



**CITY OF DOVER**

## CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 26, 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: FISCAL YEAR 2011 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – CITY PORTION ONLY**  
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. **May 5, 2010 – Workshop**
  - B. **May 5, 2010 – Special Meeting**
  - C. **May 12, 2010 - Workshop**
  - D. **May 12, 2010 – Regular Meeting**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
  - A. **ORDINANCES IN THE 2<sup>nd</sup> READING – None**
  - B. **ORDINANCES IN THE 3<sup>rd</sup> READING – None**



**CITY OF DOVER**

## CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 26, 2010**  
Meeting Time: **7:00pm**

### C. RESOLUTIONS

- 1. AUTHORIZATION TO ENTER INTO AGREEMENT WITH STATE OF NEW HAMPSHIRE FOR THE NEWINGTON/DOVER PROJECT (TO BE REMOVED FROM THE TABLE)**  
SPONSORED BY MAYOR MYERS BY REQUEST

### 13. NEW BUSINESS

#### A. CONSENT CALENDAR

- 1. RESOLUTION: SETTING THE VOTING HOURS FOR THE STATE PRIMARY ELECTION**  
SPONSORED BY MAYOR MYERS BY REQUEST
- 2. RESOLUTION: B10070 CATCH BASIN CLEANING**  
SPONSORED BY MAYOR MYERS BY REQUEST
- 3. RESOLUTION: B10071 CRACK CLEANING SERVICES**  
SPONSORED BY MAYOR MYERS BY REQUEST
- 4. RESOLUTION: B10073 TASER EQUIPMENT AND ACCESSORIES**  
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 – School Cable Studio |
| 5. McConnell Center Advisory Committee | 11. Joint Building Committee – Woodman Park        |
| 6. Arts Commission                     | 12. Legislative Liaison                            |

#### B. RESOLUTIONS

- 1. B10040 MUNICIPAL SOLID WASTE COLLECTION – DISPOSAL-RECYCLING**  
SPONSORED BY MAYOR MYERS BY REQUEST
- 2. B10056 NORTH END WATER TANK AND PRESSURE ZONE**  
SPONSORED BY MAYOR MYERS BY REQUEST



**CITY OF DOVER**

## CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 26, 2010**  
Meeting Time: **7:00pm**

- 3. REQUEST TO REPROGRAM CIP FUNDS FROM HIGH SCHOOL ROOF PROJECT TO HIGH SCHOOL ADDITION MASONRY REPLACEMENT (REQUIRES 2/3 MAJORITY VOTE) (TO BE REFERRED TO A PUBLIC HEARING ON JUNE 9, 2010) SPONSORED BY MAYOR MYERS BY REQUEST**

**C. ORDINANCES IN 1ST READING – None**

**14. COUNCIL CORRESPONDENCE**

- A. LETTER FROM BERWICK ACADEMY – dated May 17, 2010**

**15. COUNCIL MATTERS OF INTEREST**

**16. ADJOURNMENT**

# CITY MANAGER'S REPORT

May 26, 2010



Submitted by:

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

288 Central Avenue  
Dover NH 03820  
603.516.6023

## GENERAL SUMMARY OF MATTERS OFFICE OF THE CITY ATTORNEY

The use of outside counsel to handle specialty matters continues and consists of counsel involved in environmental matters(Attorney Peltonen), labor negotiations(Attorney Broth and assistant ), cable and telecommunications(Attorney Ciandella), and zoning and assessing matters(Attorney Mitchell/Attorney Whitelaw). There are a small number of other attorneys hired on a variety of smaller matters.

### SELECTED MATTERS FOR THE MONTH: April 2010

The role of the Office of the City Attorney is to represent the corporation as a whole including the City Council, the City Manager and the Departments. The focus of the Office of City Attorney is to avoid legal problems for the City by advising staff members, reviewing legal documents, addressing citizen concerns proactively, providing guidance to the boards, commissions and committees of the City and assisting City Councilors in the performance of their duties. The goal is to save money for the taxpayers and the City of Dover. A further role of the City Attorney is to respond to matters involving litigation. This role involves contacts with opposing legal counsel on a regular basis, the attendance at hearings and the trial of matters before the Courts.

- Assistance to the City Council: drafting/review of resolutions and ordinance revisions; attendance at meetings; executive sessions
- Assistance to the Community Services Department: sewer billing; DUC matters; sewer enforcement; environmental matter; letter of credit;
- Assistance to the Planning Department: review of matters involving the hospital; subdivision matter; review of enforcement issues; notice issue;
- Assistance to the Finance Department: contract reviews and preparations; purchasing matters; cost of copies;
- Assistance to the Recreation Department: new lease;
- Assistance to the Schools: assistance with Joint Building Committee matters;
- Assistance to Fire & Safety: Inspection Division matter;
- Assistance to the Police: Right to Know issues; sidewalk obstruction; new lawsuit;
- Assistance to the City Manager: review of documents for signature; review of New Hampshire Supreme Court cases; review of litigation; preparation for construction litigation matter; ordinance drafting;
- Processing eight (8) requests made pursuant to RSA 91-A(26 requests in 2010);

- Expenses for outside legal ending April 30, 2010 for FY'10 Operating Budget are \$32,877.90 (excluding environmental of \$12,238.72)

## **Dover Business & Industrial Development Authority**

### **Economic Development Overview**

#### **Dan Barufaldi**

#### **1. Sector Review:**

**Retail:** Some slight decline in retail sales in the last month as consumer confidence waned slightly. Private sector fear of unemployment sustained even as unemployment in Dover dropped another tenth of a percent to 6.4 % as national unemployment rose two tenths of a percent to 9.9%.

**Restaurants:** Fast food sales are up due to price cut "specials". Other breakfast and lunch sales continue to improve marginally. Dinner sales at higher end restaurants have plateaued.

**Hotels/Motels:** Sales activity is highly location sensitive, but off moderately. Weekend sales remain below former rates, but show some improvement. Our downtown hotel continues to record high occupancy levels, but at slim margins. The Microtel at Weeks Crossing is back in operation under new ownership and was advertising weekend specials recently and their occupancy rates are improving. Weekday occupancy rates at the other Week's Crossing hotels are off as business travel is reduced by the slow economy and the advent of electronic meetings.

**Services:** Financial services are improving significantly as investors return to participate in the stock market run up. Services connected to project work are off markedly. Travel (seasonal), cleaners, and cleaning services sales remain off, but are now stabilizing. Software sales are rising steeply. Educational services continue to grow. Healthcare services continue to grow. Services utilization of temporary help continues to grow. Services related to construction (architects, engineers) remain off.

**Construction:** Some residential construction improvement with 14 projects before the Planning Board next week. A second wave of foreclosures is expected to begin due to the backlog of delinquent mortgages not yet foreclosed upon, but current foreclosure activity has subsided to some degree. There will be only a moderate local effect as long as our low local unemployment rate sustains. Commercial activity exists, particularly in building rehab, but continues to decline overall. Lower rehab costs for existing and available commercial/ industrial buildings and lack of financing availability make new construction difficult. Inquiries on Enterprise Park land have picked up as more companies are now looking at sites there. Companies waiting on the sidelines now want to get started while low property values and low mortgage rates are still available.

**Manufacturing:** Routine, high labor content manufacturing remains in deep, and probably permanent, decline even as inventories are depleted. Knowledge based, high tech, high quality and precision niche manufacturing is stressed but stable. Electronic assembly is experiencing an uptick with rush delivery requests common. Volatility of demand remains a problem. Food manufacturing and electronic recycling are showing growth signs locally. New car inventories are still above normal. Car sales, recovering smartly in the first quarter, had declined last month primarily due to the Toyota debacle. The Toyota recall and lost confidence in the quality and reliability of the brand have had a serious short term effect on their sales across multiple product lines. This effect has now been overcome in the marketplace, buoyed by heavy rebate programs from all manufacturers. Some bright spots exist at specific brand outlets like Toyota, Ford and VW. GM sales are now beginning to rise smartly while Chrysler continues to lose market share even though they are enjoying a slight sales increase.

**Healthcare:** Still in a growth mode, but uninsured unemployed patients are avoiding services unless conditions are painful or life threatening. Medicare/ Medicaid payment uncertainty and the political/economic quandary of healthcare reform/ insurance programs will mitigate some expansion. Doctor and hospital visits are off slightly and emergency room activity is increasing enormously as health insurance is often lost due to unemployment. Passage of the healthcare reform bill has had little effect on day-to-day healthcare so far.

**Commercial Real Estate Space:** A large office space inventory continues to drive prices downward. Lower cost mill space is doing better than higher cost mill office space currently. The WDH Exit 9 Medical Practice Building is now occupied, releasing selected office leased space near the WDH main campus. WDH has removed one floor from their main campus expansion plans. One of our major mills is only 43% occupied and has lost three large tenants to another Dover location with door side parking. Lack of proximate parking remains a serious deterrent. *Undercurrents*, located in the Washington Mill is closing. A new company employing 180 is looking for 30,000 sq. ft. of leased space in either the Cocheco Falls Mill or the Goss building. Another 40,000 sq. ft. tenant is exploring the whole second floor of the Moore Building or space at Goss.

## **2. Local Business Retention Contacts:**

**Real Estate Agents:** Commercial agents contacted all have high inventories, few new build sales, and expect that commercial real estate is still early in its decline cycle, following residential real estate by about 18 months on average. Portsmouth Brokerage houses are expressing increased interest in Dover, have requested presentations on Dover activities, and are moving assets to Dover in anticipation of increased activity here as the economy recovers. Unsold/ unleased commercial property inventories continue to grow.

**Developers/Builders:** A lot of rehab of leasable office space, manufacturing, and warehouse space is underway, including the Goss Building, Moore Building, Collins & Aikman and Prime Leather. More new office/warehouse leases are being sold at this time, but space is being leased at reduced prices short term to gain longer term commitments.

**Mills:** AT&T call center space is still not leased to a new tenant. Loss of three significant leased office space tenants to another Dover location has occurred. Lack of on-site parking is a continuing problem. Other mill space has some prospects as a children's restaurant on the ground floor opposite the Children's Museum is still being contemplated in addition to the 30,000 sq. ft. prospect mentioned above.

Another Mill now has less than 12,000 sq. ft. unoccupied and has prospects for a baked goods manufacturing operation and a deli/bakery restaurant coffee shop, but is losing a discount retailer.

**Downtown:** Three spaces are open currently, but several small businesses selling both discretionary and necessary products and services are at risk due to the unavailability of credit and a lack of curbside parking. DBIDA is working with BFA, SEDC and DRED to explore the possibilities to help these businesses, and is also reviewing business models to uncover opportunities for increased revenues and/or reduced expenses. Credit card companies and banks have cut or eliminated the credit lines traditionally used by small business people to bridge seasonal and/or receivable/payable time lags. Other SBA loan programs are being accessed, but these are already swamped and backlogged and are unlikely to be able to respond in time. A new Fed stimulus program aimed at providing credit to small businesses through the SBA has been announced, but local banks do not have enough details on the program to start lending at this time. Another Federal stimulus program dedicating \$135 million to NH small businesses and administrated through the NH BFA has been announced for businesses in ERZ Districts. This program would make tax exempt bonds available through local banks. Unfortunately, the extremely tight window for application effectively limited the program to projects already to go and excluded refinancing as eligible. Dialogue with the Dover Economic Loan Program Administrator has been initiated for small local businesses

needing a startup loan or secondary next step financing. Three applications are in place. One such loan for \$150,000 closed this month.

Start up financing through banks is virtually non-existent. A few downtown businesses with limited resources, heavy debt loads, old business models and slow adaptability have now closed. A meeting with Congresswoman Shea-Porter and a local bank has been held to discuss the SBA program changes needed for local banks to get SBA loans to Dover small businesses.

### **3. Unemployment: (Non-Seasonalized)**

**Dover:** Currently at 6.4%, an improvement back to early, 2009 levels.

Portsmouth: 6.0%

Rochester: 8.1%

Somersworth: 7.3%

Manchester: 8.3%

Concord: 6.3%

New Hampshire: 7.3%

Maine: 8.9%

Massachusetts: 9.3%

Rhode Island: 13.0%

Vermont: 7.2.%

New England: 9.2%

U.S.: Currently at 10.2%. Most recent BLS figures state U.S. unemployment at 9.9%, but this is due to an anomaly in their survey technique and the algorithm used in their seasonalization technique that distorts results in a declining employment context. U.S. unseasonalized unemployment is expected to continue to rise to 10.8% by year end.

### **4. Incentive Activity:**

ERZ Districts (3) Progress: Four new businesses so far have moved into ERZ locations in Dover. ERZ District availability has positively influenced four move-in companies to date representing 146-200 jobs. These include 120 at URT Corporation (adding 60 more by mid 2010), 49 at VXI Corporation, and 7 at RKG Consultants. Agility manufacturing has formally applied for the ERZ tax exemption with DBIDA assistance. URT Corporation and HEI are currently being assisted to make ERZ applications.

### **5. Outreach/Attraction:**

Enterprise Park: Preliminary interest in Enterprise Park land for a New England distribution hub has faded with a change in the company's wish to build new, and to instead rehab and expand an existing building. Recent contacts indicate the firm has, for the time being, decided to do nothing. Dover ERZ benefits and owner indemnification offers are still on the table and being considered.

Preliminary interest in Enterprise Park land for a 65,000 sq. ft. building for a warehouse and showroom is being followed. Latest reports are that the company has not found any of the Dover sites under consideration suitable and also will rehab a Raymond property to accommodate its needs. A re-review of most recently available properties and programs is underway to keep this business in the City. This will vacate several downtown buildings, when it happens.

ITACONIX has decided to slow their phased build out in their own building until their hardwood biomass feedstock is tested at scale. They will take 12,000 sq.ft. of leased space at Pease for a year or so and then consider building at Enterprise Park. They still prefer a Dover location. We are beginning discussions re another local location with enhanced water supply

and cost numbers and they have expressed interest in pursuing that possibility. Their original timetable has extended.

We are working with the agent for the Fosters building and property at Enterprise Park that is up for sale or lease and possible subdivision of the property for development. Fosters will outsource their printing and distribution functions and move their office staff to their downtown offices in Dover.

A developer looking at an Enterprise Park lot for an 11,000 sq. ft. four unit spec building for office warehouse applications has delayed his build plans for one year and may now consider one of the Fosters property subdivided lots for his building.

The Fosters property at Enterprise Park is for sale with the prospect of subdivision of the 30.85 acre property that could accommodate three more building pads.

Preliminaries are underway to form an Enterprise Park Tenants Association to handle future public area maintenance and other Park issues and governance. Legal Dept. has now completed a set of draft by-laws and association agreement to facilitate this. Review and approval by the DBIDA Executive Committee is now complete. An Enterprise Park tenant is being considered for DBIDA Board membership to help facilitate this process. This process is still awaiting appointment completion. A dialogue will then ensue with the Park tenants to finalize the Association Agreement and by-laws.

Industrial Park Drive: The URT Corporation has leased 80,000 sq. ft. and has added 20,000 more for a total of 100,000 sq. ft. They are about to lease an additional 20,000 sq. ft. in another Industrial Park Drive Building to house their asset management activities.

They currently have hired 120 employees and expect to expand to two full shifts and employ 200 by early next year. They are an electronic components recycler with headquarters in Janesville, WI, a large facility in Las Vegas, NV, another in Alabama, and two more about to be located in the SE and SW of the country shortly. The Governor came to Dover to officially open the facility. ERZ status helped their decision to locate in Dover. A local "opening" was held with the Mayor, City Council, City Manager, and DBIDA Board members for a ceremony and plant tour on March 24<sup>th</sup>.

The Moore Building: VXi, head set designer and distributor, (manufacturing is in China) has moved in and will bring 49 jobs. Since they are coming from Rollinsford, they will have a mix of Dover and other local employees. HE Innovations, LLC is now in the Moore Building with 4 employees and Southside Fitness, LLC is moving into 5,600 sq. ft. in the Moore Building shortly with 2 employees, growing to 4 as classes are set up.

Rt. 1 and Mast Rd.: Mixed use development incorporating a senior facility, 56 unit housing development, a Hannaford market, and possible restaurant. So far zoning and density compliance looks good. A public announcement with on-line plans is now available. "Design By You" a household design and furnishings company has moved into the former gallery space on Central Ave.

Economic Development Resource Guide: This important outreach tool is now available and distribution to selected venues for use has commenced. Feedback on the quality and usefulness of the piece has been very positive. It will be well used in the Ambassador Program for economic development outreach to relocation candidate companies.

## **6. Public Activities:**

Parking Commission Meetings (2) Garage Presentation.

Twenty-five Parking Garage related meetings with developers, finance entities, engineering firms, parking facilities firms re information gathering for eventual RFP issuance conforming to the requirements of the City Manager, the Parking Commission, DBIDA and the City Council.

Kent Creative meetings (3)

DRED Meetings (2):

Tourism Leadership Partner meetings (2)

Tourism meeting with Quality of Life Committee

DBIDA Board meeting

NHCIBOR Quarterly meeting, Bedford, NH

NHCIBOR Marketing meeting, Concord, NH

Monthly Networking Leads Group 2<sup>nd</sup> Tuesdays

Presentation to Portsmouth Anderson and Prudential-Verani Realty Groups

City Council meetings

Office Interiors contact/VXI Loan Program for furniture

UNH/ DoverTech Meeting

Development Issues Meeting/Planning

Tourism Partners Meeting

Aerotek / Surveillance Systems Meeting

Pedestrian Bridge Sub-Committee Meeting

CIBOR Seacoast Marketing Meeting: Pease

Ambassador Program meetings (3)

Agway meeting

White Apron meeting

UNH liaison meeting: Dr. John Carroll, Durham Selectman, Diana Carroll

Governor's Tourism Conference Portsmouth: Exhibited

TRC meetings (3)

SEDC meeting

Kane Realty meeting

TD Bank meeting

Woodman Institute Museum meeting

Legislative Reception

Agility Mfg. meetings (2)

HEI Meetings (2)

Government Affairs Committee meeting

Cocheco Falls Mill meeting with client

Land, Sea, Space Museum Update Meeting



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

### 1. CALL TO ORDER

### 2. MOMENT OF SILENCE

### 3. PLEDGE OF ALLEGIANCE

Councilor Nedelka led the Pledge of Allegiance.

### 4. ROLL CALL ATTENDANCE

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

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

### 5. FISCAL YEAR 2011 BUDGET OVERVIEW

Mayor Myers suggested to the Council that they add another Citizen's Forum after the Library and Recreation presentation, go to Special Meeting for the Public Hearing on the School Portion of the Budget, and then return to Workshop for General Budget discussion.

There was consensus from the Council to follow this suggestion.

#### A. LIBRARY

Library Director Cathy Beaudoin spoke about the budget for the Library, and her position as advocate for Library Services. She started her discussion with her recommendations for changes in the fees. She recommended that non-resident student fees be lowered to \$80.00, because the Library hasn't sold one card this year at the present \$150.00 fee. She recommended that they drop the fee for the use of meeting rooms for non-profit organizations, and increase the fee \$10.00 for for-profit organizations. She said in her budget there is a 3% increase for the purchase of books, and a \$5,500 increase in capital outlay, which will be used for maintenance on the ceiling and woodwork that was damaged due to the previously leaking roof. She referred to the Citizen's Survey, and said 76% of the people of Dover said they have used the Library in the last 12 months, and 86% of them rated the Library as excellent or good. She said in 2004 it was 89%, and said she felt the drop was due to the reduction in hours. She said her proposed budget for FY2011 was \$1,026,574, which is \$4,600 higher than FY2005. She said their circulation has gone up as people borrow books instead of buying them in this economy. She said the library is breaking records with attendance and circulation. She spoke of all the services the Library offers and the increase in work with fewer staff and fewer scheduled hours. She asked the Council for the restoration of \$30,000 to the Library's budget, which would restore staffing for Saturday afternoons and the other 32 part-time hours that have been cut. She commended the employees, as part of the DMEA, who have offered to decline wage adjustments for the second year if hours are restored. She said no one will suffer physical harm or injury without Library services, but it is essential to the quality of life in Dover.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Councilor Hooper asked about charging residents \$20 per year. She asked if there were some ideas to help fund the Library services.

Ms. Beaudoin said she felt it was taxing people doubly, because they are already paying \$70.55 out of their property taxes for Library Services.

Councilor Hooper started a discussion about volunteers and the rationale for not using more volunteers.

Ms. Beaudoin said for financial and auditing reasons volunteers cannot handle money, and because of State privacy laws they cannot access the patron database.

Councilor Nedelka said Friends of the Library is the fundraising force for the Library, and said they do raise a remarkable amount.

Ms. Beaudoin said the Friends of the Library just received 501c3 status so they can apply for more grants.

Deputy Mayor Trefethen said the few people that have commented on the budget and the proposed cuts to the Library have said they will adjust to the new hours. He suggested that if the Council restored the \$30,000 that she use it for more circulation.

Councilor Weston asked if there were additional fees to take out books on CD, Music CDs, and Movies.

Ms. Beaudoin said there weren't any fees, and that those items comprised 25% of their circulation. She said a lot of DVD's are donated to the Library. She said this week a 5,000 BTU air conditioner and a 50" HDTV were donated to the Library.

Councilor Weston also spoke about emails she has received regarding people adjusting their schedule to go to the Library, but she wondered who had stopped going.

Ms. Beaudoin said most people who have the Library habit will adjust their schedule.

Councilor Garrison asked about credit card usage.

City Manager Joyal said they are researching it for City-wide use, but right now it is not City policy to accept credit cards. He said there is a cost involved.

Mayor Myers thanked Ms. Beaudoin for her presentation.

### **B. RECREATION**

Recreation Director Gary Bannon gave a PowerPoint Presentation regarding the Recreation Department's proposed budget.

Councilor Cheney started a discussion about changing rates and hours at the pools. She compared the costs and revenues for the pools and the facilities at the McConnell Center.

Mr. Bannon said they are bringing a coalition together to work on solutions to save the pools.

Councilor Weston asked if the pools ever break even.

Mr. Bannon said lap pools do not make money.

Councilor Weston asked about lowering the rent fees at the Ice Arena to below \$300.00 per hour to encourage more people to come to the Arena.

Mr. Bannon said the rate structure is more flexible during less desirable times. He said the \$305.00 per hour rate is the prime time rate.

City Manager Joyal said there is no more prime time to sell.

Councilor Weston asked if the proposed budget reflected the energy savings from the energy efficiency contract.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Mr. Bannon said it does reflect the estimates on energy savings.

Councilor Nedelka started a discussion about what volunteers do.

Mr. Bannon said that affiliate programs are run by volunteers, but the Recreation Department facilitates everything.

Councilor Garrison started a discussion about marketing and the need to reestablish the recreation mailer that used to be sent out.

Mr. Bannon said the brochure was put back into the budget, because it is believed that it pays for itself.

Deputy Mayor Trefethen asked Mr. Bannon to explain why the indoor pool can't be closed during the summer.

Mr. Bannon said the indoor pool cannot be drained and kept drained, because of the damage the pressure could cause to the shell. The pumps need to be kept running so they won't seize up, and to keep the chemicals moving around so they won't solidify.

Deputy Mayor Trefethen asked Mr. Bannon to explain the issues involved in closing the outdoor pool.

Mr. Bannon said it would entail the same maintenance issues, but it would also affect the businesses, summer camps in the area, that rely on the outdoor pool. He said the pools are meant to be used.

Deputy Mayor Trefethen started a discussion on the fees, and the rates being too high and people not using the facility.

Mayor Myers asked about opening day for the outdoor pool and the need to hire staff. He asked if there was a binding commitment with the hockey camps and Camp Kool to have the pool open.

Mr. Bannon said the pool is filled and available. He said there were no promises in the commitments to have the pool. He said Camp Kool just promises a variety of different activities. He said staffing is at a crisis point, because they're having trouble keeping the people he has now.

### FIRST CITIZEN'S FORUM

*Citizens are invited to speak on the subject matter of the Library and Recreation Department Presentations. Statements shall be limited to five minutes.*

**Dawn Haines, 17 Elm Street:** She said people didn't understand the problem, but are asking for more time. She spoke about the first meeting of SOS, and listed all 18 people who were present. She referred to the peaceful march that will be held on May 26<sup>th</sup>. She spoke about the goal of the committee to come up with a proposed business plan for raising revenues. She said they will work on a short-term plan to convince the Council to save the pools, which would give them time to work on the long-term plans to save the pools. She said the people didn't understand the problem.

Mayor Myers asked for the Council to be included on their distribution list.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

**Timothy Paiva, 4 Cailey Anna Lane, President of Seacoast Swimming Association:** He said he is now convinced that the Council doesn't want to close the pool. He said it will take everyone to come up with long-term viable solutions. He said he is asking for some time.

**Edward Bleiler, 4 Isaac Lucas Circle:** He asked why the Council was putting people through this misery. He said the people want the Library and Pools. He said the City has lots of money. He spoke about his email from the LGC Executive Secretary and the \$100 million surplus, \$2 million belonging to Dover. He told the Council to give the Library the \$30,000 and keep the pools open. He said they money get the money from the \$6 million in Dover's surplus fund.

Mayor Myers asked Mr. Bleiler to forward the email from the LGC Executive Secretary.

**Joseph Tenuta, 262 Long Hill Road, Chairman of the Dover Recreation Advisory Board:** He said he was unaware that approximately 40 organizations use the pools. He said overriding the tax cap is not easy, he doesn't envy the Council's position, but pools provide a large service to the community.

**Wendell Smith, 13 Apache Street:** He said he is a lifelong resident and still swims at both pools. He said it was a tough decision, but he felt the Council will do the right thing. He spoke about his research of the recreation department and pools. He said 70,000 to 90,000 people use the pools every year. He spoke about the efficiencies that have been put in place. He said the pool will not break even without donations. He said they need be told that the pools are going to remain open so they can hire staff immediately. He said he was prejudiced about the pools, but he also wanted the save the Police, Fire, School, and Library. He said it was all part of the system that is wonderful in Dover.

**Aviva Grasso, 1 Pebblewood Drive:** She said she has no solutions. She said she has never used the pools, but she grew up using a municipal pool and felt it was a valuable tool. She said she is a member of the recreation facilities at the McConnell Center and goes to the Library a lot. She spoke about the hours at these facilities and the importance of keeping them open at times when people can use them.

**Richard Arnold, 8 Alder Lane:** He said he was part of the group that met to organize a plan to save the pool. He said they will be creating a business plan. He said the cooperation he has already received from Mr. Bannon and the City Manager has been great. He said they plan to use the Dover Ice Arena and Seacoast YMCA as models. He said you can't fundraise for the pools if they are closed.

**Kathleen Morrison, 62 Maple Street, Member of the Dover Recreation Advisory Board:** She said the Recreation Department is fortunate to have Mr. Bannon.

**Gregory McCrone, 239 Knox Marsh Road:** He said he has lived in Dover all his life. He was a lifeguard at the pools during the 70's. He spends every weekday morning at the pool, and said it was very busy.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

**Patricia Campbell, 17 Hamilton Street:** She said she was a nurse. She said studies show that swimming helps to improve insulin availability in diabetes patients. She said without the pools she would worry where the elderly will get this type of exercise.

**Michelle Holt-Shannon, 14 Florence Street:** She said the evening hours at the Library are very important. She said her spouse can't go to the Library during the day.

**Bart Jordan, Central Towers:** He spoke about the social network of the City, and how all the issues have to be seen in a serious way. He said when you learn to swim, you can in your old age jump into the fountain of youth and not drown.

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

Councilor Carrier made a motion to adjourn at 8:19 pm to the Special Meeting; seconded by Councilor Nedelka.

Vote: 9/0.

### C. GENERAL BUDGET DISCUSSION

City Manager Joyal referred to his three handouts: Budgeting Personnel Positions by Department, Proposed Schedule of Fees – FY11, and Proposed FY2011 Budget, Budget Adjustments with Tax Bill Impact to Maintain Existing Service Levels and Related Options. He said next week he will be creating an options list of places to tap funds, such as the Sand and Gravel Fund.

Mayor Myers started a discussion regarding the City employees who offered to take pay freezes if the Council restored eliminated positions and reduced-hour positions.

Councilor Nedelka asked if teachers retain their tenure if their position is restored.

City Manager Joyal said State law says they would retain it even if they aren't hired back until the next school year. He said he doesn't know the specifics of the teachers' contracts.

Councilor Carrier started a discussion about the tax implication for returning the \$350,000 to the School's Budget.

City Manager Joyal said it would affect the average taxpayer by \$30 to \$31.

Councilor Cheney referred to the proposed fee schedule and the reductions in fees to use the pools.

City Manager Joyal said the plan is that the lower rates will attract more people to the pools.

Councilor Cheney asked for figures on the cost to maintain the pools until Labor Day.

Deputy Mayor Trefethen referred to the Citizen's Forum comments about the LGC, and said they were not accurate. He referred to the comment that the Council take the money to cover the budget out of the City's General Reserve Fund, and said it would have a direct impact on next year's budget.

Mayor Myers said one-time money should not be used in the operating budget. He said the City needed a sustainable budget. He said the Council can't keep letting the employee's take pay freezes.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Councilor Hooper said her priorities are to restore Police and Fire. She said everything else is quality of life. She said the School Board did a good job on their budget. She said she was disappointed that the teacher's union didn't step up and offer wage freezes.

Councilor Carrier spoke about a portion of the gravel funds being put towards the operating expense for the pools.

Councilor Garrison resumed the discussion of restoring the \$350,000 to the School Department. Mayor Myers said the Council didn't have authority to restore the Firefighters program at the School.

Councilor Weston started a discussion about mandatory recycling.

Councilor Garrison said the City has a 65% recycling rate, which is well above normal.

Councilor Weston referred to Citizen's Forum comments regarding health insurance, and going out to bid like the Schools.

City Manager Joyal said they did try to go out to bid with the School, and the City rates went up substantially. He said the City cannot find a comparable program that gives the City a better rate than the LGC.

Mayor Myers referred to the comments that the City needs to keep people rather than things, and started a discussion on capital improvements that need to be funded in the budget.

Councilor Cruikshank agreed with the list of priorities so far: Police, Fire, and Capital Improvements. She also agreed with Councilor Hooper's comments regarding her disappointment of the School employees not offering to freeze their wages.

Councilor Nedelka agreed with public safety being a first priority. He talked about fees and property taxes. He said the fees do not come out of the same wallet proportionately. He asked the Solid Waste Advisory Committee to look into raising the price on trash bags. He asked that the City look into raising ambulance rates to higher than the Medicare rates. He spoke about little things to save money. He spoke about the return envelopes that come with the water bills and tax bills, and asked how much those cost. He asked if some of the billing can be reduced to postcards, because it's all public information.

City Manager Joyal said the format for tax bills are set by State law, but they probably could do away with the return envelope. He referred to the Budget book and the costs involved in mailings. He said it would also cause more people to come into the office instead of using the return envelope.

Mayor Myers started a discussion on the bidding process for the Solid Waste contract.

Councilor Garrison said some of the costs did go down. He said he should have more information next week.

Deputy Mayor Trefethen said he would like to fully restore public safety, capital reserve funding, and the Planner position.

Councilor Cheney asked why the City doesn't fund the Strafford Regional Planners.

City Manager Joyal said the service was geared to smaller communities that don't have a planning staff, and some services have additional fees.

Councilor Cheney said she wants to fund the Police and Fire. She said the Council needed to honor the spending cap. She said they should find the money within the budget. She said everything should be on the block.

Mayor Myers asked Councilor Cheney where to cut the budget in order to restore Police and Fire.

Councilor Cheney said she had nothing right now.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Councilor Carrier started a discussion on areas where fees can be increased at the Recycling Center.

Councilor Weston agreed with the Deputy Mayor's priorities of restoring the Fire, Police, and Planning Department staff. She asked for the City Manager's recommendations on where else to cut the budget.

Councilor Hooper said she was willing to restore the budget, but she was not willing to add to the budget.

Councilor Nedelka said the Council cannot discuss restoring the Police, Fire, and all important items without an override of the tax cap.

Mayor Myers said he appreciated the employees offer, but said there was a net cost to doing it, because it involved restoring the staff to its present level. He said no one is looking to cut the pools, but the Council will need an aggressive business plan. He said he was willing to give them a little time.

Councilor Carrier made a motion to suspend the rules to continue the meeting after 10:30 pm; seconded by Councilor Cheney.

Roll Call Vote: 9/0.

Deputy Mayor Trefethen referred to Councilor Weston's comment to the City Manager to find the \$550,000 needed to restore Police and Fire somewhere else in the budget. He said the City Manager already gave the Council a budget that met the tax cap. He said the Council could pass this budget as is, and then the State may downsize the City more. He said the City Council will get blamed for the amount of the tax bills in November.

Councilor Cruikshank said she would like to stay within the tax cap, but she was more focused on the long-term health of the City.

Councilor Cheney said it was important not to say that this is it. She said there are solutions, and the budget can be changed at any time.

### **6. SECOND CITIZEN'S FORUM**

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

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

### **7. ADJOURNMENT**

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

Vote: 9/0

Ms. Beaudoin's notes for the Proposed Library budget, Mr. Bannon's PowerPoint Presentation for the Proposed Recreation Department budget, and the City Manager's handouts will be archived with the minutes.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Special Meeting  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, May 5, 2010**  
Meeting Time: **7:00 pm**

### 1. CALL TO ORDER

### 2. MOMENT OF SILENCE

The Moment of Silence was held during the Workshop Session.

### 3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was held during the Workshop Session.

### 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. APPROVAL OF AGENDA

Deputy Mayor Trefethen made a motion to remove the Citizen's Forum from the Agenda; seconded by Councilor Cruikshank.

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

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

Vote: 9/0.

### 6. PUBLIC HEARINGS

#### **A. RESOLUTION: FISCAL YEAR 2011 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – SCHOOL PORTION ONLY SPONSORED BY MAYOR MYERS BY REQUEST**

**Mark Geuther, 30 Lisa Beth Circle:** He disclosed that his wife is a teacher in the Dover School system, but added that he has always been a supporter of education, serving on the Chamber Education Committee, Search Committees for both the Woodman Park School and the School Superintendent, and serving on the Horne Street School Joint Building Committee. He said Dover has a wonderful school system, but they can and must do better. He said it is not all about the teacher's salary, but providing the necessary resources that the students need in order to succeed. He spoke about the costs of being a teacher in supplying their students with pencils, paper, and crayons. He said the tax cap was voted in by a majority, but don't be fooled into thinking that the majority of the citizens voted in the tax cap. He said in the last municipal election the citizens of Dover put a Council in place that they felt would look at the needs of Dover, the resources needed to fulfill those needs, and after consideration he would override the tax cap if necessary to maintain the City's services.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Special Meeting  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, May 5, 2010**  
Meeting Time: **7:00 pm**

**Kenneth Appel, 16 Isaac Lucas Circle, School Board Member:** He spoke about the Mayor's comment at the last meeting that if there was a possibility of an override, that he would like a prioritized list from the School Board. He said he thought it was a good idea, but has since come to the conclusion that it was a dangerous path. He said the School Board should ask you for as much of the \$1 million that was cut as possible. He said a list would set a precedent. He said most on the School Board are very compassionate and tried hard to save jobs, but in the process were forced to make sacrifices, going backwards in technology, and weakening the curricula. He said this will hurt the kids.

**April O'Keefe, Dover High School Regional Career Technical Center Employee and Member of the Advisory Committee for the Firefighter Academy:** She spoke about the Firefighter Academy program in Dover. She said they have had 26 students apply. She said the first year they would need \$35,000 to \$39,000 to fund the cost of a part-time teacher, and the transportation costs to bring the students to the Northend Fire Station. She said the second year the costs would double to pay for a full-time teacher. She said they have already heard from two colleges, Lakes Region Community College and Southern Maine Community College, who had agreed to give the students the Firefighter I Academy Certification, and will grant them 3 college credits if they enter into their programs. She said the students in their second year will be receiving additional certifications and will learn everything they will need to be an EMT and to take the test. She said the colleges will give them another 3 credits for completing their second year. She asked the Council to support this program.

**Michelle Holt-Shannon, 14 Florence Street:** She spoke in favor of overriding the tax cap, and said she would personally campaign for any Councilor who votes to override the tax cap. She commended the people who want to work on public/private partnership. She said they will give the Council a list of what they cannot live without. She asked the people in the audience to wave if they supported an override.

**Edward Bleiler, 4 Isaac Lucas Circle:** He said there is no need for an override. He complimented Superintendent O'Connor for his budget that met the tax cap. He spoke about the \$100 million surplus at the LGC, \$2 million belonging to Dover. He said the School Department is not part of the LGC, getting their own insurance a lot cheaper. He asked the Mayor and City Manager why they were forcing these cuts on people knowing they don't want them. He said he felt they are trying to force an override, but the citizens cannot afford it.

**Richard Walker, 8 Greenhill Road, Barrington; Barrington Fire Chief and Member of the FireFighter Advisory Committee**

Councilor Cheney made a motion to allow a non-resident to speak during Citizen's Forum; seconded by Councilor Hooper.

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

Mr. Walker said as a department head he understood the position the Council is in. He fully supported the Firefighter Academy program and hoped the Council will find the money to put this program together.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Special Meeting  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, May 5, 2010**  
Meeting Time: **7:00 pm**

**Ellen Barton, 133 Garrison Road:** She said the School Budget is bare bones. She said the classrooms are already too full, and they're looking to increase class size, which will decrease student achievement. She said they were also cutting funding for sports, and it shouldn't be only those that can afford sports who can play. She said the City needed quality schooling for families moving to Dover. She asked the Council to override the tax cap and increase the School's budget.

**Lisa Spurling, 10 Isaac Lucas Circle:** She said she and her husband chose to move their two children into the Dover School system this year. She hoped the teachers who greeted her children every morning wanted to be there and take care of her children. She said the teachers help children to grow up. She asked what the city will look like in a few years. She understood that the Council had a tough job, but asked what type of citizens we wanted to raise. She asked the Council to give the money to the schools and give students what they need.

**Eric Spurling, 10 Isaac Lucas Circle:** He spoke about his wife's comments, and said they really need to look at the long-term impacts. He said he finds it ludicrous that teachers he feels are underpaid have to go out and pay for school supplies for his children. He said it's true that Dover is at a crossroads. He said the pools are great, maybe they're necessary. He wasn't asking outright for a tax cap override. He was asking the Council to think outside the box and become creative. He said they need to tap resources, sell back energy from the mills, and look at alternate sources of revenue. He said they need to treat teachers as professionals. He thanked the Council for their time and he told the City Manager that he does a great job.

**H. Jerry Lynch, 26B Lincoln Street:** He said the answer is not overriding the spending cap, but he told the Council to go ahead and do it.

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

### 7. CITIZEN'S FORUM

This item was removed from the Agenda.

### 8. UNFINISHED BUSINESS – None

### 9. NEW BUSINESS – None

### 10. ADJOURNMENT

Deputy Mayor Trefethen moved to adjourn the Special Meeting to continue the Workshop Session; seconded by Councilor Hooper.

Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **5:30 pm**

### 1. CALL TO ORDER

### 2. MOMENT OF SILENCE

### 3. PLEDGE OF ALLEGIANCE

Councilor Cruikshank led the Pledge of Allegiance.

### 4. ROLL CALL ATTENDANCE

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

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

### 5. FISCAL YEAR 2011 BUDGET OVERVIEW – GENERAL GOVERNMENT

#### A. EXECUTIVE

City Manager Joyal discussed the few items that would be changing in the Executive Budget. He said there would be a \$15,000 reduction in grants and subsidies from the City Council's budget, which is primarily for the Dover Main Street subsidy. He said there is also an adjustment in subsidies for the McConnell Center tenants. He said the newly adopted amendment for the Dover Children's Center lease was not reflected. He discussed that there was no increase to his salary, but minor increases to the Human Resource Director's and his assistant's salaries.

City Attorney Krans discussed saving money on a daily basis when the legal environment was prone to spend money. He went over his PowerPoint presentation of the Legal Department's proposed budget.

#### B. FINANCE

Finance Director Lynch gave a PowerPoint presentation to the Council regarding the proposed budget for the Finance Department.

#### C. PLANNING

Planning Director Parker gave a PowerPoint presentation to the Council regarding the proposed budget for the Planning Department.

Mayor Myers asked the Council if they wanted to suspend the rules and have Citizen's Forum at this point, adjourn to the Regular Meeting, and then continue the Workshop Session at that point.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **5:30 pm**

Councilor Hooper made a motion to suspend the rules to have Citizen's Forum at this point in the meeting, adjourn to the Regular Meeting, and then continue the Workshop Session; seconded by Councilor Weston.  
Roll Call Vote: 9/0.

### FIRST CITIZEN'S FORUM

*Citizens are invited to speak on the subject matter of the Workshop that has been discussed at this point. Statements shall be limited to five minutes.*

**Ronald Cole, 1 Evans Drive, Planning Board Chairperson:** He spoke about needing a GPS to get to Montana, and said Planner Steve Bird is a GPS for Dover. He said Steve Bird will always find the right way for Dover, which can't be replaced with an inexpensive GPS. He said Steve Bird was a resident of Dover, raised his family here, and is a taxpayer.

**Dona Layton, 161 Back River Road, Open Lands Committee Chairperson:** She spoke about the impact of eliminating Steve Bird's position in the community. She said 20% of Steve Bird's position is dedicated to conservation and open lands issues. She said it would be impossible to conserve open lands without his work. She said it is critical that he retain his position in the Planning Department.

**Barbara Lehocky, 98 County Farm Road, Open Lands Committee Member:** She said she moved to Dover, where the air quality is good, two years ago. She said the City can't have become what it has become without someone like Steve Bird in the Planning Department, and asked the Council to reconsider his position.

**Gary Green, 18 Footbridge Lane:** He spoke about the old nickname for Dover, "Dirty Dover," and said the City has lost that stigma. He said losing Steve Bird would be a huge loss for the City. He said his knowledge and dedication cannot be replaced.

**Joyce El Kouarti, 19 Northway Circle:** She asked those in the audience in support of keeping Steve Bird's position to stand up so the Council could see his supporters.

**James Schulte, Land Use Attorney, 2 Towle Avenue:** He said he has appeared before Planning Boards and Zoning Boards in several communities. He said Dover needed an independent voice to provide for the best interest of community and neighborhood. He said Steve Bird was a knowledgeable and detailed person. He said Dover had a Planning Department they could be proud of. He said the City will pay a high price by cutting back this position in the Planning Department.

**William McCann, 20 Fisher Street, Conservation Commission Chairperson:** He said everyone had a stake in Planning, and they needed to rely on a professional staff.

**Richard Callaghan, 32 Horne Street:** He said Steve Bird should stay with the Planning Department. He said Mr. Bird was honest, high caliber, and has a superb ability to work with



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **5:30 pm**

people. He said the Planning Department will lose the ability to do what it does, and he hoped Mr. Bird could stay in his position.

**Raymond Bardwell, 199 Spur Road:** He spoke of his work with Mr. Bird. He spoke of ways to have the Planning Department more involved instead of politicizing issues.

**Donald Medbery, 3 Covered Bridge Lane:** He said Mr. Bird was very helpful to him when he built his log home. He said Mr. Bird knows the City, and would be very difficult to replace.

**Marcia Gasses, 114 Garrison Road:** She said she serves on three committees: Planning Board, Conservation Commission, and Open Lands Committee. She said all volunteers will be overwhelmed and discouraged without the support from the Planning Department. She said it would be foolish to eliminate Mr. Bird's position. She said he has brought in an incredible amount of grant money for the City, which cannot be replaced.

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

Councilor Cruikshank made a motion to recess the Workshop and continue on to the Regular Meeting; seconded by Councilor Carrier.

Vote: 9/0.

Adjourned at 7:19 pm.

Meeting reconvened at 10:10 pm.

### D. MISCELLANEOUS

City Manager Joyal went over areas of the budget that are not specific to any one department. He said there was an increase in the unemployment expense, for compensated absences.

### E. DOVERNET

Director Annie Dove gave a PowerPoint presentation on the proposed budget for DoverNet.

### F. HUMAN SERVICES

City Manager Joyal referred to Page 411 of the Budget book and went over the highlights of the Human Services proposed budget.

Councilor Carrier made a motion to suspend the rules to continue past 10:30 pm; seconded by Councilor Cruikshank.

Roll Call Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **5:30 pm**

### **G. REVENUE OPTIONS**

City Manager Joyal discussed his handouts with the Council: Impact of downshifting from the County and State in the current year's budget and next year's budget, Alternative Revenue Sources, and Cost Scenarios for the Pools.

Mayor Myers asked if there was consensus on giving staff direction that the pools will be opened. There was consensus from the Council.

### **H. GENERAL BUDGET DISCUSSIONS**

Item was not discussed.

### **6. CITIZEN'S FORUM**

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

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

### **7. ADJOURNMENT**

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

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



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

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

Meeting was called to order at 7:25 pm.

### 2. MOMENT OF SILENCE

Moment of Silence was held during the Workshop Session.

### 3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was held during the Workshop Session.

### 4. ROLL CALL ATTENDANCE

**Present:** Mayor Myers, Deputy Mayor Trefethen, Councilor Carrier, Councilor Cruikshank, Councilor Garrison, Councilor Hooper, Councilor Nedelka, Councilor Weston.  
Councilor Cheney arrived at 7:30 pm.

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

### 5. PROCLAMATIONS/AWARDS – None

### 6. APPROVAL OF AGENDA

Councilor Garrison moved to add a Legislative Liaison Report to Committee Reports; seconded by Councilor Nedelka.

Vote: 8/0.

Councilor Hooper moved to add a School Board Report to Committee Reports; seconded by Councilor Cruikshank.

Vote: 8/0.

Councilor Cruikshank moved to approve the Agenda as amended; seconded by Councilor Carrier.

Vote: 8/0.

### 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**

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

#### **B. RESOLUTION: AMENDMENT OF 2010 FEE SCHEDULE FOR PARKING PERMIT RATES**



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **7:00pm**

### SPONSORED BY MAYOR MYERS BY REQUEST

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

### 8. CITIZEN'S FORUM

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

**Dawn Haines, 17 Elm Street:** She reported on the second meeting of the Save Our Swimming Committee (SOS). She said the finance subcommittee has found \$40,000 in additional revenues and \$54,000 in additional cuts of expenses, which can be applied immediately. She spoke of the next two phases in the plan. She said Phase 2 was to propose changes to rental fees and raising group rates, consider creating a tiered fee schedule according to premium pool times, consider revising the system by which users now pay fees, revise and develop marketing strategies for the packaging of pool fees, consider where funds should be put and come from, and to no longer offer gratis use of the pools. She said Phase 3 includes creating and implementing marketing, fundraising, and grant writing strategies. She said Phase 2 and 3 will take time to implement and to see the returns. She said the committee was asking for the time and opportunity to do this work.

**Wendell Smith, 13 Apache Street:** He said he was on the financial subcommittee of SOS. He explained how, with the help of the Recreation Department, they have come up with some revenue increases and operating expense reductions. He asked the Council for more time.

**Joyce El Kouarti, 19 Northway Circle, Arts Commission Chairperson:** She spoke about the proposed cuts to the State Arts budget, and said the Arts Commission agreed with the Commissioner and Governor that the cuts were manageable. She asked for the Council to take a formal position in support of these cuts. She also spoke about the Forum on the impact of the arts on local economic development to be held in the Council Chambers, broadcasted on Channel 22, May 20<sup>th</sup> at 7:00 pm.

**Ronald Huml, 199 Mast Road:** He said there is no improvement in the economy at this time. He spoke about towns on the verge of bankruptcy and 20% unemployment in some areas. He spoke about his own business, and said he hasn't had a customer in the last 12 days. He said something has to change. He spoke about people coming to the podium to ask for things to stay, but not one of them explained how to get the money. He said everybody wants, but nobody wants to give.

**Edward Bleiler, 28 Isaac Lucas Circle:** He said he would answer the question of where the City can get the money. He said the City has plenty of money, and all the begging was ridiculous. He spoke about the criticism that has been aimed at him from two Councilors regarding his facts and figures, and asked them to call him. He said any information he has presented to the Council has been documented by the City, the State, or the LGC. He reviewed his suggestions on how to increase revenue and not taxes: Collect the \$2.8 million in



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **7:00pm**

delinquent taxes, collect the \$931,000 owed to the ambulance service, collect the \$22,000 owed to the Dover Arena, collect the \$16,000 owed to the McConnell Center, collect the \$1 million owed to the Water and Sewer Department, collect the \$1 million owed by Dickinson Development Company, collect the surplus funds held by the LGC, eliminate \$400,000 in spending for an unneeded fire truck, put parking money receipts and fines in the General Fund and forget about the unneeded spending on a parking garage, stop sending fire trucks to automobile accidents. He said if all these were implemented it would give the City a tremendous surplus, and no need for a "spending" override.

**Raymond Bardwell, 199 Spur Road:** He referred to Item 13.B.2., and asked the Council to delay their consent until Public Hearing on the final layout of this plan. He went over the plans with the Council. He went over his credentials in engineering design. He said this was an interest to him because it was in his backyard, but he also felt it wasn't the best design. He asked the Council to go over the plans. He said the truckers do not support this plan.

**David Scott, 220 Back Road:** He said for many years residents had their taxes go up more than twice the rate of inflation. He said in November 2007 many residents decided on and voted for a spending cap. He said the nation has since fallen into a recession. He said the Council needed to respect the will of the voters. He said there is a provision for an override, but he felt these circumstances didn't justify it. He asked that the City not punish the kids by targeting the youth services, and the elderly by closing the library. He said the large amount of uncollected funds is adding to the problem. He said there should be a hiring freeze, decrease expenses by 5% across the board, raise money from voluntary contributions. He recommended that the Council send an extra 5% with their tax bill, and others may follow their example.

**Douglass DeDe, 143 Locust Street:** He spoke about the gang of 24 and 1; referring to the 24 senators that supposedly represent the citizens and the 1 governor. He said it is called a downshift. He said in 2010 the City of Dover absorbed almost \$1 million in downshifts. He said in the budget currently under consideration it is slightly over \$1 million. He said the City has cut back over the past 5 years, but the State and County haven't. He said the City has a tax cap that includes the County, and said the sponsors of the tax cap didn't think it out. He went over the lists of proposed cuts, and said they are in response to the tax cap.

**Thomas Lamy, 9 Deepwood Drive:** He referred to his hat that said "Tea Party Patriot," and said we were living in scary times right now and a lot of groups are springing up. He spoke about the elderly working and how it's scary. He said he doesn't advocate closing the pools, but felt the City needed to live within its means. He said the taxes are out of sight, and he couldn't afford to buy a house in Dover. He said he supported the tax cap. He asked why the City isn't collecting the money owed the City.

**Aviva Grasso, 1 Pebblewood Drive, Good for Dover Representative:** She said as a result of the tax cap the proposed budget is bad for Dover, and will only be worse next year. She said the City Council and School Board Members are citizens of Dover and taxpayers, and should be trusted to devise a budget that does right by everyone. She said the tax cap caused the Superintendent and City Manager to create budgets that fall short of the City's standards. She



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **7:00pm**

said many predicted this would happen with the tax cap, and said it was unfortunate that only recent headlines have showed the impact of the tax cap to many citizens. She said the City is losing so much for what amounts to \$171.00 per average taxpayer, or \$14.25 per month. She said ultimately what is good for Dover is repealing the tax cap, and returning the authority to City officials.

**John Scruton, 99 Sixth Street:** He spoke about the increase in utilities rates, which is one of the highest in the nation. He said his tax bill has gone up by several hundred every year for the past 15 years. He asked where the money was going. He talked about the non-stop spending. He said this shouldn't be an annual crisis, because he felt there shouldn't be any surprises. He spoke about the condition of Sixth Street, and asked about quality control.

**Sheridan Folger, 46 Adelle Drive:** He said working on the budget should be hard. He referred to the City Attorney's comments regarding the expense of outside attorneys. He said it was not okay to spend \$9,100 dollars for four hours of research and 2 hours of conversation. He said it was overspending and it needs to end. He asked the Council to keep the spending cap in place and not override.

**Gary Green, 18 Footbridge Lane:** He said it was good to see people come out and speak to their cause. He said he felt the City needs to fund the Police and Fire Departments. He spoke about the Mounted Patrol, and reminded the citizens that the only cost is the police officers. He spoke about the Teen Center, and said they can't measure the number of crimes prevented. He said he agreed with the 24 and 1 analogy from the previous speaker. He said he would like to see the Council only override within the parameters of the reduction of revenue from the State and County tax. He spoke about the construction on Dover Point Road, and said he attended a hearing at the McConnell Center. He said he felt the State didn't listen to the citizens, because most said at the hearing that they didn't want a roundabout.

**Donald Medbery, 3 Covered Bridge Lane:** He spoke about the Irish Festival held at Henry Law Park, and noted that liquor will be sold. He said it was outrageous and stupid. He said kids are going to be at the Irish Festival, and said it was setting a poor example. He talked about closing the road, and asked who was paying for the police. He asked if the City will make or spend any money on this party. He spoke about the \$400,000 needed for the pools and the \$600,000 needed for the McConnell Center, and said this is where the City put the non-profits before the taxpaying citizens. He asked why the citizens have to subsidize these things and give up what they really want. He referred to the Mayor's email that was sent to the Council and newspaper, and said it was his opinion that the Mayor is building political capital here and in Concord.

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



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **7:00pm**

### 9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report in writing, but had one item he wanted to bring to the Council's attention. He said last month the City was awarded a safe route grant in the amount of \$250,000 from the Department of Transportation. He said it was for safe routes to schools, improving pedestrian walkways and sidewalks. He said a significant portion will be allocated for areas around Woodman Park School, connecting existing sidewalks where gaps exist, and improving crosswalks. He said some funds will be used to support programs for educating safe practices for getting to and from schools.

Councilor Nedelka referred to a letter the Council received regarding Comcast rates, and asked if he was correct that the Council had no influence on the rates.

City Manager Joyal said that was correct.

Councilor Weston asked about alcohol being served at Henry Law Park, and asked about covenants.

City Manager Joyal said there were no covenants at any parks, but they did have to get permission from the City.

Councilor Weston asked about the time needed to save the pools, and how the budget will reflect the amount needed to keep the pools open.

City Manager Joyal said the Council will adopt a budget and appropriate funding.

Councilor Cheney asked the City Manager if he had the figures that showed the percentage decreases for each department.

City Manager Joyal said it was reflected on Page 27 and 28 in the Budget book.

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

Vote: 9/0.

### 10. APPROVAL OF MINUTES

- A. April 21, 2010 – Workshop**
- B. April 28, 2010 – Workshop**
- C. April 28, 2010 – Regular Session**

Deputy Mayor Trefethen moved for the approval of the Minutes; seconded by Councilor Hooper. Councilor Nedelka referred to Page 2 of the April 21, 2010 Minutes, last sentence of the first paragraph, and asked to amend it to say: "Fire Chief Plummer said the current response is 4 to 5 minutes, and it would increase to 8 to 9 minutes if the Northend Fire Station is closed." Seconded by Councilor Hooper.

Mayor Myers reminded the Council that technical amendments are supposed to be reviewed by the City Clerk before the meeting so she can review it.

Vote: 9/0.

Councilor Cheney said she submitted a change to the Clerk that she has verified. She made a motion to make the minor change to the minutes; seconded by Councilor Weston.

Vote: 4/5; Failed. Deputy Mayor Trefethen, Councilors Cheney, Garrison and Weston voted in favor.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **7:00pm**

Councilor Hooper made a motion to accept the Minutes with the one amendment; seconded by Councilor Weston.

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

### 11. MAYOR'S REPORT

Mayor Myers thanked Joyce El Kouarti for speaking on behalf of the Arts Commission, and said he will be discussing it further during the Council Matters of Interest segment of the Agenda. He thanked the City Manager for his State of the City address. He said he attended several ribbon cuttings for the Greater Dover Chamber of Commerce. He attended the name changing of the Portsmouth Christian Academy, which added "at Dover." He noted that he'll be hosting his Coffee with the Mayor session on Saturday, May 22, 2010, from 9:00 am to 11:00 am, at Café on the Corner.

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

Vote: 9/0.

### 12. UNFINISHED BUSINESS

#### A. ORDINANCES IN THE 2<sup>nd</sup> READING – None

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

#### 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

Deputy Mayor Trefethen moved for its approval; seconded by Councilor Cruikshank. Deputy Mayor Trefethen went over the procedure on accepting requests and deciding who receives the entitlements.

Councilor Nedelka said he sat on the board of directors for one of the organizations who is a potential recipient, but he was not a material beneficiary and therefore would not recuse himself.

Roll Call Vote: 9/0.

##### 2. AMENDMENT OF 2010 FEE SCHEDULE FOR PARKING PERMIT RATES SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor Garrison. City Manager Joyal went over the procedures for permit parking with the Council.

Roll Call Vote: 9/0.

### 13. NEW BUSINESS



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
 Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
 Meeting Date: **Wednesday, May 12, 2010**  
 Meeting Time: **7:00pm**

### 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. <b>School Board Liaison</b>         | 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 | <b>11. Legislative Liaison</b>              |
| 6. Arts Commission                     |   |

Deputy Mayor Trefethen moved to accept the Consent Calendar; seconded by Councilor Garrison.

Councilor Hooper asked to pull the School Board Liaison Report.

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 Hooper referred to the School Board Liaison Report, and said the School Board feels they did not get enough direction from the City Council regarding the School Budget.

Mayor Myers said the deadline was missed to hold the second Joint Fiscal Committee meeting, but they are trying to set a date.

Councilor Cheney made a motion to accept the School Board Liaison Report; seconded by Councilor Garrison.

Vote: 9/0.

Councilor Garrison referred to the Legislative Liaison Report, and reported on legislative issues with the Council.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **7:00pm**

Councilor Hooper made a motion to accept the Legislative Liaison Report; seconded by Councilor Cheney.

Vote: 9/0.

### **B. RESOLUTIONS**

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

Councilor Weston moved for its adoption; seconded by Councilor Cheney.  
Councilor Weston discussed the crosswalk policy and standards with the Council.  
Vote: 9/0.

#### **2. AUTHORIZATION TO ENTER INTO AGREEMENT WITH STATE OF NEW HAMPSHIRE FOR THE NEWINGTON/DOVER PROJECT SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor Nedelka.  
Mayor Myers asked about ramifications if it wasn't approved tonight.  
City Manager Joyal said the State would like to get this project underway, but there was nothing that said the Council had to approve this Resolution tonight.  
Councilor Cheney asked someone from the Planning Department to address the issue they heard tonight during the Citizen's Forum.  
Mayor Myers asked for the City's position on this Resolution from the City Manager.  
Councilor Hooper made a motion to table the Resolution until May 26, 2010; seconded by Councilor Weston.  
Vote: 9/0.

#### **3. COLLECTIVE BARGAINING AGREEMENT BETWEEN DOVER SCHOOL DISTRICT AND DOVER EDUCATIONAL OFFICE PERSONNEL (DEOP) SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor Weston.  
Deputy Mayor Trefethen said he understood that this agreement did not get strong approval from the School Board.  
The Council discussed how it shouldn't include raises.  
Vote: 0/9.

#### **4. DISCONTINUANCE OF OLD ROLLINSFORD ROAD AND ACCEPTANCE OF DEVELOPMENT AGREEMENT SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved for its approval; seconded by Councilor Cruikshank.  
City Manager Joyal discussed the agreement between the City and Wentworth Douglass Hospital.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **7:00pm**

Attorney Malcolm McNeil discussed the development agreement with the City. Councilor Cheney spoke about her concerns for discontinuing the road at this point, and the need for a public hearing. Councilor Weston said she has seen construction of the new road, and asked if this was putting the cart before the horse. She said the City staff and TAC have not received any long range plans from the hospital. Attorney McNeil said he wasn't required to undertake TAC's request. He said Planning Board approval was obtained. He said if the street is not discontinued they would not receive the building permit. He says they have met their offsite responsibilities. He said if the hospital comes forward with new plans it would have to go through the City regulators again, and problems will have to be mitigated before it gets approved. Planning Director Parker said the Planning process has been followed. He said they have asked for a long range plan from the hospital, and have been told that the plan presented is the long range plan, and there is no hidden plan beyond that. Deputy Mayor Trefethen said contrary to the title of this Resolution, the Council is not being asked to discontinue the road tonight. Attorney McNeil said that was correct. Councilor Cheney said she still felt there should be a public hearing. Attorney McNeil said this agreement did not bind the City in any way. City Manager Joyal suggested a title name change and to just call it an Agreement of Development. Deputy Mayor Trefethen moved to move the question; seconded by Councilor Carrier. Vote: 9/0. Roll Call Vote: 7/2; Passed. Councilors Cheney and Weston were opposed.

### **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**

Deputy Mayor Trefethen moved to accept and place on file; seconded by Councilor Weston. Councilor Cheney moved to add Mr. Raymond Bardwell's correspondence and Joyce El Kouarti's correspondence on file; seconded by Councilor Carrier. Vote: 9/0. Mayor Myers asked for a vote on accepting all correspondence and placing on file. Vote: 9/0.

#### **15. COUNCIL MATTERS OF INTEREST**

Councilor Hooper referred to John Leggett's email concerning the tax cap and areas where the City could find money to put back in the budget. She asked the City Manager to look at the email



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, May 12, 2010**  
Meeting Time: **7:00pm**

and tell the Council if anything was viable. She wanted to say that she truly appreciated the public's input on this matter.

Councilor Cheney said she and Councilor Garrison attended the Growing Readers at Woodman Park, and said it was wonderful.

Councilor Carrier said he attended the same program at the Horne Street School.

Councilor Nedelka spoke about the State allowing the City to impose an additional rooms and meals tax on local businesses, and said he felt it was a horrible idea. He spoke about the property tax process and it being regulated by State Statute. He said if you don't pay your property taxes for three years you lose your home, and stated that in other states it can be 10 years. He said there is a process for collecting past due bills. He spoke about the Irish Festival, stating that the City is not paying for it and not collecting the revenue. He also said it's not an exclusive club, but a club that is celebrating the culture.

Mayor Myers said he applauded the legislature in allowing the local government to enable legislation, but he would not consider putting an additional rooms and meals tax on local businesses. He asked if the Council wanted to take a position on Joyce El Kouarti's email.

Councilor Cruikshank made a motion to endorse the Arts Commission position; seconded by Councilor Carrier.

Vote: 9/0.

### **16. ADJOURNMENT**

Deputy Mayor Trefethen moved to adjourn back to the Workshop Session; seconded by Councilor Weston.

Vote: 9/0.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

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

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#: 12.C.1.

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: 2010.05.12	Public Hearing Date:
Approved Date:	Effective Date:

**DOCUMENT ACTIONS:** motion to adopt by Deputy Mayor Trefethen; seconded by Councilor Nedelka. Motion to table to May 26, 2010 by Councilor Hooper; seconded by Councilor Weston passed 9/0

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#: 12.C.1.**

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#: 12.C.1.

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.

**MUNICIPAL AGREEMENT  
FOR  
DOVER**

**STATE PROJECT: Newington-Dover 11238-L\***

**FEDERAL PROJECT: NHS-027-1(037)**

**A000(798)**

**A000(799)**

**A000(800)**

**A000(801)**

THIS AGREEMENT, executed in *triplicate*, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2010, between the New Hampshire Department of Transportation, hereinafter called the “DEPARTMENT” and the City of Dover hereinafter called the “CITY”.

WITNESSETH that,

WHEREAS, the DEPARTMENT will be constructing a new four-lane bridge between the existing Little Bay Bridge and the General Sullivan Bridge, a new pedestrian/recreation bridge and approach structure to provide access from Hilton Park to the General Sullivan Bridge, reconstructing the Spaulding Turnpike approaches from the Shattuck Way bridge in Newington to the vicinity of Exit 5 in Dover and reconstructing and widening Hilton Drive from one lane to two lanes;

WHEREAS, the State Legislature has delegated the Commissioner of the DEPARTMENT with full authority to control traffic in highway/bridge construction work zones on Class I, II, and III highways; RSA 228:21, 236:1, and 228:27; and

WHEREAS, the DEPARTMENT intends to use a combination of flaggers and/or uniformed officers, as appropriate, to control traffic and ensure public and worker safety; and

WHEREAS, Hilton Drive will be a local roadway, which will connect the residential areas along Dover Point Road with the residential neighborhood of Wentworth Terrace, and is a primary benefit to the community; and

WHEREAS, sidewalks, which are a primary benefit to the community and adjoining neighborhoods, are proposed along the reconstructed portions of Hilton Drive; and

WHEREAS, the DEPARTMENT maintenance forces, by policy and practice, do not maintain community sidewalks;

NOW, THEREFORE, in consideration of the above premises, it is mutually agreed as follows:

- A. The DEPARTMENT will construct the project titled Newington-Dover 11238-L\*, a combined federal aid and turnpike system funded construction project, which constructs a new four-lane bridge between the existing Little Bay Bridge and the General Sullivan Bridge, a new pedestrian/recreation bridge and approach structure to provide access from Hilton Park to the General Sullivan Bridge, reconstructs the Spaulding Turnpike approaches from the Shattuck Way bridge in Newington to the vicinity of Exit 5 in Dover, reconstructs and widens Hilton Drive from one lane to two lanes and upgrades the existing bike path between Dover Point Road and Wentworth Terrace to accommodate emergency vehicle access.
- B. The DEPARTMENT will reconstruct and widen Hilton Drive to extend two-way traffic from Dover Point Road to the Exit 5 ramps beginning approximately 50 feet south of Leighton Road and continuing southerly beneath the proposed and existing Little Bay Bridges to the southerly access roadway into the

Wentworth Terrace neighborhood, which is located approximately 125 feet south of the median curbing that channelizes the Exit 5 ramps. This work will be completed as part of the project as has been discussed and coordinated with the CITY through the public participation process and design for the project. All work associated with the construction of this facility will be in accordance with DEPARTMENT specifications.

- C. The DEPARTMENT will construct a sidewalk along the west side of Hilton Drive beginning approximately 50 feet south of Leighton Road and continuing alongside Hilton Drive beneath the proposed and existing Little Bay Bridges to the southerly access roadway into the Wentworth Terrace neighborhood. All work associated with the construction of the sidewalk will be in accordance with DEPARTMENT specifications.
- D. The DEPARTMENT will construct a one-lane one-way roadway with a sidewalk along the eastern side extending between the two existing right of ways into Wentworth Terrace. This new roadway will connect into Hilton Drive and will be completed as part of the Dover 11238Q construction contract (a solely Turnpike funded contract which will eliminate and discontinue the Exit 5 ramps). All work associated with the construction of the one-lane roadway and sidewalk will be in accordance with DEPARTMENT specifications.
- E. The DEPARTMENT will be responsible for the management and operation of these facilities throughout the duration of construction of the project. The CITY delegates to the DEPARTMENT the authority to control traffic within the CITY road construction zones of this project.
- F. The DEPARTMENT will, upon completion of said project, at its own cost be responsible for the maintenance of the Little Bay Bridge, the pedestrian/recreation bridge and approach structure to provide access from Hilton Park to the General Sullivan Bridge, the Spaulding Turnpike approach work, the retaining walls beneath the Little Bay Bridges and between Hilton Drive and the southbound Spaulding Turnpike, the Exit 5 ramps, the gravel wetland located between Hilton Drive and the northbound Spaulding Turnpike, the drainage system from the Spaulding Turnpike that outlets into the gravel wetland, the drainage system that conveys the gravel wetland stormwater into the river, the stone slope treatment within the Little Bay channel and the pedestrian fencing along Hilton Drive under the Spaulding Turnpike.
- G. Within the Limited Access R.O.W., as shown on the attached plan, the CITY will, upon completion of said project, at its own cost and expense, maintain the reconstructed and widened Hilton Drive and sidewalk as a City facility as indicated above and as constructed to provide for full flow of traffic, including but not limited to the maintenance of pavement markings, signing, guardrail, and the closed drainage system attributed to Hilton Drive. The CITY will also provide for the removal of snow and winter maintenance activities as required for the local roadway.
- H. The CITY shall provide or cause to provide for the future maintenance of the sidewalk indicated above, including winter maintenance and snow removal in accordance with CITY's Maintenance Policy and the requirements of 23 CFR 1.27 and 28 CFR 35.133, once the work under this AGREEMENT is completed.
- I. The DEPARTMENT acknowledges the authority of the CITY to complete routine maintenance without specific approval of the DEPARTMENT. The CITY agrees that should adjustments be necessary due to changed traffic conditions or operational needs such adjustments will not be made without prior

approval of the DEPARTMENT in coordination with the Federal Highway Administration.

- J. The CITY shall defend, indemnify and hold harmless the DEPARTMENT and its officials, agents and employees from and against any and all claims, liabilities or suits arising from (or which may be claimed to arise from) any act or omission of the CITY or its subcontractors in the performance of this agreement. Notwithstanding the foregoing, nothing herein contained, shall be deemed to constitute a waiver of the sovereign immunity of the STATE or the DEPARTMENT, which immunity is hereby reserved.
- K. It is further understood and agreed between the DEPARTMENT and the CITY that neither the DEPARTMENT, nor the Federal Highway Administration will be responsible for any expenses or costs incurred by the CITY under this Agreement for the management of the Agreement conditions.
- L. The CITY acknowledges that this Agreement has been approved by the Dover City Council, whereby based on this approval, the CITY represents that it has full power and authority to execute, deliver, and perform this Agreement in accordance with its terms.

IN WITNESS WHEREOF, the parties here have affixed their signatures, the CITY of Dover, New Hampshire, on this \_\_\_\_ day of \_\_\_\_\_, 2010, and the Department of Transportation on this \_\_\_\_ day of \_\_\_\_\_, 2010.

**NEW HAMPSHIRE DEPARTMENT OF  
TRANSPORTATION**

**CITY OF DOVER**

By: \_\_\_\_\_  
COMMISSIONER

By: \_\_\_\_\_  
City Manager

cc: Bureau of Turnpikes  
Bureau of Construction  
District Six  
Dover Police Chief

S:\NEWINGTON\11238\MUNICIPAL AGREEMENT(S)\DOVER 11238L MUNICIPALN AGREEMENT 041210.doc



**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



**GEORGE CAMPBELL**  
**COMMISSIONER**

NEWINGTON-DOVER  
SPAULDING TURNPIKE IMPROVEMENTS  
11238  
(Dover Municipal Agreement for 11238L Contract)

Bureau of Highway Design  
Room 200  
Tel. (603) 271-2171  
Fax (603) 271-7025

April 16, 2010

Mr. Michael Joyal  
Dover City Manager  
City of Dover  
288 Central Avenue  
Dover, N.H. 03820

Dear Mr. Joyal:

Please find enclosed in triplicate the Municipal Agreement for the Newington-Dover 11238-L contract. This Agreement is being entered between the City of Dover and the Department to address several project related issues and activities for the first construction project and to address future roadway reclassifications once the overall project improvements are completed. Once you have signed the Agreements, please forward the executed documents in triplicate to the Department for final execution by the Commissioner. Once the Commissioner has signed the Agreement, the Department will forward one original document to the City for your records.

The Department also wishes to address several of the items outlined in Mr. Woodruff's letter of March 1<sup>st</sup> (copy attached). As you can understand, the Department will be working closely with the City and staff on many of the items noted. The ultimate design improvements will construct the one-way loop for the Wentworth Terrace neighborhood, resurfacing and correction of drainage deficiencies along the easterly section of Dover Point Road between post office address 312 to 354 prior to City transfer, and as part of the improvements under 11238-Q project, construct a turnaround that meets the City's desired layout for the new terminus at Dover Point Road. In addition, Dover Point Road roadway along the westerly side of the Turnpike between the DMV and Leighton Way will be resurfaced after the construction of the new westerly sidewalk extension prior to its transfer to the City. The final construction project can incorporate the City's recommended bike pavement markings and signage. The Department will coordinate with the City on these items as the 11238-Q project is progressed. The State's Highway Block Grant will be adjusted after the former State roads have been transferred and, as such, will increase the miles of roads that the City's revenue-sharing amount is based upon.

The Department will work with the City to define the most accurate understanding of the existing water and sewer line location within the Turnpike Right-of-Way (ROW) and discuss how any impacts can be addressed in accordance to the current utility agreements. The extension of the municipal waterlines from dead end city streets to the City's water main located within the Turnpike ROW will need to be addressed through an expanded Use and Occupancy Permit. The City would be responsible for securing all property rights from the residences to accommodate the municipal water main connections.

As you know, the Department has committed to upgrade the pedestrian/bike path along Pomeroy Cove between Dover Point Road along the easterly side of the Turnpike and Wentworth Terrace to accommodate emergency vehicle access during the restrictive access along Hilton Drive under the Little Bay Bridge. It has come to our attention that this path will be used by Wentworth Terrace school children for an interim school bus pickup at the end of Dover Point Road just north of Pomeroy Cove during the Little Bay Bridge construction period (up to four years). Once this path has been expanded, the Department will need to discuss with the City as to the responsibility of winter maintenance during this period to ensure the City's emergency access and access by school children over the school year.

Should you have any questions on the information contained within this letter or the Municipal Agreement, please feel free to contact me at (603) 271-1615. Thank you for your assistance.

Sincerely,



Keith A. Cota, P.E.  
Chief Project Manager

Attachments

KAC/kac

cc: William J. Cass, Director of Project Development  
Christopher Waszczuk, Admin. Bureau of Turnpikes  
Doug DePorter, District Six Engineer

S:\NEWINGTON\11238\LETTERS\DOVER041610.doc



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2010.05.26 – 62**

Resolution Re: Setting the Voting Hours for the State Primary Election

WHEREAS: The City Council sets the voting hours for the election; and

WHEREAS: The State Primary Election will be held on September 14, 2010.

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

The voting hours at all Wards in the City of Dover will be from 8:00 A.M. to 7:00 P.M. for the State Primary Election.

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Scott Myers  
By request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

# CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2010.05.26 – 62**

Resolution Re: Setting the Voting Hours for the State Primary Election

## DOCUMENT HISTORY:

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

## DOCUMENT ACTIONS:

<b>VOTING RECORD</b>		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor Dean Trefethen, at Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, 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.1.**

Resolution Number: **R – 2010.05.26 – 62**

Resolution Re: Setting the Voting Hours for the State Primary Election

### **RESOLUTION BACKGROUND MATERIAL:**

In accordance with State RSA's the City Council must set the polling hours in their respective communities.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2010.05.26 – 63**  
Resolution Re: B10070 Catch Basin Cleaning

WHEREAS: Sealed request for Proposals B10070 was solicited and received on May 12, 2010 @ 2:00pm. Four proposals were received and evaluated, and;

WHEREAS: The low bid meeting specifications was received from Hartigan Wastewater Services of Middlesex VT at the rate of \$104.50 per hour for a minimum of an eight hour day totaling \$836.00 per day. The estimated basins per day to be cleaned are 25-35. Total estimated expenditure is \$60,000

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 Hartigan Wastewater Services of Middlesex VT in the amount of \$104.50 per hour. The amount of this authorization shall be limited so as not to exceed available funding. The City Manager is authorized to sign a contract containing the terms and conditions of the bid award.

### Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4443.0000.0000	Rental of Equipment	66,650.00	66,650.00
			<b>Anticipated FY11</b>

### 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.2.

Resolution Number: **R - 2010.05.26 – 63**  
Resolution Re: B10070 Catch Basin Cleaning

### 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.2.

Resolution Number: **R - 2010.05.26 – 63**  
Resolution Re: B10070 Catch Basin Cleaning

### RESOLUTION BACKGROUND MATERIAL:

Sealed request for Proposals B10070 was solicited and received on May 12, 2010 @ 2:00pm. Four proposals were received and evaluated. The low bid meeting specifications was received from Hartigan Wastewater Services of Middlesex VT at the rate of \$104.50 per hour for a minimum of eight hour day totaling \$836.00 per day. The estimated basins per day to be cleaned are 25-35. Total estimated expenditure is \$60,000

### Award Information:

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

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	8	<b>Number of Responses:</b>	4
<b>Warranty:</b>	NA	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	Yes	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	12/31/2010	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Pinard Waste Management	<b>Fund:</b>	Streets
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	No	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

### Vendor Solicitation List:

Minute Man Power Sweeping  
Inc  
Richard Maynard  
15 Garfield Ave  
Somerville MA 02145

Bellemore Catch Basin  
Maintenance Attn: Ray  
P. O. Box 10369  
Bedford, NH 03110

National Water Main Cleaning  
Attn: Dennis  
25 Marshall St  
Canton MA 02021

William E. O'Brien Inc.  
382 Park Street  
No. Reading, MA 01864

ESI Environmental Services  
Att: Steve  
PO Box 7244  
Laconia, NH 03247-7244

N. E. Catch Basin Cleaning  
Services Attn: Barry Cole  
41 Depot Road  
Manchester, CT 06040



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2010.05.26 – 63**

Resolution Re: B10070 Catch Basin Cleaning

Smith Pipeline Services  
310 Beacon Hill Rd  
Pembroke NH 03275

Mick construction  
PO box 160  
Rollinsford NH 03869

### Bid Results

<i>Vendor</i>	<i>Daily Rate 8 hr minimum</i>	<i>Hourly Rate</i>	<i>Equipment</i>	<i>Estimated basin per day to be cleaned</i>	<i># of workers</i>
Hartigan Wastewater Services 31 Welch Park Dr. Middlesex VT 05602	\$836.00	\$104.50	Vactor brands 2115 -2006 or newer 15 yrd debris tank	25-35	1
Bellmore Catch Basin PO Box 10369 Bedford NH 03110	\$960.00	120.00	Vactor 8/12/15 yrd 2 @2000 2 @1998 2 @ 1984	25-35	1
National Water Main Cleaning 25 Marshall St Canton MA 02021	\$1,000.00	125.00	2008 Stetco 950 12 yard	25-35	1
Stephen Wood 956 Pearse Rd Schenectady NY 12309	\$2,200.00	\$275.00	2002 Guzzler 12 ton	20-30	2



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2010.05.26 - 64**  
Resolution Re: B10071 Crack Sealing Services

WHEREAS: Sealed request for Proposals B10071 was solicited and received on May 10, 2010 @ 2:00pm. Four proposals were received and evaluated and,

WHEREAS: The low bid meeting specifications was submitted by US pavement Services of Woburn MA at the rate of \$13.00 per gallon of Crafc0 34201 in an amount not to exceed \$30,000.00

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

The Purchasing Agent is hereby authorized to issue a Purchase order to us Pavement Services of Woburn MA at the rate of \$13.00 per gallon in the amount not to exceed \$30,000.00 for Craftco 34201. The amount of this authorization shall be limited so as not to exceed available funding. The City Manager is authorized to sign a contract containing the terms and conditions of the bid award.

### Financing

Account	Description	Appropriation	Balance
4009.1.300.43121.4751.03121.09	CIP Street Improvements	1,400,000	268,718.00

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Scott Myers  
By request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2010.05.26 – 64**  
Resolution Re: B10071 Crack Sealing 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.3.

Resolution Number: **R - 2010.05.26 – 64**  
Resolution Re: B10071 Crack Sealing Services

### RESOLUTION BACKGROUND MATERIAL:

Sealed request for Proposals B10071 was solicited and received on May 10, 2010 @ 2:00pm. Four proposals were received and evaluated. The low bid meeting specifications was submitted by US pavement Services of Woburn MA at the rate of \$13.00 per gallon of Crafc0 34201 in an amount not to exceed \$30,000.00

### Award Information:

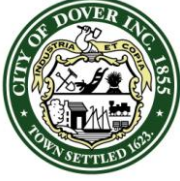
A purchase order will be issued to the vendor selected to authorize future expenditures.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	12	<b>Number of Responses:</b>	4
<b>Warranty:</b>	NA	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	Yes	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until Completion	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	US Pavement Services	<b>Fund:</b>	CIP
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	No	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

### Bid Results

<i>Vendor</i>	<i>Price per gallon</i>
US Pavement Services 39 Industrial Pkway Woburn MA 01801	\$13.00 Crafc0 34201
Nicom Coating Corporation PO Box 727 Barre VT 05641	\$15.00 Crafc0 Roadsaver 231
SealCoating Inc 120 Industrial Park Rd Hingham MA 02043	\$15.60 Deery 102 Price good thru 11.30.2010
AnnSeal Inc 130 Main St Ste 3	\$19.27 Crafc0 D669D



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2010.05.26 - 64**  
Resolution Re: B10071 Crack Sealing Services

<i>Vendor</i>	<i>Price per gallon</i>
Johnson City NY 13790	

### Vendor Solicitation List:

BFC, Inc.  
867 Route 12  
Westmoreland, NH 03467

Sealcoating, Inc.  
120 Industrial Park Road  
Hingham, MA 02043

Sealex, Inc.  
314 Presumpscot Road  
Portland, ME 04103

Crack Sealing, Inc.  
P. O. Box 700  
Raynham, MA 02767

Nicom Coatings Corp.  
PO Box 727  
Barre, VT 05641

NH Blacktop Sealers  
58 Priscilla Lane  
Auburn, NH 03032

East Coast Sealcoating, Inc.  
P. O. Box 455  
Abington, MA 02351

RCH Pavement  
Maintenance  
P. O. Box 554  
Dover, NH 03821-0554

Dixon Paving Corp.  
PO Box 342  
York ME 03909

Extreme Sealcoat & Striping  
33 Adams Avenue  
Rochester, NH 03867

Pine State Safety Lines, Inc.  
PO Box 261  
Topsham ME 04086

US Pavement Services  
39 Industrial Pkwy  
Woburn MA 01801



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2010.05.26 – 65**  
Resolution Re: B10073 Taser Equipment and Accessories

WHEREAS: Sealed request for Bid B10073 was solicited and received on May 13, 2010 @ 2:30pm for Taser Equipment and accessories. Three bids were received and low bid meeting specifications for all items solicited was received from Witmer Public Safety Group of Coatsville, PA; and,

WHEREAS: It is the recommendation to award to the low total bid price offered by Witmer Public Safety Group in the amount of \$28,974.35 using Strafford County JAG Grant money.

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 Witmer Public Safety Group of Coatsville, PA in the amount of \$28,974.35. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance
2210.1.210.42150.4741.02334.10.	Strafford Cnty JAG Machinery & Equipment	30,116.00	30,116.00

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Scott Myers  
By request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2010.05.26 – 65**

Resolution Re: B10073 Taser Equipment and Accessories

### 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.4.

Resolution Number: **R - 2010.05.26 – 65**

Resolution Re: B10073 Taser Equipment and Accessories

### RESOLUTION BACKGROUND MATERIAL:

Sealed request for Bid B10073 was solicited and received on May 13, 2010 @ 2:30pm. Three bids were received and low bid meeting specifications for all items being received from Witmer Public Safety Group of Coatsville, PA. It is the recommendation to award to the low total bid price offered by Witmer Public Safety Group in the amount of \$28,974.35 using Strafford County JAG Grant monies.

### Award Information:

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

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	22	<b>Number of Responses:</b>	3
<b>Warranty:</b>	Manufacturer	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	NA	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until Purchased	<b>Estimated Delivery:</b>	30 days
<b>Recommended Award to:</b>	Witmer Public Safety	<b>Fund:</b>	JAG Grant
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	No	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

### Vendor Solicitation List:

Dan Hume  
PO Box 351  
Miami, OK 74355

Southwest Public Safety  
2566 E. Bitters Road  
San Antonio, TX 78217

Sargent Sowall Inc.  
1185 108<sup>th</sup> Street  
Grand Prairie, TX 75050

Smyrna Police Distributors,  
Inc.  
630-B Windy Hill Road  
Smyrna, GA 30080

Gall's  
2470 Palumbo Drive  
P.O. Box 54658  
Lexington, KY 40555-4658

OMB Police Supply  
10376 Mastin  
Overland Park, KS 66212



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2010.05.26 – 65**

Resolution Re: B10073 Taser Equipment and Accessories

Tri-City Police Co.  
Box 830  
Nyack, NY 10960

Protech Armored Products  
158 Hubbard Avenue  
Pittsfield, MA 01201

Shomer-Tec  
PO Box 28070  
Bellingham WA 98228

Ben's Uniform  
20 Main Street  
Amesbury MA 01913

Wise Equipment  
Whitten Road  
Hallowell ME 04347

Quartermaster Uniform Co.  
750 Long Beach Blvd.  
Long Beach CA 90813

AAA Police Supply  
940 Providence Highway  
(Route 1)  
Dedham MA 02026-6806

Streicher's Police Equip.  
10911 West Highway 55  
Minneapolis, MN 55441-0398

Tri State Police  
Rte 202 & 135  
PO Box 89  
Winthrop, ME 04364

Doughboy Police & Fire  
Supply  
198 Boston Street  
Dorchester, MA 02125

Public Safety Center  
P. O. Box 2370  
Eugene, OR 97402

Chief Attn: Andy  
P. O. Box 481912  
Charlotte, NC 28269

Nason Fire and Police Supply  
78 Regional Drive  
Concord, NH 03301

Witmer Public safety Group  
104 Independence Way  
Coatsville, PA 19320  
Jay Kehoe

Taser Product Life  
17800 N. 85<sup>th</sup> st  
Scottsdale AZ 85255-6311

Interstate Arms Corp  
Michele Legrow  
6G Duhman Rd  
Billerica MA 01821



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2010.05.26 – 65**

Resolution Re: B10073 Taser Equipment and Accessories

### Bid Results

B10073 TASER		Witner Public safety	Interstate Arms Corp	Raphaels
qty	Description	total	total	total
18	X26E Yellow/Black grip plates, XDPM and right handed Blackhawk Serpa Holster	14,291.10	14,669.10	581.40
2	X26E Yellow/Black grip plates, XDPM and Left handed Blackhawk Serpa Holster	1,587.90	1,629.90	-
11	X26E Yellow/Black grip plates, DPM and Right handed Blackhawk Serpa Holster	8,678.45	8,909.45	355.30
2	X26E Yellow/Black grip plates, DPM and Left handed Blackhawk Serpa Holster	1,577.90	1,619.90	-
50	15ft. (4.57m) Cartridge Yellow Blast Dorr/Training Use	910.00	947.50	-
80	21ft (6.4m) Cartridge Silver blast Door/Field Use	1,608.00	1,916.00	-
1	Taser USB dataport Download Software/Adapter	122.00	159.96	-
	Shipping Fee	199.00	-	-
	<b>Total Bid Price</b>	<b>28,974.35</b>	<b>29,851.81</b>	<b>936.70</b>

Holsters  
only



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

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

Resolution Number: **R - 2010.05.26 – 66**

Resolution Re: B10040 Municipal Solid Waste collection-disposal-recycling

WHEREAS: Sealed request for Proposals B10040 was solicited and received on April 16, 2010 @ 3:00pm. This RFP included the City of Somersworth in an effort to reduce costs for both municipalities. A mandatory prebid meeting was held on March 22, 2010 @ 10:00 am at the PW Building on Mast Rd with five vendors and representatives from both municipalities attending. Four proposals were received and evaluated by members of both municipalities; and,

WHEREAS: The proposals were also reviewed by the Dover Solid Waste Advisory Commission. Pinard Waste Systems was called in for a follow up interview on May 10, 2010 at the PW facility. It is the recommendation for the City of Dover to remain with current vendor and low bid from Pinard Waste Systems Inc of Manchester NH at the rates outlined in this background section with a zero percent increase for the next five years for the Collection and Recycling portions.

WHEREAS: The vendor awarded by the City of Somersworth is also their current vendor and low bidder for the City of Somersworth, Waste Management Inc.

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

The Purchasing Agent is hereby authorized to issue Purchase orders to Pinard Waste Systems Inc of Manchester NH at the rates provided April 16, 2010. The amount of this authorization shall be limited so as not to exceed available funding. The City Manager is authorized to sign a contract containing the terms and conditions of the bid award.

### Financing

Account	Description	Appropriation	Balance
3320.1.300.43240.4420.0000.000	Residential Solid Waste Collections	396,000	396,000
3320.1.300.43240.4421.0000.000	Residential Solid Waste Disposal	451,250	451,250
1000.1.300.43240.4420.0000.000	Recycling Services	413,000	413,000

anticipated FY11

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

Contingent upon funding availability and vendor satisfaction, the Purchasing Agent is hereby authorized to issue a Purchase Order for MSW services for years two through five, as needed, at rates provided on 4/16/2010. The amount of this authorization shall be limited so as not to exceed available funding.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2010.05.26 – 66**

Resolution Re: B10040 Municipal Solid Waste collection-disposal-recycling

### 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

### DOCUMENT HISTORY:

First Reading Date:  
Approved Date:

Public Hearing Date:  
Effective Date:

### DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, 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.		

Document Created by: Purchasing  
Document Posted on: May 21, 2010

MSW Collections-disposal-recycling  
Page 2 of 6  
13.B.1.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2010.05.26 – 66**

Resolution Re: B10040 Municipal Solid Waste collection-disposal-recycling

**RESOLUTION BACKGROUND MATERIAL:**

Sealed request for Proposals B10040 was solicited and received on April 16, 2010 @ 3:00pm. This RFP included the City of Somersworth in an effort to reduce costs for both municipalities. A mandatory prebid meeting was held on March 22, 2010 @ 10:00 am at the PW Building on Mast Rd with five vendors and representatives from both municipalities attending. Four proposals were received and evaluated by members of both municipalities.

The city requested various services and alternate methods of collection and disposal of MSW. Included in the RFP as potential cost cutting measures; were PAYT vs Toter, use of solar powered compactors in the downtown area, and outsourcing the operations and/or hauling services at the recycling center. We also requested the vendor provide both municipalities with advantages and discounts should both cities award to the same vendor.

The proposals were also reviewed by the Dover Solid Waste Advisory Commission. Pinard Waste Systems was called in for a follow up interview on May 10, 2010 at the PW facility. It is the recommendation for the City of Dover to remain with current vendor and low bid from Pinard Waste Systems Inc of Manchester NH for the current PAYT program with the rates outlined below and a zero percent increase for the next five years for the Collection and Recycling portions.

Pinard	yr1	yr2	yr3	yr4	yr5	Total
Collection	350,500.00	350,500.00	350,500.00	350,500.00	350,500.00	1,752,500.00
Disposal 4548 tons <b>estimated</b>	61.50 ton \$279,702	63.00 ton \$286,524	64.50 ton \$293,346	66.00 ton \$300,168	67.50 ton \$306,990	1,466,730.00
Recycling	407,000.00	407,000.00	407,000.00	407,000.00	407,000.00	2,035,000.00

**Purchasing Information:**

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	18	<b>Number of Responses:</b>	4
<b>Warranty:</b>	NA	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	Yes	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	5 years	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Pinard Waste Management	<b>Fund:</b>	Waste
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	Yes	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2010.05.26 – 66**

Resolution Re: B10040 Municipal Solid Waste collection-disposal-recycling

to a bid solicitation

### Vendor Solicitation List:

Waste Management of NH –  
Rochester  
P. O. Box 7065  
Rochester, NH 03839-7065

Blow Brothers  
P. O. Box 221  
Old Orchard Beach, ME 04064

Pinard Waste Systems  
P. O. Box 5048  
Manchester, NH 03108

Bestway Disposal Services  
P.O. Box 460  
Epping, NH 03042

Atlantic North Waste Systems  
53 Pelham Road  
Salem, NH 03079  
Attn: Joanne Stanley

Dorado Services  
658 Longjohn Rd  
Rye NH 03870

Casella Waste Systems, Inc.  
25 Greens Hill Lane  
Rutland, VT 05701

Haul Away, Inc.  
29 Commercial Drive  
Brentwood, NH 03833

Best Way Disposal  
453 Rte 125  
Brantwood, NH 03833

Denning Disposal  
70 Chuck St  
S. Weare NH 03281

Cassella Waste Systems  
55 Pelham Rd  
Salem NH 03079

BFI Waste  
34 Industrial Park Dr  
Hookset NH 03106

Gary Disposal  
PO box 1133  
Claremont NH 03743

Leavitt & Boucher  
Equipment  
99 Columbus Ave  
PO Box 2018  
Dover NH 03820

NRRA  
[mdurfor@nrra.net](mailto:mdurfor@nrra.net)

Seacoast Waste Services  
[Mikelly309@yahoo.com](mailto:Mikelly309@yahoo.com)

Troiano Waste  
[jnevin@troianowaste.com](mailto:jnevin@troianowaste.com)  
[nlibby70@aol.com](mailto:nlibby70@aol.com)

Davis Rubbish Removal  
Services  
232 Littleworth Road  
Madbury, NH 02823



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2010.05.26 – 66**

Resolution Re: B10040 Municipal Solid Waste collection-disposal-recycling

### Bid Results for total contract of 5 years

	Pay as you throw	Pinard	Dorado	WM	BW	City of Dover Cost
1a	Collection MSW	1,752,500	1,940,000	2,151,000	2,074,000	
1b	Disposal MSW-avg Tons 4548	1,466,730	1,796,460	1,641,828	1,728,240	
1c	Recycling	2,035,000	2,090,650	1,829,500	2,074,000	
1a - 1c	Sum	5,254,230	5,827,110	5,622,328	5,876,240	
	Automated toter					
2a	Collection MSW	2,270,000	-	3,382,000	2,408,000	
2b	Disposal MSW avg Tons 4548	-	-	1,641,828	1,728,240	
2c	Recycling	2,035,000	-	1,829,500	2,074,000	
2a-2c	Sum	4,305,000	-	6,853,328	6,210,240	
	solar containers					
3		90,000	385,000	150,000	100,000	
	Hauling from Recy					
4		463,500	368,927	717,000	330,000	237,060
	School					
5a	MSW	278,500	182,000	82,540	-	
5b	Recycling	27,300	81,600	82,868	-	
	daily operations at recycling center					
6		1,365,000	1,379,000	-	1,350,000	435,325
	discounts					
7a	Collection MSW	1.50%	1.50%	1.00%	2.00%	



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2010.05.26 – 66**

Resolution Re: B10040 Municipal Solid Waste collection-disposal-recycling

7b	Disposal MSW	\$ (0.50)	0.00%	1.00%	0.00%
7c	Recycling	1.50%	13.29%	1.00%	2.00%
		Pinard	Dorado	WM	BW
1a	discount calcs	26,288	29,100	21,510	41,480
1b		64.00	79.00	3.61	76.00
1c		30,525	277,851	18,295	41,480
1a	Discounts sum	1,726,213	1,910,900	2,129,490	2,032,520
1b		1,455,360	1,796,460	1,625,410	1,728,240
1c		2,004,475	1,812,799	1,811,205	2,032,520
1a&1c	Sum	5,186,048	5,520,159	5,566,105	5,793,280
2A	discount calcs	34,050	-	33,820	48,160
2B		-	-	3.61	76.00
2C		30,525	-	18,295	41,480
2A	discount sum	2,235,950	-	3,348,180	2,359,840
2B		-	-	1,625,410	1,728,240
2C		2,004,475	-	1,811,205	2,032,520
2a&2c	Sum	4,240,425	-	6,784,795	6,120,600

DOUGLAS W. STEELE II  
Director Community Services  
d.steele@ci.dover.nh.us

MICHAEL T. MOORE  
Solid Waste Coordinator  
m.moore@ci.dover.nh.us

TODD A. CORMIER  
Solid Waste Assistant

May 10, 2010



288 Central Avenue  
Dover, New Hampshire 03820-4169  
(603) 516-6073  
Fax: (603) 516-6463  
www.ci.dover.nh.us

## City of Dover, New Hampshire

COMMUNITY SERVICES DEPARTMENT  
ENVIRONMENTAL PROGRAMS DIVISION

Dear City Manager Joyal,

After careful review, the Solid Waste Advisory Commission recommends Pinard Waste Systems to provide the City's contracted solid waste services for the next five years.

Pinard's bid clearly provided the most cost effective option of all the companies who bid the services. In addition, Pinard's bid provided a significant reduction in the per ton disposal costs and has fixed yearly rates over the five year term. The fixed yearly rate is a departure from previous practices of implementing yearly cost and budget adjustments that were subject to the consumer price index. The Commission considers the fixed rate to be advantageous.

The Commission met with the Solid Waste Coordinator in full and as a subcommittee to explore changes from previous practices including bidding the disposal contract separately from other services. This resulted in a substantial lowering of disposal tipping fees from the current \$85 per ton to \$65 per ton.

Other options and potential cost cutting measures were added to the request for proposal. One such measure was to deploy solar powered compactors throughout the downtown, which would be picked up/serviced by the contractor. This initiative would cost approximately \$90,000 over 5 years. Another initiative considered was to use the contractor to operate the Recycling Center. For the term, this would cost approximately \$463,500 for hauling services versus the City employee costs of \$237,060 and \$1,365,000 for daily operations versus the City employee costs of \$435,325. Finally, an option to explore using curbside toters and a truck with an automated arm would increase costs by about \$517,500 over the 5 year term and was estimated to reduce the recycling rate by about 15%.

All of the options explored were deemed cost prohibitive and further validate the success of Dover's Solid Waste program, its Recycling Center services and operations and its leadership in Bag and Tag and Pay-As-You-Throw programs.

I would like to thank the Commission, the Commission subcommittee members and the City employees for their diligence, their efforts and their contributions in this endeavor.

Sincerely,

David Dinzeo, Chairman  
Solid Waste Advisory Commission

Cc: Mayor Myers  
City Councilors  
Community Services Director Steele  
Solid Waste Coordinator Moore

	<b>5 Year Analysis</b>	<b>Pinard</b>	<b>Dorado</b>	<b>WM</b>	<b>BW</b>	<b>City of Dover</b>
	<b>Pay as you throw</b>					
1a	Collection MSW	1,752,500	1,940,000	2,151,000	2,074,000	-
1b	Disposal MSW-avg	1,466,730	1,796,460	1,641,828	1,728,240	-
1c	Recycling	2,035,000	2,090,650	1,829,500	2,074,000	-
	<b>TOTAL</b>	<b>5,254,230</b>	<b>5,827,110</b>	<b>5,622,328</b>	<b>5,876,240</b>	<b>-</b>

	<b>Automated Toter</b>					
2a	Collection MSW	2,270,000	-	3,382,000	2,408,000	-
2b	Disposal MSW avg	1,466,730	-	1,641,828	1,728,240	-
2c	Recycling	2,035,000	-	1,829,500	2,074,000	-
	<b>TOTAL</b>	<b>5,771,730</b>	<b>-</b>	<b>6,853,328</b>	<b>6,210,240</b>	<b>-</b>

3	Solar Containers	90,000	385,000	150,000	100,000	-
---	------------------	--------	---------	---------	---------	---

4	Recycle Ctr Hauling	463,500	368,927	717,000	330,000	237,060
---	---------------------	---------	---------	---------	---------	---------

5	Recycle Ctr Operations	1,365,000	1,379,000	-	1,350,000	435,325
---	------------------------	-----------	-----------	---	-----------	---------



**CITY OF DOVER**

# CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.2.**

Resolution Number: **R - 2010.05.26 – 67**  
Resolution Re: B10056 North End Water Tank and Pressure Zone

WHEREAS: Sealed request for Qualifications Based Selection Process B10056 was solicited and received on March 22, 2010. A mandatory prebid meeting was held on March 9, 2010 with twenty one vendors attending. Eleven proposals were received and evaluated by a five member committee; and,

WHEREAS: The list was narrowed to three vendors and interviews were conducted on April 9, 2010. The three vendors were rated and prioritized with Underwood Engineers being deemed the recommended vendor. Negotiations began on a set fee for the scope of services outlined in the proposal and an agreeable pricing structure was reached in the total amount of \$411,880.00; and,

WHEREAS: The scope of services and cost pages are attached separately.

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 Underwood Engineers Inc of Portsmouth NH in the amount of \$411,880.00 and corresponding rates provided. The amount of this authorization shall be limited so as not to exceed available funding. The City Manager is authorized to sign a contract containing the terms and conditions of the bid award.

## Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03547.10	North End Water Improvement	500,000.00	375,324.02
5300.1.300.43320.4757.03547.11	North End Water Improvement	2,000,000.00	2,000,000.00

## AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Scott Myers  
By request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2010.05.26 – 67**

Resolution Re: B10056 North End Water Tank and Pressure Zone

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2010.05.26 – 67**

Resolution Re: B10056 North End Water Tank and Pressure Zone

### RESOLUTION BACKGROUND MATERIAL:

The City of Dover thru bid B10056 dated 3/22/2010 requested technical engineering qualification statements for professional engineering services for the creation of a separate pressure zone in the City of Dover. Both design and construction phase services were requested. The project consists of the design of a water storage tank, booster pumping station, pressure reducing valves and associated utilities to service the North end of Dover. The water storage tank will be constructed on Dover tax lot A-43D, which is already owned by the City.

A mailing list of vendors was created using the State of NH Department of Environmental Services Water Division Roster of Pre-Qualified Consulting Engineers. Eleven qualification statement proposals were received on March 22, 2010. A committee of five members evaluated and narrowed the list to three vendors. These vendors were interviewed and it was the recommendation to conduct pricing negotiations with Underwood Engineers Inc of Portsmouth NH. The negotiations took place and an agreed upon pricing structure of an amount of \$411,880 was reached. There are three separate pricing structures and scopes of service and are attached separately to this resolution.

North End Pressure Zone (NEPZ)

Tank \$148,087

Booster \$92,258

Transmission \$171,535

### Award Information:

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

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	69	<b>Number of Responses:</b>	11
<b>Warranty:</b>	NA	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	NA	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until Completion	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Underwood Engineers Inc	<b>Fund:</b>	CIP
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	Yes	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2010.05.26 – 67**

Resolution Re: B10056 North End Water Tank and Pressure Zone

### Vendor Solicitation List:

AECOM, Inc.  
276 Abby Road  
Manchester, NH 03109-

Altus Engineering Inc  
133 Court Street  
Portsmouth, NH 03801-4413

Ambit Engineering Inc  
200 Griffin Road Unit #3  
Portsmouth, NH 03801-7145

Appledore Engineering Inc  
177 Corporate Drive  
Portsmouth, NH 03801-

Aries Engineering Inc  
46 South Main Street  
Concord, NH 03301-

BETA Group, Inc.  
6 Blackstone Valley Place, Suite  
Lincoln, RI 02865-

Brown and Caldwell  
One Tech Drive Unit 310  
Andover, MA 01810-

Bryant Associates  
98 North Washington Street,  
Boston, MA 02114-1913

Camp Dresser & McKee Inc  
Jefferson Mill, 670 North  
Commercial  
Manchester, NH 03101-1160

Civil Consultants  
293 Main Street PO Box 100  
South Berwick, ME 03908-

CLD Consulting Engineers Inc  
540 Commercial Street  
Manchester, NH 03101-

Clough Harbour & Assoc. LL  
11 King Court  
Keene, NH 03431-4648

CMA Engineers Inc  
35 Bow Street  
Portsmouth, NH 03801-3819

Comprehensive Environmental  
21 Depot Street  
Merrimack, NH 03054-

Concord Engineering Group,  
23 Osgood Street  
Windham, NH 03087-

D & A Engineers  
54 Main Street PO Box B  
Windsor, VT 05089-

Dewberry-Goodkind Inc  
280 Summer Street 10th Floor  
Boston, MA 02210-

Dubois & King Inc  
28 North Main Street PO Box 339  
Randolph, VT 05060-

Earth Tech/AECOM  
300 Baker Avenue, Suite 290  
Concord, MA 01742-

Engineering Ventures, PC  
208 Flynn Avenue, Suite 2A  
Burlington, VT 05401-

Fay Spofford & Thorndike  
5 Burlington Woods  
Burlington, MA 01803-



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2010.05.26 - 67**

Resolution Re: B10056 North End Water Tank and Pressure Zone

Fluet Engineering Assoc P C  
36 Country Club Rd PO Box  
7014  
Gilford, NH 03247-7014

Forcier Aldrich & Associates  
6 Market Place Suite 2  
Essex Junction, VT 05452-

Fuss & O'Neill, Inc.  
146 Hartford Road  
Manchester, CT 03103-3332

GHD Inc  
1545 Iyannough Road  
Hyannis, MA 02601-1840

Graves Engineering Inc  
100 Grove Street  
Worcester, MA 01605-

Green Mountain Engineering  
1438 South Brownell Road  
Williston, VT 05495-7274

H E Bergeron Engineers PA  
2605 White Mountain Hwy PO  
Box 440  
North Conway, NH 03860

Hayner/Swanson, Inc.  
3 Congress Street  
Nashua, NH 03062-3301

Hazen and Sawyer PC  
155 Fleet Street  
Portsmouth, NH 03801-

Headwaters Hydrology PLLC  
254 Mann's Hill Road  
Littleton, NH 03561-

Horizons Engineering PLLC  
34 School Street  
Littleton, NH 03561-4817

Hoyle Tanner & Associates Inc  
150 Dow Street  
Manchester, NH 03101-

Jacobs Engineering Group, Inc  
1 Sundial Avenue, Suite 410  
Manchester, NH 03101-

Jones & Beach Engineers Inc  
85 Portsmouth Ave PO Box 219  
Stratham, NH 03885-

Keach-Nordstrom Assoc. Inc  
10 Commerce Park North Suite 3B  
Bedford, NH 03110-

KV Partners LLC  
PO Box 7721  
Gilford, NH 03247-

LC Engineering Company LLC  
2 1/2 Beacon Street, Suite 163  
Concord, NH 03301-

Leach Engineering Consultants  
PA  
36 Eastern Ave Suite 6  
St Johnsbury, VT 05819-

Levy Engineering, Inc  
5 Spaulding Street  
Concord, NH 03301-

Lewis Engineering  
44 Stark Lane  
Litchfield, NH 03052-

Lombardo Associates Inc  
49 Edge Hill Road  
Newton, MA 02467-

Malcolm Pirnie Inc  
601 Edgewater Drive Suite 360  
Wakefield, MA 01880-

McFarland Johnson Inc  
53 Regional Drive  
Concord, NH 03301-8500

Meridian Land Services, Inc.  
P.O. Box 118  
Milford, NH 03055-



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2010.05.26 – 67**

Resolution Re: B10056 North End Water Tank and Pressure Zone

MSC Civil Engineers  
403 The Hill PO Box 427  
Portsmouth, NH 03802-0427

MWH Americas Inc  
12 Farnsworth Street 2nd Floor  
Boston, MA 02210-

Nobis Engineering Inc  
18 Chenell Drive  
Concord, NH 03301-

Northeast Engineering PLLC  
95 Quaker Street  
Weare, NH 03281-

Pathways Consulting LLC  
240 Mechanic Street, Suite 100  
Lebanon, NH 03766-2617

Provan & Lorber, Inc.  
53 Maple Street, P.O. Box 389  
Contoocook, NH 03229-

Rist-Frost-Shumway Engineering  
P.C.  
71 Water Street  
Laconia, NH 03246-

SEA Consultants Inc  
2 Wall Street Suite 450  
Manchester, NH 03101-1518

SFC Engineering Partnership Inc  
25 Sundial Ave Suite 205W  
Manchester, NH 03103-7230

SGC Engineering LLC  
501 County Road  
Westbrook, ME 04092-

Stantec Consulting Services Inc  
5 Dartmouth Drive, Suite 101  
Auburn, NH 03032-

SVE Associates  
47 Marlboro Street  
Keene, NH 03431-

Tata & Howard Inc  
67 Forest Street  
Marlborough, MA 01752-

TF Moran Inc  
48 Constitution Drive  
Bedford, NH 03110-

The Louis Berger Group Inc  
1001 Elm Street Suite 203  
Manchester, NH 03101-

Tighe & Bond Inc  
53 Southampton Road  
Westfield, MA 01085-5308

TTG Environmental Consultants  
LLC  
27 Locke Road  
Concord, NH 03301-5301

Underwood Engineers Inc  
25 Vaughan Mall Unit 1  
Portsmouth, NH 03801

Weston & Sampson Engineers Inc  
100 International Drive, Suite 152  
Portsmouth, NH 03801-

Weston Solutions Inc  
45 Constitution Avenue Suite 100  
Concord, NH 03301-5079

Woodard & Curran Inc  
41 Hutchins Drive  
Portland, ME 04102-

Wright Pierce  
230 Commerce Way - Suite 302  
Portsmouth, NH 03801-3274



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2010.05.26 – 67**

Resolution Re: B10056 North End Water Tank and Pressure Zone

### Bid Results Engineering Services North End Water Tank & Pressure Zone

### #B10056

<i>Vendor</i>	<i>Short Listed for interviews</i>
Wright Pierce 230 Commerce Way Portsmouth NH 03801	YES
Stantech Consulting Svs Wellington Business Pk Auburn NH 03032	
CDM Camp Dresser & McKee Inc 670 N Commercial St Ste 201 Manchester NH 03101	YES
Lewis Engineering PLLC 44 Stark Ln Litchfield NH 03052	
Defresne Group Consulting Engineers PO Box B Windsor VT 05089	
Provan and Lorber Inc 53 Maple St PO box 389 Contoocook NH 03229	
Comprehensive Environmental Inc 225 Cedar Hill St Marlborough MA 01752	
AECOM 276 Abby Rd Manchester NH 03103	
Weston and Sampson Inc 100 International Dr Ste 152 Portsmouth NH 03801	
Underwood Engineers 25 Vaughan Mall Unit 1	YES



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2010.05.26 - 67**

Resolution Re: B10056 North End Water Tank and Pressure Zone

Portsmouth NH 03801	
Tata and Howard Inc 67 Forest St Marlborough MA 01752	

## EXHIBIT "A"

### SCOPE OF SERVICES *North End Pressure Zone* DESIGN PHASE

City of Dover, New Hampshire  
May 4, 2010

#### PROJECT UNDERSTANDING

Underwood Engineers, Inc. (UEI) will provide professional engineering services for the city of Dover, relating to design phase engineering for a high pressure zone within its water distribution system referred to as the North End Pressure Zone. Creation of the pressure zone responds to a history of low water pressure complaints by users in the area. UEI understands the project consists of the design of a water storage tank, booster pumping station, zone isolation valves and associated utilities required to establish the North End Pressure Zone.

#### A) Key Elements of Design – Water Storage Tank:

- Design of water storage tank based on life cycle cost, impact on operating pressure and tank turnover.
- Tank access road improvements.
- Tank overflow and site drainage.
- Level sensing and SCADA communications.
- Tank security including design of fencing, gates, cameras, etc. to meet the City's standards.

#### B) Key Elements of Design – Booster Pumping Station:

- Booster station site alternatives
- Pump system sizing, process piping, and controls.
- Renovations of the Lowell Ave. station or construction of a new booster pump station building.
- Ancillary Systems (HV, Electrical, Stand-by Generator, SCADA).
- Connection to Distribution System.
- Site Access and Drainage.
- Security – fencing, gates, cameras, etc. to meet City's standards.

#### C) Key Elements of Design – Transmission Mains and Zone Isolation Valve Systems

- Transfer of existing distribution system hydraulic model to a new software platform.
- Distribution system improvements to connect the new storage tank and booster pumping station to the distribution system.
- Determine need for and number of zone isolation valve systems, valve configuration, sizing and settings.

## PLAN OF WORK

### *Task 1 – Preliminary Design*

UEI recognizes the City of Dover has completed a significant amount of work to advance the North End Tank and Pressure Zone project. However, a number of final design decisions remain to be made. Task 1 of the project, Preliminary Design, will allow UEI and the City to confirm and/or refine design parameters that will determine the course of action to meet the City's needs for this project. The evaluation will consider technical feasibility, cost, water quality and tank turnover, operational requirements, and construction impacts. This phase of work will result in a basis of design for use in subsequent phases (final design and construction).

### *Hydraulic Verification and Basis of Design*

UEI will provide the following engineering services.

#### Kick-Off

- Attend a kick-off meeting with City officials to review project goals.

#### Water Storage Tank

- Review billing records for North End users to refine average and maximum day demand estimates for the proposed pressure zone.
- Assess equalization, fire flow and emergency storage requirements.
- Recommend a water storage tank material, style, volume and dimensions. Evaluation will include life cycle cost, impact on operating pressures and turnover.
- Briefly evaluate options for tank mixing (static and passive) and aeration.

#### Booster Pumping Station

The City is considering two options for the location of the station:

- Option 1: Renovate the historic 1888 Lowell Ave. water treatment plant building.
- Option 2: Construct a new booster station, either adjacent to the existing Lowell Ave. treatment plant or along Central Ave.

UEI will provide the following Preliminary Design evaluation for these options:

- Option 1: Evaluate condition of existing historic Lowell Ave. treatment plant building and requirements, including structural, mechanical, and electrical codes, to upgrade structure and heating/ventilation systems to make building suitable for a booster pumping station.
- Option 2: Identify and evaluate potential locations for a new booster pumping station building.
- Either Option: Confirm pump size and number. Prepare conceptual operating parameters for concurrence by the City.
- Radio path study from selected site of booster station. Path study shall consider new tank site and the Garrison Hill Reservoir.

### Zone Isolation Valves

- Determine need for and number of zone isolation valve systems, valve locations, configuration, sizing and settings.

### Distribution System Hydraulic Modeling

- Evaluate water distribution model software options in consultation with City officials.
- Meet with Dover DPW to review and select software for purchase.
- Purchase new water model software (as selected by the City) and laptop computer to be delivered to the City upon completion of the project. (\$15,000 allowance)
- Transfer the City's existing distribution model to the new platform selected by the City and check outputs against old model.
- Using the new distribution model, evaluate the effect of the North End Pressure Zone on the Garrison Hill Reservoir. Evaluation to include lowering of tank levels to reduce stored volume as well as consideration of water age and turnover.
- Evaluate potential for blending booster pump station discharge with Willand pond well water to dilute potential high iron concentrations from the well. Identify preliminary list of requirements to accomplish blending. Evaluate Lowell Ave. booster site suitability for blending option.
- Evaluate booster pump and control valve and transmission main requirements for blending options.
- Evaluate a scenario with proposed improvements including the new north end tank, booster pumping station and PRVs to evaluate impacts on pressures and fire flows.

### Presentation of Results

- Prepare technical memorandum summarizing findings, conclusions and recommendations of Hydraulic Verification to establish the Basis of Design.
- Meet with City officials to review findings of Hydraulic Verification Evaluation.
- Identify and communicate initial operational parameters to City personnel to allow for advance planning of operational requirements during the transition.
- Prepare an updated opinion of cost and schedule.
- Provide recommendations on preparation of construction contracts, including how many contracts will be let for the project (assume 3) and consideration of prequalifying contractors.

### ***Cadastral (Allowance)***

An allowance of \$2,000 is included for UEI to assist the City with the following land acquisition and easement tasks:

- Research potential sites for the booster pumping station and zone isolation valve systems. This will include identifying property owners and conducting an initial deed and easement search for selected properties.

***Deliverables (Task 1)***

UEI will provide the following deliverables:

- New distribution system model using software selected by City officials.
- Technical memo summarizing results of the Hydraulic Verification.
- Basis of design in list format identifying basic design parameters for system components.
- Updated opinion of cost.
- Updated schedule.
- Updated Work Plan.
- Schematic drawings for the tank, booster station, and PRV vaults/structures.
- Water modeling software, final version of model, and laptop computer.

DRAFT

## Tasks 2 through 5 – Final Design

### *Overview*

Upon approval of the Preliminary Design by the City, Underwood Engineers, Inc. (UEI) will proceed with final design of the North End Pressure Zone Project. The design will involve development of up to three sets of contract documents including construction plans and specifications for the following project components:

- A) Water Storage Tank
- B) Booster Pumping Station
- C) Water Transmission Mains and Pressure Zone Isolation Valve Systems

The design will include final layouts, plans, details, specifications, and other documents to establish and depict the size, character and extent of the entire project with respect to architectural, structural, site work, mechanical, instrumentation and electrical systems and other elements as may be appropriate. UEI will update construction schedules to reflect the level of design completion. UEI will perform the following engineering services related to all construction contracts as noted above:

- Construction Drawings. Prepare plans and details of the proposed improvements at an appropriate scale. Contract drawings will be prepared using AutoCAD 2009.
- Technical Specifications. Prepare technical specifications in Construction Specification Institute (CSI) format.
- Meetings: Attend a total of four design status meetings. These will include progress meetings at 30%, 60%, 90% and 99%.
- Bidding Documents: Prepare bidding documents, including contractual conditions and instructions to bidders, suitable for approval by NHDES SRF and/or other external funding sources. Unit price bidding will be used where appropriate.
- Opinion of Cost: Preparation of a final opinion of cost to include:
  - Capital costs.
  - Opinions of operation and maintenance (O&M) cost, including but not limited to labor, power, and equipment maintenance.
- Approvals: Underwood Engineers will assist the City in preparing applications for the following permits anticipated for this project:
  - NHDES Drinking Water and Groundwater Bureau design review
  - NHDES Alteration of Terrain Permit, if required
  - NHDES Wetlands Permit, if required
  - Storm Water Pollution Prevention Plan and Notice of Intent as required under the NPDES General Construction Permit will be included in the Contractor's work in construction contract specifications.

- Local approvals including Planning Board meetings and submission of Contract Documents for approval and/or review, if required by the City.
- The Contractor will be required to obtain a building permit for the tank and pumping station, as required.
- Deliverables
  - UEI will provide the survey data (base drawings) as follows:
    - Digital copy (DWG/DXF)
  - For each construction contract, UEI will provide final construction drawings as follows:
    - 2 paper copies
    - 1 mylar copy
    - Digital copies (1 DWG/DXF, 1 PDF)
  - For each construction contract, UEI will provide the Project Manual (Technical specifications and bidding documents) as follows:
    - 2 paper copies (1 bound, 1 unbound)
    - Digital copies on CD (1 Word version, 1 PDF version)

The following Scope of Work has been divided into design sub-tasks associated with each of the proposed construction contracts as follows:

**Final Design Sub-Task Numbering**

	<b>Tank</b>	<b>Booster Station</b>	<b>Water Main and Zone Isolation Valves</b>
<b>Task 2 – Final Design</b>	2A	2B	2C
<b>Task 3 – Survey</b>	3A	3B	3C
<b>Task 4 – Subsurface</b>	4A	4B	4C
<b>Task 5 – Cadastral</b>	5A	5B	5C

## *A) Water Storage Tank*

### **Task 2-A Water Storage Tank Final Design**

The City has secured a site at the top of Long Hill on which to construct the new water storage tank. An existing gravel road which provides access to home(s) on Long Hill also provides access to the tank site. The construction contract for the water storage tank will include improvements to this road, site work for the tank and construction of the tank. Design tasks related to this proposed construction contract are listed below.

#### Access Road Improvements Design

- Prepare roadway design including layout, required turning radii, roadway width, horizontal and vertical design requirements, grading, drainage and related details and specifications. It is understood, the City desires the access road to be paved.

#### Tank Site Design

- Prepare site design to include the following items
  - Tank location and orientation of inlet and outlet piping and tank overflow piping.
  - Electrical service to site.
  - Yard piping to connect to distribution main(s) which will be installed to the tank site under a separate water main contract.
  - Valve/control vault to house isolation or control valves as required as well as electrical and instrumentation equipment to sense tank water level and communicate with SCADA system.
  - Clearing and grubbing limits.
  - Parking area.
  - Site fencing and site security system in accordance with City standards.
  - Site drainage to accommodate both storm water and possible tank overflows.

#### Tank Design

- The tank material, style, height and diameter shall be in accordance with the recommendations of the Preliminary Design phase and concurrence by the City.
- Water tank structural design and details including but not limited to ladders, vents, hatches, railings and pipe penetrations will be based on drawings and details supplied by the tank manufacturer(s) which is typical for specialty construction of this type.
- Prepare inlet/outlet piping and tank mixing/recirculation design based on manufacturer input and in accordance with the recommendation of the Preliminary Design and concurrence by the City.
- Provide structural performance specifications for design loads, including seismic, wind, and snow.

### **Task 3-A Water Storage Tank Survey**

- Conduct a topographic survey of the access road and tank site using ground survey techniques to produce base plans at a scale of 1"=20' with 2 foot contours. Survey of the access road is included in sub-task 3-C Transmission Main survey.
- Establish vertical control so that the tank site can be tied into the City of Dover datum and related to elevations in the rest of the Dover water system.

### **Task 4-A Water Storage Tank Subsurface Investigations**

- Conduct borings and/or test pits to confirm the subsurface soil and groundwater conditions and to establish a soil bearing capacity.
- Prepare a geotechnical report to include the preceding information as well as recommendations on construction and dewatering techniques.

### **Task 5-A Water Storage Tank Cadastral (Allowance)**

- Assistance in clarification of the conditions of the access road easement for access to the tank site, drainage, and construction of the connecting water main.
- If necessary, assistance in getting easements on neighboring property for tank construction/lay-down.
- An allowance of \$2,000 is included for this sub-task

DRAFT

## ***B) Booster Pumping Station***

### **Task 2-B Booster Pumping Station Final Design**

A booster pumping station is required to pump water from the existing service zone (HGL = 305 ft. AMSL, Garrison Hill Reservoir overflow elevation) to the North End Pressure Zone (HGL approx. 365 ft. AMSL, to be determined during Preliminary Design). The following scope of work includes engineering services for design of either Option 1 or Option 2 as determined as part of Task 1 - Preliminary Design.

The construction contract for the booster station will include a booster station building (either renovation of the historic building at Lowell Ave. or construction of a new building), booster pumps and appurtenances, and transmission main connections in the immediate vicinity of the station. This contract will include instrumentation, control and SCADA communication integration for both the booster station and tank. Design tasks related to this proposed construction contract are listed below.

#### Building

- Option 1: The Lowell Ave. water treatment plant building will be improved with likely repair work including foundation, floor, roof, exterior brick work, and windows. Additional improvements to the HVAC system, electrical system and plumbing will be also be completed. Although the building is historic in nature, it is understood that the building does not have a historic designation (state or federal).
- Option 2: A new building will be designed. The following components are assumed:
  - Foundation: spread footing with frost wall, slab on grade floor.
  - Walls: CMU with architectural finish to be determined by City.
  - Roof: wood truss with architectural shingles.
  - Electrical service, power distribution and lighting
  - Heating and Ventilation: louvers and motor operated dampers as required for booster pumps, electrical equipment and standby generator.
- Either option will include provisions for a future booster chlorination system (reserved space and ventilation).

#### Booster Pumps and Appurtenances

- Prepare engineering design to include the following items:
  - Pump sizing and location inside the existing structure.
  - Process piping, pressure sensing, and flow measurement.
  - Pumping station controls.
  - Standby generator. If Option 1 is selected, generator design will also include sizing for and connection to existing Lowell Ave. treatment plant.

## Instrumentation and SCADA

- Instrumentation and SCADA design for booster station and tank to include the following:
  - Coordination with the City's SCADA maintenance contractor prior to bidding.
  - Instrumentation including level, pressure and flow measurement and alarm detection devices.
  - PLC-based remote terminal units (RTUs) including telemetry equipment.
  - Development of Input/Output (I/O) schedules.
  - RTU panels, hardware requirements, and SCADA wiring diagrams.
  - Controls, monitoring and functional description for the application programs.
  - Operator interface requirements (graphics, trending, reports, maintenance logs, alarms, etc.) to represent the new booster station and tank process equipment.
  - Design for integration of the RTUs into the existing City wide SCADA system.
- An allowance of \$5,000 is also included to use the City's designated SCADA programmer for services such as technical assistance during design as well as design review.

## Site Design

- Prepare site design to include the following items
  - Electrical service to station.
  - Yard piping to connect to existing distribution main(s) (Option 1) or new mains which will be installed to the booster station site under a separate water main contract (Option 2).
  - Clearing and grubbing limits.
  - Improvements to parking area (Option 1) or new parking area (Option 2).
  - Site fencing and site security system.
  - Site drainage and possible foundation drain to accommodate storm water and protect building foundation.
  - Site design will consider proposed Berry Brook restoration, to the extent possible.

## **Task 3B – Booster Pumping Station Survey**

- Conduct an engineering site survey using ground survey techniques to produce base plans at a scale of 1"=20' with 2 foot contours to include either:
  - Option 1: The area immediately surrounding the historic building and existing water treatment facility at Lowell Ave.
  - Option 2: Alternate site for new booster pumping station (to be determined).
- The attached Work Plans show the area of survey work for the booster station assuming the station will be located at the Lowell Ave. site.

**Task 4-B Booster Pumping Station Subsurface Investigation**

- Conduct up to two (2) borings and/or test pits to confirm the subsurface soil and groundwater conditions and to establish a soil bearing capacity (Option 2 only).
- Prepare a geotechnical report to include the preceding information as well as recommendations on construction and dewatering techniques.

**Task 5-B Booster Pumping Station Cadastral (Allowance)**

- If the option of a new booster pumping station along Central Avenue is selected, UEI will provide the following cadastral services:
  - Prepare an easement or subdivision plan.
  - Provide technical assistance during land acquisition negotiations (i.e. technical review of easement or agreement language).
- An allowance of \$5,000 is included for this sub-task

DRAFT

### ***C) Transmission Mains and Zone Isolation Valves***

#### **Task 2-C Transmission Main and Zone Isolation Valve Final Design**

New transmission main will be required to connect the booster pumping station between the main pressure zone and North End zone. The attached Work Plans show possible transmission main routes. The conditions under which transmission main design and construction would be required for each location are as follows:

- Location 2 – Transmission of boosted water from Lowell Ave. site to Central Ave. parallel to existing mains (approx. 1,700 LF).
- Location 3 – Transmission of boosted water from Lowell Ave. site to Central Ave. along existing drainage easement (approx. 1,000 LF). (Alternative to Location 2.)
- Location 4 – Extension of boosted water transmission main to establish limit of North End Pressure Zone farther north on Central Ave (approx. 1,600 LF). (This would increase the minimum elevation within the zone on Central Ave.).
- Location 5 – Improvements to water mains in Main Pressure Zone (suction side of booster pumps) to improve hydraulic connection between Garrison Hill Reservoir and proposed North End booster pumps (approx. 1,800 LF).

New transmission main will also be required to connect the proposed water storage tank to the existing distribution system. The City has selected two connecting routes:

- Location 6 – Along Long Hill Road tying into the system at Sandy Lane (approx. 3,800 LF plus approx. 1,000 LF along tank access road).
- Location 7 – Along Long Hill Road and Sixth Street tying into the system on Sixth Street (approx. 3,200 LF).

Construction of transmission main along these routes will provide looping within the North End Pressure Zone and increase the City's water service area.

Total potential water main design length (assuming Location 2 is chosen instead of Location 3) is approximately 13,100 LF.

Upon completion of Task 1 – Preliminary Design – and selection of the booster pumping station location, final transmission main and zone isolation valve locations will be selected, and UEI will proceed with final design of only those locations.

The construction contract for the transmission mains and zone isolation valves will include transmission mains in the locations selected following Preliminary Design and along the tank access road as well as zone isolation valve systems at the locations selected following Preliminary Design. Design tasks related to this proposed construction contract are listed below.

#### Transmission Mains

- New water main (12-inch or 16-inch assumed, final size to be determined during Preliminary Design).
- Service connections to property line.
  - New services along Long Hill Road and Sixth Street

- Relocate existing services to new main for improvements to existing main(s) (Location 5).
- Fire hydrant branches with valves
- Main line gate valves (we understand Dover prefers gate valves on all pipe, including 16" mains).
- Air releases if necessary at high points.
- If desired by the City, UEI will include certain drainage improvements. Scope and size of improvements will be defined by the City. Note: wetlands permitting, if needed, would be completed by the City.
- Road repairs related to water improvements only. We understand road repairs on Central Avenue requires 8" of pavement over 18" of gravels. On the other City roads, bidding documents will be set up to receive pricing for alternate repair strategies as follows:
  - Trench patch
  - Full-width reclamation

#### Zone Isolation Valve Systems

- Up to four (4) zone isolation valve systems consisting of pressure reducing valve and/or check valve, precast concrete vault or manhole, and isolation valves.

#### **Task 3C- Transmission Main Survey**

- Conduct a topographic survey of transmission main routes selected by the City following Preliminary Design (Task 1), including survey of the tank access road, using ground survey techniques to produce base plans at a scale of 1"=40' with 2 foot contours. Survey will be 50-foot wide for cross-country runs and the full right-of-way for paved roads. Right of ways will be based on tax map overlays and field evidence.
- Survey will be of sufficient detail to design water main alignment and underground utility crossings. No drainage, roadway, or sidewalk design is anticipated.
- Set horizontal control for a construction baseline.
- The attached Work Plans show the limits of survey for water transmission mains. There is no survey work anticipated at the Zone Isolation Valve sites; valve system design will be based on the City's GIS.

#### **Task 4C- Transmission Main Subsurface Investigation**

- Conduct ledge probes every 200 feet along the anticipated water main alignment. In areas where ledge is encountered, this spacing may be reduced.
- Perform sieve analyses on samples taken from every 5<sup>th</sup> probe location (approximately every 1,000 feet).
- Install a slotted PVC pipe in every 5<sup>th</sup> probe location (approximately every 1,000 feet), which can be monitored over a period of time to assess groundwater levels.
- Prepare a geotechnical report to include the preceding information as well as recommendations on construction and dewatering techniques.

### **Task 5-C Transmission Main Cadastral (Allowance)**

- For properties impacted by temporary construction activities, UEI will assist the City by coordinating with property owners. This may include:
  - Temporary Easements: UEI will prepare a draft easement (temporary) and sketch plan for each property owner. This will be provided to the City. The City will forward to each property owner and obtain the signed easement prior to construction.
  - Coordination: UEI will be available to receive written or verbal questions regarding the project from property owners.
- UEI will assist the City to acquire permanent utility easements for PRV vaults and water mains outside the City's road right-of-way, if necessary.
- An allowance of \$2,000 is included for this sub-task.

### **Task 6 – Funding Assistance (Allowance)**

UEI will perform work during design and construction phases in accordance with requirements for potential ARRA/SRF funding. Anticipated requirements include:

- Design review of Drawings and Project Manuals by NHDES Drinking Water and Groundwater Bureau.
- Inclusion of Federal Provisions in Front End documents and ARRA General Provisions (e.g. Buy American provisions, Davis-Bacon Wage Rates, Jobs Reporting, etc.).
- An allowance of \$2,000 is included to assist the City in preparing a State Revolving Fund application (standard or ARRA).

### **Task 7 – Public Information**

UEI will provide the following services related to public information:

- Attend two (2) public informational (“neighborhood”) meetings to be scheduled and coordinated by the City. Prepare meeting agendas and notes. Track resident questions and UEI/City answers.
- Prepare informational flyer or brochure informing residents of need for and scope of project. A separate flyer will be prepared for commercial users. Identify potential impacts of increasing pressure and suggest possible actions by users to mitigate.
- Present at one (1) meeting of the Dover Planning Board
- Present at one (1) meeting of the Dover Utilities Commission (DUC).
- Present at one (1) meeting of the Dover City Council.

### **Limitations / Assumptions**

- We understand there is an accurate existing hydraulic model in KY pipe that can be used as a basis for the new water distribution model.
- The City is handling the easements for transmission mains going from the proposed Lowell Ave. booster station to the north end pressure zone (Location 3).

The following information is needed from the City:

- Previous flow test results not included in existing reports, if any.
- 3 years water usage information for North End (previously provided by the City).
- Willand Pond well information (UEI already has some).
- Tank site boundary survey.

***Work Not Included***

- Design of structures or physical components for the Willand pond blending option.
- Water quality sampling
- Environmental studies and drainage reports.
- Drainage, roadway, or sidewalk design (except for access road to proposed tank).
- Construction phase engineering services, including prequalification of contractors, bidding, resident project observation, etc. These services will be provided under a subsequent construction phase contract.

DRAFT

**EXHIBIT B - Water Storage Tank  
SUMMARY OF FEES  
Underwood Engineers, Inc.**

**Professional Engineering Services**

**North End Pressure Zone (NEPZ) - Tank  
Dover, New Hampshire**

13-Apr-10

Task	Subtask	Breakdown			Extended Total		
		Labor	Hours	Expen/Subs		Subs/Allow.	Expenses
Task 1 - Preliminary Design		\$34,208	319	\$28,585	\$27,925	\$660	\$62,793
Task 2A -Design of Water Storage Tank, Access Rd. an		\$49,226	500	\$4,264	\$3,400	\$864	\$53,489
Task 3A – Water Tank Survey		\$1,600	14	\$4,622	\$4,500	\$122	\$6,222
Task 4A – Water Tank Subsurface Investigation		\$2,438	22	\$7,900	\$7,900		\$10,338
Task 5-A Water Tank Cadastral		\$2,054	18	\$2,050	\$2,000	\$50	\$4,104
Task 6 - Funding Assistance			-	\$2,000	\$2,000		\$2,000
Task 7- Public Information		\$8,870	76	\$270		\$270	\$9,140
TOTAL		\$98,397	949	\$49,691	\$47,725	\$1,966	\$148,087

Note:

**EXHIBIT B - Booster Pumping Station  
SUMMARY OF FEES  
Underwood Engineers, Inc.**

**Professional Engineering Services**

**North End Pressure Zone (NEPZ) - Booster  
Dover, New Hampshire**

13-Apr-10

Task	Subtask	Breakdown			Extended Total			
		Labor	Hours	Expen/Subs		Subs/Allow.	Expenses	
Task 1 - Preliminary Design (See Tank)			-					
Task 2-B Design of Lowell Ave Booster Station:		\$32,995	327	\$43,110	\$42,375	\$735		\$76,105
Task 3B – Lowell Ave Booster Station Survey		\$1,069	10	\$3,400	\$3,400			\$4,469
Task 4B – Lowell Ave Booster Station Subsurface Inve		\$1,562	14	\$3,369	\$3,000	\$369		\$4,930
Task 5B - Booster Pumping Station Cadastral		\$1,754	16	\$5,000	\$5,000			\$6,754
TOTAL		\$37,379	367	\$54,879	\$53,775	\$1,104		\$92,258

Note:

**EXHIBIT B - Transmission Mains  
SUMMARY OF FEES  
Underwood Engineers, Inc.**

**Professional Engineering Services**

**North End Pressure Zone (NEPZ) - Transmission  
Dover, New Hampshire**

13-Apr-10

Task	Subtask	Breakdown			Extended Total			
		Labor	Hours	Expen/Subs		Subs/Allow.	Expenses	
Task 1 - Preliminary Design (See Tank)			-					
Task 2-C Design of Transmission Mains and Pressure		\$113,184	1,181	\$3,385		\$3,385		\$116,569
Task 3C- Transmission Mains Survey		\$4,723	48	\$31,218	\$30,850	\$368		\$35,941
Task 4C- Transmission Mains Subsurface Investigation		\$3,123	28	\$12,657	\$12,100	\$557		\$15,781
Task 5-C Transmission Main Cadastral		\$1,152	12	\$2,093	\$2,000	\$93		\$3,245
<b>TOTAL</b>		\$122,182	1,269	\$49,353	\$44,950	\$4,403		\$171,535

Note:



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2010.05.26 – 67**  
Resolution Re: Request to Reprogram CIP Funds from High School Roof  
Project to High School Addition Masonry Replacement

WHEREAS: Water infiltration issues at Dover High School require additional remedial work to increase the functionality of the building, and

WHEREAS: Monies are available from a related capital project to complete the work; and

WHEREAS: In May 2010, the Dover School Board approved a request seeking to reprogram unexpended bond proceeds from the High School Roof Project to High School Addition Masonry Replacement Project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:  
The City Council approves reprogramming unexpended bond proceeds in an amount of \$120,000.00 from the High School Roof Replacement Project to the High School Addition Masonry Replacement.

Account	Description	Available Balance	Adjustment	Adjusted Balance
4009.1.600.46900.4725.07101.09.000.(	Dover High School Bldg Improvements	121,842	(120,000)	1,842
4009.1.600.46900.4725.07111.09.000.(	School Facility Improvements	0	120,000	120,000

### 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

**In accordance with NH Municipal Finance Act, RSA33 and City Charter Provisions C6-6 and C6-14 a PUBLIC HEARING IS REQUIRED for this resolution and must be approved by a 2/3 majority vote of the city council. To Be Referred to Public Hearing.**

Document Created by: SAU  
Document Posted on: May 21, 2010

R 2010.05.26 Request to Reprogram CIP Funds from High  
School Roof Project to High School Addition Masonry  
Replacement

Page 1 of 3  
13.B.3.





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2010.05.26 – 67**  
Resolution Re: Request to Reprogram CIP Funds from High School Roof  
Project to High School Addition Masonry Replacement

### RESOLUTION BACKGROUND MATERIAL:

During the summer of 2002, the District established a Joint Building Committee to oversee an eight-room addition at the Dover High School. Through a competitive bid process, the Committee entered into a contract for design/build services with Whitcher Builders, Inc. to perform the work. Whitcher Builders, Inc. retained the services of Steven McHenry and Civil Consultants as the architects and designers for the project.

The project was successfully overseen by the Joint Building Committee. It was deemed to have been completed in 2003, and subsequently a certificate of occupancy was issued. In December 2003, water leaking through the windows was reported. Whitcher Builders, Inc. worked with facilities management and performed a series of problem-solving applications at no cost to the District. They committed themselves to resolving the issues, including applying a sealant on the exterior brick and replacing of some of the windows where water was reported to have seeped. The remedies were unsuccessful and there are still water issues.

From December 2003 through the present, the District had independent contractors and architects review the design and workmanship of the addition. In November 2009, the School Board hired forensic architect, Building Envelope Consultants, to determine the exact cause of the water issues, to recommend solutions, and provide an estimated cost to the School Board. The report from Building Envelope Consultants concluded that by 2002-2003 standards, the workmanship and materials used were standard practice. However, by today's design standards, Type "S" mortar is no longer recommended for single faced split block construction.

Building Envelope Consultants recommended installing structural steel angle supports to the existing concrete foundation wall, install a new brick veneer, remove and replace all existing windows, and install new wood window sill and jambs to resolve the water issues. Building Envelope Consultants estimates the cost to be \$300,000.00. In addition, an estimate has been obtained from BWK Construction, Inc. for the amount of \$311,000.00.

Whitcher Builders, Inc. has provided the District with an estimate of \$120,000.00 to perform the work as outlined by Building Envelope Consultants, Inc. Savings generated from the High School Roof Replacement project is needed to fund the repairs. The optimum time-line to get the repairs done is during the summer of 2010.

RESOLUTION

**RE: REQUEST TO REPROGRAM CIP FUNDS FROM HIGH SCHOOL ROOF PROJECT TO HIGH SCHOOL ADDITION MASONRY REPLACEMENT**

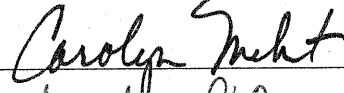
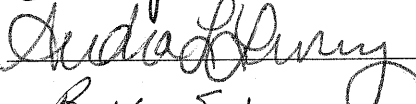

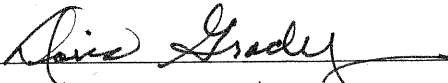
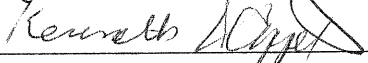
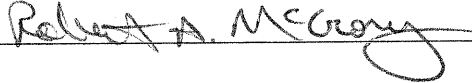
COPY

- WHEREAS:** In the fall of 2002, the District entered into a design/build agreement with Whitcher Builders to construct an eight-room classroom addition at the Dover High School, and
- WHEREAS:** In subsequent years, periodic evidence of water leaking through the structure was found; and
- WHEREAS:** The District has been working with Whitcher Builders and its sub-contractors on a continuous basis to remedy the water leaks and at no cost to the District; and
- WHEREAS:** Because the structure was still experiencing water issues in November 2009, the School Board hired Building Envelope Consultants, a forensic architect, to determine the exact cause of the water issues, to provide solutions, and estimated repair costs; and
- WHEREAS:** It is estimated the overall cost to repair the facility will be in excess of \$300,000.00; and
- WHEREAS:** Whitcher Builders, Inc. has quoted a price of \$100,000.00 to \$120,000.00 to replace the structural steel angle supports, replace all defective windows, and install a new brick veneer; and
- WHEREAS:** A savings was generated from the High School roof replacement project that was successfully completed in the summer of 2008; and
- WHEREAS:** A request for an appropriation in the amount of \$120,000.00 reprogrammed from the High School Roof Replacement Project to the High School Masonry Replacement.

**NOW THEREFORE, BE IT RESOLVED THAT HEREIN IS A FORMAL REQUEST FROM THE DOVER SCHOOL BOARD TO THE MAYOR AND DOVER CITY COUNCIL THAT:**

The City Council approves reprogramming an amount not to exceed \$120,000.00 from the High School Roof Replacement Project to the High School Addition Masonry Replacement.

- SUBMITTED BY:**  
Dr. Carolyn Mebert, Chairperson  
Audra Lurvey, Vice Chairperson  
Beth Setear, Secretary  
Doris Grady  
Dr. Kenneth Appel  
Robert McCrory  
Matt Mayberry

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
\_\_\_\_\_

## BACKGROUND

During the summer of 2002, the District established a Joint Building Committee to oversee an eight-room addition at the Dover High School. Through a competitive bid process, the Committee entered into a contract for design/build services with Whitcher Builders, Inc. to perform the work. Whitcher Builders, Inc. retained the services of Steven McHenry and Civil Consultants as the architects and designers for the project.

The project was successfully overseen by the Joint Building Committee. It was deemed to have been completed in 2003, and subsequently a certificate of occupancy was issued. In December 2003, water leaking through the windows was reported. Whitcher Builders, Inc. worked with facilities management and performed a series of problem-solving applications at no cost to the District. They committed themselves to resolving the issues, including applying a sealant on the exterior brick and replacing of some of the windows where water was reported to have seeped. The remedies were unsuccessful and there are still water issues.

From December 2003 through the present, the District had independent contractors and architects review the design and workmanship of the addition. In November 2009, the School Board hired forensic architect, Building Envelope Consultants, to determine the exact cause of the water issues, to recommend solutions, and provide an estimated cost to the School Board. The report from Building Envelope Consultants concluded that by 2002-2003 standards, the workmanship and materials used were standard practice. However, by today's design standards, Type "S" mortar is no longer recommended for single faced split block construction.

Building Envelope Consultants recommended installing structural steel angle supports to the existing concrete foundation wall, install a new brick veneer, remove and replace all existing windows, and install new wood window sill and jambs to resolve the water issues. Building Envelope Consultants estimates the cost to be \$300,000.00. In addition, an estimate has been obtained from BWK Construction, Inc. for the amount of \$311,000.00.

Whitcher Builders, Inc. has provided the District with an estimate of \$120,000.00 to perform the work as outlined by Building Envelope Consultants, Inc. Savings generated from the High School Roof Replacement project is needed to fund the repairs. The optimum time-line to get the repairs done is during the summer of 2010.

*(End of document)*



May 17, 2010

Dear City of Dover Council Members,

As you continue to struggle with what must extraordinarily difficult budget decisions this year, I would like to start by expressing my empathy for the challenging decisions you are facing. I am quite sure that the city of Dover continues to wrestle with creative ways to balance the competing needs of its constituents. As Head of School at Berwick Academy, I can certainly appreciate the difficulty of such dilemmas surrounding such financial choices. Given that I am not a resident of Dover and therefore unable to speak at your meetings, I thought it might be useful for me to express a few words of support in writing.

Berwick Academy is proud of its relationship with Dover, and in fact we educate a large number of students from your town. Although we clearly exist across a state line, our partnership with your town is critical on so many levels. Beyond our desire to be a resource to the entire Seacoast area, we have certainly benefited from the services offered by your recreation department – in particular your rink and pool facilities. As you know, Berwick has a long lasting partnership with the Dover rink. Our financial investment in that facility is substantial, and we have been grateful for the services that have been afforded to us in recognition of this investment. In recent years, our interest in the Dover pools has been on the rise as well. I am proud to report that our swim program has grown substantially in recent years, in large part based on the addition of some dedicated student-athletes who also happen to be affiliated with the remarkable Seacoast Swimming program. We believe that our swim program supports our mission to educate the whole child in various ways, and we look forward to watching this program grow in the coming years. Beyond our current high school program, we are interested in exploring a Middle School swim option as well, which would perhaps increase our demand for pool time during off-peak hours.

We have been interested observers as the pool issue has risen to the surface in recent months. We approached Gary Bannon a number of months ago in an effort to reach out and say that we would like to be a part of the solution in keeping the pool facilities open in Dover. I have also reached out to Mike Joyal by phone in recent weeks to introduce myself and reiterate our desire to be constructive partners in finding a solution that might benefit all parties. Beyond our swim program, we also have an interest in the outdoor pool as well. Our successful multi-sports camp programming in the summer has recently been joined by a large group of Seacoast United sports campers, all of whom would like to use the pool during the summer hours. It is true that our varsity swim program has struggled to acquire practice time in the winter hours after school, as I know that there are many competing groups craving these times. Our hope is that we might be able to continue to support the pools financially, perhaps in increased ways, in exchange for a reasonable amount of afternoon practice time during our season. We



are open to all conversations and potential solutions in this regard, including sharing the pool during these times. We certainly recognize that we will not be able to have these prime times every single day during our season. Beyond our established partnership with the City of Dover, we have reached out to Mike Parratto as well, hoping that Berwick might also build an even more productive working relationship with the Seacoast Swimming program, an organization for which we have the deepest appreciation and respect.

While I know the issues and decisions are complex, I simply wanted to council to know that we are here to try to be a part of the solution. Our Board of Trustees has made it clear to me that they desire to see the pools remain open next year, and I would be happy to present any potential proposals that may arise to our governing body. At a minimum, you can certainly count on us to be consumers of winter practice times after school and summer swim hours, even if rates are forced to climb. Many of our faculty and staff are also regular users of your pools, so our community is invested in the success of these pools for a broad spectrum of reasons. Berwick Academy certainly hopes that the council will find away to allow these pools to remain open, as we believe strongly that once they are closed, it will be extremely difficult to bring the back.

Thank you for your time, and I want to wish you best of luck as you wrestle with the challenging decisions that lie ahead. Please know that you have a supportive neighbor down the road in South Berwick if we can be of help.

Sincerely yours,



Gregory J. Schneider

Head of School