



CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 08, 2010**
Meeting Time: **7:00pm**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL ATTENDANCE**
5. **PROCLAMATIONS/AWARDS – None**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
 - A. **CHAPTER 170 – UPDATING THE DOVER ZONING ORDINANCE**
SPONSORED BY DEPUTY MAYOR TREFETHEN
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. **November 10, 2010 – Workshop Session – Joint Meeting with Planning Board**
 - B. **November 10, 2010 – Regular Session**
 - C. **November 17, 2010 – Public Meeting held in City Manager's Office.**
 - D. **November 17, 2010 – Special Meeting**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING – None**
 - B. **ORDINANCES IN THE 3rd READING**
 1. **CHAPTER 170 – UPDATING THE DOVER ZONING ORDINANCE**
SPONSORED BY DEPUTY MAYOR TREFETHEN
 - C. **RESOLUTIONS – None**



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13. NEW BUSINESS

A. CONSENT CALENDAR

1. **PARADE – Moms on the Run – Mother’s Day 5K Run/Walk**
2. **RAFFLE – Community Services Employees**
3. **RAFFLE – Dover Children’s Home**
4. **TAG – Dover High School Girls Basketball Booster Club**
5. **TAG – Primetime All Star Boosters – December**
6. **TAG – Primetime All Star Boosters – January**

7. **RESOLUTION: ACCEPTANCE OF DONATION – OUTDOOR BENCH**
SPONSORED BY MAYOR MYERS

8. **RESOLUTION: B10033 CHANGE ORDER 1 - TOLEND ROAD AND WATSON ROAD ENGINEERING SERVICES**
SPONSORED BY MAYOR MYERS BY REQUEST

COMMITTEE REPORTS

- | | |
|--|--|
| 1. School Board | 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 – Media Access |
| 5. McConnell Center Advisory Committee | 11. Legislative Liaison |
| 6. Arts Commission | 12. Pool Advisory Committee |

B. RESOLUTIONS

1. **AUTHORIZING THE CITY MANAGER TO APPLY FOR THE ECONOMIC REVITALIZATION ZONE (ERZ) APPLICATION FOR THE SIXTH STREET SITE AND MAST ROAD SITE**
SPONSORED BY MAYOR MYERS BY REQUEST

2. **RESOLUTION: AMENDMENT OF FY2011 FEE SCHEDULE TO ESTABLISH PARKING METER TOKEN RATES (REQUIRES A 2/3 MAJORITY VOTE) (TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 12, 2010)**
SPONSORED BY MAYOR MYERS BY REQUEST

C. ORDINANCES IN 1ST READING – None

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



CITY MANAGER'S REPORT



DECEMBER 8, 2010

"You get the best out of others when you give the best of yourself."

Harvey Firestone

SUBMITTED BY:

**J. MICHAEL JOYAL, JR.
CITY MANAGER**

**CITY OF
DOVER, NH**

AVAILABLE ONLINE:

WWW.DOVER.NH.GOV

STREETS, WATER, SEWER UPDATES

Utilities: The Water Division completed the annual flushing program during the month of November. The division has completed the first round of winterizing all of the hydrants in the city. The first round consists of pumping the water out of the hydrants in order to check for leaks. The second round of winterization has begun, which ensures the hydrants are dry. If leaks are detected, the hydrants are put on a maintenance repair list to repair or replace necessary parts and are then re-winterized. This process will continue into December. All of the service work (which included tying in services from the main to the curb stop) on Union Street, from Court Street to the Housing Authority driveway, has been completed. The fire hydrant at Highland and Rollins Road was replaced due to damages caused by a private contractor's construction trailer. Crews are currently working on Winston Street to locate the existing water main; this preliminary work is in conjunction with the reconstruction project of the Applevale area, scheduled to occur in 2011.

The Sewer Division experienced a cave-in on the old cement 8 inch main on Ham Street where crews had to temporarily install a 6 inch PVC pipe to replace 70 feet of the main. The city has contracted SUR Construction to begin replacing the main immediately. The main, which is approximately 400 feet, runs from East Street to East Concord Street.

Streets: During the month of November, the Highway Division continued to fill various potholes throughout the city as needed. Crews collected and removed leaves curbside and off catch basins as well as assisting with removal from the cemeteries. Roadside brush cutting was performed in addition to bush trimmings along the sidewalks to prevent damage to the new sidewalk tractors.

A new high-flow frame and grate was installed in front of 16 Durham Road to ease clogging/flooding problems in that area. A new catch basin was also installed at 750 Central Avenue (Central Commons).

Repairs were made to the sidewalks on Central Avenue in front of the Day's Inn. The old concrete, which has risen as a result of overgrown roots, was removed and replaced with new pavement. The hot top in front of 3 Hough Street was overlaid as overgrown roots had also pushed up the pavement, posing in a potential safety hazard.

Cut and patch work was completed on Middle Road as well as the installation of an underdrain between Tuttle Lane and Old Dover Neck Rd. Crushed gravel was set on the shoulders after the roadwork was completed. Gravel was also set around the dirt parking area at the South End Fire Station to fill in the drop-down in preparation for winter. Stone, sand and bank run gravel bins were all restocked and crews worked in the pit mixing gravel for the Union Street Reconstruction project, where new water and gas lines were installed and the area prepped to be repaved. Brox has finished paving for the season and will resume the remaining projects in the spring. Tri-State had also been paving various areas throughout the city and should be finishing next week when the hot top plants close for the season.

Crews attended a snow plow meeting to review the new routes and discuss expectations. Training on the new sidewalk tractors was conducted. The first sand/salt operation of the year occurred on Saturday, November 27th, where wintery conditions caused icy roads. The sand

and salt mixture was stocked and made available again to residents at the Shaw's Lane Ball Field parking lot. Crews cleaned up around the Public Works Facility preparing for winter.

PROGRAMS AT CITY CENTERS/BUREAUS

Investigations/Legal Bureau: During the month of November, 2010, there were 10 letters generated by the Dover Police Special Investigations Unit that were sent to certain licensed liquor establishments in Dover. The letters were a result of analysis of police reports involving overly intoxicated persons. When it is determined where an overly intoxicated person had been over-served, a letter is sent from the police department to the establishment. The letter, along with the police report, is also sent to the NH Liquor Commission's Bureau of Enforcement.

A total of 9 registered sex offenders were processed during the month. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration. It can also include a change of address or other information that must be updated.

Parking Bureau: The Parking Bureau is continuing to collect unpaid parking tickets. One program prohibits residents that owe fines from registering their vehicle in the City Clerk/Tax Collection Office. That program has brought in \$3,270 since its July 1 inception. We have also sent out letters notifying residents of the program and that they should take care of any fines before trying to register a vehicle. These letters have generated \$3,685 in income on their own.

The Parking Bureau has also mailed out letters to two sample towns to learn the effectiveness of a mailing to scofflaws out of our jurisdiction. Although the letters were sent out two weeks ago, there has been only one response to the 107 letters sent.

The cement bases for the Phase II parking meters have been installed and new signs have been ordered. A discounted token program has been recommended by the Parking Commission and will be before the City Council shortly.

The Parking Commission has also recommended that the City enter into an agreement with a collections agency to try to retain unpaid parking fines from violators who live outside the city.

Traffic Bureau: The Police Department's Traffic Bureau resources were used to manage the voter parking logistics at five of the six ward polling places during the November 2 mid-term election. This involved advance deployment of barricades, cones, and signs to ensure frequent turnover in parking proximate to each of the facilities.

The Police Department assisted Garrison City Broadcasting in coordinating the Caring and Sharing Food Drive at the Hannaford Plaza between November 4 and 8, by providing equipment and covering parking signs to accommodate the bus.

On November 8, Sgt. Speidel and other members of the city's Traffic Signal Management Team attended a meeting at the NH Department of Transportation facility in Concord to clarify maintenance and equipment agreements. The work group is headed by the city's contractor, Sebago Technics, and is attempting to improve Dover's overall signal coordination, beginning with the Weeks Crossing suite of intersections.

On November 10, Sgt. Speidel provided child passenger seat inspection services at the 4th annual Mom and Baby Wellness Sampler event at the ChildLight Yoga Studio in downtown Dover. New and expectant mothers were provided access to child seat inspections and other passenger safety resources through Sgt. Speidel, who recently attended a course for certification as a Child Passenger Safety Technician. He now serves as a resource for the community in performing child passenger safety checkups, either individually by appointment or at organized community events. New parents, grandparents or other citizens who transport young children may contact the Police Department to make an appointment for a free child safety seat inspection of their vehicle.

On November 22, Sgt. Speidel and other agency command staff attended the Governor's Safe Family Holiday Luncheon in Concord sponsored by the NH Highway Safety Agency. Governor Lynch addressed the group, consisting of law enforcement, legislators, and other public safety professionals. The luncheon meeting was a variation of the annual Drunk, Drugged and Driving Awareness event to review and coordinate statewide efforts to target DUI and other motor vehicle violations during the holiday season.

The Traffic Bureau was responsible for many of the logistical considerations for the city's annual Holiday Parade on November 28. The Bureau worked closely with staff and volunteers from St. Mary Academy in their second year organizing the parade. The Police Department coordinated the temporary suspension of freight train service at the Dover grade crossings, the advance posting of on-street parking restrictions, and the implementation of personnel and equipment to facilitate the street closure and traffic detours.

Patrol: On November 12, the Dover Police Department participated in a joint initiative with New Hampshire State Police dubbed "Operation Safe Commute". This program is a traffic enforcement initiative targeting commuter travel in all parts of the state on a specific date and time. The goal is collaboration with law enforcement colleagues in each area of the state to coordinate efforts and target aggressive driving violations that cause accidents and dangerous incidents during commuting hours. Many of the police Command Staff, including Chief Colarusso, Captain Raiche, Captain Terlemezian, Lieutenant Breault, and Sergeant Dolleman, jumped into marked police cruisers and patrolled the streets of Dover for aggressive drivers. Nearly 50 vehicles were stopped during the two hour program, and the state-wide initiative was considered a great success.

On November 18, Captain Raiche attended a Safety Overview at the Turnkey Recycling and Environmental Enterprise site. First Responders from the area, including the Chiefs of the Rochester Police and Fire Departments, and the Barrington Police and Fire Departments, also attended. Discussion points were designed to identify access points to the site, an overview of Waste Management's Safety Training Program, and an overview of the different Operating Units at the site.

Diversion Program: The Diversion Committee met on Thursday, November 18, 2010 to review three current cases. The Diversion Committee released two members, who successfully completed their Diversion contract.

As of this report, there are three active members in the Dover Diversion Program. The next meeting is scheduled for Thursday, December 16, 2010.

There were no new cases awaiting the December 16, 2010 meeting. Any new cases will be reviewed at that meeting date, or a date determined by the committee.

Dover Housing Authority: During the month of November, Officer Joslin continued teaching DARE to at least thirty 5th grade students.

On November 8th, he participated in safety meetings with the residents at the St. John's Apartments, Bois Terrace, Union Street and Union Court.

On November 24, Officer Joslin participated in the holiday luncheon at Blue Latitudes with some of the residents of the Dover Housing Authority. He helped by driving the residents to and from the restaurant.

On November 28th, Officer Joslin participated with the residents and staff of the Dover Housing Authority in the annual Dover Holiday Parade. He had worked with Mark Leno, the Resident Service Coordinator for the DHA, and the DHA residents to plan and construct the float. The float won first place in the Civic Category.

During the month of November the Seymour Osman Community Center (SOCC) concluded its first eight week session of after school programming and began the second session. The first session ended successfully and came as a welcome change to the students. The second session includes programming topics like; crazy cardio, team building, basketball and world traveler.

The basketball program continues to meet developing the skills of the students and preparing them for upcoming games against the Rochester Youth Safe Haven (RYSH) and the Somersworth 21st Century Program. The first game was played on November 29th in Somersworth against their 21st Century Program. The SYSH won the first game 33-26.

On the 23rd, the SOCC held its annual Thanksgiving feast. The event is open to all members of the community and their families. The attendance this year was just as good as in years past drawing roughly 200 attendees. The leftover food was also donated to My Friends Place on Washington Street in Dover.

The community breakfast was held on the 20th and was well attended by members of the community.

The SOCC attendance has been averaging 19 students per day.

Community Service Program: The Community Service program tracked 18 active participants in the month of November. Of the 18 juveniles in the program 6 participated during the month of November. A total of 25.5 hours of community service work was completed with one member completing their obligation during the month. So far in 2010, 378 hours of community service has been completed and 17 members finished their court ordered hours.

Most of the community service work was in the form of trash pickup in the downtown area.

Police Explorer Program: Officer Lilyestrom led a meeting focused on law enforcement situations and what the explorers felt would be an appropriate response. The scenarios covered a wide array of topics from investigating noise complaints to the importance of a thorough search of prisoners. Many of the scenarios simply involved “taking a report” and this allowed the explorers to practice their communication skills on each other as they would question their peers after the situation concluded.

A second meeting was led by the Assistant Advisor, Detective Edward Pike. Det. Pike gave a presentation on his role in the Juvenile Justice System from his experience as the Dover High School Resource Officer and his current assignment as the Dover PD Juvenile Detective.

The Explorer Post attended the annual Daniel Webster Council Exploring Division Awards Banquet which is held at Police Standards and Training in Concord, NH on November 6th.

The Explorers also assisted with the annual City of Dover Holiday Parade on November 28th where they were responsible for secondary road closures along the parade route.

The Explorer Post currently has six Explorers and there are 3 background checks in progress.

Dover Coalition for Youth: The Coalition submitted its semiannual Programmatic Report for the Drug Free Communities Grant.

Updates continue to be made on www.DoverYouth.com for both the Coalition and Youth to Youth.

The Dover Survey Committee met and agreed to recommend the implementation of the federal Youth Risk Behavior Survey. This survey will meet the reporting requirements of the Drug Free Communities Grant and allow for us to compare data to the state and region.

The Tip of the Month was continued in November and highlighted marketing of prescription drugs and the need to talk to teens. The newsletter was sent out to 95 local parents and other adults in the community.

The Coalition once again hosted Alcohol Server Training. The training attracted nearly 40 local alcohol servers and taught them about liquor laws and how to reduce risks around alcohol.

Vicki Hebert met with the Dover Chamber of Commerce on November 19th to discuss Dover Night Out. Initial planning and outreach for the event has started.

The Coalition nominated Youth to Youth member Abby Martinen for the annual Community Anti Drug Coalitions of America Outstanding Youth Leader Award. Abby has been a 5 year member of Youth to Youth and assisted with a variety of Coalition activities. The Coalition will find out the results of the award sometime in December and if she wins she will be recognized in Washington DC in February.

Youth to Youth: In November, Dover Youth to Youth continued to assist similar local youth groups that have started with Dover’s guidance. As the other Youth to Youth groups have become more established and independent, their students have been able to collaborate with Dover members on joint projects and ideas. Dover and Farmington Y2Y members conducted a presentation at Farmington Middle School on November 5th. Somersworth Youth to Youth members helped Dover students present four workshops at a conference in Vermont on

November 22nd and both programs collaborated on placing informational stickers on alcohol products in local stores.

Dover Youth to Youth has applied for a grant for \$30,000 from the US Substance Abuse & Mental Health Administration to pay the cost of evaluating the impact of Dover's program. The funds can be used to hire professional evaluators who would then be charged with coordinating the collection of data and designing the measures of what makes the program effective. The federal government conducts this program to try and expand the number of programs that are scientifically shown to be effective at dealing with substance abuse. Dover Youth to Youth was one of only 51 programs in the US that were even allowed to apply this year. The process for demonstrating effectiveness is lengthy. Programs that are successful are placed on a list that is available to others all across the country.

Dover Youth to Youth will be conducting its 4th Annual Santa's Castle on December 11, 12 & 18. Visitors to the Castle go through a series of Christmas themed rooms and activities that culminates in a visit with Santa. The event is targeted at youth up to 7 years old, although visitors of all ages are welcome. All proceeds support the drug prevention activities of Dover Youth to Youth.

Teen Center: For the month of November 2010 the Teen Center saw a total of 574 participants, on 17 days of programming, which yielded an average of just under 34 participants per day.

Some program highlights for the month of November 2010 included, but were not limited to the following:

TC Special Trip – Teacher Workshop Day Trip – “FUNSPOT ARCADE” (11/5)
TC Snack Special – “Grilled Cheese Sandwiches” (11/9)
TC Music Event – DoverPalooza – “Harvest Moon Show” (11/12)
TC Program Special – “TC Bingo Madness” (11/17)
TC Event Special – “Thanksgiving Dinner @ Blue Latitudes” (11/24)
TC Event Special – “Dover Holiday Parade” (11/28)

The December calendar will be full of fun, interesting events for participants.

Downtown Liaison Unit: The Downtown Liaison Unit handled a variety of calls for service in the downtown area and took enforcement action on numerous traffic and city ordinance violations. A breakdown of the enforcement activity is below:

4 Bicycle violation warnings
1 Motor Vehicle warnings for inspection
17 Crosswalk violation warnings
2 Motor Vehicle assistance calls
2 Trespass warnings

In addition to the above enforcement action which took place over the various patrol shifts during the month, the Downtown Liaison Unit was involved in the following events and appearances.

On November 1st, Officers Caproni and Murch participated in the annual fall qualifications with their duty weapons and they brought two of the horses to the range. This ongoing

training opportunity was utilized to desensitize and familiarize the mounts, Monty and Blackjack, to the sound of gunfire.

On November 5th, Officers Murch and Lilyestrom gave a stables tour for approximately 15 parents/students from the Oyster River Pre-school group.

On November 6th, Officer Caproni and Officer Murch attended the Caring and Sharing Food Drive at Hannaford Supermarket in Dover.

On November 9th, Officers Caproni and Murch conducted a "meet and greet" demonstration to students at Garrison Elementary School. The students enjoyed meeting the horses and learned about the role and history of the Downtown Liaison Unit.

On November 13th, Officer Caproni and Officer Murch joined Chief Colarusso at the grand opening of the Dover Community Trail. On November 14th, the Downtown Liaison Unit conducted a Bowl-a-Thon Fundraiser at Dover Bowl. This event garnered support from many local businesses and families helping to raise almost five thousand dollars. Since the unit relies on donations and fundraisers, all proceeds go to the care of the horses.

On November 15th, Lynn Corrigan and Hodari Keels of Partnership Horse Training continued to donate training sessions. They provided training on correcting nuisance behaviors that horses may exhibit. Lynn is the Training Consultant to the Worcester, MA County Sheriff's Dept. Mounted Unit and works with many Mounted Police Units throughout New England. She has been a guest speaker and demonstrator at Rochester Equine Clinic and a presenter at Equine Affaire in Springfield, MA. Hodari is a Centered Riding Instructor and Mounted Unit Sgt. for the Boston Park Rangers, where he is a horse trainer and riding instructor preparing both Ranger and mount for patrol in Boston.

On November 22nd, the Downtown Liaison Unit continued its community outreach efforts by providing volunteer opportunities for adults and students with disabilities. Officer Caproni conducted orientation training with a new volunteer from Dover High School affiliated with Living Innovations.

On November 24th, Officer Caproni and Officer Murch assisted Chief Colarusso by escorting elderly residents into the Community Thanksgiving meal. Chief Colarusso joined other City Officials and served approximately 300 residents the traditional Thanksgiving meal. Local Social Service agencies selected the residents for the meal that for various reasons, they otherwise would not have had. The event was hosted by Blue Latitudes.

On November 28th, the Downtown Liaison Unit and volunteers participated in the annual City of Dover Holiday Parade. They were joined by the City of Manchester, NH Police Mounted Unit and followed the Dover Police Color Guard at the front of the parade.

The officers assigned to the Downtown Liaison Unit also attended low light firearms training during the month of November.

Animal Control: In November, there were several calls involving dogs including 7 nuisance calls (barking, or loose) and two found animals that were taken to Cochecho Valley Humane Society. Also, two calls involving cats were handled during the month and two fines were assessed.

Another animal call this month was the sighting of a Peregrine Falcon that was in the Orchard Street lot. The Peregrine was most likely migrating through the area. Because the Peregrine is

an endangered species, the ACO contacted NH Fish & Game Department to inform them of the sighting.

ACO Ladisheff is currently working on the 2010 unlicensed dog list, consistently of approximately 200 unlicensed dogs. The ACO first contacts the owners of the unlicensed dogs as a courtesy, and will issue a summons to those that fail to license their dog as required.

In November, there were 55 Calls for Service involving animals.

Strafford County Regional Accident Reconstruction Team: The Strafford County Regional Accident Reconstruction Team was activated on November 25, for a fatal crash on Snell Road in Lee. Lieutenant Beaulieu and Sergeant Collopy of the Dover Police Department assisted in this single vehicle crash in which one of the passengers was killed.

K9: On November 22, K9 Grinko was certified in tracking, obedience, agility and article searches which took place in Windham, Maine. This certification means that Grinko can now be used to search for persons (tracking), whether it's a fleeing suspect, or a missing child or elderly person. Grinko can also be used to search for possible evidence that was discarded after a crime, such as a knife, firearm or other evidence. Grinko still has two certifications to achieve (apprehension and building searches), which are expected to be accomplished in the spring.

On November 30, Grinko was used for the first time in an attempt to track a suspect. On that date, there was a day time robbery of the Silver Street Shell Gas Station and Grinko and Officer Keefe were called out to track the suspect. Grinko was able to obtain a scent but it was lost a short distance from the scene.

Officer Keefe and K9 Norman were called out on two occasions in November. They responded to the area of the Horne Street School parking lot after hours. Norman located some marijuana several yards from a vehicle in the lot and also located other drug paraphernalia with trace amounts of marijuana in it.

Norman was also used to search for a hidden compartment in a vehicle that was seized by detectives. Although no drugs were located during the search of the seized vehicle, the hidden compartment was located.

Communications: Twenty Citizen Attitude and Opinions Surveys were mailed out in November. Two surveys were returned. The respondents were asked to rate the officers and dispatchers in terms of attitude, helpfulness, skills and abilities. Specifically, ratings were as follows:

Dispatcher rating:

Attitude and Helpfulness - 1 Excellent
Skills and Abilities - 1 Excellent

Officer ratings:

Attitude and Helpfulness - 2 Excellent
Skills and Abilities - 1 Excellent & 1 Good

The respondents were asked to rate the overall performance of the Police Department which ended up being rated as excellent.

The month of November is when the Communications Center prepares and mails out over 700 Alarm Renewal Notices to residents and businesses. Every resident and business with an alarm is required to update the information pertaining to their alarm system. The alarm permits expire on December 31. There is a \$10 fee to renew the alarm permits.

Recreation Programs: Sign-ups are ongoing for many basketball leagues. The 18+ Men's Basketball league began games on November 18th. Games are played at the McConnell Center on Sunday mornings and Thursday evenings. The 35+ Men's Basketball League and the 50+ Men's Basketball League wrapped up sign-ups and will begin games the first week of December. Both leagues have 6 teams. The 35+ League will play Monday nights at the McConnell Center and the 50+ league will play Wednesday nights at the McConnell Center. The Seacoast Women's Basketball League began games on December 5th and has 6 teams. They play Sunday afternoons at the McConnell Center.

5th & 6th grade house basketball league held their workout on November 20th at the Garrison Elementary School Gym. There are 6 boy teams and 3 girl teams, and they will play most of their games on Saturday mornings at McConnell, while practicing during the week at the elementary school gyms in the evenings.

Pilates & Body Sculpt classes have continued to be popular as well as the new Tai Chi and Yoga classes. Also added are ballet dance classes, Zumba® classes for adults and Zumbatomic® classes for kids ages 4-7. All have been popular and will begin new sessions in January.

Senior Center Programs: The Dover Community Senior Center (DCSC) continues recurring daily activities of Bingo, Bridge, Cribbage, Duplicate Bridge, Crafts, Poker, Scrabble, Kitty Whist, Pay Me, and Whist.

Senior Book Club sessions, Visiting Nurse visits, Mystery Luncheons all continue to be held on a regular basis. 10 seniors as well as one city councilor attended November's meeting.

The DCSC sponsored a "Festival of Authors" book signing in the Green Bean Cafeteria on November 13. 21 local authors were present to sign their books and the Dover Seniors Artists showcased their work as well. \$265 was raised via raffles, bake sale, and donations. Approximately 150 people attended the event.

On November 19, a Lindt chocolate representative conducted a free chocolate tasting for Senior Center members. Thirty-nine seniors enjoyed the presentation and the opportunity to taste different candies.

Mystery Lunches: 40 attended
Senior Center Monthly Social: 39

Indoor / Outdoor Pool: During the month of November the Indoor Pool saw the end of the fall session of swimming lessons for the public. Home school lessons that take place on Friday afternoons will end at the beginning of December.

The pool has seen its fair share of Therapy swimmers with both Marshwood and Noble school systems using the pool on a weekly basis to account for about 30 swimmers. Hydrofitness class continues to draw about 10 or so participants despite the holiday season. High school swimming has begun with Dover, St. Thomas, Spaulding, Oyster River and Berwick Academy using the pool on a regular basis. The Masters team is still running strong with 25-30 swimmers at every practice.

Seacoast Swimming continues its short course season, coming in every day of the week except Sundays.

Riptide Triathlon has been using the facility for an hour on Sunday nights and will continue to do so through the winter months.

Birthday party reservations are beginning to get busy as the snow approaches; we expect January and February to be very busy on the weekends.

Ice Arena: November has been a busy month at the arena with events such as the High School Alumni Jamboree and The Coca Cola Classic mites and squirts hockey tournament. This tournament brought teams in from Rhode Island up to Auburn, Maine as well as Massachusetts and New Hampshire.

The attendance at the arena has shown some great increases as the winter months kick in and is expected to continue over the next several months.

The adult hockey leagues are all full and approaching the beginning of playoff season for the first session of the winter.

Adult and Youth Stick Practices: 477

Public Library: 55 people attended two adult programs; 72 attended movies; 5 attended "Paws for Reading"; 237 attended storytimes. Total attendance at library programs: 369
179 children made a craft at the "Make-It, Take-It" table.

Seacoast Firefighter Academy: The High School CTC - Seacoast Firefighter Academy continues! All 20 students are doing well and appears to be a great collaborative between the High School, Dover Fire & Rescue, and the various State of NH Agencies that are involved. Planning has started for next year's offering of the program, budget process willing.

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

Dover Public Library's Assistant Director aided the school libraries on 6 occasions with Dovernet automation system tasks.

The Dover Public Library loaned 69 materials to Dover public schools and borrowed 63 volumes from the schools through Dovernet Intraloan System.

In an effort to ensure the city has flawless communications during any and all emergencies, the "Seacoast Amateur/HAM Radio" operators conducted a training exercise from the City's Emergency Operations Center (EOC). This type of preparation ensures emergency management personnel are prepared during a disaster that may hit our great city.

Members of the Fire Department attended the Regional Emergency Planning meeting to discuss public health emergencies that may arise within the city.

The Department of Planning and Community Development met with members of the School Department to discuss the Safe Routes to Schools project that the State of NH operates. In 2009, the City was awarded a grant to upgrade sidewalks, signage and crosswalks in the Woodman Park school district. A plan is being drafted to bring improvements to the remaining eligible schools (Garrison and Horne Street elementary schools, and Dover Middle School).

The Department of Planning and Community Development also continued to work with School Department staff on the use of impact fees and the process involved with defining the amount of students a development might produce.

The Department of Planning and Community Development discussed the recommendation in the Master Plan that the School Department coordinate transportation issues such as sidewalk and crosswalk safety with the Transportation Advisory Commission (TAC) and invited their representative to attend the November TAC meeting and future TAC meetings as necessary.

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

- Picnic Rock
- Cornerstone Commons phase III
- Newington Dover bridge
- Indian Brook/Weeks Crossing traffic lights
- Crosswalk assessments
- Picard Lane
- Bill Dube Ford/Toyota
- Dover Auto World
- 67 Knox Marsh Road
- Gladiola Way

Planning staff worked with the Fire and Rescue Department on the updated Hazardous Mitigation Plan.

Planning Staff attended the Connect Northern New England Economic Scenario session presented by Fairpoint at Pease Tradeport with the Economic Development Director. This session reviewed demographic data available to communities to review impact that development might have on a community. This session was November 12th.

Planning staff worked with land owners of property at the following locations on development or redevelopment opportunities:

- Thornwood Lane/Middle Road
- Sixth Street, between Indian Brook Drive and Venture Drive
- Temple Israel off Sixth Street
- Arch Street residents to discuss rezoning.
- Picard Lane

Ceilo Drive
Central Avenue between Morin Street and Weeks Crossing
54 Old Rochester Road
Chestnut and Lincoln Streets
31 Dover Point Road
Durham Road between Grapevine Drive and the City line.

The Director of Human Resources has started participating in the School District negotiations. She is currently participating in negotiations with the Dover Paraeducators Association. The involved parties have reached a tentative agreement that will be presented to the School Board in December.

PLANNING & ZONING

The Planning Director and the City Planners participated in two web based professional development seminars on planning innovations and development trends. One webinar focused on LEED (Leadership in Energy & Environmental Design) concepts and how to integrate those concepts into regulations. The second focused on time management.

The Planning and Community Development Department met with Michael Wang from Arrow Street Consulting to review opportunities for infill growth and transit orientated development. This meeting was focused on learning new techniques and continuing to educate staff on the methods used by other communities to attract development where infrastructure and other support networks are in place for development.

CITY GROUNDS – FACILITIES & PARKS

During the month of November, the Facility, Grounds and Cemetery Division (FG&C) continued to handle daily requests for service at the City Hall and Police Department offices. The setting of 3 markers was completed in the cemetery this month.

The voting polls were erected for the elections and taken down the next day. Veteran's Day was celebrated at City Hall on November 11th. Christmas wreaths and lights were hung throughout the downtown area and downtown décor streetlight bulbs were changed as needed. The Christmas tree in Henry Law Park was redecorated for the tree lighting ceremony on December 3rd.

Leaf pick up is ongoing in Pine Hill Cemetery. The inmates and community services workers from Strafford County contributed greatly to this effort. Tree work continued along the Community Trail and other areas as needed. Signs were posted at the request of the Planning Department on the Community Trail. The Grand Opening of the trail took place on November 13th.

FG&C is working with the Police Department's Traffic Bureau to install the bases for the updated parking signs on City streets and in the parking lots. Approximately 60 sign bases have been installed for this project. Sign work also continued in the posting of signs for new developments as well as the replacement of existing signs as needed.

Water services at the athletic fields were shut off prepared for winter at Shaw's Lane, Long Hill Park, Sullivan Drive ball field and Woodman Park. Other seasonal services were turned off as well.

The Park Street Park Project was continued with the installation of fencing along the Park Street and East Concord Street sides of the park. The remainder of improvements will take place in the spring.

The new Dog Park at Longhill Park is proving to be very popular with dozens of dogs and their owners visiting daily. The Recreation Department is looking at any ideas for improvement to the dog park from the many visitors and will hold meetings with park users during the winter months.

GENERAL UPDATES

The Dover Fire Department is a leader in the state when it comes to training its personnel. This month was a very busy month for training both on and off duty. Fire Department personnel attended the following programs:

- LGC Emergency Driving Program
- Peer Fitness evaluation Certification Program
- Advance Furnace and Boiler Program Water Rescue Training
- Searching with a Thermal Imager class
- Pumping Evolutions.
- Bed Bug Infestation training

Inspection Services personnel continue to be extremely busy. Despite the fast pace of the office, they were able to attend the following programs to ensure they are informed and up-to-date:

- Health Officer's Enforcement Training
- Bed Bug Training
- N.H. Residential Energy Code Training
- N.H. Commercial Energy Code Training
- Legal Aspects of Code Enforcement Program

The Fire Department secured a grant to assist in the purchase of equipment to upgrade the Channel 22 broadcast equipment.

The Director of Planning and Community Development met with members of PlanNH to discuss public involvement opportunities. The Director also met with interested civic leaders about developing a long range Downtown Master Plan (as outlined in the CIP and Master Plan).

The Community Trail continues to be a focus for the Department of Planning and Community Development. The Department was happy to welcome residents to the grand opening of the urban portion of the trail on November 13th. The event included an official walk to Fisher Street from the Transportation Center. The event also was the City's first zero waste event.

The Planning and Community Development continued to oversee the development of the FY12 - 17 Capital Improvements Program. Planning staff developed an outreach and education components for the CIP, including a web page, Google map, and a video guide for

projects. This video was presented to the City Council and Planning Board on November 10, 2010 and was made available online and on channel 22 in an expanded version. The Planning Board held a Public Hearing on November 16th on the CIP.

Planning staff patrolled the City for illegal signs. These signs were located within the Right of Way, on utility poles or in other hazardous locations. In total, staff collected 73 signs and is working with the owners of the signs to educate them on the correct way to install signage in Dover.

CITY OUTREACH

The 17th Annual Children's Fire Safety Festival, "The Three Little Pigs, A Safety Story, was brought to each of the five elementary schools in Dover. This music filled program was presented to almost 2000 children, kindergarten through fourth grade. This program was sponsored by dozens of local businesses. It was written, produced and performed by volunteers from Dover Fire & Rescue. We are pleased to announce that once again, this program was completely produced through donations from the community. DVD's and CD's of the program are in the process of being duplicated, each child can review the program's safety messages at home or in the car with their parents.

Once again Dover Fire & Rescue personnel volunteered to cook hot food in the parking lot at the Hannaford's on Central Avenue, during WTSN's Caring and Sharing Food Drive to benefit area food banks.

Fire personnel came in off-duty volunteering to give rides on the reserve fire truck to the winners of a school PTA raffle.

Fire personnel volunteered to bring a modern fire engine, as well as Dover's turn of the century hand tub to a public education session for the entire 3rd grade.

Fire personnel volunteered to repair and update Santa's float and to walk in this year's Christmas Parade.

The Department of Planning and Community Development continued to update its blog, face book page and twitter feed to communicate with the public. Planning staff has also participated in the Video Dover Downloads providing information to the public. This month's video Dover Download focused on the CIP and Community Trail grand opening.

During the month of November, four (4) blog posts were drafted, including one on the Capital Improvement's Program, one on community investment, one on October's staff report, and one on the zoning amendments before the City Council.

Finally, this month the Department of Planning and Community Development sent out 10 letters to new homeowners congratulating them on their purchase, as well as informing them of the current zoning for their property and alerting them to the various methods the department uses to inform and update the public..

The Dover Public Library has 247 Twitter followers and 412 Facebook fans and uses these avenues as a means to broadcast information.

NEIGHBORHOODS / GROUP UPDATES

The Director of Planning and Community Development met with Jeff Taylor and Associates to discuss the final piece of the Willand Pond outreach and education project. This piece includes developing a stormwater guidebook to educate the residents of the area to the innovative, and in some cases low cost ways, homeowners can reduce their contribution to stormwater displacement.

The Willand Pond Ad-hoc Committee met on November 23rd to discuss the progress of the well project overseen by Community Services as well as the report being generated by Emery and Garrett.

ENERGY EFFICIENCY

The Planning staff is investigating using the recently begun Energy Technical Assistance and Planning for New Hampshire Communities program administered by the Office of Energy and Planning. This program will allow Dover to rely on outside experts to assist in a review of regulations to determine if Dover's code encourages, discourages or does not affect energy efficiency opportunities by homeowners.

Dover's Energy Advisory Commission hosted a Button Up NH workshop on November 15th. This workshop invited residents to come and learn how they could effectively improve the energy efficiency of their homes. Planning staff attended the workshop, as did members of the DEAC.

The City met with Johnson Controls and ADI to review the size of the blowers and the cost difference for the WWTP. Johnson Controls will be modifying their design submittal for the NH Department of Environmental Services and the City will review before the design is sent to the State.

The last transformer was changed out at the McConnell Center. The Energy Efficiency and Conservation Block Grant (EECBG) Program lighting project is nearing completion in the McConnell Center as well. A change order was signed for a new water tower at the Arena. This was holding up installation of the new transformers due to the location of the old tower overflow tank and its proximity to the transformer.

ACKNOWLEDGEMENTS & EVENTS

The Friends of the Library's annual booksale ended November 13 and netted \$5600 in proceeds. Funds to be used for museum passes, equipment purchases and programming costs.

An engraved granite memorial bench was installed on library front lawn by Friends of NJM.

Capital Improvement Projects Update

Community Services Department

November, 2010

STREET IMPROVEMENTS

Current: Brox Industries has completed paving for this season and will resume in the spring.

Previous: Work has been ongoing throughout the city in preparation for paving. Projects such as drainage and water repairs have been completed for paving that will begin after Labor Day.

SIDEWALK IMPROVEMENTS

Current: Santorelli has shut down for the winter. Curbing is planned to be installed on Union St and Woodman before snow.

Previous: Work has finished on Third St and Grove St and will start on Union St.

COCHECHO RIVER DREDGING

Current: Dredging has been proceeding well and is on schedule to be completed by the end of December.

Previous: Dredging began on October 25 and is anticipated to be completed on December 31.

TOLEND LANDFILL REMEDIATION

Current: Construction has begun on Phase I of the approved remedy. The perimeter ditch is being excavated where necessary and backfilled. The backfilled ditch will provide the necessary access to install and maintain the proposed extraction wells and onsite conveyance system. The construction of the extraction system (Phase II) will commence early in 2011. The preliminary plans of the sewer force main which will carry the extracted water to the existing City sewer line are under review. The sewer line will be constructed next spring.

Previous: The 100% Design Report for the Source Control remedy was submitted on September 24 to EPA and NHDES. The report was approved by EPA on September 30th. Construction of the remedy will begin this fall and continue next spring and summer.

RIVER ST PUMP STATION UPGRADE

Current: All equipment has been installed and start-up is ongoing. The final completion date for the project is December 3rd.

Previous: Project is temporarily on hold while waiting for equipment deliveries.

WASHINGTON ST BRIDGE TO RIVER ST

Current: The project is complete and final paperwork is being generated.

Previous: The bridge is substantially complete and open and the contractor is working on punchlist items.

WALLINGFORD ST, PAUL ST, HENRY LAW AVE RECONSTRUCTION

Current: The base pavement and curbing has been installed and the sidewalks are being installed. They will shut down for the winter after the sidewalks are done.

Previous: All utilities have been installed. The road gravels have been installed and base paving will be done the second week of November.

RE-ESTABLISHMENT OF WILLAND POND WELL

Current: The long term pump test concluded on October 21st. Water levels in the monitoring wells are being tracked for 30 days after the pumping stopped. Emery and Garrett the consultant on the project is analyzing the data, and updating the groundwater computer model with the new data. Additionally an 8 inch test well is scheduled to be installed in December which could potentially be a second production well.

A report is expected to be completed and submitted in February which will give a summary of the pump test and the results provided by the model as to the capacity of the aquifer to provide sufficient drinking water for the City of Dover and ability to regulate the water level of Willand Pond.

Previous: The Long Term pump test which began on July 22nd has operated continuously for more than a month. The water level at Willand Pond has continued to go down at a steady rate over the summer and appears to have accelerated when the pump test began. Data will be collected through out the 90 day test that will give the City the information needed to determine the suitability of the well for use as a water supply once again.

STORMWATER UTILITY FEASIBILITY STUDY

Current: The Stormwater Ad Hoc Committee met in October and November to consider alternative funding options for the Dover stormwater programs which are currently funded out of the General fund and alternative methods to assess fees for a potential stormwater utility. A draft final report is currently under review by the Ad Hoc Committee and will be discussed at the next meeting scheduled for December 13th.

Previous: The AD HOC Stormwater Utility Committee met on September 13th and 27th. The Committee will meet three more times over the next few months in the process of completing the feasibility study which will look at alternative funding options for the stormwater program including the establishment of a Stormwater Utility. The next meeting is scheduled for October 11th.

Total Permits Issued: November 2010

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
10-212	CITY OF DOVER	30	SAINT THOMAS STREET	RENO. MEDIA CENTER, STE. 302, 305, 30	C	9	57	0	0
10-335	HANNAFORD SUPERMARKETS	30	GRAPEVINE DRIVE	CONST./INSTALL A DRIVE-UP CALL BOX c		H	4-3	25000	275
10-339	LIBERTY MUTUAL	100	LIBERTY WAY	INT. RENOVATIONS OF CAFETERIA	C	E	24	81000	835
10-343	NH DOT	400	DOVER POINT ROAD	DEMO. VACANT RETAIL/COMM. BLDG.	C	8	47	0	50
10-310	HIREL SYSTEMS	140	CROSBY ROAD	CONST./INSTALL A CONCRETE PAD & F	I	G	16	4000	65
10-116	PICNIC ROCK PARTNERS	3	WALT COLBY DRIVE	CONST. A SNGL FMLY DWLNG W/ATT. G	R	16	20-5	140000	1425
10-278	PRATT	43	FIFTH STREET	CONST. SIDE PORCH ADDITION	R	31	90	18000	205
10-291	GROSSMAN	37	MILL STREET	CONST. FRONT PORCH & EGRESS BALC	R	16	36A	1600	45
10-312	BELL	25	PROSPECT STREET	CNVRT FROM 2 TO SINGLE FAMLY DWL	R	10	O5	2000	45
10-313	HERON BAY PARTNERS	9	CIELO DRIVE	CONST. SNGL FMLY DWLNG W/ATT. GR	R	H	4-O-9	120000	1225
10-314	RENNER	46	POLLY ANN TRAILER PARK	INSTALL A PRE-MANUFACTURED DWEL	R	M	47-L	56000	585
10-315	GRAYSTONE BUILDERS INC.	5	BEACON CIRCLE	CONST. A SNGL FMLY DWLNG W/ATT. G	R	21	5-2	146000	1485
10-316	CLOUTIER	11	SHADY LANE	CONST. A SIDE SHED ROOF/CARPORT A	R	1007	K0000	1000	35
10-319	FLETCHER	520	SIXTH STREET	RENO./REMODEL THE KITCHEN	R	B	4-E	10000	125
10-320	GENO	129	BACK RIVER ROAD	CONST. A REAR DORMER ADDITION, A	R	I	45-A	5000	75
10-321	YOUNG	23	OAK HILL DRIVE	CONST. A ONE STORY 3 SEASON ROOM	R	36	25K	13000	155
10-322	HACKETT	43	SAMUEL HANSON AVENUE	STORAGE SHED	R	21	26-27	3500	65
10-323	HALLDORSON	56	SUMMER STREET	REPLACE STAIRWAY & LANDING, NEW	R	12	100	6500	95
10-324	RONALD PFEIFFER	72	BELKNAP STREET	DEMOLISH AN DETACHED GARAGE	R	12	83	0	50
10-326	CHEESEMAN	10	BROOKMOOR ROAD	RMV. & RPLC./CONST. A SIDE DECK AD	R	I	22	4000	65
10-327	DOVER NARROWS, LLC	45	WISTERIA DRIVE	CONST. A SNGL FMLY DWLNG 2/ATT. G	R	N	8-3-5	215000	2175
10-330	PATENAUDE	42	MALLARD LANE	FNSH 2ND FLR OF DET. GRGE, ADD. LIVI	R	N	20-4	9000	110

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
10-331	ATKINS	86	REDDEN STREET	REPAIR A SETTLING FOUNDATION	R	29	56	13500	165
10-333	PICNIC RIVER PARTNERS OF D	6	WALT COLBY DRIVE	CONST. A SNGL FMLY DWLLNG W/ATT.	R	16	20-3	144000	1465
10-341	HARRISON	11	ARLINGTON DRIVE	REAR DECK ADDITION	R	F	18F-1	13000	155
10-344	NH DOT	428	DOVER POINT ROAD	DEMO. A SINGLE FAMILIY DWELLING	R	8	38B	0	50
10-345	NH DOT	430	DOVER POINT ROAD	DEMO. A DETACHED BARN	R	8	29	0	50
10-346	CASSELBERRY	21	TENNYSON AVENUE	CONST./INSTL A STORAGE SHED	R	21	65	4000	65

Total Permits Issued: 28

Total Construction Value: \$1,035,100.00

Total Fees Collected: \$11,140.00

Type of Permits Issued		Certificate of Occupancy's	
Apartment dwlg units	0	Apartment Units	0
Commercial	0	Commercial	1
Condo Units	0	Condo Units	0
Congregate Care Facility	0	Congregate Care Facility	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Duplex Unit	0	Duplex Unit	0
Industrial	0	Industrial	0
Multi Family	0	Renovations	5
Manufactured Dwlg	1	Manufactured Dwlg	0
Single Family Dwelling	5	Single Family Dwellings	6
		Total	13

PROJECTS BEFORE DOVER PLANNING BOARD

ID	NAME	LOCATION		Total Units	Units Built*	Units left	SCRD DATE	DATE OF PB APPROVAL **	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	ESTIMATED E STUDENTS	BENCHMARK
	Code	H = Homes	A = Apts.	C = Condos										
	Apartments:													
A	Tamarack at Dover	Old Rochester Rd	C	11	11	0		2/22/2005	P04-62	A		2/22/2009	0	Magnolia Dr
	New Meadows Inc	Knox Marsh Rd	A	120	0	120			P04-04	H	35C			
	PRPC	Mast Road Extenstion	H/C	18	0	18			P04-46	I	3			
	Captial Dr	Washington St	H/C	7	7	0			P04-31	10	41			
	Harvest Dr	Dover Point Rd	H/C	7	7	0			P05-??	K	22			
	Total: Multi-family			163	25	138								
	Subdivisions:													
	Ayer	McKone Ln	H	3	0	3		6/5/2003	P02-67	N	18	6/5/2007		
	Ayer	Falcon Dr	H	5	2	3		2/22/2005	P04-61	N	21	2/22/2009		
	Business Partners Inc	Seaborn Dr.	H	8	8	0		4/11/2003	P02-66	J	2	4/11/2007		
	Captains Landing	Dover Neck Rd.	H	25	24	1	4/21/1999	9/8/1998	P98-37	M	76	4/21/2003		
	Changing Plances	Columbus Ave.	H	20	0	20		8/24/2004	P03-68	G	25/26	8/24/2008		
B	Cornerstone Crossing III	Conerstone Dr	H	18	0	18		7/8/2003	P02-26	B	18	7/8/2007	7.6	Cornerstone
	Emerald Woods	Emerald Ln	H	25	6	19		9/28/2004	P02-01	F	27	9/28/2008		
	Emerald Woods II	Emerald Ln/Viridian Ln	H	37	0	37			P05-10	F	15	0/00/2009		
	Ezra Green's Farm	Littleworth Rd.	H	46	46	0	8/23/2000	6/13/2000	P99-54	F	23A	6/13/2004		
	Goldberg/Tolend Rd Prop.	Columbus Ave/Tolend	H	72	0	72		7/24/2005	P04-36	G	24	7/24/2009		
C	Havenwood Farm at Alden	Boxwood/Wildewood	H	32	0	32		11/23/2004	P04-42	B	21	11/23/2008	16.22	Alden Woods
	Henny	Piscataqua Rd	H	4	4	0		5/7/2003	P03-11	I	128	5/7/2007		
	Krupp	Henry Law Ave.	H	8	8	0		5/25/2004	P04-07	22	41	5/25/2008		
	Lionheart	Littleworth Rd.	H	4	1	3		2/24/2004	P04	G	28-1	2/24/2008		
D	Mccallion	Old Rochester Rd	H	7	0	7		11/??/2005	P05-??	A	32	11/??/2009	1.16	Adler Ln
	Mathes Hill III	Danielle/Spruce Lanes	H	21	20	1	11/5/1999	8/10/1999	P99-31	I	49	11/5/2003		
	Meadow Wood at Dover	Middle Road	H	49	49	0	3/31/2000	11/23/1999	P99-15	K	18	3/31/2004		
	High Point Village	Dover Point Rd	H	13	1	12			P04-60	K	34			
E	Parson's Lane	off Varney	H	7	6	1	8/8/1996	5/9/1995	P95-14	A	36		0.16	Parsons
	River Cove	Back Road	H	6	4	2	8/9/2002	8/8/2002	P02-09	N	20	8/8/2006		
	The Woodlands	Woodland Rd	H	12	12	0		10/7/2003	P03-20	17	95F	10/7/2007		
F	Three Rivers Farm	Three Rivers Farm Rd.	H	6	3	3	4/13/1999	6/9/1999	P99-13	N	2,3,4B,4A	6/9/2003	0.11	Three Rivers
	Waldron Falls	Watson Rd	H	10	0	10		1/11/2005	P04-59	E	37	1/11/2009		
	Weeden	Garrison Rd	H	4	2	2		6/22/2004	P04-25	I	1P	6/22/2008		
G	StoneCroft	Carriage Hill Ln	H	11	0	11				A	16		0.34	Country Estates
H	Westcot/Saunders	Picard Ln	H	17	0	17		11/9/2004	P04-37	A	19	11/9/2008	0.53	Country Estates
	Whittier Hills	Whittier St/Cassily Dr	H	14	6	8		1/30/2004	P03-48	E	69	1/30/2008		
I	Woods	Wysteria Dr	H	5	0	5				N	8-3		0.15	Country Estates
	Total: Single Family			489	202	287								
	TOTAL APPROVED UNITS			652	227	425							26.27	

PROJECTS BEFORE DOVER PLANNING BOARD

NAME	LOCATION		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes	A = Apts.	C = Condos											
Multi-Family:														
Market Square Condominiums	46 Dover Point Road	C	6	6	0	5/29/2009	5/12/2009		P09-08	K	23	5/29/2013	G	1.98
Paolini	54 Dover Point Road	C	12	5	7		7/22/2008		P08-15	K	20		G	3.96
Cedar Cove	Regent Dr	A	62	62	0	5/29/2008	4/22/2008	6/19/2008	P07-64	E	66	5/29/2012	W	20.46
Summit Land	Fifth St	A	8	8	0	4/7/2008	4/22/2008	Site	P08-10	5	16	4/7/2012	H	2.64
Temple Associates	Washington St	A	15	15	0	3/4/2008	10/23/2007	5/14/2008	P06-03	2	14	3/4/2012	W	4.95
Bamford	Third St	A	20	0	20	9/12/2007	8/14/2007	Site	P06-37	6	46	9/12/2011	H	2.2
New Meadows Inc	Knox Marsh Rd	A	120	48	72	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
PRPC	Roseanne Dr	H/C	18	18	0	2/2/2006	9/13/2005	5/23/2006	P04-46	I	3	2/2/2010	G	5.94
Total: Multi-family			123	96	7									34
Subdivisions:														
Labrador Woods	Long Hill Rd	H	9	0	9		5/25/2010		P10-19	A	51-9		H	3.33
Beacon Circle	Henry Law Ave	H	9	7	2	10/13/2010	5/12/2009	11/13/2009	P08-25	21	5	10/13/2013	G	3.33
Hidden Valley Drive	Hidden Valley Dr	H	10	0	10	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.7
Harbor Hills	Shore Rd	H	14	0	14	4/2/2008	10/23/2007		P07-39	L	89G	4/2/2012	G	5.18
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	1	8	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	G	7.4
Long Meadow	Gladiola Way	H	20	20	0	1/30/2008	8/28/2007	2/6/2008	P06-40	A	28	1/30/2012	H	7.4
Picnic Rock	Back River Rd	H	21	6	15	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.77
Schooner Landing	Schooner Dr	H	10	2	8	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Upper Factory Rd	H	15	7	8	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Toland Rd Prop.	Stockland Dr, etc	H	72	10	62	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
Stern Subdivision	Lika Dr	H	3	0	3	3/23/2006	2/28/2006	3/23/2006	P05-71	E	45	3/23/2010	W	1.11
Emerald Woods III	Emerald Ln/Viridian Ln	H	37	0	37	1/31/2006	6/14/2005	2/1/2006	P05-10	F	15	1/31/2010	W	13.69
Narrows at Tidewater Farm	Wysteria Dr	H	5	4	1	12/16/2005	8/9/2005	12/21/2005	P05-38	N	8-3	12/16/2009	G	1.85
Duffy Drive	Middle Rd	H	3	3	0	10/24/2005	10/11/2005	10/25/2005	P05-24	M	101	10/24/2009	G	1.11
StoneCroft	Carriage Hill Ln	H	11	8	3	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	4.07
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	23	9	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.84
Ayer	Falcon Dr	H	5	5	0	5/24/2005	2/22/2005	6/8/2005	P04-61	N	21	5/24/2009	G	1.85
Waldron Falls	Watson Rd	H	10	3	7	3/30/2005	1/11/2005	4/7/2005	P04-59	E	37	3/30/2009	W	6.29
White Tail	Picard Ln	H	17	8	9	1/10/2005	11/10/2004	1/10/2005	P04-47	A	19	1/10/2010	H	6.29
Emerald Woods I & II	Emerald Ln	H	25	19	6	12/6/2004	9/28/2004	12/10/2004	P02-01	F	27	12/6/2008	W	9.25
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.48
Cornerstone Crossing III	Conerstone Dr	H	18	12	6	7/28/2005	4/12/2005	8/1/2005	P05-13	B	18	7/28/2009	H	6.66
Lionheart	Littleworth Rd.	H	4	2	2	2/24/2004	2/24/2004	3/8/2004	P03-66	G	28-1	2/24/2008	W	1.48
Ayer	McKone Ln	H	2	1	1	6/5/2003	6/5/2003	6/5/2003	P02-67	N	18	6/5/2007	G	0.74
Total: Single Family			347	137	210									135
TOTAL APPROVED UNITS			470	233	217									169
Elderly:														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	48	20	28	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Cielo Dr	H	63	21	42	2/20/2007	1/9/2007	2/20/2007	P06-24	H	4	2/20/2011	W	
Dover Retirement Cottages	Back River Rd	C	48	0	48	8/4/2006	2/28/2006	Site	P05-48	I	56	8/4/2010	Living	
Total: Elderly			159	41	118									
APPROVED + ELDERLY			629	274	335									169

PROJECTS CURRENTLY IN THE PIPELINE

NAME	LOCATION		Total Units	Units Built	Units left	SCRD DATE	DATE OF PB APPROVAL	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL
Code	H = Homes	A = Apts.	C = Condos									
Barry Williams	Middle Road	H	13	0	13							
Beacon Circle	Henry Law Ave	H	9	0	9							
<i>Total: Pipeline</i>			22	0	22							
TOTAL UNITS			651	274	357							

* Built or permit issued and unit under construction

** Approved by Planning Board, might not be signed yet.

City of Dover

Bid Solicitation Report

For November 2010

11/30/2010

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No	PO Notes
	Approved By	Fund		Function/Division	
Community Services				Resident Recycling Stickers	
Q11-012	11/03/2010	11/17/2010			
Executive				Perimeter Surveys, Test Borings Environmental and Geo-Technical Analysis for Four (4) City owned Parking Lots	
B11027	11/03/2010	12/15/2010			
Community Services				Henry Law/River St Sewer line cleaning and TV Inspection services REBID	
B11020b	11/03/2010	11/18/2010			
Recreation				Basketball T-shirts	
Q11-015	11/08/2010	11/22/2010			

City of Dover
Bid Solicitation Report
For November 2010

11/30/2010

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No	PO Notes
	Approved By	Fund		Function/Division	
Recreation				Employee Holiday Luncheon	
Q11-014	11/09/2010	11/29/2010			
Finance				Electrical Contractor	
B11028	11/17/2010	12/01/2010			
Community Services				Traffic Signal Repairs/ Maintenance	
B11029	11/17/2010	12/02/2010			
Fire				Concrete Floor and Drain Repairs Broadway Fire	
B11031	11/23/2010	12/07/2010			
Community Services				High Performance Cold and or Hot Patch	
B11030	11/23/2010	12/08/2010			

City of Dover

Bid Solicitation Report

For November 2010

11/30/2010

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No	PO Notes
	Approved By	Fund		Function/Division	
Police				Sale of Police Radios	
B11033	11/23/2010	12/13/2010			
Recreation				McConnell Cent4r Leaking Stain Glass Window Repair	
B11032	11/22/2010	12/20/2010			
Recreation				Senior Center Holiday Luncheon	
Q11-016	11/24/2010	12/02/2010			
Community Services				Cooling Tower Water Treatment	
B11017	11/30/2010	12/21/2010			

Total for

Grand Total All Departments

PO Date	PO No.	Vendor Name	Amount	DAC
11/17/2010	201105159	RAPHEALS ARMY & NAVY	\$5,430.68	Fire and Rescue
11/8/2010	201104806	MCENEANEY SURVEY ASSOC., INC.	\$5,500.00	Community Services Department
11/3/2010	201104669	JOHN HOADLEY AND SONS, INC.	\$5,539.20	Community Services Department
11/2/2010	201104565	JP TOWLE CONSTRUCTION CORP	\$5,630.00	Community Services Department
11/10/2010	201104902	TECOGEN	\$6,046.25	Recreation
11/17/2010	201105155	JP TOWLE CONSTRUCTION CORP	\$6,600.00	Community Services Department
11/8/2010	201104785	EXXON MOBIL FLEET SERVICES	\$6,650.35	Police
11/19/2010	201105234	JP TOWLE CONSTRUCTION CORP	\$7,305.00	Community Services Department
11/4/2010	201104677	PUBLIC SERVICE CO OF NH-CITY	\$7,343.18	City Finance Office
11/29/2010	201105461	PAT LAVOIE	\$7,410.00	Community Services Department
11/10/2010	201104966	EXXON MOBIL FLEET SERVICES	\$7,923.42	Community Services Department
11/30/2010	201105540	PUBLIC SERVICE CO OF NH-CITY	\$8,363.39	City Finance Office
11/30/2010	201105541	SANTA BUCKLEY ENERGY-CITY	\$8,604.65	City Finance Office
11/22/2010	201105385	NEW HAMPSHIRE MAILING SERVICES, INC.	\$9,504.00	City Clerk Tax Collection
11/19/2010	201105288	GEORGE R. ROBERTS COMPANY	\$9,712.00	Community Services Department
11/4/2010	201104676	PUBLIC SERVICE CO OF NH-CITY	\$9,752.38	City Finance Office
11/4/2010	201104685	FISHER AUTO PARTS 451 / FED. AUTO PARTS	\$10,020.65	Community Services Department
11/16/2010	201105025	BAYRING COMMUNICATIONS	\$12,029.86	City Finance Office
11/17/2010	201105156	JP TOWLE CONSTRUCTION CORP	\$13,017.50	Recreation
11/9/2010	201104854	PUBLIC SERVICE CO OF NH-CITY	\$13,607.11	City Finance Office
11/4/2010	201104678	PUBLIC SERVICE CO OF NH-CITY	\$14,627.38	City Finance Office
11/9/2010	201104823	VERDE NA, LLC	\$20,100.02	Community Services Department
11/17/2010	201105104	RESERVE ACCOUNT	\$28,000.00	City Clerk Tax Collection
11/9/2010	201104855	PUBLIC SERVICE CO OF NH-CITY	\$29,364.31	City Finance Office
11/29/2010	201105441	PUBLIC SERVICE CO OF NH-CITY	\$42,670.00	City Finance Office
11/8/2010	201104786	CHARTER ENVIRONMENTAL, INC.	\$142,950.00	Community Services Department
11/30/2010	201105531	DOVER LANDFILL REMEDIAL ACTION TRUST	\$384,120.00	Community Services Department
11/22/2010	201105381	STRAFFORD COUNTY COMMISSIONERS	\$7,033,271.00	City Finance Office

City of Dover

Expenditures of Major Funds November 30, 2010

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	<u>Avail %</u>
EXPENDITURES							
1000 General Fund							
City Council	\$ 345,454	\$ 3,190	\$ 128,601	\$ 216,853	\$ 109,180	\$ 107,672	31.2%
Executive	\$ 781,336	\$ 56,356	\$ 248,706	\$ 532,630	\$ 221,515	\$ 311,115	39.8%
Finance	\$ 1,476,840	\$ 111,947	\$ 613,493	\$ 863,346	\$ 600,666	\$ 262,680	17.8%
Planning	\$ 435,244	\$ 31,698	\$ 174,775	\$ 260,469	\$ 176,159	\$ 84,310	19.4%
Misc General Government	\$ 1,640,041	\$ 20,790	\$ 266,455	\$ 1,373,586	\$ 59,900	\$ 1,313,686	80.1%
Police	\$ 6,389,698	\$ 424,634	\$ 2,503,839	\$ 3,885,859	\$ 2,226,045	\$ 1,659,814	26.0%
Fire & Rescue	\$ 6,370,282	\$ 490,665	\$ 2,759,942	\$ 3,610,340	\$ 2,206,412	\$ 1,403,927	22.0%
Community Service Public Works	\$ 6,548,882	\$ 598,832	\$ 1,985,310	\$ 4,563,572	\$ 1,669,423	\$ 2,894,149	44.2%
Recreation	\$ 2,327,253	\$ 105,621	\$ 767,909	\$ 1,559,344	\$ 381,637	\$ 1,177,708	50.6%
Public Library	\$ 1,070,571	\$ 76,579	\$ 429,527	\$ 641,044	\$ 427,857	\$ 213,187	19.9%
Human Services	\$ 707,225	\$ 59,019	\$ 299,679	\$ 407,546	\$ 113,102	\$ 294,444	41.6%
Debt Service	\$ 10,218,408	\$ -	\$ 933,170	\$ 9,285,238	\$ -	\$ 9,285,238	90.9%
Other Financing Sources/Uses	\$ 245,213	\$ -	\$ -	\$ 245,213	\$ -	\$ 245,213	100.0%
School	\$ 40,796,682	\$ 3,666,895	\$ 13,742,436	\$ 27,054,246	\$ 20,980,227	\$ 6,074,020	14.9%
Intergovernmental	\$ 7,033,271	\$ -	\$ -	\$ 7,033,271	\$ 7,033,271	\$ -	0.0%
Sub-total : 1000 General Fund	\$ 86,386,399	\$ 5,646,224	\$ 24,853,843	\$ 61,532,556	\$ 36,205,393	\$ 25,327,163	29.3%
3320 Residential Solid Waste							
Charges for Services							
Community Service Public Works	\$ 1,106,321	\$ 68,674	\$ 292,272	\$ 814,049	\$ 582,108	\$ 231,941	21.0%
Sub-total : 3320 Residential Solid Waste	\$ 1,106,321	\$ 68,674	\$ 292,272	\$ 814,049	\$ 582,108	\$ 231,941	21.0%
3381 McConnell Center							
Community Service Public Works	\$ -	\$ -	\$ 755	\$ (755)	\$ -	\$ (755)	0.0%
Recreation	\$ 818,525	\$ 19,933	\$ 102,664	\$ 715,861	\$ 60,031	\$ 655,829	80.1%
Sub-total : 3381 McConnell Center	\$ 818,525	\$ 19,933	\$ 103,420	\$ 715,105	\$ 60,031	\$ 655,074	80.0%
5300 Water Fund							
Community Service Public Works	\$ 4,297,381	\$ 111,876	\$ 1,201,463	\$ 3,095,918	\$ 471,730	\$ 2,624,188	61.1%
Sub-total : 5300 Water Fund	\$ 4,297,381	\$ 111,876	\$ 1,201,463	\$ 3,095,918	\$ 471,730	\$ 2,624,188	61.1%
5320 Sewer Fund							
Community Service Public Works	\$ 5,999,235	\$ 142,009	\$ 1,796,103	\$ 4,203,132	\$ 746,713	\$ 3,456,419	57.6%
Sub-total : 5320 Sewer Fund	\$ 5,999,235	\$ 142,009	\$ 1,796,103	\$ 4,203,132	\$ 746,713	\$ 3,456,419	57.6%
Total : EXPENDITURES	\$ 98,607,861	\$ 5,988,717	\$ 28,247,101	\$ 70,360,760	\$ 38,065,976	\$ 32,294,784	32.8%

City of Dover

**Arena - General Fund
Revenue & Expenditure Report**
(Including Arena Debt Service attributed to the General Fund)
November 30, 2010

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	<u>Avail %</u>
Revenue	1,446,367	26,021	333,177	1,113,190	0	1,113,190	77.0
Expenditures	1,103,907	49,994	322,694	781,213	197,393	583,820	52.9
Debt Service							
Principal	228,490	0	0	228,490	0	228,490	100.0
Interest	109,065	0	0	109,065	0	109,065	100.0
	4,904	(23,973)	10,483	(5,579)	(197,393)	191,815	3911.1%

City of Dover

Revenues of Major Funds November 30, 2010

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	<u>Uncollected %</u>
REVENUES							
1000 General Fund							
Taxes	\$ 61,445,202	\$ 972	\$ 1,865,033	\$ 59,580,169	\$ -	\$ 59,580,169	97.0%
Licenses & Permits	\$ 4,094,410	\$ 202,315	\$ 1,527,122	\$ 2,567,288	\$ -	\$ 2,567,288	62.7%
Intergovernmental	\$ 2,013,349	\$ 12,322	\$ 425,640	\$ 1,587,709	\$ -	\$ 1,587,709	78.9%
Charges for Services	\$ 3,179,278	\$ 114,100	\$ 1,057,854	\$ 2,121,424	\$ -	\$ 2,121,424	66.7%
Miscellaneous Revenue	\$ 389,133	\$ 12,955	\$ 117,582	\$ 271,551	\$ -	\$ 271,551	69.8%
Education	\$ 13,211,005	\$ 1,527,226	\$ 4,162,056	\$ 9,048,949	\$ (30)	\$ 9,048,979	68.5%
Operating Transfers In	\$ 297,781	\$ -	\$ 22,658	\$ 275,123	\$ -	\$ 275,123	92.4%
Sub-total : 1000 General Fund	\$ 84,630,158	\$ 1,869,890	\$ 9,177,945	\$ 75,452,213	\$ (30)	\$ 75,452,243	89.2%
3320 Residential Solid Waste							
Charges for Services	\$ 978,526	\$ 15	\$ 297,247	\$ 681,279	\$ -	\$ 681,279	69.6%
Miscellaneous Revenue	\$ -	\$ -	\$ 56	\$ (56)	\$ -	\$ (56)	0.0%
Sub-total : 3320 Residential Solid Waste	\$ 978,526	\$ 15	\$ 297,303	\$ 681,223	\$ -	\$ 681,223	69.6%
3381 McConnell Center							
Miscellaneous Revenue	\$ 732,602	\$ 1,915	\$ 231,141	\$ 501,461	\$ -	\$ 501,461	68.4%
Operating Transfers In	\$ 84,238	\$ -	\$ 43,447	\$ 40,791	\$ -	\$ 40,791	48.4%
Sub-total : 3381 McConnell Center	\$ 816,840	\$ 1,915	\$ 274,588	\$ 542,252	\$ -	\$ 542,252	66.4%
5300 Water Fund							
Charges for Services	\$ 4,220,115	\$ -	\$ 1,429,265	\$ 2,790,850	\$ -	\$ 2,790,850	66.1%
Miscellaneous Revenue	\$ 21,000	\$ 1,907	\$ 11,794	\$ 9,206	\$ -	\$ 9,206	43.8%
Sub-total : 5300 Water Fund	\$ 4,241,115	\$ 1,907	\$ 1,441,059	\$ 2,800,056	\$ -	\$ 2,800,056	66.0%
5320 Sewer Fund							
Intergovernmental	\$ 160,285	\$ -	\$ 63,328	\$ 96,957	\$ -	\$ 96,957	60.5%
Charges for Services	\$ 4,782,325	\$ 1,889	\$ 1,343,597	\$ 3,438,728	\$ -	\$ 3,438,728	71.9%
Miscellaneous Revenue	\$ 32,000	\$ 2,040	\$ 11,830	\$ 20,170	\$ -	\$ 20,170	63.0%
Other Financing Sources	\$ 984,919	\$ -	\$ -	\$ 984,919	\$ -	\$ 984,919	100.0%
Sub-total : 5320 Sewer Fund	\$ 5,959,529	\$ 3,929	\$ 1,418,756	\$ 4,540,773	\$ -	\$ 4,540,773	76.2%
Total : REVENUES	\$ 96,626,168	\$ 1,877,656	\$ 12,609,651	\$ 84,016,517	\$ (30)	\$ 84,016,548	87.0%



CITY OF DOVER

JOINT MEETING CITY COUNCIL AND PLANNING BOARD MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, November 10, 2010**
Meeting Time: **6:00 pm**

CITY COUNCIL PRESENT: Mayor Myers, Deputy Mayor Trefethen, Councilor Carrier, Councilor Cheney, Councilor Garrison, Councilor Hooper, and Councilor Nedelka.

Absent: Councilor Cruikshank and Councilor Weston

PLANNING BOARD MEMBERS PRESENT: Chairperson Ron Cole, Vice-Chairperson Frank Torr, Don Andolina, Marcia Gasses, Linda Merullo, John Swartzendruber.

Alternate Members: Gary Green, John Forget, Lee Skinner.

Ex-officio members: Thomas Clark and Dave White

Also Present: City Manager Joyal, General Legal Counsel, Planning Director Chris Parker, City Clerk Lavertu.

1. CALL TO ORDER

2. CAPITAL IMPROVEMENT PROGRAM (CIP) PRESENTATION

City Manager Joyal went over the handouts containing corrections to the CIP booklet. He asked Planning Director Chris Parker to give an overview of the CIP to the Council and Planning Board.

Mr. Parker played a video detailing actual CIP projects. He said the City's Planning Department page on the website also gives an overview on the CIP projects, and an extended version of the video will also be available.

City Manager Joyal gave an overview of the CIP booklet. He said the Council will be asked to adopt the plan. He said there will also be resolutions brought before the Council to authorize the bonding and the non-debt financing.

Chairperson Cole discussed the \$60 million renovation project for the high school in 2014.

Ms. Merullo asked the Mayor to ask the School Board to look into what the impact would be if it is decided to hold off on the Garrison Elementary School and Dover High School renovations. She asked that the School Board look into a bare bones renovation cost instead of the full \$60 million for the High School.

Mr. Skinner spoke about the additional items added to the CIP that weren't there last year.

Mr. Parker said they were brought forward from the work on the Master Plan.

Mr. Green asked about the Northend Water project.

Community Services Director Steele said the Northend Water project is still expected to cost approximately \$4 million, which includes the construction of a water tower, gravity zone, and a water boosting station.



CITY OF DOVER

JOINT MEETING CITY COUNCIL AND PLANNING BOARD MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, November 10, 2010**
Meeting Time: **6:00 pm**

3. 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.

4. ADJOURNMENT

Mayor Myers moved to adjourn the Joint Meeting at 7:12 pm.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, November 10, 2010**
Meeting Time: **7:00pm**

1. CALL TO ORDER

Mayor Myers called the meeting to order at 7:15 pm.

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Carrier led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Councilor Cruikshank arrived at 7:30 pm.

Absent: Councilor Weston

5. PROCLAMATIONS/AWARDS – None

6. APPROVAL OF AGENDA

Councilor Hooper moved to add the School Board Report; seconded by Councilor Nedelka.

Vote: 7/0.

Councilor Nedelka moved to accept the amended Agenda; seconded by Councilor Carrier.

Vote: 7/0.

7. PUBLIC HEARINGS - None

8. CITIZEN'S FORUM

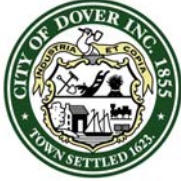
Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

John Scruton, 99 Sixth Street: He spoke about parking and a parking garage. He listed all the parking spaces in a 1/8 mile distance and 1/4 mile distance. He said a parking garage would just increase traffic congestion. He said the City should promote pedestrian traffic, and not a parking garage.

Edward Bleiler, 28 Isaac Lucas Circle: He read his handout to the Council.

John Leggett, 3 Penny Lane: He said he is a member of the Financial Policy Committee, but wasn't speaking on the Committee's behalf. He referred to Item 13.B.1., and urged the Council to wait and see all the policy changes before voting on just this one on street and sidewalk paving.

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, November 10, 2010**
Meeting Time: **7:00pm**

9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted a written report. He discussed the complaints regarding the odor emanating from the Turnkey Landfill. He said it is an isolated situation caused by repairs being completed on the landfill, and should be completed within a few weeks. He acknowledged the volunteers who completed the holiday lights throughout the Downtown. He said the lights will be turned on around Thanksgiving. He said the Supreme Court has made a decision regarding the Manchester case on the tax cap. He said they have determined that a tax cap is not allowed to be incorporated into a municipal charter. He said the City is reviewing this decision and how it will affect Dover. He responded to Citizen's Forum comments regarding HealthTrust's actions. He said they are waiting for the Secretary of State's office to complete their investigation. He also responded to comments about parking, and said the City is conducting its initial investigations into public/private parking.

Councilor Cheney asked for further explanation on the HealthTrust issue.

City Manager Joyal said 1% of the funds collected for health insurance coverage were used to start up a workers' compensation insurance program. He said Dover doesn't receive workers' compensation through HealthTrust, and should not have been paying the extra money. Once the final decision has been made and it has been determined that the City has overpaid, then they will be looking to receive a refund by reducing rates.

Councilor Cheney asked about the \$280,000 received in overtime and which accounts they were drawn from.

City Manager Joyal said he provided that information back in August, and will resend it to Councilor Cheney.

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

Vote: 8/0.

10. APPROVAL OF MINUTES

A. October 27, 2010

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

Councilor Nedelka referred to the Council Matters of Interest regarding the volunteers needed for tax preparation. He moved to change the place to the Public Library and not the Senior Center; seconded by Councilor Garrison.

Vote: 8/0.

Councilor Hooper moved to accept the amended Minutes; seconded by Councilor Garrison.

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, November 10, 2010**
Meeting Time: **7:00pm**

11. MAYOR'S REPORT

Mayor Myers said the Financial Policy Committee continues to meet and has finished a first draft, which will be presented to the Council in a few weeks. He attended the Chowder Festival at Maple Suites. He said Dover Business and Industrial Development Authority (DBIDA) has been meeting and continue their work on economic development in the City. He said they have kicked off their ambassador program. He held his "Coffee with the Mayor" session at Café on the Corner, and thanked all who attended. He thanked the City Clerk, her staff, and all the volunteers for their work on the election. He attended the Three Little Pigs Fire Safety performance. He spoke about the Veterans Day ceremony to be held in the City Hall Auditorium the following morning. He also mentioned the ribbon cutting for the Community Trail kickoff on Saturday at 9:30 am. Deputy Mayor Trefethen moved to accept the Mayor's Report; seconded by Councilor Hooper. Vote: 8/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

- 1. CHAPTER 170 – UPDATING THE DOVER ZONING ORDINANCE
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 8, 2010)
SPONSORED BY DEPUTY MAYOR TREFETHEN**

Deputy Mayor Trefethen moved to refer to a Public Hearing on December 8, 2010; seconded by Councilor Cruikshank.
Vote: 8/0.

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS – None

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. PARADE – Saint Mary Academy**
- 2. RAFFLE – Great Bay Figure Skating Club**
- 3. RAFFLE – Great Bay Figure Skating Club**
- 4. RESOLUTION: HOLIDAY PARADE STREET CLOSURES
SPONSORED BY MAYOR MYERS BY REQUEST**
- 5. RESOLUTION: AWARD OF BLANKET PURCHASE ORDER TO FISHER
AUTOMOTIVE FOR AUTOMOTIVE PARTS AND SUPPLIES
SPONSORED BY MAYOR MYERS BY REQUEST**



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
 Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
 Meeting Date: **Wednesday, November 10, 2010**
 Meeting Time: **7:00pm**

**6. RESOLUTION: AWARD OF BLANKET PURCHASE ORDER TO SULLIVAN TIRE CO. FOR TIRES AND MISCELLANEOUS RELATED SUPPLIES
 SPONSORED BY MAYOR MYERS BY REQUEST**

COMMITTEE REPORTS

- | | |
|--|---|
| 1. School Board | 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 – Media Access |
| 5. McConnell Center Advisory Committee | 11. Legislative Liaison |
| 6. Arts Commission | 12. Pool Advisory Committee |

Mayor Myers asked the Council if they had any items they would like pulled for further discussion.
 Councilor Garrison asked to pull the Pool Advisory Committee Report.
 Councilor Hooper asked to pull the School Board Report.
 Mayor Myers asked for a roll call vote for the remaining items on the Consent Calendar.
 Roll Call Vote: 8/0.

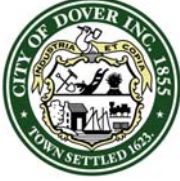
Councilor Hooper gave an overview of her School Board Report.
 Mayor Myers asked for a vote on accepting the School Board Report.
 Vote: 8/0.

Councilor Garrison gave an overview of his Pool Advisory Committee.
 Mayor Myers asked for a vote on accepting the School Board Report.
 Vote: 8/0.

B. RESOLUTIONS

**1. ADOPTION OF STREET AND SIDEWALK PAVEMENT MANAGEMENT POLICY
 SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved for its approval; seconded by Councilor Garrison.
 Mayor Myers discussed the Resolution to the Council. He referred to Mr. Leggett's comments from Citizen's Forum and said the Resolution did not commit to funding.
 Deputy Mayor Trefethen asked what the impact would be if this was delayed for a month.
 City Manager Joyal said there would be no impact.
 Councilor Cheney made a motion to table this Resolution; seconded by Deputy Mayor Trefethen.
 Vote: 3/5; Failed. Deputy Mayor Trefethen, Councilor Carrier, and Councilor Cheney voted in favor.
 Roll Call Vote: 7/1; Passed. Councilor Cheney was opposed.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, November 10, 2010**
Meeting Time: **7:00pm**

2. PROFESSIONAL SERVICES CONTRACT FOR ENVIRONMENTAL CONSULTING SERVICES – PESCHEL CONSULTING, LLC SPONSORED BY MAYOR MYERS BY REQUEST

City Manager Joyal gave an overview of this Resolution.

Councilor Cheney asked if part Mr. Peschel's salary will still be paid from the CIP's Tolend Landfill project.

City Manager Joyal said 25% of his salary is paid from the Tolend Landfill Project.

Councilor Cheney also discussed the 3½ year contract versus the usual one year.

Councilor Garrison said the option to terminate with 90 days written notice without cause makes him more comfortable to accept this contract.

Roll Call Vote: 7/1; Passed. Councilor Cheney was opposed.

C. ORDINANCES IN 1ST READING – None

14. COUNCIL CORRESPONDENCE – None

15. COUNCIL MATTERS OF INTEREST

Councilor Cruikshank spoke about the "Shop Local" campaign being sponsored by the Greater Dover Chamber of Commerce.

Councilor Hooper spoke about the Stormwater Feasibility Committee and asked Councilor Nedelka to give an overview of their work.

Councilor Nedelka gave an overview on the work the Stormwater Feasibility Committee has completed and why the problem has to be addressed.

Councilor Cheney spoke about Councilor Weston's mother passing away. She spoke about the local food drives and the need to donate.

16. ADJOURNMENT

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

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL MINUTES

Meeting Type: Public Meeting
Meeting Location: City Manager's Office - 288 Central Avenue, Dover, NH
03820
Meeting Date: November 17, 2010
Meeting Time: 6:00 PM

Present: Scott Myers, Karen Weston, Catherine Cheney, Robert Carrier, William Garrison, Gina Cruikshank, Dorothea Hooper and Jan Nedelka. Deputy Mayor Dean Trefethen and City Manager Michael Joyal were absent. A quorum was present.

Others present: Christopher Parker, Allan Krans; Superintendent Jean Briggs-Badger; various members of the School Board.

Mayor Myers called the meeting to order at 6:00 PM in the office of the City Manager.

Upon a motion made (Nedelka) and seconded (Cruikshank), the Councilors voted on a roll call vote (9-0) to enter into nonpublic session to discuss the purchase of real estate pursuant to RSA 91-A:3 (II)(d).

The Council recessed to non-public session.

At 6:59 PM, the Council resumed the public meeting. Upon a motion made (Weston) and seconded (Cruikshank) to seal the minutes of the non-public session since divulgence would render the proposed action ineffective, the motion was adopted unanimously and the non-public minutes were sealed.

Upon motion made, seconded and approved unanimously, the Council adjourned at 7:00 PM.

Allan B. Krans
City Attorney
11/18/10



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, November 17, 2010**
Meeting Time: **To follow Joint Fiscal Committee Meeting**

1. CALL TO ORDER

2. MOMENT OF SILENCE

Moment of Silence was held during the previous Joint Fiscal Committee meeting.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was held during the previous Joint Fiscal Committee meeting.

4. ROLL CALL ATTENDANCE

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

Absent: Deputy Mayor Trefethen.

Also Present: Planning Director Parker, City Clerk Lavertu.

5. PUBLIC HEARINGS – None

6. CITIZEN'S FORUM

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

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

7. UNFINISHED BUSINESS – None

8. NEW BUSINESS

A. RESOLUTION: ADOPTION OF FY2012-2017 CAPITAL IMPROVEMENTS PROGRAM (TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 1, 2010) SPONSORED BY MAYOR MYERS BY REQUEST

Councilor Cruikshank moved to refer to a Public Hearing on December 1, 2010; seconded by Councilor Nedelka.

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, November 17, 2010**
Meeting Time: **To follow Joint Fiscal Committee Meeting**

**B. RESOLUTION: APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING (REQUIRES A 2/3 MAJORITY VOTE) (TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 1, 2010, AND TO BE VOTED ON DECEMBER 8, 2010)
SPONSORED BY MAYOR MYERS BY REQUEST**

Councilor Nedelka moved to refer to a Public Hearing on December 1, 2010; seconded by Councilor Cruikshank.

Vote: 8/0.

**C. RESOLUTION: APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS PROGRAM – NON-DEBT FINANCED PROJECTS (REQUIRES A 2/3 MAJORITY VOTE) (TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 1, 2010)
SPONSORED BY MAYOR MYERS BY REQUEST**

Councilor Hooper moved to refer to a Public Hearing on December 1, 2010; seconded by Councilor Cheney.

Vote: 8/0.

9. ADJOURNMENT

Motion to adjourn by all Councilors; seconded by all Councilors.

Vote: 8/0.



CITY OF DOVER

**CITY OF DOVER – ORDINANCE APPROVED BY
PLANNING BOARD ON JUNE 22, 2010**

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 170 of the Code of the City of Dover, entitled Zoning, by updating the code to reflect changes in the community, and in land use regulations.

2. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-3 “Purpose”, by revising as follows:

“This chapter is an element of the Dover Comprehensive Development Plan and is designed to promote the health, safety, ~~moral~~ and the general welfare of Dover's residents by serving to facilitate the adequate provision of transportation, water, sewer, schools, parks and other public requirements; to encourage the maintenance of Dover's economic and aesthetic quality of life; and to encourage the most appropriate use of land throughout the City of Dover.”

3. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-6 “Definitions”, to add new definitions and revise existing definitions to read as follows:

“**ABUTTER** means:

1. Any person whose property is located in New Hampshire and adjoins or is directly across the STREET or stream from the land under consideration.
2. For the purposes of receiving testimony only, and not for purposes of notification, the term "abutter" shall include any person **or entity** who is able to demonstrate that his land will be directly affected by the proposal under consideration.
3. In the case of an abutting property being under a condominium or other collective form of ownership, the term "abutter” means the officers of the collective or association, as defined in RSA 356-B: 3, XXIII. ~~It~~ **Additionally, the individual owners of units within the association, which are located within two hundred (200) feet of the common property line shall be notified only by first class mail.**
4. For purposes of notification and receiving testimony, abutter means all affected towns and the regional planning commission in the case of a development having regional impact, as determined by the Board.
5. **For purposes of notification, abutter ownership information for LOTS located in Dover, shall be obtained through the City’s Tax Assessment Office”**

AND

“**CIVIC BUILDING** means a BUILDING operated by not-for-profit organizations dedicated to arts, culture, ~~religion~~, education, recreation, government, transit, and municipal parking, or for use approved by the legislative body.”



CITY OF DOVER

**CITY OF DOVER – ORDINANCE APPROVED BY
PLANNING BOARD ON JUNE 22, 2010**

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

AND

“CONSERVATION LOT means a LOT created solely for the purpose of land conservation. The CONSERVATION LOT must contain no less than fifty percent (50%) developable uplands, but will have no DEVELOPMENT RIGHTS. The CONSERVATION LOT may be owned by a private, nonprofit organization, which has as its purpose the preservation of OPEN SPACE, or dedicated to a public entity. CONSERVATION LOTS must meet the required minimum LOT size and SETBACKS. CONSERVATION LOTS do not need to meet the minimum FRONTAGE requirements. CONSERVATION LOTS must be created following the regulations outlined in Chapter 155, Subdivision of Land.”

AND

“CUSTOMARY HOME OCCUPATION - An occupation carried on a secondary use in a DWELLING UNIT or accessory BUILDING by the occupant of such unit. For the use of a dwelling or accessory BUILDING in any Residential District for a "home occupation," the following conditions shall apply:

1. "Home occupation" shall include not more than one (1) of the following uses, provided that such uses are clearly incidental and secondary residential purposes; dressmaker, artist, arts and crafts, writer, teacher, provided that not more than eight (8) pupils simultaneously occupy the BUILDING, musician, antique dealer, ~~ha~~**hairdresser**, lawyer, doctor, photographer, dentist, architect, engineer or practitioner of any other profession or similar occupation which may be unobtrusively pursued in a residential area.
2. No more than one (1) nonresident shall be employed therein.
3. The use is carried on strictly by the occupant of the PRINCIPAL BUILDING. **[Amended 08-01-90 by Ord. No. 8-90]**
4. No more than twenty-five percent (25%) of the existing net FLOOR AREA of the principal and any accessory BUILDINGS not to exceed six hundred (600) square feet is devoted to such use.
5. There shall be no display of goods or wares visible from the STREET.
6. No advertising on the premises other than a small ~~non-electric~~ **non-illuminated** SIGN not to exceed two (2) square feet in area and carrying only the occupant's name and his occupation.
7. The BUILDINGS or premises occupied shall not be rendered objectionable or detrimental to the residential character of the NEIGHBORHOOD because of the exterior appearance, traffic emission of odor, gas, smoke, dust, noise, electrical disturbance, **light emissions**, or in any other way. In a MULTI-FAMILY DWELLING, the use shall in no way become objectionable or detrimental to any residential use within the multifamily STRUCTURE.
8. Any such BUILDING shall include no feature of design not customary in BUILDINGS for residential use. ~~Such uses as clinics, bakeries, gift shops, tearooms, tourist homes, massage, animal hospitals, KENNELS~~ **The following uses, by nature of the investment or operation, have a potential to rapidly increase beyond the limits specified above for home occupations and impair the use, value and quiet enjoyment of adjacent residential properties. Therefore, uses such as Retail, Clinic,**



CITY OF DOVER

**CITY OF DOVER – ORDINANCE APPROVED BY
PLANNING BOARD ON JUNE 22, 2010**

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

Landscaping, Freight, Trucking or Shipping, Painting of Vehicles, Trailers and Boats, Restaurants, Caterers or Bakeries, Taxi Service, Tool or Equipment Rental, Veterinary hospital or KENNEL and others of a similar nature shall not be considered as home occupations-

- 9. A minimum of two (2) off-STREET PARKING SPACES shall be provided. All driveways to be used in connection with such occupations shall conform to the city's Driveway Ordinance*.
- 10. Not more than one (1) commercial vehicle in connection with such home occupation shall be stored on the premises.
- 11. A certificate of use for the proposed use is issued by the Zoning Administrator verifying conformance with the preceding standards. **Said certificate shall be renewed annually. [Amended 12-09-09 by Ord. No. 2009-09.09-15]"**

AND

“FARM ANIMALS FOR FAMILY USE means animals commonly raised or kept by a family for non-commercial purposes on a LOT containing a one or two family dwelling. Includes chickens, sheep or goats totaling six (6) or fewer, but does not include roosters.”

AND

“LIVESTOCK, POULTRY AND SWINE means animals that are commonly raised or kept in an agricultural setting, including, but not limited to, chickens, roosters, turkeys, ducks, pigs, sheep, goats, horses, cows, cattle, llamas, emus, ostriches, donkeys, mules, buffalo, bison, alpacas, elk, deer and reindeer; provided, however, that chickens, sheep or goats, totaling six (6) or fewer, shall not be considered to be included.”

4. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-7, Establishment of districts to read as follows:

“A. Districts:

The City of Dover is hereby divided into the following districts:

Residential

- R-40 Rural Residential District
- R-20 Low-Density Residential District
- R-12 Medium-Density Residential District
- RM-SU Suburban Density Multi-residential District
- RM-U Urban Density Multi-residential District

Nonresidential

* **Editor's Note: See Ch. 92, Driveways.**



CITY OF DOVER

**CITY OF DOVER – ORDINANCE APPROVED BY
PLANNING BOARD ON JUNE 22, 2010**

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

- B-1 NEIGHBORHOOD Business District
- B-3 Thoroughfare Business District
- B-4 HOTEL/Retail District
- B-5 ~~Commercial/Retail~~ Gateway District
- I-1 Restricted Industrial District
- I-2 Rural Restricted Industrial District
- I-4 Assembly and Office
- ETP Executive and Technology Park

Mixed -Use

- O Office District
- CBD Central Business District
- CWD Cochecho Waterfront District

Overriding

- CD Conservation District
- URD Urban Renewal District
- RRD Riverfront Residential Overlay District
- GWP Groundwater Protection District
- HWD Hazardous Waste Landfill District
- RCM Residential-Commercial Mixed Use
- SRD Scenic Road Overlay District
- TDR TRANSFER OF DEVELOPMENT RIGHTS
- TEL Telecommunications Facilities
- WPD Wetland Protection District

B. District Purpose Statements:

1) RESIDENTIAL DISTRICTS

The residential districts are intended to provide a wide range of residential units to provide the citizens of Dover with a balance of housing choices, with varying housing types, densities and costs. The goal is to preserve and create city NEIGHBORHOODS that are safe and promote harmonious development.

a) Rural Residential District (R-40)

The purpose of this residential district is to provide for conventional single-family NEIGHBORHOODS in the more rural areas of the city. These areas have larger LOT sizes (1+ acres) and the homes are most likely served by on-site septic systems and wells, but there are some portions of the district that have municipal sewer and water. New subdivisions are designed as OPEN SPACE developments with reduced LOT sizes allowed in return for the permanent preservation of OPEN SPACE. Agriculture and farming are promoted in this district. Some non-residential uses that are compatible with single-family homes are permitted, including churches, hospitals, elementary schools, high schools and CHILD CARE FACILITIES.

b) Low-Density Residential District (R-20)



CITY OF DOVER

CITY OF DOVER – ORDINANCE APPROVED BY PLANNING BOARD ON JUNE 22, 2010

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

The purpose of this residential district is to provide for conventional single-family **NEIGHBORHOODS** on **LOTS** not less than 20,000 square feet. The homes in this district are likely served by municipal sewer and water, but there are some areas that still have on-site septic systems and wells. These districts are located near major roadways. The development of parcels with at least 15 acres can be done as **OPEN SPACE** subdivisions. Agriculture and farming are promoted in this district. Some non-residential uses that are compatible with single-family homes are permitted, including churches, elementary schools, high schools and **CHILD CARE FACILITIES**.

c) **Medium-Density Residential District (R-12)**

The purpose of this residential district is to provide for conventional single-family **NEIGHBORHOODS** on **LOTS** not less than 12,000 square feet. The homes in this district are almost all served by municipal sewer and water. Many of the **NEIGHBORHOODS** surrounding the elementary schools are in this district and have a **SIDEWALK** system that is conducive to children walking to school. The development of parcels with at least five acres can be done as **OPEN SPACE** subdivisions. Some non-residential uses that are compatible with single-family homes are permitted, including churches, elementary schools, high schools, colleges and **CHILD CARE FACILITIES**.

d) **Suburban Density Multi-residential District (RM-SU)**

The purpose of this residential district is to provide an environment suitable for a variety of moderate density housing types, including **SINGLE-FAMILY**, two family, 3-4 family and **MULTI-FAMILY DWELLINGS**. These districts are suburban **NEIGHBORHOODS** located along major roadways outside of the center of the city. The homes in this district are almost all served by municipal sewer and water. Some non-residential uses that are compatible with residences are permitted, including churches, elementary schools, high schools, and **CHILD CARE FACILITIES**.

e) **Urban Density Multi-residential District (RM-U)**

The purpose of this residential district is to provide an environment suitable for a variety of moderate/high density housing types, including **SINGLE-FAMILY**, two family, and 3-4 family dwellings. These districts are urban **NEIGHBORHOODS** located close to the downtown area and contain many historic homes that are built close to the **SIDEWALKS** and **STREETS**. The homes in this district are all served by municipal sewer and water. Some non-residential uses that are compatible with residences are permitted, including churches, funeral parlors, elementary schools, high schools, and **CHILD CARE FACILITIES**.

2) **NONRESIDENTIAL DISTRICTS**

The nonresidential districts are intended to provide suitable areas for commercial, service, retail, office and industrial developments, to provide employment opportunities for citizens of Dover and the region, to enhance property values, and expand the tax base. Development that uses land efficiently and has high quality design is encouraged.

a) **NEIGHBORHOOD Business District (B-1)**



CITY OF DOVER

CITY OF DOVER – ORDINANCE APPROVED BY PLANNING BOARD ON JUNE 22, 2010

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

The purpose of this business district is to provide small sites for commercial use in or near dense residential **NEIGHBORHOODS** without having significant impact upon residential uses. The district encourages traditional small scale retail and service uses that are convenient for the nearby residents. Development is intended to be pedestrian-oriented and compatible with the scale of the residential uses.

b) Thoroughfare Business District (B-3)

The purpose of this business district is to provide an environment that encourages efficient and attractive automobile oriented commercial development along major highways outside of the downtown. The 20,000 square foot minimum **LOT** size encourages moderately sized commercial uses. The district provides economic development opportunities for a mix of land uses, including retail sales, personal services, restaurants, automobile sales, **HOTELS**, offices, banks, and theaters. Other commercial uses and **MULTI-FAMILY DWELLINGS** are allowed by special exception.

c) HOTEL/Retail District (B-4)

The purpose of this business district is to provide an environment that encourages efficient and attractive commercial development on a larger scale along major highways outside of the downtown. The minimum **LOT** size of five acres encourages larger commercial development. The district provides economic development opportunities for a mix of land uses, including retail sales, personal services, restaurants, **HOTELS**, offices, banks, and theaters.

d) Gateway District (B-5)

The purpose of this business district is to provide an environment that encourages efficient and attractive commercial development along major highways that are gateways to the city. The minimum **LOT** size of 20,000 square feet encourages a mix of various sized commercial uses. The district provides economic development opportunities for a mix of land uses, including retail sales, personal services, restaurants, **GAS STATIONS**, automobile sales, **HOTELS**, offices, banks, and theaters.

e) Restricted Industrial District (I-1)

The purpose of this industrial district is to provide appropriate locations for manufacturing, assembly, fabrication, packaging, distribution, storage, warehousing, wholesaling and shipping activities that expand the economic base of the city and provide employment opportunities. These areas tend to be smaller sites closer to the downtown area containing older buildings that have historically been used for industrial and business uses. The smaller minimum **LOT** size of 40,000 square feet also encourages business uses such as **PUBLISHING**, **HOTELS**, **GAS STATIONS**, car sales, offices, and personal services. The close proximity of these areas to older residential **NEIGHBORHOODS** requires careful consideration of impacts on adjacent uses in other districts.

In 2009 the zoning for this district was amended to allow for the redevelopment of this industrial property in a more flexible and context sensitive method. The district



CITY OF DOVER

CITY OF DOVER – ORDINANCE APPROVED BY PLANNING BOARD ON JUNE 22, 2010

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

encourages mixed residential and commercial uses that complement one another and create a sense of community between the mixed uses.

f) **Rural Restricted Industrial District (I-2)**

The purpose of this industrial district is to provide appropriate locations for manufacturing, assembly, fabrication, packaging, distribution, storage, **WAREHOUSING, WHOLESALING** and shipping activities that expand the economic base of the city and provide employment opportunities. This area is the location of one of the first industrial parks in the city, located off Littleworth Road and Knox Marsh Road in a more rural area. The smaller minimum LOT size of 20,000 square feet also encourages business uses such as **PUBLISHING, HOTELS, GAS STATIONS**, restaurants, car sales, offices, and personal services.

g) **Assembly and Office (I-4)**

The purpose of this industrial district is to provide appropriate locations for manufacturing, assembly, fabrication, packaging, distribution, laboratory, testing facility, **WAREHOUSING, WHOLESALING, PUBLISHING** and shipping activities that expand the economic base of the city and provide employment opportunities. These areas are located along major collector roads away from the downtown area. The newest industrial park developed by the city is located in this district. The minimum LOT size in this district is five acres, which encourages larger industrial users.

h) **Executive and Technology Park (ETP)**

The purpose of this executive and technology district is to provide appropriate locations for large-scale high technology, research, professional office, and clean manufacturing uses that need large sites and high aesthetic standards. The general character of the district is intended to be a campus or park-like setting that encourages creative design and innovation is site planning and development, while protecting the natural resources. In this district the minimum LOT size is three acres and there is no **FRONTAGE** requirement, which encourages larger users in campus settings. Some of the city's largest employers are located in this district. This district includes special design standards for **BUILDINGS, parking LOTS** and landscaping.

3) **MIXED –USE DISTRICTS**

The mixed use districts are intended to provide suitable areas for a mixture of urban **NEIGHBORHOODS** containing residential, commercial, service, retail, and office uses. The mixed use development is intended to create a sense of community between the mixed uses and facilitate the economical and efficient use of land. The districts are intended to provide housing and employment opportunities for citizens of Dover and the region, to enhance property values, and expand the tax base. Development that uses land efficiently and has high quality design is encouraged.

a) **Office District (O)**

The purpose of this office district is to provide appropriate locations for a mixture of residential and offices uses along higher volume **STREETS**. The remaining large historic homes are no longer suitable for single family residential due to the high traffic. This



CITY OF DOVER

CITY OF DOVER – ORDINANCE APPROVED BY PLANNING BOARD ON JUNE 22, 2010

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

district is a transition area between the more commercial areas and the urban residential areas on the side streets. Residential uses up to four dwelling units per structure are permitted, along with commercial uses such as offices, banks, funeral parlors, churches, schools, hospitals, **NURSING HOMES and CONGREGATE CARE FACILITIES**. The density for residential uses is about eight units per acre and in new buildings residential is only allowed on the second floor or higher.

b) Central Business District (CBD)

The purpose of this district is to provide the appropriate locations for context sensitive zoning. The form based code in this district is intended to foster a vital main street both for itself and for its adjacent **NEIGHBORHOODS** through a lively mix of uses—with shop fronts, **SIDEWALK** cafes, and other commercial uses at street level, overlooked by canopy shade trees, upper story residences and offices. The district has an increased emphasis on the form and placement of structures and a decreased emphasis on the function(s) contained within them.

c) Cochecho Waterfront District (CWD)

The purpose of this mixed use district is to provide appropriate locations for a mixture of residential and commercial uses on the waterfront parcels along the downtown portion of the Cochecho River. This district has very flexible dimensional requirements, with no minimum **LOT** size, **FRONTAGE** or **SETBACK** requirements and a density of 43 dwelling units per acre. Several water related land uses are permitted in the district, including **MARINAS, WATERBORNE PASSENGER TRANSPORTATION FACILITIES** and **WATER RELATED EDUCATION AND RESOURCE CENTERS**. The architecture of the waterfront areas should encourage the development of marine, history or tourism related land uses and activities, which take advantage of the unique characteristics of the waterfront as well as its central location and proximity to historic areas.

4) OVERRIDING DISTRICTS

The purpose of the overriding districts is to provide an additional layer of land use regulation or protection is certain sensitive areas of the city. The requirements of these overlay districts are in addition to the underlying zoning districts. Most of the districts are intended to protect environmentally sensitive areas. For specific purpose statements review the text of each overriding district.”

5. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Article Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District”, by revising the Permitted Use Tables for the R-40, R-20, and R-12 Districts by adding the following new use:

“CONSERVATION LOT”



CITY OF DOVER

**CITY OF DOVER – ORDINANCE APPROVED BY
PLANNING BOARD ON JUNE 22, 2010**

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

6. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Article Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District”, by revising the Permitted Use Tables for the I-4 District by adding the following new use:

“EXCAVATION”

AND

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Article Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District”, by revising the Permitted Use Table for the R-40 District by replacing the term “Gravel Pit (12)” with “EXCAVATION (12)”.

7. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Article Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District”, by revising the Permitted Use Table for the R-40 District by deleting “Drive-In Theater” as a permitted use and by revising the Permitted Use Table for the B-4 District by adding “Drive-In Theater” as a permitted use.

8. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12, Applicability of Tables of Use and Dimensional Regulations by District, by revising the Permitted Uses Tables for the Rural Residential (R-40), Low Density Residential (R-20), Medium Density Residential (R-12), Suburban Density Multi-Residential (RM-SU), Urban Density Multi-Residential (RM-U), Neighborhood Business (B-1), and Office (O) Districts, by adding the following new permitted use:

“FARM ANIMALS FOR FAMILY USE, for non-commercial purposes, on LOTS containing a one or two family dwelling (#)

(15) Use is allowed on the portion of the lot that is behind the principal structure, provided the following standards are met: Chickens: No more than six (6) chickens and no roosters, with three (3) square feet of chicken coop and twenty (20) square feet of a fenced enclosure yard per chicken; all coops and enclosures shall be twenty (20) feet from any property line. Sheep or goats: one animal per 10,000 square feet of LOT area, with a maximum of six (6) animals; ten (10) square feet of shelter and thirty (30) square feet of a fenced enclosure yard per animal; all shelters and enclosures shall be thirty (30) feet from any property line.”

[# use next footnote number in sequence for each district]



CITY OF DOVER

CITY OF DOVER – ORDINANCE APPROVED BY PLANNING BOARD ON JUNE 22, 2010

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

9. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12, Applicability of Tables of Use and Dimensional Regulations by District, as follows:

Revise the Permitted Uses Tables for the Urban Density Multi-Residential (RM-U) and Office (O) Districts, by adding the following new Special Exception:

“RETAIL STORE (See Over)

Retail Store

A Retail Store shall be subject to the following regulations:

- A. The store shall contribute to a NEIGHBORHOOD feel and be pedestrian friendly.**
- B. The store shall be no larger than 2,000 square feet.**
- C. No more than half of the required parking necessary shall be on-site parking, which shall be screened from abutting residential LOTS.**
- D. Any loading or unloading of products shall not disrupt neighbors or traffic flow.**
- E. The proposed use shall be compatible with the surrounding NEIGHBORHOOD.**
- F. Hours of operation shall be limited to 6 am to 9 pm Sunday – Thursday, and 6 am to 10 pm Friday and Saturday.”**

10. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12, Applicability of Tables of Use and Dimensional Regulations by District, as follows:

Revise the Permitted Uses Tables for the Central Business District (CBD) by renaming the “Commercial” subdistrict to “General” and removing the Freestanding sign as an allowed sign in all subdistricts.

11. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-32 “Sign Review and Regulations” subsection D) 5) to read as follows:

- “5) The illumination of any SIGN shall be nonflashing. Spot- or floodlights shall be arranged so that the direct rays of light do not shine or reflect directly into adjacent properties or the line of vision of a motorist.**
- a) FLASHING SIGNS are prohibited.**
 - b) Illuminance of the sign face shall not exceed the following standards:**
 - i. External illumination: 50 foot-candles as measured on the sign face.**
 - ii. Internal illumination: 5,000 nits (candelas per square meter) during daylight hours, and 500 nits between dusk and dawn, as measured at the sign’s face.**
 - iii. Direct illumination: 5,000 nits during daylight hours, and 500 nits between dusk and dawn, as measured at the sign’s face.”**



CITY OF DOVER

**CITY OF DOVER – ORDINANCE APPROVED BY
PLANNING BOARD ON JUNE 22, 2010**

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

AND

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-32, Sign Review and Regulations, Subsection L to read as follows:

“Elections SIGNS. Elections SIGNS are permitted as follows:

- 1) The provisions of this section are in addition to the political SIGN controls established under Chapter 70 of the New Hampshire Revised Statutes Annotated, as amended.
- 2) Elections SIGNS are permitted no sooner than thirty (30) days prior to a primary or regular election and must be removed within ten (10) days of the closing of the polls.
- 3) Elections SIGNS shall not be affixed in any manner to public property (City-owned) ~~nor within STREET RIGHTS OF WAY~~, nor to utility poles and fixtures, nor painted, pasted or affixed in any manner that prohibits quick and complete removal.
 - (a) *As per RSA 664:17, election SIGNS are permitted within the public RIGHT OF WAY but not within the edge of pavement, with the consent of the owner of the land over which the RIGHT OF WAY passes. Signage shall not obstruct the safe flow of traffic, vehicular or otherwise.*
- 4) The person whose name appears on each political SIGN as required by Chapter 70 of the New Hampshire Revised Statutes Annotated, as amended, is responsible for the placement, distribution and removal of political SIGNS in conformance with the requirements of this Zoning Ordinance.
- 5) No SIGN in any district, ~~other than the Central Business District~~, shall be larger than ~~four (4) feet by four (4) feet or a total SQUARE footage of sixteen (16) square feet.~~
- 6) Any candidate failing to comply with the above requirements shall be subject to a fine not to exceed fifty dollars (\$50.00) per SIGN violation.”

12. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-33, FENCE review and regulations, Subsection A to read as follows:

“A. FENCE HEIGHTS. No person, ~~firm, corporation or other organization~~ **entity** shall erect or cause to be erected a FENCE exceeding ~~six (6)~~ **three (3) feet in HEIGHT between the RIGHT OF WAY and a parallel line with the front of the house closest to the RIGHT OF WAY. FENCES may be up to eight (8) feet in HEIGHT from said parallel line with the front of the house, around both sides and around the REAR YARD. HEIGHT is measured** from ground level.”



CITY OF DOVER

CITY OF DOVER – ORDINANCE APPROVED BY PLANNING BOARD ON JUNE 22, 2010

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

13. TAKES EFFECT

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Dean Trefethen, Deputy Mayor
Planning Board Representative

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor Dean Trefethen		
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 – ORDINANCE APPROVED BY PLANNING BOARD ON JUNE 22, 2010

Agenda Item#: 12.B.1.

Ordinance Number: **O – 2010.10.27 – 13**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170

ORDINANCE BACKGROUND MATERIAL:

These zoning amendments were drafted after the Planning staff and Planning Board reached out to other land use boards as well as the public looking for areas of the zoning ordinance that should be reviewed. During its January 2010 goal setting workshop, the Planning Board selected from the requested areas of review, those which it would focus on.

Over the winter and spring of 2010, the Board and staff reviewed and drafted amendments for the zoning code. Additionally, the Planning Board held workshops on the amendments on:

January 12, 2010
February 9, 2010
February 23, 2010
March 9, 2010
April 6, 2010
May 25, 2010

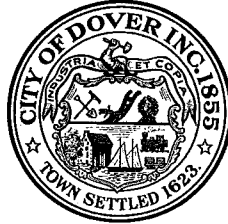
The amendments were discussed at regular meetings on:

April 27, 2010
May 11, 2010

At the May 25, 2010 meeting the Board posted the amendments, after which the Planning Board sent a 1st class mailing to all property owners in Dover explaining the amendments, and held a public hearing on June 22, 2010. The Board voted on June 22 to adopt the 11 zoning amendments that are on the proposed Ordinance before the Council.

A workshop was held with the City Council on September 1, 2010, and a question posed to the Board regarding antiques dealers was sent back to the Planning Board. The Board discussed and agreed, informally, to remove that item from the list of amendments at its September 14th workshop. The Board will formally vote to remove it on September 28th.

RECEIVED
DOVER CITY CLERK
DOVER, NH



2010 SEP 16 P 1:01 APPLICATION

CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Moms on the Run - Mother's Day 5K Run/Walk

Federal Tax ID number for Organization: Our House for Girls - Dover

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

Contact Person: Nicole Kure Day Time Telephone: 747.6350

Address: P.O. Box 1408, Dover Email Address Kurry4@comcast.net

Purpose of Permit: Mother's Day 5K run/walk (5th Annual to benefit Our House for Girls)

Date of Event: Sunday May 8th, 2011 Specific Time: 8:30am - 10:30am

Location of Event: Dover High School 5K route ->

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

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

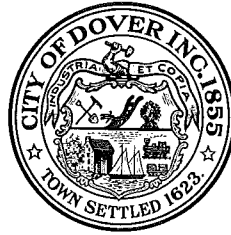
**** NOTE:** ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

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

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

Signature: Nicole Kure Date: 9/17/10

Licensing Board approval [Signature] Date: 11/12/10
Revised 03/17/08



RECEIVED
DOVER CITY CLERK
DOVER, NH

2010 NOV 18 P 1:12

APPLICATION CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Community Services Employees

Federal Tax ID number for Organization: _____

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

Contact Person: Stephan Moisan Day Time Telephone: 516-6072

Address: 271 Mast Rd., Dover Email Address M.MOISAN@DOVER.NH.GOV

Purpose of Permit: Raffle for canned food drive

Date of Event: 11/19 - 12/10/10 Specific Time: _____

Location of Event: Community Services Dept.

(Raffle Permit only)

Prize (s) To Be Awarded: Lobsters, gift cards

Amount of Donation: approx. \$200. Date of Drawing: 12/10/10 Specific Time: 3:00 pm

Place of Drawing: Lunch room @ Community Services Dept.

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

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

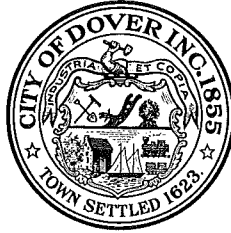
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I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: Stephan Moisan Date: 11/17/10

Licensing Board approval [Signature] Date: 11/19/10
Revised 03/17/08

10 NOV 22 PM 2:38
CITY OF DOVER



RECEIVED
DOVER CITY CLERK
DOVER, NH

2010 DEC -2 P 3: 44

APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Dover Children's Home

Federal Tax ID number for Organization: 02-02-3323

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

Contact Person: Tim Timmons / Stacey Hager Day Time Telephone: 508-769-6547 / 603-369-1775

Address: Locust St. Dover, NH Email Address S.hager@dover.nh.gov

Purpose of Permit: Raffle

Date of Event: Dec. 13th 2010 Specific Time: 2-4 p.m.

Location of Event: Christopher's Third St. Grille

(Raffle Permit only)

Prize (s) To Be Awarded: Restaurant gift certificates

Amount of Donation: ? unknown Date of Drawing: 12-13-10 Specific Time: 4 p.m.

Place of Drawing: Christopher's Third St. Grille

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

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

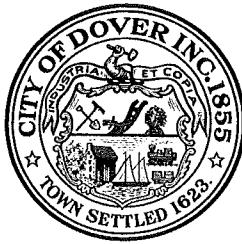
***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

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

Signature: [Signature] Date: 11-19-10

Licensing Board approval [Signature] Date: 12/1/10
Revised 03/17/08

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DOVER CITY CLERK
DOVER, NH



2010 NOV -3 P 12: 11 APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: DHS Girls Basketball Booster Club

Federal Tax ID number for Organization: 22-33010916

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

Contact Person: Jeanne Walcek Day Time Telephone: 742-1605

Address: 15 Brady's Ln, Dover, NH 03820 Email Address Doversix@AOL.COM

Purpose of Permit: Tag Christmas Parade to provide holiday charitable gifts

Date of Event: November 29, 2010 Specific Time: 3:00 p.m.

Location of Event: Central Ave., Dover

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

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

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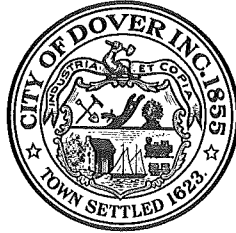
Signature: Jeanne Walcek Date: 10/31/10

Licensing Board approval [Signature] Date: 11/8/10

Revised 03/17/08

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DOVER CITY CLERK
DOVER, NH

2010 NOV 19 P 4: 00



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

RAFFLE*.....TAG*.....^{*}...PARADE**..... BLOCK PARTY**..... ROAD TOLL***.....

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

Organization Name: PrimeTime AllStar Boosters

Federal Tax ID number for Organization: _____

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

Contact Person: Colleen Perry Day Time Telephone: 502-686-8421

Address: 11 Danielle Ln. Dover Email Address: best-friends@comcast.net

Purpose of Permit: Tagging

Date of Event: Dec 10, 11, 12 Specific Time: _____

Location of Event: Smiley's pizza, Janetos, Shaws, Tedeshi, Care Pharmacy

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

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

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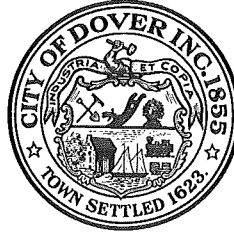
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I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: Colleen Perry Date: Nov 17, 2010

Licensing Board approval: [Signature] Date: 11/23/10
Revised 03/17/08

RECEIVED
DOVER CITY CLERK
DOVER, NH



2010 NOV 19 P 4: 00

APPLICATION CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Prime Time Allstar Boosters

Federal Tax ID number for Organization: _____

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

Contact Person: Colleen Perry Day Time Telephone: 502-686-8421

Address: 11 Danielle Ln. Dover Email Address best_friends@comcast.net

Purpose of Permit: Tagging

Date of Event: Jan, 7, 8, 9 Specific Time: _____

Location of Event: Smileys, Janetos, Shawos, Fedeschi, Care Pharmacy

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

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

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

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

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

Signature: Colleen Perry Date: Nov 17, 2010

Licensing Board approval [Signature] Date: 11/23/10
Revised 03/17/08



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2010.12.08 – 146**

Resolution Re: Acceptance of Donation – Outdoor Bench

WHEREAS: The Friends of NJM have purchased, as a memorial, an engraved granite bench for the use of the public on the front lawn of the Dover Public Library in the City of Dover;

WHEREAS: The Friends of NJM have donated and installed the bench to the City of Dover on the grounds of 73 Locust Street;

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

The City Manager is authorized to accept the donation of an outdoor bench from the Friends of NJM to meet the needs of the City of Dover and is further authorized to sign the attached Receipt to commemorate the generous gift.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2010.12.08 – 146**
Resolution Re: Acceptance of Donation – Outdoor Bench

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2010.12.08 – 146**

Resolution Re: Acceptance of Donation – Outdoor Bench

RESOLUTION BACKGROUND MATERIAL:

This resolution authorizes the City Manager to sign a receipt to accept a donation of a bench for use by the City of Dover with a statement of the value of the gift.



RECEIPT OF GIFT FROM FRIENDS OF NJM

NOW COME the **CITY OF DOVER**, a municipal corporation, 288 Central Avenue, Dover New Hampshire 03820 and **FRIENDS OF NJM** Dover New Hampshire as follows:

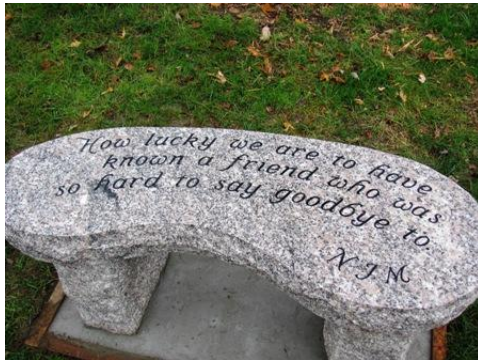
1. **Purpose and Acceptance of Gift.** The Friends of NJM desire to donate an outdoor granite bench for the use of the public in the area of 73 Locust Street located on the grounds of the Dover Public Library in the City of Dover. The City of Dover accepts and receives the generous gift.
2. **Installation.** The City shall maintain the outdoor bench at its own expense for the use of the public.
3. **Insurance.** The City of Dover shall include the bench on its standard insurance coverage and shall hold the Friends of NJM harmless for personal injury claims exceeding the amount of insurance coverage.
4. **IRS Donation form.** The City of Dover shall execute the appropriate form for the use of the Friends of NJM for IRS purposes.

CITY OF DOVER

Michael Joyal, City Manager

Date

APPROVED BY THE DOVER CITY COUNCIL:





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2010.12.08 – 148**
Resolution Re: B10033 Change Order 1 - Tolend Rd and Watson Rd
Engineering Services

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

WHEREAS: The city received proposals from eighteen (18) vendors. An interview with the low bidder, CMA Engineers Inc of Portsmouth NH was conducted on December 28, 2009 @ 10:00am with the evaluating committee @ Mast Rd in Dover. Award the project, to CMA Engineers Inc of Portsmouth in the amount of \$189,207.00 was approved by council on 01.13.2010, and

WHEREAS: A scope of work for additional services was defined at a design-review meeting held in Oct 2010 with CMA Engineers and city officials. Through this meeting and prior coordination with NHDES it was determined that a wetland mitigation package would be needed to satisfy wetland permitting requirements. After negotiations between the city and CMA it is the recommendation to issue a change order to the original agreement in the amount of \$51,237.00 for a total contract amount of \$240,440.

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

The purchasing agent is hereby authorized to issue a change order to PO20100169 for CMA Engineers Inc of Portsmouth NH given the amount of \$51,237.00 and corresponding rates provided 11/19/2010. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance 12.1.10
4010.1.300.43121.4751.03142.10.0000	Tolend & Watson Roadway	400,000.00	310,768.85

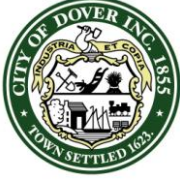
AUTHORIZATION

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.8.

Resolution Number: **R - 2010.12.08 – 148**
Resolution Re: B10033 Change Order 1 - Tolend Rd and Watson Rd
Engineering Services

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2010.12.08 – 148**
Resolution Re: B10033 Change Order 1 - Tolend Rd and Watson Rd
Engineering Services

RESOLUTION BACKGROUND MATERIAL:

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

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

A scope of work for additional services was defined at a design-review meeting held in Oct 2010 with CMA Engineers and city officials. Through this meeting and prior coordination with NHDES it was determined that a wetland mitigation package would be needed to satisfy wetland permitting requirements. After negotiations between the city and CMA it is the recommendation to issue a change order to the original agreement in the amount of \$51,237.00 for a total contract amount of \$240,440

Bid Information:

Sealed bid B10033 Tolend and Watson Road Reconstruction Engineering Services

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	80	Number of Responses:	18
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	As needed
Recommended Award to:	CMA Engineers Inc	Fund:	CIP Tolend and Watson Rds
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2010.12.08 – 148**
Resolution Re: B10033 Change Order 1 - Tolend Rd and Watson Rd
Engineering Services

Vendor Solicitation List:

Class Code 15 Engineering services

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2010.12.08 – 148**
Resolution Re: B10033 Change Order 1 - Tolend Rd and Watson Rd
Engineering Services

Bid Results

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



CMA ENGINEERS, INC.
CIVIL/ENVIRONMENTAL ENGINEERS

35 Bow Street
Portsmouth, New Hampshire
03801-3819

Phone: 603/431-6196

Fax: 603/431-5376

E-mail: info@cmaengineers.com

Web Site: www.cmaengineers.com

November 19, 2010

Mr. David White, P.E., City Engineer
City of Dover
288 Central Avenue, 2nd Floor
Dover, NH 03820

**Re: Agreement for Professional Engineering Services
Tolend Road & Watson Road Improvements Design (B10-033)
CMA #745 (P-2139)**

Subject: Contract Amendment No. 1 (Wetland Mitigation Services)

Dear Mr. White:

Please find enclosed two (2) signed originals for our Contract Amendment No. 1 to our Original Agreement for Engineering Services signed and dated February 3, 2010. All of the terms and conditions set forth in our original agreement shall apply to this Contract Amendment.

We ask that you have both originals for this Contract Amendment fully executed and return one to this office for our records. Once again, we appreciate this opportunity to serve the City of Dover on this project. If you have any questions or need additional information, please feel free to contact us.

Very truly yours,

CMA ENGINEERS, INC.

Roch D. Larochelle, P.E.

Project Manager

RDL:cak

cc: Ann Legere, Dover Purchasing Director

Enclosures



CMA ENGINEERS, INC.
CIVIL/ENVIRONMENTAL ENGINEERS

35 Bow Street
Portsmouth, New Hampshire
03801-3819

Phone: 603/431-6196

Fax: 603/431-5376

E-mail: info@cmaengineers.com

Web Site: www.cmaengineers.com

November 19, 2010

Ms. David White, P.E., City Engineer
City of Dover
288 Central Avenue, 2nd Floor
Dover, NH 03820

**Re: Agreement for Professional Engineering Services
Tolend Road & Watson Road Improvements Design (B10033)
CMA #745 (P-2139)**

Subject: Contract Amendment No. 1 (Wetland Mitigation Services)

Dear Mr. White:

As a result of recent project discussions with City Staff and at the request of Mr. David White, P.E., City Engineer, we have prepared this amendment to our original contract for engineering services in association with the Tolend and Watson Road Improvements Project. Work under this contract amendment will include efforts to prepare a mitigation package to satisfy permitting requirements resulting from wetlands impacts that have been estimated for the roadway improvement project. Enclosed is our proposed agreement for the additional engineering services including our scope of services and fee estimate for the necessary work.

1. Overview of Additional Services

The scope of work for additional services in this contract amendment was defined at a recent design-review meeting that was held on October 26, 2010 between members of the CMA Engineers design-team and City Officials including Doug Steele, Public Works Director, Dean Peschel, Environmental Coordinator, and David White, P.E., City Engineer. At that meeting and through prior coordination with NHDES, it was determined that a wetland mitigation package would be needed to satisfy wetland permitting requirements based on the level of wetland impacts (greater than 10,000 square feet) resulting from the planned roadway improvements for Tolend and Watson Roads.

From our discussions with both NHDES and Mr. Dean Peschel, it is expected that the mitigation package will include the assessment of a certain tract of land known locally as the "Church Site" that has been offered to the City for these purposes. The subject parcel consists of approximately 30-acres of open lands, a part of which is proposed to be protected under a conservation easement. This effort will involve a detailed evaluation of the site including a complete boundary survey, documentation of site conditions, disposition of wetlands and a complete Functions and Values Assessment of the impacted wetlands in order to satisfy permitting requirements as defined in governing legislation for wetlands permitting: *Env-Wt-800-Compensatory Mitigation*. The efforts defined herein require the services of an Environmental Specialist and Licensed Land Surveyor to fulfill these requirements and for this purpose we have included Normandeau Associates and Doucet Survey, Inc. as part of our team in the proposed contract amendment.

It is assumed that all legal components associated with this effort such as the development of the conservation easement instrument, any necessary appraisals and/or deeds will be provided others or by City Staff.

2. Engineering Fees

CMA Engineers proposes to assess fees as detailed in the attached Project Hours and Cost Summary, on the basis of actual time spent by assigned personnel at our standard hourly rates plus reimbursable expenses. As outlined in that attachment, total fees under this amendment are estimated to be \$51,237 (revised total budget increased to \$240,444). We do note that some of the costs detailed in this contract amendment have already been incurred by CMA Engineers in anticipation of this wetlands mitigation resolution. Those costs have been assigned as the first four tasks shown on the summary of hours and are marked with an asterisk "*".

Hourly rates for CMA Engineers staff and other fees will be determined in accordance with the rate structure included in our original agreement dated February 3, 2010.

If Scope changes occur that result in total fees exceeding the fee limit for the current scope specified above, we will advise the City as to the circumstances requiring such increases, and not exceed the budget without additional authorization. Invoices are submitted monthly with payment of invoices due net thirty (30) days of invoice date.

3. Agreement

The terms and conditions of our original agreement, signed and dated February 3, 2010, shall apply except where specifically modified herein. This agreement, including Amendment No. 1- Fee Estimate and Scope of Services and all associated attachments, may only be modified in writing, signed by all parties.

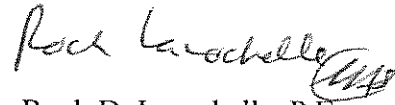
We appreciate this opportunity to continue to serve the City of Dover on this project, and to continue our working relationship with the City. If you have any questions or need additional information, please feel free to contact us.

Very truly yours,

CMA ENGINEERS, INC.



William A. Straub, P.E., P.G.
Vice President



Roch D. Laroche, P.E.
Project Manager

Accepted and Authorized to Proceed:

City of Dover

Date

WAS/RDL/cak

cc: Anne Legere, Dover Purchasing Director

Enclosures:

Amendment No 1-Fee Estimate and Scope of Services



CITY OF DOVER, NEW HAMPSHIRE
 TOLEND ROAD & WATSON ROAD RECONSTRUCTION

CMA Engineers, Inc.

Contract Amendment No. 1
 Project Hours and Cost Summary

PROJECT TASKS	LABOR HOURS (BY TASK)	AMENDMENT No. 1 LABOR COSTS (\$)	ORIGINAL CONTRACT LABOR COSTS (\$)	UPDATED CONTRACT (\$)
1. PRELIMINARY DESIGN (PART A)	746	\$ -	\$ 62,699	\$ 62,699
2. FINAL DESIGN (PART B)	566	\$ -	\$ 45,338	\$ 45,338
3. PERMITTING COORDINATION	164	\$ -	\$ 12,870	\$ 12,870
4. WETLAND MITIGATION PERMITTING AND COORDINATION	151	\$ 16,065	\$ -	\$ 16,065
TASK SUBTOTALS:	1,627	16,065	120,907	136,972
DIRECT EXPENSES				
Travel and printing:		\$ 2,500	\$ 4,000	\$ 6,500
CMA ENGINEERS TOTAL:		\$ 18,565	\$ 124,907	\$ 143,472
4. SUBCONSULTANTS				
DOUCET SURVEY, INC.		\$ 12,420	\$ 52,500	\$ 64,920
GREATWORKS DRILLING		\$ -	\$ 5,000	\$ 5,000
GZA GEOENVIRONMENTAL, INC.		\$ -	\$ 6,800	\$ 6,800
NORMANDEAU ASSOCIATES, INC.		\$ 20,252	\$ -	\$ 20,252
SUBCONSULTANT TOTAL:		\$ 32,672	\$ 64,300	\$ 96,972
PROJECT TOTALS:		51,237	189,207	240,444



CITY OF DOVER, NEW HAMPSHIRE
TOLEND ROAD & WATSON ROAD RECONSTRUCTION

(CONTRACT AMENDMENT NO. 1)

CMA Engineers, Inc.

TASK DESCRIPTION	MAN-HOURS						TOTAL HOURS	LABOR COST
	PIC	PM	PE	E	AA			
* Prepare for/attend initial Mitigation Coordination Meeting (NHDES) (1)	1	4	2		1		8	861
* Prepare and summarize Mitigation Alternatives & Cost Analysis	2	20	8	2	1		33	3,644
* Initial Meeting with City officials/Mitigation Requirements (1)	2	4	2		1		9	991
* Initial Resource Agency Coordination/Preparation (NHDHR/NHDOT)	1	4			1		6	694
Site Walk with City and Agency Officials (1)		6	6				12	1,258
Resource Agency Coordination (4)	2	8	4		2		16	1,722
Preparation and/or review of Mitigation Site mapping (process survey)		2	8	2			12	1,054
Coordination and Meetings with Mitigation Specialist	1	8	4		1		14	1,532
Review Baseline Report	2	6					8	1,017
Integration of Mitigation Plan/Documents into Wetland Permit Application	1	4	8	4	1		18	1,630
Administration and Coordination (Mitigation)	2	8	4		1		15	1,662
TOTALS:	14	74	46	8	9		151	\$16,065

* Work completed previously pending this contract amendment



CITY OF DOVER, NEW HAMPSHIRE

TOLEND ROAD & WATSON ROAD RECONSTRUCTION

CMA Engineers, Inc.

LABOR RATES

LABOR RATES	Project Ave. Rate
CLASSIFICATION	
Principal-in-Charge (PIC) (Team Leader/Speaker)	\$130.00
Project Manager/Senior Engineer (PM)	\$126.12
Project Engineer (PE)	\$83.47
Staff Engineer (E)	\$67.00
Administrative Assistant	\$59.64



25 Nashua Road
Bedford, NH 03110-5500
(603) 472-5191
(603) 472-7052 (Fax)

November 9, 2010

Roch D. Laroche, PE
CMA Engineers, Inc.
55 South Commercial Street
Langer Place, 4th Floor
Manchester, NH 03101

RE: Tolend Road Wetland Mitigation Services, Dover, NH

Dear Mr. Laroche:

Normandeau Associates, Inc. (Normandeau) is pleased to present CMA Engineers, Inc. with this scope of work and cost estimate for wetland mitigation services for the Tolend Road Project in Dover, NH. As we understand the project, the City of Dover has been offered a parcel of land (the Church Parcel) that may be suitable for preservation to mitigate wetland impacts associated with the Tolend Road project in Dover. Our previous work in the vicinity of this parcel leads us to agree that this parcel is potentially suitable for mitigation, and our cost estimate assumes that it is. Normandeau will provide the necessary assessment and documentation of the Church Parcel for inclusion in the wetland permit application. The wetland permit application will be prepared by CMA Engineers. Our proposal includes 3 tasks, and a field delineation task that may or may not be necessary, which is included at this time as an optional task. If at any time in the assessment it is determined that the parcel does not appear to meet the criteria, Normandeau will cease work and immediately contact you to discuss the next step.

SCOPE OF WORK

Task 1.0 Field Work

Task 1a: Normandeau will perform wetland functions and values assessment on the wetlands to be impacted and the Church Parcel, and present our findings in a report suitable for use as an attachment to the wetlands permit application, as required. Since the Church Parcel is over 20 acres in size, the determination of upland and wetland area as required by Env-Wt 804.04 (d)(1)b may rely on aerial photo interpretation, the use of published soil surveys and national wetland inventory maps, and ground truthing, and a complete field delineation is not typically required. The Church Parcel will be assessed by walking transects across the property. During

Lewes, DE	Bedford, NH, Corporate	Haverstraw, NY	Aiken, SC	Wenatchee, WA
Falmouth, ME	Hampton, NH	Drumore, PA	Stevenson, WA	Verona, WI
Falmouth, MA	Westmoreland, NH	Stowe, PA	Vancouver, WA	

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the assessment, the location of approximate wetland boundaries, photo stations and potential vernal pools will also be recorded by Global Positioning System (GPS) survey equipment that provides sub-meter accuracy under ideal conditions. The resulting wetland sketch map will be used to assess the proposed mitigation area to determine if it meets the criteria for land area as outlined in the ratios provided in Env-Wt 805.05. Our cost estimate assumes that this task can be completed in 2 days by two wetland scientists, and also assumes that the surveyors will be able to provide boundary information sufficient to upload into GPS units to guide our scientists to the parcel.

Task 1b (optional): If the wetland location reconnaissance for the Church Parcel in Task 1a indicates the required land area needs to be further assessed (eg. land areas are close to meeting the needed ratio of upland to wetland) Normandeau will perform a full field wetland delineation, collecting the flag locations with GPS. In addition, if the Church Parcel appears to have no potential vernal pool habitat, a field reconnaissance review of Parcel C-20, a City-owned parcel which has been known historically to have at least one vernal pool, will be undertaken to determine if this parcel still appears to have a potential vernal pool.

For Task 1 the following field methodologies will be used:

- U.S. Army Corps of Engineers. 2009. *Interim Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region*, ed. J. S. Wakeley, R. W. Lichvar, and C. V. Noble. ERDC/EL TR-09-19. Vicksburg, MS: U.S. Army Engineer Research and Development Center.
- U.S. Army Corps of Engineers New England District Highway Methodology Workbook (October 1993, NEDEP-360-1-301) and Supplement (September 1999, NAEEP-360-1-30a).

Task 2.0 Project Coordination

As required by DES for mitigation projects, Normandeau will request a New Hampshire Natural Heritage Bureau Data Base search for the Church parcel. We will also review regional land use and conservation goals provided in existing location and regional land use documents to support the conservation value of the Church Parcel. This task also includes the required coordination with the Dover Planning Department, Dover Conservation Commission, Cocheco River Local River Advisory Committee, and the New Hampshire Wetland Bureau staff for which we have budgeted one meeting each. Normandeau will also attend one meeting with the Engineers and a potential easement holder, expected to be the Strafford Rivers Conservancy. Some additional office time is included in the cost estimate for phone discussions and meeting arrangements. In particular, the value of the Church parcel as a potential mitigation bank will

be discussed with DES. All survey and legal tasks, including property boundaries, appraisals, deed review, conservation instruments, etc. will be provided by others.

Task 3.0 Baseline Report and Mapping

Normandeau will prepare two GIS maps with assistance from the Surveyors and Engineers. One will provide the regional context of the Church Parcel, and will include the location of the impact and mitigation areas, with regional/local features obtained from GIS data and other sources. The second will be a plan of the Church Parcel, based on the surveyors drawing, that will include wetland and upland information relevant to the mitigation requirements.

Normandeau will prepare the Baseline Documentation Report for the Church Parcel, which will be included in the wetlands permit application. The report will include the required information including upland and wetland cover type descriptions, other observed/mapped features (man-made and natural), functions and values of the impacted and mitigation wetlands, parcel compliance with mitigation requirements, photographs, USGS map, identification of easements holders, etc. We have also included the small cost to prepare the Mitigation Agreement form in the event that the mitigation package is not complete when the permit application is first submitted to DES.

COST ESTIMATE

The estimated cost for the project is as follows:

Task	Cost
Task 1a – Field Assessment	\$ 6,350
Task 1b (optional)- Delineation	\$ 4,010
Task 2 – Project Coordination	\$ 4,500
Task 3 – Baseline Report/Mapping	\$ 2,750
Total – (Without/With Option 1b)	\$ 13,600 / \$ 17,610

SCHEDULE

We are prepared to begin field work on this project within one week of a signed agreement and parcel boundary information, as we understand the urgency of this work to the project



schedule. We expect to have sufficient information to meet with agency personnel in December to discuss the project, and complete the report in early January.

Thank you for contacting Normandeau about this project. Normandeau's Standard Terms and Conditions are attached to this proposal. Please review this proposal and if acceptable, provide sign and date one copy and return it to us. Do not hesitate to contact me if you have any questions. We look forward to working with you!

For CMA Engineers:

Sincerely,
NORMANDEAU ASSOCIATES INC.

A handwritten signature in cursive script that reads "Lee E. Carbonneau".

Name

Lee Carbonneau
Principal Scientist

Date



Serving your Professional Land Surveying & Mapping Needs ©

William J. Doucet, PLS, President*
Steven V. Michaud, LLS, V.P. **
John F. Kaiser, LLS
Jeffrey A. Goldknopf, PLS ***
*Also Licensed in MA & ME
**Also Licensed in VT & RI
***Also Licensed in ME

November 23, 2010

Roch Larochelle
CMA Engineers
Langer Place
55 S. Commercial Street
4th Floor
Manchester, NH 03101

Reference: Land Surveying Services
Tax Map C Sheet 3 Lot 31
Dover, NH
D.S.I. Project No. 3183

Dear Roch:

Thank you for requesting a proposal from our firm. Based on our preliminary research, Doucet Survey, Inc. is pleased to submit the following proposal for professional land surveying services. The following proposed boundary survey meets or exceeds the current state land survey standards.

SCOPE OF SERVICES:

TASK I: Research of adequate thoroughness to support the determination of the deeded boundaries of the parcel.

TASK II: Field survey to locate evidence of the deeded boundaries and observable evidence of easements of record. This agreement/letter is based on the assumption that the record monuments are observable and undisturbed.

TASK III: Computations & drafting of the "Plan of Land". One copy of the plan would be delivered in digital format to the client. Four paper copies and a Mylar of the plan would be delivered to the client.

TASK IV: Monumentation of property lines with #5 Re-bar with a surveyors identification cap or drill holes in rock. Per New Hampshire Code of Administrative Rules Board of Licensure for Land Surveyors, Lan 503.08(a): *Monuments shall be set so that upon completion of the boundary survey, each corner of the property will be physically monumented.* It is unknown at this time what the number of required monuments will be, this estimate is based on the assumption that 5 monuments will be required.

This agreement/letter does not include:

1. Resolution of boundary disputes.
2. Assistance with or participation in any litigation or preparation therefore.
3. Surveyor's report.
4. Location of any interior site features.

11/23/10

SCHEDULE OF WORK:

Work would begin within two weeks of receipt of signed agreement/letter.

LUMP SUM FEE FOR SERVICES:

TASK I - III: \$9,800.00

TASK IV: \$1,000.00

(Assumes 5 monuments will be required. An additional \$115 will be charged for each monument required in beyond this.)

You would be billed every two weeks. We require a retainer of \$0.00 at the signing of this agreement/letter. Receipt of the signed agreement and retainer will serve as authorization to begin. The retainer will be applied to our final invoice.

As set forth more fully in Paragraph 2.1 of the General Provisions, payment is due within 15 days of your receipt of our invoice. Late fees will be added on past due invoices at a rate of 1.5% per month (18% annually) and any collection fees shall be passed on to the client.

This agreement/letter represents the entire understanding between *Roch Larochelle, CMA Engineers* and *Doucet Survey, Inc.* and may be modified only by a writing signed by both parties. If this agreement/letter, fee schedule and general provisions satisfactorily set forth your understanding of our agreement, please sign and return it to us with the specified retainer. If authorization to proceed is not received within 90 days of this agreement/letter, the fees and scheduling of services described above are subject to change.

Our receipt of this agreement/letter will serve as your acceptance of the terms of the agreement, fee schedule, and general conditions, and as your authorization to proceed.

If you have any questions, please feel free to call.

Sincerely,
DOUCET SURVEY, INC.

Steve Michaud

Steven V. Michaud, LLS
President

Date

Roch Larochelle, CMA Engineers

SVM/lh

Attachments – Fee Schedule & General Provisions (Pages 3 - 6)

(3183p.doc 11/23/10)

11/23/10



Serving your Professional Land Surveying & Mapping Needs ©

2010 FEE SCHEDULE

<u>CATEGORY</u>	<u>HOURLY RATE</u>
SENIOR SURVEYOR	\$93.00
PROFESSIONAL LAND SURVEYOR	\$82.00
SENIOR PROJECT MANAGER	\$76.00
PROJECT MANAGER	\$68.00
SURVEY TECHNICIAN	\$58.00
SENIOR CREW CHIEF	\$70.00
CREW CHIEF	\$63.00
INSTRUMENT OPERATOR	\$52.00
TECHNICAL/DRAFTING	\$63.00
TECHNICAL/ADMINISTRATIVE	\$45.00
<u>SPECIAL EQUIPMENT FEES:</u>	
TOTAL STATION (In Robotic Mode)	\$17.00
GPS (Submeter Mapping Grade)	\$15.00
GPS (Geodetic – Survey Grade)	\$94.00

Fees for pretrial conferences and expert testimony will be billed at one and one-half (1.5) times the rates detailed in the proposal.

REIMBURSABLE EXPENSES: As set forth more fully in Paragraph 1.2 of the General Provisions, direct non-salary expenses would be billed at cost, plus fifteen percent.

Fees shown are effective from 1/1/10 – 12/31/10

11/23/10

GENERAL PROVISIONS

FEES FOR SERVICES

1.1 Fees for Surveying Services

Fees for surveying services are based on the rate table detailed in the proposal.

Fees for pretrial conferences and expert testimony will be billed at one and one-half (1.5) times the rates detailed in the proposal.

1.2 Reimbursable Expenses

Direct, non-salary expenses will be billed at our cost plus fifteen (15%) percent for overhead. Reimbursable expenses include:

- A. Transportation and living expenses incurred for assignments outside the Newmarket, New Hampshire area.
- B. Automobile expenses for personal or company vehicles at the current IRS approved rate per mile plus toll charges for travel from our Newmarket office to the project and return and for travel at the job in conduct of work. Rental cars or trucks.
- C. Long distance telephone calls, telegrams and cables.
- D. Shipping charges for plans, equipment, etc.
- E. Purchase of specialized equipment and rental of equipment from outside vendors.
- F. Photographs and video supplies for project records and reproduction of drawings and reports.
- G. Computer services provided by outside vendors.
- H. Drafting and typing services and other labor provided by outside contract personnel.

1.3 Services of Others

On occasion, we engage the specialized services of individual consultants or other companies to participate in a project. When considered necessary, these firms or other consultants will be used with our approval. The actual cost plus a 15% service charge must be paid prior to release of the consultant's work.

1.4 Permit Fees

Permit application fees shall be paid directly by the applicant. We will forward all applications to you for signature and issuance of a check or checks for the application fee.

PAYMENT TERMS

2.1 Invoices

Invoices for professional surveying services and expenses will be submitted bi-weekly and invoices for Services of Others will be submitted upon our receipt of Others invoice for services. Payment will be due within fifteen (15) days of invoice date. If CLIENT objects to all or any portion of an invoice, CLIENT shall notify Doucet Survey, Inc. within fifteen (15) calendar days of the invoice date, identify the cause of disagreement and pay when due that portion of the invoice not in dispute.

Interest will be added to accounts in arrears at the rate of one and one-half (1.5%) percent per month (18% per annum) or the maximum rate allowed by law, whichever is less, of the outstanding balance. Interest on late payments will be prorated over any part of the month. In the event we engage counsel to enforce overdue payments, you will reimburse us for all reasonable attorney's fees and court costs.

2.2 Payment

If payment is not made within fifteen (15) days from invoice date, we may, after giving seven (7) days written notice, suspend services under this Agreement until we have been paid in full for services and expense charges. Doucet Survey, Inc. shall be entitled to apply any retainer funds against outstanding invoices. If the project is suspended for more than thirty (30) consecutive days Doucet Survey shall be compensated for expenses incurred in the interruption and resumption of its services. Suspension fees shall be in addition to compensation for surveying services under this agreement and include expenses directly attributable to the suspension for which we are not otherwise compensated. Doucet Survey's fees for the remaining services and the estimated time for performance, shall be equitably adjusted.

ON-SITE CONSTRUCTION SERVICES

3.1 On-Site Services During Project Construction

Should our services be provided on the job site during project construction, it is understood that, in accordance with generally accepted construction practices, the Contractor will be solely and completely responsible for working conditions on the job site, including safety of all persons and property during the performance of the work and compliance with OSHA regulations and that these requirements will apply continuously and not be limited to normal working hours. Any monitoring of the Contractor's performance conducted by our personnel is not intended to include review of the adequacy of the Contractor's safety measures in, on, or near the construction site. It is further understood that field services provided by our personnel will not relieve the Contractor of his responsibilities of performing the work in accordance with applicable laws and regulations and with the plans and specifications.

11/23/10

RIGHT OF ENTRY

4.1 Rights of Entry

Unless otherwise agreed, you will furnish written right of entry on the land from the record owner for us to make the planned investigations. We will take reasonable precautions to minimize damage to the land from our operations, but have not included in our fee the cost of restoration of damage that may result from our operations. Any expense associated with damage restoration will be borne by you.

MISCELLANEOUS

5.1 Reuse of Documents

All documents, including Drawings and Specifications prepared or furnished by Doucet Survey, Inc. (and Doucet Survey's independent professional associates and consultants) pursuant to this Agreement, are instruments of service in respect to the Project and Doucet Survey shall retain any ownership and property interest therein whether or not the Project is completed. You may make and retain copies for information and reference in connection with the use and occupancy of the Project by You and others; however, such documents are not intended or represented to be suitable for reuse by you or others on extensions of the Project or any other project. Any reuse without written verification or adaptation by Doucet Survey for the specific purpose intended will be at YOUR sole risk and without liability or legal exposure to Doucet Survey, Inc. or to Doucet Survey's independent professional associates and consultants and you shall indemnify and hold harmless Doucet Survey, its independent professional associates, consultants, agents and employees from all claims, damages, losses and expenses including attorney's fees arising out of or resulting there from. Any such verification or adaptation will entitle Doucet Survey to further compensation at rates to be agreed upon by you and Doucet Survey, Inc.

5.1.1 Electronic Information

- A. The information contained in the signed and sealed documents should be deemed to be correct and superior to electronic information.
- B. Electronic information is a component of the instruments of service and is only for the client's benefit on the specific project and for a specific use.
- C. There is no representation of the suitability of the electronic information for other purposes, of the durability of the information, or the medium through which the information is furnished.
- D. Any use for a purpose other than that for which the information is intended shall be at the receiver's risk, and the receiver shall protect and indemnify the sender from any claims, costs, losses or damages.
- E. Transfer of the information does not transfer any license to use the underlying software nor does it extinguish the rights of the sender to reuse the information in the course of a professional practice.

5.2 Opinions of Cost

Since Doucet Survey has no control over the cost of labor, materials, equipment or services furnished by others or over the Contractor(s) methods of determining prices or over competitive bidding or market conditions, Doucet Survey's opinions of probable Total Project Costs and Construction Costs provided for herein are made on the basis of Doucet Survey's best judgment as an experienced and qualified professional land surveyor, familiar with the construction industry; but Doucet Survey cannot and does not guarantee that proposals, bids or actual Total Project or Construction Costs will not vary from opinions of probable cost prepared by Doucet Survey. If prior to the Bidding or Negotiating Phase, you wish greater assurance as to Total Project or Construction Cost, you shall employ an independent cost estimator.

5.3 Termination

The obligation to provide further service under this Agreement may be terminated by either party upon seven (7) days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, Doucet Survey will be paid for all services rendered to the date of termination, all reimbursable expenses and terminations expenses.

5.4 Controlling Law

This Agreement is governed by the law of the State of New Hampshire.

5.5 Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns.

5.5.1 Neither You nor Doucet Survey shall assign, sublet or transfer any rights under or interest in (including, but without limitations, moneys that may become due or moneys that are due) this Agreement without the written consent of the other, except to the extent that any assignment, subletting or transfer is mandated by law or the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Doucet Survey from employing such independent professional associates and consultants, as Doucet Survey may deem appropriate to assist in the performance of services hereunder.

5.5.2 Nothing contained in this Agreement shall create a contractual relationship with or cause of action in favor of a third party against either the Owner or Doucet Survey.

ARBITRATION

11/23/10

- 5.6.1 All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to this Agreement or the breach thereof will be decided by arbitration in accordance with the Fast Track Procedures of the Construction Industry Arbitration Rules of the American Arbitration Association then obtaining subject to the limitations and restrictions stated in paragraphs 5.6.3 and 5.6.4 below. This Agreement to arbitrate shall be specifically enforceable under the prevailing law of any court having jurisdiction.
- 5.6.2 Notice of demand for arbitration must be filed in writing with the other parties to this Agreement and with the American Arbitration Association. Any such demand must be made within 90 days after Doucet Survey completes its work on the project. Failure to file a demand for arbitration within that time period shall constitute a waiver of all claims.
- 5.6.3 All demands for arbitration and all answering statements thereto which include any monetary claim must contain a statement that the total sum or value in controversy as alleged by the party making such demand or answering statement is not more than \$200,000.00. The arbitrators will not have jurisdiction, power or authority to consider or make findings (except in denial of their own jurisdiction) concerning any claim, counterclaim, dispute or other matter in question where the amount of controversy of any such claim, counter claim, dispute or matter is more than \$200,000.00.
- 5.6.4 No arbitration arising out of or relating to this Agreement may include, by consolidation, joinder or in any other manner, any person or entity who is not a party to this Agreement.
- 5.6.5 By written consent signed by all parties to this Agreement and containing a specific reference hereto, the limitations and restrictions contained in paragraphs 5.6.3 and 5.6.4 may be waived in whole or in part as to any claim, counterclaim, dispute or other matter specifically described in such consent.
- 5.6.6 All arbitration hearings under this agreement shall take place in Newmarket, New Hampshire or such other place as may be mutually agreed to by the parties.
- 5.7 Limitation of Doucet Survey's Liability

Owner hereby agrees that to the fullest extent permitted by law, Doucet Survey's total liability to owner for any and all injuries, claims, losses, expenses or damages whatsoever arising out of or in any way related to the project or this Agreement from any cause or causes including but not limited to Doucet Survey's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed the total amount of \$50,000.00 or the total fee for the services rendered on the Project, whichever is greater.

5.8 Indemnification

To the fullest extent permitted by law, the Owner shall require the Contractor to indemnify and hold harmless Doucet Survey, its consultants, agents, and employees from and against any claims, damages, losses and expenses, including but not limited to attorneys' fees arising out of or related to performance of construction activities, provided that such claims, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expenses is caused in part by a party indemnified hereunder. You shall require that Doucet Survey be named as an additional insured on the Contractor's liability insurance with such coverage being primary and non-contributory. Owner shall further require Contractor to waive all rights of subrogation against Doucet Survey.

5.9 Severability and Reformation

Any provision or part thereof of this Agreement held to be void or unenforceable under any law shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the parties. The parties agree that this Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision which comes as close as possible to expressing the intention of the stricken provision.

MISCELLANEOUS PROVISIONS

6.1 Financial Assurances

On projects where the proposed cost exceeds \$50,000, Doucet Survey reserves the right to require credit references, bank references, a retainer, or such other information as Doucet Survey may request.

6.2 Hazardous Materials

Doucet Survey and any independent professional associates or consultant(s) it might retain, shall have no responsibility for the discovery, identification, presence, handling, removal, or disposal of or exposure of persons to hazardous materials or toxic substances in any form at the project site.

6.3 Definitions

The terms "you", "owner", and "client" are used interchangeably. The terms "us", "we" and "Doucet Survey" are used interchangeably and refer to Doucet Survey, Inc.

6.4 Contract Documents

The proposal, fee agreement, and General Provisions together comprise the entire agreement between you and Doucet Survey relating to the specified project. No other documents will be considered part of the agreement unless agreed in writing by the parties.

Solid Waste Advisory Commission Updates

December 8, 2010

Attended meeting on Thursday November 18th, 2010.

Monthly Financial Updates: Reporting is currently unavailable as the new city financial software is being implemented. There were no updated financial reports at this time.

Fee Schedule Review: Members reviewed the FY11 [Adopted] Community Services Fee Schedule to look at the level of fees and where they should be adjusted, if at all. Increasing the Freon and Bag & Tag fees were mentioned with consensus for further discussion at the next meeting in January, 2011. The Commission was pleased that the Council voted to decrease the minimum C & D fee for residents from \$25 to \$15 and wants to thank the Council for their decision.

Recycling Center: The city staff indicated that the Center was incredibly busy on Saturday, November 13th as one of the last nice days expected for yard waste disposal. The Center was overwhelmed with users and traffic was backed up to Rt 108. They had to constantly move the yard cans for the yard waste/debris and filled ten forty yard containers that day. They have found that with the minimal staffing, it would be recommended to have the Center open for two Sundays in November next year. The city staff discussed with members, the need to fund new yard containers as the age and condition of the existing ones is costing a lot of man hours and down time to maintain and repair.

Option for Special Revenue Fund: The members agreed it would be beneficial to have certain fees go directly into a reserve account specifically to address the needs of the Center. It could be used for additional staffing when needed, support maintenance and for purchasing specific items as needed, like new yard containers, etc. Also, they feel that the funds collected from the Town of Madbury to use the Recycling Center could go into this account versus the general fund. The Commission is recommending that a Special Revenue Fund be set up for these purposes.

Respectfully Submitted,

Councilor Bill Garrison



DOVER
SCHOOL
DISTRICT

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 346, 61 Locust Street
Meeting Date: **Monday, October 25, 2010**
Meeting Time: **5:15 p.m.**

Members Present: Parks Christenbury, Aviva Grasso, Dean Trefethen, Audra Lurvey, Kirt Schuman

Members absent: Sarah Fuller

Others Attending: Media Access Coordinator Mike Gillis, Libby Simmons (SAU)

Meeting commenced at 5:15 p.m.

1. Call to Order

Chairman Christenbury called the meeting to order at 5:15p.m

2. Approval of meeting minutes for October 4, 2010

Motion made by Lurvey, seconded by Trefethen, to approve the minutes. Unanimous.

3. Review of furniture bids and approval of vendor

Gillis presented a list of furniture bid results to the JBC. Five were received. He said that two of the bids weren't likely what the project needed and extra copies of those bids were not made. He passed out the originals received to review.

He then handed out copies of the remaining three, starting with Berkshire. The cost is quite a bit higher than others, Gillis noted. He said it is very similar to the others, with the exception of the main meeting room table. He said he does like the layout of the table presented by Berkshire. He said the remaining list of furniture is very similar to others.

He handed out the bid from Warren's, which had bid previously. Gillis said they changed some of the components. He noted they are the lowest bidder, but he said the main meeting table is the weakest part of the proposal, which he said doesn't have the right aesthetic, including the modesty shield. He said the podium was also lacking.

There was some discussion by the JBC about the main meeting table not fitting the expected look of the room.

Gillis then handed out copies of the proposal by W.B. Mason. He said they are the second lowest bidder.



DOVER
SCHOOL
DISTRICT

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 346, 61 Locust Street
Meeting Date: **Monday, October 25, 2010**
Meeting Time: **5:15 p.m.**

He said the proposal is similar to the others. He said the difference is that the main meeting table is better suited to the needs of the main meeting room. He said it is the same furniture line used in the superintendent's office. He said the podium is ideal.

It was noted the difference is that the main meeting table is modular.

Gillis said the meeting room chairs are similar to other proposals, but are padded, which is not pictured, and are gangable.

The conference room tables are modular as well, which is something Gillis said was requested as an option to accommodate distance learning, which the SAU is pursuing.

Trefethen asked how the chairs in the proposal are gangable. Gillis said he wasn't sure; on some you can see a clip, but Gillis said clarification could be sought. He said it might also be a good idea to ask to see some samples.

Lurvey asked about colors. She said it seemed to be light wood. Gillis said the bid specs out mahogany, but other colors are available.

Christenbury said there are two paths: The high end with Berkshire or W.B. Mason, which meets the criteria economically. He asked for opinions.

Trefethen asked if it is possible to split the bid. Gillis said he is not sure, but would think so. Trefethen said if the JBC like most of one, but not another, it could be split.

Christenbury said he agreed the meeting table from Berkshire was closest to what was being sought.

Schuman asked how much was budgeted for furniture. Gillis said no specific amount was budgeted, but the JBC had discussed not going overboard.

Schuman asked what happens to money left over.

Gillis said there are additional options for other needs, which he would discuss later.

Gillis also said the JBC could decide to interview a vendor and ask to see samples.



DOVER
SCHOOL
DISTRICT

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES

Meeting Type: Regular Meeting
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Meeting Time: **5:15 p.m.**

Christenbury said he would like to see some of the furniture. He said he wouldn't feel comfortable making a decision without seeing some samples and better visualize the quality. He said the main meeting table is the important element, but it is hard to see from drawings and pictures.

He said it would make sense to contact W.B. Mason and request to see samples. If the W.B. Mason table works out, he said he was leaning toward selecting them, but wants to see it first.

Gillis said he would arrange a meeting with W.B. Mason.

Schuman said it would be good to see some specific examples.

Grasso said it was too difficult to know how much space some of the proposed tables would require in the room, based on the drawing.

Grasso said she was also not sure the W.B. Mason said the round table in the conference room did not seem like the best use of space. Lurvey and Trefethen said it looked like the table could be rearranged.

4. Review and approval of Martini Northern change order for infill: \$891.25

Gillis handed out copies of change order CO1 for \$891.25. He said the change order was for the additional infill needed in the office area. He said the swail in the room proved to be even deeper than anticipated. It was addressed initially, without trying to over fill the space, but more fill was needed to level the floor.

Lurvey moved to accept and pay the change order. Seconded by Grasso. Unanimous.

5. Review and approval of quote for Access Center window treatments

Gillis handed out copies of a quote for window treatments from Portsmouth Blind and Shade Company for \$3,198. He said the vendor has provided and installed window treatments throughout the McConnell Center.

Christenbury moved to approve the award the quote. Seconded by Lurvey. Unanimous.



DOVER
SCHOOL
DISTRICT

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 346, 61 Locust Street
Meeting Date: **Monday, October 25, 2010**
Meeting Time: **5:15 p.m.**

6. Update on construction and equipment installation

Gillis said construction is essentially done. He said there is some minor finishing work to be completed. He said one of the main issues to be resolved is the location of the heat pumps. He said the plumbing vendor had not been able to install the units above the ceiling and instead installed them on the walls. Gillis said that was unacceptable, which was communicated to the general contractor, and a solution was being sought.

Gillis said there would likely be a few additional change orders for electrical work, primarily for the location of additional outlets for mounted flat screen panels.

He said equipment was about 70 percent installed and would be finished once the furniture is installed.

7. Other Business

a. Financial update

Gillis handed out an updated budget, which includes the window treatments, totaling about \$108,500. It does not include furniture.

Grasso revisited an earlier comment about money left over. Gillis explained the breakdown between state aid and the budget from franchise fees. Gillis said he wasn't exactly sure how left over funds would be redistributed, but assumed the City budget would be returned to the fund.

Trefethen said he wanted to be sure no money is being spent for the sake of spending money.

b. Comcast update

Gillis said Comcast was in the process of preparing the space for the broadcast of two channels.

c. Additional equipment needs

Gillis said he would like to prepare and provide a list of additional equipment to the JBC, which he said is possible because of the available budget. He said the edit system had already been discussed and would need to be budgeted. He said, ideally, because student training will eventually be involved, both PC and Mac-based systems are critical.



DOVER
SCHOOL
DISTRICT

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 346, 61 Locust Street
Meeting Date: **Monday, October 25, 2010**
Meeting Time: **5:15 p.m.**

Trefethen asked how much each system would cost.

Gillis said each would be about \$5,000, for a total of \$10,000.

Gillis said there would likely be some other equipment, such as lights and a teleprompter. Gillis said a teleprompter is needed for informational videos and PSAs, for example.

Christenbury said he would like to see a list of what's needed, and the cost.

d. Other matters of interest

None.

8. Set Next Meeting

The next meeting was set for Monday, Nov. 22, at 5:15 p.m., at a place to be determined.

9. Adjourn

Motion made by Grasso to adjourn. Seconded by Schuman. Unanimous. Meeting adjourned at 6:09 p.m.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2010.12.08 – 149**
Resolution Re: Authorizing the City Manager to apply for the ERZ
Application For the Sixth St. site and Mast Rd Site

- WHEREAS: The City of Dover will be applying to the State of New Hampshire's Department of Resource and Economic Development; and
- WHEREAS: This program will allow local businesses to take advantage of Economic Revitalization Zone tax credits.
- WHEREAS: This incentive program has no affect on the local tax burden, and is strictly a State of New Hampshire incentive program.

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

The City Manager is authorized to apply to the State of New Hampshire Department of Resource and Economic Development for the ERZ Tax Credit Program.

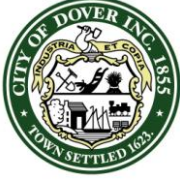
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved for Legal Compliance: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2010.12.08 – 149**
Resolution Re: Authorizing the City Manager to apply for the ERZ
Application For the Sixth St. site and Mast Rd Site

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.B.1.

Resolution Number: **R – 2010.12.08 – 149**
Resolution Re: Authorizing the City Manager to apply for the ERZ
Application For the Sixth St. site and Mast Rd Site

RESOLUTION BACKGROUND MATERIAL:

The City of Dover will be applying to the State of New Hampshire's Department of Resource and Economic Development to allow local businesses to take advantage of Economic Revitalization Zone tax credits.

In an effort to encourage revitalization and create jobs, Communities and employers may take advantage of New Hampshire's Economic Revitalization Zone Tax Credits (EZ Tax Credit) Program.

With the Economic Revitalization Zone Tax Credits Program, a business may be eligible for tax credits to be used against Business Profit Tax and Business Enterprise Tax in a qualifying project. In order for a project to qualify it must create new jobs and expand the economic base for the state. Projects can range from the creation of new facilities to the rehabilitation of existing structures.

This incentive program has no affect on the local tax burden, and is strictly a State of New Hampshire incentive program. The local government must authorize the establishment of the districts, but is not involved in identifying or approving tax credit requests, those requests are strictly administered by the State.

The City previously identified and applied for three areas of Dover to be designated as districts. These districts, included downtown Dover, the industrial parks off Route 9, Littleworth Road and the area located between Locust and Rutland Streets.

The City has further identified two new areas for inclusion in the program. The first is located along Mast Road from Route 108, Durham Road and the City line. It includes gravel pit areas a similar industrial uses. The second district includes area located between Indian Brook Drive and Production Drive along Sixth Street and includes Enterprise Park.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2010.12.08 - 147**
Resolution Re: Amendment of FY2011 Fee Schedule to Establish Parking Meter Token Rates

WHEREAS: The Dover City Council has authorized the purchase and installation of 50 master parking meters in the downtown, and;

WHEREAS: The Parking Commission held public meetings to discuss a parking meter token program and noted strong support to make tokens available to businesses and the public at a discounted rate, and;

WHEREAS: The Dover Parking Commission has recommended that tokens be authorized for use in City parking meters at a 20% discount.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The City Council of the City of Dover authorizes changes to the Police section, p. 10 of the approved FY 2011 Fee Schedule as follows:

Parking Meter Token rate: 20 minutes \$0.20

The City Manager recommends that this resolution be adopted.

AUTHORIZATION

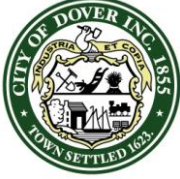
Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk

NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage. Resolution to be referred to public hearing.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2010.12.08 - 147**
Resolution Re: Amendment of FY2011 Fee Schedule to Establish Parking Meter Token Rates

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2010.12.08 - 147**

Resolution Re: Amendment of FY2011 Fee Schedule to Establish Parking
Meter Token Rates

RESOLUTION BACKGROUND MATERIAL:

Phase II Pay and Display parking meters are scheduled to be activated in early January 2011. As part of the outreach program for this transition, the Parking Commission held public meetings to review the possibility of having the meters accept tokens that could be sold to businesses and the general public. The support for a token program was overwhelming and the Parking Commission voted on November 22, 2010 to include tokens as a method of payment at a 20% discount.