



CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 23, 2011**
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 – 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.

9. **CITY MANAGER’S REPORT**
10. **APPROVAL OF MINUTES**
 - A. **February 9, 2011**
11. **MAYOR’S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING – None**
 - B. **ORDINANCES IN THE 3rd READING – None**
 - C. **RESOLUTIONS – None**

13. **NEW BUSINESS**
 - A. **CONSENT CALENDAR**
 1. **TAG – Dover Youth Football League, Inc.**
 2. **AWARD OF ADDITIONAL SCOPE OF EVALUATION SERVICE FOR ONE VOICE YOUTH TO YOUTH GRANT**
SPONSORED BY MAYOR MYERS BY REQUEST



CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 23, 2011**
Meeting Time: **7:00pm**

3. SENIOR CENTER TRIP TO DAYTONA BEACH, FLORIDA SPONSORED BY MAYOR MYERS BY REQUEST

COMMITTEE REPORTS

- | | |
|--|---|
| 1. School Board | 8. Transportation Advisory Commission |
| 2. Planning Board | 9. Joint Building Committee – Horne Street |
| 3. Appointments Committee | 10. Joint Building Committee – Media Access |
| 4. Recreation Advisory Board | 11. Legislative Liaison |
| 5. McConnell Center Advisory Committee | 12. Pool Advisory Committee |
| 6. Arts Commission | 13. Parking Commission – Update Presentation |
| 7. Solid Waste Advisory Commission | |

B. RESOLUTIONS

- 1. B09064 PAY & DISPLAY PARKING METERS TWENTY ADDITIONAL UNITS
SPONSORED BY MAYOR MYERS BY REQUEST**
- 2. B11004B - 2010 INFILTRATION AND INFLOW REDUCTION AWARD OF BID
SPONSORED BY MAYOR MYERS BY REQUEST**
- 3. AWARD OF ADDITIONAL SCOPE OF ENGINEERING SERVICES
2010 INFILTRATION AND INFLOW REDUCTION
SPONSORED BY MAYOR MYERS BY REQUEST**
- 4. AWARD OF ADDITIONAL SCOPE OF ENGINEERING SERVICES FOR WHITTIER
ST BRIDGE OVER THE COCHECO NHDOT#111/132
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



FEBRUARY 23, 2011

SUBMITTED BY:

J. MICHAEL JOYAL, JR.
CITY MANAGER

**CITY OF
DOVER, NH**

AVAILABLE ONLINE:

WWW.DOVER.NH.GOV

Dover Business & Industrial Development Authority Economic Development Overview Dan Barufaldi

Sector Review:

Retail: Retail sales experienced the annual post holiday decline in the last month as holiday spending depleted cash and credit reserves. Unemployment and fear of unemployment remains a spending deterrent as unemployment rates hovered minimally above and below projected levels although overall employment continued in decline. Dover unemployment increased slightly from 4.4% to 4.6% as national unemployment increased to 9.3% from 9.0% versus the previous month.

Restaurants: Fast food sales are up moderately due to price cut "specials. Other breakfast and lunch sales continue at slightly reduced levels. Dinner sales at higher end restaurants were buoyed somewhat by the holidays, but have since declined.

Hotels/Motels: Sales activity is highly location sensitive, but off markedly. Weekend sales remain scarce as winter weather sets in. Our downtown hotel continues to record high occupancy levels, but at slim margins.

Services: Financial services continue to improve. Services connected to project work are off markedly. Travel (seasonal), cleaners, and cleaning services sales remain off, but are now stabilizing. Software sales are rising steeply. Educational and healthcare services continue to grow.

Construction: Some residential construction improvement, but very spotty. Commercial activity exists, particularly in building rehab, but continues to be focused on bargain hunting. Lower rehab costs for existing commercial/ industrial buildings and lack of financing availability continue to make new construction scarce.

Manufacturing: Remains in decline even as inventories are depleted. Electronic assembly is experiencing an uptick with rush delivery requests common. Food manufacturing and electronic recycling are showing moderate growth signs locally. New car inventories are still above normal, and likely to remain so in the short term as the "clunker" program borrowed from future new car sales that have fallen off despite new model introductions for 2011. Some bright spots exist at specific brand outlets like Ford, GM, Hyundai and VW.

Healthcare: Still in a growth mode, but uninsured unemployed patients are mitigating that growth. Medicare/ Medicaid payment uncertainty and the political/economic quandary of healthcare reform/ insurance programs and resistance to rising medical care costs will delay some expansion. Doctor and hospital visits are off and emergency room activity is increasing significantly as health insurance is often lost due to unemployment.

Commercial Real Estate Space: A large office space inventory continues to drive prices downward. Lower cost mill space is doing better than higher cost mill office space currently. The WDH Exit 9 Medical Practice Building is now fully occupied, releasing office leased space near the WDH main campus. WDH has removed one floor from their main campus expansion plans. One of our major mill spaces is only 49% occupied and has lost two large tenants to

another Dover location with door side parking. Lack of proximate parking remains a serious deterrent. We are working with the Cocheco Falls Mill to use Coast busses to reduce their parking lot shuttle costs.

Local Business Retention Contacts:

Real Estate Agents: Commercial agents contacted all have high inventories, few sales, and expect that commercial real estate is still in its decline cycle, following residential real estate by about 18 months on average. Recent flurry of interest in our Enterprise Park parcels by two firms one a UNH spin off, and another Massachusetts company. The others have either postponed any move to conserve cash in a slow and uncertain economy or are looking for less expensive approaches through rehabbing existing older buildings or buying a foreclosed property. One Crosby Rd. business has their condominium property up for sale or lease due to reduced sales revenues being experienced.

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

Mills: AT&T call center space is still not leased to a new tenant. Loss of two significant leased office space tenants to another Dover location has occurred. Lack of on-site parking is a continuing problem. Other mill space has been taken as a children's toy store on the ground floor opposite the Children's Museum.

Another Mill now has less than 12,000 sq. ft. unoccupied and has prospects for a baked goods manufacturing operation and a deli/bakery restaurant coffee shop. The move in has been extended and a new partnership formed with additional capital needed to attract needed financing. This has delayed occupancy. This space will now be used as an event hall with a commercial kitchen to be installed.

Downtown: Three spaces are open currently, but with several small businesses selling discretionary rather than necessary products and services at risk due to the unavailability of credit and a lack of curbside parking. DBIDA is working with SEDC and DRED to explore the possibilities to help these businesses, and is also reviewing their business models with them to uncover opportunities for increased revenues and/or reduced expenses. Credit card companies and banks have cut or eliminated the credit lines traditionally used by small business people to bridge seasonal and/or receivable/payable time lags. Other SBA loan programs are being accessed, as these are now more available through local/ regional banks and are more likely to be able to respond in time. A new Fed stimulus program aimed at providing credit to small businesses through the SBA has been announced, and local banks finally have enough details on the program to start lending at this time. Dialogue with the Dover Economic Loan Program Administrator has been initiated. A few downtown businesses with limited resources, heavy debt loads, old business models and adaptability have now closed. These small retail businesses that have been hanging on waiting for the economy to improve are running out of cash and credit reserves.

Unemployment:

Dover: Currently at 4.6%
Portsmouth: 4.2%
Rochester: 5.4%
Somersworth: 5.7%

Manchester: 6.0%
Concord: 4.8%
New Hampshire: 5.4%
Maine: 7.4%
Massachusetts: 8.1%
Rhode Island: 11.2%
Vermont: 5.7%
New England: 8.0%
U.S.: Currently at 9.3%.

Incentive Activity:

ERZ Districts (3) Progress: Four new businesses so far have moved into ERZ locations in Dover. ERZ District availability has positively influenced four move-in companies to date representing just under 200 jobs. Two new ERZ Districts on Sixth Street (including Enterprise Park) and Mast Road have passed all application requirements from the State and their approval is imminent.

Outreach/Attraction:

Enterprise Park: Two companies are currently putting their paperwork together and exploring building designs and costs for 25,000 and 40,000 sq. ft. buildings, respectively in the Park. Dover ERZ benefits are still on the table and being considered along with the lease-to-buy incentive.

Goss Building: A new wind turbine assembly company is scheduled to move into the Goss Building shortly. Employment numbers are not yet set, but 20-25 employees is the most recent estimate.

Industrial Park Drive: A Wilmington, MA ski sports company awaiting a final air quality test approval by DES to execute a lease for 55,000 sq. ft. at 16 Industrial Park Drive, has now pulled out and will relocate in Haverill, MA despite terms of the lease being approved by the parties. The building failed the heated air quality test and the company exceeded its time window deadline for the move and could not extend its move date.

Crosby Road Industrial Park: A Massachusetts company contemplating a new build in Enterprise Park is looking at two locations on Crosby Road as an interim Dover location as their Enterprise Park property is being built.

Public Activities:

NH Economic Summit, SNH University, Manchester
Regional Business outreach Mtg. DRED, Great Bay Community College
ITACONIX Mtg./ Enterprise Park
Friendly Force Ambassador Mtg.
Ribbon Cutting Meetings (3)
Hazardous Mitigation Planning Mtgs. (3)
Skyhaven Marketing Committee Mtg.
Skyhaven Advisory Board
St. Charles Property meetings (2)
Stormwater Advisory Committee Mtgs. (2)
BUbusinessNH Advertising Meeting, Seacoast Alliance
Parking Commission Meetings (2).

Government Affairs Committee Meeting-Chamber
Kent Creative Quarterly newspaper meetings (3)
DRED Meeting: ERZ District Applications
Tourism Leadership Partner meeting (2)
DBIDA Board meeting
NHCIBOR Quarterly meeting, Bedford, NH
Hospitality Industry/Tourism Meeting
Monthly Networking Leads Group 2nd Tuesdays
City Council meetings
Office Interiors contact ITACONIX Presentation UNH
Development Issues Meetings/Planning
TRC Meetings (2)
CIBOR Seacoast Marketing Meeting: Pease
Gundalow Season Celebration: Portsmouth
Parking Lot Bid Meetings (3)
Master Plan Meetings/ Planning
Master Plan Presentation/ Planning Board
Land, Sea, Space Center Meeting
Strafford Regional Planning Meetings
Baldrige Overview Meeting
Dover Economic Forecast Breakfast
NH Economic Trends Seminar
Mill parking/Coast Bus line Meeting
Fairpoint Meeting
Citizen/Business of the Year awards Banquet



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 9, 2011**
Meeting Time: **7:00pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Deputy Mayor Trefethen led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Also present: City Manager Joyal, General Legal Counsel and City Clerk Lavertu.

5. PROCLAMATIONS/AWARDS – None

6. APPROVAL OF AGENDA

Councilor Garrison moved to add the Legislative Report; seconded by Councilor Cruikshank.

Vote: 9/0.

Deputy Mayor Trefethen moved to move Item 12.C.1. up on the Agenda to before 12.A.1.; seconded by Councilor Weston.

Vote: 9/0.

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

Vote: 9/0.

7. PUBLIC HEARINGS

A. RESOLUTION TO ESTABLISH A STORM WATER UTILITY SPONSORED BY COUNCILOR NEDELKA

Richard Hebbard, 97 Spruce Lane: He was disturbed by the whole process for creating this utility. He said the Ad-Hoc Stormwater Committee didn't have the RSAs or EPA mandates to refer to. He read parts of the legislation enacted in 2008 to the Council describing stormwater runoff, districts, reasonable fees, proportional benefits, credits, assessing fees, and levies.

Douglas DeDe, 143 Locust Street: He said \$900,000 for stormwater was already part of the General Fund and paid for by property taxes, and there was a potential for an additional \$3 million needed to pay for the mandates. He spoke about the pros and cons for keeping it in the General Fund or creating a new utility. He said the Dover Chamber of Commerce voted unanimously that if this was going to be implemented that it should be in 2013 to allow businesses and nonprofits to prepare for it. He didn't agree with the Ad-Hoc Stormwater Committee that creating this utility is the answer, and recommended that the Resolution be tabled.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 9, 2011**
Meeting Time: **7:00pm**

Gary Green, 18 Footbridge Lane, Member of the Ad-Hoc Stormwater Committee: He said he voted for the creation of this Committee. He thanked Councilor Nedelka for his work. He said there has been a lot of confusion and misinformation. He said the utility is an efficient way of handling the mandates.

Donald Medbery, 3 Covered Bridge Lane: He first congratulated the City workers and the people who have done an excellent job in clearing the streets. He was against creating this utility and commission because he felt Dover was jumping out ahead of the rest of New Hampshire. He said they will end up bankrupting people if the City continues.

Michael Weeden, 365 Sixth Street: He said this utility is unnecessary. He said the EPA has not mandated annual clean up. He asked the Council to vote against the Resolution.

David Scott, 220 Back Road: He opposed this initiative. He said the Council is pushing new programs that will increase costs. He said this was an unfunded mandate and Dover should refuse to comply. He asked the Council to use their authority to instruct the City Manager to present a budget with lower spending; insisting on a budget that was 2% less than this year.

Patricia Kemen, 500 Sixth Street: She thanked Councilor Nedelka and the Ad-Hoc Stormwater Committee. She discussed the additional amounts needed to be raised and the proposed mandates which don't start until 2017. She spoke about Portsmouth's plan and how they were receiving federal funding to pay for this. She told the Council it was irresponsible to vote on this Resolution at this time, because additional research and study are needed for citizens to understand.

Thomas Lamy, 9 Deepwood Drive: He spoke about his displeasure with this stormwater utility proposal. He said he was annoyed that the Council has determined that EPA trumps the good of the citizens. He said the State is cutting spending and asked the City to follow their lead and protect the citizens. He asked the Council to table this proposal.

Mary Hebbard, 97 Spruce Lane: She said she adamantly opposed this utility. She said citizens feel the administration was trying to jam this through. She referred to the Ad-Hoc Stormwater Committee meetings and said they have scared the citizens. She spoke about public outreach and how it didn't happen. She asked the Council to vote no on this Resolution.

Renaud Pelletier, 45 Rutland Street: He referred to the previous speaker's comments about the Council scaring the people. He said this should be done right, and this Resolution was wrong.

David Martin, 10 Linda Avenue: He said it was a bad time for a new utility tax on rain and snow, because we're in a recession. He said this Resolution was a really bad idea. He listed the punishments to the citizens and businesses of Dover if this utility is created.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 9, 2011**
Meeting Time: **7:00pm**

Arthur McDonough, Local Businessman: He said if the City needs to do this then it needs to do it as economically as possible. He listed reasons why the City should not establish a stormwater utility.

Michael Bolduc, 5 Reynors Brook Drive, Chairperson for the Greater Dover Chamber of Commerce: He referred to the letter the Chamber of Commerce sent to the Council. He asked the Council to delay their vote on this Resolution. He said the delay will allow everyone a chance to educate themselves, prepare budgets, and talk with their Councilors.

Christopher Buck, 28B Lincoln Street, Representative for the Dover Republican Committee: He discussed fiscal conservatism and their belief in not just saving money, but opposing excessive regulation. He asked the City to stand up to the EPA. He asked the Council to delay their vote until they receive more information. He said the new utility is not a way to save money.

William Colbath, 129 Silver Street: He spoke in opposition of creating another Commission. He said the City should not get ahead of the EPA. He said the City should do what they have to do to keep costs within reason.

Joanne Eaton, 67 Mount Vernon Street: She referred to the Stormwater report and asked if personnel costs were totally for stormwater, which is already in the General Fund. She felt it should stay in the General Fund and be tax deductible. She asked the Council to table this Resolution at this time.

Edward Koza, 5 Berkshire Lane: He referred to the Foster's Daily Democrat article and the amounts that would be needed for the stormwater mandates. He felt the impact on the tax rate would be less than the proposed fee. He urged the Council to vote no on this Resolution.

Mark Morrow, co-owner of property at 50 Crosby Road: He spoke against creating a new utility. He also spoke about the disparity in the fees between businesses and residents.

Patricia Wulfson, 5 Rainbow Drive: She considers this a mystery mandate. She said fees for trash bags and parking she can control, but can't control fees on her roof. She referred to Portsmouth getting federal funding, and said Dover needs to research it also. She said if the mandate becomes reality it should remain in the General Fund.

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 9, 2011**
Meeting Time: **7:00pm**

B. CHAPTER 5-9, BOARDS COMMISSIONS AND COMMITTEES - DOVER UTILITY COMMISSION – STORM WATER FUNCTIONS SPONSORED BY COUNCILOR NEDELKA

Mary Hebbard, 97 Spruce Lane: She spoke about the Ordinance change and the impact it will have on every property owner in Dover. She said it shouldn't pass.

William Colbath, 129 Silver Street: He said the power to spend and tax should stay with the Council. He asked the Council to vote no on this Ordinance.

Donald Medbery, 3 Covered Bridge Lane: He asked the Council to vote no on this Ordinance. He doesn't want the Commission to have the power to spend money.

Richard Hebbard, 97 Spruce Lane: He asked the Council to vote no on this Ordinance. He said he was a former member of the Dover Utility Commission, and the last member to have any experience with water, sewer, or stormwater.

Thomas Lamy, 9 Deepwood Drive: He asked the Council to vote no on this Ordinance. He said it was not needed.

Christopher Buck, 28B Lincoln Street: He said the City needs accountability over spending. He was against this Ordinance.

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

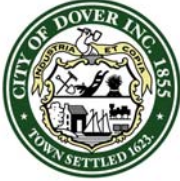
8. CITIZEN'S FORUM

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

Ronald Huml, 199 Mast Road: He spoke about his research on energy efficiency contract, and there being enough savings to pay for the contract. He spoke about the survey regarding cities under the tap cap, and how other towns were level funded and didn't exceed the tax cap last year. He spoke about New Hampshire being third highest in property taxes in the United States. He spoke about people taking City cars home for their own personal use. He ended his comments with parking, and said there was 90% vacancy on the main drag.

Carolyn Mebert, 254 Dover Point Road: She asked the Council to vote yes on the School's paraeducator contract. She said it was a good compromise.

Superintendent Jean Briggs-Badger: She asked the Council to vote yes on the School's paraeducator contract. She said there were no COLA increases. She said they have been two years on the current salary scale. She said it is only a \$0.30/hour raise, and discussed the other changes in the contract.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 9, 2011**
Meeting Time: **7:00pm**

Kim Taylor, 1 Mill Street, Special Education Teacher at Garrison Elementary School: She urged the Council to vote yes on the School's paraeducator contract.

Darlene Shanahan, 508 Tolend Road: She asked the Council to vote yes on the School's paraeducator contract, because the City needs to retain these employees.

Patricia Wulfson, 5 Rainbow Drive: She spoke about fluoride causing thyroid disease, and asked the City to remove it from the water supply. She said it would also save the City \$30,000 from the budget.

Lorna Zucaro, President of the Dover Paraeducator Association: She said it has been a pleasure to work with a highly skilled group of individuals. She asked the Council to support the contract.

Warren Lupien, 1 Berkshire Lane: He said the Council was supposed to inform the public about the water situation. He spoke about the economy and said the City cannot keep spending. He said he hoped the City gets new blood in November.

Richard Hebbard, 97 Spruce Lane: He spoke about the Stormwater Committee report. He said there are some discrepancies and he wanted to know who was telling the truth.

Mary Hebbard, 97 Spruce Lane: She spoke about respect and the lack of it shown to the citizens. She spoke about the Stormwater Study and the research she has done, and the comments from the Councilors that she didn't hear what they said. She said she cares about the City, but they weren't on the same page.

Mark Morrow, co-owner of property at 50 Crosby Road: He said the Council is being beat up tonight, because there was a trust issue with the citizens.

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

9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his written report.

Councilor Garrison referred to Page 7, paragraph regarding the Pool Advisory Committee. He said the Dover Swims week collected \$11,500.

Councilor Hooper asked about the Court Diversion Program.

City Manager Joyal explained the program to the Council.

Councilor Hooper gave kudos to the Fire Department, who has been fighting fires almost daily for the last few weeks, and putting their lives on the line rescuing people.

Councilor Cruikshank referred to comments that City vehicles were being used for personal use, and asked the City Manager to comment on it.

City Manager Joyal said it was only used to drive to and from work, but especially for emergency call backs.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 9, 2011**
Meeting Time: **7:00pm**

Deputy Mayor Trefethen referred to comments regarding fluoridating the drinking water, and asked the City Manager if he had discussed this with the staff.

City Manager Joyal said they have researched this issue, and have just received information from Health and Human Services that they are recommending lowering the thresholds for fluoridation from .9 to .7. He said they will be coming before the Council on how they would like to address the issue.

Mayor Myers pointed out that Wentworth-Douglass Hospital has paid the \$286,000 fee to the City as part of a \$28 million project.

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

Vote: 9/0

Deputy Mayor Trefethen moved to recess for three minutes; seconded by Councilor Weston.

10. APPROVAL OF MINUTES

A. January 19, 2011 – Workshop Session

B. January 26, 2011 – Regular Meeting

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

Councilor Cheney moved to add her additional statement to the January 26, 2011, Page 8 of 11; seconded by Councilor Weston.

Mayor Myers said the minutes are supposed to give a general overview of the meeting, but he will support this addition.

Vote: 9/0.

Councilor Weston moved to approve the Minutes with the one amendment; seconded by Councilor Garrison.

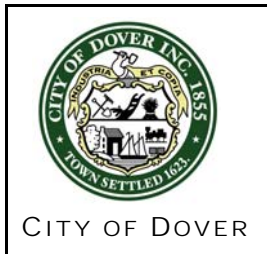
Vote: 9/0.

11. MAYOR'S REPORT

Mayor Myers said he attended the Greater Dover Chamber of Commerce annual Citizen and Business of the Year dinner. He congratulated the winner of the awards. He said Dover hosted a meeting with Congressman Guinta regarding the Great Bay Estuary Alliance. He attended the Taste of Dover event hosted by Dover Main Street. He attended the Dover Reads Kick Off.

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

Vote: 9/0.



CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 9, 2011**
Meeting Time: **7:00pm**

12. UNFINISHED BUSINESS

Councilor Nedelka moved for the adoption of 12.C.1.; seconded by Councilor Hooper.

Councilor Nedelka discussed the creation of the Stormwater Utility. He clarified some of the questions that were brought up during the Public Hearing and Council emails. He recommended citizens get in touch with the EPA regarding the mandates.

Councilor Hooper said it was a diverse committee. She said the Council doesn't have to accept this Resolution. She said the Committee did what they were charged to do.

Councilor Carrier said he felt it was premature to put this in place, and asked the Council to wait. He said he would be voting no on the Resolution.

Councilor Cruikshank said the recommendation was made in good faith, and the personal insults were disturbing. She said since they have time she would like to withdraw the Resolution for more discussion.

Deputy Mayor Trefethen said the work of the Committee will be very useful for several years to come. He still wanted to see a yes or no vote on this Resolution, and not withdrawn. He said it still needs to be funded and in the budget. He said he would vote no on this Resolution.

Councilor Garrison said he would not support this Resolution.

Mayor Myers clarified several issues brought up during the Public Hearing. He said he would not support this Resolution tonight, because he didn't want to hurt economic development in the City. He said the study can be easily updated and used years from now.

Councilor Cheney said she would not support this Resolution.

Councilor Weston discussed her reasons for not supporting the Resolution.

Councilor Nedelka spoke about the EPA and how anything the City does is a benefit to us. He said the State is considering a statewide utility to address this issue, which he feels is unlikely. He said the DES told him that if a community already has a Stormwater utility that they would keep the funds and not send it to the State. He discussed the benefits of measuring contamination in water and soil. He said if this is approved there is still a lot of work to be done. He said rules and rates would still need to be approved by the Council. He said if this Resolution fails he felt it would close it down.

Roll Call Vote: 2/7; Failed. Councilor Hooper and Nedelka voted in favor.

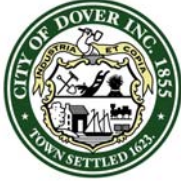
A. ORDINANCES IN THE 2nd READING

1. CHAPTER 5-9, BOARDS COMMISSIONS AND COMMITTEES - DOVER UTILITY COMMISSION – STORM WATER FUNCTIONS SPONSORED BY COUNCILOR NEDELKA AND COUNCILOR HOOPER

Sponsors Councilor Nedelka and Councilor Hooper withdrew the Ordinance.

Deputy Mayor Trefethen moved to suspend the rules to move 12.B.1. to this point in the Agenda; seconded by Councilor Carrier.

Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 9, 2011**
Meeting Time: **7:00pm**

Deputy Mayor Trefethen moved for its approval of Item 12.B.1.; seconded by Councilor Weston. Mayor Myers said he had to recuse himself from this vote, because of personal involvement. Councilor Weston moved to substitute as a whole a Resolution that includes a third year; seconded by Councilor Hooper.

Vote: 9/0.

Councilors Hooper, Carrier and Nedelka discussed their reasons for supporting this Resolution. Deputy Mayor Trefethen said he would support this Resolution. He said provisions are similar to Municipal contracts that contain no pay raises.

Councilor Cruikshank said it was reasonable, but she did struggle with the step increases.

Municipal employees have not received a pay increase in three years.

Councilor Cheney said she is struggling with this Resolution because steps are a problem. She said she will not support this Resolution.

Roll Call Vote: 5/3; Passed. Councilors Cruikshank, Cheney, and Weston were opposed.

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS

1. RESOLUTION TO ESTABLISH A STORM WATER UTILITY SPONSORED BY COUNCILOR NEDELKA AND COUNCILOR HOOPER

Council voted unanimously to move up on the Agenda to before 12.A.1.

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. RAFFLE – Dover Main Street**
- 2. PARADE – Helping Children Hear in New Hampshire 5K Road Race**
- 3. RESOLUTION: B11001 WASTE WATER TREATMENT FACILITIES PLAN
SPONSORED BY MAYOR MYERS BY REQUEST**
- 4. RESOLUTION: B11040 COMPOST RECYCLING – TRANSPORTATION & MARKETING
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, February 9, 2011**
 Meeting Time: **7:00pm**

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 |

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

Mayor Myers asked the Council if they had any items they would liked pulled for discussion.

Councilor Garrison asked to pull the Legislative Liaison Report.

Councilor Cheney asked to pull Item 13.A.2.

Mayor Myers asked to pull Item 13.A.4.

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

Roll Call Vote: 9/0.

Deputy Mayor Trefethen moved to approve Item 13.A.2.; seconded by Councilor Weston.

Councilor Cheney refer to another race and asked about the safety issues.

Deputy Mayor Trefethen said the problems with the previous race were more a neighborhood issue.

Vote: 9/0.

Deputy Mayor Trefethen moved to approve Item 13.A.4.; seconded by Councilor Weston.

Mayor Myers asked to pull this to inform the public that the City is not receiving revenue on the compost and invited citizens to help themselves to the compost.

Roll Call Vote: 9/0.

Councilor Garrison went over his Legislative Liaison report with the Council.

Deputy Mayor Trefethen moved to accept the Legislative Liaison Report; seconded by Councilor Weston.

Vote: 9/0.

B. RESOLUTIONS

**1. COLLECTIVE BARGAINING AGREEMENT BETWEEN THE DOVER SCHOOL DISTRICT AND THE DOVER PARAEDUCATORS' ASSOCIATION
 SPONSORED BY MAYOR MYERS BY REQUEST**

Council voted unanimously to move this Resolution up on the Agenda to after 12.A.1.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, February 9, 2011**
Meeting Time: **7:00pm**

2. APPROVAL OF DOVER ADULT LEARNING CENTER LEASE, ROOM 220 SPONSORED BY MAYOR MYERS BY REQUEST

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

3. AUTHORIZATION FOR CONVEYANCE OF PORTION OF CITY OWNED RIGHT OF WAY SPONSORED BY MAYOR MYERS BY REQUEST

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

C. ORDINANCES IN 1ST READING – None

14. COUNCIL CORRESPONDENCE

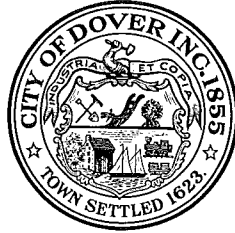
Deputy Mayor moved to accept the letter from the Greater Dover Chamber of Commerce and the letter from Anthony McManus; seconded by Councilor Cruikshank.
Vote: 9/0.

15. COUNCIL MATTERS OF INTEREST

Councilor Cheney asked the City Manager for overtime reports, showing which accounts where the money came from.
City Manager Joyal said he would get that for the Council.
Councilor Nedelka reminded the citizens that the Library is offering free tax preparations.

16. ADJOURNMENT

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



CITY OF DOVER
11 FEB -7 AM 10:44

APPLICATION CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: DOVER YOUTH FOOTBALL LEAGUE, INC.

Federal Tax ID number for Organization: 20-1507167

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

Contact Person: RICHARD JOHNSON Day Time Telephone: (603) 245-4438

Address: 3 DEER CREEK RUN, DOVER, NH Email Address RICHARD J62@comcast.net

Purpose of Permit: TAGGING FUND RAISER

Date of Event: SEPTEMBER 8, 9, 10 Specific Time: SEPTEMBER 8 + 9 : 4PM to 8PM

Location of Event: VARIOUS DOVER MERCHANT LOCATIONS
SEPTEMBER 10 : 9AM to 2 PM

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

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

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

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

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.

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

Signature: [Signature] Date: 2/1/11

Licensing Board approval [Signature] Date: 2/9/11
Revised 03/17/08



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R-2011.02.23 – 23**
Resolution Re: Award of Additional Scope of Engineering Services
2010 Infiltration and Inflow Reduction

WHEREAS: Sealed bid B00008 for city wide Inflow and Infiltration studies was received in September 2000 and was awarded via council approval to Wright Pierce as the qualified Engineering firm to perform a comprehensive Inflow and Infiltration (I & I) study for the City of Dover; and

WHEREAS: The study identified defective areas of the sewer system, prioritized the areas where unwanted ground water was entering the system, and listed corrective measures to be implemented. Wright Pierce was then chosen to design corrective measures where water inflow/infiltration was identified as the problem, and

WHEREAS: EPA has ordered the City to remove inflow and infiltration from its sewer collection system through a Compliance Order. NHDES has reviewed and approved the 2010 I&I project consisting of West Knox Marsh, Silver St Ext. and Bellamy Rd; and

WHEREAS: Wright Pierce Engineers of Topsham Maine has designed the replacement sewer and prepared the bid specifications for this project. WP now will provide construction oversight services to rehabilitate the sewer lines for these locations at a cost not to exceed \$31,600.00.

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

The Purchasing Agent is hereby authorized to issue a Purchase order in the amount of \$31,600 to Wright Pierce Engineers. The amount of this authorization shall be limited so as not to exceed the available funding.

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4757.04570.11	Inflow & Infiltration Utility Sys	\$250,000.00	\$250,000.00
5320.1.300.43250.4757.04570.10	Inflow & Infiltration Utility Sys	\$250,000.00	\$1,758.80

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R-2011.02.23 – 23**
Resolution Re: Award of Additional Scope of Engineering Services
2010 Infiltration and Inflow Reduction

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.3.

Resolution Number: **R-2011.02.23 – 23**
Resolution Re: Award of Additional Scope of Engineering Services
2010 Infiltration and Inflow Reduction

RESOLUTION BACKGROUND MATERIAL:

Requests for proposal (RFP) B00008 were issued and received in September 2000 to identify a qualified engineering firm to perform a comprehensive Inflow and Infiltration Study for the City of Dover. The firm of Wright Pierce from Topsham, ME was selected to undertake this important first phase of identifying various defective areas of the sewer system, in order of priority, where unwanted ground water was entering and corrective measures should be implemented. As a follow up to the study phase of this on-going project, Wright Pierce has been utilized in the past several years to design corrective measures for at least three (3) separate locations where water inflow / infiltration was identified as a problem.

Award Information:

A purchase order will be issued to vendor approved by the State of NHDES to authorize this expenditure.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	NA	Number of Responses:	na
Warranty:	Meet Professional Standards	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Project Completion	Estimated Delivery:	Immediate ARO
Recommended Award to:	Wright Pierce	Fund:	Sewer CIP
Other Approvals Required:	State of NH Department of Environmental Services	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Continuing Project phases over \$25,000



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.3.

Bid Number: **R -2011.02.23 – 25**
Bid Description: Senior Center Trip to Daytona Beach FL

WHEREAS: The Senior Center travel supervisor obtained pricing information for a trip to Daytona Beach FL. scheduled for February 19 through March 6, 2011; and

WHEREAS: Revenue has been collected and deposited into the special revenue account and the Senior Center and Recreation Department is requesting payment to A Yankee Line Inc, 370 W First St, Boston MA for this trip in the amount of \$29,958.00

NOW, THEREFORE, BE IT RESOLVED BY THE CITY MANAGER THAT:

Per 3-24.B. The competitive Bid Procedure may be waived by a majority Vote of the City Council. The Purchasing Agent is hereby authorized to issue a Purchase Order to A Yankee Line Inc for Travel Services in the amount of \$29,958.00 and corresponding rates provided 2/3/11. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
3410.1.350.45126.4443.00000	McConnell Senior Programs	\$170,000.00	\$132,650.00

AUTHORIZATION

Approved as to Funding: Daniel R Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.3.

Bid Number: **R -2011.02.23 – 25**
Bid Description: Senior Center Trip to Daytona Beach FL

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.3.

Bid Number: **R -2011.02.23 – 25**
Bid Description: Senior Center Trip to Daytona Beach FL

BACKGROUND MATERIAL:

The Senior Center travel supervisor obtained pricing information for a trip to Daytona Beach Florida scheduled for February 19 through March 6, 2011. Revenue has been collected and deposited into special revenue account and the Senior Center Travel Supervisor and the Recreation Department is requesting payment to A Yankee Line Inc in the amount of \$29,958.00.

The Dover Senior Center has many trips that are run annually and have a consistent group of travelers and a set of travel and accommodation expectations that we strive to meet. This trip to Daytona is one of the most popular and we have found a tour company that meets all of the needs and expectations of the group at a reasonable price.

This trip has been planned for this season and has had a good number of people reserve spots. However, in order to maximize the size of the group we keep the registration open as long as the tour company allows as well as to address any last minute cancellations. Sometimes the end date of the registration period and determination of a final price falls after the deadline for the next City Council meeting agenda so we are not always able to get the resolution to the Council before the trip departs.

Since this trip and resolution cost is fully paid for by the fees charged to the travelers which are deposited in the Senior Center/Travel Special Revenue Fund and the travel company is agreeable to payment after the trip returns this approval in arrears is a workable plan even though it is not the typical procedure.

Purchasing Information:

Type:	Purchase order	Advertised:	no
Invitations Mailed:	None	Number of Responses:	
Warranty:	na	Terms:	Net 30,
Work Bonded:	No	Contract:	No
Prices will hold for:	Trip date	Estimated Delivery:	Feb-Mar
Recommended Award to:	A Yankee Line Inc	Fund:	3410
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for City Manager Approval:	Waive bidding procedure



**DOVER
SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 302, 61 Locust St.
Meeting Date: **Monday, January 31, 2011**
Meeting Time: **5:30 p.m.**

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

Members absent: Sarah Fuller, Dean Trefethen

Others Attending: Media Access Coordinator Mike Gillis, Libby Simmons (SAU), City Manager J. Michael Joyal, Jr., Laurrene Ramsdell (Foster's Daily Democrat)

Meeting commenced at 5:30 p.m.

1. Call to Order

Christenbury called the meeting to order at 5:30 p.m.

2. Approval of meeting minutes for Oct. 25, 2010

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

3. Update on status of furniture and equipment installation

Gillis said that a few pieces of furniture had started arriving at the Access Center, including a desk and some chairs for the Access Center office. He said the remainder of the furniture is expected to arrive in two to three weeks. Once installed, Gillis said the remainder of the audio equipment would be installed.

4. Review of additional equipment needs

Gillis first handed out three quotes for equipment already discussed by the JBC. He said the equipment had been on an earlier list but he now had quotes. The quotes were \$6,178.32 from Dell for the turnkey edit system; \$3,130 from PC Mall for edit software; and \$1,713 from SHI for a network switch, transceiver, battery backup and printer. Gillis went over the details of each quote.

Christenbury moved to approve the purchases. Seconded by Lurvey. Unanimous.

Gillis went on to explain the list of additional equipment. He said the list represents the remainder of the multimedia equipment for the Access Center, as well as some studio equipment. He said the School District was involved in creating the list. He said the list was also sent to the state to ensure it was all compatible with the provisions of state building aid. He said the state had signed off on the list.



**DOVER
SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 302, 61 Locust St.
Meeting Date: **Monday, January 31, 2011**
Meeting Time: **5:30 p.m.**

Gillis said he was asking the JBC to approve going out to bid on the remaining equipment.

Grasso said she understood the value of some of the equipment, the Smart Boards, but that it seemed like a lot of money.

Christenbury asked if some of the equipment was at the request of the School District. Gillis said it was. He said he had toured the space with school officials and they discussed some of the other multimedia needs of the district.

There was discussion about the document imagers and document camera.

Grasso said the list seemed to be more like a wish list, but that may not be the case.

Schuman said he had no problem going out to bid for the equipment, but wanted more rationale for some of the equipment.

Christenbury suggested school officials be contacted and attend the next meeting to discuss some of the meeting room equipment.

Addressing a question about the teleprompter on the list, Gillis explained the various uses of a teleprompter, including for PSAs, students creating presentations, among other applications, that saves time in the creation of content.

Lurvey moved to allow Gillis to procure bids for the equipment. Seconded by Grasso. Unanimous.

Gillis said he was going to seek a short window on the bid and ask the JBC to meet in a few weeks to address the bids.

5. Other Business

a. Financial update

Gillis said the project remains under budget. Including the purchases authorized tonight, Gillis said the remaining budget was about \$73,000.



**DOVER
SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 302, 61 Locust St.
Meeting Date: **Monday, January 31, 2011**
Meeting Time: **5:30 p.m.**

b. Comcast update

Gillis said the second channel is 95. He said Comcast had been to the Access Center and the head end to install equipment, and pending the last few pieces of equipment, the second channel will be ready for broadcast.

Christenbury asked if 95 will be in the low tier. Gillis said yes.

c. Timeline for opening the Access Center

Gillis said it was a bit up in the air, but if the furniture arrived on time, and after some training and the remainder of the equipment installation, the space could be ready in March.

He said once the Access Center is ready, he'd like to hold an open house.

d. Other matters of interest

Schuman offered to take on the task of the plaque.

Grasso asked if there would be an opportunity to work with Dover Adult Learning Center. Gillis said he had already started working with DALC and was creating a PSA that would air on Channel 22 and the education channel. He said he and DALC had been discussing other opportunities to work together.

6. Set Next Meeting

It was decided the next meeting would be set for Feb. 14 at 5:30 p.m. at a location to be determined.

7. Adjourn

Motion made by Lurvey to adjourn. Seconded by Grasso. Unanimous. Meeting adjourned at 6:08 p.m.



**DOVER
SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES (DRAFT)

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 302, 61 Locust St.
Meeting Date: **Monday, February 14, 2011**
Meeting Time: **5:30 p.m.**

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

Members absent:

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

Meeting commenced at 5:30 p.m.

1. Call to Order

Christenbury called the meeting to order at 5:30 p.m.

2. Approval of meeting minutes for Jan. 31, 2011

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

3. Presentation and discussion of Smart Boards and related equipment with School Department officials

Christenbury introduced Gary Tirone, the SAU's director of Curriculum, Assessment and Instruction and Federal Projects.

Tirone discussed some of the general applications of the Smart Boards and related equipment that appear on the list of additional equipment needs. Tirone said initially the Smart Boards would be used for professional development. He said there are some boards in the schools, and having the boards at the Access Center would allow staff to learn the Smart Boards. He said the second tier of Smart Board use will be distance learning.

Tirone also explained how the document imagers work, including the 3D capabilities of projection. He said, for instance, a book can be sent to the imager and projected to a screen. He said another example is a science teacher being able to project a dissection in class. He said the document camera, which is portable, and could, for instance, be inserted into the engine of a car for an automotive trades class.

Christenbury asked if the technology allows information to be sent to classrooms or elsewhere. Tirone said the technology and space could be sent to classrooms throughout the city, the state or the world.



**DOVER
SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES (DRAFT)

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 302, 61 Locust St.
Meeting Date: **Monday, February 14, 2011**
Meeting Time: **5:30 p.m.**

Tirone also explained the interactive advantages to the white boards in a learning environment, including the capability to manipulate objects on the screen.

Christenbury asked if there are plans to bring students to the space.

Tirone said there has been some discussion on the production side, but there will also be opportunities to provide students with access to class experience remotely.

Schuman for some examples of how distance learning might work.

Tirone said the Virtual Learning Academy has about 10,000 students, including some from Dover, who access the distance learning resources there. He said Dover does not yet have that capability. He said with this technology, there would be an opportunity to create and make tutorials, class resources and lessons available virtually.

He said the technology also will provide professional development and enrichment benefits to staff, teachers and students.

Christenbury said professional development is an important distinction to make, as the technology does not only benefit students.

Tirone said the archive of these materials is also important and valuable.

Gillis said the technology, with the complement of the broadcast capabilities, allows the community a window to the classroom. He said the professional development advantages for the schools also extend to the city and the community.

Tirone also suggested there may be a need for additional window treatments in the meeting rooms to help darken the space for projection.

Christenbury said if it is an issue, there is enough in the budget to deal with it.

4. Review and discussion of bids for additional equipment

Gillis said the Smart Boards would need to be rebid because the no bids for that equipment was received.

He said one bid was received for the remaining equipment, with the exception of the polling hardware and software.



**DOVER
SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES (DRAFT)

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 302, 61 Locust St.
Meeting Date: **Monday, February 14, 2011**
Meeting Time: **5:30 p.m.**

He said the bid from Access A/V was \$15,199. He said looking at the equipment bid, each item was either lower or significantly lower than estimates and retail.

Grasso asked if it made sense to bid out everything if it was necessary to rebid the Smart Boards.

Gillis said that is an option, but part of the rationale for the shorter window on equipment was to keep the process moving and prepare to open the Access Center on schedule. He said he felt comfortable with the bid.

Christenbury said he was comfortable approving the bid. He said there had already been discussion about using the space for upcoming presentations and meetings.

Trefethen said he agreed and if there were more vendors interested they would have bid.

Trefethen moved to award the bid for the equipment to Access A/V. Seconded by Schuman. Unanimous.

5. Approval of quote for (2) credenzas for conference room

Gillis presented the quote for the credenzas, which had been discussed previously. Trefethen asked if they are lockable. Gillis said it didn't appear so, but he would ask W.B. Mason if they are. He said he will find out what the additional cost of the lock would be, if not included.

Gillis said it could be approved conditionally and he would relay the information about the locks to the JBC.

Grasso moved to conditionally approve the quote. Seconded by Schuman. Unanimous.

6. Update on furniture installation

Gillis said the remaining furniture was scheduled to be installed on Monday, Feb. 21. Following that, Access A/V would return to install the remaining audio equipment.

7. Other Business

a. Financial update

Gillis said the project remains under budget. The remaining budget is \$73,283.



**DOVER
SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES (DRAFT)

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 302, 61 Locust St.
Meeting Date: **Monday, February 14, 2011**
Meeting Time: **5:30 p.m.**

b. Discussion on sign or display for School Board table

Gillis said he thought he wanted to start a discussion on what to display on the main meeting table, similar to what is displayed at City Hall. He said he was going to reach out to the SAU about the same matter.

Christenbury suggested it be discussed at a future meeting.

c. Discussion on additional meeting table and chairs for Room 302

Gillis said it seems Room 302 can better accommodate meetings than anticipated, and the space could be used as a meeting room. He said he was going to meet with W.B. Mason about adding a small table and chairs to the room for meetings and would convey that information to the JBC.

d. Other matters of interest

Trefethen asked that the meeting minutes for this meeting and the one prior be made available for his next report to the City Council.

8. Set Next Meeting

Not set.

7. Adjourn

Motion made by Fuller to adjourn. Seconded by Trefethen. Unanimous. Meeting adjourned at 6:10 p.m.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2011.02.23 – 22**
Resolution Re: **B09064 Pay & Display Parking Meters
Twenty Additional Units**

WHEREAS: Sealed Request for Proposal B09064 was requested and received for the purchase of Pay & Display Parking meters on April 13, 2009 @ 2:00 pm; and

WHEREAS: Five replies were received with three vendors meeting specifications, one vendor not meeting specifications and one vendor replying with “no bid”. The conforming replies were reviewed and rated by a committee and a recommendation was made to city manager to award to Parkeon; and

WHEREAS: The initial purchase consisted of the purchase and installation of nine (9) pay and display parking meters and was approved by council on 7/22/2009. A second purchase consisted of forty-one (41) additional meters in July of 2010. The city is now requested approval to purchase and install up to but not exceeding twenty (20) more pay and display meters @ \$7,296.00 for a total \$145,920.00.

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

The purchasing agent is hereby authorized to issue a purchase order to Parkeon for the purchase of up to 20 meters given the rate of \$7,296.00 for a total of \$145,920.00. The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
4011.1.210.42130.4741.02380.11.000	Parking lot improvements	750,000.00	427,361.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2011.02.23 – 22**
Resolution Re: **B09064 Pay & Display Parking Meters
Twenty Additional Units**

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 - 2011.02.23 – 22**
 Resolution Re: **B09064 Pay & Display Parking Meters
 Twenty Additional Units**

RESOLUTION BACKGROUND MATERIAL:

At the January 17, 2011 Parking Commission meeting, commission members recommended the completion of the Phase III pay and display meter installations. Phase III generally includes the south end of downtown as well as 2nd and 4th Streets. This would complete the pay and display project.

The multi-space meter selection committee solicited Sealed Request for Proposals B09064 for pay and display meters and responses were received on April 13, 2009. The committee reviewed and recommended the vendors with a vote of 4 for Parkeon and 1 for Cale. A resolution was sent to council on 7/22/2009 and approval to purchase 9 of the meters from Parkeon was given with the option to purchase an additional meters at the rates provided 4/13/2009 contingent upon council approval at a later date.

The city purchased initially 9 meters and then an additional 41 for a total of 50.

The city is now requesting approval to purchase the up to 20 additional pay and display meters at the same rate \$7,296.00 each pay display meters for total \$145,920.00.

The 200% estimated additional revenue from the implementation and operation of the initial 50 machines would cover the costs of purchasing and installing the remaining pay parking meters for the downtown core area. It appears the maximum principal plus interest payment in the amortization schedule is approximately \$45K per year to purchase the machines, while net annual revenue is conservatively estimated at \$77K

Authorization for bonding was approved by City council on Jan 27, 2010 as part of FY11 CIP.

Purchasing Information:

Type:	Purchase orders	Advertised:	Yes
Invitations Mailed:	9	Number of Responses:	4 and 1 no bid
Warranty:	Yes	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Two years	Estimated Delivery:	
Recommended Award to:	Parkeon	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	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.B.1.

Resolution Number: **R - 2011.02.23 – 22**
Resolution Re: **B09064 Pay & Display Parking Meters
Twenty Additional Units**

Reference: Map Attachment

Supplemental background for Phase III Pay and Display Meter purchase

At the January 17, 2011 Parking Commission meeting, commission members recommended the completion

of the Phase III pay and display meter installations. Phase III includes the following locations:

- 1) Locust Street (Both sides - Washington to St. Thomas).
- 2) Washington Street (south side - Locust to Chestnut).
- 3) St. Thomas Street (Central Ave to Locust Street)
- 4) Hale Street (both sides)
- 5) Central Ave (West side - St. Thomas to Kirkland)
- 6) Central Ave (East side – Williams Street to across from Kirkland)
- 7) Fourth Street (Central to Chestnut).
- 8) Second Street.

This would complete the pay and display project.

There are 20 machines in this order and only 18 locations noted on the map. The Parking Commission recommended this for several reasons.

- 1) There is a price break of \$500 per machine at 20 units. Therefore, we would be getting two additional units for a total of \$5,592.
- 2) This will allow for any adjustments that would be needed down the road to increase the density of meter locations or to replace any severely damaged machines without waiting for the four month production time.
- 3) The value of the parts in the machine exceed \$12,000 per machine. We would be getting \$24,000 in parts for the \$5,592 cost.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2011.02.23 – 22**
 Resolution Re: **B09064 Pay & Display Parking Meters
 Twenty Additional Units**

Vendor Solicitation List:

Pierre Veillette
 MacKay Meters Inc
 1342 Abercrombie Rd
 PO Box 338
 New Glasgow NS Canada B2H

Municipal Supply Sales Co.
 1000 E. Ind Pk Dr Unit 5
 Manchester, NH 03109

Parkeon
 Dan Kupferman
 40 Twosome Dr Unit 7
 Moorestown NJ 08057

Chad P. Randall
 Chief Operating Officer
 IPS Group Inc
 12526 High Bluff Dr. Ste 165
 San Diego CA 92130

Ron Given
 Duncan Solutions Inc
 462 Highland Ct
 Severna Park MD 21146
 Digital Payment Technologies
 Curtis Bateson
 4105 Grandview Hwy
 Burnaby, BC Canada V5C 6B4

Mark Rago
 Caracal Enterprises LLC
 DBA Ven Tek International
 424 Payran St. Ste D
 Petaluma CA 94952

Elain's Parking
 2 Lawrence Street
 Lawrence, MA 01840

Ryan Bonardi
 Cale Parking Systems USA Inc
 130 South Castle St
 Baltimore MD 21231

Results B09064

Units	Pay and Display Parking Meters	Fees \$	PARKEON B09064
	accepting coins and credit cards		List applicable notes here. List items covered in the price in fees column.
9	meters	57,600.00	Rate software, Solar Powered, Coin, Credit and Debit Card Acceptance with wireless communication ready \$6400
9	shipping	2,700.00	\$300 each
9	installation	1,200.00	includes staging and assembling in local warehouse, physical installation, deployment and commissioning
9	coin vaults	-	One coin vault comes with meter addition is \$350. each
9	receipt paper	360.00	price for one roll is \$40 per roll there are 6500 standard size tickets per roll
	fixed one time set up		
1	training & documentation	3,000.00	This covers training for pay station and parkfolio financial & supervisory modules. See not below regarding rate and message download and training
1	configuration-project management	3,800.00	of back office software
1	credit card set up fees	1,500.00	One time fee
	toll free 24/7 Help Desk	incl	Live phone and email support from 8am to 8pm est mon-fri. Keep in mind that some vendors 24-7 help desk are actually after hrs answering services
	total cost	<u>70,160.00</u>	
9	Cost per meter-installed	<u>7,795.56</u>	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2011.02.23 – 22**
 Resolution Re: **B09064 Pay & Display Parking Meters
 Twenty Additional Units**

Other Fees

Web Office	\$45.00/Meter/Month	This covers all wireless fees licensing fees and daily credit card revenue transfers to Dover's bank of choice. Alarm forwarding to cell phones etc.
Ground Prep if you offer this	\$150/meter	
purchase of additional 32-38 installed	\$7296/ meter	includes hardware, one paper roll per meter, shipping, installation, configuration-project management
extended warranty 2nd yr	\$450/ meter	applies to hardware only, see section M for explanation of hardware warranty
rates & message download training	\$5,600	this is a 5 day intensive program with follow up support
hrly labor rate	\$120/hr	for pay station service calls

Units	Pay and Display Parking Meters	Fees \$	CALE PARKING B09064
9	accepting coins and credit cards meters	66,150.00	List applicable notes here. List items covered in the price in fees column. Rate software, Solar Powered, Coin, Credit and Debit Card Acceptance with wireless communication ready \$7350 base
9	shipping	2,475.00	This is a budgetary figure
9	installation	incl	From the prepared ground service, provide the hardware/"know how"
9	coin vaults	incl	2 vaults per meter
9	receipt paper	315.00	Per Roll \$35.00 no matter of standard or custom paper. S&H not included
<u>fixed one time set up</u>			
1	training & documentation	1,725.00	Includes up to 17 hrs which is plenty. the remaining 23 hrs mandated by city will cost \$1725.00
1	configuration-project management	incl	of back office software
1	credit card set up fees	500.00	Total one time fee only if we don't have your necessary software on file.
	toll free 24/7 Help Desk	no cost	No cost while meters are under warrantee or extended warrantee. Potential future cost may apply but non is be levied on any current customers
	total cost	<u>71,165.00</u>	
9	Cost per meter-installed	7,907.22	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2011.02.23 – 22**
 Resolution Re: **B09064 Pay & Display Parking Meters
 Twenty Additional Units**

Other Fees

Web Office	\$45.00/Meter/Month	This covers all wireless fees licensing fees and daily credit card revenue transfers to Dover's bank of choice. Alarm forwarding to cell phones etc.
extended warrantee	\$588	per meter for extended parts 13-24 months
elocks	\$225 meter \$150 key \$1500 total	meter key software hardware package for elocks
	\$300 meter	custom color
	\$550 meter	auxiliary light for night use/ LCD is lit and is incl but this would light the entire interface
	\$49.00 meter/month	warrantee extended parts 3-5 years

Units	Pay and Display Parking Meters	Fees \$	MACKAY METERS B09064
	<u>accepting coins and credit cards</u>		List applicable notes here. List items covered in the price in fees column.
9	meters	75,555.00	Rate software, Solar Powered, Coin, Credit and Debit Card Acceptance with wireless communication ready Non Pin Debit Cards
9	shipping	incl	This is a budgetary figure, cost may be less but no more
9	installation	incl	From the prepared ground service, provide the hardware/"know how"
9	coin vaults	incl	2 vaults per unit incl. additional would cost \$340
9	receipt paper	1 roll incl	box of 5 rolls \$207.35 each roll 3000-4500 tickets depending on size of receipt
	<u>fixed one time set up</u>		
1	training & documentation	incl	
1	configuration-project management	incl	
1	credit card set up fees	195.00	
	toll free 24/7 Help Desk	incl	
	total cost	<u>75,750.00</u>	
9	Cost per meter-installed	8,416.67	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2011.02.23 – 22**
Resolution Re: **B09064 Pay & Display Parking Meters
Twenty Additional Units**

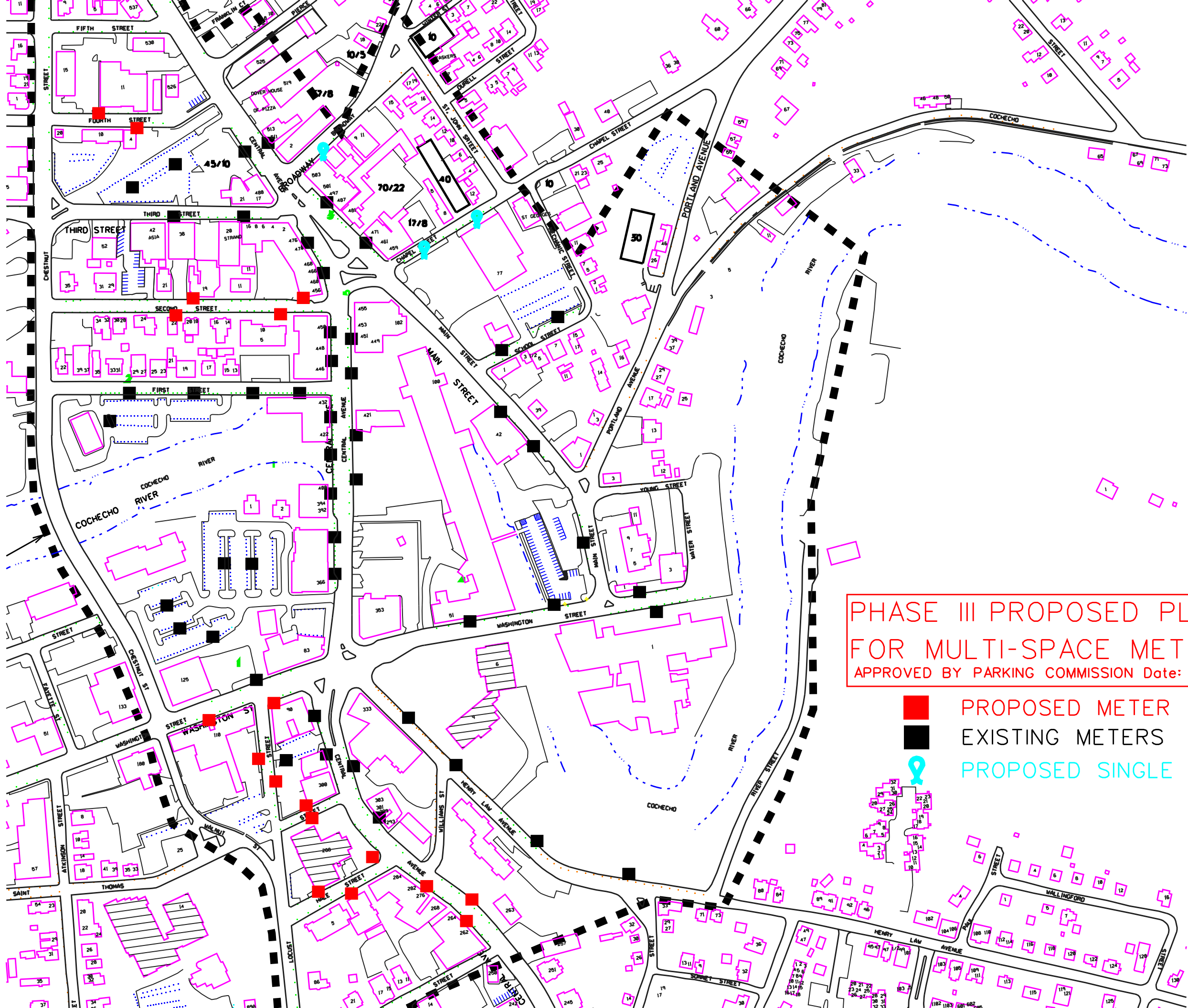
Other Fees	wireless	wireless connection to gprs or cdma modems not included. They can choose own provider
Web Office	\$35.00/Meter/Month	this covers all gateway (credit card,) hosting (multiweb) and notifications (remote alert) fees. This does not included wireless accounts which need to be set up by city separately
Ground Prep if you offer this		

IPS Group Inc San Diego CA - offered Single Pay Station

Ven Tek International Petaluna CA - No Bid

PHASE III PROPOSED PLAN
FOR MULTI-SPACE METERS
APPROVED BY PARKING COMMISSION Date: 1/17/2011

- PROPOSED METER
- EXISTING METERS
- 📍 PROPOSED SINGLE HEAD METER





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2011.02-23 - 20**
Resolution Re: B11004B - 2010 Infiltration and Inflow Reduction
Award of Bid

WHEREAS: Sealed Requests for Bid B11004 were issued and received for the 2010 Infiltration and Inflow on August 19, 2010 with only one reply being received. After conversations with vendors it was discovered that timing was the main issue as most of them were finishing up their 2010 end of season projects and could not comply. The single bid was rejected and the project was rebid B11004B was issued and received on February 1, 2011 at 2:00 PM; and

WHEREAS: Three bid replies were received with low bid and bid deemed most advantageous to the city being received from SUR Construction of Rochester NH in the amount of \$157,255.00; and,

WHEREAS: The project consists of replacing approximately 200 LF of eight inch sewer, sewer manholes and relining of approximately 925 LF of 10 inch and 12 inch sewer pipes and associated work in the area of West Knox Marsh Rd, Silver St- Silver St Extension and Bellamy Rd.

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

The purchasing agent is hereby authorized to issue a purchase order to SUR Construction of Rochester NH given the bid amount of \$157,255.00 and corresponding rates provided 1/1/2011. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4757.04570.10	Sewer I&I	250,000.00	159,013.80

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.2.

Resolution Number: **R - 2011.02-23 - 20**
Resolution Re: B11004B - 2010 Infiltration and Inflow Reduction
Award of Bid

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.2.

Resolution Number: **R - 2011.02-23 – 20**
Resolution Re: B11004B - 2010 Infiltration and Inflow Reduction
Award of Bid

RESOLUTION BACKGROUND MATERIAL:

The Community Services Department hired Wright Pierce Engineers to conduct an Inflow and Infiltration Study of the sanitary sewer collection system between September 1999 and December 2000. Wright Pierce submitted a final report to the City that included a prioritized list of remedial actions. The list of actions included the removal of catch basins that currently discharge stormwater into the sanitary sewer system during precipitation events, and the repair or replacement of sewer manholes that are leaking and allow groundwater to enter the sanitary sewer.

The City Council appropriated funds to implement the recommendations of the Inflow and Infiltration study in the Capital Improvements Plan budget. Wright Pierce Engineers was contracted to design phase 1 of the recommended prioritized remedial activities. Construction of phase 1 remedial activities was completed in June of 2003 and has shown significant benefit during large precipitation events. The second major improvement identified in the Inflow and Infiltration Study was to evaluate relocating the Varney Brook force main from the River Street Pump station to the wastewater treatment plant on Middle Road. The relocation of the Varney Brook sewer force main was completed in December 2006.

This project consists of replacing approximately 200 LF of eight inch sewer, sewer manholes and relining of approximately 925 LF of 10 inch and 12 inch sewer pipes and associated work in the area of West Knox Marsh Rd, Silver St- Silver St Extension and Bellamy Rd.

Per state of NHDES grant funding to the municipality, the City of Dover must follow all procedural requirements or risk loss of NHDES Grant money of 20% of project from the State Aid to Municipalities for Water Pollution Control Grant.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	225	Number of Responses:	3 bids
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	For contract term	Estimated Delivery:	2011
Recommended Award to:	SUR Construction	Fund:	Sewer I&I
Other Approvals Required:	Yes NHDES	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.B.2.

Resolution Number: **R - 2011.02-23 – 20**
 Resolution Re: B11004B - 2010 Infiltration and Inflow Reduction
 Award of Bid

Results B11004

Northeast Earth Mechanics 159 Barnstead Rd Pittsfield NH 03263	\$199,156.00
Results of Rebid Rebid of Project B11004B	
Sur Construction 233 Chestnut Hill Rd Rochester NH	\$157,255.00
Northeast Earth Mechanics 159 Barnstead Rd Pittsfield NH 03263	\$187,035.00
Brown Industrial Group 131 Little River Rd Berwick ME	\$187,690.00

Vendors E-Mailed

Aberthaw Construction Company, Inc. American flagging and Traffic Control Arthur Hartford Construction Barron Brothers Development Bell & Flynn, Inc. Bowen's Furniture Enhancement Brown Industrial Group, Inc Busby Construction Co., Inc. Careno Construction Co. Street CDM Century Mechanical Chris-Scott Construction Inc. Clark landmark construction company CLD Consulting Engineers, Inc. Conneston Construction, Inc. Construction Summary Of NH CPM Constructors CSSI	R.M. Piper, Inc. Raynor Door Authority of New England Rescon Construction Services Ricci Construction Rodney Brown, Sr., Masonry & Building Contractor Rule Boston Camera S. W. Cole Engineering, Inc. Salmon Falls Woodworks Santorelli Construction Inc. Scherbon Consolidated Inc. Seacoast Crane & Building Co., Inc. Sealcoating, Inc. Sealex Sebastian Septic Service LLC Select Excavation &	River Valley Dev. Corp. S. W. Cole Engineering, Inc. Select Excavation & Landscaping LLC Spencer Trucking & Excavation Trimmers Landscaping Pike Project Resource Group, LLC R. D. Edmunds & Sons, Inc. R.H. White Construction Lewis Water Services Lyndes Carpet & Upholstery Cleaning MacDonald Survey & Design MacKinnon and Sons Excavating LLC Mark Carrier Construction,
--	--	--



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2011.02-23 - 20**

Resolution Re: B11004B - 2010 Infiltration and Inflow Reduction
Award of Bid

<p>D.C.S. construction corp. Dale R. Sprague Construction Co., Inc. DeStefano & Associates, Inc. DiMatteo Construction Management Services, LLC Dodge Report Doucet Survey, Inc. Dowling Corporation DS SABINE LLC Durell enterprises E Guimond Construction, LLC E.J. Prescott, Inc. EI Technologies, LLC Engelwood Construction Co, Inc EnviroVantage F. L. Merrill Construction, Inc. Federal Construction Corp. Four Corners FRANZOSO Land Stone Snow & Ice Fulcrum Associates, Inc. Ganneston Construction Corp. Glen Builders Inc. Gove Construction Services Co., Inc. Greater Dover Chamber of Commerce GZA GeoEnvironmental, Inc. Hannamith Contracting LLC Harvey Construction Corporation hawkins construction corp Hissong Development Corporation Hi-Way Safety Systems, Inc. Horne Construction Hutter Construction Corporation Infinite Imaging J P Towle Construction Corp J&B Granite and Stoneworks Jamco Excavators, LLC James J. Welch & Co., Inc. JGE Enterprises, Inc. JH Spain Commercial Services, LLC John H. Lyman & Sons, Inc. John Turner Consulting Inc.</p>	<p>Landscaping LLC Shepherd Painting & Restoration Spencer Trucking & Excavation Steve Sarette & Son Excavation, LLC Stone Waleryszak, LLC Sundance Sign Co. Super Floorz SUR Construction, Inc. The Dirt Doctors TRB Development Group Inc. Trimmers Landscaping Turgeon Construction, Inc Verde Environmental Contracting services Wayneslandscaping Weston & Sampson Wooden Window Repair Yates Electric Service, Inc. YourSpace Home Improvement Aggregate Recycling Corporation American flagging and Traffic Control Andrews Construction Company INC. Arthur Hartford Construction Atlantic Excavating, LLC Barron Brothers Development Bell & Flynn, Inc. Bob Sherwood Landscape Company, LLC Brian Turgeon Excavating LLC Brown Industrial Group, Inc Careno Construction Co. Clean Venture, Inc.</p>	<p>Inc (MCCI) Marshall Rental Center, Inc. Martinez Road Construction, Martini Northern Matrix, Concrete, Inc. McGowan Landscape, LLC Mick Construction Corp. Millennium Granite National Water Main Cleaning Co. NH Blacktop Sealers, Inc. NICOM Coatings Corporation Nobis Engineering, Inc. Norman R Gagnon Construction LLC North & South Custom Builders North Branch Construction Northeast Earth Mechanics, Northeast Masonry Corporation Northeast Restoration Northway Builders, Inc. Phipps Landscape hawkins construction corp Hissong Development Corporation J P Towle Construction Corp JGE Enterprises, Inc. Joel Clough & Son Excavation Jungle Jim's Landscape & Garden Center Landsite Corp lcg limited MacKinnon and Sons Excavating LLC MARK VIENS & SONS EXCAVATING mark viens and sons LLC</p>
---	---	--



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2011.02-23 – 20**

Resolution Re: B11004B - 2010 Infiltration and Inflow Reduction
Award of Bid

Just Right Awnings an Signs Inc Keymont Construction, Inc. Kingdom Contract Flooring Landsite Corp Co., Inc. Greater Dover Chamber of Commerce Green Environmental Inc. H.P. Fairfield, LLC	Construction Summary Of NH CPM Constructors Dale R. Sprague Construction Co., Inc. DBU Construction DS SABINE LLC E Guimond Construction, LLC Four Corners Gove Construction Services	Martini Northern N. Pandelena Construction NorthEast Earth Mechanics, Inc. Piscataqua Landscaping Company Randall Construction Matrix, Concrete, Inc. Mick Construction Corporation Millennium Granite
--	---	--



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R-2011.02.23 – 23**
Resolution Re: Award of Additional Scope of Engineering Services
2010 Infiltration and Inflow Reduction

WHEREAS: Sealed bid B00008 for city wide Inflow and Infiltration studies was received in September 2000 and was awarded via council approval to Wright Pierce as the qualified Engineering firm to perform a comprehensive Inflow and Infiltration (I & I) study for the City of Dover; and

WHEREAS: The study identified defective areas of the sewer system, prioritized the areas where unwanted ground water was entering the system, and listed corrective measures to be implemented. Wright Pierce was then chosen to design corrective measures where water inflow/infiltration was identified as the problem, and

WHEREAS: EPA has ordered the City to remove inflow and infiltration from its sewer collection system through a Compliance Order. NHDES has reviewed and approved the 2010 I&I project consisting of West Knox Marsh, Silver St Ext. and Bellamy Rd; and

WHEREAS: Wright Pierce Engineers of Topsham Maine has designed the replacement sewer and prepared the bid specifications for this project. WP now will provide construction oversight services to rehabilitate the sewer lines for these locations at a cost not to exceed \$31,600.00.

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

The Purchasing Agent is hereby authorized to issue a Purchase order in the amount of \$31,600 to Wright Pierce Engineers. The amount of this authorization shall be limited so as not to exceed the available funding.

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4757.04570.11	Inflow & Infiltration Utility Sys	\$250,000.00	\$250,000.00
5320.1.300.43250.4757.04570.10	Inflow & Infiltration Utility Sys	\$250,000.00	\$1,758.80

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R-2011.02.23 – 23**
Resolution Re: Award of Additional Scope of Engineering Services
2010 Infiltration and Inflow Reduction

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.3.

Resolution Number: **R-2011.02.23 – 23**
Resolution Re: Award of Additional Scope of Engineering Services
2010 Infiltration and Inflow Reduction

RESOLUTION BACKGROUND MATERIAL:

Requests for proposal (RFP) B00008 were issued and received in September 2000 to identify a qualified engineering firm to perform a comprehensive Inflow and Infiltration Study for the City of Dover. The firm of Wright Pierce from Topsham, ME was selected to undertake this important first phase of identifying various defective areas of the sewer system, in order of priority, where unwanted ground water was entering and corrective measures should be implemented. As a follow up to the study phase of this on-going project, Wright Pierce has been utilized in the past several years to design corrective measures for at least three (3) separate locations where water inflow / infiltration was identified as a problem.

Award Information:

A purchase order will be issued to vendor approved by the State of NHDES to authorize this expenditure.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	NA	Number of Responses:	na
Warranty:	Meet Professional Standards	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Project Completion	Estimated Delivery:	Immediate ARO
Recommended Award to:	Wright Pierce	Fund:	Sewer CIP
Other Approvals Required:	State of NH Department of Environmental Services	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Continuing Project phases over \$25,000



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R - 2011.02.23 – 21**
Resolution Re: Award of Additional Scope of Engineering Services for Whittier St Bridge over the Cocheco NHDOT#111/132

WHEREAS: In August 2005, a Request for Proposal #B06006 was issued to identify a qualified engineering firm to undertake a study and the anticipated engineering of a proposed replacement vehicular bridge from Washington Street over the Cocheco River. Utilizing qualifications based bidding process; award was made to Louis Berger Group. Louis Berger was also hired in 2008 to oversee the emergency repairs to the Whittier St Bridge thereby making them familiar with this project; and

WHEREAS: On September 13, 2010, a request was sent to Nancy Mayville, P.E. Municipal Highways Engineer @ NHDOT Bureau of Planning & Community Assistance from Dave White, P.E. City of Dover Engineer requesting authorization to initiate the engineering phase of the Whittier Street Bridge over the Cocheco #111/132 with Louis Berger Group based on the prequalification process of 2005. Approval was received on 9/ 27/ 2010; and

WHEREAS: A scope of services and fee proposal was developed for the Phase I Engineering Study, Phase II Preliminary Design, Phase III Final Design and Phase IV bid assistance phase in the amount of \$288,096.00. This project is scheduled for NHDOT funding in fiscal year 2013; and

WHEREAS: Per the NHDOT Process for Municipally-Managed State Bridge Aid Program Projects, authorization to enter into this contract must be approved by State NH DOT and the proposal was forwarded to them for review and approval in December 2010. Approval was received on February 9, 2011.

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

The Purchasing Agent is hereby authorized to issue a Purchase order to Louis Berger Group given the bid amount of \$288,096.00 and corresponding rates provided 11/9/2010. The amount of this authorization shall be limited so as to not exceed available funding.

Financing

Account	Description	Appropriation	Balance
4010.1.300.43130.4752.03172.10	Whittier St Bridge Replacement	250,000.00	250,000.00
4012.1.300.43130.4752.03172.12	Whittier St Bridge Replacement	800,000.00	800,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R - 2011.02.23 – 21**

Resolution Re: Award of Additional Scope of Engineering Services for Whittier St Bridge over the Cocheco NHDOT#111/132

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.4.

Resolution Number: **R - 2011.02.23 – 21**
Resolution Re: Award of Additional Scope of Engineering Services for Whittier St Bridge over the Cocheco NHDOT#111/132

RESOLUTION BACKGROUND MATERIAL:

The Whittier Street Bridge project has been included in the New Hampshire Department of Transportation’s (NHDOT’s) Ten Year plan, the Transportation Chapter of the Dover Master Plan, the Rizzo Downtown Parking and Traffic Recommendations and all riverfront redevelopment master plans. The various studies and plans identify the bridge as a necessary component in providing a safe, efficient traffic flow loop that relieves traffic congestion and safety concerns in the lower square, allows the Henry Law Avenue traffic to travel north into downtown and facilitates the extension of lower Washington Street through the planned development along the City’s riverfront, connecting with Maglaras Park and eventually into Henry Law Avenue

By having been included in the NHDOT’s Ten Year Plan, the Whittier Street Bridge project has been approved for 80% State/Federal funding and 20% local match. The grant funding and match requirements apply to all eligible project costs. To facilitate the completion of the Whittier Street Bridge project, the NH Department of Transportation and the Federal Highway Administration previously required execution of a standard municipally-managed project agreement with the City of Dover. The purpose of the municipally-managed project process is to reduce the overall cost of each project in order to reduce the City’s share of the eligible costs. The engineering services being procured by the City by adoption of this resolution in addition to the cost of the City’s administrative hours expended towards planning, contract management, and right of way acquisition are billed to the project as eligible costs.

Bid Information:

Sealed Bid B06006 issued in 2005 for the bridge design services was awarded to The Louis Berger Group. In 2008 Louis Berger was retained to oversee the emergency repairs to the Whittier St Bridge.

A request to State NH DOT to enter into agreement for Scope of Service and Fee Schedule has been approved on 2/9/2011.

Phase I Engineering Study:

- Project initiation
- Environmental Permitting
- Right of Way Reviews
- Engineering Study
- Meetings and Direct Costs

Phase II Preliminary Design

- Preliminary Design-Plan Preparation
- Environmental Permitting
- Easements
- Meetings and Direct Costs

Phase III Final Design

- Plans Specifications & easements
- Contract plans and Bid Documents
- Meetings-Coordination-direct costs

Phase IV Bid Assistance

- Advertising
- Pre-bid meetings
- review-Award-Analysis



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R - 2011.02.23 – 21**

Resolution Re: Award of Additional Scope of Engineering Services for Whittier St Bridge over the Cocheco NHDOT#111/132

Purchasing Information:

Type:	Purchase Order	Advertised:	NA
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:		Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	YEs
Prices will hold for:	Until Completion	Estimated Delivery:	As needed
Recommended Award to:	The Louis Berger Group	Fund:	Various
Other Approvals Required:	Yes ST NHDOT	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