP raises.

Kenneth Appel, 16 Isaac Lucas Circle, School Board Member: He compared the Dover School system to Portsmouth and Rochester. He referred to the quality of teachers in Dover, and said some teachers left to get more money somewhere else. He said the School Board had to create a budget that met the tax cap, but the Council had the harder position of doing something about it. He wasn't asking the Council to sacrifice themselves if the community really didn't want a tax cap override. He spoke about areas that will be hurt by these cuts, and their lasting effects. He said if the community really wanted the tax cap, then they wanted a Dover that wasn't livable.

H. Jerry Lynch, 26B Lincoln Street: He said the previous speaker was good at manipulating figures. He said the people have already decided on the tax cap. He said they now want the Council to override it. He said the Council also wants to override it.

David Scott, 220 Back Road: He said 90% of homeowners in Dover work in the private sector. He said there is no money, and the people cannot afford an override.

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

7. ADJOURNMENT

Councilor Garrison moved to adjourn to Regular Session; seconded by Councilor Nedelka.
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, April 28, 2010**
Meeting Time: **7:00pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

Moment of Silence was held during the Special Meeting.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was held during the Special Meeting.

4. ROLL CALL ATTENDANCE

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

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

Councilor Cheney arrived at 7:07 pm.

5. PROCLAMATIONS/AWARDS – None

6. APPROVAL OF AGENDA

Councilor Garrison made a motion to add a Legislative Liaison Report; seconded by Councilor Carrier.

Vote: 8/0.

Councilor Garrison made a motion to approve the Agenda as amended; seconded by Councilor Weston.

Vote: 8/0.

7. PUBLIC HEARINGS

A. DISCONTINUANCE OF EASTERLY PORTION OF DAVID TUTTLE ROAD SPONSORED BY MAYOR MYERS BY REQUEST

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

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.

Mary Krans, 4 Renaud Avenue, Dover Main Street Member: She spoke about the great turnout for the 11th Annual Dover Pride Clean-up Day.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Thomas Massingham, 36 Prospect Street, Representative for Dover Main Street: He said he has lived and worked in Dover all his life. He asked the Council to continue providing the City's share of funding for Dover Main Street, so they can maintain accreditation. He mentioned all the programs sponsored by Dover Main Street, and said they would not continue without the funding.

Gary Green, 18 Footbridge Lane: He said Dover continues to be award winning, referring to the two awards won by the Planning Department. He mentioned the McConnell Center and spoke about its value. He spoke about the Energy Efficiency contract and asked how anyone could be against it. He spoke about the condition of the roads and the need to fund their maintenance. He spoke about driving on Tolend Road, stating it was rough but he was still able to go the speed limit. He said he had a great deal of respect for the people championing for the pools and mounted police, but said only a portion of the population use these services. He said the Police and Fire Departments benefit all the taxpayers all the time, and they need to be funded. He said he would support a tax cap override only if the money couldn't be found elsewhere. He suggested the Council use the total of the County tax and State revenue shortage as a guide for the new spending override ceiling.

Michele Holt-Shannon, 14 Florence Street: She said the Council has her support for a tax cap override for both the City and Schools. She gave a Facebook update, stating they have 636 members, and spoke about the demographics of the people involved. She said the tax cap did not pass by a huge margin, and probably wouldn't have passed without an override option.

Donald Medbery, 3 Covered Bridge Lane: He said overriding the tax cap was going to ruffle a lot of feathers, and wasn't going to be easy for the Council. He spoke about a previous speaker's comments about spreading malarkey, and said his comments marketing Dover while he was running for Council were malarkey, and probably why he wasn't elected. He referred to the pool, and said Jenny Thompson has stated that she would be happy to do a drive every year to support the pool. He spoke about Tolend Road and gave credit to the City Manager that it has been patched to make it more drivable. He said people and companies can come up with more cost savings and needed to be more creative. He said the City could tap into the community people for creativity. He said the Council ran for office knowing this was coming down the pike, and he hasn't heard any Councilor come up with ideas to save money.

Todd Black, 19 Emery Lane: He stated that he appreciated the work of the Council. He spoke about the pools, referring to the impact on the kids and the economic activity the pools bring to the City.

Marilyn Follansbee, 25 Dover Point Road: She thanked the City employee's who were willing to give up raises and COLAs. She said she was impressed with the turnout at the last meeting, and said the City should take advantage of the man who said he would head up a pool committee to raise money. She spoke about donations being made to the City, and the procedures for citizens to do this. She said the City needs to come up with something other than taxpayer dollars to pay for these things. She said if people really want something then they



CITY OF DOVER

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should pay for it. She asked the citizens that had any practical solutions to bring them to the Council to consider.

Edward Bleiler, 28 Isaac Lucas Circle: He read a statement to the Council.

Timothy Paiva, 4 Cailey Anna Lane, Seacoast Swim Association President: He spoke about the closing of the pools, quoting some figures regarding the income generated by the pool. He said the Seacoast Swim Association has looked into private ownership of the Jenny Thompson Pool. He said they could not support public use of the facility due to the high cost of insurance. He stated five creative suggestions for saving the pools: 1. One pool open at a time; 2. Fewer lifeguards; 3. Swim lessons; 4. Incentive program; and 5. Invest money more wisely. He said the Seacoast Swim Association paid \$89,000 in rental fees last year. He said they are doing everything they can to rally support in the City, and have petitioned the City to allow a march from the pool to the City Hall on May 26th.

Michael Parratto, 14 Back Road, Seacoast Swim Association Head Coach: He read a letter from Jenny Thompson to the Council.

H. Jerry Lynch, 26B Lincoln Street: He spoke about the Irish Festival and the Council's decision to allow liquor to be served, even though there is a City Ordinance that doesn't allow drinking at Henry Law Park. He said there were enough bars in the area for someone to get a drink.

John Dorr, 98 Henry Law Avenue: He spoke about the importance of community and the commitment the Council makes. He said the Library is busy because of the economy, and the skateboard park helped difficult kids. He spoke about the history of vision and community networking. He said it may be necessary to push for an override.

Mark Jordan, Central Towers: He spoke about the Irish Festival. He said he would hate for the Council to allow alcohol to be served. He said it was not a good example for the City's youth. He said the Celts do not need to drink to have a good time.

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

9. CITY MANAGER'S REPORT

City Manager Joyal said the City Manager's Report consists of updates on legal activities and economic development activities.

Councilor Weston asked about the affects of the State legislature killing the telephone pole tax exemption.

City Manager Joyal said it will help offset \$30,000 in property tax revenues, because the telephone companies will pay their fair share of taxes.

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

Vote: 9/0.



CITY OF DOVER

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10. APPROVAL OF MINUTES

- A. April 7, 2010 – Special Meeting**
- B. April 7, 2010 – Workshop**
- C. April 14, 2010 – Regular Session**
- D. April 21, 2010 – Special Meeting**

Deputy Mayor Trefethen moved for their approval; seconded by Councilor Weston.
Vote: 9/0.

11. MAYOR'S REPORT

Mayor Myers asked Cathy Beaudion, Library Director, and Jane Bard, the Children's Museum Associate Director to come to the podium to speak to the Council.
Ms. Bard discussed the past two years in Dover. She said 25% of the people attend the Museum for free or reduced admission. She said on May 7th, 5:30 – 8:00 pm, the Museum is opened for free for Family Night. She said she wanted to mention a new curriculum regarding New Hampshire Rivers, which is available for free on their website. She also presented a copy of the curriculum to the Dover Public Library.

Mayor Myers said the Arts Commission is still looking for a Council liaison. In lieu of a Council liaison, he reported on a few items: The Arts Commission now has a Facebook page; on May 20th there will be having a forum on the impact of the Arts Commission, and they are concerned about cuts from the State for arts funding. He congratulated Grace Roy of Woodman Park School, who won the State contest for creating a poster talking about safety in the sun. He said her poster is now entered in the National competition. He attended the Local Government Center monthly meeting. He attended a Business After Hours meeting at Kelly's Row. He congratulated Dover Main Street on their success with Dover Pride Clean-up Day. He said it was the first time he had missed it, but he plans to sponsor an Adopt-a-Spot to make up for it. He attended the DARE breakfast at the Moose Hall.

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

12. UNFINISHED BUSINESS

- A. ORDINANCES IN THE 2nd READING – None**
- B. ORDINANCES IN THE 3rd READING – None**



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
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C. RESOLUTIONS

**1. DISCONTINUANCE OF EASTERLY PORTION OF DAVID TUTTLE ROAD
 SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved for its approval; seconded by Councilor Weston.
 Deputy Mayor Trefethen said this was a recommendation from the Class VI Ad-Hoc
 Committee, and this Resolution is actually acting upon this recommendation.
 Vote: 9/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **PARADE – Children’s Museum of New Hampshire**
2. **RAFFLE – Garrison Elementary School**
3. **TAG – Dover Little Green Cheerleading**
4. **RESOLUTION: B08082 OCCUPATIONAL HEALTH SERVICES CONTINUATION
 OF AGREEMENT
 SPONSORED BY MAYOR MYERS BY REQUEST**
5. **RESOLUTION: B10065 TRAFFIC CONTROL FLAGGING
 SPONSORED BY MAYOR MYERS BY REQUEST**

COMMITTEE REPORTS

- | | |
|--|---|
| 1. School Board Liaison | 7. Solid Waste Advisory Commission |
| 2. Planning Board | 8. Transportation Advisory Commission |
| 3. Appointments Committee | 9. Joint Building Committee – Horne Street |
| 4. Recreation Advisory Committee | 10. Joint Building Committee – Woodman Park |
| 5. McConnell Center Advisory Committee | 11. Legislative Liaison |
| 6. Arts Commission | |

Deputy Mayor Trefethen moved for the approval of the Consent Calendar; seconded by
 Councilor Carrier.
 Mayor Myers asked if the Council had any items they would like pulled for further discussion.
 Councilor Garrison asked to pull the Legislative Liaison Report.
 Mayor Myers asked for a roll call vote on the remaining items of the Consent Calendar.
 Roll Call Vote: 9/0.

Councilor Garrison spoke about his Legislative Liaison report.
 Deputy Mayor Trefethen moved for its acceptance; seconded by Councilor Weston.



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Vote: 9/0.

B. RESOLUTIONS

1. AMENDMENT TO CHILDREN'S CENTER LEASE FOR THE MCCONNELL CENTER

SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved for its approval; seconded by Councilor Nedelka. Councilor Nedelka made a motion to substitute as a whole the new version of the Resolution; seconded by Councilor Cruikshank.

Vote: 9/0.

City Attorney Krans clarified the two changes to the Resolution.

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

2. AD-HOC STORMWATER UTILITY FEASIBILITY STUDY COMMITTEE

SPONSORED BY MAYOR MYERS BY REQUEST

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

City Manager Joyal went over the background of this Resolution.

Councilor Weston moved to make a friendly amendment to the first paragraph. She asked to add: "to be nominated by the Mayor or any Councilor, and appointed by vote of the City Council." This motion was seconded by Councilor Cheney.

Mayor Myers asked for a vote on the amendment to the Resolution.

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

Councilor Cheney started a discussion about the makeup of the Committee.

Mayor Myers asked for a vote on the amended Resolution.

Vote: 9/0

3. ACCEPTANCE OF THE CONSOLIDATED PLAN FY2011-FY2015, AND ACTION PLAN FOR FISCAL YEAR 2011 CDBG ENTITLEMENT FUNDS (TO BE REFERRED TO A PUBLIC HEARING ON MAY 12, 2010)

SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved to refer to a Public Hearing on May 12, 2010; seconded by Councilor Cruikshank.

Vote: 9/0.

4. AMENDMENT OF 2010 FEE SCHEDULE FOR PARKING PERMIT RATES

SPONSORED BY MAYOR MYERS BY REQUEST

(TO BE REFERRED TO A PUBLIC HEARING ON MAY 12, 2010)

Deputy Mayor Trefethen moved to refer to a Public Hearing on May 12, 2010; seconded by Councilor Weston.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Meeting Time: **7:00pm**

C. ORDINANCES IN 1ST READING – None

14. COUNCIL CORRESPONDENCE

A. PACKET OF LETTERS FORWARDED FROM THE DOVER CHILDREN'S CENTER

Deputy Mayor Trefethen made a motion to accept the Council Correspondence and for it to be placed on file. **NO SECOND**

Councilor Cheney said she had additional correspondence to add, three legal opinions.

Deputy Mayor Trefethen asked for a point of order. He said the intent of the Council Rules is to accept correspondence from citizens or business owners.

Mayor Myers asked for a motion to separate the vote on accepting the Council Correspondence.

Councilor Cruikshank made a motion to separate the vote on the Council Correspondence; seconded by Councilor Weston.

NO VOTE

Mayor Myers asked for a vote on the packet of letters from the Dover Children's Center.
Vote: 9/0.

Councilor Cheney discussed the three legal opinions, and the Council Rules to accept Council Correspondence.

Deputy Mayor Trefethen said he would not accept this correspondence. He said he felt the Council Rules did not include accepting correspondence from other Councilors. He stated that the contents could be a basis for legal action, and until the Councilor states that she will not be suing the City and will drop the matter, he will continue to vote against accepting her correspondence.

Councilor Cruikshank said she had concerns about this and would not vote to accept the correspondence.

Councilor Nedelka said Councilor Cheney is not willing to let this subject drop, and he will not vote for it.

Councilor Weston asked for the City Attorney's input concerning the Council Rules on accepting correspondence.

City Attorney Krans went over the Council Rules on accepting correspondence. He also noted that Councilor Cheney might say she won't sue the City, but someone else could.

Councilor Weston said as chairperson for the Horne Street School Joint Building Committee, the committee is very uneasy with this situation. She personally requested that Councilor Cheney let this go, because it has gone on long enough.

Vote: 1/8; Failed. Councilor Cheney voted in favor.

15. COUNCIL MATTERS OF INTEREST

Councilor Cheney said she was going to read the three legal opinions to the Council.

Deputy Mayor Trefethen asked for a point of order. He said the Council has just rejected the correspondence.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Mayor Myers said he would allow Councilor Cheney to read the letters, because the Council can't censor what the other Councilors do. He said Council Matters of Interest is a time for Councilors to state their opinions.

Councilor Cheney read the three letters to the Council.

Councilor Cruikshank responded to the Citizen's Forum comments. She said the City Manager has gone over the procedure for collecting past due taxes, and that they are dictated by State law. She spoke about the need for new Fire equipment and the wear and tear on the old equipment on the truck, even though the mileage of the vehicle isn't too high. She said she enjoyed working on Dover Pride Clean-up Day. She said no one should question the frugality of the Community Services Department, because the broom she started with kept falling apart, and she decided it was quicker to go home and get her own broom.

Councilor Carrier thanked Superintendent O'Connor for his presentation. He asked the Councilors to put their efforts into this budget crisis. He said other items can be put on the back burner.

Councilor Weston said she used her own wheelbarrow on Dover Pride Cleanup Day, and she had a blast.

Mayor Myers said he appreciated all the comments at the podium, and the Council needs to hear more from the citizens. He said he is disappointed that some ask questions, but they don't wait for the answer or listen to the answer on Channel 22. He said it is frustrating when they get the same questions again, because it gives the impression that they don't respond to questions. City Manager Joyal said citizens can also call or email his office with any questions.

16. ADJOURNMENT

Deputy Mayor Trefethen moved to adjourn; seconded by Councilor Weston.

Vote: 9/0.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2010.04.28 – 48**
Resolution Re: Acceptance of the Consolidated Plan FY11-FY15, and
Action Plan for Fiscal Year 2011 CDBG Entitlement Funds.

WHEREAS: The City of Dover will have available funds for appropriation from the 2011 CDBG Entitlement year, including program income; and

WHEREAS: The Planning Department is required by HUD to prepare, and the Governing Body adopt the "Consolidated Plan" which is a needs assessment and detailed expenditure plan for the use of C. D. funds in meeting the needs of low and moderate income residents of Dover; and

WHEREAS: The Planning Board has reviewed proposed projects for said funds and has held a public hearing for the purpose of obtaining citizens' viewpoints, on the recommended expenditures; and

WHEREAS: Administration and the Planning Board have reviewed the proposals and derived a recommended expenditure plan; and

WHEREAS: The recommended disbursements of funds have been reviewed for compliance with HUD statutory requirements and for meeting national objectives.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Consolidated Plan and attached Action Plan be adopted and the City Manager be authorized to enter into subrecipient contracts as part of this Annual Plan for expenditure of FFY10 Community Development Block Grant funds.

Note: To be referred to public hearing and vote on May 12, 2010.

Financing		
Estimated Revenue		
Account	Description	Appropriation
2100.1.180.46311.3311.06311.11.000.000.R30	Federal Grant	\$381,742.00
2100.1.180.46311.3421.06311.11.000.000.R40	Downtown Parking Income	\$10,000.00
2100.1.180.46311.3592.06361.11.000.000.R50	Deposit to Agent	\$2,500.00
2100.1.180.46311.3421.06311.11.000.000.R40	School Street Parking Income	\$6,200.00
2120.1.180.xxxxx.1715.xxxx.00.000.000.A20	Housing Revolving Loan Income	\$3,918.00
2125.1.180.xxxxx.1715.xxxx.00.000.000.A20	DELP Revolving Loan Income	\$27,170.00
TOTAL		\$431,530.00

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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2010.04.28 – 48**
Resolution Re: Acceptance of the Consolidated Plan FY11-FY15, and
Action Plan for Fiscal Year 2011 CDBG Entitlement Funds.

Account	Description	Appropriation
2100.1.180.46348.4835.06389.11.000.000.800	Dover Recreation Department	\$5,361.00
2100.1.180.46348.4835.06360.11.000.000.800	Welfare Security Deposit Assistance	\$10,000.00
2100.1.180.46348.4835.06333.11.000.000.800	Community Partners Security Deposits	\$10,000.00
2100.1.180.46348.4835.06342.11.000.000.800	My Friend's Place	\$6,900.00
2100.1.180.46348.4835.06334.11.000.000.800	My Friend's Place Transitional Housing	\$3,000.00
2100.1.180.46348.4835.06384.11.000.000.800	Seymour Osman Community Center	\$3,000.00
2100.1.180.46348.4835.06367.11.000.000.800	AIDS Response	\$8,500.00
2100.1.180.46348.4835.06361.11.000.000.800	A Safe Place	\$3,000.00
2100.1.180.46348.4835.06380.11.000.000.800	Homeless Center For Strafford County	\$8,500.00
2100.1.180.46348.4835.06347.11.000.000.800	Sexual Assault Support Services	\$3,000.00
2100.1.180.46348.4835.06362.11.000.000.800	The HUB Family Recourse Center	\$3,000.00
2100.1.180.46323.4835.06335.11.000.000.800	CAP Weatherization	\$25,000.00
2100.1.180.46348.4835.06341.11.000.000.800	Our House for Girls	\$9,203.00
2100.1.180.46348.4835.06343.11.000.000.800	Dover Children's Center	\$30,950.00
2100.1.180.46348.4835.06377.11.000.000.800	Cross Roads House	\$50,000.00
2100.1.180.46341.4835.xxxxx.11.000.000.800	Downtown Improvements	\$58,430.00
2100.1.180.46311.6311.xxxxx.11.000.000.800	CDBG Administration	\$86,306.00
2120.1.180.00000.1715.xxxxx.11.000.000.800	Housing Rehab. loan pool income	\$3,918.00
2100.1.180.46323.6321.xxxxx.11.000.000.800	Housing Rehab. Admin	\$28,708.00
2125.1.180.00000.1715.xxxxx.11.000.000.800	DELP Income returned to loan pool	\$27,170.00
2100.1.180.46525.6621.xxxxx.11.000.000.800	DELP Administration	\$28,895.00
2100.1.180.xxxxx.6301.xxxxx.11.000.000.800	Un-programmed Funds	\$18,689.00
TOTAL		\$431,530.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

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

Recorded by: Karen Lavertu
City Clerk

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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2010.04.28 – 48**

Resolution Re: Acceptance of the Consolidated Plan FY11-FY15, and
Action Plan for Fiscal Year 2011 CDBG Entitlement Funds.

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 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.		

Document Created by:
Planning Department
Document Posted on:
May 7, 2010

2010_04_28_cdbg__acceptance_of_consolidated_action_plan_and_entitlement_funds

Page 3 of 7

12C1



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2010.04.28 – 48**
Resolution Re: Acceptance of the Consolidated Plan FY11-FY15, and
Action Plan for Fiscal Year 2011 CDBG Entitlement Funds.

RESOLUTION BACKGROUND MATERIAL:

Attached is a brief synopsis of the Federal Fiscal Year 2010, Community Development Block Grant Program available funds, Goals and Objectives of the C. D. Program and a description of the agencies, organizations and Planning Department's use of requested funds.

The City of Dover is an Entitlement Community, which means we receive funds directly from HUD, rather than going through the State. The Planning Board acts in a citizens' advisory capacity, in determining how the C.D. funds should be spent after listening to all the requests from local agencies and the Planning staff. All of these funds must go toward one of HUD's 3 national objectives: 1) Low income benefit, 2) Elimination of slums or blight, 3) Urgent need.

After the Planning Board recommends where the CDBG funds should be spent, the City Council holds a public hearing on the Action Plan (One year use of funds.) This provides citizen's and those effected by the funding decision the opportunity to comment on the proposed expenditures, before the Council votes on the Final Action Plan in April. Once approved by the Council, the Plan is forwarded to HUD for their final grant approval.

The FFY10 grant from HUD was increased by \$28,000.00 over the current years grant. As always, the requests exceeded the available funds and tough decisions had to be made on which agencies would be recommended for funding under next years grant. The total funding requests from Public Service Agencies came in at \$130,520.00 while the maximum allowed under the grant is \$64,621.00, a difference of \$66,259.00. Each activity is rated for their priority in the Consolidated Plan and Action Plan as a high, medium, or low priority. The Planning Board used these priorities in determining their recommendations for next years Community Development Block Grant expenditures.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2010.04.28 – 48**
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CDBG Program Description

Dover Recreation Dept.: \$5,361

Supplemental funding for the summer camp scholarship program for very low income Dover resident.

Dover Welfare: \$10,000

Continued funding of Dover Welfare's Security Deposit Assistance Program, which aids people who cannot afford the down payment for rental housing in the City.

Community Partners: \$10,000

Funding for Homeless Assistance Program security deposits and rental assistance for Behavioral Health clientele who are mentally ill and cannot afford security deposits and rental housing.

My Friend's Place: \$6,900

Funding for operations and repairs at the City's homeless shelter.

My Friend's Place Transitional Housing: \$3,000

Funding for operations and repairs at My Friend's Place transitional housing units.

Seymour Osman Community Center and Youth Safe Haven: \$3,000

Funding for the drop out prevention program at the DHA

AIDS Response: \$8,500

Grant to assist in case management and support services of ARS. AIDS Response provides vital emotional and practical support for people living with AIDS, their families and friends

A Safe Place: \$3,000

Grant for Shelter and services of abused spouses and their children. The shelter is located in Portsmouth and serves the entire area.

Homeless Center For Strafford County: \$8,500

Funding for operations at the overflow shelter in Rochester for homeless families.

Sexual Assault Support Services: \$3,000

Funding for architectural & design services for space at the McConnell Building.

HUB Family Support Services: \$3,000

Grant to the HUB, which provides parent support and skills, information, referrals and school readiness.

Strafford County CAP: \$25,000



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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Funding for CAP's Weatherization and property rehabilitation program serving very low income Dover residents with housing needs.

Our House for Girls: \$9,203

Funding for life safety improvements for the girls shelter in Dover.

Dover Children's Center: \$30,950

Funding for facility improvements on Back River Road and the McConnell Center.

Cross Roads House: \$50,000

Funding for family unit rehabilitation at the Portsmouth facility.

Downtown Improvements & Project Oversight: \$58,430

Funding for ADA improvements in the downtown area.

Program Administration: \$86,306

Overall administration of the CDBG program including program costs.

Housing Revolving Loan Fund income to Loan Pools: \$3,918

Loan payments returned to the loan pool for future lending.

Housing Rehabilitation Administration: \$28,708

Funds to administer the Housing Rehab. Program

Economic Development Income to Loan Pool: \$27,170

Loan payments returned to loan pool for future lending.

Economic Development Program Administration: \$28,895

Funds to administer City's Economic Loan Program

ACTIVITIES NOT RECOMMENDED FOR FUNDING

All activities not funded fall under the Public Service area of the budget and are subject to a 15% expenditure cap. This year, \$66,259 in requests had to be cut from the Public Service budget due to the cap. The following agencies were not recommended for funding under the Block Grant Program:

Avis Goodwin: (Public Service)

Funding for the agency's pre natal care program.

Seacoast Family Promise: (Public Service)

Funding for their teen housing program.

Big Brothers Big Sisters: (Public Service)

Support services for youth at risk.

Document Created by:
Planning Department
Document Posted on:
May 7, 2010

2010_04_28_cdbg__acceptance_of_consolidated_action_plan_and_entitlement_funds

Page 6 of 7

12C1



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2010.04.28 – 48**

Resolution Re: Acceptance of the Consolidated Plan FY11-FY15, and
Action Plan for Fiscal Year 2011 CDBG Entitlement Funds.

Cross Roads House: (Public Service)

Funds for the homeless shelter operations.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM GOAL STATEMENT

The City of Dover has articulated a goal of creating a viable urban environment through the improvement of housing and employment opportunities for low and very low income people and through improving and/or expanding public facilities and services.

Specific objectives:

1. To provide increased opportunities to residents of the City who require education, health, recreation, housing and related human services.
2. To rehabilitate and improve the housing stock of the City, especially for persons of low and very low income.
3. To plan and construct public improvements in areas populated by or used predominantly by low and very low income persons.
4. To provide increased employment opportunities for low and very low income persons.
5. Removal of architectural barriers to allow increased handicapped accessibility.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2010.04.28 - 54**
Resolution Re: Amendment of 2010 Fee Schedule For Parking
Permit Rates

WHEREAS: The Parking Commission has approved a plan for the next phase of downtown parking meter installation, and;

WHEREAS: The Commission has reviewed relevant background studies, including the Ad Hoc Parking Facility Financial Feasibility Committee Report, and;

WHEREAS: The Commission has recommended that amendments to the permit fee structure in municipal parking lots are necessary to promote equity in the downtown parking management system.

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

The Police section, p. 10 of the approved FY 2010 Fee Schedule shall be amended to take effect within 30 days of passage of this resolution, as follows:

Location:	Permit Type:	Current Fee:	New Proposed Fee:
Orchard Lot	Business / Resident	\$45 / \$15	same
School St Lot	Business / Resident	\$45 / \$15	same
First St Lot	Business / Resident	\$35 / \$10	\$45 / \$15
Third St Lot	Business / Resident	none / none	\$45 / \$15
Chestnut/Fourth St Lot	Business / Resident	none / none	\$45 / \$15
Library Lot	Business / Resident	\$20 / \$10	eliminated / \$15
Portland Av Lot	Business / Resident	\$20 / \$10	no charge / no charge
River St Lot	Business / Resident	\$15 / \$10	same / \$15
Second St	Resident Only	\$10	\$15
Henry Law Av	Resident Only	\$10	\$15

Financing

Account	Description	Appropriation	Balance	Charge
XXXX-XXXXXX				
				Total

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Scott Myers, Mayor
By Request

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

Recorded by: Karen Lavertu



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2010.04.28 - 54**
Resolution Re: Amendment of 2010 Fee Schedule For Parking Permit Rates

City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, 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#: 12.C.2.

Resolution Number: **R – 2010.04.28 - 54**

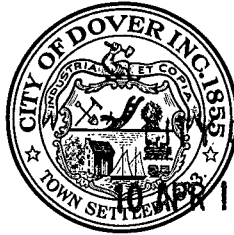
Resolution Re: Amendment of 2010 Fee Schedule For Parking
Permit Rates

RESOLUTION BACKGROUND MATERIAL:

A comprehensive planned parking system in the City of Dover balances short-term and long-term parking needs to 'level the playing field' in the downtown core business area.

Analysis of the core parking district identified seven priority areas for revenue generation based upon studies of parking demand and designed to encourage the use of downtown on-street parking for short-term business and service customers, while providing alternative parking options for long-term downtown business owners and employees.

The Parking Commission has endorsed a plan for installation an additional 41 multi-space parking meters as part of the next phase of what will eventually be a comprehensive parking system in the downtown. This phase covers the top three of the seven priority areas and includes metering core off street lots and the central downtown corridor. This plan is expected to increase the demand for off-street parking alternatives from merchants and downtown employees. Adjusted permit rates for off-street lots, which historically have been tiered based on geography, will provide more equity across the downtown.



CITY OF DOVER

APR 19 AM 11:00

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 KNIGHTS OF COLUMBUS

Federal Tax ID number for Organization:

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

Contact Person: PAUL K. MC MANUS Day Time Telephone: (603) 742-3748

Address: 5 ARROWBROOK RD DOVER, NH 03820 Email Address: SURFERBUZZ@COMCAST.NET

Purpose of Permit: TO HOLD A MAY PROCESSION HONORING "MAY" THE MOTHER OF GOD

Date of Event: MAY 23 Specific Time: 2 PM - 4 PM

Location of Event: ST. CHARLES Church - TO - ST GEORGE'S Church - TO ST MARY'S Church - BACK TO ST. CHARLES Church.

(Raffle Permit only)

Prize (s) To Be Awarded:

Amount of Donation: Date of Drawing: Specific Time:

Place of Drawing:

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

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

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

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

Signature: Paul M. McManus Date: 4/19/10

Licensing Board approval [Signature] Date: 5/14/10
ACTING Revised 03/17/08



RECEIVED
DOVER CITY CLERK
DOVER, NH

2010 APR 29 A 9:04

**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: Garrison Elementary School Boat Camp
Federal Tax ID number for Organization: _____

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

Contact Person: Greg Brown Day Time Telephone: 516-6753 / 312-1140

Address: 50 Garrison Rd Dover, NH Email Address g.brown@dover.k12.nh.us

Purpose of Permit: 5K Road Race

Date of Event: June 6th 2010 Specific Time: 9am

Location of Event: Starts at Garrison Elementary

(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 _____

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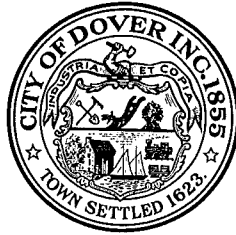
Signature: [Signature] Date: 4/28/10

Licensing Board approval _____ Date: _____
Revised 03/17/08

Race Route will be same as last 2 years.

- Start - Shaws Lane
- Left on Garrison
- Continue on Garrison to Spruce
- Continue on Spruce, crossing Back River Road
- Continue on Spruce
- Right on Mast Rd.
- Right on to sidewalk of Back River Rd
- Left on Garrison
- Finish at Garrison School Parking lot.

RECEIVED
DOVER CITY CLERK
DOVER, NH



Regular meeting
Council approved
on 12th
- March 2nd

2010 APR 29 P 3:26

APPLICATION CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Seacoast Swim Association
Federal Tax ID number for Organization: 22-2485093
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

Contact Person: Dawn Haines Day Time Telephone: 603.312.0345

Address: 17 Elm St Dover Email Address: DHaines@unh.edu

Purpose of Permit: For a peaceable March to City Hall in support of Dover Pools

Date of Event: May 26, 2010 Specific Time: 6 pm

Location of Event: Begin at JTP on Portland Ave to Main St. up Main St. to light

(Raffle Permit only) then back down the other side of Main, thru Washington St. to City Hall.

Prize (s) To Be Awarded: _____
Amount of Donation: _____ Date of Drawing: _____ Specific Time: _____

Place of Drawing: _____

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

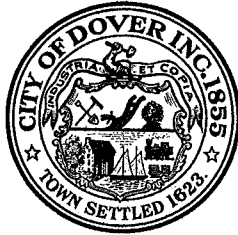
**** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA**

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

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

Signature: Dawn Haines Date: 4/28/10

Licensing Board approval [Signature] Date: 5/5/10
Revised 03/17/08



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: Great Bay Figure Skate Club
Federal Tax ID number for Organization: 237430884
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political
Contact Person: Karen Benedetti Day Time Telephone: (603) 343-2891-home
Address: 119 Cottonwood Drive Dover NH 03820 Email Address: KBenedetti@semcecu.org
Purpose of Permit: tagging
Date of Event: May 22-23 Specific Time: 11:00 am
Location of Event: Newick's

(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.

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Signature: Jerry Hansen Date: 4/20/10
UP GBFSC

Licensing Board approval [Signature] Date: 4/22/10
Revised 03/17/08



RECEIVED
DOVER CITY CLERK
DOVER, NH

APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

2010 APR 28 P 12:17

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: Prime Time Alstons Boosters

Federal Tax ID number for Organization: _____

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

Contact Person: Teena Pokorski Day Time Telephone: (603) 832-9330

Address: 36B Trinity Circle Rochester NH 03839 Email Address: Littlonz@yahoo.com

Purpose of Permit: Tagging

Date of Event: May 28, 29, 30 Specific Time: from 10am - 5pm

Location of Event: Multiple Stores (ie: Shaws, Dunkin Donuts, Irving...)

(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

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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: [Signature] Date: 4/28/10

Licensing Board approval: [Signature] Date: 4/29/10
Revised 03/17/08



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2010.05.12 - 55**
Resolution Re: B09071 Dover Trash Bags

WHEREAS: Sealed bids B09071 were requested and received for trash bags on May 26, 2009 at 2:00 pm for a possible two year agreement; and,

WHEREAS: The low bid was submitted by Interboro Packaging Corp of Montgomery NY. The city council awarded the bid to this vendor on June 24, 2009 but subsequent to council action, contract negotiations broke down with the vendor refusing to perform according to the provisions of the Request for Bid; and,

WHEREAS: A resolution was brought back to council in August 2009 and award was granted to the next low bidder, Waste Zero at rates provided 5/26/2009 of \$192.60 per 1000 thirty gallon draw string bags and \$116.00 per 1000 fifteen gallon draw string bags. Due to increase in cost of resin, the year two pricing has come in with a slight increase to \$198.00 per 1000 of 30 gallon bags and \$119.00 per 1000 for 15 gallon bags.

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 Waste Zero for year two from 07/01/10-06/30/11. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance FY11
3320-43230-4612-0000-00-30	Waste Mtg Operating Supplies	\$100,000.00	\$100,000.00
			Anticipated

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 - 2010.05.12 - 55**
Resolution Re: B09071 Dover Trash Bags

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 - 2010.05.12 - 55**
Resolution Re: B09071 Dover Trash Bags

RESOLUTION BACKGROUND MATERIAL:

Sealed bid B09071 was requested and received for trash bags on May 26, 2009 at 2:00 pm. Since approximately 1995, the City of Dover, NH has been operating a “bag and tag” trash collection program in which Dover residents using two (2) different size bags: 15 gallon and 30gallon. The estimated annual usage for a one (1) year period is 600,000 bags, of which approximately 150,000 are 15-gallon bags and approximately 450,000 are 30-gallon bags. This estimate is based upon current usage. Actual quantities ordered may fluctuate and/or vary at the City’s discretion based upon vendor performance and actual demand.

On June 24, 2009 a resolution was created recommending Interboro Packaging Corp of 114 Broken Rd Montgomery NY for year one at the rates submitted on May 26, 2009. Subsequent to this action contract negotiations had broken down with the vendor refusing to perform according to provisions of the request for bid.

1. The Vendor has refused to supply performance security as required by the bidding documents unless the City waived all quality issues regarding the bags.
2. The City was not able to reach an agreement with the Vendor to resolve the issues in dispute.

On August 12, 2009 council approved resolution R2009.08.12-104 12A3 awarding the contract to next low bidder Waste Zero. This is year two of the agreement with year two pricing coming in with a slight increase due to cost in resin pricing. It is the recommendation to award year two to current vendor Waste Zero.

Purchasing Information:

Type:	Purchase order	Advertised:	Yes
Invitations Mailed:	10	Number of Responses:	3 and 2 NB
Warranty:	Meets Specifications	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	June 30, 2011	Estimated Delivery:	As needed
Recommended Award to:	Waste Zero	Fund:	Waste Mtg 3320-
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Cost estimated at \$25,000 or greater



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2010.05.12 - 55**
Resolution Re: B09071 Dover Trash Bags

Vendor List

Waste Zero
Formerly Phoenix Recycling
5180 Horry Drive Suite #B
Murrells Inlet SC 29576-5235

Dyna Pak Corporation
112 Helton Dr
Lawrenceburg, TN 38464

The Bag Company
P. O. Box 565
Greenfield, MA 01302-0565

Packaging Personified
122 South Aspen Street
P. O. Box 53
Sparta, MI 49345-0053

Interboro Packaging Corp.
114 Bracken Road
Montgomery, NY 12549

Central Poly Corp
18 Donaldson PL
PO box 4097
Linden NJ 07063

Unisource Worldwide, Inc.
9 Crystal Pond Road
P. O. Box 9120
Southborough MA 01772

Phoenix Recycling
Boxes & Bags Unlimited
35 Canal Street
Lewiston, ME 04240

Resourceful Bag & Tag
Company
6420 W 127th Street Suite 212
Palos Heights, IL 60463

Unipak Corp.
Attn: Brian Marcus
P.O. Box 300027
Brooklyn, NY 11230



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2010.05.12 - 55**
 Resolution Re: B09071 Dover Trash Bags

Results

	30 Gal Tie Bag Cost per 1000	15 Gal Tie Bag Cost per 1000	30 Gal string Bag Cost per 1000	15 Gal String bag Cost per 1000	Increase 2nd year
Interboro Packaging Corp 114 Bracken Rd Montgomery NY 12549	A 131.92 B 118.88 C 105.92	A 91.28 B 79.92 C 71.36	A 159.92 B 143.36 C 129.36	A 117.28 B 105.92 C 97.28	Based on resin pricing
Dyna Pak Corp 112 Helton Dr Lawrenceberg TN 38464	147.46	98.30	206.72	139.23	CPI index will be used
WasteZero 5180 Horry Dr Ste B Murrells Inlef, SC 29576			\$192.60 Store door delivery \$220.60	\$116.00 Store door delivery \$146.00	Based on resin prices we will adjust up or down accordingly
Resourceful Bag	Nb	Nb	Nb	Nb	
Unipak Corp	Nb	Nb	Nb	Nb	

Year 2 Pricing

WasteZero 5180 Horry Dr Ste B Murrells Inlef, SC 29576			\$198.00 Store door delivery \$221.00	\$119.00 Store door delivery \$144.00	
---	--	--	---	---	--



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2010.05.12 - 56**

Resolution Re: **B10064 Asphalt Trench Patching Services**

WHEREAS: Sealed bids # B10064 were requested and received for Asphalt Trench Patching Services on May 3, 2010 at 2:00 PM EST.; and

WHEREAS: Four (4) different types of construction-related situations were identified for which these trench patching service might be utilized in the upcoming construction season; and

WHEREAS: The low bid for each situation, was received from Tri-State Sealing & Paving, Inc of Dover who is a vendor that the city has used since June 2005 with great success; and

WHEREAS: Last year the city spent approximately \$229,079 on these services and after discussions with the Community Services Department, the determination is that this vendor can successfully handle the work load.

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 Tri-State Sealing and Paving for Asphalt Trench Patching Services, as needed, given the rates provided May 3, 2010. This authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance 5/05/10
4008-43121-4751-3121-08-30	CIP Street Improvements	2,000,000	574,912
4009-43121-4751-3121-09-30	CIP Street Improvements	1,400,000	856,226

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 - 2010.05.12 - 56**

Resolution Re: **B10064 Asphalt Trench Patching Services**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, 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 - 2010.05.12 - 56**

Resolution Re: **B10064 Asphalt Trench Patching Services**

RESOLUTION BACKGROUND MATERIAL:

Four (4) different types of construction-related situations were identified for which trench patching service might be utilized in the upcoming construction season.

- 1a Asphalt delivery no trench prep (hand work)
- 1b Asphalt delivery no trench prep (machine work)
- 2a trench prep and pave (hand work)
- 2b trench prep and pave (Machine work)
- 3. Saw Cutting
- 4. Place Asphalt Curb

The low bid was submitted for a 5 man crew with various types of equipment for trench preparation and asphalt patching services on an “as needed” basis by Tristate Sealing & Paving, Inc, a vendor the city has used since June 2005 with great success.

Bid Information:

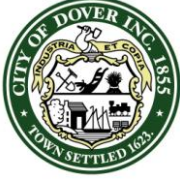
Sealed bids # B10064 were requested and received for Asphalt Trench Patching Services on May 3, 2010 at 2:00 PM EST

Award Information:

A purchase orders will be issued to vendor at rates submitted on Bid #B10064 to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	15	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	no
Prices will hold for:	2010 construction season	Estimated Delivery:	As needed
Recommended Award to:	Tri-State Sealing and Paving Inc	Fund:	CIP Streets
Other Approvals Required:	No	References Checked:	Yes
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2010.05.12 - 56**

Resolution Re: **B10064 Asphalt Trench Patching Services**

Vendor Solicitation List:

Durell Paving
508 Sixth Street
Dover, NH 03820

Sinclair Paving LLC
11 Quaker Lane
Gonic, NH 03839

Tri State Sealing & Paving,
Inc.
P. O. Box 162
Dover, NH 03820

East Coast Utilities
Construction
RH White Construction Co
619 Sand Rd Ste 6
Pembroke NH 03275

R&M Paving
50 Crosby Road
Dover, NH 03820

Dixon Paving Corporation
P.O. Box 342
York, ME 03909

Shamrock Paving
11 Ledge Road
Seabrook, NH 03874

C&L Construction
P.O. Box 130
Greenland, NH 03840

CLD Paving, Inc.
426 So. Main Street
Laconia, NH 03246

Ecker Paving
422 Banfield road
Portsmouth, NH 03801

Wentworth Paving
115 Drew Road
Dover, NH 03820

Precision Paving
31 Luanna Drive
Barrington, NH 03825

Advanced Excavating &
Paving
PO Box 581
Suncook NH 03275

Patches Infared Pavement
Restoration LLC
5 Thompson Rd
Dover NH 03820

K.C. Paving
85 Knox Marsh Road
Dover, NH 03820



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2010.05.12 - 56**

Resolution Re: **B10064 Asphalt Trench Patching Services**

Results #B10064

Vendor Name	Asphalt Delivery Not to include trench Preparation	Equipment to be used	Asphalt Delivery Trench Preparation and asphalt application	Equipment to be used	Saw Cutting Per Foot	Placement Asphalt Curb Per LF.
Durell Paving, Inc 508 Sixth Street Dover, NH	1A. 310.00 1B. 390.00	1a) 4-6 man crew, dump trucks, service truck, roller 1b) same as 1a & power paver	2A. 390.00 2B. 475.00	2a) as in 1a & backhoe or excavator as required. 2b) as in 2b with power paver	\$2.00 Pavement saw	\$10.00 Crew w- curb machine
Tri – State Sealcoat & Paving 299 Durham Road Dover, NH	1A. 200.00 1B. 275.00	1a) 5 men crew all paving tasks, backhoe, rollers, 10 wheel and 6 wheel, cold planner 1b) 5 men crew, leeboy 1000c, paver, roller, bobcat, backhoe, dump truck, cold planner	2A. 250.00 2B. 325.00	2a) 5 men crew, paver, rollers, bobcat, backhoe, trucks, cold planner walk behind road saw, all hand tools 2b) 5 men crew, trucks, paver, roller, backhoe, bob cat, planner, and all hand tools, tool truck	\$1.75 Saw Cutting 14” diamond blade	\$8.00 Curbing Machine

1A & 2A Hand Applications

2A & 2B machine applications



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2010.05.12 - 60**

Resolution Re: B10004 Change Order II Hydrogeological Services for the Willand Pond Well

WHEREAS: Sealed requests for proposal #B10004 was requested and received for professional services in the field of Hydro-geological and engineering studies with experience in exploration, development and permitting of public water supply wells. Eight proposals were received on August 5, 2009 and five firms were selected for interviews. The consensus of the evaluating committee was to award to Emery & Garrett Groundwater Inc at a rate of \$21,500.00. The scope of services being performed was Phase I - preliminary fatal flaw assessment and Phase II – Preparation of a computer model of the aquifer; and,

WHEREAS: Emery & Garrett identified five phases with multiple tasks in each phase. Council also approved change order I for Phase III at a fee of \$45,000.00. This work was to determine the condition and utility of the abandoned former supply well. The completion of the task determined that the condition and utility of the abandoned former supply well is good; and

WHEREAS: At this time the city is requesting council approval of the task of Phase III part II at a fee of \$110,000.00. The proposed work is a long term pump test. We have met with NHDES and are preparing the necessary information to receive permission to move ahead. The long term pump test will provide important information regarding the aquifers response to pumping that would be used in the computer model. The model would then predict how much water would be able to be supplied, and how that rate of pumping would influence the pond level.

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

The Purchasing Agent is hereby authorized to issue change order II to Emery Garrett Groundwater Inc PO2100151 for Phase III part II given the amount of \$110,000.00. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance 5/7/2010
5300.1.300.43320.4331.03571.06	Water Exploration	100,000.00	85,850.62
5300.1.300.43320.4331.03571.07	Water Exploration	52,704.25	15,444.42
5300.1.300.43320.4331.03571.08	Water Exploration	100,000.00	90,177.42

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.8.

Resolution Number: **R - 2010.05.12 - 60**

Resolution Re: B10004 Change Order II Hydrogeological Services for the Willand Pond Well

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.8.

Resolution Number: **R - 2010.05.12 - 60**

Resolution Re: B10004 Change Order II Hydrogeological Services for the Willand Pond Well

RESOLUTION BACKGROUND MATERIAL:

The Community Services Department issued an RFQ 10004 to identify a consultant who could help the City of Dover evaluate the potential of reestablishing a former public water supply well at Willand Pond. The project could potentially augment the City's water supply capacity and provide control of water levels in Willand Pond that has resulted from changes that have occurred during the last 20 years.

The RFQ requested that qualified firms structure their proposals such that the work tasks are phased and if it became apparent at any point the project was not feasible the work would be terminated.

Eight proposals were received and five consultants were interviewed. Emery and Garrett Groundwater Inc (EGGI) was selected for the project. EGGI identified five phases with multiple tasks within each phase. A purchase order was issued in September to Emery Garrett to perform Phase I, a preliminary assessment of all the available information, and Phase II, the preparation of a computer model of the aquifer.

Emery and Garrett made a detailed presentation in April at a City Council workshop explaining what has been learned to date and defining the details of next steps to be taken. As explained in the workshop, the completion of the initial task of Phase III determined that the condition and utility of the abandoned former supply well is good. A successful step test of the well enables the use of the existing well for the next phase of the project, a long term pump test. We have met with NHDES and are preparing the necessary information to receive permission to move ahead. The long term pump test will provide important information regarding the aquifers response to pumping that would be used in the computer model. The model would then predict how much water would be able to be supplied, and how that rate of pumping would influence the pond level.

The long term pump test includes the installation and monitoring of existing and proposed new monitoring wells, water quality sampling, and reporting of the data collected. The installation of a discharge line will be undertaken by the City for the pump test which will be available for continued pumping of the well after the test to lower the water table and pond levels. The pump test will begin in late May to early June.

Bid Information:

B10004 Hydrogeological Services August 5, 2009 @ 2:00pm

Award Information:

A change order will be issued to the Emery and Garrett Groundwater Inc to authorize future expenditures.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2010.05.12 - 60**

Resolution Re: B10004 Change Order II Hydrogeological Services for the Willand Pond Well

Purchasing Information:

Type:	Change Order	Advertised:	No
Invitations Mailed:	40	Number of Responses:	8 and 1 nb
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Not with the City but with the State of NH
Prices will hold for:	Until Completion	Estimated Delivery:	As needed
Recommended Award to:	Emery & Garrett	Fund:	Water
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Vendor Solicitation List:

XDD LLC
Dennis Keane
22 Marion Way Unit 3
Stratham NH 03885

Golder Associates
400 Commercial Street
Manchester, NH 03101

S.W. Cole Engineering, Inc.
33 Londonderry Road # 6
Londonderry, NH 03053

John Turner Consulting, Inc.
19 Dover Street
Dover, NH 023820

Great Works Test Boring, Inc.
PO Box 491
Rollinsford, MH 03869

WH Shurtleff Co.
One Runway Road, Suite B
South Portland, ME 04106

Maguire Group, Inc.
110 Corporate Drive, Suite 6
Portsmouth, NH 03802-6619

ATC Associates, Inc.
150 Zachary Road
Manchester, NH 03103

JGI Eastern, Inc.
77 Sundial Avenue
Suite 401 W
Manchester, NH 03103

RW Gillespie & Assoc.
86 Industrial Park Road Suite 4
Saco, ME 04073

Clough Harbourt & Assoc.
11 King Court
Keene NH 03431

Stevens Associates
60 Northrp Dr
Brentwood NH 03833

CLD
Park Pl Corporate Center
York ME 03909

Underwood Engineers
25 Vaughan Mall
Portsmouth NH 03801

Roaring Brook Consultants
15 Sewall Rd
So Berwick ME 03908



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2010.05.12 - 60**

Resolution Re: B10004 Change Order II Hydrogeological Services for the Willand Pond Well

Tri Tech Engineers
755 Central Ave
Dover NH 03820

Civilworks Inc
PO Box 1166
Dover NH 03820

Appledore Engineering
15 Dye St
Portsmouth NH 03801

Aries Engineering Inc.
Attn: Peter McGlew
46 South Main Street
Concord, NH 03301

Jacques Whitford
27 Congress Street
Portsmouth, NH 03801

Hydro Source Associates
26 Winter Street
Ashland, NH 03217

Exeter Environmental Associates
1 Oak Hill Lane
Exeter, NH 03833

Miller Engineering
100 Sheffield Road
P.O. Box 4776
Manchester, NH 03108

N.E. Environmental Assoc.
P.O. Box 2394
Concord, NH 03302-2394

Aqua Terra Environmental
Consultants, Inc.
P.O. Box 4247
Portsmouth, NH 03802

GeoInsight Inc.
25 Sundial Avenue
Suite 515W
Manchester, NH 03103-7244

Earth Tech
300 Baker Avenue
Concord, MA 01742

ESC Marin
722 Route 3A, Ste #3
Bow, NH 03304

Thomas R. Fargo
14 Cobble Hill Drive
Dover, NH 03820

ENSR International
171 Daniel Webster Highway
Belmont NH 03220

Wright Pierce
135 Commerce Way
Portsmouth, NH 03801

Haley & Aldrich
340 Granite Street
Manchester, NH 03102

Emery & Garrett Groundwater
P. O. Box 1578
Meredith, NH 03253

Weston Solutions, Inc
Attn: Bette Nowack
1 Wall St
Manchester, NH 03101

Ransom Environmental
Attn: Steve Rickenrich
195 Commerce Way Ste D
Portsmouth, NH 03801

Haley & Aldrich
Attn: Jim Griswald
340 Granite St 3rd Fl
Manchester, NH 03102

CEI
Attn: Eileen Paniteer
21 Depot St
Merrimack, NH 03054

Aries Engineering Inc.
Attn: Peter McGlew
46 South Main St
Concord, NH 03301

Woodward & Curran
Attn: Greg Cataldo
41 Hutchins Dr
Portland, ME 04102



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2010.05.12 - 60**

Resolution Re: B10004 Change Order II Hydrogeological Services for the Willand Pond Well

GZA
380 Harvey Rd
Manchester, NH 03103

Bid Results & Short listed for Interviews

Hydro-Geological Services Public Well Supply

<i>Vendor</i>	<i>Fee Schedule</i>
Weston & Sampson Engineers Inc 100 International Dr Ste 152 Portsmouth NH 03801	\$35,100.00 Excludes Pumping tests or Laboratory costs
Emery & Garrett Groundwater Inc 56 Main St PO Box 1578 Meredith NH 03253	Phase I \$5,000.00 Phase II \$16,000.00
AECOM Environmental 171 Daniel Webster Hwy Ste 11 Belmont NH 03220	\$58,365.00
Wright Pierce Engineering 230 Commerce Way Ste 302 Portsmouth NH 03801	\$19,400.00
HydroSource Associates 50 Winter St Ashland NH 03217	\$39,750.00
Stantec 5 Dartmouth Dr Ste 101 Auburn NH 03032	
Hoyle Tanner Associates Inc 150 Dow St Manchester NH 03101	
GZA GeoEnvironmental Inc 380 Harvey Rd Manchester NH 03103	
Civil Works Inc Dover NH	No Bid



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2010.05.12 - 60**

Resolution Re: B10004 Change Order II Hydrogeological Services for the Willand Pond Well

PHASE III (MODIFIED) -- PART II LONG-TERM PUMPING TEST PROGRAM (Costs to be submitted upon conclusion of Part I)

**SUBMITTAL OF PUMPING TEST PLAN AND
ESTIMATED COSTS TO CITY OF DOVER TO
CARRY OUT LONG-TERM PUMPING PROGRAM**

**INSTALLATION OF MONITORING
WELLS BASED UPON DATA COLLECTED
FROM GEOPHYSICAL SURVEYS AND
HYDROGEOLOGICAL INVESTIGATIONS
PERFORMED TO DATE
\$46,000**

**IMPLEMENT GROUNDWATER AND
SURFACE WATER QUALITY
MONITORING PLAN
\$19,500**

**-A-
Install Groundwater
Monitoring Equipment in
Selected ...**

**TO INCLUDE:
VOCs
Iron/Manganese
pH/Temperature/Dissolved Oxygen
Turbidity, etc.
Drinking Water Standards
MPA Analyses
E-Coli and Cyano Bacteria**

**-B-
TO INCLUDE**
● Observation Wells
● Wetland Piezometers
● Willand Pond and Other
Surface Water Bodies
● Off-Site Water Supply Wells

**-C-
CONDUCT PUMPING, COLLECT DATA,
AND MONITORING PROGRAM
(90 days -- if extended, additional
costs will be rendered)**

**MISCELLANEOUS ENGINEERING
\$5,000**

COSTS FOR A, B, AND C: \$37,000

**MEETINGS
\$2,500**

TOTAL COST PHASE III-PART II: \$110,000*

***Does not include purchase of production pump**



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2010.05.12 – 57**

Resolution Re: Crosswalk Policy and Standards for the City of Dover

WHEREAS: City staff and members of the Transportation Advisory Commission routinely receive requests for new crosswalk installations and concerns related to pedestrian safety, and;

WHEREAS: There are approximately 200 marked pedestrian crosswalks in the City's inventory, and;

WHEREAS: A uniform set of standards will serve as a basis for evaluating proposals for new crosswalks, as well as evaluating existing crosswalks throughout the City, in an effort to promote safe pedestrian crossings.

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

The attached document entitled, "**CROSSWALKS – POLICY AND STANDARDS / CITY OF DOVER, NEW HAMPSHIRE**" dated April 26, 2010 as endorsed by the Transportation Advisory Commission be approved and adopted.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Karen Weston
Councilor At Large

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.B.1.

Resolution Number: **R – 2010.05.12 – 57**

Resolution Re: Crosswalk Policy and Standards for the City of Dover

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, 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.B.1.

Resolution Number: **R – 2010.05.12 – 57**

Resolution Re: Crosswalk Policy and Standards for the City of Dover

RESOLUTION BACKGROUND MATERIAL:

The City Council has included crosswalks as a priority item in its expectations for the City Manager. City staff developed and mapped an inventory of existing crosswalks throughout the City, and to the extent of available resources will undertake a comprehensive review of all existing crosswalks for safety considerations.

City staff frequently receives requests to install new crosswalks. Other existing crosswalks are frequent sources of citizen concern. Crosswalk concerns are evaluated and most are forwarded to the Transportation Advisory Commission for consideration. Justification for new crosswalks must be based on sound engineering judgment with consideration for public safety, rather than arbitrary or politically expedient factors.

City staff has drafted a uniform policy and standards to serve as a lasting document, drawing upon information in the Manual of Uniform Traffic Control Devices (MUTCD), standards published by the American Association of State Highway and Transportation Officials (AASHTO), and other references. The policy has been reviewed and vetted by members of the Transportation Advisory Commission. It will provide information to the public and serve as a reference for City staff and all interested individuals. Existing crosswalks may be subject to review against the policy recommendations and could, to the extent of available funding, receive recommended safety enhancement or be subject to removal.

This policy is intended to be a working document and may be subject to periodic future amendment based on acceptable revisions to engineering practices and standards.

CROSSWALKS



POLICY AND STANDARDS



CITY OF DOVER, NEW HAMPSHIRE

April 26, 2010

City of Dover

J. Michael Joyal, Jr., City Manager
Christopher G. Parker, Director of Planning and Community Development
Anthony F. Colarusso, Jr., Chief of Police
Douglas W. Steele II, Director, Community Services

Prepared by:

Sgt. Marn E. Speidel, Traffic Bureau, Dover Police Department
Bruce W. Woodruff, City Planner

Transportation Advisory Commission

Councilor Karen Weston, Chair
John Flick
Dennis Munson
Peter Schmidt
John Scruton
William Wentworth
Benjamin Clark (Community Services)
Marn Speidel (Police)
Bruce Woodruff (Planning)

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1.0 INTRODUCTION

1.1 DEFINITION

A “crosswalk” is defined as that part of a highway at an intersection included within the connections of the lateral lines on opposite sides of the highway measured from the curbs, or in the absence of curbs from the edges of the traversable highway or any portion of a highway at an intersection or elsewhere distinctly indicated for pedestrian crossing by lines or other markings on the surface.¹

1.2 PURPOSE

The purpose of this document is to describe the criteria for the installation of marked crosswalks and the design guidelines to be used for crosswalk markings and related signs in the City of Dover. These apply only to roadways and intersections maintained by the municipality. Compliance with these standards will ensure that the pavement markings and signs associated with pedestrian crossings are treated consistently throughout the City of Dover. This document will provide a basis for evaluating proposed new crosswalks as well as a basis for evaluating existing crosswalks in the City.

This policy incorporates guidance and standards contained in the *Manual on Uniform Traffic Control Devices* (MUTCD), 2009 Edition, published by the US Department of Transportation and Federal Highway Administration. Other references include *A Policy on Geometric Design of Highways and Streets*, 5th Edition, published by the American Association of State Highway and Transportation Officials (AASHTO).

1.3 STATEMENT OF POLICY

It shall be the policy of the City of Dover to provide for safe pedestrian crossings of public streets by installing and maintaining marked crosswalks at locations where there is substantial conflict between vehicle and pedestrian movements, where significant pedestrian concentrations occur, and where pedestrians would not otherwise recognize the proper place to cross. This policy is predicated on adequate funding for installation and maintenance of any measures described herein.

Under most conditions, state law provides that pedestrians have the right-of-way within a crosswalk. This causes many pedestrians to feel overly secure when using a marked crosswalk. Pedestrians often place themselves in a hazardous situation by assuming that motorists will stop. Sudden or aggressive movements by pedestrians can contribute to a higher rate of pedestrian collisions and a higher rate of rear end collisions. Pedestrian collisions often translate to bodily injury. In contrast, a pedestrian crossing at other than a marked crosswalk (where motorists have the right-of-way) will typically feel less secure and will exercise more caution by waiting for safe gaps in the traffic flow. This can contribute to

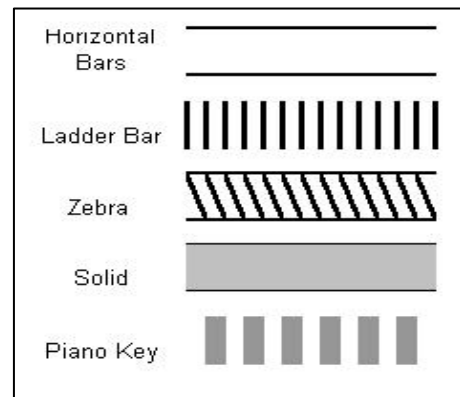
¹ New Hampshire Revised Statutes Annotated (RSA) 259:17

a lower rate of pedestrian collisions. Accordingly, the justification for any crosswalk must be sufficiently compelling as to outweigh this safety concern.

2.0 CROSSWALK MARKINGS

2.1 CROSSWALK MARKING PATTERNS

Shown are examples of some of the more common crosswalk marking schemes:



The primary marking scheme employed in the City of Dover will be the **Zebra** configuration. This consists of two parallel white lines connected by diagonal white stripes. The spacing of the diagonal lines shall generally not exceed 2.5 times the line width.



A secondary marking scheme is the **Horizontal Bars** configuration. This consists of two parallel white lines. These will generally be used only at “controlled crossings” - intersections where traffic signals or stop signs are present to control the flow of vehicle traffic.



A third option is the use of **Textured Crosswalks**. This treatment may be used in commercial areas or school zones to enhance the aesthetics of the crosswalks. In areas where the texture is patterned after the connecting sidewalks, this can create a uniform pedestrian facility system that reduces confusion for drivers and pedestrians alike. A colored pigment is used in the interior to give the appearance of brick.



The City Engineer shall have the discretion to employ alternative marking schemes if deemed to meet applicable safety standards.

2.2 CROSSWALK MARKING WIDTH AND COLOR

On any of the crosswalk marking schemes, transverse lines shall be solid white in color with a minimum width of 12 inches. Diagonal lines in the Zebra configuration shall have a minimum width of 12 inches. The spacing of these diagonal lines shall generally not exceed 2.5 times the line width.

All crosswalks shall have a minimum width (distance between the outer edges of the transverse lines) of 8 feet. At *mid-block* crossing locations, it is recommended that the crosswalk width be at least 10 feet.

2.3 CROSSWALK MARKING MATERIALS

Crosswalk markings should be visible to motorists, should not be slippery or create tripping hazards, and should not be difficult to traverse by persons with diminished mobility or visual impairment. All crosswalk markings shall be installed using one of the following:

- a) a paint suitable for application on asphalt surfaces, in combination with glass beads or suitable other reflective material
- b) an epoxy or thermoplastic material suitable for application on asphalt surfaces, in combination with glass beads or other suitable reflective material
- c) another acceptable material with sufficient reflective properties as determined by the City Engineer

2.4 MAINTENANCE

The Community Services Department shall be responsible for the maintenance of crosswalk markings, related signs and signals. All crosswalk markings should be maintained in a high state of visibility and meet reflectivity standards. Reapplication may be appropriate in cases where new asphalt has been applied or where crosswalk markings are substantially faded and no longer visible to approaching motorists. Existing crosswalk markings shall be inspected annually and reapplied at least once in every 12 month period, except in the following situations:

- a) where the markings remain readily visible and appropriately reflective as determined by the City Engineer
- b) where a crosswalk study has recommended that a particular crosswalk be removed

2.5 INVENTORY

An inventory of all City-maintained crosswalks shall be maintained by the office of the City Engineer. The inventory will include such features as location, pattern, length, width, and other categories as determined to facilitate an ongoing evaluation. Crosswalks will be categorized into three main groups:

- a) **Signalized** (generally where a signal is timed to accommodate a specific pedestrian phase)
- b) **Intersection Related** (generally where the flow of vehicle traffic is controlled by a stop or yield sign, or at an unregulated intersection where vehicle traffic must yield when entering a main street from a side street or driveway)
- c) **Mid-Block** (generally any crosswalk that does not fall into the previous two categories)

The *Mid-Block* category does not solely include crossings located at a midpoint between connecting side streets; it also includes crossings at intersections where the flow of traffic is uncontrolled on the street served by the crosswalk.

3.0 CROSSWALK PLACEMENT STUDY

Crosswalk markings shall not be applied indiscriminately, especially at *mid-block* locations. Requests for marked crosswalks at *intersection related* or *mid-block* locations shall be subject to a crosswalk placement study to determine if the criteria and warrants are satisfied. Crosswalk studies shall be prepared using a team approach involving Planning, Police, and Engineering staff. After collecting any required data, staff will complete (either collectively or individually) a crosswalk study template for each specific location. If necessary, individual templates will be combined to a collective template by arithmetic mean. The collective recommendation of City staff will be provided to the Transportation Advisory Commission.

The components of a crosswalk placement study may vary by location and grouping category. Study criteria will include consideration of the following:

- Traffic speed and volume on the affected street(s)
- Stopping sight distance in all approach directions
- Street characteristics including grade, curvature, pavement width, number of lanes, location of drainage structures, location of adjacent driveways
- Pedestrian origins, destinations and crossing patterns, including the following:
 - Known walking routes to a school
 - Connections to and from transit services
 - Connections to significant retail, services, and medical sites
- Pedestrian volume, age, and level of mobility - especially where potential mobility limitations may be present
- On street parking
- Area and street lighting
 - May include evaluation of light intensity from nearby street lamps and/or a recommendation for dedicated down lighting near the crosswalk
- Distance to nearest marked crossing
- Potential conflicting attention demands for motorists
- Potential to concentrate multiple pedestrian crossings to a single area
 - *Mid-block* crosswalks are unlikely to be effective if pedestrian crossings occur at random locations within a block and if vehicle volumes are low or moderate (adequate gaps are available for pedestrians)
- Potential to clarify a preferred crossing location because the proper location would otherwise be confusing
- Potential for rear-end collisions

Proposals for new marked crosswalks at *mid-block* locations should automatically be rejected if any of the following criteria is determined to exist:

- Posted speed limit exceeds 35 mph or the 85th percentile speed exceeds 40 mph
- Less than 15 pedestrians use the crossing during the peak AM and PM periods of vehicular traffic (lesser volumes may be considered where children, elderly, or disabled individuals make up a large percentage of the pedestrian population)
- Average daily traffic volume for the roadway (both directions combined) is less than 3,000 vehicles per day
- A sidewalk or adequate shoulder for use by pedestrians, or a distinct pedestrian destination such as a recreation field, does not exist on both sides of the roadway approach
- Existing street lighting at the proposed location is inadequate and is not scheduled for installation (note: installation of lighting may be made a condition of the recommendation)
- Another crosswalk across the same roadway is located within 300 feet (200 feet if the location is on an established school route)

- Inadequate stopping sight distance exists for either approach direction as determined in accordance with AASHTO standards

This policy does not preclude an informal review and evaluation of a requested crosswalk by any member of the Police, Planning or Engineering staff, if the requestor is satisfied with the review. Any citizen or group requesting a formal review of a crosswalk proposal shall be referred to the Transportation Advisory Commission, whereupon a more detailed crosswalk study may be prescribed.

A crosswalk placement study should include a recommendation on any **supplemental measures**, including any **special treatments**, which may be required to enhance pedestrian safety. These measures may be expressed conditions of any recommendation. No new crosswalk should be installed without provision for all expressly conditioned supplemental measures.

4.0 SUPPLEMENTAL MEASURES

4.1 SIGNALS

Pedestrian crossing signals work with vehicular traffic signals to provide an interval for pedestrians to cross the roadway with limited (or no) conflicting vehicular movement. At signalized intersections, programmed phases must allow adequate time for pedestrians to cross. Protected pedestrian phase timings shall meet the minimum standards provided in the MUTCD.

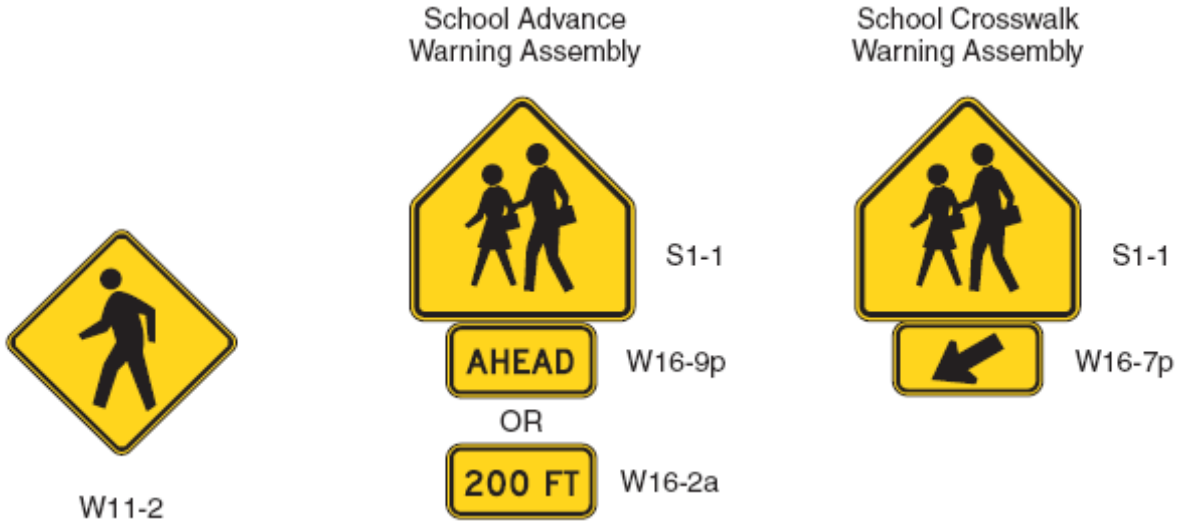
Audible pedestrian signals should be used when an engineering study indicates that there is significant use of the adjacent sidewalk system by blind pedestrians.

At *mid-block* crossing locations, signals should be activated only when pedestrians are present. Pedestrian signals should be used at crossings where vehicle movements alone could confuse the pedestrian in terms of when and where they should cross, or if the crossing of one leg of an intersection is broken into two phases due to conflicting vehicle movements. Pedestrian phased signals shall be used at any signalized school crossing location.

4.2 WARNING SIGNS

Crossing signs alert road users to possible entries into the roadway by pedestrians, bicyclists, animals, and others, and are used to indicate either a specific crossing area, or a region in which crossings may randomly occur. These signs can be supplemented with additional information that specifies the location, distance ahead, or length of the crossing area. These signs should be recommended at all *mid-block* crossing locations. They are not recommended for controlled intersection approaches, except where special circumstances exist that may require enhanced driver awareness.

Sign shapes shall be the standard diamond warning symbol (W11-2) or, in the case of crosswalks within school zones or on established school routes, the School Advance Warning or School Crossing Warning signs (S1-1).



Advance warning signs, when used, shall be installed in each direction at a distance of at least 150 feet but not exceeding 700 feet in advance of the crosswalk. When a warning sign is placed at a crosswalk, a diagonal downward arrow plaque (W16-7p) shall be installed at each end of the crosswalk adjacent to the travel lane and facing the driver. On two-lane, one-way roadways, warning signs shall be placed on both sides of the roadway. Where substantial pedestrian/vehicle conflicts exist on two-way roadways, warning signs may be installed on both sides facing both directions.

Such signs shall be of reflective yellow or yellow-green background color with black lettering and symbols. The fluorescent yellow-green sign is more visible in the dark as it reflects light better than the traditional yellow warning signs, and stands out better in the daylight as well. This color scheme is recommended for use in the downtown area and for new installations on school routes.



The use of any particular color scheme for pedestrian warning signs should be consistent through any particular zone or area. The mixing of standard yellow and fluorescent yellow-green within a selected site area should be avoided.

The recommended size for the W11-2 and related signs is 30" x 30" on conventional single lane roadways. The minimum size used shall be 24" x 24". Signs should be placed at sufficient height to be visible to approaching drivers above any other obstructions.

4.3 LIGHTING

The distance at which a driver can see a pedestrian well enough to be able to respond appropriately to the pedestrian's presence is an important factor in night time considerations. The greater the visibility distance, the more time a driver will have to react to the pedestrian before a conflict occurs. The fundamental basis of an object's visibility is its contrast.²

Contrast is the difference between the visual appearance of an object of interest and the visual background against which the object is observed. There are generally two aspects of contrast: color contrast and luminance contrast. Color contrast is based on the difference in color between an object and its background (for example, a blue object against a green background). Luminance contrast is based on a difference in the measured brightness of the object and its background. At night, luminance contrast is the primary means by which an object is detected.

Several factors affect the luminance contrast between pedestrians and their visual backgrounds. These include roadway lighting, headlamp lighting, pedestrian clothing, and the characteristics of the visual backgrounds. Of these factors, only roadway lighting can be controlled and evaluated for purposes of a crosswalk placement study. Headlamps are determined by vehicle manufacturers, clothing is chosen by pedestrians, and visual background is a function of many potentially variable factors.

Overhead road lighting installed at crosswalks generally provides greater visibility distance than headlamps alone to illuminate a scene. The effectiveness of overhead lighting (by increasing luminance contrast) is a function not only of the color and intensity of the emitted light source but the location and orientation of the light source.

Arrangements may be made at the discretion of the City Engineer to measure the specific intensity of light sources as part of a crosswalk placement study, which shall be evaluated in accordance with AASHTO or other applicable standards. In the absence of specific measurements, City staff should still consider:

- The general intensity and sufficiency of nearby street lamps
- The position of nearby light sources in relation to the crosswalk
 - A downward pointed light source directly over the crosswalk may provide high pavement luminance but may not provide sufficient luminance contrast of the pedestrian.³ Consideration should be given to offsetting the light source to help illuminate the pedestrian from the driver's perspective.

² Informational Report on Lighting Design for Midblock Crosswalks, FHWA-HRT-08-053, April 2008

³ Informational Report on Lighting Design for Midblock Crosswalks, FHWA-HRT-08-053, April 2008

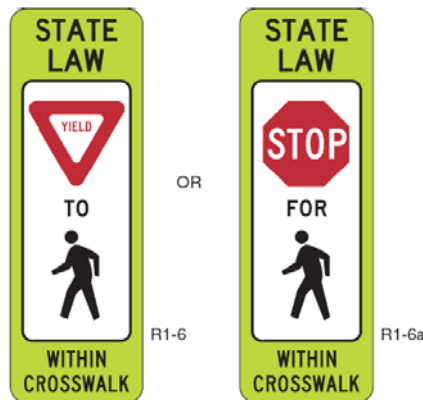
- For roadways with traffic traveling in both directions, particularly those without a center median, two light sources may be necessary.
- Other ambient light sources
- Propensity for night time use of crosswalk vs. exclusive day time use (it should be assumed that all crosswalks will be used at night unless specific pedestrian origin and destination data suggests otherwise)

5.0 SPECIAL TREATMENTS

Studies have shown that the speed of the vehicle is a significant factor in determining the level of injury to a pedestrian when involved in a collision with a motor vehicle. As vehicle speed increases, the percentage of collisions resulting in a pedestrian fatality increases and the percentage of pedestrians who escape the collision with little or no injury declines. Traffic Calming works to reduce the speed, volume and/or pattern of movement of motor vehicles through residential and other sensitive areas. This is accomplished in a variety of different methods that are useful for improving pedestrian safety and mobility as well. The City shall employ special treatments at all new crosswalks, if indicated as a requirement by the individual crosswalk study. To the extent of available funding, the City will employ special treatments at existing crosswalk locations if recommended by an individual crosswalk study.

5.1 IN-STREET PEDESTRIAN CROSSING SIGNS

The In-street Pedestrian Crossing (R1-6) sign may be used to remind road users of the state law that a driver must yield to a pedestrian in a crosswalk at an uncontrolled pedestrian crossing. Permission to place an In-street Pedestrian Crossing sign at a particular location requires review and recommendation of the Transportation Advisory Commission and concurrence by the City Engineer.



Guidelines for sign use and placement include:

- a) One In-street Pedestrian Crossing sign is allowed per crosswalk location.
- b) The In-street Pedestrian Crossing sign shall not be used on the approaches to a signalized intersection.

- c) The In-street Pedestrian Crossing sign should be placed at the roadway centerline adjacent to the crosswalk, not within the crosswalk itself.
- d) If a central island is provided in the street, the sign should be placed on the island.
- e) If used, the In-Street Pedestrian Crossing sign shall have a black legend (except for the red YIELD sign symbol) and border on either a white and/or florescent yellow-green background.
- f) If the In-Street Pedestrian Crossing sign is placed in the roadway, the sign support shall comply with the breakaway requirements of the latest edition of AASHTO's *Specification for Structural Supports for Highways Signs, Luminaries, and Traffic Signals*.
- g) The In-Street Pedestrian Crossing sign may be used seasonably to prevent damage in winter because of plowing operations, and may be removed at night if the pedestrian activity at night is minimal.

5.2 MEDIAN REFUGE ISLANDS

Median Refuge Islands provide a safe place for pedestrians in the middle of the roadway while also serving the purpose of separating two directions of traffic. They are especially helpful at locations where the roadway is wider than two lanes and pedestrians may have difficulty crossing the entire roadway in one attempt either due to high volumes of traffic, or short traffic signal phases. A median refuge island is recommended at any signalized intersection where pedestrian crossings of a single leg are done in two phases, and at *mid-block* crossings of large roadways with multiple lanes. In lieu of raised curbs, Median Refuge Islands could be painted on the pavement as a cost saving measure unless traffic volumes and patterns are deemed to negate safety aspects of the striped refuge area.



5.3 CURB EXTENSIONS AND BULB-OUTS

Extending the sidewalk and curb out into the roadway narrows the crossing distance at that location, and provides multiple benefits for the area. This type of improvement usually expands the curb/sidewalk out beyond any portion of the roadway set aside for parking, which improves visibility for both drivers approaching the crosswalk and pedestrians waiting to cross. Shorter crossing distances for the pedestrian also translate into less

exposure to oncoming traffic, and shorter vehicle waiting times when a pedestrian is crossing.

An additional benefit is that the narrowing of the roadway causes drivers to generally reduce their speed due to the perception that there is less room for the vehicle to pass through. This can work well in areas such as business and retail districts where angle or parallel parking is allowed on the street and pedestrians must use crosswalks that are close to parked cars. Although in some cases extensions and bulb-outs may be installed to restrict turning movements, care must be used in their placement so as not to unintentionally impinge on the turning movements of larger vehicles and trucks. Consideration should also be given to winter maintenance and surface drainage.

5.4 PARKING RESTRICTIONS

Parking restriction is a method of improving pedestrian safety near crossings by increasing the sight distance for both drivers and pedestrians. Restricting parking within a certain distance of a crosswalk enables the pedestrian to better see approaching vehicles, as well as allowing approaching drivers to better see pedestrians. A minimum parking setback of 20 feet from the near side of the crosswalk to the nearest parking space should be used. When curb extensions or bulb-outs are present, this distance may be shortened. A crosswalk study may recommend increasing the distance near schools, on roadways where the speeds are greater than 35 mph, in areas where sight distance is obstructed by road geometry or roadside objects, or at unsignalized intersections.



Consideration for parking restrictions as a special treatment to enhance safety should, if applicable, take into account the City’s downtown parking inventory or any other parking demands in the affected area.

CITY OF DOVER CROSSWALK STUDY TEMPLATE

Location (primary street): _____
 Cross street or location: _____
 Crosswalk Category: _____
 (Intersection Related / Mid Block)

DATA (include "e" if estimated):

Posted speed limit	_____	Volume (VPD)	_____
Traffic speed (average)	_____	Volume (AM / PM peak)	_____
Traffic speed (85th percentile)	_____	Sight Distance (all approaches)	_____

RATING CRITERIA (circle one):

1 = *Strongly Disagree* 4 = *Possibly* 7 = *Probably* 10 = *Strongly Agree*

- | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|----|
| Proposed location connects existing sidewalks, stairways, walkways, or other pedestrian paths. | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Comments: _____ | | | | | | | | | | |
| Pedestrian origins, destinations and crossing patterns are sufficient for a crosswalk installation. | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Comments: _____ | | | | | | | | | | |
| Proposed location is unlikely to require special measures for pedestrians with mobility limitations. | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Comments: _____ | | | | | | | | | | |
| Adequate stopping sight distance exists or can be obtained in all applicable directions. | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Comments: _____ | | | | | | | | | | |
| At this location, a single crossing point is safer than a diffuse pedestrian flow across multiple points. | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Comments: _____ | | | | | | | | | | |
| Area and street lighting is sufficient to cover this crosswalk in all approach directions. | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Comments: _____ | | | | | | | | | | |
| Nearest marked crossing(s) are not sufficient to meet the demand at this location. | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Comments: _____ | | | | | | | | | | |

SUPPLEMENTAL MEASURES NEEDED (N/A if Not Applicable):

(ex.- Signals, Warning Signs, Lighting)

SPECIAL TREATMENTS NEEDED (N/A if Not Applicable):

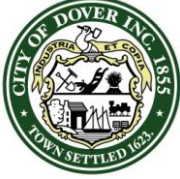
(ex.- In Street Pedestrian Crossing Sign, Median Refuge Island, Curb Extensions and Bulb Outs, Parking)

I/we **RECOMMEND / DO NOT RECOMMEND** that a crosswalk be **INSTALLED / REMOVED** at/from this location, subject to any conditions noted above.

Date: _____

By: Name(s): _____

Title(s): _____



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2010.05.12 - 58**

Resolution Re: Authorization to enter into Agreement with State of New Hampshire for the Newington/Dover Project

WHEREAS: The State of New Hampshire and the City of Dover have agreed that the Spaulding turnpike project is of the utmost importance to the communities of Dover and Newington; and

WHEREAS: The City of Dover and the State of New Hampshire have agreed to enter in to the attached Agreement for the Newington/Dover turnpike project.

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

The City Manager is authorized to execute the attached Agreement for the Newington/Dover turnpike project with the State of New Hampshire, consistent with the Agreement contained in the Background of this resolution

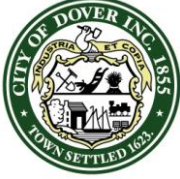
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2010.05.12 - 58**

Resolution Re: Authorization to enter into Agreement with State of New Hampshire for the Newington/Dover Project

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.2.

Resolution Number: **R – 2010.05.12 - 58**

Resolution Re: Authorization to enter into Agreement with State of New Hampshire for the Newington/Dover Project

RESOLUTION BACKGROUND MATERIAL:

The Spaulding Turnpike is eastern New Hampshire's major limited access North-South highway linking the Seacoast area and I-95 with Concord via US 4 and with the Lakes Region and White Mountains via NH 16.

This is the most important transportation project for the City of Dover and the Seacoast region because;

- The turnpike is the economic lifeline for business, jobs, freight and people movement for the city and the Little Bay Bridges lack of capacity and safety is the chokepoint being addressed by the project.
- The purpose of this project is to improve transportation efficiency and reduce safety problems, while minimizing social and environmental impacts to the area, whose improvements have positive effects on business, retail, service and economic growth in general for the area north of the bridge, most especially the City of Dover.
- In Strafford County, the number of residents working outside the County increased by approximately 20% between 1990 and 2000. The largest portion of this increase represented commuters going to Rockingham County, which received approximately 65% of all outbound commuters from Strafford County as of 2000.
- Employment in Strafford County, by 2025, would increase by 887 with this project over the no-build alternative.
- By 2025 Gross Regional Product in Strafford County increases by approximately \$93 million with the completion of the eight lane Little Bay Bridge project.
- Disposable Income increases in Strafford County by \$38.7 million in 2025 with the completion of the eight lane Little Bay Bridge project.
- Increased efficiency and capacity from the project will result in continued development at the Pease International Tradeport, business growth in the City and Strafford County such as the expansion of Liberty Mutual and Measured Progress in Dover.

Recognizing a need to study potential improvements to address safety concerns and increased congestion, Senate Bill 152-FN-A authorized the New Hampshire Department of Transportation (NHDOT) to conduct a study of the approximately 3.5-mile section of the Spaulding Turnpike extending north from Exit 1 (Gosling Road) in Newington to the Dover Toll Plaza just north of Exit 6. The study was initiated in 1990 but suspended in 1992 to allow completion of the Pease Surface Transportation Master Plan. In 1997 the Feasibility Study was resumed to conceptually develop both a short range plan to address existing safety deficiencies, and a range of long term improvement alternatives to be carried forward for detailed engineering and environmental studies. After that, the project effort initiated the development of the engineering and environmental studies within the framework of the Environmental Impact Statement (EIS). The project is included in the state's Ten-Year Transportation Improvement Program and funded by state and federal



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2010.05.12 - 58**

Resolution Re: Authorization to enter into Agreement with State of New Hampshire for the Newington/Dover Project

funding sources. The Seacoast Metropolitan Planning Organization (MPO) has established the need for the Newington-Dover Turnpike improvements as a top long-term priority.

The final design for the Newington-Dover Project resulted from the development and refinement of infrastructure improvement alternatives with both Advisory Task Force (ATF) and public input at over 30 months of working and public informational meetings.

The final design is the result of careful study and deliberation by Advisory Task Force members from Dover who were charged with working to ensure that the impacts to Hilton Park and the entire Dover Point area would be to the smallest extent possible while balancing the needs of the major transportation system in the state. The design on the Dover side of the Bay has been reviewed and approved by a previous City Council.

The Municipal Agreement for this project has been reviewed by the City Manager, City Attorney and responsible Departments and recommended for approval for the Manager to sign.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.C.3.

Resolution Number: **R – 2010.04.28 - 61**

Resolution Re: Collective Bargaining Agreement Between Dover School District and Dover Educational Office Personnel (DEOP)

WHEREAS: This Dover School Board and representatives of the Dover Educational Office Personnel have been involved in negotiations for a collective bargaining agreement to supersede the Agreement which expires on June 30, 2009; and

WHEREAS: That the Dover School Board and the Dover Educational Office Personnel reached a tentative agreement as to the terms and conditions of a successor collective bargaining agreement; and

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

The Dover School Board is hereby authorized to execute a three (3) year Collective Bargaining Agreement commencing July 1, 2009 through June 30, 2012 with the Dover Educational Office Personnel.

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.C.3.

Resolution Number: **R – 2010.04.28 - 61**
Resolution Re: Collective Bargaining Agreement Between Dover School District and Dover Educational Office Personnel (DEOP)

RESOLUTION BACKGROUND MATERIAL:

The School District participated in negotiations with the Dover Educational Office Personnel. Discussions started on December 3, 2008 bringing the contract to this point.

The summary of costs is as follows:

Dover School District

Summary of Change--Dover Educational Office Personnel (DEOP) Tentative Agreement Cost Summary

DEOP	Salary Increase	Salary % Increase	Fica	NH Retirement	Cost of Contract
FY10 Actual	\$0	0%	\$0	\$0	\$0
FY11 Estimate	\$23,951	3%	\$1,832	\$2,194	\$27,977
FY12 Estimate	\$24,670	3%	\$1,887	\$2,260	\$28,817
Total	\$48,621	6%	\$3,720	\$4,454	\$56,794



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2010.05.12 - 59**

Resolution Re: Discontinuance of Old Rollinsford Road and Acceptance of Development Agreement

- WHEREAS: Wentworth Douglas Hospital is expanding their hospital operations; and
- WHEREAS: Part of the expansion will require the discontinuance of the road known as “Old Rollinsford Road”; and
- WHEREAS: Wentworth Douglas Hospital will be constructing a new road in an adjacent location at their expense; and
- WHEREAS: The new road will be completed in the fall of 2010, and presented to the Council for acceptance; and
- WHEREAS: As part of the discontinuance process, Wentworth Douglas Hospital has asked that the City execute the attached development agreement.

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

The City Manager is authorized to execute the attached development agreement with Wentworth Douglas Hospital consistent with terms and conditions contained in the Agreement attached to the Background of this resolution

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2010.05.12 - 59**

Resolution Re: Discontinuance of Old Rollinsford Road and Acceptance of Development Agreement

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 - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2010.05.12 - 59**

Resolution Re: Discontinuance of Old Rollinsford Road and Acceptance of Development Agreement

RESOLUTION BACKGROUND MATERIAL:

DEVELOPMENT AGREEMENT

NOW COME the **CITY OF DOVER**, a municipal corporation, 288 Central Avenue, Dover New Hampshire 03820 and **WENTWORTH DOUGLASS HOSPITAL, INC, a New Hampshire not for profit corporation, (“Wentworth Douglass Hospital”)**, 789 Central Avenue, Dover New Hampshire 03820 who for valuable consideration agree as follows:

WHEREAS, this Development Agreement pertains to the expansion of the Wentworth Douglass Hospital and the acceptance and discontinuance of public ways adjacent to the hospital located at the corner of Central Avenue and Old Rollinsford Road in the City of Dover. Wentworth Douglass proposes to expand its facilities with the construction of a patient bed tower to serve the medical needs of the residents of Dover and the Seacoast region. The Dover Planning Board approved the project on May 26, 2009 after a public hearing and public process. The Construction Management Plan (CMP) approved by the Dover Planning Board is attached as Appendix A.

WHEREAS, Wentworth Douglass Hospital plans to start construction of a new public way off Central Avenue and connecting with Old Rollinsford Road on or about April 1, 2010. Completion of the new public way, constructed solely at the expense of Wentworth Douglass, is expected in the Fall of 2010. At that time, Wentworth Douglass will seek acceptance of the new public way by the Dover City Council utilizing the procedures stated in Appendix B as attached to this agreement.

WHEREAS, in conjunction with the acceptance of the new public way, Wentworth Douglass Hospital will also seek from the Dover City Council the discontinuance of a portion of Old Rollinsford Road utilizing the procedures stated in Appendix C as attached to this agreement. The discontinuance of a portion of Old Rollinsford Road is required to allow the construction of the new bed tower.

WHEREAS, after completion and acceptance of the new public way allowing public access to the hospital and adjoining properties and after discontinuance of a portion of the existing public way, Wentworth Douglass Hospital will initiate construction of the bed tower portion of the expansion project.

WHEREAS, both the acceptance of the new public way and the discontinuance of a portion of Old Rollinsford Road will come before the Dover City Council for approval at the same time after completion of the new road in 2010 using the processes and procedures stated in Appendices B and C.

WHEREAS, the contemporaneous discontinuance and acceptance of public ways involved in one major project with significant financial expenditure on the part of the developer is a unique circumstance

Document Created by:

Department

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May 7, 2010

2010.05.12_discontinuance_old_rollinsford_road_and_acceptance_development_agreement

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13.B.4.



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2010.05.12 - 59**

Resolution Re: Discontinuance of Old Rollinsford Road and Acceptance of Development Agreement

requiring trust and coordination between the City of Dover and the Wentworth Douglass Hospital to benefit the community;

WHEREAS, the public will benefit from discontinuance of a portion of Old Rollinsford Road as a public way, the acceptance of a new public way built at the expense of Wentworth Douglass Hospital, and the construction of a new patient bed tower to serve the residents of Dover and the Seacoast Region;

THEREFORE, the parties agree as follows:

1. The parties shall mutually cooperate in the timely implementation of accepting and discontinuing the public ways associated with the expansion of the Wentworth Douglass Hospital. Resolutions for the acceptance and discontinuance of the roads are expected during the Fall, 2010. The cooperation shall be consistent with Appendices A, B, and C as attached.
2. Wentworth Douglass Hospital agrees to complete the new road in 2010.
3. Wentworth Douglass Hospital agrees to apply and pay for the building permit for the construction of the new bed tower before June 30, 2011.
4. The City of Dover shall advertise and hold a public hearing required for the discontinuance of a portion of Old Rollinsford Road.

Wentworth Douglass Hospital, Inc

Gregory Walker, CEO

Date

CITY OF DOVER

Michael Joyal, City Manager

Date

APPROVED BY THE DOVER CITY COUNCIL _____

RECEIVED

APR 30 2010

Elizabeth C. Hagner
123 Madbury Road
Durham, NH 03824-2004

Dover City Council + Recreation Dept:

April 28, 2010

As I did last year (maybe the year before - I forget which) I am sending you a check for \$100.00 to help keep Dover's pools open. I hope other private donations will be made.

A little politics here: I think many NH towns, and the state, should stop crying their budget deficit woes and stop cutting services. Increase taxes and offer the services (not Live Free And Die) but Live Free and Responsibly and Receive Services.

Back to Dover pools. In the Footer's article, Jenny Thompson makes the point that the second, ^{highest} most preventable death in children is drowning. Everyone should learn to swim (unless they live in a desert). It is a life skill as well as an enjoyable inexpensive activity. As a child, I swam in the river, the sand pit, nearby lakes. Parents supported the unwritten law that you did not go in a boat unless you could swim. For a

would-be fisherman, that was incentive enough to learn to swim when I reached high school (in Wisconsin) you could not graduate unless you passed the swimming test. Quite an incentive!

City pools are safer than the river and the sand pit. They are also close by — one doesn't have to travel to nearby lakes. They're right in the city.

We should be proud of our pools:
Dover, Durham, and Portsmouth. Keep them open!

Sincerely,

Liz Hagner

4-28-10



Alley
Cat
Allies
Steven Tate
328 Back Rd
Dover, NH 03820-5009

Dover City Councilors:

603-742-5684

I am writing to ask you to not allow any further increases in our BASIC cable bills, or, at least, for as long as possible. Comcast cable service was just granted a over 19% increase in the bill they charge us for basic cable. A 19% jump all at once. I disagree with the increase for the following reasons. A close to a 20% more cost, all at once, is too much. I ask that the Dover City Councilors treat the citizens BASIC service cable bill charge, as a LIFELINE charge, to stay at current rate w no further increases. It is the lowest base minimum charge there is, people deserve at least 1 lower-cost TV reception service, to help guarantee their ability to receive signals to watch their city government council meetings, get weather report and local/regional, national + world news events. And the EBC alerts of dangerous weather approaching in the area, etc. We live in a fringe area, not in Boston or Manchester. There are dozens of other areas, if not over 100, that they ^{could} do a price increase on. It is imperative that the lower income poor people living on a fixed income be entitled to be offered basic TV service to their homes + families. It would be comforting to know that the most very basic of services will stay at the lowest price possible for the poor + low income people to continue to afford it, well into the future, as a critical info. service and it could be argued, a necessity of basic life. The rich + well-to-do customers can afford all the optional premium bells + whistles like HD digital, DVD recorders, HBO Showtime, pkg's galore available, + 100's + 100's of channels. I believe there should be a set base minimum standard maintained to help provide access to all people, at all times. I believe the Weather Channel should be added to basic service too, and maybe even CNN news! but at least the former one, what's more important than being involved + informed in your world as a citizen. Yes, even \$3/mo. makes a difference to the poor or those that do not have in our city. Thank-you.

Mr. Steven A. Tate

May 7, 2010

Dona Layton
Dover Open Lands Committee Chair
161 Back River Road
Dover, NH 03820

Dear Mayor, Deputy Mayor, City Councilors, and City Manager:

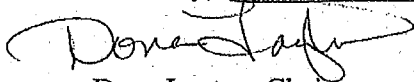
On May 12, I will be at the council meeting to speak about how the layoff of city planner Steve Bird from the Planning Department will affect support for the Open Lands Committee and land conservation planning in our community.

Steve Bird has served as the Planning Department liaison to the Open Lands Committee for nearly ten years. In that time, he has performed essential activities that have helped Dover to procure \$5,847,591 in grants for land conservation. The work that Steve does in assisting OLC volunteers in applying for both state and federal conservation grants is one of many crucial tasks he performs as the city staff person assigned to support the OLC and land conservation in Dover.

With this letter, I have included a copy of the City of Dover Open Lands Committee and Conservation Commission Land Protection Project Completion Report for April 2010 and a bulleted list of the most important tasks that Steve performs as the liaison to the OLC. At the council meeting next week, I will talk to you more about why it remains critical to retain Steve Bird and his position in the Planning Department.

Please feel free to contact me if you have questions. I would be happy to speak with you and to provide any information you are seeking. As always, thank you for your thoughtful consideration of this issue and for your service to the City of Dover.

Sincerely,



Dona Layton, Chair
Dover Open Lands Committee
603-742-2352
donalayton@comcast.net

Some of the most important duties performed by City Planner Steve Bird on land conservation matters include:

- I. managing complex land conservation projects,
 - II. outreach/support to OLC and landowners,
 - III. grant requirements/administration,
 - IV. stewardship,
 - V. oversight of the city's interests and responsibilities regarding transactions and easements
- Provides maps and parcel information on parcels being considered by OLC for conservation.
 - As volunteers, OLC members do not have mapping capabilities to help present information to landowners, grantors, and funders regarding a project. Providing maps is critical for conservation planning.
 - Arranges for the bidding hiring of appraisers and surveyors as necessary for land protection projects.
 - Reviews and analyzes bids for appraisals received from contract bidders responding to RFPs
 - Key source of institutional knowledge regarding overall planning in Dover including easements projects, processes, and conservation history in Dover
 - Meets with landowners to discuss potential land protection
 - Many landowners over the years have expressed their gratitude for having a person on staff who “knew what he was doing, listened to their concerns and helped facilitate their conservation project.”
 - Prepares conservation easement deeds and works with parties (i.e., OLC volunteers, landowners, local land trusts and grantors) on the final language of conservation easements
 - Prepares public notices and abutter notices for Conservation Commission public hearings on land conservation projects
 - Prepares the City Council resolutions requesting approval of appropriation from the Conservation Fund
 - Arranges for closings on projects

(Continued on reverse side)

(continued)

- Arranges for the proper financial documents required to obtain a check from the Finance office.
 - Before there was a liaison providing support to the OLC, activities such as this were left to OLC volunteers. As a result, the process was inefficient, chaotic, and unsystematic.
- Edits grant applications and prepares appropriate letters and documents for state and federal grants for land protection projects
- Oversight of Piscataqua Region Estuaries Partnership (PREP) grant
 - The OLC was recently awarded a PREP grant to develop a conservation inventory to document all aspects and details that pertain to the conservation easements held by the city of Dover. The terms of the grant require this project to be completed by the end of 2010.
- Serves as the contact person for other land protection agencies and groups that want to do work in Dover
- Provides education and training for OLC members
- Attends public hearings both at the municipal and state level when representation from Dover is needed.
 - There were at least 3 NH DOT public hearings over a 2 year period, two of them in Concord that required Dover representation for the Tuttle Farm Conservation project. Steve Bird attended these hearings, along with local land trust representatives, on behalf of the city of Dover and the Open Lands Committee, as OLC volunteers were not able to attend these hearings during the work day.

**City of Dover Open Lands Committee and Conservation Commission
Land Protection Project Completion Report - April 2010**

Project Name	Location	Type & Date	Total Purchase Price	City of Dover Contribution	Outside Grant Contribution	Acres	Cost Per Acre
Stafford County Property	County Farm & County Farm Cross Roads	Conservation Easement December 2002	Unappraised Value Donated by County	\$22,000	\$0	212.5	Unappraised Value Donated
Cassily	Sixth and Whittier Streets	Fee Simple Purchase April 2003	\$340,000	\$265,000	\$75,000 LCHIP	23.9	\$14,200
Towle	Tolend Road	Conservation Easement July 2003	\$85,000	\$85,000	\$0	17	\$5,000
Browne	Blackwater Road	Conservation Easement August 2003	\$266,000	\$180,692	\$18,808 FRPP \$66,500 DES	23	\$11,600
Williams	Varney Road	Conservation Easement January 2005	\$100,000	\$75,000	\$25,000 DES	17.4	\$5,750
Measured Progress	Sixth Street	Conservation Easement October 2005	\$140,000	\$140,000 (1)	\$0	12	\$11,700
Smith/Murphy	County Farm Cross Road	Conservation Easement October 2005	\$400,000	\$400,000	\$0	33.8	\$10,300
Kageleiry/Kane	Fisher Street	Fee Simple Purchase December 2005	\$185,000	\$185,000 (2)	\$0	2.6	\$71,100
Stern	Tolend Road	Conservation Easement September 2006	\$236,250	\$236,250 (1)	\$0	14.6	\$16,182
Holley	Sixth Street	Conservation Easement September 2006	\$737,280	\$380,640	\$356,640 FRPP	98	\$7,500
Tuttle	Dover Point Road	Conservation Easement Final: January 2007	\$2,690,778	\$1,195,135	\$155,643 FRPP \$1,340,000 DOT	120.1	\$23,258
Hunt	Back Road	Conservation Easement July 2007	\$1,125,000	\$625,000	\$500,000 FRPP	59.3	\$18,971
Frazer	Blackwater Road	Conservation Easement February 2008	\$450,000	\$365,000 (1)	\$85,000 DES	22.45	\$20,045
Ayer	McKone Lane	Fee Simple Purchase April 2008	\$2,460,000	\$460,000	\$2,000,000 Nature Conserv.	13.19	\$186,505
Day	Sixth Street	Conservation Easement January 2009	\$225,000	\$0	\$225,000 NHDOT	39.95	\$5,632
Olde Forest LLC/Philbrick	Back Road	Fee Simple Purchase March 2010	\$1,250,000	\$250,000 (1)	\$1,000,000 Nature Conserv.	27.96	\$44,707
Total:			\$10,690,308	\$4,864,717	\$5,847,591	737.75	
			Average Cost Per Acre for fee simple purchases: \$62,601	Average Cost Per Acre for easements (3): \$14,107	Outside Contribution Percent: 54.7%		

Footnotes:
 LCHIP - State Land and Community Heritage Investment Program
 DES - NH Department of Environmental Services, Water Supply Protection Program
 DOT - NH Department of Transportation, Wetlands Mitigation for Newington-Dover Project
 FRPP - Federal Farm and Ranchland Protection Program
 NHDOT - NH Department of Transportation, Wetlands Mitigation for Newington-Dover Project
 (1) - Bargain sale, appraised conservation easement or purchase price value higher.
 (2) - This value could be used as non-Federal match for Dover Community Trail Project.
 (3) - This average cost does not include Strafford County acreage or value.