



CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, June 8, 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**
 1. **ORDINANCE: 166-18 VEHICLES AND TRAFFIC, PARKING LOTS**
SPONSORED BY MAYOR MYERS BY REQUEST
 2. **ORDINANCE: 166-38 VEHICLES AND TRAFFIC, UNLAWFUL ACTS; SEPARATE VIOLATIONS, SUBSECTION C**
SPONSORED BY MAYOR MYERS BY REQUEST
 3. **FISCAL YEAR 2011 – BUDGET AMENDMENT #1**
SPONSORED BY MAYOR MYERS BY REQUEST
8. **CITIZEN'S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
9. **CITY MANAGER'S REPORT**
10. **APPROVAL OF MINUTES**
 - A. **May 18, 2011 – Workshop**
 - B. **May 25, 2011 – Regular Session**
 - C. **May 25, 2011 – Workshop**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING**
 1. **166-18 VEHICLES AND TRAFFIC, PARKING LOTS**
SPONSORED BY MAYOR MYERS BY REQUEST



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2. 166-38 VEHICLES AND TRAFFIC, UNLAWFUL ACTS; SEPARATE VIOLATIONS, SUBSECTION C

SPONSORED BY MAYOR MYERS BY REQUEST

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS

1. FISCAL YEAR 2011 BUDGET AMENDMENT #1

SPONSORED BY MAYOR MYERS BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. PARADE – Greater Dover Chamber of Commerce

2. RESOLUTION: DOG WARRANT

SPONSORED BY MAYOR MYERS BY REQUEST

3. RESOLUTION: B10056 NORTH END WATER TANK AND PRESSURE ZONE

SPONSORED BY MAYOR MYERS BY REQUEST

4. RESOLUTION: B10081 WOOD ASH FOR WWTP EXTENSION OF EXISTING CONTRACT

SPONSORED BY MAYOR MYERS BY REQUEST

5. RESOLUTION: B11067B RECREATION BUS TRANSPORTATION SERVICES

SPONSORED BY MAYOR MYERS BY REQUEST

6. RESOLUTION: B11075 OCCUPATIONAL HEALTH SERVICES

SPONSORED BY MAYOR MYERS BY REQUEST

COMMITTEE REPORTS

1. School Board

2. Planning Board

3. Appointments Committee

1. Recreation Advisory Board

5. McConnell Center Advisory Committee

6. Arts Commission

7. Solid Waste Advisory Commission

8. Transportation Advisory Commission

9. Joint Building Committee – Horne Street

10. Joint Building Committee – Media Access

11. Legislative Liaison

12. Pool Advisory Committee

13. Parking Commission



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B. RESOLUTIONS

- 1. DOVER EDUCATIONAL OFFICE PERSONNEL (DEOP)**
SPONSORED BY COUNCILOR NEDELKA
- 2. COVERED BRIDGE RESCISSION**
SPONSORED BY COUNCILOR NEDELKA
- 3. FISCAL YEAR TRANSFER OF APPROPRIATION – GENERAL FUND**
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



JUNE 8, 2011

"The ultimate measure of a person is not where he or she stands in moments of comfort and convenience, but where he or she stands at times of challenge and controversy."

Martin Luther King, Jr.

SUBMITTED BY:

J. MICHAEL JOYAL, JR.
CITY MANAGER

**CITY OF
DOVER, NH**

AVAILABLE ONLINE:

WWW.DOVER.NH.GOV

STREETS, WATER, SEWER UPDATES

Utilities: Utility crews assisted with a water shut down for contractor work on the reconstruction of Henry Law Avenue. This allowed for the relocation of a water main for a drain manhole installation.

The Utility Division started the well pump at Willand Pond to begin pumping to Maplewood Avenue. The City has received a permit to pump for 90 days.

Work continues with Underwood Engineers on the North End Pressure contract. Crews have conducted test pits with the sewer jet to find the ends of the cast iron mains on the Miracle mile, locating approximately 250 ft of main that needs replacement from Morin Street north.

It was noted that water service for the Woodman Park baseball field had low pressure. Upon looking into this issue, utility crews found line was plugged at the main and they replaced the service line on the city side.

The elbow for an above ground water main at the Spaulding Turnpike tunnel shifted and began leaking. Crews reset the elbow again. Work has begun on a plan to send out RFP's to relocate the main out of the pedestrian tunnel and into a sleeve under the turnpike. This was the same location of the major water main break that had occurred.

On rainy days crews have been moving stock pile of pipe from Lowell Avenue to Mast Road; due to restoration of the Lowell Avenue site to open drainage.

A water service line was replaced on Central Avenue.

The sewer jet is inoperable and awaiting repairs.

Sewer cleaning was conducted in the Morningside Drive area as well as some TV work.

Due to wear, the rotating assembly on the 600 horse power pump at the River Street Pump Station was replaced. The city had a spare and sent it out to be inspected prior to installing. The broken rotating assembly is currently at the machine shop and upon its return crews will replace the other 600 horse power rotating assembly. This will provide high flow pumping during wet weather events.

Improper sewer connections are being repaired in the Henry Law Avenue area currently under construction. Some services had root penetration and some services were too far inside the main making it impossible for the camera to get by them. This work is anticipated to be completed by the first week in June.

Streets: Highway crews continue with the sweeping operations, patching potholes, loaming yards from winter plow damage, street preparation for paving throughout the city as well as stopping and detaining fleeing suspects involved in a mid-day robbery of a downtown jewelry store. They cleaned and stabilized a swale on Old Dover Point Road, and replaced and repaired catch basin structures on Cocheco Street. The division worked on the grading of gravel roads: Old Garrison, Bayview, McKone, South Watson, Cold Springs and Spruce Lane Extension. Pine Hill Cemetery was swept for Memorial Day Services.

During rain delays, crews began the work necessary to clean the Lowell Avenue Water Treatment Plant yard as well as the Mast Road Public Works Facility yard and Brine room.

Crews attended Sexual Harassment and Work Place Violence Workshops as well as the Mountain of Demonstrations at Gunstock Mountain.

The division continues the cut & patching of pavement throughout the city.

PROGRAMS AT CITY CENTERS/BUREAUS

Investigations/Legal Bureau: During the month of May, there were 2 letters generated by the Dover Police Special Investigations Unit that were sent to certain licensed liquor establishments in Dover. The letters were a result of analysis of police reports involving overly intoxicated persons. When it is determined where an overly intoxicated person had been over-served, a letter is sent from the Police Department to the establishment. The letter, along with the police report, is also sent to the NH Liquor Commission's Bureau of Enforcement.

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

Also during the month of May, detectives from the Special Investigations Unit worked with deputies and detectives from the York County (ME) Sheriff's Department to arrest two subjects in Dover who were wanted for dozens of burglaries in Southern Maine and Southeastern New Hampshire.

Dover Police detectives also worked with the United States Marshal's Joint Fugitive Task Force, Probation and Parole, and the Rochester Police Department to locate a wanted fugitive in Dover. The capture of this fugitive lead directly to the capture of a high profile escapee.

Parking Bureau: Regarding the parking meters, the Phase III meter bases were installed in the beginning of May. The meters themselves are expected to be installed by June 17th. All meters will bear signs giving drivers advanced notice of the startup date. Merchants of the adjacent areas were hand delivered notices of the installations and as well as copies of the instructions.

The meter hours of operation were changed on May 27, 2011 to 9 am to 7 pm. All meters were clearly signed and appropriate leeway was given for violations during the extended hour each night.

Traffic Bureau: Sgt. Speidel, the Traffic Bureau Administrator, coordinated all traffic control particulars for the annual Children's Museum 5K Road Race on May 7 and the fifth annual "Moms on the Run" Mother's Day 5K Road Race on May 8. This included the advance posting of temporary parking restrictions, deployment of directional signs, barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of police personnel, and coordinating with event organizers on other logistical matters.

To assist the Dover Youth Softball Association with opening day ceremonies on May 7, the Traffic Bureau provided a supply of traffic cones to reinforce parking restrictions in the area of the Shaws Lane ball fields. The Police Department also provided a hand held RADAR gun for pitch predictions.

The Traffic Bureau provided a supply of children's bicycle helmets, bike safety materials, and other public safety information for a bike rodeo event at the Woodman Park School on May 14. The Police Department has received a grant from the New Hampshire Highway Safety Agency to supply new or replacement bike helmets to youths who do not have the means to obtain their own.

On May 11, Sgt. Speidel attended a Laser Technology "Lunch & Learn" Technical Session with other public safety officials from around the state. Topics included the use of lasers in accident and crime scene mapping and in the validation of speeding, aggressive driving and tailgating violations. The Police Department has received a grant to fund 100% of the purchase of a LIDAR (Laser) speed measuring device and will be seeking vendor quotes for a suitable system.

The Police Department assisted organizers of the Garrison School "Touch-a-Truck" event on May 14. The Traffic Bureau facilitated the advance posting of parking restrictions in front of the school. Both the Police and Fire Departments provided vehicles and personnel at the event.

Sgt. Speidel performed 9 child passenger seat inspections during the month of May. All checks were by appointment or walk-ins to the department. Each safety check involves a review of child restraint systems in the caregiver's vehicle, instruction on proper child seat installation procedures, and discussion of safety precautions specific to the age group. Each safety check takes approximately 30 to 60 minutes. Sgt. Speidel is a nationally certified Child Passenger Safety technician, and the Dover Police Department provides this service free of charge.

The Traffic Bureau is coordinating an array of federally funded traffic enforcement grants. The Police Department was approved for funding through the NH Highway Safety Agency for enhanced patrols in a number of areas, including:

- DWI enforcement patrols
- Child restraint (Click It or Ticket / Join the NH Clique) patrols
- Speed enforcement patrols
- Traffic control device enforcement patrols
- Pedestrian safety patrols
- Operation Safe Commute enforcement patrols

Patrol: On May 14th, patrol officers responded to a fatal motor vehicle collision in the area of 74 Old Rochester Road. Patrol personnel assisted the Dover Police accident reconstructionist with the investigation, which revealed that the victim, a 92 year old Dover resident was struck by a vehicle traveling North on Old Rochester Road.

On May 28th at approximately 1:00 AM, patrol officers responded to a report of several shots being fired on Chapel Street. Officers secured the crime scene, interviewed witnesses and assisted members of the Dover Police Special Investigations Bureau with the investigation. An arrest warrant has been issued for suspected shooter. The investigation revealed that the suspect fired a total of five rounds from a 9mm handgun.

On May 29th patrol officers responded to Hotel Drive for a reported medical aid. The investigation revealed that the female victim had fallen out of a moving vehicle and sustained a serious head injury requiring her to be transferred to a Massachusetts hospital. Patrol officers assisted the Dover Police accident reconstructionist with the investigation.

On May 31st, patrol officers responded to One Second Computers where it was believed that a customer was using fraudulent information to obtain merchandise. The investigation, which is

on-going, lead to the arrest of two suspects for Identity Theft and revealed that the suspects are responsible for similar crimes throughout New Hampshire.

Diversion Program: As of this report, there are two active members in the Dover Diversion program. The next meeting scheduled for Thursday, June 16, 2011

Dover Housing Authority: On May 14, 2011, Officer Joslin assisted with the Safe Routes to School Bike Rodeo at the Woodman Park School. There were approximately thirty (30) children in attendance and there were mechanics on hand to check all the kids' bikes and make minor repairs as needed at no cost to the participant. The kids also participated in numerous obstacle courses to test their bike riding abilities and were taught proper hand signals to use while riding their bikes on city streets. The obstacle courses and other lessons were taught by a certified bike instructor and each kid was supplied a certificate at the end of the day to show they had completed levels one to three.

There were also some competitions allowing the kids to demonstrate their newly learned skills and raffle prizes that had been donated by Red's Shoe Barn. During the day, Officer Joslin assisted as needed and registered approximately twenty (20) bikes and handed out safety brochures and other items to the children.

In an effort to continue the improvement of the DHA area, Mark Leno and Officer Joslin are in the process of obtaining some stone dust and will hopefully hold a work day in early June to upgrade the baseball field on Hampshire Circle. Officer Joslin has also contacted Officer Lilyestrom who will be attempting to put together a DHA team to participate.

Officer Joslin is also in the discussion phase of instituting a Neighborhood Watch program within the New York Street neighborhood in the next few weeks.

During the month of May, the Seymour Osman Community Center (SOCC) began its final session of programming for the 2010-11 school year.

The SOCC started its first softball team and began practicing on Mondays. The SOCC team had a scrimmage against the students from the Somersworth Youth Safe Haven. Unfortunately the other games that were scheduled in May were cancelled because of two weeks of rain.

There was a community breakfast and dinner held on the 21st and 25th respectively. The community breakfast served 60 attendees and the dinner saw a large number of attendees with more than 100 community members coming to the dinner.

The SOCC middle school students were led on a field trip to the MerchantsAuto.com stadium to watch the New Hampshire Fisher Cats play the Portland Sea Dogs.

The attendance at the SOCC has remained consistent with an average of 18 students per day participating in afterschool activities.

Community Service Program: The Community Service program tracked 26 active participants in the month of May. Of the 22 juveniles in the program 11 participated during the month of May. A total of 31 hours of community service work was completed with two members of the CS program completing their obligation during the month of May. In 2011, 133 hours of community service has been completed and 4 members have finished their court ordered hours.

Most of the community service was completed in the form of trash pick-up in the downtown area.

Police Explorer Program: In the month of May the Explorer Post had two meetings. The first meeting was on Wednesday the 4th and was led by Officer Chris Meyer, who is also the Crisis Negotiator Team Leader for the Strafford County Regional Tactical Operations Unit. Officer Meyer talked more in depth about his position, and the importance of communication in his line of work. The explorers were then led through different scenarios while split into small groups. This allowed Officer Meyer to simulate a situation where the explorers acted as the negotiators. He played the role of the disturbed subject speaking to the explorers on the phone from another room. This showed the explorers the challenges and fluidity of a situation while dealing with people that are in a state of mental distress.

The second meeting was on Wednesday the 18th and was led by Officer Lilyestrom. This meeting built upon the basic motor vehicle stops that had been practiced in previous months. Explorers were paired up and executed motor vehicle stops on parked cars. The other explorers were acting as the offending drivers. The explorers were required to communicate with Officer Lilyestrom by using ten-codes and the phonetic alphabet over the radio to properly execute the stop.

There was one outside event on Saturday the 7th. The Dover Children's Museum 5k road race took place in Downtown Dover. The explorers assisted with the numerous road closures that were required along the race route to ensure the safety of the race participants.

The Explorer Post currently has eight explorers and there is one background check in progress. There are two new explorers who have been invited to recent meetings and have attended at least one so far.

Dover Coalition for Youth: On May 18th Paige Niler was recognized by the Campaign for Tobacco Free Kids as the 2011 Eastern Region Youth Advocate of the Year. Paige was recognized for her work to pass a state law banning the sale of e-cigarettes to minors. Paige and a staff member traveled to Washington DC for the awards gala. While in DC they met with Senator Shaheen at her constituents' breakfast to discuss funding of prevention programs.

The Dover Coalition for Youth nominated Dover for America's Promise Alliance's 100 Best Communities for Young People. If selected as one of the 100 best communities, Dover will be nationally recognized.

Youth to Youth: During the month of May, seven members of Youth to Youth gave a one-hour assembly presentation to the entire fifth grade on media literacy and tobacco advertising. The presentation concluded with the presenters illustrating examples of activities that Youth to Youth has undertaken to counteract the influence of advertising on their peers and younger students. The students were also provided forms for the one-week summer training program in July. This summer program is designed for students who may be interested in joining Youth to Youth next year.

Youth to Youth was very involved in the state's legislative process this year. In the fall they worked with a local representative to file a proposal for a state law that would prohibit smoking in a car if a young child was present. Youth to Youth members testified at the hearing on the law but it did not get a majority vote in the House of Representatives. Other Y2Y members testified on various legislative proposals at the State House this session, including:

- Support for a bill originally proposed by the Dover Fire Dept. that would require high schools in NH to teach CPR (the bill was killed);

- Opposed reducing the tobacco tax since research shows increasing prices discourages youth smoking. The proposal was tabled in the Senate.
- Support for maintaining the restrictions on "Happy Hour" advertising outside of bars and restaurants. The fate of this bill is uncertain and may be amended.
- Opposed reducing the drinking age to 18 for military personnel stationed in NH. The NH House of Representatives agreed and killed this bill.

The DARE Program concluded for this school year on May 6th with a culmination ceremony for the 280 fifth graders at Dover Middle School who completed the curriculum in either the fall or winter sessions. The ceremony included several speakers including a local thoracic surgeon and a skit by Youth to Youth students. The students each received a DARE shirt and their Drug Free ID card, which can be used to receive discounts on food or services at local merchants.

Teen Center: For the month of May 2011 the Teen Center saw a total of 874 participants on 19 days of programming which yielded an average of exactly 46 participants per day. This is the third straight month with a daily average over 40 participants.

Some program highlights for the month of May 2011 included, but were not limited to the following:

- TC Snack Special – "Pancake Mania" (5/4)
- TC Classic Program – "MEGA BINGO" (5/5)
- TC Music Event – "DoverPalooza – Spring Thinking Show" (5/6)
- TC Annual Series – "Intern Appreciation Week – Spring 2011" (5/9-5/13)
- TC Snack Special – "Italian Pasta-Fest" (5/12)
- TC Special Event – "Community Buck\$ Raffle –Spring 2011" (5/19)
- TC Music Event – "TC After Dark – Acoustic Show" (5/20)
- TC Challenge – "Nintendo Wii Tournament - GOLF" (5/23)
- TC Special Event – "Luau BBO" (Early Release Day) (5/25)

We now focus on June 2011, and the June calendar will be full of fun, interesting events for participants. June also marks the end of the school year, and warm-up week prior to the TC Summer Zone.

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

- 6 motor vehicle crosswalk warnings
- 2 motor vehicle assistance calls
- 1 motor vehicle one way warning
- 3 motor vehicle improper lane warnings
- 3 motor vehicle traffic control device warnings
- 1 motor vehicle speed warning
- 1 suspicious activity
- 2 trespass warnings
- 4 skateboard warnings
- 13 bicycle sidewalk warnings
- 35 pedestrian crosswalk warnings
- 3 assistance calls
- 2 welfare checks

2 disturbances
1 parking ticket
1 police information call
1 medical aid
1 unwanted communication call
1 found property
1 dog at large warning

In addition to the above enforcement action which took place over the various patrol shifts during the month, the Downtown Liaison Unit participated in the following:

1. On May 10th, Officer Caproni attended Dover Community Trail meeting as the Police Liaison.
2. On May 18th, Officer Murch provided a stable tour for local supporters and interviewed a UNH student for a possible internship position at the stables.
3. Officer Lilyestrom continued to lead the Explorer Program meetings.
4. On May 19th, Monty, TJ and Blackjack were brought to New England Equine (NEE) located on Members Way in Dover for spring shots and physicals.
5. On May 20th, Officers Caproni and Lilyestrom with Monty and TJ joined fellow Officers from across NH at the Law Enforcement Memorial Service in Concord.
6. On May 21st, Officer Caproni attended the Trout release/Cocheco River Community Trail Cleanup that was held at Measured Progress at 100 Education Way. This community event continues to be a great collaboration between the citizens of Dover, the State of New Hampshire and local businesses.

K9 Unit: On May 2, 2011, K9 Norman was recertified in narcotics detection. Two weeks later, on May 16, 2011, K9 Grinko was certified as a patrol K9. Both certifications were held at NH Police K9 Academy and the certifications are through the United States Police Canine Association. Grinko's patrol certification includes: Obedience, Agility, Evidence, Recovery, Building Search, Tracking, and Criminal Apprehension.

Animal Control: For the month of May there were a total of 68 animal calls. Of those, 22 calls were handled by Police Officers, 29 were handled by the Animal Control Officer, and 17 were handled by Dispatch. The following is a breakdown of the 29 calls handled by the Animal Control Officer:

- 5 missing animals
- 4 found animals
- 3 aggressive dog calls (these led to fines)
- 9 animal welfare calls
- 1 nuisance call (dog defecating on neighbor's property)
- 3 calls on fox sightings
- 1 call about a loose rooster
- 3 loose dogs

During the month, ACO Ladisheff received and responded to 76 voicemail messages from citizens

Strafford County Regional Accident Reconstruction Team: The Dover Police Department hosted the monthly meeting of the Strafford County Regional Accident Reconstruction Team on May 18. Agenda topics included ongoing familiarization of equipment, technical discussion and peer review of recent serious and fatal crash investigations throughout Strafford County.

In the month of May, Dover officers assigned to the Strafford County Regional Team continue to investigate a May 14 pedestrian fatality on Old Rochester Road. Dover officers also assisted in the investigation of a serious motorcycle collision in Farmington on May 21.

Recreation Programs: The Recreation Department is preparing for the summer programs and has begun registrations and staff training. The Summer Playgrounds Program and Camp Kool are the main focus for youth programs. There are a number of lessons and enrichment programs also on schedule. Many people are taking advantage of the McConnell Center Recreation fitness facilities with recently added equipment.

Registrations are now being accepted for all summer programs. The Playground program for Dover residents is accepting registrations and will run from June 27th to August 12th. Registrations are also being taken for our Fun on Stage and Music Theater camps held in June & July.

The On-track program helps prepare children for the Hershey Regional and State Track meets. The program itself began on May 24th, and the Regional & State meets will be held the week of July 4th. Practices are held twice a week at the DHS track.

Pilates, Yoga, Tai Chi, Zumba® and BodySculpt classes have been on-going and Dover will be offering an early morning summer BodySculpt class.

The Butterfield Gym at the McConnell Center has served as the host of AAU practices, birthday parties and the second McConnell Center Tenants Collaborative Blood Drive.

Staff interviews are being conducted for summer programs and the department is preparing inventory and supplies for the programs beginning in June.

Senior Center Programs: The Dover Community Senior Center (DCSC) continues their recurring daily activities of Bingo, Bridge, Cribbage, Crafts, Scrabble, Pay Me, and Whist, and many more. The in-house ukulele band, The Silver Strummers, continue to practice at the center on Wednesday mornings. They have regularly scheduled free performances at many local assisted living facilities.

The Senior Advisory Committee meets the first Friday of each month. 10 seniors attended the May meeting. One spot on this board is open and is advertised as available to an interested member.

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

The very popular free art class program, instructed by Libby Chase, is running May-June.

A full bus of seniors went to Mohegan Sun on May 24th.

Monthly Social: 16 in attendance
Mystery Lunches: 39 in attendance

Indoor / Outdoor Pool: The month of May brought on a Swim lesson session during the week which was filled nearly to capacity with 9 classes offered. Newmarket Elementary had a third grade outing at the pool with 80 kids in attendance.

Great Bay Masters has had 30 swimmers during their practice times. Hydrofitness has seen an increase in participants with the maximum of 20 participants taking part during the weekly series.

The Jenny Thompson Outdoor Pool opened for Seacoast practice on the 17th of May with Senior and Junior groups using it exclusively as well as the Oyster River Otters taking some time. Seacoast Swim Association held a cleanup day at the Outdoor Pool on May 14th with parents and children taking part in raking, weeding and planting flowers.

The month of June will be the registration time for summer swim lessons as well as the opening of the Jenny Thompson Pool to the general public.

Adult Lap Swim: 75-100 swimmers daily
Pool Rentals: 5
Rec Swim: 10-20 swimmers daily

Ice Arena: With the weather changing and the start of spring sports the arena has seen seasonal changes in attendance in most areas. Recreational skating is still busy however the hockey stick practices are starting to slow down.

Off ice events have started in the Foster Arena and in May the arena hosted the Seacoast Better Living Expo. This is a new event and it seemed to be well received.

Summer program sign ups have started

Adult and Youth Stick Practices: 281

Public Library Attendance at special library programs was 400 with 24 story times: 335; 3 movies: 21; Paws for Reading 2; "Vintage Voices" musical program 42. Plus, 167 children made a craft at the "Make-It, Take-It" table in the Children's Room.

Seacoast Firefighter Academy: Seacoast Firefighter Academy continues with planning in the works for next year's programs. Considerable time was spent in May educating legislative decision makers of the significance of the CTC programs in hopes that State funding will be restored, which then reduces cost shifting and pressure on the local level.

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

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

- Newington Dover bridge
- The Village at Thornwood Commons
- Gladiola Way

- Cedar Cove

Planning and Community Development assisted the Community Services and Police staff with an ongoing review of the traffic calming methods suggested for the streets between Atkinson and Arch. A speed table was installed on Lexington and it is working as desired. Staff is reviewing traffic calming methods for the other streets that may or may not include a speed table. The plan is to review the needs independent of precedent and install the proper traffic calming element for each particular area.

The Planning Department continues to assist the legal office with preparing pleadings and background information regarding the rezoning of Arch Street and also with reviews relative to the annual Great Bay Music Festival off Bay View Drive that occurs in August.

Planning staff worked with the Economic Development Director to draft and review an article for the second quarter issue of the Economic Action in Dover newspaper. This article focuses on special projects that the department is overseeing and working through.

The Director of Planning and Community Development worked with the General Legal Counsel and the City Clerk to review and layout the process for reviewing the ward populations for proper distribution. This information along with other preliminary research and work will be used by the newly formed redistricting committee that will meet in June to review the options for ensuring that each resident is accurately represented by the ward councilors according to the one resident, one vote theory behind representative government.

The Director of Planning and Community Development worked with the Finance Director to review the financial recommendations crafted by the Financial Policy Committee relative to the Capital Improvement's Program. Additionally, the Planning Department has begun working with the various departments involved in the Capital Improvement's Program to identify areas of change and to ensure a smooth flow in 2011.

Dover Public Library's Assistant Director aided the school libraries on 2 occasions with Dovernet automation system tasks.

Inspection Services and Fire & Rescue worked with the Dover Middle School and contract maintenance staff to promptly resolve the lightning-induced failure of the fire alarm system at the Middle School. A small fire occurred in a classroom during the fire alarm system outage after school hours. Fire watch actions were put in place by Inspection Services and Fire & Rescue, and the fire was discovered promptly and extinguished by school staff with little damage.

The Inspection Services Division of the Fire Department has been very busy this month, also attending a 20 hour class in Bedford NH for Healthy Homes, participated in a national test for certification as a Healthy Homes Inspector, attended a 12 hour class for Core Concepts for Health Inspectors and attended a Fire Stop Liability Class held at the Nashua Fire Department.

PLANNING & ZONING

Planning staff facilitated a meeting between Measured Progress, and Changing Places LLC. Changing Places will be constructing the trailhead and parking lot for the Community Trail off Watson Road. The trailhead is located on an easement the City obtained from Measured Progress. The parking lot will offer a safe and convenient way for users of the trail and fishing area near the dam to park and access the recreation features.

The Department of Planning and Community Development has continued to act as the City's point of contact for Dickenson Development. Dickenson met with staff to discuss development options, opportunities and timelines for permitting. Additionally, staff organized a meeting of the Cochecho Waterfront Development Advisory Committee, held May 17th, for CWDAC to review the plans presented by Dickenson.

The Department of Planning and Community Development has continued to meet with neighboring communities to complete the required perambulation of the City's boundaries. This process requires officials from each community to review and visually inspect each boundary marker. To date the process has meant walking land on the Somersworth, Rollinsford and Durham borders.

The Department of Planning and Community Development continues to coordinate the improvements to the Week's suite of traffic signals, as part of the Signal Coordination project. The new timings began the last week in May. A new signal controller was installed at Hotel Drive, and New Rochester Road, and loops were repaired on New Rochester Road at that intersection. Finally, some issues were identified and corrected in relation to the pre-emption function of the lights.

The Director of Planning and Community Development spent time in May organizing the City's Capital Improvement's Program. This work including reviewing the plan adopted in 2010 by the City Council, as well as updating the data collection sheets, working to redraft the proposed plan to meet the adopted plan by the City Council and set timelines with the departments for the completion of the 2011 planning round for the CIP development.

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

- Sixth Street, between Indian Brook Drive and Venture Drive
- Technical Review for intersection of Sixth Street and Indian Brook Drive
- 46 Arch Street
- Appaloosa Drive
- Basils Place
- Downtown property for a potential farmers market.
- The Village at Bellamy Commons
- Lilac Lane commercial project
- Sumner Drive property for reuse.
- 10 Crosby Road property for reuse
- Augusta Way residence
- Property on Central Avenue between St Thomas Street and Washington Street
- Venture Drive property
- Windbrook subdivision off Tolend Rd.
- The ReStore
- 116 Rutland Street
- 26 Elmview Circle

CITY GROUNDS – FACILITIES & PARKS

Facilities, Grounds & Cemeteries fielded 199 work orders and 3 service calls for the month of May. There were 6 ash burials and 2 full burials that took place in Pine Hill Cemetery this month.

Pine Hill Cemetery was cleaned up and mowed for Memorial Day. All flags on City poles were replaced and the flower beds in the upper square had the spring bulbs removed, the loam reconditioned and flowers planted for the summer season. The flower beds in Pine Hill Cemetery were planted as well.

Mowing of the public turf areas has commenced with the cool temperatures and rain encouraging the grass to grow at a pace the Facilities and Grounds Division is hard pressed to keep up with. Mowing at the ball fields is ongoing. Four trees were planted this spring and two more are on hand to plant shortly.

Grooming and marking of the athletic fields has commenced.

Employees finished installing the last of the historical markers that are placed around town. The City is missing three and Facilities and Grounds is awaiting direction from the Dover Main Street on replacing these.

The outdoor pool was prepped and opened for business.

GENERAL UPDATES

In May, the Planning Department viewed four (4) web casts. The topics included improving the client/consultant relationship through improved scopes of work, creating initiatives for bike friendly communities, and how to use GIS software to accomplish the required redistricting after a census. Finally, a webinar was attended to learn about a new resource, a transportation and health toolkit, which strengthens communications about healthy communities and their transportation systems

Responses to the Request for Proposals to construct the under-Cochecho bridge portion of the trail across the Spaulding turnpike right of way were reviewed and a vendor was selected. The award of bid will be presented to the City Council in early June.

The Deputy Fire Chief continues to spend 100 percent of that position's time covering shift vacancies in an attempt to reduce overtime costs impacted by military leave, on and off-the-job injuries and retirements.

Fire & Rescue has been very active in conjunction with Dover Housing, including meeting with DHA residents, on resolving the alarm issues at the Union Street Complex.

Fire & Rescue shift trainings were held this month on the State of NH Bureau of EMS required curriculum on critical patient transfers from hospital to hospital. This new curriculum was developed to insure a standardized level of care from region to region and hospital to hospital and was completed in partnership with staff from Wentworth Douglass Hospital.

With the retirement of three out of four shift Captains and a senior Firefighter/Paramedic, this month's focus has been interviewing new hires at the firefighter level and setting up promotional exams for the vacant Captains positions and Lieutenants positions that will open as the Captains positions are filled. This is a time consuming process that guarantees competent people are placed in these important leadership positions. These exams will occur mid-June after the required posting period ends.

CITY OUTREACH

The Department of Planning and Community Development continued to update its blog, face book page and twitter feed to communicate with the public. The Department of Planning and Community Development has 118 Facebook (City of Dover NH Planning) friends and 218 followers on Twitter @DoverNHPlanning.

During the month of May, six (6) Planning blog posts were drafted, including two discussing Commute Green Week, one on the diversity of activities in the office, one celebrating Clean Up Day, and one on redistricting and the census numbers. The final entry summarized the April staff report.

The Department of Planning promoted the Dover Community Trail through the facebook fan page for the trail (with 247 fans), as well as a Sustainable Dover facebook fan page for the trail (with 92 fans). The Sustainability Coordinator promoted numerous events this month through facebook, as well as traditional media.

The Sustainability Coordinator co-organized and promoted Cochecho River Field Day & Clean-up with Great Bay Trout Unlimited, and arranged for Mayor Myers to receive an award at the event for the City from New Hampshire Fish & Game.

The Director of Planning and Community Development worked with the Media Access Coordinator to produce Video Dover Download segments for 9 topics relating to planning issues in Dover. The topics were: Commute Green Week, Wayfinding sign initiative, extraction permits, land use regulation amendments, The Sustainable Dover initiative, an update on the Open Space master plan work, traffic signal coordination work, and regulation and master plan reviews occurring to ensure they promote sustainability.

The Department of Planning and Community Development sent out 31 letters to new homeowners congratulating them on their purchase, as well as informing them of the current zoning for their property and alerting them to the various methods the department uses to inform and update the public.

The Public Library has 504 Facebook fans at facebook.com/DoverPLNH, 350 Twitter followers @DPLNH, and 208 e-Newsletter subscribers, all continuing to be great resources for communication.

Dover Fire & Rescue supported a number of community events including the Children's Museum Road Race and the Community Trail event held at Measured Progress, a major corporate supporter of the Community Trail.

ENERGY EFFICIENCY & SUSTAINABILITY

The Director of Planning and Community Development was selected to present at the New Hampshire Planners Association annual conference on the City of Dover's sustainability efforts. This conference will occur in June. The Director of Planning met with the Sustainability Coordinator and the two joint presenters this month to outline and draft the presentation.

The Sustainability Coordinator organized a Permaculture Workshop which was offered free to all City staff and volunteers and promoted through social and traditional media. This class, presented by a certified permaculture educator was over two weeks, and consisted of an education module, self-study and group hands on training. The class has long term usefulness

for reviewing development patterns in the City so they are more intertwined with nature, and don't combat it.

The Sustainability Coordinator collaborated with the Seacoast Green Alliance and Sustainable UNH to promote the event. The Director of Planning, City Engineer, Sustainability Coordinator, and Chair of the Dover Energy Action Committee attended, with a good turnout of members of the community.

The Sustainability Coordinator organized City participation in Commute Green week which is both a Seacoast organized and a statewide event. The Sustainability Coordinator acted as the liaison with the Rockingham and Strafford Planning Commissions and transit service providers and provided the updates for the City, including Woodman Park's school event participation to these organizations. The event was promoted to all City employees and volunteers. The Sustainability Coordinator and Director of Planning secured breakfast sponsors at three locations throughout the City and at one location in Portsmouth and both staffed the event.

The Sustainability Coordinator organized a stakeholder meeting to discuss the development of pedestrian-oriented way finding signage in the downtown core to improve walkability and economic sustainability. The Director of Planning and the owners of Arrowstreet (a top Planning & Architectural firm from Somerville Mass) presented. The Chamber, DBIDA, Dover Main Street, City Department heads, representatives from Amtrak Downeaster, COAST Bus, Wildcat Transit, the Children's Museum, Woodman Museum, Developers and the public attended. In a facilitated discussion led by consultant Steve Whitman, the group identified the need to have one representative spearhead such a project. Dover had applied to become designated a Walkable Community, and in a report received this month Dover had not been selected.

The Department of Planning and Community Development had its first meeting with the representatives for the EPA new sustainability initiatives grant, which the City received in March. This technical service grant, awarded to 32 out of over 350 applicants nationwide, will allow the City to review regulations to ensure that they are encouraging sustainable/green practices. The Technical Assistance Day has been scheduled for June 7th, 2011.

The Department of Planning and Community Development is working to finalize the agreement with the CBS Broadcasting EcoAds program. The City of Dover is organizing a Green Team of City employees to identify projects that could potentially be funded. The EcoAds program could offset the cost of making environmentally better choices when purchasing capital improvements, such as providing the difference in funds in purchasing a fuel-efficient fleet vehicle instead of an inefficient vehicle. It could also pay for alternative energy projects.

The Department of Planning finalized the scope of the Master Plan review with Strafford Regional Planning Commission (SRPC) under the federally funded Energy & Technical Assistance program. The Sustainability Coordinator will work with SRPC in June on this review of the Master Plan to identify areas where sustainability improvements can be made.

The Calgon system was delivered to the Waste Water Treatment Plant. Dean Peschel was informed by New Hampshire Department of Environmental Services that the Environmental Protection Agency is going to be monitoring our ARRA project at the Waste Water Treatment Plant for Federal compliance.

The Sustainability Coordinator has been working to implement the Natural Step sustainability framework in Dover. This framework is utilized across the globe by communities to guide municipal and business organizations to utilize a triple bottom line approach- incorporating

social, economic and financial considerations in decision-making. The Sustainability Coordinator has organized members of each of the City's departments into a City Green Team, which will review and recommend changes to the City's administrative processes and policies which will encourage sustainable actions and choices.

ACKNOWLEDGEMENTS & EVENTS

Friends of the Library contributed \$240 for prizes for the Children's Summer Reading Program.

Capital Improvement Projects Update

Community Services Department

May 2011

STREET IMPROVEMENTS

Current: Brox has started completing the remaining streets on the FY2011 purchase order.

Previous: Prepare remaining streets to be paved in FY11.

SIDEWALK IMPROVEMENTS

Current: Santorelli has started work on the sidewalks on Union Street.

Previous: Santorelli has shut down for the winter.

MAST ROAD SIDEWALK DESIGN:

Current: TriTech engineering has started the survey for the project.

TOLEND RECONSTRUCTION

Currently in design process.

APPLEVALE RECONSTRUCTION

Currently in design process.

NORTH END PRESSURE

Current: The water main portion of the project is going out to bid in June.

Previous: In design.

BROADWAY/RR CULVERT (formerly NY St Drainage)

Current: The project was submitted to NHDES for stimulus funding, which, if awarded, funding is expected to begin construction during 2010. The City Attorney has come to a resolution with the railroad.

Previous: Meeting with outside attorney to assist in coming to a resolution with the railroad regarding easement issue.

COCHECHO RIVER DREDGING

Current: In order to close the dredge cell and retain a place to dewater catch basin spoils and dump snow from the downtown; the dredge cell closure plan will need to be modified and submitted to NHDES for review and approval. Geolnsight, the engineering firm that designed the dredge cell, has been asked to prepare a scope of work to accomplish this design modification task. A change order to Geolnsight's current agreement will be submitted to the City Council approval once it has been negotiated.

Previous: The dredge contractors completed river dredging on December 12th. The dredge cell has considerable capacity left over as a result of the dredge project scope reduction. The original project called for dredging the navigation channel to provide 7 feet of water at low tide. As a result of funding limitations the depth of water at low tide is 5.5 feet at completion.

NHDES has given preliminary approval of the concept to close the cell with the current volume of spoils and allowing the unused area for the City's snow dump during the winter and as a facility to de-water catch basin spoils in the spring summer and fall in preparation for reuse or disposal depending on the quality of the material.

HENRY LAW AVE RECONSTRUCTION

Current: SUR is continuing to install drainage on Henry Law Ave and has removed the trees needed for the project.

Previous: The contractor has started work on punch-list items.

DOWNTOWN TRAFFIC IMPROVEMENTS

Current: The City is currently reviewing the project priorities and needs.

Previous: Need to prepare an RFP for a consultant to design the signal improvements for Third/Central/Broadway and Chestnut/Central intersections.

SEWER INFLOW / INFILTRATION MITIGATION

Current: NHDES has been slow to authorizing the project to be awarded and consequently the construction schedule has been delayed. The work adjacent to Woodman Park School will now be completed after the school year is done.

Previous: SUR was the low bidder and awarded the project. The work is scheduled to take place in April during the school vacation so as not to conflict with school activities at Woodman Park School.

ROUTE 9 RR BRIDGE WATERMAIN REPLACEMENT

Current: This project has started back up and the water main is near completion.

Previous: Shut down for the winter

BRIDGE PROGRAM

Current: Louis Berger has started the design phase of the project and started the surveying and borings on the project.

Previous: The City is currently reviewing a proposal for the design of the Whittier St Bridge

BERRY BROOK WATERSHED MANAGEMENT

Current: The work in the Berry Brook watershed will begin in June. The design for the stream restoration on the City owned Lowell Ave property is in design and construction is scheduled for later in the summer. Horne St school rain garden will be completed in the next few weeks. A Neighborhood meeting will take place on June 7th at the Horne St. School. The UNH Stormwater Center is partnering with the City of Dover on the projects and grants

Previous: The work in the Berry Brook watershed will begin in June. The design for the stream restoration on the City owned Lowell Ave property is in design and construction is scheduled for later in the summer. Horne St school rain garden will be completed in the next few weeks. A Neighborhood meeting will take place in late May. The UNH Stormwater Center is partnering with the City of Dover on the projects and grants. A resolution to Sole source design and oversight with the UNH Stormwater Center experts will be presented to the Council in May.

WASTEWATER TREATMENT PLANT FACILITIES PLAN

Current: The facility plan is under way. The City Council passed a Resolution on May 25th to sign the Memoranda of Agreement between the NHDES and the Great Bay Coalition of which Dover is a member. The MOA provides a cooperative path to more fully understand the nutrient issues before NPDES permits are issued for the WWTF.

Previous: The facility plan is under way.

Total Permits Issued: May 2011

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
11-082	SHAWS	851	CENTRAL AVENUE	CONST./INSTALL AN INT. PARTITION	C	38	6A	6500	95
11-100	VIRTUOUS REALTY	5	FARADAY DRIVE	INT. ALTRTNS OF TURBOCAM (CONST. 2 C	C	G-1	IE	10000	125
11-077	WELCH FLUOROCARBON INC.	113	CROSBY ROAD	UNIT 13, RE-SIZE OFFICE SPACE	I	G	1-N-1	8000	105
08-158	THORNWOOD COMMONS LLC	5	SONIA DRIVE	CNST. A SFD W/ATT. GARAGE	R	M	4-20	160000	1625
08-161	THORNWOOD COMMONS, LLC	1	SONIA DRIVE	CNST. A SFD W/ATT.GARGE	R	M	4-22	200000	2025
11-041	J.N.M.REALTY	11-19	CENTENNIAL DRIVE	5 UNIT MULTI-FAMILY DWLLING	R	K	20-1	400000	4025
11-048	BELLIVEAU	20	GROVE STREET	FIRST FLOOR BATHROOM ADD.	R	31	60	4000	65
11-058	CLARK	40	HILL STREET	REINFORCE/SUPPORT SIDE PORCH	R	27	117	1826	45
11-061	GRAYSTONE BUILDERS INC.	6	NYE LANE	CONST. A SNGL FMLY DWLNG W/GRGE	R	E	49-2	150000	1525
11-069	LASSONDE	68	PORTLAND AVENUE	RENO./REMDL TO TWO FAMILY DWELLI R	R	2406	00000	1000	35
11-074	OBRIEN	41	CORDEIRO DRIVE	CONST. A 1 STORY REAR ADDITION W/D R	R	A	36-1F	42000	445
11-078	HARTTER	158	BACK RIVER ROAD	RENO./RMDL BATHROOM	R	I	89	6500	95
11-080	PAWNELL	3	ELLIOTT PARK	INSTALL A HANDICAP RAMP	R	17	16	1500	45
11-081	PATENAUDE	21	FALCON DRIVE	CONST. A GARGE & CVR'D PORCH, FNS	R	N	19-4	30000	325
11-083	CLARK	306	LONG HILL ROAD	CONST. SIDE/REAR DECK ADDITION	R	A	12-B	7000	95
11-084	MERULLO	21	SANDY LANE	CONST./INSTALL AND EXT. MASONRY C R	R	A	52D-1	3000	55
11-085	DUBREUIL	38	DREW ROAD	CNST. A REAR DECK ADD./EXPANSION	R	I	93-1	6000	85
11-086	FORD	63	CROWN POINT DRIVE	FNSH SECT. OF BSMNT 4 ADD. LVNG SP	R	16	15-2	8000	105
11-088	JEANNEAU	7	ELA STREET	DEMO. & RPLC/CONST. A BRZWY & CRP	R	27	261A	18000	205
11-089	SCHUMAN	30	CUSHING STREET	DEMO. OF DETACHED GARAGE	R	10	81	0	50
11-090	KELLY	77-79	SIXTH STREET	REMOV. PLASTER FROM WALLS/CEILIN	R	35	1	5000	75
11-091	ATORO	21	REYNERS BROOK DRIVE	CONST. A READ DECK ADDITION	R	A	47-16	8000	105

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
11-092	ENOS	23	REYNERS BROOK DRIVE	CONST. A REAR DECK ADDITION	R	A	47-18	12000	145
11-093	MELLENBAMP	29	SANDY LANE	FINISH 1/2 OF ATTIC FOR ADD. LIVING A R	R	A	A-52A	5400	85
11-094	COAKLEY	21	LISA BETH CIRCLE	CONST. 1 STORY REAR ADDITION	R	H	44-2	40000	425
11-096	MOISAN	19	LEIGHTON ROAD	CONST./INSTLL A MODULAR SNGL FML R	R	8-25	8-25/	131000	1335
11-097	ATALLA	16	LEIGHTON ROAD	RMV. REAR STAIRWAY & CONST. DECK R	R	8	18	4500	75
11-098	KRAUSSE	88	REDDEN STREET	BTHRM & MINOR KITCHEN RENOVATIO R	R	29	68B	8700	115
11-099	WIEBOLD	109	TOLEND ROAD	CONST. AN ATT. GARAGE	R	E	63	30000	325
11-102	DAN MILTON	212	TOLEND ROAD	RMV. & RPLC./ CONST. A REAR DECK A R	R	F	3B	5000	75
11-103	BOLTON	6	LONGMEADOW ROAD	RMV. & RPLC/CONST. A FRONT PORCH R	R	17	97	1200	35
11-109	AHRENS	7	WEST KNOX MARSH ROAD	REAR DECK ADDITION	R	13	18A	8000	105
11-110	MUISE	21	ROBERTS ROAD	REAR DECK ADDITION	R	L	95R	7500	105
11-111	BAY	290	LONG HILL ROAD	CONST./INSTALL INGROUND SWMMNG R	R	A	51-1	25000	275
11-113	KELLY	77-79	SIXTH STREET	INT. RENO. OF A TWO FAMILY DWELLIN R	R	35	I	6000	85
11-115	OLIVE BICKFORD	7	ROBERTS ROAD	CONST. A STORAGE SHED	R	L	95V	7000	95
11-87	OLSEN	34-36	ATKINSON STREET	RPAIR/RPLACE TWO DECKS	R	9	63	3800	65

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map Lot	Construction Value	Fee
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Total Permits Issued: 37

Total Construction Value: \$1,371,426.00

Total Fees Collected: \$14,700.00

Type of Permits Issued		Certificate of Occupancy's	
Apartment dwlg units	0	Apartment Units	0
Commercial	0	Commercial	1
Condo Units	0	Condo Units	0
Congregate Care Facility	0	Congregate Care Facility	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Duplex Unit	0	Duplex Unit	0
Industrial	0	Industrial	0
Multi Family - units	5	Renovations	1
Manufactured Dwlg	1	Manufactured Dwlg	0
Single Family Dwelling	3	Single Family Dwellings	3
		Total	5

PLANNING BOARD APPROVED PROJECTS

NAME	LOCATION		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes	A = Apts.	C = Condos											
Multi-Family:														
Sherman School	School Street	C	48	0	48		10/26/2010	Site	P10-39	3	10		G	7.68
Paolini	54 Dover Point Road	C	12	12	0	10/6/2009	7/22/2008	Site	P08-15	K	20	10/6/2013	G	1.92
New Meadows Inc	Knox Marsh Rd	A	120	48	72	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
Total: Multi-family			132	60	72									15
Subdivisions:														
Tidewater Farm	Winterberry Dr	H	7	0	7		4/26/2011		P10-51	N	8		H	2.59
Olive Meadow	Sixth Street	H	6	0	6				P10-50	A	45-A2		H	2.22
Labrador Woods	Long Hill Rd	H	9	0	9	7/19/2010	5/25/2010	7/19/2010	P10-19	A	51-9	7/19/2014	H	3.33
Hidden Valley Drive	Hidden Valley Dr	H	10	0	10	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.7
Harbor Hills	Shore Rd	H	14	0	14	8/10/2010	3/23/2010	8/11/2010	P07-39	L	89G	8/10/2014	G	5.18
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	3	6	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	G	7.4
Long Meadow	Gladiola Way	H	20	20	0	1/30/2008	8/28/2007	2/6/2008	P06-40	A	28	1/30/2012	H	7.4
Picnic Rock	Back River Rd	H	21	6	15	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.77
Schooner Landing	Schooner Dr	H	10	2	8	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Upper Factory Rd	H	15	9	6	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Stocklan Dr, etc	H	72	14	58	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
Stern Subdivision	Lika Dr	H	3	0	3	3/23/2006	2/28/2006	3/23/2006	P05-71	E	45	3/23/2010	W	1.11
Emerald Woods III	Emerald Ln/Viridian Ln	H	37	0	37	1/31/2006	6/14/2005	2/1/2006	P05-10	F	15	1/31/2010	W	13.69
Narrows at Tidewater Farm	Wysteria Dr	H	5	4	1	12/16/2005	8/9/2005	12/21/2005	P05-38	N	8-3	12/16/2009	G	1.85
StoneCroft	Carriage Hill Ln	H	11	8	3	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	4.07
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	23	9	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.84
Waldron Falls	Watson Rd	H	10	5	5	5/10/2005	1/11/2005	5/17/2005	P04-54	E	35	5/10/2009	W	6.29
White Tail	Picard Ln	H	17	10	7	1/10/2005	11/10/2004	1/10/2005	P04-47	A	19	1/10/2010	H	6.29
Emerald Woods I & II	Emerald Ln	H	25	18	7	12/6/2004	9/28/2004	12/10/2004	P02-01	F	27	12/6/2008	W	9.25
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.48
Cornerstone Crossing III	Conerstone Dr	H	18	12	6	7/28/2005	4/12/2005	8/1/2005	P05-13	B	18	7/28/2011	H	6.66
Lionheart	Littleworth Rd.	H	4	2	2	2/24/2004	2/24/2004	3/8/2004	P03-66	G	28-1	2/24/2008	W	1.48
Ayer	McKone Ln	H	2	1	1	6/5/2003	6/5/2003	6/5/2003	P02-67	N	18	6/5/2007	G	0.74
Total: Single Family			361	140	221									140
TOTAL APPROVED UNITS			493	200	293									155
Elderly:														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	48	19	29	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Cielo Dr	H	63	23	40	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			111	42	69									
APPROVED + ELDERLY			604	242	362									155

* Built or permit issued and unit under construction

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS
 C:\Documents and Settings\bessette\Local Settings\Temporary Internet Files\Content.Outlook\K74J5R4B\Subdivisions.xls

City of Dover

Bid Solicitation Report

For May 2011

6/2/2011

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No	PO Notes
	Approved By	Fund		Function/Division	
Executive				Occupational Health Services	
B11075	05/03/2011	05/23/2011			
Recreation				REBID Dover Recreation Transportation Services	
B11067B	05/03/2011	05/18/2011			
Community Services				Dover Draw String Trash Bags	
B11073	05/05/2011	05/25/2011			
Fire				Fire Department Uniforms & Clothing	
B11077	05/05/2011	05/24/2011			

City of Dover
Bid Solicitation Report
For May 2011

6/2/2011

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No	PO Notes
	Approved By	Fund		Function/Division	
Community Services				Water Quality Report 2011	
Q11-028	05/09/2011	05/26/2011			
Finance				Stationery	
B11071	05/12/2011	05/31/2011			
Community Services				Tree Removal Services	
B11083	05/19/2011	05/31/2011			
Community Services				Crack Sealing Services	
B11072	05/19/2011	06/08/2011			
Executive				Cellular Communication Services	
B11090	05/24/2011	05/31/2011			

City of Dover

Bid Solicitation Report

For May 2011

6/2/2011

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No	PO Notes
	Approved By	Fund		Function/Division	
Recreation				Jenny Thompson Pool Bathhouse	
B11091	05/25/2011	07/07/2011		Design Build Renovations	
Community Services				One Site Grinding of Municipal	
B11087	05/26/2011	06/14/2011		Brush & Tree Waste	
Planning				Sidewalk Tipdowns 2011	
B11089	05/27/2011	06/13/2011			
Community Services				Ford Replacement Parts	
B11088	05/27/2011	06/16/2011			
Community Services				Various Chemicals	
B11081	05/27/2011	06/14/2011			

City of Dover
Bid Solicitation Report
For May 2011

6/2/2011

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No	PO Notes
	Approved By	Fund		Function/Division	
Community Services				Chemical Aqueous Corrosion Inhibitor	
B11082	05/27/2011	06/22/2011			
Community Services				Overhead Door Repairs	
B11086	05/27/2011	06/20/2011			
Community Services				Repairs to Chapel Chimney	
Q11-029	05/31/2011	06/21/2011			
Finance				Appraisal Services for One Property in Dover	
Q11-030	05/31/2011	06/16/2011			

Total for

Grand Total All Departments

PO Date	PO No.	Vendor Name	Amount	DAC
5/17/2011	201111153	GREATER DOVER CHAMBER OF COMMERCE	\$5,000.00	Recreation
5/24/2011	201111468	SHANNON CHEMICAL CORPORATION	\$5,004.00	Community Services Department
5/12/2011	201111018	SHEEHAN, PHINNEY, BASS & GREEN	\$5,993.12	Executive
5/26/2011	201111551	RONALD J. SOUSA	\$6,269.00	Community Services Department
5/3/2011	201110552	PUBLIC SERVICE CO OF NH-CITY	\$6,902.95	City Finance Office
5/2/2011	201110538	DENNIS MUNSON PLUMBING HEATING	\$6,945.17	Recreation
5/24/2011	201111463	BROX INDUSTRIES, INC.	\$7,424.56	Community Services Department
5/3/2011	201110574	REEVES LANDSCAPING & PROPERTY SRVS, LLC	\$8,000.16	Community Services Department
5/11/2011	201110975	STATE OF NH-DOT	\$8,145.49	Police
5/3/2011	201110606	SANTA BUCKLEY ENERGY-CITY	\$8,257.96	City Finance Office
5/18/2011	201111209	PUBLIC SERVICE CO OF NH-CITY	\$8,341.57	City Finance Office
5/11/2011	201110957	STATE OF NH-DOT	\$9,237.12	Community Services Department
5/12/2011	201111035	VALLEY COMMUNICATIONS SYSTEMS	\$9,308.00	Executive
5/3/2011	201110553	PUBLIC SERVICE CO OF NH-CITY	\$9,523.20	City Finance Office
5/3/2011	201110576	SCOTT BROCHUS NEW ENGLAND ROOFING	\$10,665.00	Community Services Department
5/11/2011	201110952	BAYRING COMMUNICATIONS	\$11,863.59	City Finance Office
5/4/2011	201110686	PUBLIC SERVICE CO OF NH-CITY	\$15,447.71	City Finance Office
5/16/2011	201111072	CCMSI	\$21,819.47	Executive
5/17/2011	201111156	TRI-STATE SEALCOATING & PAVING, INC.	\$24,776.75	Community Services Department
5/4/2011	201110687	PUBLIC SERVICE CO OF NH-CITY	\$26,853.79	City Finance Office
5/24/2011	201111484	PUBLIC SERVICE CO OF NH-CITY	\$35,994.32	City Finance Office
5/26/2011	201111552	MAHER CORPORATION	\$47,220.00	Community Services Department
5/11/2011	201110977	TRITECH ENGINEERING CORP	\$59,480.00	Community Services Department
5/24/2011	201111466	LOUIS BERGER GROUP, INC (THE)	\$288,096.00	Community Services Department

City of Dover

Expenditures of Major Funds

May 31, 2011

(General Fund Includes County, School and Debt Service)

EXPENDITURES	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Available
1000 General Fund								
City Council	\$ 345,454	\$ 13,469	\$ 261,931	76.0%	\$ 83,523	\$ 66,480	\$ 17,043	4.9%
Executive	792,952	46,899	679,368	86.0	113,584	35,940	77,644	9.8
Finance	1,465,224	102,415	1,283,067	88.0	182,156	97,540	84,617	5.8
Planning	432,644	32,954	398,691	92.0	33,953	25,269	8,684	2.0
Misc General Government	1,640,041	43,278	527,565	32.0	1,112,476	93,316	1,019,160	62.1
Police	6,388,681	434,252	5,565,671	87.0	823,010	402,887	420,123	6.6
Fire & Rescue	6,370,282	453,014	6,093,289	96.0	276,993	299,376	(22,383)	(0.4)
Community Service Public Works	6,542,768	321,182	4,564,913	70.0	1,977,855	602,778	1,375,077	21.0
Recreation	2,325,368	130,435	1,861,298	80.0	464,071	63,363	400,707	17.2
Public Library	1,070,571	74,302	934,719	87.0	135,852	61,663	74,189	6.9
Human Services	705,317	57,564	698,379	99.0	6,937	25,120	(18,182)	(2.6)
Debt Service	10,133,408	-	4,745,861	47.0	5,387,547	5,307,892	79,655	0.8
Other Financing Sources/Uses	245,213	-	245,213	100.0	-	-	-	0.0
School	40,970,176	3,789,738	33,253,092	81.0	7,717,085	6,722,198	994,886	2.4
Intergovernmental	7,033,271	-	7,033,271	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 86,461,369	\$ 5,499,502	\$ 68,146,329	78.8%	\$ 18,315,040	\$ 13,803,822	\$ 4,511,218	5.2%
3320 Residential Solid Waste								
Charges for Services								
Community Service Public Works	\$ 1,106,321	\$ 72,966	\$ 688,257	62.0%	\$ 418,064	\$ 199,460	\$ 218,604	19.8%
Sub-total : 3320 Residential Solid Waste	\$ 1,106,321	\$ 72,966	\$ 688,257	62.2%	\$ 418,064	\$ 199,460	\$ 218,604	19.8%
3381 McConnell Center								
Community Service Public Works	\$ -	\$ -	\$ 755	0.0%	\$ (755)	\$ -	\$ (755)	0.0%
Recreation	818,525	21,746	357,133	44.0%	461,392	335,840	125,552	15.3%
Sub-total : 3381 McConnell Center	\$ 818,525	\$ 21,746	\$ 357,888	43.7%	\$ 460,637	\$ 335,840	\$ 124,797	15.2%
5300 Water Fund								
Community Service Public Works	\$ 4,296,008	\$ 278,522	\$ 3,665,163	85.0%	\$ 630,845	\$ 287,882	\$ 342,963	8.0%
Sub-total : 5300 Water Fund	\$ 4,296,008	\$ 278,522	\$ 3,665,163	85.3%	\$ 630,845	\$ 287,882	\$ 342,963	8.0%
5320 Sewer Fund								
Community Service Public Works	\$ 5,996,950	\$ 397,869	\$ 5,062,383	84.0%	\$ 934,566	\$ 368,808	\$ 565,758	9.4%
Sub-total : 5320 Sewer Fund	\$ 5,996,950	\$ 397,869	\$ 5,062,383	84.4%	\$ 934,566	\$ 368,808	\$ 565,758	9.4%
Total : EXPENDITURES	\$ 98,679,172	\$ 6,270,604	\$ 77,920,021	79.0%	\$ 20,759,151	\$ 14,995,812	\$ 5,763,339	5.8%

City of Dover

Arena - General Fund
Revenue & Expenditure Report
(Including Arena Debt Service attributed to the General Fund)
May 31, 2011

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenue	1,446,367	13,288	1,171,004	81.0	275,363	0	275,363	19.0
Expenditures	1,102,267	49,939	841,046	76.3	261,221	25,034	236,187	21.4
Debt Service								
Principal	228,490	0	0	-	228,490	0	228,490	100.0
Interest	109,065	43,892	43,892	40.2	65,174	0	65,174	59.8
	6,545	(80,542)	286,066	4,371.0	(279,522)	(25,034)	(254,488)	-3888.5%

City of Dover

Revenues of Major Funds May 31, 2011

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 61,445,202	\$ -	\$ 61,738,556	100.0%	\$ (293,354)	\$ -	\$ (293,354)	(0.5)%
Licenses & Permits	4,094,410	181,971	3,853,257	94.0	241,153	-	241,153	5.9
Intergovernmental	2,013,349	1,840	1,985,024	99.0	28,325	-	28,325	1.4
Charges for Services	3,179,278	73,262	2,718,347	86.0	460,931	-	460,931	14.5
Miscellaneous Revenue	389,133	8,434	288,358	74.0	100,775	-	100,775	25.9
Education	13,211,005	1,151,323	11,782,904	89.0	1,428,101	(1,467)	1,429,569	10.8
Operating Transfers In	297,781	-	22,658	8.0	275,123	-	275,123	92.4
Sub-total : 1000 General Fund	\$ 84,630,158	\$ 1,416,830	\$ 82,389,103	97.0%	\$ 2,241,055	\$ (1,467)	\$ 2,242,522	2.6%
3320 Residential Solid Waste								
Charges for Services	\$ 978,526	\$ 74,962	\$ 814,219	83.0%	\$ 164,307	\$ -	\$ 164,307	16.8%
Miscellaneous Revenue	0	3	59	0.0	(59)	-	(59)	0.0
Sub-total : 3320 Residential Solid Waste	\$ 978,526	\$ 74,965	\$ 814,278	83.0%	\$ 164,248	\$ -	\$ 164,248	16.8%
3381 McConnell Center								
Miscellaneous Revenue	\$ 732,602	\$ 55,811	\$ 609,931	83.0%	\$ 122,671	\$ -	\$ 122,671	16.7%
Operating Transfers In	84,238	10,862	134,045	159.0	(49,807)	-	(49,807)	(59.1)
Sub-total : 3381 McConnell Center	\$ 816,840	\$ 66,673	\$ 743,976	91.0%	\$ 72,864	\$ -	\$ 72,864	8.9%
5300 Water Fund								
Charges for Services	\$ 4,220,115	\$ 520,164	\$ 3,243,210	77.0%	\$ 976,905	\$ -	\$ 976,905	23.1%
Miscellaneous Revenue	21,000	1,498	40,648	194.0	(19,648)	-	(19,648)	(93.6)
Sub-total : 5300 Water Fund	\$ 4,241,115	\$ 521,662	\$ 3,283,858	77.0%	\$ 957,257	\$ -	\$ 957,257	22.6%
5320 Sewer Fund								
Intergovernmental	\$ 160,285	\$ -	\$ 109,631	68.0%	\$ 50,654	\$ -	\$ 50,654	31.6%
Charges for Services	4,782,325	529,873	3,298,905	69.0	1,483,420	-	1,483,420	31.0
Miscellaneous Revenue	32,000	8,547	48,591	152.0	(16,591)	-	(16,591)	(51.8)
Other Financing Sources	984,919	0	1,019,374	103.0	(34,455)	-	(34,455)	(3.5)
Sub-total : 5320 Sewer Fund	\$ 5,959,529	\$ 538,421	\$ 4,476,501	75.0%	\$ 1,483,028	\$ -	\$ 1,483,028	24.9%
Total : REVENUES	\$ 96,626,168	\$ 2,618,551	\$ 91,707,716	95.0%	\$ 4,918,452	\$ (1,467)	\$ 4,919,919	5.1%



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, May 18, 2011**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Nedelka led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

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

5. BUDGET PRESENTATIONS

A. COMMUNITY SERVICES

Community Services Director Douglas Steele gave a presentation to the Council regarding the proposed Community Services budget. He spoke about separating out Stormwater in the budget, street paving, and the proposed streetlight removals.

Deputy Mayor Trefethen asked about the adopt-a-light program and the higher rate.

Director Steele said citizens would pay a higher rate because they don't pay the same rate as the City.

Deputy Mayor Trefethen said it was his opinion that the Council was not going to approve this change, and asked how the budget would change to accommodate the expense of the streetlights.

Director Steele said it hasn't been discussed.

City Manager Joyal said it hasn't been discussed because they are also anticipating downshifting from the State and other budget cuts. He said the expense to remove the streetlights was coming from this year's budget, and the savings would be realized in the proposed budget for next year.

Councilor Nedelka talked about changing the criteria on which streetlights to remove.

Director Steele said they could change the criteria, but he was concerned that the criteria be fair.

Councilor Carrier spoke about the cost to remove the streetlights, and said he felt it should be negotiable considering the size of the project.

Mayor Myers discussed the process for picking streetlights to be removed, and asked what was involved if they changed the criteria.

Director Steele said they would have to go out and look at the streetlights again and evaluate based on the new criteria.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
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Meeting Time: **7:00 pm**

City Manager Joyal said if it was based on population density, then they could use the GIS mapping system to identify those areas where the streetlights would stay on. He said there would still have to be some physical revisits.

Mayor Myers said he doesn't want to over task the City employees, but he felt there should be some middle road on how many streetlights to take out.

Councilor Nedelka started a discussion about the contractual obligations for providing clothing and boots. He asked about longevity pay and how it is budgeted. He asked about the cut in overtime at the Recycling Center, and if it was reducing hours or quality of service. Director Steele said it was reducing quality of service, because they weren't reducing hours. Deputy Mayor Trefethen asked about snow removal and saving money by not plowing as often on side streets.

Director Steele said every storm is different and they always try to be efficient.

Mayor Myers said he feels there are no more cuts available to be made in the Community Services' budget, because they have made so many cuts in previous years.

Councilor Carrier started a discussion about small paving jobs being done by the City instead of being contracted out.

Councilor Nedelka talked about the preconception that citizens have when they see three people doing a small job, or three people sitting around at the Recycling Center.

Director Steele said he wanted the citizens to call him, because he wants to know about those situations.

B. WATER

Director Steele continued his presentation to the Council regarding the proposed Water budget.

Councilor Nedelka asked about the new water tower.

Director Steele said the first phase should be starting this summer.

C. SEWER

Director Steele continued his presentation to the Council regarding the proposed Sewer budget. He said they are constantly comparing contracting out resources and keeping it in-house.

D. OTHER

City Manager Joyal discussed the Proposed Fee Schedule.

Councilor Cheney discussed about the increase in water/sewer rates, and said the Council had to watch where they spend the money.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, May 18, 2011**
Meeting Time: **7:00 pm**

6. GENERAL BUDGET DISCUSSION

Deputy Mayor Trefethen asked about the latest news on downshifting from the State. Mayor Myers spoke about figures coming in at last year's level, which the State isn't considering downshifting, even though the law says to return the level of funding to previous amounts. He said retirement funding will remain at 25% instead of returning to 35%. He said school adequacy funding will remain the same, and that is the amount the School put in their proposed budget. He said he's heard that the City won't be getting the \$600,000 share of the revenue sharing.

City Manager Joyal said there were differing opinions about whether the City should have expected the revenue sharing, but the law says it was supposed to be restored on July 1st. He spoke with a NH Representative, who told him that revenue sharing has been removed from the budget.

Deputy Mayor Trefethen said it doesn't seem to be the worst case scenario, but still a significant amount of money.

Mayor Myers said between the City and School combined there will be around \$1.5 million in downshifting.

Deputy Mayor Trefethen spoke about the impressive School support at the last meeting. He said with the possible downshifting the School is still probably going to have to make adjustments or increase the tax rate. He asked how the City revenues were tracking against estimates.

City Manager Joyal said revenues are coming in lower than the estimates. He said the proposed budget has taken that into account.

Councilor Cheney asked for specific estimates of downshifting.

City Manager said on the City side of the budget they are predicting around \$200,000 in the retirement system and \$600,243 in revenue sharing.

Mayor Myers went over a few areas he was asking the Council to give direction to the City Manager to look into for possible savings. He referred to the Fire Department's plan to cut overtime by not replacing the first person absent, and asked for the Police Department to look into doing the same type of plan.

City Manager Joyal said he would have the Police Chief look into that.

Mayor Myers referred to the \$170,000 reduction in the School Department's budget that they are not using toward debt service, and said he was concerned that it wasn't being set aside in a capital fund. He was also concerned about not funding the capital reserve fund for paving, which just puts the City behind on maintaining its infrastructure.

Councilor Weston started a discussion about suggestions to close the Arena. She said the Arena was running in the black and self-supporting. She said closing the Arena was not an option. It would not put the money someplace else, but it would actually cost the City money. She asked about the savings for the City with the retirement of four firefighters.

City Manager Joyal said there were actually additional expenses that have to be paid when employees retire, along with the expense of hiring a new employee. He said at the next meeting he will be addressing items that have changed in the proposed budget and will need to address by the Council.

Councilor Hooper referred to the Mayor's comments regarding the School Department's budget, and said the Council only has bottom line authority. She referred to her request last year of the



CITY OF DOVER

CITY COUNCIL - MINUTES

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City Manager to provide of list of things that the City is now funding and how much it cost the City, and asked that he would provide a list for this year.

City Manager Joyal said he would provide that next week so the Council can start their discussions.

Councilor Cheney started a discussion about the Comcast franchise fee. She asked if it was split with the School.

City Manager Joyal said there was no obligation to split the money with the School. He said the funds go into a special revenue fund to support the operations of the Cable Access System. Councilor Cheney said when the Council voted on this revenue from Comcast it was understood that some of it would go towards to the School's media access.

City Manager Joyal said the money is put into the special revenue fund to support two channels on the Cable Access System. He clarified why the media access center was built in the McConnell Center and the future plans to have media access available at the high school. He said the Media Coordinator is working with the School to set up some broadcasting capability in the School's auditorium, but it's not the media access center that they are planning with the Career Technical Center.

Mayor Myers, in preparation of next week's meeting, asked the Council how many would not support any proposed reduction or significant reduction in streetlights.

The majority of the Council said they were not.

7. CITIZEN'S FORUM

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

Jennifer Lenharth, 65 Old Dover Point Road: She thanked the Council for paving her road. She asked that her streetlight to be taken away. She spoke in support of the education budget. She said she would rather her taxes went up than see the impact the worst case scenario will have on the kids.

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

8. ADJOURNMENT

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

Mr. Steele's handout will be archived with the Minutes.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **7:00pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Cruikshank led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

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

5. PROCLAMATIONS/AWARDS – None

6. APPROVAL OF AGENDA

Mayor Myers asked that the numbering be corrected for 12.C.1. and 12.C.2. in the Agenda packets to match the Agenda. He asked for a vote on the approval of the Agenda.

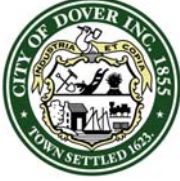
Vote: 9/0

7. PUBLIC HEARINGS

A. FISCAL YEAR 2012 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – CITY PORTION ONLY (COUNCIL VOTE TO OCCUR AT A LATER DATE) SPONSORED BY MAYOR MYERS BY REQUEST

Marilyn Follansbee, 25 Dover Point Road: She spoke about being on a fixed income and being from a generation that doesn't believe in getting something for nothing. She said she budgets accordingly when taxes goes up. She spoke about the budget presentations, and hopes the Council will approve the Fire, Police, and Library Departments' budgets. She questioned the need for a conference room at the McConnell Center. She said Public Works needs all the money it can get to fix the roads. She suggested giving Dover Business and Industrial Development Authority (DBIDA) a year off and use the money to support of the schools.

Raymond Bardwell, 199 Spur Road: He listed his costs to live in Dover. He spoke about the increase in his property taxes from 2002 to present. He spoke about the roads condition because they haven't been maintained. He said the seniors can't afford the increase in taxes, and the Council has to help them. He appreciated that the City employees haven't had any increased, but asked what can be done to help this remain a good community. He said he loved the horses, but they are not going make it to Spur Road or Sixth Street when there is a



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **7:00pm**

problem. He spoke about ridiculous salaries of the department heads. He told the citizens to call their representatives and tell them how they feel.

Ronald Huml, 199 Mast Road: He spoke about the tax cap. He said the City complied with it with their proposed budget, but the School Department did not. He referred to a newspaper article, which stated that 1:10 people in New Hampshire were receiving food stamps. He spoke about the employment rate being down because a lot of people moved out of the State to retire and other people took jobs working for less.

Douglas DeDe, 143 Locust Street: He spoke about the tax cap being ruled out. He said they have to decide what they want Dover to be. He said the City Manager and Council have done a great job.

Eric Steltzer, 103 Henry Law Avenue, Energy Advisory Committee Chairperson: He spoke about the excellent work of the Planning Board. He said \$25,000 to continue the work of a part-time planner would go a long way towards Dover's sustainability.

Mark Bonpane, (no address given), Student: He spoke about the Dover Teen Center and how it was a safe haven for kids.

Kyle Wheat, DHS Student and Junior Volunteer at the Dover Teen Center: He said 45 children would have nowhere to go after school if the City closes the Teen Center.

Elizabeth Mc_____; Somersworth resident, Junior Volunteer at the Dover Teen Center: She spoke in support of the Dover Teen Center.

John Colford, 24 Hubbard Road, Volunteer at the Dover Teen Center: He spoke in support of the Dover Teen Center.

Josie Lindh, 267 Long Hill Road, Student: She spoke in support of the Dover Teen Center.

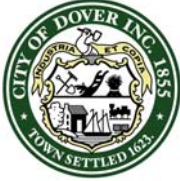
Erin Kilmain, 9 Concord Way, Student : She spoke in support of the Dover Teen Center.

Maci Leighton, 138 Varney Road, and Leocritia Wolfe, 17 School Street, Student: They spoke in favor of the Dover Teen Center.

Evelyn Perkins, 575 Tolend Road, and Madison Prinopoulos, 7 Floral Avenue, Students: They spoke in support of the Dover Teen Center.

Jeanne Melton, 73 Horne Street: She spoke in support of the Dover Public Library.

Nick Piscitello, 581 Tolend Road, DMS Student: He spoke in favor of the Dover Youth to Youth Group.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
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Meeting Time: **7:00pm**

Susan Martinen, 256 Washington Street: She spoke in favor of the Dover Youth to Youth Group.

E. Michele Holt-Shannon, 14 Florence Street: She said they love Dover and willing to pay more taxes to prioritize. She said it wasn't City versus School.

Addy Martinen, 256 Washington Street, and Katelyn Hutchins, 24 Wentworth Terrace, Students: They spoke in favor of the Dover Youth to Youth Group.

Patricia Campbell, 17 Hamilton Street: She spoke in favor of the Dover Pools.

John Scruton, 99 Sixth Street: He spoke about the budget frenzy this time of year. He said the City needs to sustain itself. He said more common sense needs to be established.

D. Leif Gerjuoy, 8 Woodman Park Drive, COAST Board of Directors Representative: He thanked the Council for their support of COAST.

Daniel Huppe, 5 Kennedy Circle: He spoke against supporting the Mounted Patrol.

Mayor Myers responded by clarifying the only costs for the Mounted Patrol are the two officers, who also can be in a patrol car, on foot, on a bicycle, or horse. The horses are totally supported by donations and volunteers.

Lisa Munoz, 33 Basil Place: She spoke in support of the Dover Youth to Youth Group.

NH State Representative Peter Schmidt, 53 Fourth Street: He spoke about the economy. He said in general they are coming out of the recession slowly, and New Hampshire came through it better than most. He said this Council is a good Council and has made accomplishments. He called upon the citizenry of Dover to volunteer. He spoke in support of the Dover Youth to Youth Group and the Dover Teen Center. He believed the Council could create the best budget possible under the circumstances.

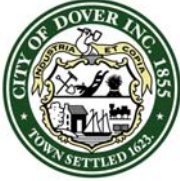
Mayor Myers, seeing no one else wishing to speak, closed the Public Hearing.

B. THE DISPOSITION OF REVENUES FROM THE LAND USE CHANGE ACT SPONSORED BY MAYOR MYERS BY REQUEST

Douglas DeDe, 43 Locust Street: He spoke against this Resolution.

Thomas Fargo, 14 Cobble Hill Drive: He spoke against this Resolution. He suggested the Council not to adopt the Resolution or amend the Resolution to put a cap on the amount or a percentage.

Cheryl Niles, 200 Sixth Street: She spoke against this Resolution and asked the Council to vote it down.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **7:00pm**

Barbara Lehocky, 98 County Farm Road, Open Lands Committee Chairperson: She said no one came to the Committee prior to this Resolution coming before the Council. She asked for time to review and make suggestions.

Anna Boudreau, 9 Northam Drive, Open Lands Committee Vice-Chairperson: She spoke against the Resolution.

Marcia Gasses, 114 Garrison Avenue, Conservation Commission Vice-Chairperson: She said she understood the economic situation, but the Conservation Commission did not support this Resolution. She asked the Council not to support this Resolution. She asked that the Council redirect the penalties paid beyond \$75,000 go to the Conservation fund. She said they support the \$75,000 being used to fund the City Planner.

John Scruton, 99 Sixth Street, Open Lands Committee Member: He said he has watched development in the City for 30 years. He said the City needs sustainable development, land, and clean water. He asked the Council to look to the future.

NH State Representative Peter Schmidt, 53 Fourth Street: He urged caution with depleting funds. He believes that the City cannot build their way to lower property taxes.

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

C. BAKER STREET PARKING SPONSORED BY COUNCILOR WESTON

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

D. REMOVAL OF STREET LIGHTING SPONSORED BY MAYOR MYERS BY REQUEST

Mayor Myers reminded the public that the Council has already had a consensus that they would not be supporting this Resolution.

Marilyn Follansbee, 25 Dover Point Road: She asked if it would help to turn off the lights during the summer.

Raymond Bardwell, 199 Spur Road: He spoke against the removal of the streetlights.

Eric Steltzer, 103 Henry Law Avenue, Energy Advisory Committee Chairperson: He said the idea of removing some of the streetlights is a good thing. He asked if Route 108 in Madbury is more dangerous because they don't have lights. He suggested forming a committee to look at these streetlights. He spoke about the new midnight rate option from PSNH, and asked the Council consider looking into this option.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **7:00pm**

David Montenegro, 55 Union Street: He said removing street was a good idea provided it was done right. He spoke about the irrational fear of removing streetlights, and spoke of alternatives. He recommended that the City remove the streetlights, use half the savings on alternatives and education, and use the other half to help balance the budget.

Jennifer MacNeil, 87 Emerald Lane: She said if the Council does close the Youth to Youth Group and Teen Center, then she hoped they did provide the kids with flashlights.

Beverly Shadley, 155 Locust Street: She was unclear of the results of other communities who have gone through. She asked if there has been an increase in crime and accidents. She feels they need time to learn more.

Daniel Huppe, 5 Kennedy Circle: He said he would like to see a study. He was concerned with streetlights near the schools.

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.

Councilor Cheney made a motion to suspend the rules to allow the citizens here to speak about non-School Department's budget issues be allowed to speak first; seconded by Councilor Weston.

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

Gretchen Lothrop, 16 Grandview Drive: She supports the School Department's budget as proposed.

Jeanne Melton, 73 Horne Street: She supports the School Department's budget as proposed.

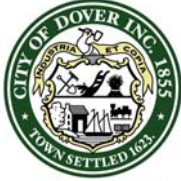
Christy Thomas, 9 Ironwood Lane: She supports the School Department's budget as proposed.

Pamela Giguere, 26 Danielle Lane: She supports the School Department's budget as proposed.

Bell Giguere, 26 Danielle Lane, Garrison Elementary School Student: She said she didn't want to have 30 kids in her class.

John Giguere, 26 Danielle Lane, Garrison Elementary School Student: He didn't want big class sizes.

Lisa & Jeffrey Dean, 22 Overlook Drive: They support the School Department's budget as proposed.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **7:00pm**

Natalie Koellmer, 59 Spur Road: She supports the School Department's budget as proposed.

Brooke Spur, 84 Broadway: She supports the School Department's budget as proposed, and understands that sacrifices will be made.

Paige Covert, 18 Richmond Street: She supports the School Department's budget as proposed.

Jared Olkkola, 25 Richmond Street: He supports the School Department's budget as proposed.

Abigail Lundborn, 340 Washington Street: She supports the School Department's budget as proposed.

Christopher Berg, 15 Middlebrook Road: He supports the School Department's budget as proposed.

Tegan Goodridge, 75 Ezras Way: She supports the School Department's budget as proposed.

Shannon Donovan, 25 Susannahs Crossing: She supports the School Department's budget as proposed.

Jennifer MacNeil, 87 Emerald Lane: She supports the School Department's budget as proposed.

Amy Eisenmann, 20 Susannahs Crossing: She supports the School Department's budget as proposed.

Brian Saylor, 19 Susannahs Crossing: He supports the School Department's budget as proposed.

Kristin Johnson, 39 Old Rochester Road: She supports the School Department's budget as proposed.

Sherri Wormstead and children, 5 Ox Bow Lane: She supports the School Department's budget as proposed.

Lesley Cruz, 4 Fieldstone Drive: She supports the School Department's budget as proposed.

Lisa Nicholson, 13 Cassily Lane: She supports the School Department's budget as proposed.

Kyle, 21 Elm Street, Student: He supports the School Department's budget as proposed.

Darla, 21 Elm Street: She supports the School Department's budget as proposed.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **7:00pm**

Susan Valenti, 27 Overlook Drive: She supports the School Department's budget as proposed.

Jennifer Spargo, 7 Westwood Circle: She supports the School Department's budget as proposed.

Anne Michiels, 68 Bellamy Road: She supports the School Department's budget as proposed.

Tiana Randall, 71 Court Street, Student: She supports the School Department's budget as proposed.

Abigail Wilson, 2 Morgan Drive: She supports the School Department's budget as proposed.

Debra Hanna, 419 Old Garrison Road: She supports the School Department's budget as proposed.

Caroline Hanna, 419 Old Garrison Road: She said she did not want to have bigger class sizes.

Terri Nelson, 18 Overlook Drive: She supports the School Department's budget as proposed.

Jamie Willett, 32 Garrison Road: She supports the School Department's budget as proposed.

Kimberly Lyndes, 151 Garrison Road, Co-Principal for the Dover Middle School: She supports the School Department's budget as proposed.

Beverly Shadley, 155 Locust Street: She supports the School Department's budget as proposed.

Bonnie McGovern, 65 Grandview Drive: She supports the School Department's budget as proposed. She presented a list of people of 152 people who live in the Dover Housing Authority housing to the Council.

Jennifer Sprague, 27 Woodland Road: She supports the School Department's budget as proposed.

Deborah Fitzgerald, 33 Baldwin Way: She supports the School Department's budget as proposed.

David Bamford, 296 Gulf Road: He said education should not be looked at as a cost, but as an investment in the future. He supports the School Department's budget as proposed.

Emily Spear, 28 Fieldstone Drive: She supports the School Department's budget as proposed.

Mark Geuther, 30 Lisa Beth Circle: He supports the School Department's budget as proposed.

Paul Richard, 24 Kirkland Street: He supports the School Department's budget as proposed.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **7:00pm**

Jill Brooks, 60 Cushing Street: She supports the School Department's budget as proposed.

Betsy Andrews-Parker, 34 Gladiola Way: She supports the School Department's budget as proposed.

Lisa McRae, 23 Boxwood Lane: She supports the School Department's budget as proposed.

Danielle Holt, 45 Oak Street: She supports the School Department's budget as proposed.

Amanda Russell, 20 Cranbrook Lane: She supports the School Department's budget as proposed.

Richard Hebbard, 97 Spruce Lane: He urged the Council not to pass the budget, because they don't have the money. He spoke about Dover Police Officers' lying and perjuring themselves in court. He spoke about fixing the chassis for the cannon, which he presented to the Council.

David Montenegro, 55 Union Street: He commended Mr. Hebbard for his comments regarding the Police Department.

Chris Geuther, 30 Lisa Beth Circle: She supports the School Department's budget as proposed.

Carol Williams, 60 Tolend Road: She said it's hard to tax seniors on a fixed income, but she felt education should come first.

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 report in writing.

Councilor Weston asked if Youth to Youth position was cut completely out of the budget.

City Manager Joyal said there was one grant-funded counselor position that has ended, and he did not choose to fund it with tax dollars. He said there will be less staff, but the program will still continue. City Manager Joyal said they will discuss it more during the workshop.


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

Vote: 9/0.

10. APPROVAL OF MINUTES

A. May 4, 2011 – Workshop

B. May 11, 2011 – Regular Session

 <p>CITY OF DOVER</p>	CITY COUNCIL - MINUTES	
	Meeting Type:	Regular Meeting
	Meeting Location:	Council Chambers - 288 Central Avenue, Dover, NH 03820
	Meeting Date:	Wednesday, May 25, 2011
	Meeting Time:	7:00pm

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

11. MAYOR'S REPORT

Mayor Myers congratulated Regan Hartley who is the current Miss New Hampshire. He spoke about the redistricting and said Councilor Nedelka and State Representative Watters have agreed to serve on the Committee. He thanked the City Manager and the Greater Dover Chamber of Commerce for the State of the City address. He attended the Cocheco Waterfront Development Committee meeting, and said the developer is ready to start the engineer and design work. He attended a luncheon at Newicks for the National Retired Federal Employees. He attended a Local Government Center subcommittee meeting for strategic planning. He attended the New Hampshire Municipal Association meeting. He attended Community Trail Clean up. He received a plaque from the New Hampshire Fish & Game for the City's access stewardship award. He suggested that it be hung in the Planning Department office.

Councilor Cheney asked for an update on the Local Government Center.

Mayor Myers said the Secretary of State has not released the report.

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

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. BAKER STREET PARKING

SPONSORED BY COUNCILOR WESTON

Councilor Weston moved for its adoption; seconded by Councilor Nedelka.
Councilor Weston gave an overview of this Ordinance to the Council.
Roll Call Vote: 9/0.

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS

1. REMOVAL OF STREET LIGHTING

SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved for its approval; seconded by Councilor Garrison.
Deputy Mayor Trefethen said he would vote against it, however issue should not just die.
He said some should be removed, and this should take another look.
Vote: 0/9; Failed.

2. THE DISPOSITION OF REVENUES FROM THE LAND USE CHANGE ACT

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, May 25, 2011**
Meeting Time: **7:00pm**

Deputy Mayor Trefethen moved for its approval; seconded by Councilor Weston. Mayor Myers gave an overview of this Resolution. He said the City Manager did create a substitute Resolution that ties into the Conservation Commission's suggestion that only \$75,000 would be used for the salary of a City Planner. Councilor Hooper moved to substitute the Resolution as a whole; seconded by Councilor Cruikshank. Vote: 8/1; Passed. Councilor Cheney was opposed. Councilor Cheney said she supported leaving the money where it is. She said the City needs to conserve and protect future land. Councilor Garrison made a motion to remove the language "for the purpose of funding a City Planner position;" seconded by Councilor Hooper. Councilor Nedelka supported the amendment, because he felt it implied that the Commission has authority over the Planner. Vote: 4/5; Failed. Deputy Mayor Trefethen, Councilors Garrison, Hooper and Nedelka voted in favor. Councilor Cheney moved to add "for FY2012 budget." The motion was not seconded. Roll Call Vote: 7/2; Passed. Councilors Cheney and Weston were opposed.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **PARADE: GARRISON SCHOOL BOOT CAMP**
2. **BLOCK PARTY: LEXINGTON STREET**
3. **RAFFLE: CITY OF DOVER RECREATION DEPARTMENT**
4. **RAFFLE: GREATER DOVER CHAMBER OF COMMERCE**
5. **ROAD CLOSURE: NEW HAMPSHIRE SOAP BOX DERBY**
6. **TAG: DOVER LITTLE GREEN CHEERLEADING**
7. **TAG: PEN INK DESIGN COMPANY FOR SEYMOUR OSMAN COMMUNITY CENTER**
8. **TAG: SUSAN G KOMEN 3 DAY WALK**

9. **RESOLUTION: TROJAN UV3000 PLUS LAMPS AND SLEEVE QUARTZ**
SPONSORED BY MAYOR MYERS BY REQUEST

10. **RESOLUTION: B11074 CATCH BASIN CLEANING**
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 |



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
 Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
 Meeting Date: **Wednesday, May 25, 2011**
 Meeting Time: **7:00pm**

- | | |
|--|-----------------------------|
| 1. Recreation Advisory Board | 11. Legislative Liaison |
| 5. McConnell Center Advisory Committee | 12. Pool Advisory Committee |
| 6. Arts Commission | 13. Parking Commission |
| 7. Solid Waste Advisory Commission | |

Deputy Mayor Trefethen moved for the approval of the Consent Calendar; seconded by Councilor Garrison.

Mayor Myers asked the Council if they had any items they would pulled for further discussion. Councilor Nedelka asked to pull item 13.A.9.

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

Vote: 9/0.

Deputy Mayor Trefethen moved for the approval of 13.A.9.; seconded by Councilor Nedelka. Councilor Nedelka asked why there were three times as many sleeves versus bulbs.

Community Services Director Steele said the sleeves are changed more frequently than the bulbs.

Roll Call Vote: 9/0.

B. RESOLUTIONS

1. B11038 – SLUDGE DEWATERING UPGRADES AWARD OF BID
 SPONSORED BY MAYOR MYERS BY REQUEST

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

Councilor Garrison asked why the lowest bidder wasn't chosen.

City Manager Joyal said after checking references they chose the firm that was most advantageous for the City.

Roll Call Vote: 9/0.

2. B09052 WWTP SLUDGE DEWATERING UPGRADE CONSTRUCTION OVERSIGHT SERVICES AWARD OF ADDITIONAL SCOPE OF SERVICES
 SPONSORED BY MAYOR MYERS BY REQUEST

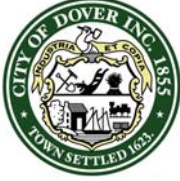
Deputy Mayor Trefethen moved for its approval; seconded by Councilor Weston.

Roll Call Vote: 9/0.

3. MEMORANDUM OF AGREEMENT WITH GREAT BAY COALITION AND NH DEPARTMENT OF ENVIRONMENTAL SERVICES (NHDES)
 SPONSORED BY MAYOR MYERS BY REQUEST

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

Mayor Myers gave an overview of the Resolution to the Council.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **7:00pm**

Councilor Cheney spoke about her concerns with the computer models.
Environmental Contractor Peschel discussed the intent of the coalition with the Council.

Councilor Carrier moved to suspend the rules to continue the meeting past 10:30 pm to complete the Agenda; seconded by Councilor Cruikshank.
Roll Call Vote: 9/0.

Environmental Contractor Peschel continued his discussion.
Roll Call Vote: 9/0.

C. ORDINANCES IN 1ST READING

**1. 166-18 VEHICLES AND TRAFFIC, PARKING LOTS
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 8, 2011)
SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved to refer to a public hearing on June 8, 2011; seconded by Councilor Hooper.
Vote: 9/0.

**2. 166-38 VEHICLES AND TRAFFIC, UNLAWFUL ACTS; SEPARATE VIOLATIONS,
SUBSECTION C
(TO BE REFERRED TO A PUBLIC HEARING ON JUNE 8, 2011)
SPONSORED BY COUNCILOR WESTON**

Deputy Mayor Trefethen moved to refer to a public hearing on June 8, 2011; seconded by Councilor Weston.
Councilor Weston asked to have the sponsor changed to Councilor Weston.
Vote: 9/0.

14. COUNCIL CORRESPONDENCE

A. SIGN IN SHEET AND LETTER FROM JEANNE MELTON

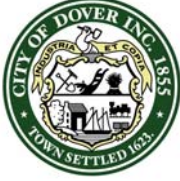
Deputy Mayor Trefethen moved to accept the correspondence and place on file; seconded by Councilor Weston.

Mayor Myers referred to the proposed cuts to the budget that were included on the sign in sheet. He clarified that the Arena makes money for the City, and cutting it from the budget would actually cost the City money. He spoke about the Mounted Police, and said eliminating the horses isn't saving the City money. He said the Fireworks are not in the City's budget.

Vote: 9/0.

15. COUNCIL MATTERS OF INTEREST - None

16. ADJOURNMENT

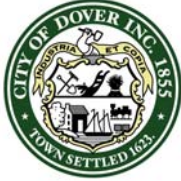


CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **7:00pm**

Councilor Cruikshank moved to adjourn to a Workshop Session; seconded by Councilor Nedelka.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **To follow Regular Session**

1. CALL TO ORDER

2. MOMENT OF SILENCE

Moment of Silence was observed during Regular Session.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was held during Regular Session.

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. BUDGET FOLLOW-UP DISCUSSION/QUESTIONS

City Manager Joyal discussed his handouts with the Council: Potential Budgetary Impacts Resulting from State of NH 2012-2013 Budget Proposals, and Suggested Budget Adjustments with Tax Bill Impacts.

The Council discussed the impacts to the Police Department's budget.

Mayor Myers asked if there was an agreement of the Council to support #6. Domestic Violence Prosecution; consensus.

Mayor Myers asked if there was an agreement of the Council to support #11. First, restoring the Teen Center; consensus. Second; restoring Youth to Youth; no consensus.

Mayor Myers asked if there was an agreement of the Council to support #12.a.; consensus. There was no consensus for further reductions.

Mayor Myers asked if there was an agreement of the Council to support #3.; consensus.

Mayor Myers asked if there was an agreement of the Council to support #1.; consensus.

Mayor Myers asked if there was an agreement of the Council to support #2.; consensus.

Mayor Myers asked if there was an agreement of the Council to support #4.; consensus.

Mayor Myers asked if there was an agreement of the Council to support #5.; consensus.

Mayor Myers asked if there was an agreement of the Council to support #7.; consensus.

Mayor Myers asked if there was an agreement of the Council to support #8.; consensus.

Mayor Myers asked if there was an agreement of the Council to support #9.; consensus.

Mayor Myers asked if there was an agreement of the Council to support #10.a.; no consensus.

Mayor Myers asked if there was an agreement of the Council to support #10.c.; no consensus.

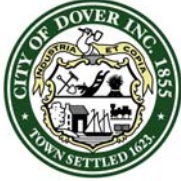
Mayor Myers asked if there was an agreement of the Council to support #13.: consensus.

Mayor Myers asked if there was an agreement of the Council to support #14.; no consensus.

Mayor Myers asked if there was an agreement of the Council to support #15.; no consensus.

Mayor Myers asked if there was an agreement of the Council to support #16.; no consensus.

Mayor Myers asked if there was an agreement of the Council to support #18.; no consensus.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **To follow Regular Session**

Council discussed the possibility of cutting a week day instead of a weekend day. They asked the City Manager to get those figures for the Council.

Mayor Myers asked if there was an agreement of the Council to support #19.; no consensus.

Mayor Myers asked if there was an agreement of the Council to support #21.; no consensus.

Mayor Myers asked if there was an agreement of the Council to support #24.; consensus.

Mayor Myers asked if there was an agreement of the Council to support #25.; no consensus.

Mayor Myers asked if there was an agreement of the Council to support #26.; no consensus.

Mayor Myers asked if there was an agreement of the Council to support #27.; no consensus.

Mayor Myers asked the Council if they had any questions regarding the Planning Department.

Councilor Weston asked Planning Director Parker how busy his department is right now.

Planning Director Parker said they are busier than they were a year ago.

Mayor Myers asked the Council if they had any questions regarding the Finance Department.

Councilor Cheney she would like to see \$100,000 out of Capital Reserve Funding.

Mayor Myers asked if there was support; no support.

Mayor Myers asked the Council if they had any questions regarding the School Department.

Councilor Garrison acknowledged they had seen a lot of support for the School Department. He said he would support a majority of the School Department's budget.

Superintendent Briggs-Badger spoke to the Council about the School Department's budget.

Councilor Weston asked about the cost to send a child to a private school being around the same as the cost per pupil in the Dover Schools.

Superintendent Briggs-Badger spoke about the different options offered at Dover Schools, not being able to pick their students, and having to address special needs of some students.

Councilor Nedelka said he was willing to increase the School Department's budget approximately \$1.2 million.

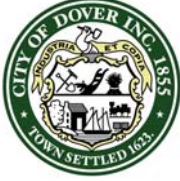
Councilor Cheney said she was looking for the tax cap formula, which was half that amount.

Mayor Myers spoke about his concerns with the School Department's budget, the teacher's contracts, and using the \$170,000 savings in the operating budget instead of keeping it in a capital reserve fund for when the Garrison Elementary School renovations begin.

Mayor Myers spoke about the Community Services snowplowing item line, and asked if there was consensus from the Council to see if there could be some policy changes that could reduce the snowplowing budget.

There was consensus.

Mayor Myers said the consensus numbers so far is \$117,000 added to the budget, which is an impact of \$10.00 to the tax bill. He said worst case scenario was \$167.00, which added \$14.00 to the tax bill. He said there are still some unknowns. He said the including the downshifting from the State is \$162.00 on top of the proposed budget, which increased the tax bill \$212.00, totaling around \$375.00 on the average house in Dover.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, May 25, 2011**
Meeting Time: **To follow Regular Session**

6. CITIZEN'S FORUM

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

Marcia Gasses, 114 Garrison Road: She thanked the Council for the substituted resolution for the Land Use. She said learned about this Resolution on a Monday morning, and Planning Director Parker didn't ask her to do anything. She went to the Conservation Commission meeting and the Open Lands Committee meeting to make the suggestion for the substituted Resolution and they both agreed with her plan. She said she truly believed that the \$75,000 will not have any significant impact on any Land Conservation projects that are in process.

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

7. ADJOURNMENT

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O-2011.05.25 -7**
Ordinance Title: Library Lot
Chapter: Chapter 166-18 Vehicles and Traffic, Parking Lots

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to:

- a. Amend 166-18: Parking Lots to include the McConnell Center/Library Parking Lot.

2. AMENDMENT:

Chapter 166 entitled "Vehicles and Traffic" is hereby amended by revising Section 166-18. "Parking Lots", subsection C.

a. THE FOLLOWING IS ADDED:

THE MCCONNELL CENTER/LIBRARY PARKING LOT SHALL BE RESTRICTED TO A THREE HOUR PARKING LIMIT EACH DAY, UNLESS THE VEHICLE DISPLAYS A PERMIT AUTHORIZED BY THE CHIEF OF POLICE.

EXCEPT WHEN CHAPTER 166-19 (WINTER PARKING) IS IN EFFECT, RESIDENT PARKING PERMITS ARE NOT VALID FOR USE IN THIS LOT.

3. TAKES EFFECT

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

NOTE: NEEDS TO BE REFERRED TO PUBLIC HEARING

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch Sponsored by: Mayor Scott Myers
Finance Director By request

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

Document Created by: Police	o-2011.05.25_Chapter 166 -18 Parking lots - Library Lot
Document Posted on: June 3, 2011	Page 1 of 3



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O-2011.05.25 -7**
Ordinance Title: Library Lot
Chapter: Chapter 166-18 Vehicles and Traffic, Parking Lots

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O-2011.05.25 -7**
Ordinance Title: Library Lot
Chapter: Chapter 166-18 Vehicles and Traffic, Parking Lots

ORDINANCE BACKGROUND MATERIAL:

The McConnell Center/Library parking lot is frequently at capacity throughout the week for a variety of reasons including vehicles being left for the entire workday while the driver is not patronizing the McConnell Center or Library. It is anticipated that this will occur more frequently with the Phase III meter installation.

This ordinance is part of a multi-faceted program to open up spaces for patrons of the Public Library and the McConnell Center. This program has also identified alternative locations for City and McConnell Center employees and tightened employee parking regulations. Representatives of the Greek Orthodox Church felt that this change would not affect their programs/events.

Residents of nearby homes, who do not have off-street parking, have sufficient options for on-street parking except during the winter parking ban times.

Permits would be issued by the below entities and monitored by the Parking Manager.

Permits that would be authorized:

Dover Senior Center

All members – yearly
One day pass for special events for non-members

DALC

Students for the term of their class
One day/short term pass for visiting instructors

School Administrative Office

One day/short term pass for training/meetings

Library

One day pass for researchers through main desk.

Easter Seals

Half or full day for long term meetings/therapy.

McConnell Center

Temporary tenant employees for length of assignment.

Any additional temporary permits that may be needed for new tenants of the McConnell or other unforeseen entities will be reviewed by the Parking Commission.

The Parking Commission at their May 10, 2011 meeting unanimously recommended this amendment.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number:
Ordinance Title: **O -2011.05.25 - 8**
Chapter: 166-38 Vehicles and Traffic; Unlawful acts; separate violations, subsection C

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to:

- a. Amend 166-38: Unlawful act; separate violations, to allow for a 15 minute grace period before needing to buy time from a master parking meter.

2. AMENDMENT:

Chapter 166 entitled "Vehicles and Traffic" is hereby amended by revising Section 166-38. "Unlawful acts; separate violations", subsection C

a. THE FOLLOWING IS DELETED:

It shall be unlawful for any person to park or allow any vehicle registered in his name to be parked or left standing in any area where parking is controlled by a master parking meter:

- (1) Without purchasing a ticket from said master parking meter for such parking or standing time.
- (2) Without displaying any ticket so purchased in a position on the dashboard of the vehicle in order that the time printed on said ticket may be clearly visible from outside the vehicle.
- (3) After parking or standing time which has been purchased has expired.
- (4) Displaying an altered or falsified ticket or any ticket that has not been purchased from the master parking meter controlling the parking space in which the vehicle displaying the ticket is parked.

b. THE FOLLOWING IS ADDED:

It shall be unlawful for any person to park or allow any vehicle registered in their name to be parked or left standing in any area where parking is controlled by a master parking meter:

- (1) Without purchasing a receipt from said master parking meter for such parking or standing time.
- (2) Without displaying any receipt so purchased from a master parking meter in a position on the dashboard of the vehicle in order that the time printed on said receipt may be clearly visible from outside the vehicle.
- (3) After parking or standing time which has been purchased has expired.
- (4) Displaying an altered or falsified receipt or any receipt that has not been purchased from the master parking meter controlling the parking space in which the vehicle displaying the receipt is parked.
- (5) Exception: No master meter receipt is required for on-street parking of less than 15 minutes. This exception does not apply to parking lots.

3. TAKES EFFECT

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number:
Ordinance Title: **O -2011.05.25 - 8**
Chapter: 166-38 Vehicles and Traffic; Unlawful acts; separate violations, subsection C

ORDINANCE BACKGROUND MATERIAL:

The City has installed master parking meters throughout downtown as part of a comprehensive long term parking management program. During meetings with the merchants, from public comments made during citizen forum at Parking Commission meetings and from numerous conversations/input from the public, the Parking Manager noted a strong interest in providing a grace period to allow visitors to: 1) get change for the meters, 2) be alerted to the meter system by merchants, and 3) allow for quick in and out visits without going to the meter.

In late March 2011, a recommendation was made by city staff and approved by the Chief of Police to allow a 15 minute grace period based upon the practicality of enforcement and the input by merchants and visitors to the downtown.

The Parking Commission at their May 10, 2011 meeting indicated the grace period would require an ordinance change; however, they have no position on this amendment.

This amendment also changes the term “ticket” to “receipt” to avoid confusion with a “ticket” which is synonymous with a “violation”.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2011.06.01 – 73**
Resolution Re: Fiscal Year 2011 Budget Amendment #1

- WHEREAS: The City Council adopted the FY11 Budget on June 2, 2010; and
- WHEREAS: Some non-school departments have incurred expenditures not originally anticipated as part of the budget a supplemental appropriation is necessary to cover expenditures not originally anticipated in the department budgets
- WHEREAS: The current amount of compensated absences payments in Fiscal Year 2011 resulting from employee retirements is \$334,591;

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

Pursuant to C6-6 of the City Charter, the FY11 Budget is amended to appropriate an amount necessary to fund compensated absences payments in Fiscal Year 2011 resulting from employee retirements. The FY11 budget is amended as follows:

<u>Account</u>	<u>Description</u>	<u>Adopted Budget</u>	<u>Amendment</u>	<u>Amended Budget</u>
1000.1.190.41991.4295.00000	Compensated Absences	\$193,000	\$383,000	\$576,000
1000.1.190.41991.3918.00000	Transfer from Trusts	0	\$383,000	\$383,000

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

The City Manager is authorized to request from the Board of Trustees of Trust Funds a transfer in an amount up to \$383,000 from the City Employees Benefit Reserve to the General Fund to fund compensated absences payments in Fiscal Year 2011 resulting from employee retirements.

REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6. PUBLIC HEARING AND CITY COUNCIL VOTE TO BE SCHEDULED FOR JUNE 8, 2011.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2011.06.01 – 73**

Resolution Re: Fiscal Year 2011 Budget Amendment #1

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2011.06.01 – 73**

Resolution Re: Fiscal Year 2011 Budget Amendment #1

RESOLUTION BACKGROUND MATERIAL:

Each year there is an amount appropriated in the City budget for payments associated with the buy-down of compensated absences balances of City employees. This annual appropriation is utilized to manage the liability associated with accrued balances of compensated absences. From time to time this annual appropriation is utilized to fund the payment associated with the payout of accrued compensated absences when an employee retires from employment with the City.

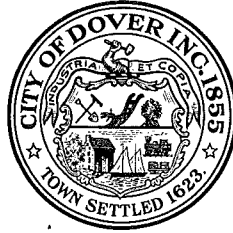
However, in fiscal year 2011 the City has currently had 13 long term employees retire. These employees at the time of their retirement each had an accumulated level of compensated absences that were required to be paid by the City at the time the employee left employment.

This request for a supplemental appropriation is necessary to cover this expenditure that was not originally anticipated in City budget at the time it was adopted in June 2010.

The amount of supplemental appropriation being requested is based on current payouts made by the city plus an amount to accommodate an estimated additional 2 to 3 employee retirements.

This supplemental appropriation will be financed by a transfer (withdrawal) from the City Employees Benefit Reserve. This Capital Reserve Fund was established by the City Council in 2001 for the purpose of funding accrued compensated leave balances and the City Manager is designated as the agent to expend monies in the fund (carry out the purpose of the fund). The City Employees Benefit Reserve has a current balance of \$522,899.

In June 2011 the City Manager will request from the Board of Trustees of Trust Funds a transfer to be made from the City Employees Benefit Reserve to reimburse the City General Fund for an amount up to \$383,000.



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: GREATER DOVER CHAMBER OF COMMERCE

Federal Tax ID number for Organization:

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

Contact Person: MOLLY HODGSON SMITH Day Time Telephone: (603) 742-2218

Address: 550 CENTRAL AVE. Email Address: molly@dovernh.org

Purpose of Permit: APPLE HARVEST DAY 5K ROAD RACE

Date of Event: SAT. OCT. 1, 2011 Specific Time: 8:30 AM

Location of Event: SEE ATTACHED ROUTE MAP

(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: Molly Hodgson Smith Date: 5/13/11

Licensing Board approval [Signature] Date: 5/19/11

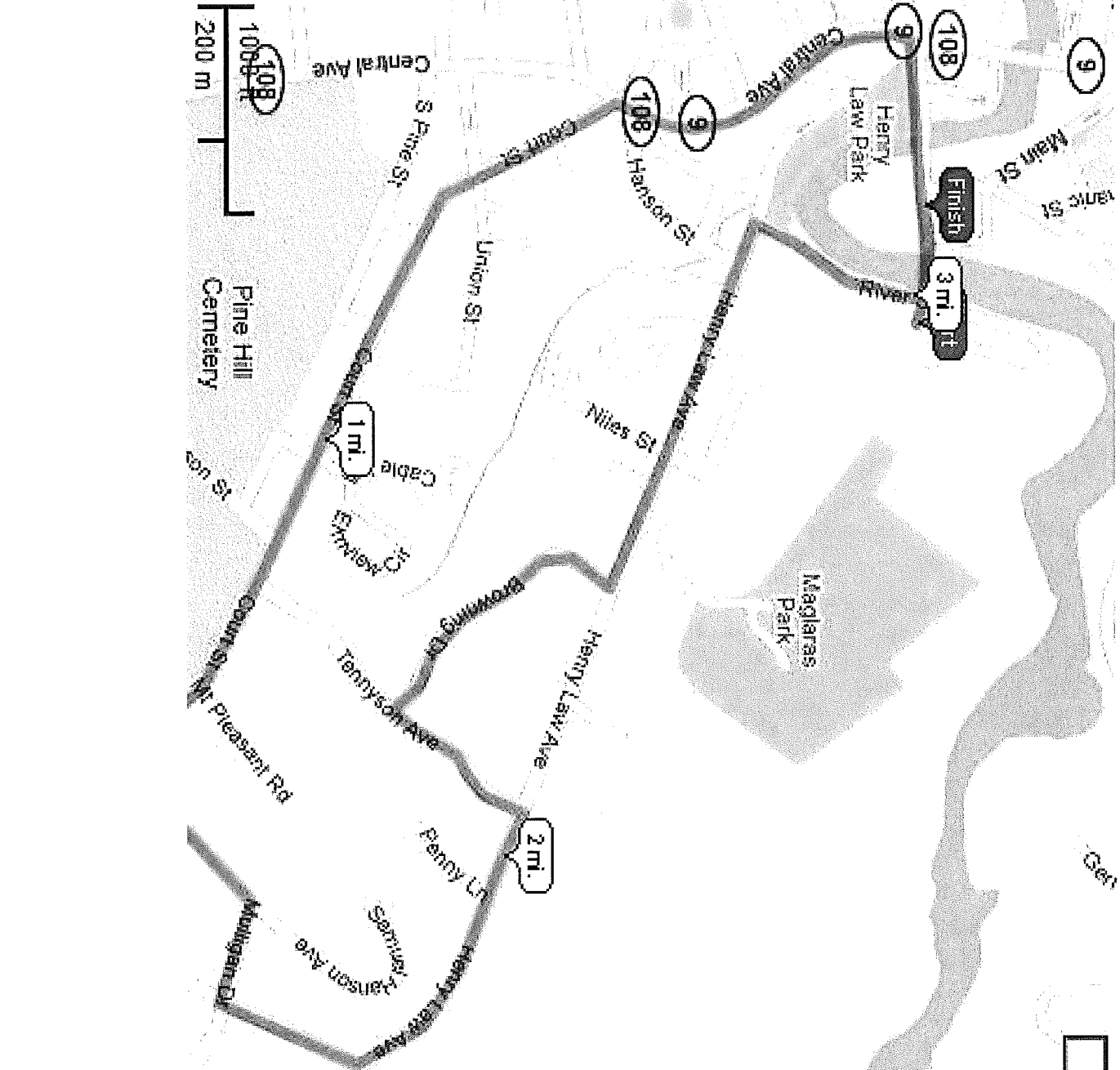
Revised 03/17/08

Route Approved by PO.

11 MAY 23 AM 11:47

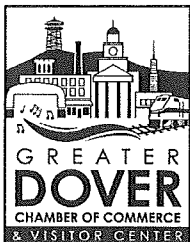
CITY OF DOVER

Navigation controls: Home, Back, Forward, Refresh, Search, and zoom in (+) and zoom out (-) buttons.



Map style selection: **Map** | Satellite | Hybrid

Map data ©2010 Google - Terms



Greater Dover Chamber of Commerce & Visitor Center

May 13, 2011

Dover City Council
City Clerks Office
288 Central Avenue
Dover, NH 03820

Dover City Council:

I am writing on behalf of the greater Dover Chamber of Commerce 2011 Apple Harvest Day Committee to request a parade permit for the running of the Apple Harvest Day 5k.

The event will be held in conjunction with Apple Harvest Day and will take place at 8:30am on Saturday, October 1, 2011.

We've been working with the Traffic Bureau of the Police Department, who supports this request. The race route is attached.

Please contact me at 742-2218 if you require any additional information about the event.

Sincerely,

Molly Hodgson Smith
Executive Director

CC: Sgt. Marn Speidel, Traffic Bureau

Event Underwriters





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2011.06.11 – 74**
Resolution Re: Dog Warrant

WHEREAS: Dog owners are required to license their dogs by May 1st of each year; and

WHEREAS: RSA 466:14 requires town and city clerks, between June 1 and June 20, to seek authority to issue a warrant to local law enforcement;

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

The City Clerk is hereby authorized to issue the annual dog warrant for owners who have not properly licensed their dogs, and to proceed with any civil forfeiture proceedings as permitted by State law.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2011.06.11 – 74**

Resolution Re: Dog Warrant

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*	n/a	n/a
Councilor Robert Keays, Ward 1		
Councilor Douglas DeDe, Ward 2		
Councilor David Scott, Ward 3		
Councilor Dean Trefethen, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Richard Callaghan, Ward 6		
Councilor Steven McCusker, At Large		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		
* Deputy Mayor not elected at time of vote.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2011.06.11 – 74**
Resolution Re: Dog Warrant

RESOLUTION BACKGROUND MATERIAL:

State law RSA 466:14 requires the City Clerk to obtain the authority to issue a warrant to the appropriate local law enforcement officer to continue the annual process of collecting fees and fines for dog registrations.

LIST OF UNLICENSED DOGS AS OF JUNE 2, 2011 WILL BE AVAILABLE ON THE WEBSITE.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2011.06.08 – 75 Additional Scope of Work**
Resolution Re: B10056 North End Water Tank and Pressure Zone

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

WHEREAS: The list was narrowed to three vendors and interviews were conducted on April 9, 2010. The three vendors were rated and prioritized with Underwood Engineers being deemed the recommended vendor. Council awarded the design phase contract for task one through seven in the amount of \$411,880.00 on 5/26/2010; and,

WHEREAS: Underwood has submitted a proposal for engineering services for the construction phase portion consisting of tasks eight through fourteen in the total amount of \$585,637.00. The scope of services and cost pages are contained in the online agenda materials.

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

The Purchasing Agent is hereby authorized to issue a Purchase order to Underwood Engineers Inc of Portsmouth NH in the amount of \$585,637.00 and corresponding rates provided. The amount of this authorization shall be limited so as not to exceed available funding. The City Manager is authorized to sign a contract containing the terms and conditions of the bid award.

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03547.11	North End Water Improvement	2,000,000.00	1,963,444.02

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.A.3.

Resolution Number: **R - 2011.06.08 – 75 Additional Scope of Work**
Resolution Re: B10056 North End Water Tank and Pressure Zone

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2011.06.08 – 75 Additional Scope of Work**
Resolution Re: B10056 North End Water Tank and Pressure Zone

RESOLUTION BACKGROUND MATERIAL:

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

A mailing list of vendors was created using the State of NH Department of Environmental Services Water Division Roster of Pre-Qualified Consulting Engineers. Eleven qualification statement proposals were received on March 22, 2010. A committee of five members evaluated and narrowed the list to three vendors. These vendors were interviewed and it was the recommendation to conduct pricing negotiations with Underwood Engineers Inc of Portsmouth NH. The negotiations took place and an agreed upon pricing structure of an amount of \$411,880 was reached with council approving on 5/26/2010.

There are three separate pricing structures and scopes of engineering services for tasks 8-14 of the construction phase with a total of \$585,637.00

North End Pressure Zone (NEPZ)
Tank \$145,662
Booster \$149,971
Transmission \$290,004

Award Information:

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

Purchasing Information:

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

EXHIBIT "A"

SCOPE OF SERVICES *North End Pressure Zone CONSTRUCTION PHASE*

City of Dover, New Hampshire
April 4, 2011

PROJECT UNDERSTANDING

The following plan of work is proposed for the Engineering Services Construction Phase of the North End Pressure Zone Project. The project consists of three (3) construction contracts:

- Contract 1 – Water Transmission Mains (Underwood Engineers #1630)
- Contract 2 – Water Storage Tank (Underwood Engineers #1628)
- Contract 3 – Booster Pumping Station (Underwood Engineers #1629)

Underwood Engineers will provide Construction Phase Engineering Services for each contract as noted below.

The Construction Administration and Resident Project Representative (RPR) tasks are based on the assumptions provided below. Actual costs may vary based on the Contractors' schedule.

PLAN OF WORK

[Note: Tasks 1 through 7 were included in the Design Phase contract for this project.]

Task 8 – Bidding Services

Bidding Services:

- Attend pre-bid meeting and prepare meeting notes.
- Respond to technical questions from bidders, if requested by the City.
- Prepare and issue addenda, if necessary.
- Attend the bid opening and prepare a Bid Tabulation.
- Review bids for errors, accuracy and completeness; check bidder references and qualifications (for contracts without a Prequalification phase); review Bonds, Insurance Certificates, and federal provision compliance forms.
- Provide a recommendation to the City regarding Contract Award.
- Prepare correspondence to the NHDES to request authorization to award, including bid results, updated project opinion of cost, bidder's MBE/WBE compliance, and selected contractor.

Contract Award Services (All Contracts):

- Prepare six (6) copies of the Contract Documents, including Notice of Award, Contract Agreement and Notice to Proceed for execution by the City and Contractor.
- Attend one (1) Pre-Construction meeting with Contractor, funding partners, and City representatives and prepare meeting summary.

Task 9 - Construction Administration Services

- Review shop drawings and Contractor submittals and prepare comments and/or approvals.
- Review monthly Contractor Payment Applications and make recommendations for payment. The following number of payment applications are assumed for each construction contract:
 - a. Contract 1: eight (8) applications.
 - b. Contract 2: six (6) applications.
 - c. Contract 3: six (6) applications.
- Prepare Change Orders and clarification documentation during construction.
- Attend progress meetings with the Contractor, the City, and NHDES regarding construction related issues. The following number of meetings are budgeted for each construction contract, which are planned on an approximately monthly basis:
 - a. Contract 1: eight (8) meetings.
 - b. Contract 2: six (6) meetings.
 - c. Contract 3: six (6) meetings.
 - d. Note: Meetings for separate construction contracts will be scheduled on the same day when possible.
- Provide general contract administration including coordination with City and Resident Project Representative (RPR).
- Perform periodic site visits to check progress of work.
- Perform one (1) Substantial Completion and one (1) Final Completion site visit with the Contractor, NHDES, and City representatives.
- Create punch list as necessary with appropriate retainage. Coordinate completion of punch list items and release of punch list retainage.

Task 10 - Resident Project Representative

- Perform observation during construction using a Resident Project Representative approved by the City and funding partners. The total number of hours budgeted are shown below based on the estimated completion times for construction:
 - Resident Project Representative (Full-Time): 1,920 hours (assumes an average 45 hours per week for 10 months)
 - Jr. Resident Project Representative (Part-Time): 416 hours (assumes an average 16 hours per week for 6 months)

- These budgets assume construction for all three contracts will primarily occur concurrently, and a single Resident Project Representative will be provided to cover all contracts with occasional assistance from a Jr. Resident Project Representative, as needed based on the contractors' schedules.
- The Resident Project Representative's duties will include:
 - Monitor work for conformance with specifications.
 - Monitor and document construction chronology and daily estimates of contract unit items.
 - Prepare daily field progress reports.
 - Obtain and field-verify record drawing information.
- Note: The amount of resident observation time will be monitored as the work progresses. Depending on the contractor's performance and schedule, additional time may be necessary.

Task 11 – Startup Services

- Provide three (3) full days of start-up and training coordination and testing observation for the equipment being provided:
 - Contract 1 – one day (pressure reducing valve).
 - Contract 2 – one day (level monitoring and SCADA).
 - Contract 3 – one day (pumps and process; electrical, instrumentation and controls; heating and ventilating).
- Provide an additional five (5) full days of on-site start-up assistance and coordination during conversion period from existing operations to operation with proposed system, including training meetings with operators.
- Following start-up, prepare a start-up report for each construction contract.
- Provide assistance and part-time resident observation during the one-year warranty period.
- Perform the one-year warranty inspection of the completed work with the Town and the Contractor and prepare project close-out documentation required by NHDES.

Task 12 – Operation and Maintenance (O&M) Manuals

- Prepare a comprehensive operations and maintenance manual for the North End Pressure Zone covering all three construction contracts. The manual will include O&M information provided by the equipment manufacturers and summary information prepared by Underwood Engineers on the integrated systems.
- Three (3) copies of the O&M manual will be provided.

Task 13 – Record Drawings

- Prepare record drawings and tie sheets showing delineation of new structures, new utilities, and known pre-existing utilities based on field measurements by the Contractor and the Resident Engineer.
- A total of three (3) sets of record drawings will be provided (two for the City and one for NHDES).
- Provide the City with an electronic copy of the record drawings (PDF and DXF).
- Provide copies of tie sheets.

Task 14 – SRF Funding Administration and Compliance

- Prepare monthly SRF Disbursement Requests for submission by the City (12 assumed).
- Review Contractors' certified payrolls weekly for compliance with Davis Bacon act, as required by SRF funding. Coordinate wage rate requests with Owner and Contractor.
- Prepare quarterly MBE/WBE reporting on behalf of Owner, as required by SRF funding.

Work Not Included:

Prequalification services were included in an amendment to the Design Phase Engineering Services contract.

We understand the following tasks will be performed by the City:

Bidding Services:

- Notify construction advertising agencies. (Underwood Engineers will provide a copy of the Advertisement for Bids.)
- Post advertisement in newspapers.
- Print copies of Contract Documents for distribution.
- Distribute sets of Contract Documents to prospective bidders and track distribution.

EXHIBIT B
SUMMARY OF FEES
Underwood Engineers, Inc.

Professional Engineering Services

North End Pressure Zone (NEPZ) - TOTAL (Contracts 1, 2, and 3)
Dover, New Hampshire

4-Apr-11

Task	Subtask	Breakdown			Extended Total
		Labor	Hours	Expen/Subs Subs/Allow. Expenses	
Task 8 - Bidding		\$26,012	270	\$1,608	\$27,620
Task 9 - Construction Administration		\$165,187	1,601	\$19,889 \$17,000	\$185,076
Task 10 - Resident Project Representative		\$214,938	2,336	\$16,910	\$231,848
Task 11 - Startup		\$39,312	380	\$732	\$40,044
Task 12 - O&M Manuals		\$21,376	216	\$260	\$21,636
Task 13 - Record Drawings		\$36,083	414	\$1,500	\$37,583
Task 14 - SRF Admin/Compliance		\$41,244	443	\$586	\$41,830
TOTAL		\$544,152	5,660	\$41,485 \$17,000	\$585,637

Note:

EXHIBIT B
SUMMARY OF FEES
Underwood Engineers, Inc.

Professional Engineering Services

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

4-Apr-11

Task	Subtask	Breakdown			Extended Total
		Labor	Hours	Expen/Subs Subs/Allow. Expenses	
Task 8 - Bidding		\$7,488	79	\$521	\$8,009
Task 9 - Construction Administration		\$54,573	528	\$5,463 \$4,500	\$60,036
Task 10 - Resident Project Representative		\$29,952	312	\$3,620	\$33,572
Task 11 - Startup		\$13,443	130	\$244	\$13,687
Task 12 - O&M Manuals		\$5,344	54	\$65	\$5,409
Task 13 - Record Drawings		\$11,046	126	\$500	\$11,546
Task 14 - SRF Admin/Compliance		\$13,110	142	\$293	\$13,403
TOTAL		\$134,956	1,371	\$10,706 \$4,500	\$145,662

Note:

EXHIBIT B
SUMMARY OF FEES
Underwood Engineers, Inc.

Professional Engineering Services

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

4-Apr-11

Task	Subtask	Breakdown			Extended Total		
		Labor	Hours	Expen/Subs		Subs/Allow.	Expenses
Task 8 - Bidding		\$8,566	89	\$521		\$521	\$9,087
Task 9 - Construction Administration		\$50,230	487	\$9,963	\$9,000	\$963	\$60,193
Task 10 - Resident Project Representative		\$29,952	312	\$3,620		\$3,620	\$33,572
Task 11 - Startup		\$12,426	120	\$244		\$244	\$12,670
Task 12 - O&M Manuals		\$10,688	108	\$130		\$130	\$10,818
Task 13 - Record Drawings		\$9,728	110	\$500		\$500	\$10,228
Task 14 - SRF Admin/Compliance		\$13,110	142	\$293		\$293	\$13,403
TOTAL		\$134,700	1,368	\$15,271	\$9,000	\$6,271	\$149,971

Note:

**EXHIBIT B
SUMMARY OF FEES
Underwood Engineers, Inc.**

Professional Engineering Services

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

4-Apr-11

Task	Subtask	Breakdown			Extended Total
		Labor	Hours	Expen/Subs Subs/Allow. Expenses	
Task 8 - Bidding		\$9,958	102	\$566	\$10,524
Task 9 - Construction Administration		\$60,384	586	\$4,463	\$64,847
Task 10 - Resident Project Representative		\$155,034	1,712	\$9,670	\$164,704
Task 11 - Startup		\$13,443	130	\$244	\$13,687
Task 12 - O&M Manuals		\$5,344	54	\$65	\$5,409
Task 13 - Record Drawings		\$15,309	178	\$500	\$15,809
Task 14 - SRF Admin/Compliance		\$15,024	159		\$15,024
TOTAL		\$274,496	2,921	\$15,508	\$290,004

Note:

1 Proposed DEDUCTS if the following work areas are NOT constructed:

	<u>Deductive Alternate 1</u>	<u>Future Change Order</u>	<u>Total</u>
	<u>Long Hill / 6th</u>	<u>Horne / Roosevelt</u>	
Task 9 - Construction Administration	\$12,160	\$6,080	\$18,240
Task 10 - Resident Project Representative	\$32,986	\$32,986	\$65,972
Task 13 - Record Drawings	\$2,790	\$2,790	\$5,580
TOTAL	\$47,936	\$41,856	\$89,792

EXHIBIT C ADDITIONAL PROVISIONS

Attached and made a part of a LETTER AGREEMENT dated _____ between the City of Dover, NH (OWNER) and Underwood Engineers, Inc. (ENGINEER) in respect to the project (Project) described herein.

Part 1- ADDITIONAL SERVICES OF ENGINEER

1.1. Normal and customary engineering services do not include services in respect to the following categories of work which are usually referred to as Additional Services. If OWNER wishes ENGINEER to perform any Additional Services, he shall so instruct ENGINEER in writing, and ENGINEER will be paid therefore as provided in the Letter Agreement. Additional services include tasks not specifically identified in the Plan/Scope of Work and may also include, but not necessarily be limited to, the following:

- Services resulting from significant changes in the extent of the Project or major changes in documentation previously accepted by OWNER where changes are due to causes beyond control.
- Providing renderings or models.
- Detailed consideration of operations, maintenance and overhead expenses; and the preparation of rate schedules, earnings and expense statements, cash flow and economic evaluations, feasibility studies, appraisals and valuations.
- Services during out-of-town travel other than visits to the site.
- Additional or extended services during construction made necessary by (1) work damaged by fire or other cause during construction, (2) a significant amount of defective or neglected work of Contractor(s), (3) prolongation of contract time, (4) Contractor(s) overtime work, and (5) Contractor(s)' defaults.
- Services after completion of the Construction Phase.
- Preparing to serve or serving as a consultant or witness in any legal or administrative proceeding or public hearing.
- Providing services normally furnished by OWNER.

Part 2 - OWNER'S RESPONSIBILITIES

2.1. The OWNER will furnish or make available to ENGINEER any or all of its records, maps, reports, or other data which, in the judgment of ENGINEER, are pertinent to his work. The OWNER will authorize and assist ENGINEER in obtaining any such pertinent information from other public and private sources. When requested by ENGINEER, the OWNER will furnish all reasonable manual assistance of OWNER's forces in performing investigations requiring such assistance.

2.2. OWNER shall provide all criteria and full information as to OWNER's requirements for the Project; designate a person to act with authority on OWNER's behalf in respect of all aspects of the Project; examine and respond promptly to ENGINEER's submissions; and give prompt written notice to ENGINEER whenever he observes or otherwise becomes aware of any defect in the work. The city's designated Project Manager is: **Dave White, P.E., City Engineer**.

2.3. NOT USED.

PART 3 – NOT USED

PART 4 – NOT USED

PART 5 – NOT USED

PART 6 – NOT USED

PART 7 – SUCCESSORS AND ASSIGNS

7.1. OWNER and ENGINEER each binds himself and his partners, successors, executors, administrators, assigns and legal representatives to the other party of this Agreement, and to the partners, successors, executors, administrators, assigns and legal representatives of such other party in respect to all covenants, agreements and obligations of this Agreement.

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

Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than OWNER and ENGINEER.

PART 8 – INSURANCES

7.1. In addition to specified and statutory insurances, ENGINEER will carry professional liability insurance in the amount of \$1,000,000/\$2,000,000 (copy attached).



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2011.06.08 – 76**
Resolution Re: B10081 Wood Ash for WWTP Extension of Existing Contract

WHEREAS: Sealed bids B10081 were requested and received for Wood Ash on June 09, 2010 @ 2:00 pm. A one year pricing agreement with the option to renew for a second year was requested. Two bids were received and evaluated; and

WHEREAS: City Council awarded Resource Management the contract last year at the rate of \$8.00 per cubic yard with increase in year two of 3.5%. This is year two of the term and Resource Management has offered to waive the 3.5% increase and extend the same rate of \$8.00 for one more year.

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 Resource Management Inc. of Ashland NH at the rate of \$8.00 per cy. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	FY12 Proposed
5320.1.300.43256.4612.00000.	WWTP Operating Supplies	\$125,000.00	\$125,000.00

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.A.4.

Resolution Number: **R - 2011.06.08 – 76**
Resolution Re: B10081 Wood Ash for WWTP Extension of Existing Contract

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2011.06.08 – 76**
Resolution Re: B10081 Wood Ash for WWTP Extension of Existing Contract

RESOLUTION BACKGROUND MATERIAL:

Sealed bids B10081 were requested and received for Wood Ash on June 09, 2010 at 2:00 pm and two bids were received with award going to Resource Management Inc.

The ash is to be wood ash only. The percentage of volatile solids (LOI) is to be 40% or above (high carbon). The percentage of solids of the ash will be between 40% and 70%. The ash will be neither completely dry nor unusually wet, and is to be free of any and all debris. The wood ash must come from a facility(s) permitted to distribute wood ash in the State of New Hampshire for agricultural land applications.

The Dover Waste Water Treatment Facility uses wood ash as an amendment to processed bio-solids (sludge) to facilitate the composting process of treated sewage. This wood ash also helps to reduce and minimize odoriferous smells emanating from the compost and it is crucial to keep a reliable vendor. Distribution facilities must be also be permitted with State of NH for agriculture land applications

This is year two of the term and Resource Management has offered to waive the 3.5% increase and extend the same rate of \$8.00 per cy for one more year.

Purchasing Information:

Type:	Sealed Bid	Advertised:	Yes
Invitations Mailed:	15	Number of Responses:	2
Warranty:	Meets Specifications	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	June 30, 2012	Estimated Delivery:	As needed
Recommended Award to:	Resource Management Inc	Fund:	WWTP GF
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Cost estimated at \$25,000 or greater



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2011.06.08 – 76**
Resolution Re: B10081 Wood Ash for WWTP Extension of Existing Contract

Vendor List

International Paper Company
PO Box 224
West Ossipee NH 03890

Resource Management, Inc.
PO Box 1081
Ashland NH 03217

New England Organics
135 Presumpscot St Unit 1
Portland ME 04103

North Country
Environmental Serv.
PO Box 9
Bethlehem NH 03574

BFI – Tyngsboro District
PO Box 369
Tyngsboro MA 01879

White Mountain Resource
Mgt., Inc.
PO Box 1081
Ashland NH 03217

Bridgewater Power Co.
PO Box 678
Ashland NH 03217

Hemphill Power & Light Co.
PO Box 428
Georges Mills NH 03751

Pinetree Power Tamworth,
Inc.
PO Box 233
West Ossipee NH 03890

Whitefield Power & Light
Co.
PO Box 206
Whitefield NH 03598

International Paper Co.
Route 41
West Ossipee NH 03898

Bio Energy Corp.
1994 Maple Street
Contoocook NH 03229

Earthlife Products
160 Dover Road, Ste. 7
Chichester NH 03234

North Country Environmental
Serv.
PO Box 9
Bethlehem NH 03574

N.E. Organics
5 Funder Road
Falmouth, ME 04105-1704



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2011.06.08 – 76**

Resolution Re: B10081 Wood Ash for WWTP Extension of Existing Contract

Bid Results

<i>Vendor</i>	<i>Price Per CU.YD</i>	<i>Year 2 Option</i>
New England Organics 135 Presumpscot Street, Unit 1 Portland, ME 04103-53225	\$5.00 High Carbon (>40%) Whitefield NH wood Ash 4000-6000 cys/yr	0%
	\$7.00 High Carbon (>40%) Domtar Wood Ash, Woodland ME 6000 cys/yr	
	\$4.00 Medium Carbon (>30%) Verso wood ash Jay ME. 6000 cys/yr	
	Did not meet specifications	
Resource Management, Inc. P. O. Box 1081 Ashland, NH 03217	\$8.00 per cubic yard	3.5%



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R - 2011.06.08 – 77**
Resolution Re: **B11067B Recreation Bus Transportation Services**

WHEREAS: Sealed bids B11067 were requested and received for a proposed three (3) year agreement for Dover Recreation Programs Transportation Services on April 25, 2011 at 2:00 pm with only one bid reply being received. Bid was rejected and rebid B11067B was issued and received on May 18, 2011 @ 2:00 pm; and

WHEREAS: Two replies were received. The bid solicitation was issued based on identifying dollar amounts per mile, for driver and bus usage for both in-town and out-of-town travel, along with hourly rates for bus / driver waiting / idle time; and

WHEREAS: The bid submission deemed most advantageous and projected to be the most financially cost effective was submitted by First Student, Inc. of Salem NH with per mile charges of \$2.20 and hourly rates of \$21.25 for waiting / idle time for year one.

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 First Student, Inc. for the first year of Dover Recreation Programs Transportation Services at the rates provided in conjunction with B11067B. The amount of this authorization shall be limited so as not to exceed available funding.

AND FURTHER BE IT RESOLVED:

The Purchasing Agent is hereby authorized to issue a Purchase Order to First Student, Inc. for Dover Recreation Programs Transportation Services for the second and third year transportation services contingent upon funding and continued satisfactory vendor performance at rates stated in bid reply.

Financing

Account	Description	FY08 Appropriation	FY12 Anticipated
3410.1.350.45120.4443.00000	Rec Rental of Equipment	17,775.00	17775.00
3410.1.350.45149.4443.00000	Camp Kool Rental of Equipment	3,038.00	3038.00

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.5.

Resolution Number: **R - 2011.06.08 – 77**

Resolution Re: **B11067B Recreation Bus Transportation Services**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R - 2011.06.08 – 77**

Resolution Re: **B11067B Recreation Bus Transportation Services**

RESOLUTION BACKGROUND MATERIAL:

A sealed bid was solicited to identify a qualified vendor to provide yearly recreation programs transportation services on an “as needed” basis. This was to be for a three (3) year period of time contingent upon future funding, continued satisfactory vendor performance and a mutually agreed upon rate structure after the guaranteed first year costs. Future costs are identified and estimated by the recommended vendor in the bid response.

Bid Information:

Sealed bids # B11067B were requested and received for Transportation Services on May 18, 2011 at 2:00 PM EST.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	12	Number of Responses:	2
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	no
Prices will hold for:	One year - second and third year <u>estimated</u> charges to be confirmed or renegotiated at a later date closer to services actually being utilized	Estimated Delivery:	As needed
Recommended Award to:	First Student Inc	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes.	Reason for Council Approval:	Purchase may exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R - 2011.06.08 – 77**

Resolution Re: **B11067B Recreation Bus Transportation Services**

Vendor Solicitation List:

First Student
51 Lowell Rd
Salem NH 03079

Laidlaw Transit, Inc.
121 Whitehouse Road
Rochester NH 03867

Salter Transportation, Inc.
196 Scotland Road
PO Box 69
Newburyport MA 01951

Bolduc Transportation
Box 157
Rollinsford NH 03869

Phil Dial
Dial Transportation
PO Box 428
Epson NH 03234

James Jalbert
Jalbert Leasing, Inc.
PO Box 190
Dover NH 03821

Ryder Student Transport Svs
153 Burke Street
Nashua NH 03062

National School Bus Service
35 Railroad Avenue
Merrimack NH 03054

Acorn Transportation
31 Flagstone Dr.
Hudson NH 03051

McCrillis Transportation
2 Central Avenue
Portsmouth, NH 03802

Ledgemere Transportation
10 Birch Hill Road
York, ME 03909



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R - 2011.06.08 – 77**

Resolution Re: **B11067B Recreation Bus Transportation Services**

Results

Vendor	A*	B*	C*
First Student Inc. 51 Lowell Rd Salem NH 03079 Bus is housed in Dover	\$2.20 per mile	\$2.20 per mile	\$21.25 per hour
Goffstown Truck Center Student Transportation of America 35 Industrial Way #102 Rochester NH	\$2.85 per mile	\$2.85 per mile	\$27.50 per hour

Guaranteed prices for the first year of a possible three (3) year agreement. Second and third year commitment depending upon future funding and vendor performance during first year of transportation services. Estimated prices for second and third year were identified as part of bid solicitation and will be confirmed at later date.

- A. Cost per mile for bus and driver in town Dover
- B. Cost per mile for bus and driver out-of-town trips
- C. Hourly rate for waiting / idle stand-by time for bus / driver

Estimated Pricing for Second and Third Year

Vendor	A	B	C
First Student Inc. 51 Lowell Rd Salem NH 03079	\$2.30 per mile	\$2.30 per mile	\$22.00 per hour
	<u>Second Year</u>	<u>Second Year</u>	<u>Second Year</u>
	\$2.40 per mile	\$2.40 per mile	\$22.75 per hour
Goffstown Truck Center Student Transportation of America 35 Industrial Way #102 Rochester NH	<u>Third Year</u>	<u>Third Year</u>	<u>Third Year</u>
	\$2.85 per mile	\$2.85 per mile	\$27.50 per hour
	\$3.10 per mile	\$3.10 per mile	\$29.50 per hour
	<u>Third Year</u>	<u>Third Year</u>	<u>Third Year</u>

The original bid B11067 that was rejected was \$3.10 per mile and \$29.50 per hr.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2011.06.08 – 78**
Resolution Re: **B11075 Occupational Health Services**

WHEREAS: Requests for Proposal B1075 was issued and received for “as needed” various Occupational Health Services on May 23, 2011 at 2:00 PM for a one year term with option to renew an addition two one year terms; and

WHEREAS: Two proposals were received with just one meeting specifications of the request for bid. It is the recommendation to award to Seacoast Redi-Care of Somersworth for year one. This vendor is the current health care provider for the City and has provided services very satisfactorily for approximately the past 10 years. Years two and three will be revisited in FY13 & FY14 and returned to council at that time for consideration.

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 Seacoast Redicare of Somersworth, NH given the rates provided in conjunction with B11075. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000-x-xxx-xxxxx-4336-xxxxx-xx	Various Departments - Medical services	18,866.00	18,866.00
		Proposed FY2012	

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.A.6.

Resolution Number: **R - 2011.06.08 – 78**

Resolution Re: **B11075 Occupational Health Services**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2011.06.08 – 78**

Resolution Re: **B11075 Occupational Health Services**

RESOLUTION BACKGROUND MATERIAL:

Requests for Proposal B11075 was issued and received for “as needed” Occupational Health Services on May 23, 2011 at 2:00 PM. Two (2) proposals were received one (1) of which being the current health care provider the City has used very satisfactorily for approximately the past 10 years, Seacoast RediCare and the other from Core Medical Group of Salem NH. Core Medical Group is a national Health staffing firm and does not meet the specifications of the request for proposal. The proposal deemed most financially advantageous and in the City’s best interest to accept was offered by Seacoast Redicare of Somersworth, NH in varying amounts for different services, as needed and required by City personnel.

Bid Information:

B11075 Occupational Health Services May 23, 2011 @2:00PM

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	10	Number of Responses:	2
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	June 30, 2012	Estimated Delivery:	As needed
Recommended Award to:	Seacoast RediCare	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2011.06.08 – 78**

Resolution Re: **B11075 Occupational Health Services**

Vendor Solicitation List:

Barrington Family Practice
P. O. Box 590
Barrington, NH 03825

Occupational Health Services at
Portsmouth Regional Hospital
26 Manchester Square
Portsmouth, NH 03801

Great Works Family Practice
2 Colcord Street
South Berwick, ME 03908

Atlantic Family Practice
750 Central Avenue
Dover, NH 03820

Seacoast Emergency Physicians
c/o Wentworth Douglass
Hospital
789 Central Avenue
Dover, NH 03820

Wentworth Douglass Hospital
789 Central Avenue
Dover, NH 03820

Seacoast Redicare
396 High Street
Somersworth, NH 03878

Martin's Point Health Care
161 Corporate Drive
Portsmouth, NH 03801

BMA of Somersworth
225 Route 108
Somersworth, NH 03878

Dr. John Foley
Strafford Medical Association,
15 Old Rollinsford Road
Dover, NH 03820

Results B08082

<i>Vendor</i>	<i>Price*</i>
Seacoast Redicare 396 High Street Somersworth, NH 03878	Various – depends on test / service provided
Core Medical Group 2 Keewaydin Dr Salem NH 03079	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2011.06.08 – 78**

Resolution Re: **B11075 Occupational Health Services**

SERVICE	SEACOAST REDICARE	
1. Treatment of Workplace Injuries		
<i>Level 1 Initial Visit</i>	\$ 88.00	
<i>Level 2 Initial Visit</i>	\$ 104.00	
<i>Level 3 Initial Visit</i>	\$ 172.00	
<i>Level 4 Initial Visit</i>	\$ 194.00	
<i>Level 1 Follow-up Visit</i>	\$ 57.00	
<i>Level 2 Follow-up Visit</i>	\$ 58.00	
<i>Level 3 Follow-up Visit</i>	\$ 104.00	
<i>Level 4 Follow-up Visit</i>	\$ 172.00	
<i>Physical Therapy Evaluation</i>	\$ 194.00	
<i>Physical Therapy Treatment</i>	\$ 44.00 – 70.00	per 15 min
Note: Supplies, radiology, & add'l services are billed separately	Above prices are discounted by CCMSI prior to payment	
2. Special Medical Evaluations		
<i>Level 3 Exam by Medical Provider</i>	\$ 120.00	
<i>Physical Capacity Test</i>	\$ 58.00	
<i>Medical Provider Consult Service, if more than general & basic</i>	\$ 200.00	per hr
3. Return to Work Examinations		
<i>Level 3 Exam by Medical Provider</i>	\$ 120.00	
<i>Physical Capacity Test</i>	\$ 58.00	
4. Pre-employment & Other Exams		
<i>Level 1 Exam - Non-DOT</i>	\$ 62.00	
<i>Level 1 CDL / DOT exam</i>	\$ 70.00	
<i>Level 3 Exam (ie. Firefighter)</i>	\$ 120.00	
Add'l components to level 3 for Firefighter exam, if needed		
Urinalysis	included	
Comp Hlth Screen #1 Blood Work	\$ 76.00	* SRC's Hlth Screen #4
Heavy Metal Blood Test	\$ 159.00	*
Hepatitis B Titer	\$ 52.00	*
Hepatitis C Titer	\$ 83.00	*
Varicella Titer	\$ 186.00	*
MMR Titer	\$ 153.00	*
Hepatitis B vaccine (inject: 3)	\$ 82.00	*



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2011.06.08 – 78**

Resolution Re: **B11075 Occupational Health Services**

Hepatitis A vaccine (inject: 2)	\$ 130.00	*
MMR Vaccine	\$ 65.00	*
TB Test	\$ 22.00	
Tetanus (Tdap)	\$ 81.00	*
HIV Test	\$ 75.00	*
Vision - full w/ color perception	\$ 15.00	
Audiogram	\$ 23.00	
OSHA Respirator Clearance	\$80 w/ exam; \$40 history review no exam	
Eval w/ PFT	\$ 120.00	
EKG	\$ 56.00	
Chest X-Ray	\$ 65.00	
<i>Drug & Alcohol Testing:</i>		
Non-DOT rapid urine-preemploy	\$ 39.00	
Lab Conf., if non-negative	included	
Non-DOT urine for reasonable	\$ 55.00	
suspicion (sent to lab)	\$ 55.00	
DOT Urine Test	\$ 55.00	
Breath Alcohol Test	\$ 25.00	
Confirmation, if non-negative	\$ 25.00	
<i>Physical Capacity Test, if req.</i>	\$ 58.00	
Upper extremity for dexterity & strength	included	
Lower extremity for dexterity & strength	included	
Functional Screening	included	
Combo Screening of upper, lower, & job-specific functional	included	
<i>Independent Medical Exam (IME) for Disability Purposes</i>	N/A	
Fee is per body part and the range is dependent on		
Complexity of the case pre-authorized and pre-paid.		
<i>Functional Capacity Eval (FCE) for Disability Purposes</i>	\$ 58.00	
<i>CDL Drug Testing</i>	\$ 55.00	
CDL/DOT Physical Exam	\$ 70.00	
Urine Drug test	\$ 55.00	
Breath Alcohol Test	\$ 25.00	
Confirmation, if non-negative	\$ 25.00	
<i>Workplace Injury Prevention Prgms</i>	upon request	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2011.06.08 – 78**

Resolution Re: **B11075 Occupational Health Services**

<i>Onsite Ergonomic Analysis</i>	\$ 150.00	per hr
<i>Wellness Services</i>	upon request	
<i>Advisory / Consult Service</i>	upon request	
<i>Optional Components to Any Examination, as needed</i>		
OSHA Respirator Clearance Eval	\$ 80.00	
& Pulmonary Function Test	\$ 40.00	
Respirator Mask Fit (ee must bring mask)	N/A	
Audiometric Exam	\$ 23.00	
Lead / ZPP Testing	\$ 95.00	*
Heavy Metal Testing	\$ 159.00	*
TB Testing	\$ 22.00	
Hepatitis B Vaccine (inject: 3)	\$ 82.00	*
Tetanus Vaccine	\$ 81.00	*
Chest X-Ray	\$ 65.00	
EKG	\$ 56.00	
Urinalysis	included	
Full Vision	\$ 15.00	
Functional Capacity Evaluation	\$ 58.00	
* Pricing subject to market adjustment as we cannot guarantee our associated with these services.		

Planning Board report for June 8, 2011 City Council meeting:

While the workload of the Planning Board is not as high as it was prior to the economic downturn of 2009-10, activity is slowly increasing. The board has used the period of light agendas to focus on updating requirements and regulations with the goal of creating a more stringent approval process to facilitate more quality in future developments and less impact on existing abutters. The board has already finished several updates that the board has adopted or brought to the Council for action during the last couple of years.

Currently the board is working on updating three ordinances related to the Planning Board's activities: Chapter 170, the Zoning Ordinance; Chapter 149, Site Review Regulation; and Chapter 155, Subdivision and Land Regulation. The board has discussed the updates to these ordinances over the course of several meetings and has produced a draft version updating each one, with the goal of having the approved updates before the Council sometime over the late summer or early fall. However, recently, Dover was awarded a grant from the federal Environmental Protection Agency with the purpose of reviewing our land use regulations with an eye toward sustainability. With this extra review, the implementation of the updated ordinances will be delayed, but the board is hoping to post a draft version of each soon so the updated requirements can be used on any new proposed developments, even though there may be some changes in them.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2011.06.08 – 79**
Resolution Re: Dover Educational Office Personnel (DEOP)

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

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

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

The Dover School Board is hereby authorized to execute a four (4) year Collective Bargaining Agreement with the Dover Educational Office commencing on July 1, 2009 through June 30, 2013.

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Nedelka

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 – 2011.06.08 – 79**
Resolution Re: Dover Educational Office Personnel (DEOP)

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2011.06.08 – 79**
Resolution Re: Dover Educational Office Personnel (DEOP)

RESOLUTION BACKGROUND MATERIAL:

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

Based upon councilor requests, clarifying information was provided. Specifically, there was a concern that the creation of the sick bank would create an additional liability of up to \$16,624 for the city. The clarifying material is attached, which explains that this is not the case.

The summary of costs is as follows:

Dover School District

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

FY10 \$0
FY11 \$0
FY12 \$13,539

This figure represents:

- \$1,193 for the cost of providing part time secretaries (under 6 hrs/day) for 5 holidays
- \$766 for the cost of providing school year secretaries with 10+ years of service for additional vacation days (1 day for each 5 year increment up to 20 years of service.)
- \$180 cost estimate for providing a flexible spending account, assuming 20% of members participate
- \$11,400 for the total cost of \$300 stipend for school year and \$600 stipend for full year members who are at top step. This is a one-time stipend.

FY13 \$17,624

This figure represents:

- \$1,230 for the cost of providing part time secretaries (under 6 hrs/day) for 5 holidays
- \$897 for the cost of providing school year secretaries with 10+ years of service for additional vacation days (1 day for each 5 year increment up to 20 years of service.)
- \$180 cost estimate for providing a flexible spending account, assuming 20% of members participate
- \$15,317 for the total cost of \$400 stipend for school year and \$700 stipend for full year members who are at top step. This is a one-time stipend.

Total cost for the additional items within the 4-year contract
\$31,163



Dover Education Office Personnel

May 18, 2011

Dover School Board
Dover City Council

This letter is to clear up any confusion regarding Article VII: Leaves A. 5.0:

- That the sick leave bank shall be funded at the start of each school year to reach a maximum of one hundred (100) days. The sick leave bank may be supplied with additional days only at the start of each school year to bring it up to the one hundred (100) maximum.

This section in no way refers to the Dover School Board funding the sick bank. The article refers to Association members contributing to the sick bank at no cost to the district.

Sincerely,

A handwritten signature in cursive script that reads 'Karen A. Stacy'. The signature is fluid and matches the printed name below it.

Karen A. Stacy
DEOP Union President

Comparison of Surrounding Area Secretarial Benefits

	Union/Non-Union	Highest Wage of most Predominant classification (Comparable positions compared)	# of Holidays	Health Insurance Copay	Personal/Emergency Days	Vacation	Health Insurance Buyback
Portsmouth	Union	18.33-20.66 (2-5% COLA depending on CPI-U)(until 2014)	13	15.5%	2-3	10-30 days	
Exeter	Non-Union	18.60	12.5	0%	2	15-20 days	
Somerset	Union	17.17	13	5-15%	6	10-24 days	1750/yr
Concord	Union	18.77	13	10-14%	No pers/unlimited emergency	1.5/month	700-1400/yr
Rochester	Union	17.21 (with degree) 13 steps	12	20%	3	5-20 days	
Hampton	Non-Union	Varies-all individual	11	15%	3	10-20 days	1200-1750/yr
Dover	Union	17.45	15	10-17%	5	10-25 days	1817-4906/yr
Oyster River	Union	17.02	13	3%	4	10-20 days	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2011.06.08 – 80**
Resolution Re: Covered Bridge Rescission

WHEREAS: The Dover City Council approved resolution R-2011.05.11-65, “Relocation of Covered Pedestrian Bridge” on May 11, 2011; and

WHEREAS: The intent of the City Council was to provide an opportunity for interested residents of Dover to develop a credible plan for relocation of the pedestrian bridge, and to begin the necessary fundraising; and

WHEREAS: Changed circumstances have occurred since the adoption of the resolution in that vocal advocates for retention of the bridge pulled away from fundraising efforts and waterfront development plans have accelerated.

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

Resolution Number R-2011.05.11-65, “Relocation of Covered Pedestrian Bridge” is rescinded.

AND FURTHERMORE:

The City Manager is authorized to seek and accept another, alternative disposition opportunity for the relocation of the pedestrian bridge to another community.

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Nedelka

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2011.06.08 – 80**
Resolution Re: Covered Bridge Rescission

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2011.06.08 – 80**
Resolution Re: Covered Bridge Rescission

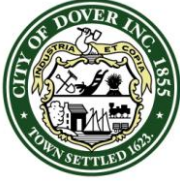
RESOLUTION BACKGROUND MATERIAL:

At the time of passage of the resolution, there were two vocal advocacy movements for retention of the bridge.

One of these movements ceased five days after passage of the resolution, with the abdication of the effort by its leadership in a letter to the Dover City Council.

The second effort, while not abandoned, has not developed broad support and the necessary strategic planning that should be in place almost a quarter of the way through to the September 1st deadline.

The presentation of a development plan for the waterfront to the Cocheco Waterfront Development Advisory Committee on May 17th, with a plan to have active development underway in 2012, suggests that any delay in the relocation of the bridge runs the risk of becoming a physical impediment to the waterfront project.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2011.06.08 – 81**

Resolution Re: FY11 Transfer of Appropriation – General Fund

- WHEREAS: The City Council adopted the FY11 Budget on June 2, 2010; and
- WHEREAS: Some non-school departments have incurred expenditures not originally anticipated as part of the budget; and
- WHEREAS: Unspent appropriations exist within some accounts; and
- WHEREAS: A transfer of appropriations is necessary to cover the expenditures not originally anticipated in the department budgets.

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

Pursuant to C6-8 of the City Charter, the City Manager is authorized to transfer unspent FY11 appropriations as deemed necessary between non-school departments within the General Fund to cover these unanticipated expenditures

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 – 2011.06.08 – 81**

Resolution Re: FY11 Transfer of Appropriation – General Fund

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2011.06.08 – 81**

Resolution Re: FY11 Transfer of Appropriation – General Fund

RESOLUTION BACKGROUND MATERIAL:

There are certain departments and divisions within the General Fund that are anticipated to exceed the appropriations and others that will have remaining appropriations. This resolution allows the City Manager to move appropriations between departments in order to cover needed unanticipated expenditures.

The following areas have, or are projected to have, a need for appropriations:

<u>Department</u>	<u>Projected Shortfall</u>
Fire Department – Suppression	
Overtime	294,000
Retirement	<u>77,300</u>
	<u>371,300</u>

The above areas have a need for appropriations based on current actual expenditures, as well as, estimates of expenditures for the remaining portion of the fiscal year. These areas have been identified because they currently have a need for appropriations and the list is not intended to indicate the only areas that may need appropriations at fiscal year end.